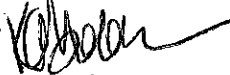


STAFF REPORT

TO: Planning Board – Regular Meeting – September 15, 2025

From: Kim Golden, P.E., City Engineer 

CC: Doug Kneupper, P.E., Consulting Engineer

Date: September 8, 2025

RE: Development Plan/Site Plan for Zoning Change - 917 8th Ave N – Come and See Friends Men's Discipleship Program House

Background: The applicant, Walter T. Lawson, Sr. Pastor, Come and See Friends Church, seeks approval of a Site Plan for a zoning change from District "F" (Light Industrial) to District "S-P" (Site Plan) to continue the operation of a halfway house for men in re-entry. The program has been operating as an unlicensed residential program at the site for approximately four years. The residential program was shut down by Fire Marshals for numerous hazardous conditions and code violations which rendered the building unsafe for the dormitory style occupancy by 13 residents.

Requested Action: (i) Approval of Site Plan for rezoning of an existing commercial building from District "F" (Light Industrial) to District "S-P" (Site Plan) for use as a halfway house for men released from incarceration; and (ii) Approval of a Development Plan as a condition precedent for the issuance of a building permit to make improvements necessary to operate as a code compliant halfway house; and (iii) Affirmation the intended use is consistent with the purpose and guidelines of the Sixth Street Revitalization District.

Staff Analysis and Recommendation: "Halfway House" is defined in the Zoning Ordinance as "a facility for the housing, rehabilitation and/or training of three or more persons, who are on probation or parole or are pre-released inmates from correctional institutions or other persons found guilty of criminal offenses; or for the housing, rehabilitation, training, counseling or treatment of three or more persons for alcohol, chemical or drug abuse and/or dependencies." Section 160.006. Halfway houses are required to be in District "S-P" (Site Plan), per Section 160.051(C)(b)(8), but there are no height or area dimensions specified for the use. However, there are area dimensions for Personal Care Facilities which may be considered advisory of 100 sf per person in single occupancy bedrooms and 120 sf per person in double occupancy bedrooms.

In the absence of any area or height specifications in the ordinance for the use the requirements are determined by the approved Site Plan. The proposed Site Plan does not indicate an anticipated number of occupants or the designation of a space standard per occupant. The proposed Site Plan seems to indicate an area of 43ft x 26ft for dormitory style sleeping quarters. Applying the standard of 120 sf for multiple

occupancies would allow an occupancy of 9 residents. However, a final occupancy load will be determined by the Fire Marshal and established through the building permitting and certificate of occupancy process.

The Site Plan shows the existing building to have two restrooms, one of which is shown to also have a shower. The Site Plan does not show a separate kitchen facility. It is thought the site has a small green space at the rear of the building, but the Site Plan does not show any adjacent green space.

EXISTING BUILDING: The location at 917 8th Ave N is an existing building on a 0.056-acre lot (25ft x 102ft – 2448 sf). The Site Plan shows the existing building as 26ft x 123ft (3,198 sf) which exceeds the size of lot.

EXISTING ZONING: The site is currently zoned District “F” (Light Industrial). The adjacent property to the west is zoned District “E” (General Business). Adjacent properties to the east and across 8th Ave N to the north are all zoned District “F” (Light Industrial). The existing facility does not meet the setback requirements of the District “F” zoning designation which requires a minimum lot width of 80ft, minimum lot depth of 150ft, minimum lot area of 15,000 sf, minimum front yard of 30ft, minimum rear yard of 30ft. There is no minimum side setback except from a residential district which does not apply to this location. The existing use as a halfway house is not an allowable principal use in District “F”.

EXISTING PARKING: The site does not have any off-street parking. The applicant advises the residents do not have cars and that the adjacent property owners have no objection to sharing the parking spaces. Some on-street parking is available.

INTENDED USE: The applicant seeks a rezoning to District “S-P” (Site Plan) so it can continue its ministry to indigent men in recovery who are returning from incarceration or have ongoing involvement with the criminal justice system through probation or parole. The ministry provides transitional dormitory style housing, counseling, and limited wrap around supportive services such as assistance with obtaining identification documents, driver's license, etc. Residents maintain a strict schedule of required activities including daily prayer and bible study and are subject to random drug screening. The facility is not licensed by the State of Texas nor are they counselors. The ministry is supported by community donations. Residents are not required to pay a fixed rent. Additional information regarding the programming is included in the agenda packet.

