

**AGENDA**  
**ZONING BOARD OF ADJUSTMENT**  
**REGULAR MEETING**  
**3:30 p.m. Wednesday, March 5, 2025**  
**City Council Chambers, 2nd Floor of City Hall**  
**823 Rosenberg, Galveston, Texas**

**One or more members of the Zoning Board of Adjustment may attend the meeting by videoconference.**

**A quorum of the members of the Zoning Board of Adjustment will be physically present at the meeting location.**

1. Call Meeting To Order
2. Attendance
3. Conflict Of Interest
4. Approval Of Minutes
  - A. February 5, 2025

Documents:

[02-05-2025 ZBA MINUTES.PDF](#)

5. Public Comment

Request to Address Board on Agenda Items Without Public Hearings and Non-Agenda Items (three-minute maximum per speaker. If speaking through a translator, six-minute maximum per speaker)

6. Discussion Items

- A. Discussion Of Zoning Board Of Adjustment Power Of Change Of Occupancy From On Non-Conforming Use To Another (Staff)

Documents:

[ZBA MOTION GUIDE - CHANGE OF OCCUPANCY.PDF](#)

7. New Business And Associated Public Hearings

- A. 25Z-002 (1814 33rd Street) Request, In Accordance With The Galveston Land Development Regulations Section 12.401, For A Change Of Occupancy From One Non-Conforming Use To Another. Property Is Legally Described As M. B. Menard Survey, Part Of Lot 13 And North 37-5 Feet Of Lot 14 (2014-2), Southwest Block 63, Galveston Outlots, In The City And County Of Galveston, Texas. Applicant: Sammy Huen Property Owner: Top One Investments LLC

Documents:

[25Z-002 - STF PKT.PDF](#)

1. 25Z-003 (1222 103rd Street) Request For A Special Exception From The Galveston Land Development Regulations, Article 3, District Yard, Lot And Setback Addendum,

For The Residential, Single-Family (R-1) Zoning District, To Reduce The Front Yard Setback. Property Is Legally Described As Abstract 121, Hall & Jones Survey, Lot 27, Airport Homesites Section 4, In The City And County Of Galveston, Texas. Applicant: Matthew Walla Property Owners: Reagan And Elizabeth Walla

Documents:

[25Z-003 - PKT.PDF](#)

8. Adjournment

I certify that the above Notice of Meeting was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on February 25, 2025, at 3:30 P.M.

Prepared by: Karina Rosales, Planning Technician

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), PERSONS IN NEED OF A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, WITHIN THREE (3) DAYS PRIOR TO ANY PROCEEDING, CONTACT THE CITY SECRETARY'S OFFICE, SUITE 201, 823 ROSENBERG, GALVESTON, TEXAS 77550 (409-797-3510)

**MEMBERS OF CITY COUNCIL MAY BE ATTENDING AND PARTICIPATING IN THIS MEETING**



# City of Galveston

MINUTES OF THE ZONING BOARD OF ADJUSTMENT OF THE CITY OF GALVESTON  
REGULAR MEETING – February 5, 2025

## CALL MEETING TO ORDER

The meeting was called to order at 3:30 p.m.

## ATTENDANCE

Members Present: Lidija Bikova, James Fagan, Barbara Railey, Becca Scoville (Alternate), Susan Syler, Ex-Officio David Finklea (via video-conference)

Members Absent: Carol Hollaway

Staff Present: Catherine Gorman, AICP, Assistant Director/HPO; Daniel Lunsford, Senior Planner; Donna Fairweather, Sr. Assistant City Attorney; Karina Rosales, Planning Technician.

## CONFLICT OF INTEREST

None

## APPROVAL OF MINUTES

The December 4, 2024, and January 8, 2025, regular meeting minutes were approved as presented.

## PUBLIC COMMENT

None

## NEW BUSINESS AND ASSOCIATED PUBLIC HEARINGS

**24Z-015 (11809 Charlie)** Request for a special exception from the Galveston Land Development Regulations, Article 3, District Yard, Lot and Setback Addendum, for the Residential, Single-Family (R-1) zoning district, to reduce the front yard setback. The property is legally described as Abstract 121 Hall & Jones Survey Tract 35 Unrecorded Subdivision aka Lots 214 & 215, Trimble & Lindsey Section 2, in the City and County of Galveston, Texas.

Applicant: David Peña

Property Owner: David Peña

Staff presented the staff report and reported that of 20 notices sent, none returned.

Chairperson Bikova opened the public hearing on the case. The public hearing was closed, and the Chairperson called for a motion.

Board Member Railey made a motion to approve the request. Board Member Syler seconded.

Chairperson Bikova called for questions or comments from the Board, and the following votes were cast:

In favor: Bikova, Fagan, Railey, Scoville (Alternate), Syler  
Opposed: None  
Absent: Hollaway

Non-voting participant:

Ex-Officio David Finklea

**The motion passed.**

**25Z-001 (11220 Schwartz Drive)** Request for a special exception from the Galveston Land Development Regulations, Article 3, District Yard, Lot and Setback Addendum, for the Residential, Single-Family (R-1) zoning district, to reduce the front yard setback. Property is legally described as Abstract 121 Hall & Jones Survey Lot 420A, Sea Isle Section 1, in the City and County of Galveston, Texas.

