

**CITY OF FREEPORT  
PLANNING COMMISSION  
Tuesday, August 23, 2016 6:00 P.M.  
Freeport Police Department, Municipal Courtroom  
430 North Brazosport Boulevard  
Freeport, Texas**

**AGENDA**

Lesla Girouard  
Cindy Cain  
Eddie Virgil

Sandra Loeza  
Johnathan Sublet

NOTICE is hereby given that the Planning Commission of the City of Freeport, Texas will meet in a regular meeting on **Tuesday, August 23, 2016 at 6:00 P.M.** at the Freeport Police Department, Municipal Courtroom, 430 North Brazosport Boulevard, Freeport, Texas to discuss the following:

1. Open Meeting.
2. Invocation.
3. Administer Oath of Office to newly appointed Sandra Loeza, Johnathan Sublet and reappointing Lesla Girouard to serve a two year term (2016-2018).
4. Consideration of selecting a Chairman for the Planning Commission.
5. Consideration of selecting a Co-Chairman for the Planning Commission.
6. Consideration of approving the minutes for April 26, 2016.
7. Consideration of a reviewing and approving Street Co-Naming General Guidelines and Procedures.
8. Adjourn.

NOTE: ITEMS NOT NECESSARILY DISCUSSED IN THE ORDER THEY APPEAR ON THE AGENDA. THE PLANNING COMMISSION, AT ITS DISCRETION, MAY TAKE ACTION ON ANY OR ALL OF THE ITEMS LISTED.

I, Delia Munoz, City Secretary, City of Freeport, Texas, hereby certify that this Agenda was posted on the official bulletin board/glass door of City Hall facing the rear parking lot of the building with 24-hour access at 200 West 2<sup>nd</sup> Street, Freeport, Texas on or before **Friday, August 18, 2016 at 5:00 P.M.**

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Delia Munoz, City Secretary  
City of Freeport, Texas

In the name and by the authority of

# The State of Texas

## OATH OF OFFICE

I, \_\_\_\_\_, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of \_\_\_\_\_ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

\_\_\_\_\_  
Affiant

SWORN TO and subscribed before me by affiant on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature of Person Administering Oath

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

(Seal)

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the Planning Commission & Traffic Commission of the City of Freeport met on Tuesday, April 26, 2016 at 6:00 p. m. at the Freeport Police Department, Municipal Courtroom, 430 North Brazosport Boulevard, Freeport Texas for the purpose of considering the following agenda items:

Planning Commission:                    Edward T. Garcia – Chairman  
    Cindy Cain – Absent  
    Royce McCoy  
    Lesa Girouard  
    Eddie Virgil – Absent

Staff:    Pat Julian Taylor – Asst. City Attorney  
    Delia Munoz – City Secretary  
    Nat Hickey – Property Manager

Visitors:                                      None

Open Meeting.

Chairman Edward T. Garcia called the meeting to order at 6:00 p.m.

Invocation.

Royce McCoy offered the invocation.

Approval of the Minutes for March 22, 2016 meeting.

On a motion by Lesa Girouard, seconded by Royce McCoy, with all present voting “Aye”, the Planning Commission approved the March 22, 2016 minutes.

Consideration of approving a replat of Lots 1 & 2, Block 5, Velasco Townsite, being a replat of 0.1492 acres being lots 1 and 2, Block 5 of Velasco Townsite, according to the map or plat thereof recorded in volume 32, Page 14 of the deed records of Brazoria County, Texas being the same lots conveyed to Patrick L. & Mary Bel Garza recorded in County Clerks file No. 2013-038059 of the official records of Brazoria County, Texas.

On a motion by Lesa Girouard, seconded by Royce McCoy, with all present voting "Aye", the Planning Commission approved the replat of Lots 1 & 2, Block 5, Velasco Townsite, being a replat of 0.1492 acres being lots 1 and 2, Block 5 of Velasco Townsite, according to the map or plat thereof recorded in volume 32, Page 14 of the deed records of Brazoria County, Texas being the same lots conveyed to Patrick L. & Mary Bel Garza recorded in County Clerks file No. 2013-038059 of the official records of Brazoria County, Texas.

