



**Agenda**  
**Building Standards Commission**  
**4403 Hwy 3**  
**Dickinson, TX 77539**  
**Monday, July 24, 2023 at 6:00 PM**

1. **CALL TO ORDER AND CERTIFICATION OF A QUORUM**

2. **ANNOUNCEMENTS AND PRESENTATIONS**

3. **PUBLIC COMMENTS**

Members of the public are invited to give comments at this time, lasting not longer than 3 minutes. Comments may be general in nature or may address a specific agenda item, and should be directed at the entire Commission, not individual members of the Commission or staff. Any speaker making personal attacks or using vulgar or profane language shall forfeit his/her remaining time and shall be seated. In compliance with the Texas Open Meetings Act, the Commission may not deliberate.

4. **CONSENT AGENDA**

The following items are considered routine and will be enacted by one motion. There will not be a separate discussion on these items unless a Commission member requests, in which event the item will be removed from the consent agenda and discussed after the consent agenda.

- 4.A Consideration and possible action on approving the minutes of the Building Standards Commission Meeting of **March 6, 2023**.
- 4.B Receive an update concerning Order No. 2022-1221-003 and the property and structures located at 406 DEATS RD, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR PT OF LOT 103 (0-2) DICKINSON ADDN D LOTS 1 THRU 15,20,21 & PT OF LOTS 16,17 & 18 TALL TIMBERS SUB.

**5. PUBLIC HEARING AND ACTION ITEMS FROM PUBLIC HEARINGS**

- 5.A Conduct a public hearing concerning determination of substandard structure(s) for property located **3230 Hemlock Circle**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOT 10 BLK 2 EDGEWOOD SUB.

PUBLIC HEARING:

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

- 5.B Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **3230 Hemlock Circle**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOT 10 BLK 2 EDGEWOOD SUB.

- 5.C Conduct a public hearing concerning determination of substandard structure(s) for property located at **2912 Avenue G**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 9 BLK 182 MOORES ADDN & IMPS.

PUBLIC HEARING:

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

- 5.D Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **2912 Avenue G**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 9 BLK 182 MOORES ADDN & IMPS.

6. **ACTION ITEMS FOR CONSIDERATION**

7. **ADJOURNMENT**

**CERTIFICATE OF NOTICE**

**This is to certify that the above Notice of Meeting was posted on the bulletin board of City Hall of the City of Dickinson, Texas, on or before the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ A.M. / P.M. as well as the City's public internet webpage, [www.dickinsontexas.gov](http://www.dickinsontexas.gov) and was posted in accordance with the Texas Open Meetings Act, Chapter 551, Government Code.**

\_\_\_\_\_  
TODD SUKUP, Chief Building Official

NOTE: In compliance with the Americans with Disabilities Act, this facility is wheelchair accessible and accessible parking spaces are available. Requests for special accommodations or interpretive services must be made at least 48 hours prior to this meeting. Please contact the City Secretary's Office at 281-337-6217 or by email at [aurps@dickinsontexas.gov](mailto:aurps@dickinsontexas.gov).

**Dickinson Building Standards Commission**  
**Agenda Item Data Sheet**  
**4.A**

**MEETING DATE:** July 24, 2023

<b>TOPIC:</b>	Consideration and possible action on approving the minutes of the Building Standards Commission Meeting of <b>March 6, 2023</b> .
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<b>BACKGROUND:</b>
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<b>RECOMMENDATION:</b>
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<b>ATTACHMENTS:</b>	• <a href="#">2023.03.06_BSC_Minutes.pdf</a>
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<b>FUNDING ISSUES:</b>
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<b>FINANCE VERIFICATION OF FUNDING:</b>
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<b>SUBMITTING STAFF MEMBERS:</b> Yvonne Briscoe	<b>CITY MANAGER APPROVAL:</b>
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<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b>	<b>READINGS PASSED</b>	<b>OTHER</b>
<b>NO</b>		



# MINUTES

City of Dickinson

## BUILDING STANDARDS COMMISSION

March 6, 2023

The Building Standards Commission met at 7:00 P.M. on **Monday, March 6, 2023**, located at 4403 Highway 3, Dickinson, Texas. The meeting was held for the purpose of considering the following items:

### ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM

Vice Chairperson Matt Maggiolino called the meeting to order at **7:03 P.M.**

Ms. Yvonne Briscoe, Dickinson Senior Planner, called roll and a quorum was verified.