Applicant: David Wooten

Property Owners: David and Nilda Wooten

Staff presented the staff report and reported that of 28 notices sent, one returned in opposition.

Chairperson Bikova opened the public hearing on the case. The applicant and property owner, David Wooten, gave a presentation to the board. The public hearing was closed, and the Chairperson called for a motion.

Board Member Syler made a motion to approve the request. Board Member Railey seconded.

Chairperson Bikova called for questions or comments from the Board, and the following votes were cast:

In favor:	Bikova, Fagan, Railey, Scoville (Alternate), Syler
Opposed:	None
Absent:	Hollaway
Non-voting participant:	Ex-Officio David Finklea

**The motion passed.**

**THE MEETING ADJOURNED AT 3:49 PM**



# ZBA Motion Guide – Change of Occupancy

The Zoning Board of Adjustment (ZBA) may grant a Grant a change of occupancy from one nonconforming use to another, provided the new use is within the same or a more restrictive use classification as the original nonconforming use. In the event a nonconforming use of a building may be changed to another nonconforming use of a more restrictive classification, it shall not later be changed to a less restrictive classification of use and the prior less restrictive classification shall be considered to have been abandoned.

## Motion Guides:

### Approval:

I make a motion for Approval with the following conditions:

1. The subject property shall operate as a [**PROPOSED LAND USE**] which is a more restrictive classification of use than [**CURRENT LAND USE**];
2. The subject property shall not be later changed to a less restrictive classification of use; and
3. The prior use of [**CURRENT LAND USE**] shall be abandoned.

The land use terminology will be included in the Staff Report.

### Denial:

I make a motion for Denial due to [**EXPRESS REASONS FOR DENIAL**].

### Deferral:

I make a motion for Deferral to the [**MEETING DATE**] in order for [**REASON FOR DEFERRAL**].

Examples:

- I make a motion for deferral to the October 9, 2025 meeting in order for more board members to be in attendance.
- I make a motion for deferral to the October 9, 2025 meeting in order for the applicant to provide additional information.



# 25Z-002

# STAFF REPORT

**ADDRESS:**

1814 33<sup>rd</sup> Street

**LEGAL DESCRIPTION:**

Property is legally described as M. B. Menard Survey, Part of Lot 13 and North 37-5 feet of Lot 14 (2014-2), Southwest Block 63, Galveston Outlots, in the City and County of Galveston, Texas

**APPLICANT/REPRESENTATIVE:**

Sammy Huen

**PROPERTY OWNER(S):**

Top One Investments LLC

**ZONING:**

Residential, Single-Family (R-1)

**REQUEST:**

Change of Occupancy from one non-conforming use to another

**APPLICABLE ZONING LAND USE**

**REGULATIONS:**

Division 12.401 of the Land Development Regulations.

**EXHIBITS:**

- A - Applicant's Submittal
- B - Motion Guide

**STAFF:**

Catherine Gorman, AICP  
 Assistant Director/HPO  
 409-797-3665  
 cgorman@galvestontx.gov

**Public Notice and Comment:**

Sent	Returned	In Favor	Opposed	No Comment
30				

Per Section 13.308 of the Land Development Regulations and state law, written public notice of this request is required. Public notices are sent to all property owners within 200 feet of the subject site and are sent to the address on file with the Galveston Central Appraisal District.

**City Department Notification Responses:**

- Airport: No Objection
- Building Division: No Objection
- Coastal Resources: No Objection
- Fire Marshal: No Objection
- Fire Chief: No Objection
- Police Chief: No Objection
- Public Works: No Objection

**Private Utilities Notification Responses:**

- AT&T: No Objection
- Comcast: No Objection
- CenterPoint Energy: No Objection
- Texas Gas Service: No Objection



**Executive Summary**

The applicant is requesting a Change of Occupancy from one non-conforming use to another, specifically from “Multifamily” with three units to “Duplex.” Neither use is currently permitted in the Residential, Single-Family (R-1) zoning district. However, Section 12.401 of the Land Development Regulations (LDR) allows the Zoning Board of Adjustment to approve such a change if the proposed use is of a more restrictive classification.

In 2015, the City adopted the Land Development Regulations and implemented a citywide rezoning. Prior to this, the property was zoned One Family-Four Dwelling District (1F-4), which permitted certain multifamily uses. As part of the rezoning, the property and surrounding area were redesignated as Residential, Single-Family (R-1), where multifamily uses are not allowed. Since the property’s multifamily use was legally established before the zoning change, it was considered legally non-conforming—commonly known as “grandfathered”—and allowed to continue operating.

The property currently contains three units. The applicant proposes combining two of them into one, reducing the total number of units from three to two. The land use classification for two units is “Duplex,” which is not permitted in the R-1 zoning district.

The Zoning Board of Adjustment has the authority to approve a change from one non-conforming use to another if the new use is more restrictive. Since “Duplex” is a more restrictive classification than “Multifamily,” the Board has the discretion to grant the request.