Review comments did not express any concerns. Building Officials and Fire Marshals note the facility will be required to meet all applicable codes. Courtesy inspections have been scheduled to inform the applicant about the permitting process and the modifications likely to be required to satisfy applicable codes.

RECOMMENDATION: The program has been operating at the site without permits but also without any complaints from the surrounding neighborhood. The site is not adjacent or close to any existing residential uses. The use as a halfway house would not be incompatible with the existing use of an adjacent property by Narcotics

Anonymous and there have been no complaints noted from an adjacent church. So long as the applicants complete the rezoning process and satisfy the requirements of the Building Officials and Fire Marshals, staff offer no objection to the Site Plan and proposed rezoning.



Criminal Justice Center

9th Ave N

9th Ave N

1764

N

9th Ave N

9th Ave N

ida Al Extremo

Texas City Fire Department 2

Sharp Inspection & Lube

Benny's Auto Repair

Best Budget Inn

Texas City Animal Hospital

8th Ave N

8th Ave N

10th St N

8th St N

8th Ave N

8th Ave N

8th Ave N

11th St N

9th St N

8th St N

Abbott Dr

Abbott Dr

10th St N

8th St N

CAS Friends Men's Discipleship Program

7th Ave N

7th Ave N

7th Ave N

7th Ave N

10th St N

9th St N

Jones Drive Inn Grocery

7th Ave N

7th Ave N

10th St N

8th St N

Google

Layers

CAS Friends Men's Discipleship House

917 8th Ave N, Texas City 787590

Zoning – Talking Points

- The Discipleship House is one of the few options that men have as they are released from incarceration.
- Residents of the Discipleship House are required to adhere to a strict set of rules, including a curfew. Residents are closely supervised and required to pass random drug screening as requested.
- The Discipleship House has been in operation for over 4 years, during which we've seen **13 marriages, countless baptisms**, and lives changed by the power of the gospel.
- We believe this hands on ministry is reducing homelessness and crime in Texas City.
- We partner with local churches and organizations like Narcotics Anonymous.
- Daily activities that promote growth including daily prayer and Bible study.
- Our weekly calendar is full of opportunities to connect and grow:
 - **Celebrate Recovery** – Tuesdays at 5:45 p.m., for anyone seeking freedom from hurts, habits, or hang-ups
 - **God's Daily Dose** – A noon Bible study Monday through Friday, perfect for lunch-hour spiritual encouragement
 - **Family Game Night** – Fridays at 6:30 p.m., open to all for food, fun, and fellowship
 - **Ongoing Bible studies** – Held throughout every weekday
 - **Sunday Services** – Morning and evening worship gatherings

As we look ahead, our hearts are full of hope. We remain rooted in our original purpose: to preach the gospel and make disciples.

The journey is far from over, and we trust that the God who brought us this far will lead us into even greater things, for His glory and the good of our city.

We believe the best is yet to come.

CAS Friends Church

Men's Discipleship House

- Project Name: CAS Friends Discipleship House
- Site Address: 917 8th Ave N, Texas City, Tx 77590
- Acreage: 0.056 acres, 25' x 102' (2448 sf)
- Property ID 384362
- Subdivision: S7030
- Legal: ABS 205 J B WELLS SUR LOT 8 BLK 249 TEXAS City SECOND DIVISION & ADJ n 1.20 FT OF AVE
- Plat attached: Texas City Second Division, Galveston County (Jan, 1895)
- Surrounded by: 8th Ave N, 10th St N, & 9th St N
- This request does no change any lot lines.
- This Zoning request is solely for the space at 917 8th Ave N, Texas City, Tx 77590
- Located between Narcotics Anonymous and an Office rental space. No adjacent land.

CAS Friends House of Disciples
6-month Program
House Rules & Regulation

Matthew 28: 19-20 NIV

“Go therefore and make disciples of all the nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all things that I have commanded you; and Lo, I am with you always, even to the end of the age.”.