Commissioners present were as follows: Matt Maggiolino, R.E. Davis, James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox.

### ITEM 2.) ANNOUNCEMENTS AND PRESENTATIONS

### ITEM 3.) PUBLIC COMMENTS

Members of the public are invited to give comments at this time, lasting not longer than 3 minutes. Comments may be general in nature or may address a specific agenda item, and should be directed at the entire Commission, not individual members of the Commission or staff. Any speaker making personal attacks or using vulgar or profane language shall forfeit his/her remaining time and shall be seated. In compliance with the Texas Open Meetings Act, the Commission may not deliberate.

There being no one desiring to speak, public comments were skipped.

### ITEM 4.) CONSENT AGENDA

The following items are considered routine and will be enacted by one motion. There will not be a separate discussion on these items unless a Commission member requests, in which event the item will be removed from the consent agenda and discussed after the consent agenda.

- 4.A Consideration and possible action on approving the minutes of the Building Standards Commission Meeting of **February 6, 2023**.

R.E. Davis motioned to Approve, and James Ayers seconded the motion.

**VOTE:**

5 AYES (James Ayers, Garland Copelin, Susan Wilcox, Matt Maggiolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

**ITEM 5.) PUBLIC HEARING AND ACTION ITEMS FROM PUBLIC HEARINGS**

**ITEM 6.) ACTION ITEMS FOR CONSIDERATION**

- 6.A Consideration and possible action to amend the standard meeting date and time and Creekside monthly update requirement for Building Standards Commission.

Ms. Briscoe provided a summary.

Mr. Justin Pruitt, Dickinson City Attorney, stated the first three options are the most open for his schedule.

Ms. Briscoe added if Building Standards Commission votes to have the standard meeting on the first Tuesday each month, Board of Adjustment would still meet the first Monday each month. Since the Building Standards Commissioners also serve on the Board of Adjustment this would result in two meetings in a row most months.

Vice Chairperson Matt Maggiolino inquired if two members were absent if the Commission would still have a quorum.

Ms. Briscoe responded, they would.

Vice Chairperson Matt Maggiolino stated he was available with the first three options.

Commissioner RE Davis stated he is available the Monday or Wednesday.

Ms. Briscoe confirmed with the Commission the standard meeting time available for most Commissioners would be the fourth Monday or first Tuesday each month.

Vice Chairperson Matt Maggiolino inquired if this would be a change in date from the first Monday each month to the fourth Monday each month.

Ms. Briscoe clarified; Commissioners would still need to attend Board of Adjustment on the first Monday each month. This will only change the standard meeting date for Building Standards Commission to the fourth Monday each month. Since the Building Standards Commissioners also serve on the Board of Adjustment, they would be meeting both dates.

Garland Copelin motioned to hold Building Standards Commission regular meeting on the fourth Monday each month at 6 PM, and R.E. Davis seconded the motion.

**VOTE:**

5 AYES (James Ayers, Garland Copelin, Susan Wilcox, Matt Maggiolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

Chairperson, Reggie Taylor joined the meeting between item 6A and 6B.

- 6.B Discussion and possible action concerning Order No. 2022-1221-003 and the property and structures located at 406 DEATS RD, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR PT OF LOT 103 (0-2) DICKINSON ADDN D & LOTS 1 THRU 15,20,21 & PT OF LOTS 16,17 & 18 TALL TIMBERS SUB.

Mr. Herman Meyers, Dickinson Chief Building Official, provided a status update of the property. All buildings have been secured. Fire access is still being worked on. Property is now compliance.

Mr. David Wallace, on behalf of the property owner, provided an update for Creekside since the last meeting. Mr. Wallace discussed the following items:

- Tenant Relocation
- Fence Construction
- Asset Protection
- Overall Site Clean-up
- Economic Development
- Memorandum of Understanding
- Property Aggregation
- Site Planning
- Co-Development Partners

Commissioner Susan Wilcox inquired which of the proposed uses would bring the most revenue to the city.