**Zoning and Land Use Information**

Location	Zoning	Land Use
<b>Subject Site</b>	Residential, Single-Family (R-1)	Residential
<b>North</b>	Residential, Single-Family (R-1)	Residential
<b>South</b>	Residential, Single-Family (R-1)	Residential
<b>East</b>	Residential, Single-Family (R-1)	Residential
<b>West</b>	Residential, Single-Family (R-1)	Residential

**Procedure**

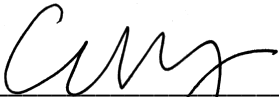
Per Section 12.401(D)(3), the Zoning Board of Adjustment is empowered to: Grant a change of occupancy from one nonconforming use to another, provided the new use is within the same or a more restrictive use classification as the original nonconforming use. In the event a nonconforming use of a building may be changed to another nonconforming use of a more restrictive classification, it shall not later be changed to a less restrictive classification of use and the prior less restrictive classification shall be considered to have been abandoned.

Should the Zoning Board of Adjustment choose to administer Section 12.401(D)(3) of the Land Development Regulations, the following are conditions for the granting of the Change of Occupancy:

1. The subject property shall operate as a “Duplex” which is a more restrictive classification of use than “Multifamily”;

2. The subject property shall not be later changed to a less restrictive classification of use; and
3. The prior use of "Multifamily" shall be abandoned.

Respectfully submitted,



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Catherine Gorman, AICP  
Assistant Director/HPO

02/24/2025

---

Date



**LEGEND**

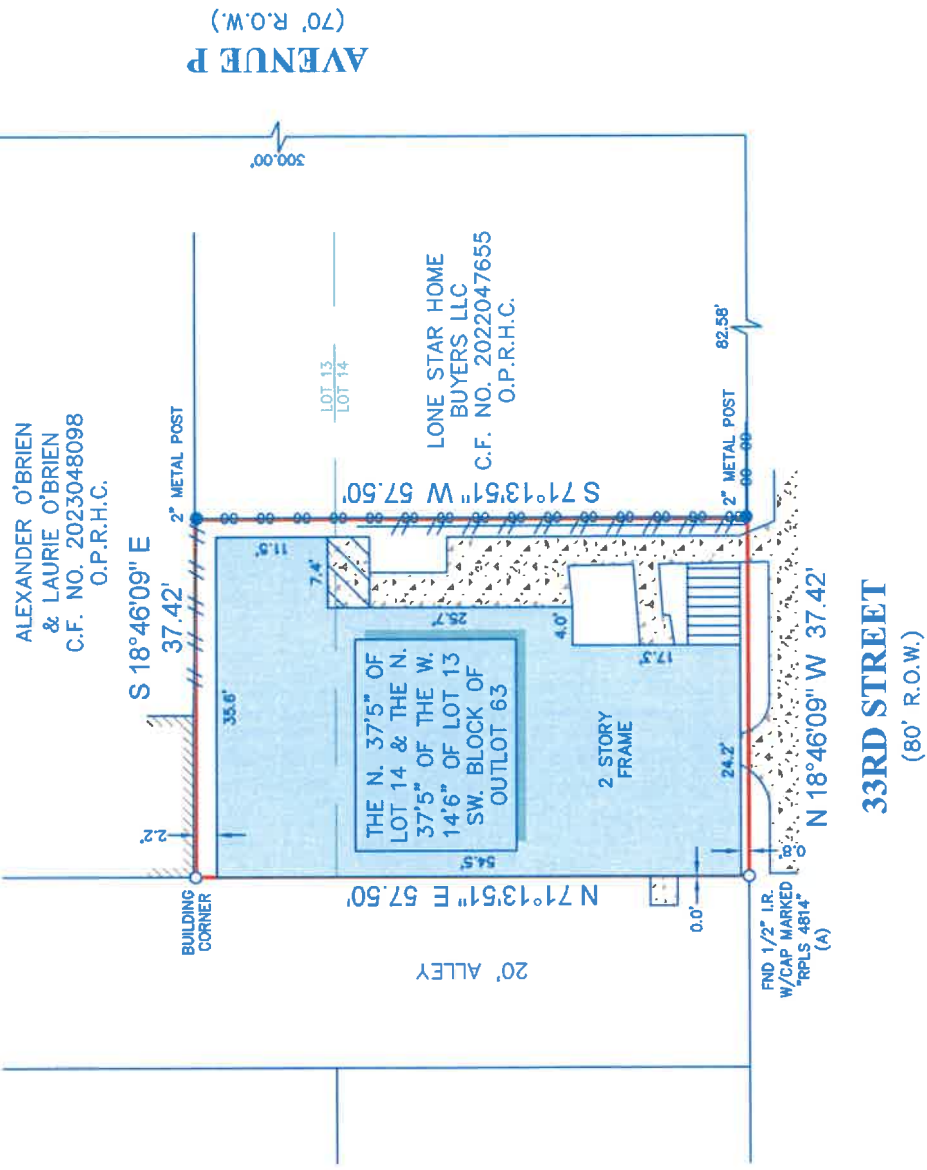
	CONCRETE		FENCE
	COVERED AREA		WOOD CHAIN LINK
	STEPS		ADJOINING STRUCTURE

**LAND TITLE SURVEY**



**32ND STREET**  
(80' R.O.W.)

(B)  
FND "X"  
IN CONC.



**33RD STREET**  
(80' R.O.W.)

ALEXANDER O'BRIEN  
& LAURIE O'BRIEN  
C.F. NO. 2023048098  
O.P.R.H.C.

LONE STAR HOME  
BUYERS LLC  
C.F. NO. 2022047655  
O.P.R.H.C.

