

**AGENDA  
PLANNING COMMISSION  
REGULAR MEETING  
3:30 p.m. Tuesday, March 18, 2025  
City Council Chambers, 2nd Floor of City Hall  
823 Rosenberg, Galveston, Texas**

**One or more members of the Planning Commission may attend the meeting by videoconference.**

**A quorum of the members of the Planning Commission will be physically present at the meeting location.**

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

Documents:

[03-04-2025 PC MINUTES.PDF](#)

5. Public Comment

Request to Address Commission 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. Public Hearings
7. New Business And Associated Public Hearings

A. PLAT

1. 25P-007 (2302 99th Street) Request For A Preliminary Plat For A Single-Family Residential Development. The Property Is Legally Described As Evia Phase Two (2007) Abstract 121, Reserve N (0-14), Acres 4.159, In The City And County Of Galveston, Texas. Applicant: Robert Ellis, Ellis Surveying Services, LLC. Property Owners: Evia Partners Ltd.

Documents:

[25P-007 -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 March 12, 2025 at 3:00 P.M.

Prepared by: Catherine Gorman, Assistant Director/HPO

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, TX 77550 (409-797-3510)

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



# City of Galveston

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GALVESTON  
REGULAR MEETING – March 4, 2025

## CALL MEETING TO ORDER

The meeting was called to order at 9:00 a.m.

## ATTENDANCE

Members Present: Rejone Edwards, Stan Humphrey, Mary Jan Lantz, John Lightfoot, Anthony Rios, Tom Singleton, Rusty Walla, Councilmember Beau Rawlins

Members Absent: None

Staff Present: Catherine Gorman, AICP, Assistant Director/HPO; Kyle Clark, Coastal Resources Manager; Hunter Cummings, Deputy Coastal Resources Manager; Donna Fairweather, Sr. Assistant City Attorney; Karina Rosales, Planning Technician.

## CONFLICT OF INTEREST

None

## PUBLIC COMMENT

None

## APPROVAL OF MINUTES

The February 18, 2025, regular meeting minutes were accepted as presented.

\*\*\*Chairperson Walla arrives at 9:02 a.m.

## PUBLIC HEARING

### DUNE MITIGATION

**25BF-002 (801 East Beach Drive)** Notice of mitigation for disturbance of dunes and dune vegetation. Property is legally described as Abstract 628 M Menard Survey Lot 3 (5-0) Palisade Palms Replat (2008), a subdivision in the City and County of Galveston, Texas.

Applicant: Richard G. Anderson

Property Owner: Palisade Palms Master Assoc / East Beach Project Phase 1

A public hearing was held.

\*\*\*Vice-Chairperson Lantz turns over the meeting to Chairperson Walla at 9:07 a.m.

**NEW BUSINESS AND ASSOCIATED PUBLIC HEARINGS**

**BEACHFRONT CONSTRUCTION CERTIFICATE AND DUNE PROTECTION PERMIT**

**24BF-137 (11395 Beachside Drive)** Request for Beachfront Construction Certificate and Dune Protection Permit to include proposed construction of a large-scale single-family residence with unreinforced fibercrete for driveway and slab. Property is legally described as Beachside Village Section 4 (2016) Abstract 121, Lot 430, Acres 0.3488, a subdivision in the City and County of Galveston, Texas.

Applicant: Dana Lee – Egret Bay Builders, LLC  
Property Owner: Ignacio and Camila Cubero

Staff presented the staff report and noted that 29 public hearing notices were sent, and one returned in favor.

\*\*\*Councilmember Beau Rawlins arrives at 9:09 a.m.

Chairperson Walla opened the public hearing on the case. The applicant, Dana Lee – Egret Bay Builders, LLC, gave a presentation to the commission. The public hearing was closed, and the Chairperson called for a motion.

Commissioner Lightfoot made a motion to approve the request with Staff’s Recommendations.

Commissioner Edwards seconded.