Consideration of approving a survey plat of Sunset Subdivision being a 6.50 Acre Tract, recorded in Volume 1284 Page 135 in the C.G.H.A. & H.O Alsberry League Grant Abstract 4, City of Freeport, Brazoria County, owners David L. & Amanda Hennig.

On a motion by Royce McCoy, seconded by Lesa Girouard, with all present voting "Aye", the Planning Commission approved a survey plat of Sunset Subdivision being a 6.50 Acre Tract, recorded in Volume 1284 Page 135 in the C.G.H.A. & H.O Alsberry League Grant Abstract 4, City of Freeport, Brazoria County, owners David L. & Amanda Hennig.

Consideration of approving a replat of a 4.884 Acre Tract and Parcels 3 & 4 of the partition of a 7.642 Acre Tract out of a called 8.98 Acre Tract recorded in Clerk's File No. 01-058261 of the Brazoria County Official Records in the C.G.H. & H. Alsberry 1 ½ League Grant Abstract 4 City of Freeport, Brazoria County, Texas, owners Richard E. and Jana C. Gardner, along with T. Hodge Walker and J. Rachel Walker.

On a motion by Royce McCoy, seconded by Lesa Girouard, with all present voting "Aye", the Planning Commission approved replat of a 4.884 Acre Tract and Parcels 3 & 4 of the partition of a 7.642 Acre Tract out of a called 8.98 Acre Tract recorded in Clerk's File No. 01-058261 of the Brazoria County Official Records in the C.G.H. & H. Alsberry 1 ½ League Grant Abstract 4 City of Freeport, Brazoria County, Texas, owners Richard E. and Jana C. Gardner, along with T. Hodge Walker and J. Rachel Walker.

Consideration of approving a JLR-AD Subdivision plat of a 0.246 Acre Tract of Land out of a 0.253 Acre Tract out of a 1.37 Acre Tract, being a portion of Tract 33 of the A.E. Hunter Subdivision of the Guy M. Bryan Survey, Abstract No. 157, Brazoria County, Texas, described in Clerks File No. 2003 0350898 of the official Records of Brazoria County, Texas in the Extra Territorial Jurisdiction of the City of Freeport, Texas, owners Jay Lynn Richardson.

On a motion by Lesa Girouard, seconded by Royce McCoy, with all present voting "Aye", the Planning Commission approved the JLR-AD Subdivision plat of a 0.246 Acre Tract of Land out of a 0.253 Acre Tract out of a 1.37 Acre Tract, being a portion of Tract 33 of the A.E. Hunter Subdivision of the Guy M. Bryan Survey, Abstract No. 157, Brazoria County, Texas, described in Clerks File No. 2003 0350898 of the official Records of Brazoria County, Texas in the Extra Territorial Jurisdiction of the City of Freeport, Texas, owners Jay Lynn Richardson.

Adjourn.

Chairman Edward T. Garcia adjourned the meeting at 6:05 p.m.

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Chairman Edward T. Garcia  
City of Freeport, Texas

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City Secretary, Delia Munoz  
City of Freeport, Texas



**Norma Moreno Garcia**  
*Mayor*

**Larry McDonald**  
Councilmember  
*Ward A*

**Fred Bolton**  
Councilmember  
Mayor Pro Tem  
*Ward B*

**Sandra Loeza**  
Councilmember  
*Ward C*

**Sandra Barbree**  
Councilmember  
*Ward D*

**Jeff Pynes**  
Chief Executive Officer  
City Manager

**Gilbert Arispe**  
Assistant City Manager

**CITY OF FREEPORT, TEXAS**  
**STREET CO-NAMING: GENERAL GUIDELINES / PROCEDURES**

Streets located within the city limits of Freeport, Texas may be considered for co-naming in honor of individuals or organizations subject to the following criteria established jointly by the Planning Commission and the Freeport City Council. The standards set forth in this document are only guidelines and no single guideline should be determinative. Street co-naming requests will be heard by the Planning Commission upon receipt of the written form/application. If the Committee so recommends, the application will be brought before the Freeport City Council for formal action upon the Commission’s recommendation.