**NOTES**

1. BEARINGS AND COORDINATES SHOWN HEREON ARE REFERENCED TO THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE 4204, NAD 83. POINTS (A) AND (B) WERE HELD FOR HORIZONTAL CONTROL.
2. THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF INFORMATION CONTAINED IN A TITLE REPORT PER THE REQUEST OF THE BUYER. SURVEYOR HAS NOT INDEPENDENTLY ABSTRACTED SUBJECT PROPERTY.
3. THIS SURVEY IS CERTIFIED TO TOP ONE INVESTMENTS LLC FOR THIS TRANSACTION ONLY, IT IS NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.
4. ALL EASEMENTS AND BUILDING LINES SHOWN ARE PER THE RECORDED PLAT UNLESS OTHERWISE NOTED.
5. THERE ARE NO NATURAL DRAINAGE COURSES ON SUBJECT PROPERTY.

LEGAL DESCRIPTION: THE NORTH 37 FEET 5 INCHES OF LOT 14 AND THE NORTH 37 FEET 5 INCHES OF THE WEST 14 FEET 6 INCHES OF LOT 13, IN THE SOUTHWEST BLOCK OF OUTLOT 63 IN THE CITY AND COUNTY OF GALVESTON, TEXAS.



SURVEYOR'S CERTIFICATE:  
IN MY PROFESSIONAL OPINION, THIS PLAT REPRESENTS THE FACTS FOUND ON THE GROUND DURING THE COURSE OF A LAND TITLE SURVEY CONDUCTED UNDER MY SUPERVISION IN ACCORDANCE WITH THE CURRENT TEXAS STATUTES IN COMPLIANCE WITH THE CURRENT TEXAS SOCIETY OF PROFESSIONAL SURVEYORS' MANUAL OF PRACTICE REQUIREMENTS FOR A CATEGORY I/A CONDITION III SURVEY; AND THAT THERE ARE NO ENCROACHMENTS OR PROTRUSIONS EXCEPT AS SHOWN.

*Richard Fussell*  
RICHARD FUSSELL  
RPLS 4148

CLIENT: TOP ONE INVESTMENTS LLC  
ADDRESS: 1814 33RD STREET

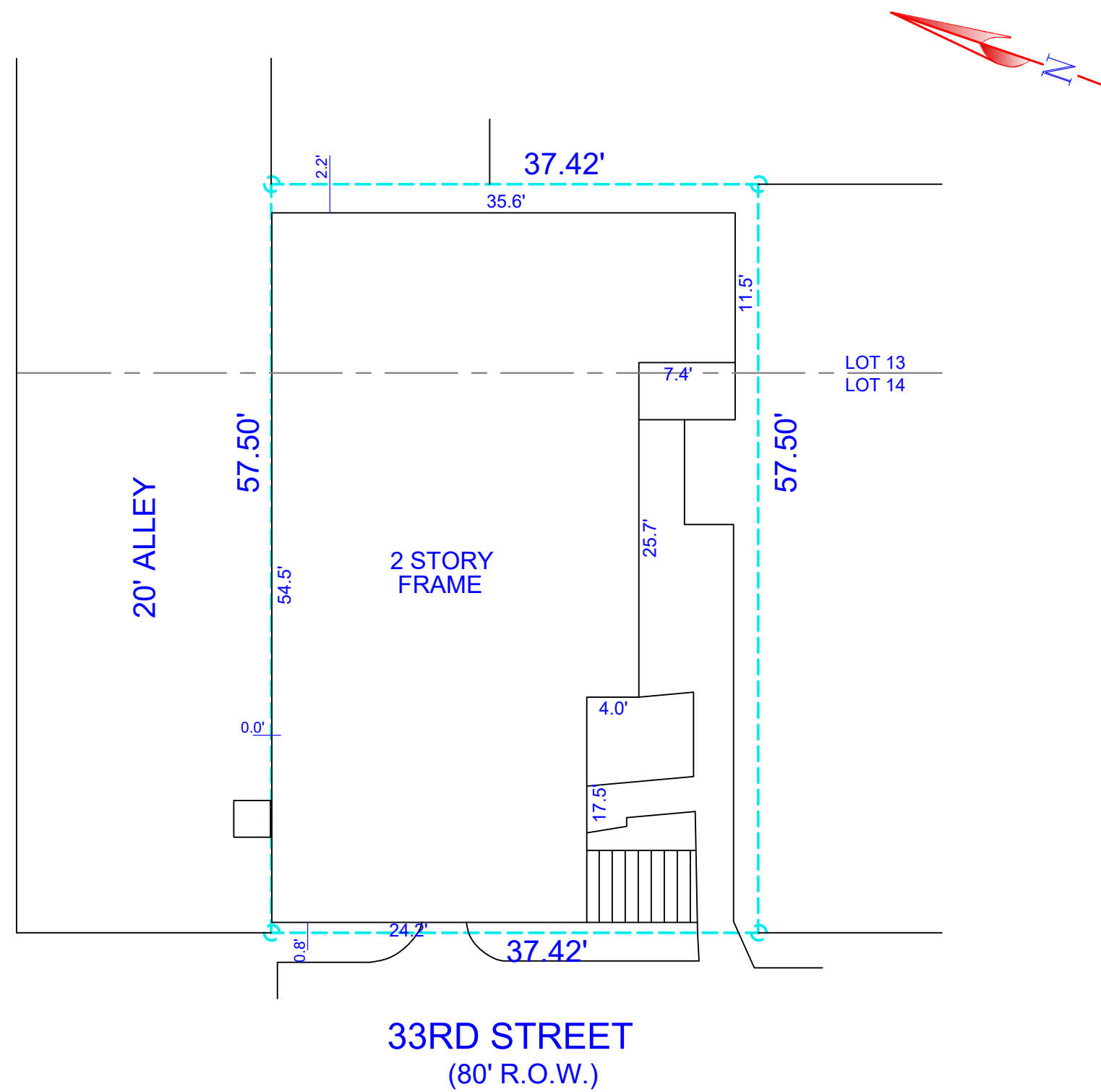
www.survey1inc.com  
survey1@survey1inc.com