The Chairperson called for questions or comments from the Commission. The following votes were cast:

In favor:	Edwards, Humphrey, Lantz, Lightfoot, Rios, Singleton, Walla
Opposed:	None
Absent:	None
Non-voting participant:	Councilmember Beau Rawlins

**The motion passed.**

**TEXT AMENDMENT**

**25ZA-001** Request for a text amendment to the Galveston Land Development Regulations, Article 13: Permits and Procedures to establish a fee for Galveston Landmark Designation and replacement Galveston Landmark Plaques.

Applicant: Development Services Department

Staff presented the staff report.

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

Vice-Chairperson Lantz made a motion to recommend approval of the request with Staff’s Recommendations.

Commissioner Singleton seconded.

The Chairperson called for questions or comments from the Commission. The following votes were cast:

In favor:	Edwards, Humphrey, Lantz, Lightfoot, Rios, Singleton, Walla
Opposed:	None
Absent:	None
Non-voting participant:	Councilmember Beau Rawlins

**The motion passed.**

## **DISCUSSION ITEMS**

Staff opened the “Discussion of topics for the March 18, 2025, Planning Commission workshop (Staff).”

**THE MEETING ADJOURNED AT 9:38 AM**





# 25P-007 STAFF REPORT

**ADDRESS:**  
2309 99th Street

**LEGAL DESCRIPTION:**  
The property is legally described as Evia Phase Two (2007) Abstract 121, Reserve N (0-14), Acres 4.159, in the City and County of Galveston, Texas.

**APPLICANT/REPRESENTATIVE:**  
Robert Ellis, Ellis Surveying Services, LLC.

**PROPERTY OWNER(S):**  
Evia Partners, Ltd.

**ZONING:**  
Traditional Neighborhood (TN)

**REQUEST:**  
Preliminary Plat

**APPLICABLE LAND USE REGULATIONS:**  
Article 6 – Subdivision and Design Development

**STAFF RECOMMENDATION:**  
Approval with Conditions

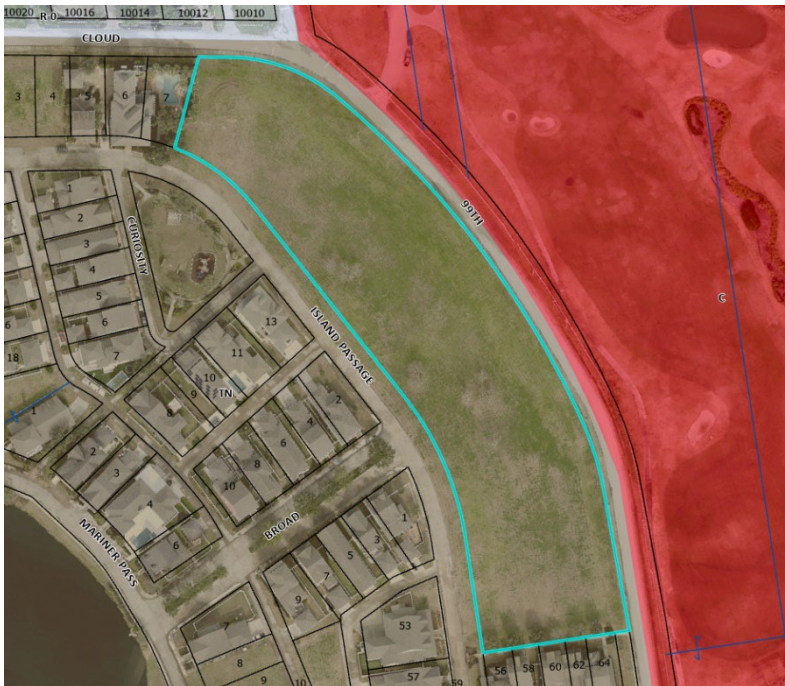
**EXHIBITS:**  
A – Aerial Map  
B – Preliminary Plat

**STAFF:**  
Daniel Lunsford  
Senior Planner  
409-797-3659  
dlunsford@galvestontx.gov

**Public Notices Sent: 46**  
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 and Private Utility 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/City Engineer: Infrastructure installation or financial guarantees shall be provided prior to final plat submittal.