Mr. Wallace responded potential revenue is looked at from different ways; retail adds sales tax but does not add a lot of jobs, hotel and office brings additional workforce which has a multiplier effect of workers spending funds in the city but does not add sales tax. An economic impact assessment has not been completed. Civic uses and community service uses does not bring money into the local economy but adds quality of life and brings additional people to the area. Assisted living care and memory care brings in a lot of jobs with 24 hour a day professional staff requirement.

Commissioner Garland Copelin inquired at what point in process development will know more regarding what funds Dickinson will contribute to the redevelopment.

Mr. Wallace responded within next twelve months we will understand what the mixed-use development would include. We can then determine the economic impact of the development including tools available for funding from Federal and State levels.

Vice Chairperson Matt Maggolino inquired if the consideration is on the staff summary.

Ms. Briscoe stated staff is recommending a change from the previous order requiring monthly Creekside updates to an as needed basis.

Mr. Pruitt clarified this is for the Creekside order to be amended.

Mr. Wallace added he could continue sending written updates each month.

Ms. Briscoe added that the Commission can change this requirement in other ways, an example would be to receive updated quarterly.

Vice Chairperson Matt Maggolino expressed the desire to have updates as needed.

Mr. Pruitt added the update can be written and not necessarily a meeting of the Commission. Motion would be to accept a monthly report in lieu of a meeting for the Creekside status updates.

**R.E. Davis motioned to receive monthly written report on Creekside project in lieu of monthly update, and Matt Maggolino seconded the motion.**

Commissioner Garland Copelin expressed concern that staff has indicated the Commission will continue to have meetings on a regular basis regarding additional properties.

Commissioner RE Davis responded the Commission can still obtain written updates on Creekside, call them in as needed, and concentrate efforts on additional properties.

Commissioner Garland Copelin expressed concern that the meeting update provides the opportunity for citizens to be updated also.



Vice Chairperson Matt Maggiolino requested clarification that discussion is in regard to only 406 Deats. Electronic updates will still be received.

Commissioner Garland Copelin expressed disagreement and concern that citizens feel are getting left out of the process.

Vice Chairperson Matt Maggiolino responded that no citizens were signed up to speak at the meeting.

Mr. Meyers stated the original intent was regarding unsafe structures, which has been met. Any issues with the property in the future will be addressed as needed. The future development of the property is not under the Commission's preview.

Mr. Pruitt recommended add Creekside monthly report as a consent item.

Ms. Briscoe added that this process would provide the information in the agenda packet which is readily available to the public online or through a public information request. Ms. Briscoe informed that it is also an option to subscribe to the city calendars.

Tami Steambarge, resident of Dickinson, expressed concern that public would like kept up to date.

Vice Chairperson Matt Maggiolino stated the discussion item is Creekside apartments at 406 Deats concerning substandard structures. Redevelopment is not subject to open public records the same as public meeting records.

Mr. Pruitt confirmed this item is regarding substandard structures on the property to ensure property meets minimum standards.

Ms. Briscoe reiterated redevelopment would be made publicly available when brought to additional boards for zoning changes and other considerations that would not be brought to this Commission.

Commissioner RE Davis added that it may be beneficial to inform the scope and responsibilities of the Building Standards Commission. Redevelopment would be the responsibility of the EDC or City Council. Building Standards Commission's scope is the safety of buildings and standards in the community.

Mr. Pruitt clarified the current motion is accept a monthly written report in lieu of physical attendance.

Ms. Briscoe requested clarification that motion is to receive as needed updates for Creekside.

R.E. Davis motioned to amend his motion to include written monthly report on consent in lieu of attendance, and Matt Maggiolino seconded the motion.

**VOTE:**

6 AYES (James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox, Matt Maggiolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

6.C Discussion and possible action concerning establishing a docket and making inquiry into the present conditions and circumstances of any building or structure alleged to be substandard structure(s):

- property located at 3230 Hemlock Circle, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOT 10 BLK 2 EDGEWOOD SUB, and
- for property located at 2912 Avenue G, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 9 BLK 182 MOORES ADDN & IMPS.