**Survey 1, Inc.**  
Your Land Survey Company

Firm Registration No. 100758-00  
P.O. Box 2543 | Alvin, TX 77512 | (281)393-1382

FIELD CREW:	JJ	TECH:	EF
DRAFTER:	LG3	FINAL CHECK:	EF
DATE:	NOVEMBER 7, 2024		
JOB#	11-143200-24		

LEGAL DESCRIPTION : THE NORTH 37 FEET 5 INCHES OF LOT 14 AND THE NORTH 37 FEET 5 INCHES OF THE WEST 14 FEET 6 INCHES OF LOT 13, IN THE SOUTHWEST BLOCK OF OUTLET 63 IN THE CITY AND COUNTY OF GALVESTON, TEXAS.



## SITE PLAN

SCOPE OF WORK: REMODEL UPPER LEVEL. REMODEL LOWER LEVEL AND CONVERT TO SINGLE UNIT, TOTAL 2 DWELLINGS IN BUILDING. BUILDING TO COMPLY WITH IRC RATHER THAN IBC.

PLANS AND CONSTRUCTION TO COMPLY WITH 2021 IBC

18X24

www.texashomeengineer.com / www.efsolutions.us / gerard@texashomeengineer.com / 281-788-7393			
PROJECT ADDRESS	1814 33rd STREET GALVESTON, TEXAS, 77550	DATE	12-30-2024
TITLE	TOP ONE INVESTING REMODEL	DRAWN	GJD/FB
	SITE PLAN	DWG#	A1
		SHT	1/4

0, 2', 4', 6', 8', 10', 12', 14', 16', 18', 20'  
UNO: SCALE 3/32 INCH = 1 FOOT

# ZBA Motion Guide – Change of Occupancy

The Zoning Board of Adjustment (ZBA) may grant a Grant a change of occupancy from one nonconforming use to another, provided the new use is within the same or a more restrictive use classification as the original nonconforming use. In the event a nonconforming use of a building may be changed to another nonconforming use of a more restrictive classification, it shall not later be changed to a less restrictive classification of use and the prior less restrictive classification shall be considered to have been abandoned.

## Motion Guides:

### Approval:

I make a motion for Approval with the following conditions:

1. The subject property shall operate as a [**PROPOSED LAND USE**] which is a more restrictive classification of use than [**CURRENT LAND USE**];
2. The subject property shall not be later changed to a less restrictive classification of use; and
3. The prior use of [**CURRENT LAND USE**] shall be abandoned.

The land use terminology will be included in the Staff Report.

### Denial:

I make a motion for Denial due to [**EXPRESS REASONS FOR DENIAL**].

### Deferral:

I make a motion for Deferral to the [**MEETING DATE**] in order for [**REASON FOR DEFERRAL**].

Examples:

- I make a motion for deferral to the October 9, 2025 meeting in order for more board members to be in attendance.
- I make a motion for deferral to the October 9, 2025 meeting in order for the applicant to provide additional information.



# 25Z-003

# STAFF REPORT

**ADDRESS:**

1222 103rd Street

**LEGAL DESCRIPTION:**

Property is legally described as Abstract 121, Hall & Jones Survey, Lot 27, Airport Homesites Section 4, in the City and County of Galveston, Texas.

**APPLICANT/REPRESENTATIVE:**

Matthew Walla

**PROPERTY OWNER(S):**

Reagan and Elizabeth Walla

**ZONING:**

Residential, Single-Family (R-1)

**REQUEST:**

Request for a special exception from the Galveston Land Development Regulations, Article 3, District Yard, Lot and Setback Addendum, for the Residential, Restricted Single-Family (R-0) zoning district, to reduce the front yard setback.

**APPLICABLE REGULATIONS:**

Article 3, Addendum for Residential, Restricted Single-Family District (R-0), and Sec. 12.401 of the LDR

**EXHIBITS:**

- A – Applicant’s Submittal
- B – Motion Guide

**STAFF:**

Daniel Lunsford, Senior Planner  
 (409) 797-3672  
 dlunsford@galvestontx.gov

**Public Notice and Comment:**

Sent	Returned	In Favor	Opposed	No Comment
15				

Per Section 13.808 of the Land Development Regulations and state law, written public notice of this request is required. Public notices are sent to all property owners within 200 feet of the subject site and are sent to the address on file with the Galveston Central Appraisal District.

**City Department Notification Responses:**

- Airport: No Objection
- Building Division: No Objection
- Coastal Resources: No Objection
- Fire Marshal: No Objection
- Fire Chief: No Objection
- Police Chief: No Objection
- Public Works: No Objection

**Private Utilities Notification Responses:**

- AT&T: No Objection
- Comcast: No Objection
- CenterPoint Energy: No Objection
- Texas Gas Service: No Objection



**Executive Summary** The applicant is requesting a special exception from Article 3, Addendum in order to reduce the required minimum front setback from 20 feet to 12 feet.