**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 Preliminary Plat to expand the Evia subdivision. This involves subdividing a previously established development reserve into 22 separate lots. Because an additional water line is included in the development, the preliminary plat/final plat process is required.

**Physical Characteristics:**

The subject parcel is located between 99th Street and Island Passage at the Evia subdivision’s northeast corner. The Evia Phase Two plat from 2007 indicates this area is not a landscape reserve or other type of reserve that cannot be developed. The tracts to the west, north, and south are single-family residences; the property to the east is part of the municipal golf course. Aerial photographs indicate that the parcel is currently vacant, mowed, and contains only some trees.

**Zoning and Land Use:**

Location	Zoning	Land Use
Subject Site	Traditional Neighborhood (TN)	Vacant
North	Traditional Neighborhood (TN)	Residential
South	Traditional Neighborhood (TN)	Residential
East	Commercial (C)	Outdoor Recreation
West	Traditional Neighborhood (TN)	Residential

**Lot Sizes, Conformance with the Residential, Single-Family Zoning District:**

The table below indicates the minimum lot area, dimensions, and setback requirements for the Traditional Neighborhood (TN) zoning district:

Min. Lot Area	Min. Lot Width	Min. Lot Depth	Front Setback	Side Setback	Rear Setback
1,500 square feet	18' (attached residential) 24' (detached residential)	0 feet	0 feet	5 feet	10 feet

The preliminary plat submitted (see Exhibit B) shows that all proposed lots exceed the minimum requirements for Traditional Neighborhood (TN) zoning.

**Easements:**

The Preliminary Plat does not include any new easements for city utilities; existing infrastructure and proposed infrastructure lies within city rights-of-way. The only new infrastructure proposed is a water line loop located in the public right-of-way and sidewalks as required by Land Development Regulations. The plat also includes five 20’ wide shared access easements at regular intervals which provide all lots with access to Island Passage.

**Utilities and Drainage:**

No construction plans were submitted with the preliminary plat request. Construction drawings must be reviewed and approved and conform with all conditions posed by city departments and/or private utility companies before a final plat can be filed.

Proposed utilities shall conform to Article 6, 6.305, and proposed drainage improvements shall conform to Article 6, 6.306.

**Planning Commission:**

The Planning Commission must approve a plat if it conforms to the general plan of the municipality and to the general plan for the extension of the municipality. The Planning Commission's approval of a plat or replat request is evidence that the application meets the requirements of Chapter 212 of the Texas Local Government Code and Land Development Regulations. The Planning Commission's approval does not indicate that the plat or replat complies with any applicable deed restrictions. The Planning Commission does not have the legal authority to reject an Applicant’s request for a plat or replat because of conflicts with applicable deed restrictions. Compliance with pertinent deed restrictions is the sole responsibility of the applicant.

Note that a preliminary plat functions as a statement of intent; it is not an official document, and it is not filed into official county records. After approval of the infrastructure drawings and installation and acceptance of the infrastructure, or financial guarantees, the final plat may be applied for. This includes a second Planning Commission public hearing.

**Staff Recommendation:**

Staff recommends the request be approved with the following conditions:

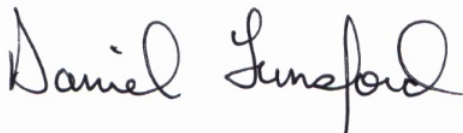
***Specific Conditions:***

- 1) Prior to final plat application submittal:
  - a. The applicant shall receive approval of water, sanitary sewer, roadway, drainage, access, sidewalks, street lighting, and infrastructure construction plans by all City departments in accordance with Article 6, Division 6.200 – Guarantee and Maintenance of Infrastructure Improvements;
- 2) The applicant shall pay for all improvements required except as otherwise provided by City Code;
- 3) Prior to the commencement of any site work, the developer shall submit a tree survey to staff. The tree survey shall include the location of all significant trees and tree canopies;
- 4) Prior to the installation of any infrastructure elements, the developer shall submit all required tree removal permits and complete all required mitigation;