A godly man is not a perfect man. We will never reach perfection until we are in the physical presence of Jesus (Philippians 3:12; 1 John 3:2). But the godly man embraces his manhood and knows that Jesus, not the world, has set the standard for what it means to be a real man. So, he strives daily to model his life after Jesus. He doesn't make excuses for his sins and weaknesses he finds in himself, but continually surrenders those areas to God and asks for His help in overcoming them (Romans 6:11—14). Regardless of physical appearance, social status, or economic standing. A man can be a godly man when he surrenders to God through faith in Jesus Christ and seeks to obey Him in every area of his life (Luke 10:27; Galatians 2:20)

A godly man is one who has died to his flesh (Galatians 5:24). This does not mean he no longer faces temptation. It means that, when he is tempted, the decision about whether to give in has already been made. He relies on the power of the Holy Spirit to help him say "no" to his flesh and "yes" to the Holy Spirit (1 Corinthians 10:13; Galatians 5:16). As he regularly opposes sin, he finds that his spirit grows stronger, and temptation becomes easier to resist (Hebrews 10:36).

HOUSE

- Wake up time is 7 am - morning routine.
- Curfew and doors locked at 10 pm, (Fri. & Sat 10:30 pm) Lights out at 10:30 pm.
- You must always be accounted for in addition to signing the out & in sheet. In addition, **You Must** make sure the House manager and or acting HMT is informed.
- Chores are assigned for two weeks periods which is posted on the white board in the hallway. Everyone is expected to complete their chores established by Pastor Terry. Remember chores are completed twice a day (morning and evening).
- Bed must be made each morning by 7:30am, No excuses will be accepted.
- All clothes must be hung and/or put away in totes or hanging area.

CAS Friends House of Disciples
6-month Program
House Rules & Regulations

- Laundry area must be cleaned organized by all. Bed sheets must be washed weekly.
- **NO** dishes are to be left in the sink or dish drainer at any time. You are expected to wash and put away your own dishes. Do not pour grease down the sink.
- You are required to clean the toilet after your use out of respect for the next person.
- Only faith based and or family movies will be played in the House. PG or PG-13 Rated will be allowed with minimum profanity.
- No overnight stays away from the house unless approved by Pastor Terry, overnight request to stay with the opposite sex is prohibited.
- ABOSOLUTELY, no weapons of any type will be allowed into the church or discipleship house.
- NO Stealing or disrespect of anyone's property! Theft will not be tolerated.
- All mail must be opened in front of House Minister.
- Issues within the house will be dealt with immediately. If it cannot be resolved within the men's meeting, Pastor Terry will have the final say.

CHURCH

- Church functions and studies are mandatory; you are expected to be at each function 15 minutes early and must stay until function is over, (Exceptions made for employment. Please give Pastor Terry or House Minister your work schedule.)
- You are expected to always keep the church ready for services ensuring restrooms are clean.
- **NO** horseplay or loud yelling.
- **NO** secular music in Men's house or on church property or in church vehicles.
- You **Must** attend all services unless working or given permission to miss by Pastor Terry.

SELF

- NO Lying or disrespect to anyone, NO profanity!! YOU LIVE IN GOD'S HOUSE.
- Personal Hygiene is a must. YOU **MUST** SHOWER DAILY! Showers will be no longer than 15 minutes. Wearing of deodorant is **MANDATORY!**
- **Clean** clothes must be worn daily.