In January 2025, the applicant submitted a building permit for a new residence at the subject tract, showing the proposed structure well past the typically required 20' front setback for R-0 zoning. However, the Airport Homesites subdivision was established long before current setbacks existed. Also note that prior to an August 2022 rezoning to R-0, the Airport Homesites subdivision was zoned R-1 "modified", which according to Land Development Regulations did not require any minimum front setback. Upon receiving review comments from city staff, the applicant opted to pursue a special exception to match the existing setback of the house to the north.

In accordance with Sec. 12.401 of the Land Development Regulations (LDR), a front yard exception may be requested where the front yard setback of any two or more lots in the same block do not meet the front yard requirements of the LDR. An exception may also be granted if the front yard setback of the adjacent lot does not meet the front yard setbacks of the LDR. Please see Exhibit A for examples of other structures in the subject block constructed with a lesser setback than prescribed by the current regulations.

**Setback Requirements** **Article 3, District Yard, Lot and Setback Standards, Addendum for Restricted Single-Family Residential (R-0):**  
**Front:** 20 feet  
**Side:** 3 feet  
**Rear:** 10 feet

**Special Exception**

Setback	Required Setback	Proposed Setback
Front	20 feet	12 feet (8' variance)

**Land Development Requirements**

**SEC. 12.401(2)(a) Special Exceptions**

1. Grant a special exception when the specific conditions for the special exception have been met. The special exception power is not an unlimited grant of authority to the Zoning Board of Adjustment but is limited exclusively to those exceptions specifically enumerated in these regulations. The Zoning Board of Adjustment shall grant a special exception only in the following instances and then only when the Zoning Board of Adjustment finds that such special exception will not affect adversely the value and use of adjacent and neighboring property or be contrary to the public interest.
  - a. Front and rear yard requirements in the following circumstances:
    - i. A front yard exception where the front yard setback of the adjacent lot does not meet the front yard requirements of these regulations;
    - ii. A rear yard exception where the rear yard setback of any two or more lots in the same block do not meet the rear yard requirements of these regulations;
    - iii. A yard exception on corner lots, or lots opposite or adjoining permanent open spaces, including parks and playgrounds; and
    - iv. An exception where the existing front yard setbacks of the various lots in the same block are not uniform, so that any one of the existing front yard setbacks shall, for a building hereafter constructed or extended, be the required minimum front yard depth.

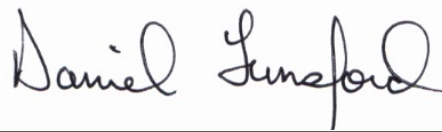
**Approval Standards.** The Board of Adjustment may grant a special exception as provided in Section 12.401(2)(a) and when the Zoning Board of Adjustment finds that such special exception will not affect adversely the value and use of adjacent and neighboring property or be contrary to the public interest.

**Applicant's  
Justification**

The Applicant's Justification is as follows:

*Requesting a variance for front setback. City rezoned to R-0 to remove vacation rentals. As a result, city's 20' setback was added. Current neighbor's home sits 8' past the build line.*

Respectfully Submitted,



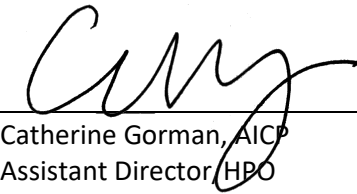
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Daniel Lunsford  
Senior Planner

February 25, 2025

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Date



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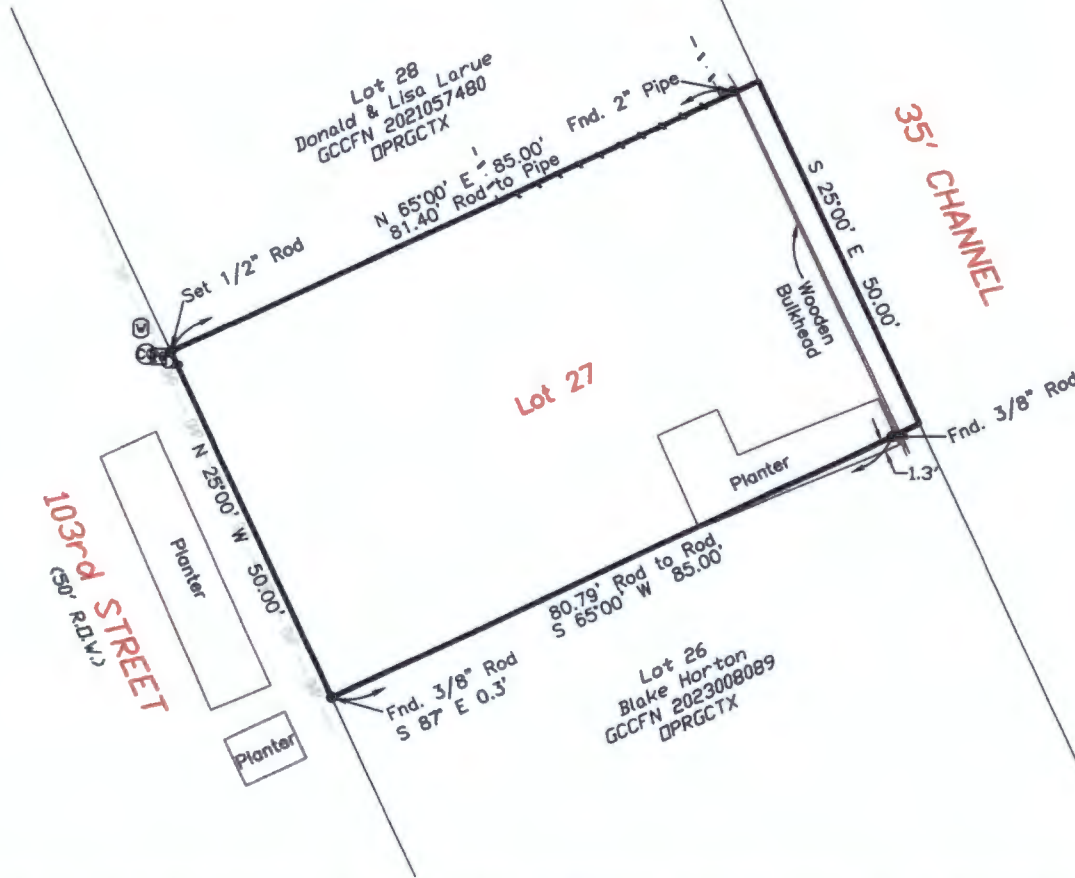
Catherine Gorman, AICP  
Assistant Director/HPO