***Standard Conditions for Preliminary Plat requests:***

- 5) The applicant shall adhere to all comments/conditions received from City departments and/or private utility companies. Should conformance with the comments/conditions require alterations to the project, as approved, the case must be returned to the Planning Commission for additional review and approval. Failure to comply with all comments/conditions may result in penalties and/or revocation of this preliminary plat;
- 6) Prior to any construction or site work the applicant shall receive approval of a Pollution Prevention Control Plan by the City Engineer/Public Works Department;
- 7) The project shall conform to the Land Development Regulation requirements regarding lot area, width, depth, and overall development layout;
- 8) The applicant shall comply with requirements for a Final Plat in accordance with the Land Development Regulations; and
- 9) In accordance with the Land Development Regulations, all street names, addresses, easements, and all front, side and rear building lines must be shown on the final plat.

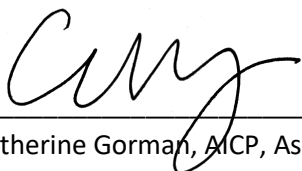
Respectfully Submitted,



\_\_\_\_\_  
Daniel Lunsford, Senior Planner

March 10, 2025

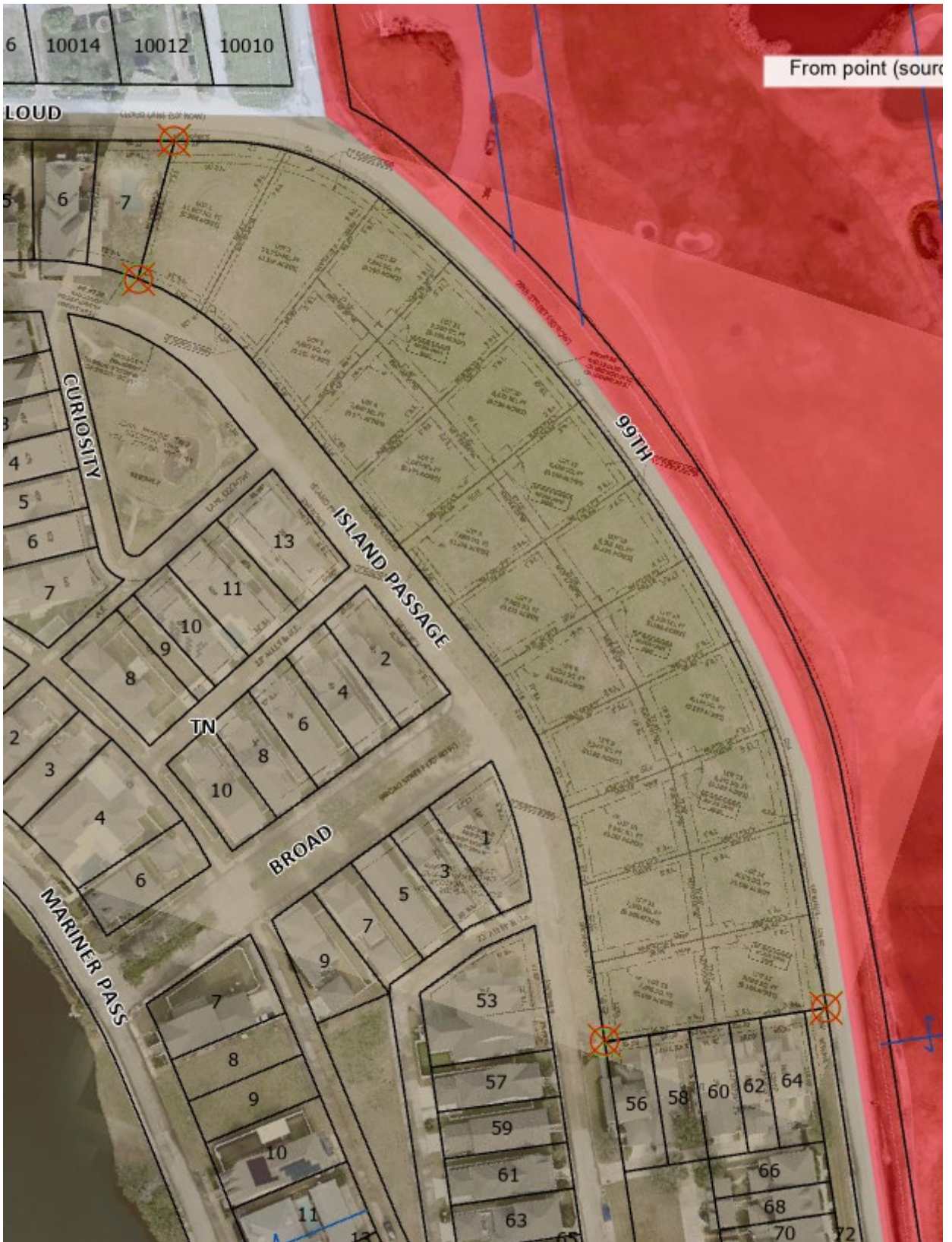
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Date