CAS Friends House of Disciples
6-month Program
House Rules & Regulations

- All medication will be kept in a lock box and secured. If you are under a doctor's care, a list of any/all medications must be given to Pastor Terry.
- All valuables are to be kept locked in your totes.
- If you have an income of any type, you are responsible for your personal needs (i.e.: **hygiene products, food and laundry supplies, and haircuts**).
- No physical altercations or bullying. All parties involved will be asked to leave the house. Reentry is solely dependent upon Pastor Terry's discretion.
- If it's **not true**, don't **say it**. If it's not yours, don't **touch it**. Treat each other as you want to be treated.
- Any form of illegal drugs, as well as alcohol is prohibited and will not be tolerated. You will be asked to leave the premises and not return for 30 days - 6 months dependent upon Pastor Terry's discretion.
- If you are ill, notify house minister and you must go to the doctor. After seeing a doctor, if it's determined you need bed rest it will be approved. No other activities will be required.
- You must remember when exiting bunk area, you are to be fully dressed. **YOU MUST ALWAYS HAVE A SHIRT ON!!** Remember it's about respect for others and respecting God's house.
- Do not leave articles of clothing laying around the house and or bunk area. Everything must be kept decent and in order.
- Getting into new relationships while in the disciple program is prohibited. We want you only focused on your relationship with God and Him alone.

PROGRAM

- If you have a question, **ASK**. If you are not sure, **ASK**. If you don't know, **Do not** assume you know what to do, Look where you are now.
- **NO** counseling or giving advice to each other, Everyone's walk is different, thou similar, not the same.
- Should you leave the program for any reason; you will not be allowed back in the program for at least 30 days and with the agreement of Pastor Terry.

CAS Friends House of Disciples
6-month Program
House Rules & Regulations

- No cell phones and/or tablets the first 30 days upon starting the program. If you are caught with a cell phone, you will be terminated from the program, including asking to use a house mates' cell.

New Disciples must be in the program 45 days before they are permitted to lead, teach, and or drive church vehicles.

After the first 45 days, each participant is responsible to be actively looking for full time employment.

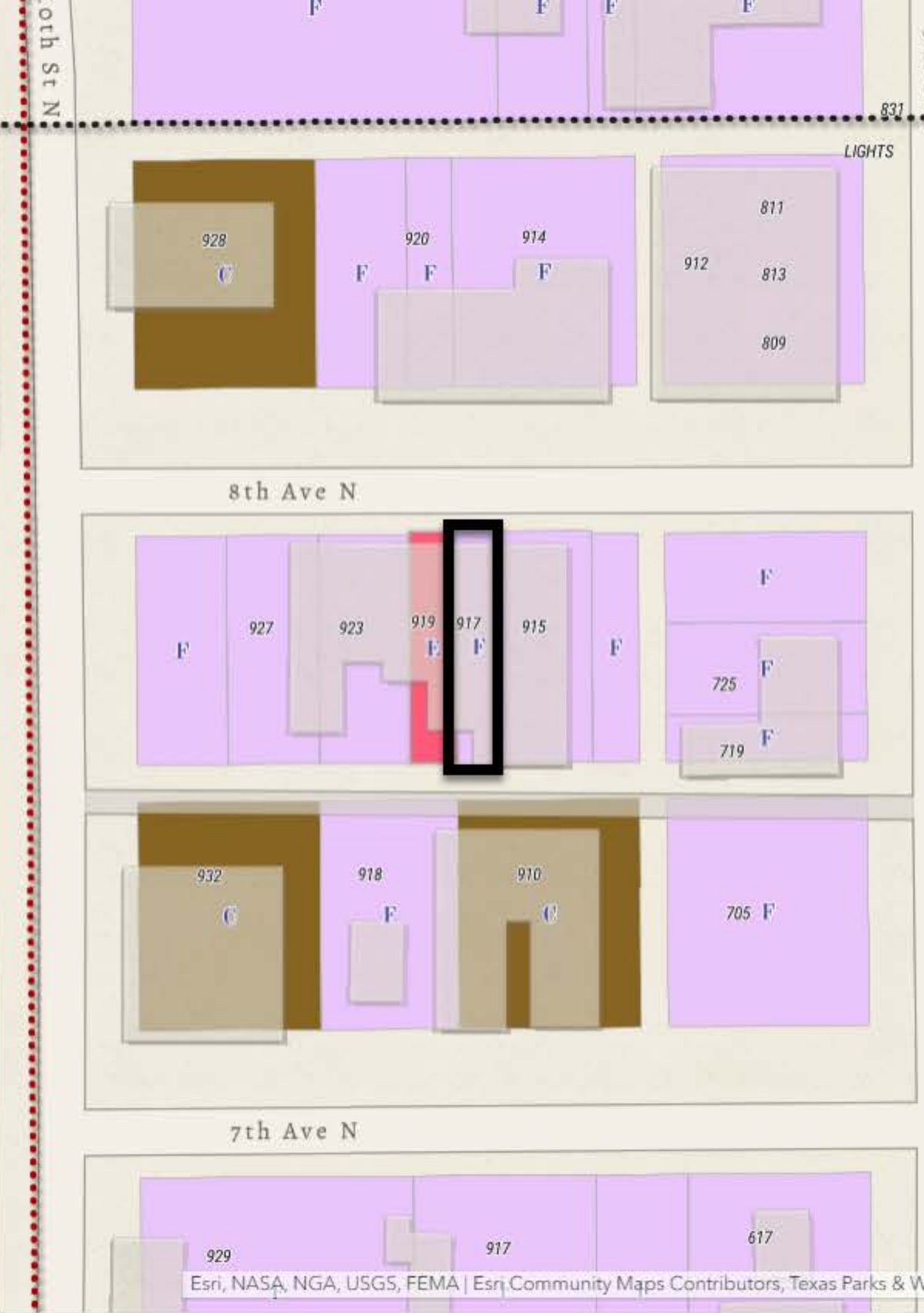
All residence will be evaluated every 30 days to ensure understanding and determine growth.