Mr. Pruitt clarified the process. The authority provided under state law and current City code to meet to order vacation, demolition or repair of properties requires a title search to find all property owners, lien holders and interested parties to provide them notice of a meeting, provide time to attend a public hearing. City code builds in an extra step of a pre-order meeting. A report is provided by the building official regarding structures he feels warrant some action by the Commission.

Mr. Jeff Pahlman, Dickinson Deputy Building Official, provided a summary of conditions at 3203 Hemlock Circle. Mr. Pahlman added the City has mowed and maintained a few times and there been had no owner response regarding maintenance of the property. The property is located on a cul-de-sac in close proximity to the neighbors causing a fire hazard, and other safety issues.

Commissioner Susan Wilcox inquired if property owner is paying taxes.

Mr. Pahlman responded that has not yet been determined. That information will be gathered prior to the public hearing.

R.E. Davis motioned to establish a docket and make inquiry into the present conditions and circumstances of any building or structure alleged to be substandard structure(s) for property located at 3230 Hemlock Circle, DICKINSON, TX 77539, and Susan Wilcox seconded the motion.

**VOTE:**

6 AYES (James Ayers, Garland Copelin, Susan Wilcox, Matt Maggiolino, R.E. Davis, Reggie Taylor)

0 NAYS

**MOTION PASSED**

Mr. Pahlman provided a summary of conditions at 2912 Avenue G. The property has an absentee owner, and the City has needed to maintain the property by mowing in the past.

R.E. Davis motioned to establish a docket and make inquiry into the present conditions and circumstances of any building or structure alleged to be substandard structure(s) for property located at 2912 Avenue G, DICKINSON, TX 77539, and seconded the motion.

**VOTE:**

6 AYES (James Ayers, Garland Copelin, Susan Wilcox, Matt Maggiolino, R.E. Davis, Reggie Taylor)

0 NAYS

**MOTION PASSED**

**ITEM 7.) ADJOURNMENT**

Garland Copelin motioned to Adjourn, and James Ayers seconded the motion.

**VOTE:**

6 AYES (James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox, Matt Maggiolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

Vice Chairperson Matt Maggiolino adjourned the meeting at **7:57 P.M.**

**PASSED, APPROVED, AND ADOPTED** this 24TH DAY OF JULY 2023.

\_\_\_\_\_  
Building Standards Commission, Chairperson

ATTEST:

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TODD SUKUP, Chief Building Official

**Dickinson Building Standards Commission**  
**Agenda Item Data Sheet**  
**4.B**

**MEETING DATE:** July 24, 2023

<b>TOPIC:</b>	Receive an update concerning Order No. 2022-1221-003 and the property and structures located at 406 DEATS RD, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR PT OF LOT 103 (0-2) DICKINSON ADDN D & LOTS 1 THRU 15,20,21 & PT OF LOTS 16,17 & 18 TALL TIMBERS SUB.
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<b>BACKGROUND:</b>
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<b>RECOMMENDATION:</b>
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<b>ATTACHMENTS:</b>
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<b>FUNDING ISSUES:</b>
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<b>FINANCE VERIFICATION OF FUNDING:</b>
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<b>SUBMITTING STAFF MEMBERS:</b> Yvonne Briscoe	<b>CITY MANAGER APPROVAL:</b>
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<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b>	<b>READINGS PASSED</b>	<b>OTHER</b>
<b>NO</b>		

**Dickinson Building Standards Commission**  
**Agenda Item Data Sheet**  
**5.A**

**MEETING DATE:** July 24, 2023

<b>TOPIC:</b>	Conduct a public hearing concerning determination of substandard structure(s) for property located <b>3230 Hemlock Circle</b> , DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOT 10 BLK 2 EDGEWOOD SUB.  <b>PUBLIC HEARING:</b> <ul style="list-style-type: none"><li>• Open Public Hearing</li><li>• Staff Presentation</li><li>• Property Owners or Designee Presentation</li><li>• Public Comments</li><li>• Property Owners or Designee Rebuttal</li><li>• Staff Rebuttal</li><li>• Adjourn Public Hearing</li></ul>
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<b>BACKGROUND:</b>
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<b>RECOMMENDATION:</b>
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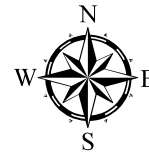
<b>ATTACHMENTS:</b> • <a href="#">3230HemlockCir_Vicinity.pdf</a>
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<b>FUNDING ISSUES:</b>
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<b>FINANCE VERIFICATION OF FUNDING:</b>
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<b>SUBMITTING STAFF MEMBERS:</b> Yvonne Briscoe	<b>CITY MANAGER APPROVAL:</b>
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		