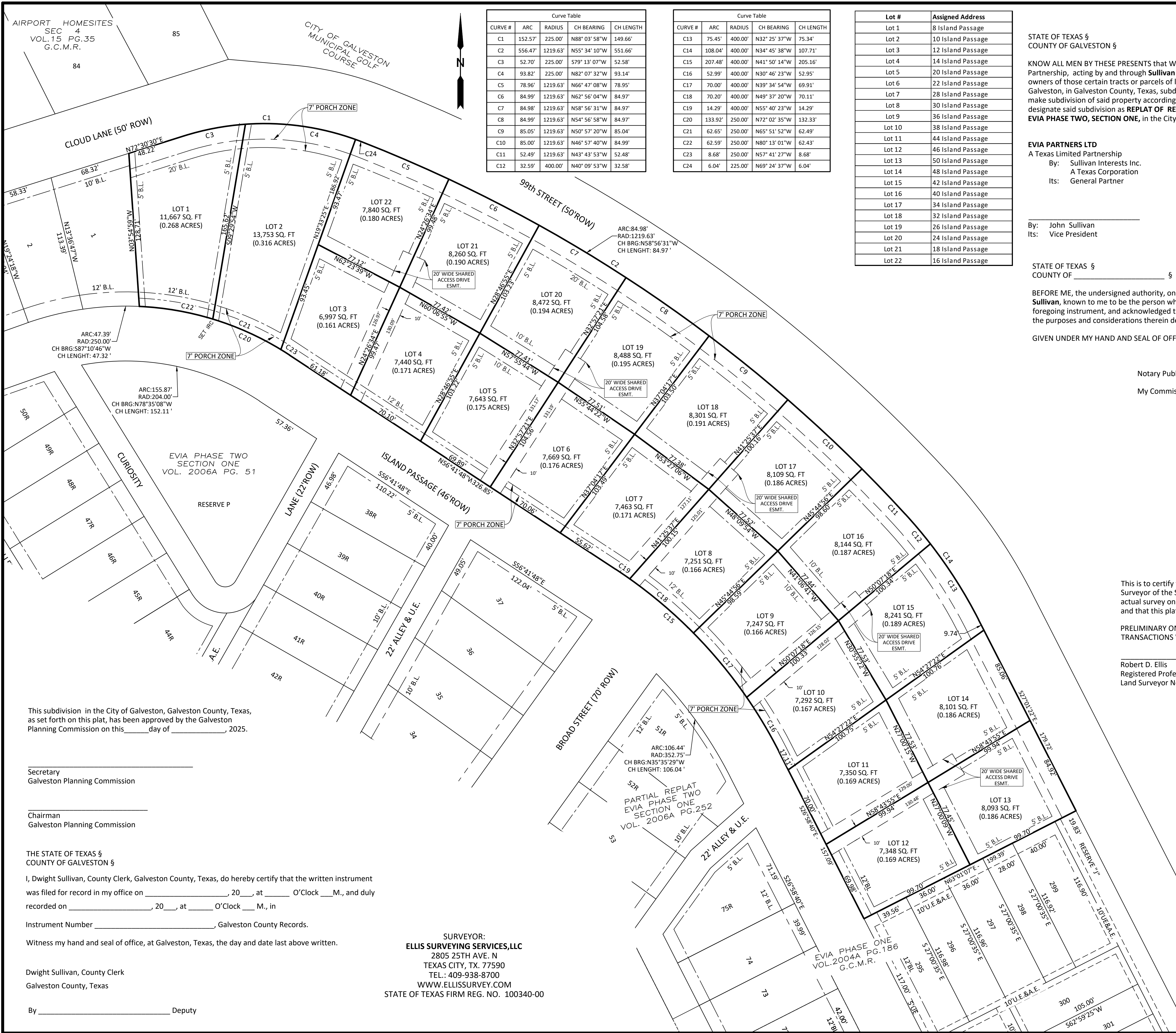
\_\_\_\_\_  
Catherine Gorman, AICP, Assistant Director/ HPO