February 25, 2025

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Date

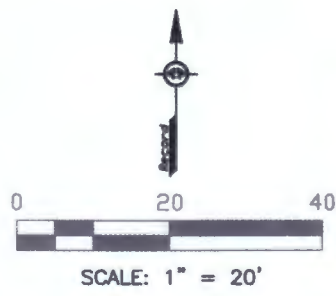
South Land Title GF No. GV2396171  
 This property is subject to restrictive covenants recorded in/under Volume 2816, Pages 538 and 547 and Volume 2861, Page 129, of the Official Public Records of Galveston County, Texas. 10.e) HL & P Easement Vol. 1407, Pg. 547, 10.f) Aviation Easement Vol. 2816, Pg. 538.



Survey of Lot Twenty-Seven (27), of AIRPORT HOMESITES, SECTION FOUR (4), a subdivision in Galveston County, Texas, according to the map or plat thereof recorded in Volume 15, Page 35, in the Office of the County Clerk of Galveston County, Texas.

I hereby certify that on the above date, the herein described property, together with improvements located thereon, was surveyed on the ground and under my direction, and that this map, together with dimensions as shown hereon, accurately represents the facts as found on the ground this date.

*Blue*  
 Brene Addison  
 Registered Professional  
 Land Surveyor No. 6598

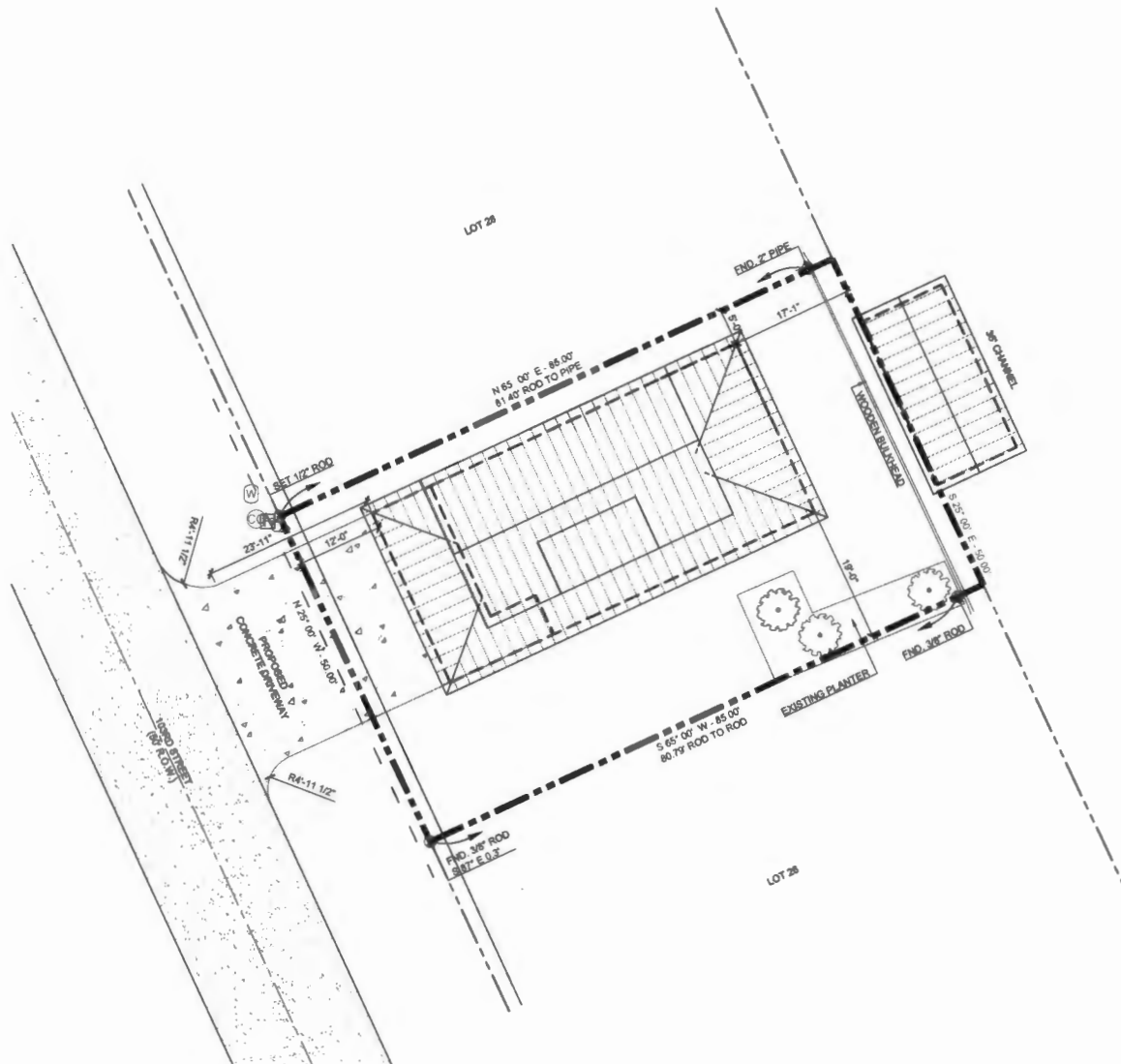


South Land Title GF No. GV2396171  
 Borrower: Mason Cagnola  
 Insured: Moody National Bank









**NOTES:**  
 1) This property is subject to the zoning ordinances and/or the building regulations of the City of Galveston.  
 2) This property lies within Zone AE (EL 12) as established by the FEMA Flood Insurance Rate Map No. 48167C0420G, dated August 15, 2019.  
 3) This property is subject to any restrictions of record and may be subject to setbacks from power lines as established by OSHA and/or the local power company.  
 4) Bearings are based on the monumentation of the East right-of-way line of 103rd Street, being a found 1 inch pipe at the Southwest corner of Lot 25 and a found 1 inch pipe at the Southwest corner of Lot 33.

<p><b>Legend:</b></p> <ul style="list-style-type: none"> <li>— Overhead Power</li> <li>- - - Wood Fence</li> <li>⊕ Clean-out</li> <li>⊞ Telecomm. Box</li> <li>⊞ Water Meter</li> <li>⊞ Power Pole</li> </ul>	<p><b>TRICON LAND SURVEYING, LLC</b></p> <p>Mailing: 6341 Stewart Rd. #251                  Physical: 2011 58th Street                  Galveston, TX 77551                  409-487-2772                  TriconLandSurveying.com                  T.B.P.E.L.S. Firm No. 10194308</p>
<p>Drafting: JA</p>	<p>Parcel ID: 117599</p>
<p>Surveyed for: Mason Cagnola</p>	



LEGEND

-  TREE
-  OVERHEAD POWER
-  BUILDING LINE
-  WATER METER
-  CLEAN OUT