These rules are not up for discussion. If you do not think that you can obey these rules, you do not need to stay. Remember, you came here for help not a vacation.

Entry and Reentry is solely dependent upon Pastor Terry Melancon's discretion.

Signature: _____ Date: _____

By signing this you are agreeing that you understand and will abide by these rules.



- Residential
- (B-1) Townhouse Residential
- (C) Multi-Family Residential (High Density)
- (C-1) Multi-Family Residential (Medium Density)
- (MH) Mobile Home
- (D) Neighborhood Service
- (D-1) Limited Service
- (LGBD) Limited General Business District
- (E) General Business
- (E-1) Central Business
- (O-P) Office-Professional
- (E-2) Freeway Commercial
- (E-3) Outdoor Commercial
- (E-4) Commercial Warehouse
- (CIMU) Commercial/Industrial Mixed Use
- (F) Light Industrial
- (F-1) Outdoor Industrial
- (H) Heavy Industrial
- (IBD) Industrial Business District
- (P-I) Planned Industrial
- I (PUD) Planned Unit Development
- (G) Waterfront
- (G-2) Recreational Waterfront
- (S-P) Site Plan
- (O) Open Space

CAS Friends Church

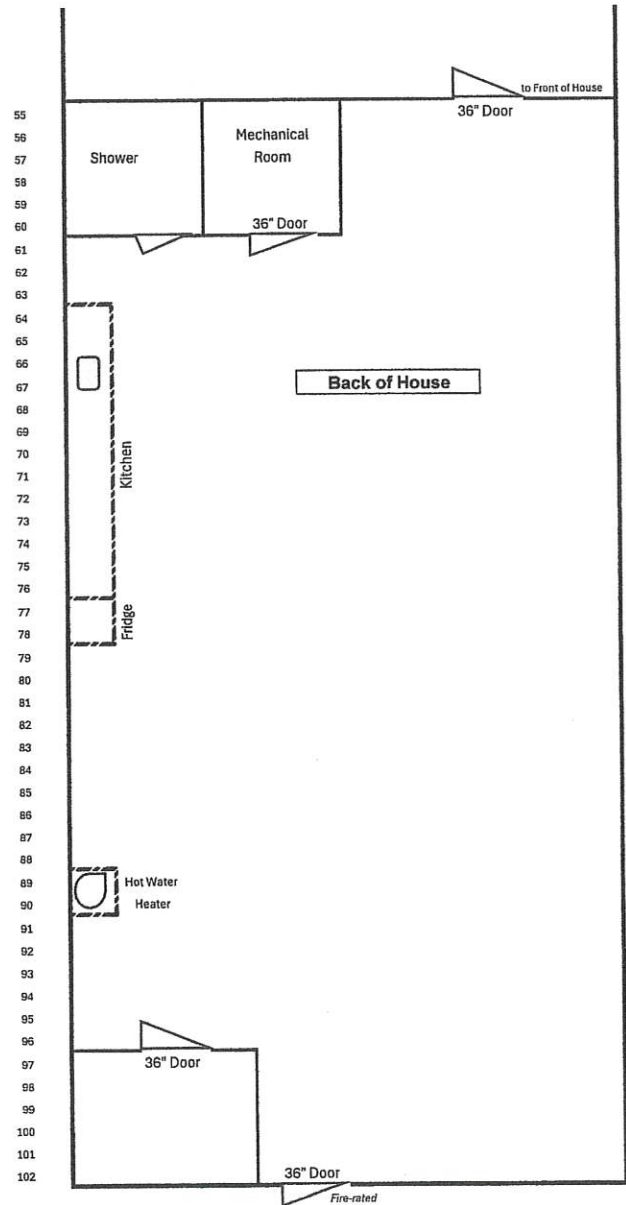
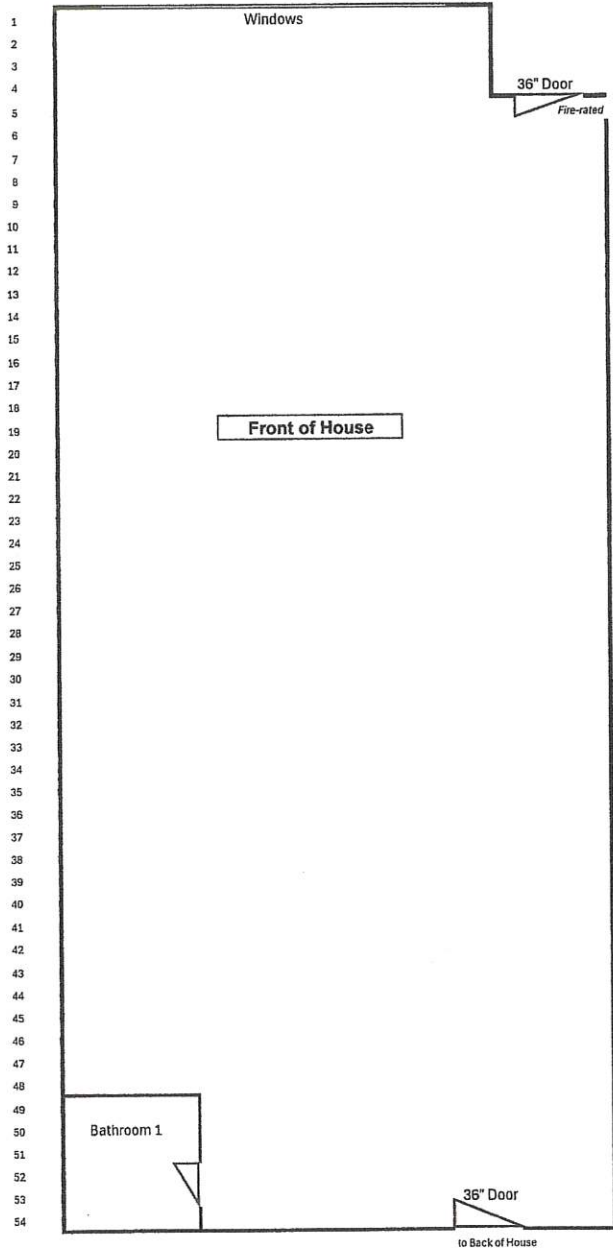
"Men's Discipleship House"