March 10, 2025

\_\_\_\_\_  
Date



**EXHIBIT B**



Curve Table				
CURVE #	ARC	RADIUS	CH BEARING	CH LENGTH
C1	152.57'	225.00'	N88° 03' 58"W	149.66'
C2	556.47'	1219.63'	N55° 34' 10"W	551.66'
C3	52.70'	225.00'	S79° 13' 07"W	52.58'
C4	93.82'	225.00'	N82° 07' 32"W	93.14'
C5	78.96'	1219.63'	N66° 47' 08"W	78.95'
C6	84.99'	1219.63'	N62° 56' 04"W	84.97'
C7	84.98'	1219.63'	N58° 56' 31"W	84.97'
C8	84.99'	1219.63'	N54° 56' 58"W	84.97'
C9	85.05'	1219.63'	N50° 57' 20"W	85.04'
C10	85.00'	1219.63'	N46° 57' 40"W	84.99'
C11	52.49'	1219.63'	N43° 43' 53"W	52.48'
C12	32.59'	400.00'	N40° 09' 53"W	32.58'

Curve Table				
CURVE #	ARC	RADIUS	CH BEARING	CH LENGTH
C13	75.45'	400.00'	N32° 25' 37"W	75.34'
C14	108.04'	400.00'	N34° 45' 38"W	107.71'
C15	207.48'	400.00'	N41° 50' 14"W	205.16'
C16	52.99'	400.00'	N30° 46' 23"W	52.95'
C17	70.00'	400.00'	N39° 34' 54"W	69.91'
C18	70.20'	400.00'	N49° 37' 20"W	70.11'
C19	14.29'	400.00'	N55° 40' 23"W	14.29'
C20	133.92'	250.00'	N72° 02' 35"W	132.33'
C21	62.65'	250.00'	N65° 51' 52"W	62.49'
C22	62.59'	250.00'	N80° 13' 01"W	62.43'
C23	8.68'	250.00'	N57° 41' 27"W	8.68'
C24	6.04'	225.00'	N69° 24' 37"W	6.04'

Lot #	Assigned Address
Lot 1	8 Island Passage
Lot 2	10 Island Passage
Lot 3	12 Island Passage
Lot 4	14 Island Passage
Lot 5	20 Island Passage
Lot 6	22 Island Passage
Lot 7	28 Island Passage
Lot 8	30 Island Passage
Lot 9	36 Island Passage
Lot 10	38 Island Passage
Lot 11	44 Island Passage
Lot 12	46 Island Passage
Lot 13	50 Island Passage
Lot 14	48 Island Passage
Lot 15	42 Island Passage
Lot 16	40 Island Passage
Lot 17	34 Island Passage
Lot 18	32 Island Passage
Lot 19	26 Island Passage
Lot 20	24 Island Passage
Lot 21	18 Island Passage
Lot 22	16 Island Passage

STATE OF TEXAS §  
COUNTY OF GALVESTON §

KNOW ALL MEN BY THESE PRESENTS that We, **Evia Partners, LTD**, a Texas Limited Partnership, acting by and through **Sullivan Interests Inc.**, a Texas Corporation, being the owners of those certain tracts or parcels of land, lying and being situated in the City of Galveston, in Galveston County, Texas, subdivided in the above and foregoing plat do hereby make subdivision of said property according to the lines and lots shown thereon, and designate said subdivision as **REPLAT OF RESERVE "N"**  
**EVIA PHASE TWO, SECTION ONE**, in the City and County of Galveston, Texas.