# 3230 Hemlock Circle

- Vicinity Map -

GCAD ID 164473  
legally described as ABST 19 PERRY &  
AUSTIN SUR LOT 10 BLK 2  
EDGEWOOD SUB

 Subject Property

### Zoning Districts

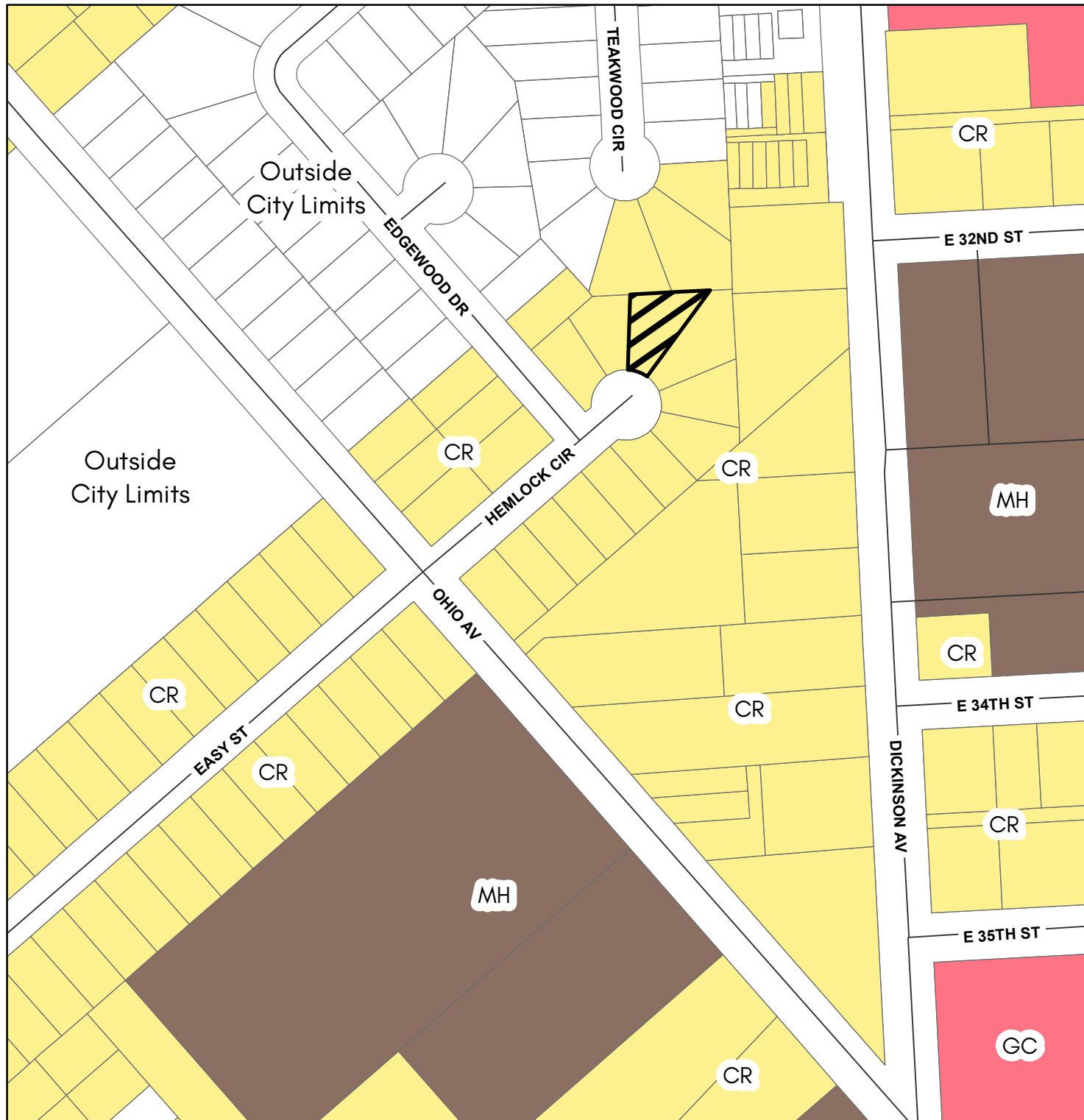
-  "CR" Conventional Residential
-  "MH" Manufactured Housing
-  "GC" General Commercial