917 8th Ave N, Texas City, Tx 77590

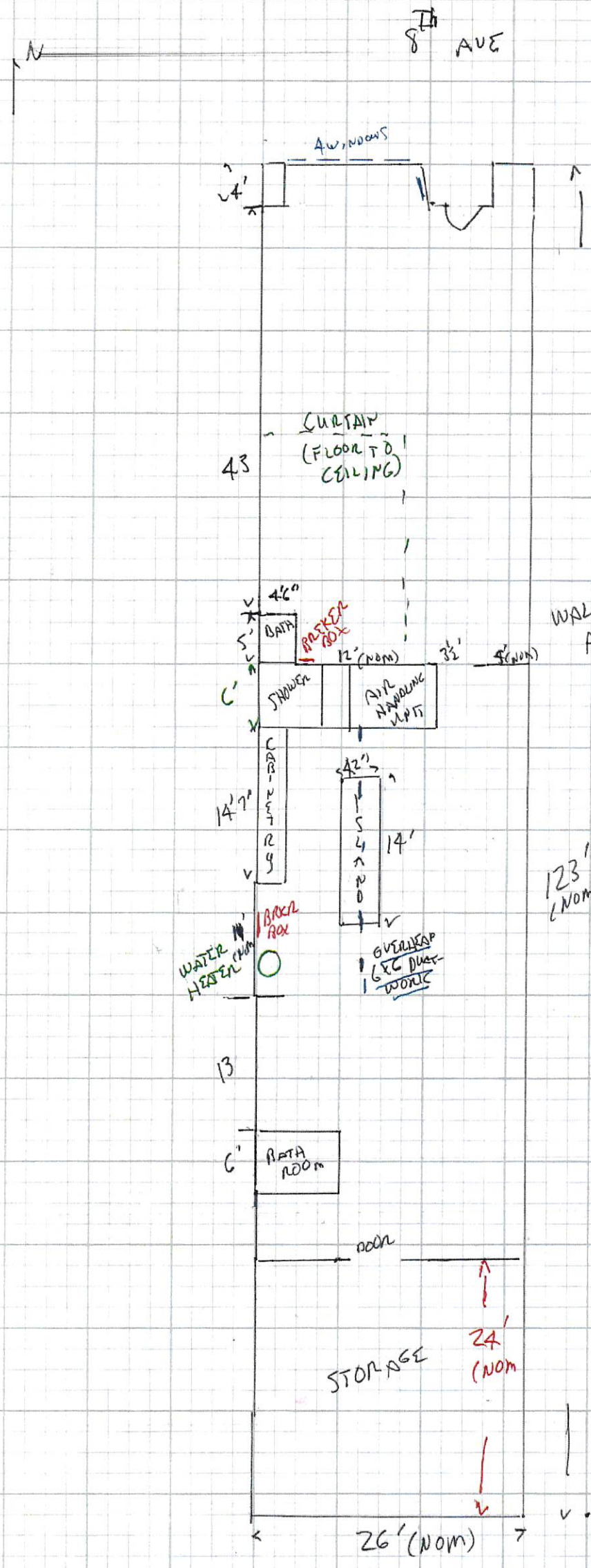
□ = 1'x1'

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24



917 8th AVENUE
TEXAS CITY



WALLS ARE 8" X 4" X 4" BRICK

123' (nom)



8/7/25
F20260
JAMES A. BABB, P.E., LLC

- NOTES:
1. SCALING IS 1/8" = 1'00"
 2. DIMENSIONS ARE NOMINAL ± 6"
 3. ELECTRICAL + PLUMBING ARE EXISTENT + NOT ON DRAWING EXCEPT AS NOTED

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, 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 33rd 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 33rd 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 33rd Street North, it will work just fine. He added there will be plenty of room on 33rd 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 Request for Extension of Approval of the Final Plat for Lakeside Bayou Street Dedication No. 2. A subdivision of 7.202 acres of land situated in the William G. Banks Survey, Abstract 36, Texas City. Located west of FM 3436, south of FM 646 and north of FM 517.**

Ms. Golden began by giving the alternates some background on Lakeside Bayou Subdivision. The Master Plan was approved by City Commission in 2021 as Southlake Subdivision. The name has subsequently been changed based on some marketing research that claimed the first name was confusing.

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. Paster 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 6th 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 set a precedent.

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.

(5) GENERAL UPDATES

(6) OTHER BUSINESS

(7) MOTION TO ADJOURN

Chairman Dickey Campbell asked if there was any other business to which there was none. **A motion was made by Commissioner Jami Clark/Commissioner Thelma Bowie to adjourn. All members present voted aye.**

Kimberly Golden, Secretary

Date

Minutes approved by the Planning Board at its meeting on _____.

DRAFT