**EVIA PARTNERS LTD**  
A Texas Limited Partnership  
By: Sullivan Interests Inc.  
A Texas Corporation  
Its: General Partner

By: John Sullivan  
Its: Vice President

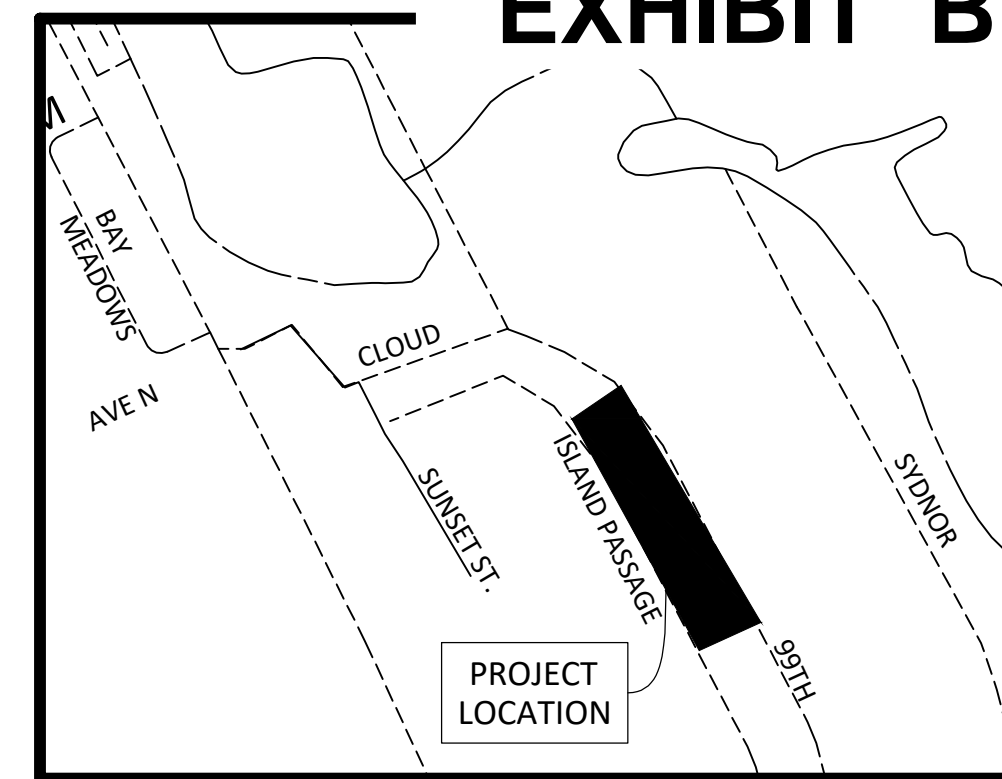
STATE OF TEXAS §  
COUNTY OF \_\_\_\_\_ §

BEFORE ME, the undersigned authority, on this day personally appeared **John Sullivan**, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein described.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this \_\_\_\_ day \_\_\_\_\_, 2025.

Notary Public for the State of Texas

My Commission Expires \_\_\_\_\_



VICINITY MAP - NTS

**LEGEND**

- G.C.M.R. - GALVESTON COUNTY MAP RECORDS
- G.C.D.R. - GALVESTON COUNTY DEED RECORDS
- B.L. - BUILDING LINE
- S.S.E. - SANITARY SEWER EASEMENT
- U.E. - UTILITY EASEMENT
- CIR - CAPPED IRON ROD
- ROW - RIGHT OF WAY
- FND. - FOUND
- IR - IRON ROD