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1 inch = 200 feet

Date: 3/1/2023



**Dickinson Building Standards Commission**  
**Agenda Item Data Sheet**  
**5.B**

**MEETING DATE:** July 24, 2023

<b>TOPIC:</b>	Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at <b>3230 Hemlock Circle</b> , DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOT 10 BLK 2 EDGEWOOD SUB.
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<b>BACKGROUND:</b>
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<b>RECOMMENDATION:</b>
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<b>ATTACHMENTS:</b>
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<b>FUNDING ISSUES:</b>
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<b>FINANCE VERIFICATION OF FUNDING:</b>
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<b>SUBMITTING STAFF MEMBERS:</b> Yvonne Briscoe	<b>CITY MANAGER APPROVAL:</b>
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<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b>	<b>READINGS PASSED</b>	<b>OTHER</b>
<b>NO</b>		

**Dickinson Building Standards Commission**  
**Agenda Item Data Sheet**  
**5.C**

**MEETING DATE:** July 24, 2023

<b>TOPIC:</b>	Conduct a public hearing concerning determination of substandard structure(s) for property located at <b>2912 Avenue G</b> , DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 9 BLK 182 MOORES ADDN & IMPS.  <b>PUBLIC HEARING:</b> <ul style="list-style-type: none"><li>• Open Public Hearing</li><li>• Staff Presentation</li><li>• Property Owners or Designee Presentation</li><li>• Public Comments</li><li>• Property Owners or Designee Rebuttal</li><li>• Staff Rebuttal</li><li>• Adjourn Public Hearing</li></ul>
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<b>BACKGROUND:</b>
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<b>RECOMMENDATION:</b>
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<b>ATTACHMENTS:</b> • <a href="#">2912AvenueG_Vicinity.pdf</a>
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<b>FUNDING ISSUES:</b>
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<b>FINANCE VERIFICATION OF FUNDING:</b>
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<b>SUBMITTING STAFF MEMBERS:</b> Yvonne Briscoe	<b>CITY MANAGER APPROVAL:</b>
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		








# 2912 Avenue G

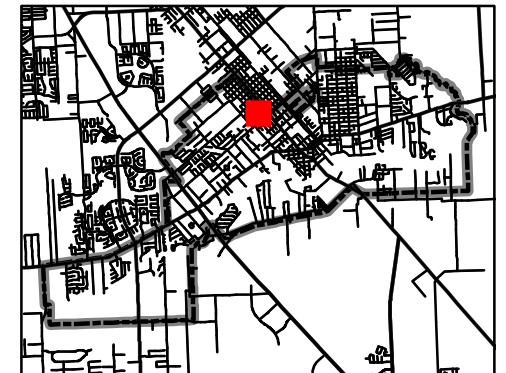
- Vicinity Map -

GCAD ID 166013  
legally described as ABST 19 PERRY &  
AUSTIN LOT 9 BLK 182  
MOORES ADDN & IMPS