-  TELECOMM. BOX
-  POWER POLE

Revisions		
#	DATE	DESCRIPTION OF CHANGE
0	01/18/2025	ISSUED FOR CONSTRUCTION

ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR UTILIZED IN ANY FORM WITHOUT PRIOR WRITTEN AUTHORIZATION OF "COBALT"



*[Signature]*  
01/17/2025

NOTE: SIGNATURES VALID FOR ONE YEAR ONLY AFTER DATE OF SIGNATURE



CLIENT:  
**MATT WALLA**  
PROJECT LOCATION OR ADDRESS:  
1222 103RD STREET  
GALVESTON, TEXAS 77554

**PROPOSED SITE PLAN**

DESIGNED BY: RWH    CHECKED BY: CO  
PROJECT #: 24-0392    SCALE: 1/8" = 1'-0"  
DATE: 01/18/2025    24-0392-AL-10









# ZBA Motion Guide – Special Exceptions

## Setbacks

The Zoning Board of Adjustment (ZBA) may grant a Special Exception to reduce the required front or rear setback in the following circumstances:

- A front yard exception where the front yard setback of the adjacent lot does not meet the front yard requirements of these regulations;
- A rear yard exception where the rear yard setback of any two or more lots in the same block do not meet the rear yard requirements of these regulations;
- A yard exception on corner lots, or lots opposite or adjoining permanent open spaces, including parks and playgrounds; and
- An exception where the existing front yard setbacks of the various lots in the same block are not uniform, so that any one of the existing front yard setbacks shall, for a building hereafter constructed or extended, be the required minimum front yard depth.

In order to approved, the ZBA must find the following:

- such special exception will not affect adversely the value and use of adjacent and neighboring property; or
- will not be contrary to the public interest.

### Motion Guides:

I make a motion for **Approval** due to the fact that the request (*state one of more of the following*):

- will not affect adversely the value and use of adjacent and neighboring property; or
- will not be contrary to the public interest.

I make a motion for **Denial** due to the fact that the request (*state one of more of the following*):

- will affect adversely the value and use of adjacent and neighboring property; or
- is contrary to the public interest.

I make a motion for **Deferral** to the *Meeting Date* in order for *Reason for Deferral*.

Examples: I make a motion for deferral to the October 9, 2019 meeting in order for more board members to be in attendance.

I make a motion for deferral to the October 9, 2019 meeting in order for the applicant to provide additional information.