Requests for street co-naming will only be accepted twice yearly, at its October and April meetings. All requests must be accompanied by a street co-naming application and a petition of community support in order to be considered by the Commission and must be submitted to the at least 4 weeks prior to the scheduled committee meeting. Applicants who fail to submit the required information as detailed above may not have their application reviewed by the Committee until the next scheduled meeting for handling such matters.

Prospective honorees should have a minimum of 10 years community involvement and should have demonstrated an extraordinary and consistent voluntary commitment and dedication to the community, or who have contributed significantly to City of Freeport and have lived or otherwise are identified with this community in a substantial way. The Board may also in its discretion, grant a naming where the proponent sets forth a rationale which, although not falling precisely within these guidelines, demonstrates extraordinary and highly acclaimed accomplishment or involvement linked to such an extent that it meets the spirit of these guidelines.

An application to co-name a street for an individual already honored in a similar fashion will be discouraged by the Committee. Consideration of applications already approved by the City Council will not be entertained by the Committee or the Board.

In general, the street or corner to be co-named will be the street or corner closest to the residence of the prospective honoree, or the place with which the honoree is most closely associated. In general, multiple co-naming’s of the same street or corner is discouraged.



The Board may deny approval of an application if it feels, in its sole discretion. If an application is denied by the Committee or the Board, the original an application on behalf of the prospective honoree will not be considered for 5 years from the date of the denial. Should the decision be appealed it will be scheduled for a formal City Council public hearing as a final form of approval or denial.

Each application will be considered on its own merit, without regard to precedence.

### Street Co-Naming Request Instructions

Please submit the following:

1. Street Co-naming application, which must be completely filled out, including the proposed honorees name, address and a succinct yet detailed outline indicating why the honoree should be bestowed the honor of having a street co-named after them.
2. A brief biographical description such as the date and location of birth, when the individual became part of the community, the connection between the proposed street to be co-named and the prospective honored, and why (s)he should be memorialized with a street co-naming.
3. The total number of residences and businesses on the affected block (or blocks, for a corner co-naming).
4. A petition demonstrating community support for the co-naming proposal which must include the name and location of the proposed co-naming and a brief summary of the reason for same; must be signed by a minimum of 150 people, a majority of whom reside or have businesses within a two-block radius of the proposed co-naming; and must include the printed name and address of each person signing.

STREET CO-NAMING REQUEST APPLICATION

1. Applicant's Name: \_\_\_\_\_

2. Applicant's Telephone Number and e-mail: \_\_\_\_\_

3. Applicant's Address: \_\_\_\_\_

4. Applicant's connection to proposed honoree: \_\_\_\_\_

5. Proposed Honoree's Name: \_\_\_\_\_

6. Proposed Location for Co-naming (be specific as to which corner of the intersection): \_\_\_\_\_

7. Does the proposed location already have a co-name? \_\_\_\_\_ Yes / \_\_\_\_\_ No  
If yes indicate the current name: \_\_\_\_\_

8. Has any other public area been named after the proposed honoree?  
\_\_\_\_\_ Yes / \_\_\_\_\_ No  
If yes indicate the location: \_\_\_\_\_

9. Attach any relevant documentation, and with a petition of support from the residents and/or businesses within a two-block radius of the proposed street or corner to be co-named, including: a. The proposed honoree's name, address and a succinct yet detailed outline indicating why the prospective honoree(s) should be honored with a street co-naming. b. Verifiable historical documentation of the prospective honoree's contribution(s) and/or connection(s) to the community. c. The total number of residences and businesses on the affected block, e.g., xx apartment buildings with yy units and zz ground-floor businesses. d. The petition must contain a minimum of 150 signatures, a majority of which come from residents and/or business people within a two-block radius of the affected block. Each signature should include the printed name and address of the person signing.