 Subject Property

## Zoning Districts

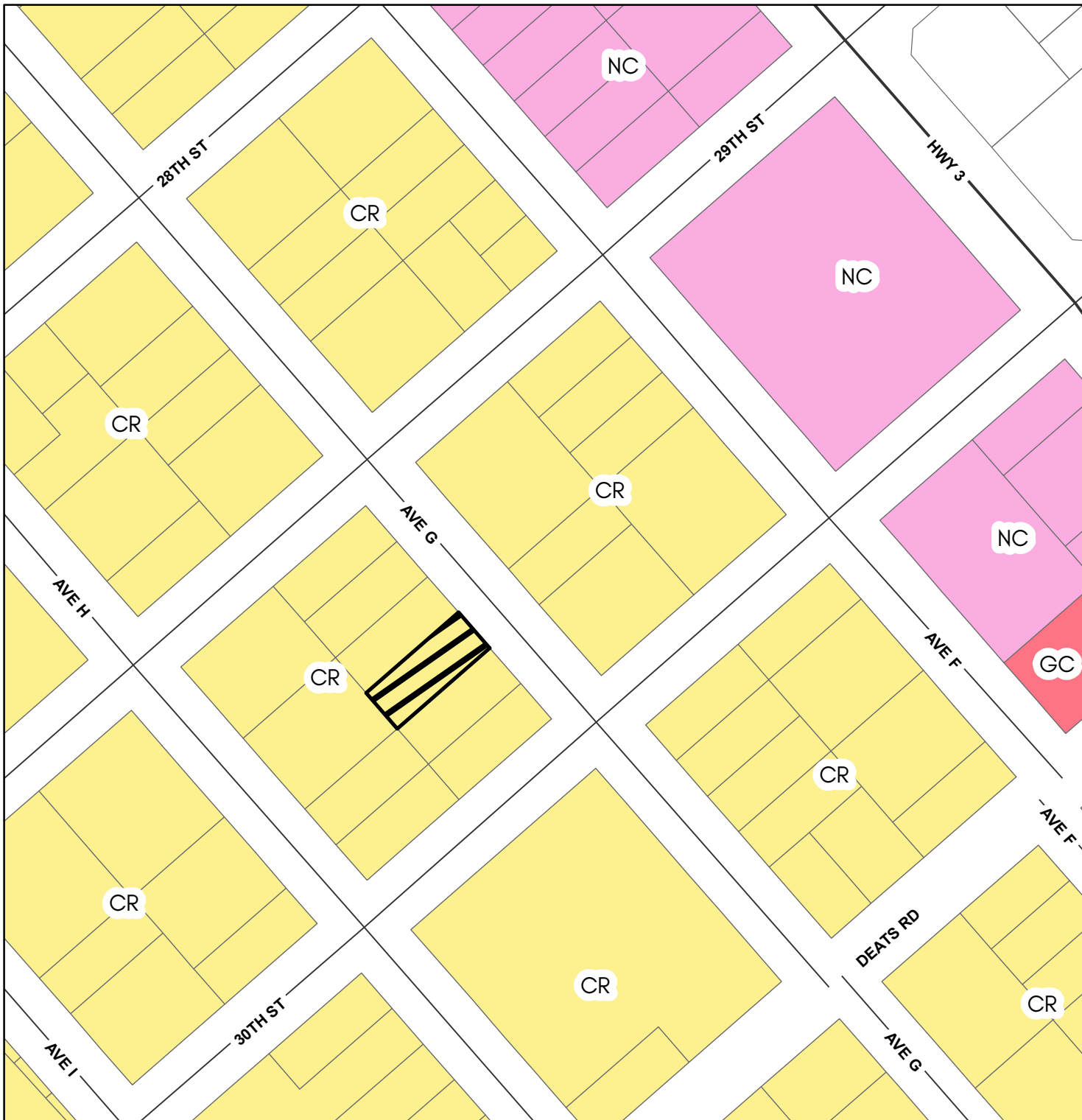
-  "CR" Conventional Residential
-  "NC" Neighborhood Commercial
-  "GC" General Commercial



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1 inch = 150 feet

Date: 3/1/2023



**Dickinson Building Standards Commission**  
**Agenda Item Data Sheet**  
**5.D**

**MEETING DATE:** July 24, 2023

<b>TOPIC:</b>	Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at <b>2912 Avenue G</b> , DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 9 BLK 182 MOORES ADDN & IMPS.
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<b>BACKGROUND:</b>
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<b>RECOMMENDATION:</b>
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<b>ATTACHMENTS:</b>
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<b>FUNDING ISSUES:</b>
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<b>FINANCE VERIFICATION OF FUNDING:</b>
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<b>SUBMITTING STAFF MEMBERS:</b> Yvonne Briscoe	<b>CITY MANAGER APPROVAL:</b>
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<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b>	<b>READINGS PASSED</b>	<b>OTHER</b>
<b>NO</b>		