- PLAT NOTES:**
- ACCORDING TO FEMA FLOOD MAP NO 48167C0438G DATED 8/15/2019 THIS PROPERTY IS LOCATED IN FLOOD ZONES AE "10" AND AE "11".
  - ALL BEARINGS ARE REFERENCED TO GRID NORTH TEXAS STATE COORDINATE SYSTEM NAD83 (FEET) TEXAS SOUTH CENTRAL ZONE.
  - PURPOSE OF REPLAT IS TO DIVIDE RESERVE "N" INTO 22 SINGLE FAMILY RESIDENTIAL LOTS.
  - ALL THE PROPERTY SUBDIVIDED IN THE FOREGOING PLAT IS WITHIN THE INCORPORATED BOUNDARIES OF THE CITY OF GALVESTON, TEXAS.
  - SIDE LOT BUILDING SETBACKS ARE FIVE FEET. REAR LOT BUILDING SETBACKS ARE TEN FEET. FRONT BUILDING SETBACK ALONG ISLAND PASSAGE ARE TWELVE FEET WITH A SEVEN FEET PORCH ZONE EXCEPTION. FRONT BUILDING SETBACK ALONG 99TH STREET ARE TWENTY FEET WITH A SEVEN FEET PORCH ZONE EXCEPTION.

This is to certify that I, Robert D. Ellis, a Registered Professional Land Surveyor of the State of Texas have platted the above subdivision from an actual survey on the ground, and that all corners are property marked and that this plat correctly represents that survey.

PRELIMINARY ONLY - NOT TO BE RECORDED OR USED FOR ANY TRANSACTIONS WITHOUT SURVEYORS SIGNATURE.

Robert D. Ellis  
Registered Professional  
Land Surveyor No. 4006



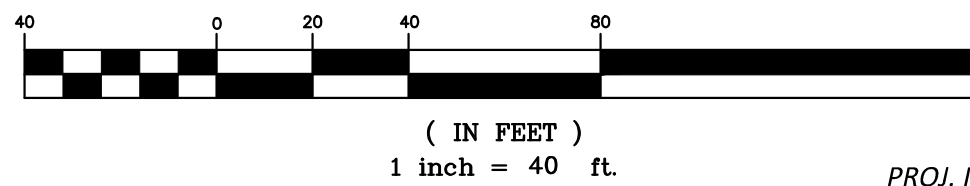
**DEVELOPER:**  
**EVIA PARTNERS, LTD**  
P.O. BOX 17017  
GALVESTON, TEXAS 77552

**REPLAT OF RESERVE "N"**  
**EVIA PHASE TWO, SECTION ONE**  
22 LOTS 1 BLOCK  
4.1591 ACRES (181,169 SQ.FT.)

BEING A PARTIAL REPLAT OF:  
PHASE TWO, SECTIONS ONE AND TWO  
A SUBDIVISION IN GALVESTON COUNTY, TEXAS,  
AS PER THE MAP OR PLAT THEREOF RECORDED AT  
GALVESTON COUNTY CLERK'S  
FILE NO. 2024026741  
CITY AND COUNTY OF GALVESTON

FEB. 4, 2025

GRAPHIC SCALE



This subdivision in the City of Galveston, Galveston County, Texas, as set forth on this plat, has been approved by the Galveston Planning Commission on this \_\_\_\_ day of \_\_\_\_\_, 2025.

Secretary  
Galveston Planning Commission

Chairman  
Galveston Planning Commission

THE STATE OF TEXAS §  
COUNTY OF GALVESTON §

I, Dwight Sullivan, County Clerk, Galveston County, Texas, do hereby certify that the written instrument was filed for record in my office on \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ O'Clock \_\_\_\_ M., and duly recorded on \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ O'Clock \_\_\_\_ M., in

Instrument Number \_\_\_\_\_, Galveston County Records.

Witness my hand and seal of office, at Galveston, Texas, the day and date last above written.

Dwight Sullivan, County Clerk  
Galveston County, Texas

By \_\_\_\_\_ Deputy

SURVEYOR:  
**ELLIS SURVEYING SERVICES, LLC**  
2805 25TH AVE. N  
TEXAS CITY, TX. 77590  
TEL.: 409-938-8700  
WWW.ELLISURVEY.COM  
STATE OF TEXAS FIRM REG. NO. 100340-00