

CITY OF COTTONWOOD SHORES

3808 Cottonwood Drive, Cottonwood Shores, Texas 78657
Office: (830) 693-3830 www.cottonwoodshores.org Fax: (830) 693-6436

Chair: Robert Goodall
Vice Chair: Brigitte Thomas
Boardmember: Rex Holloway



Boardmember: Manny Trinidad
Boardmember: Jim Bristow
Alternate: Doris Basham
Alternate: Ray Whitis

People, Parks and Prosperity

BOARD OF ADJUSTMENT SPECIAL MEETING MINUTES

**** NOTICE ****

The Board of Adjustment held a special meeting on Tuesday, May 5, 2015.
The meeting was held at 06:00 P.M. at the Cottonwood Shores City Hall, Located at:
3808 Cottonwood Drive, Cottonwood Shores, Texas 78657

AGENDA

1. **Call to Order:** 6:00 pm
2. **Roll Call:** Roll call taken by City Administrator/City Secretary Sheila C. Moore

NAME	PRESENT	ABSENT EXCUSED	ABSENT UNEXCUSED
Chairman Goodall	✓		
Vice-Chair Thomas	✓		
Boardmember Bristow	✓		
Boardmember Trinidad	✓		
Boardmember Holloway	✓		
Alternate Basham	✓		
Alternate Whitis			

Activate Alternate if necessary.

City Administrator/City Secretary Sheila Moore announced that a quorum was present.

3. **Swear in New Boardmember Alternates**
Swore in Doris Basham as Alternate Boardmember. Ray Whitis was not in attendance.
4. **Meeting protocol discussion**
Chairman Goodall thanked all the Boardmembers for giving their time to serve on the Board. He expressed his desire for the BOA to appear to all in attendance a professional Organization and asked Boardmembers to be considerate and take turns as ask for recognition when they wanted to speak. He wanted them to know that all their opinions were equally important and each member would get his turn to speak. He asked that all members become familiar with the Zoning Ordinance which the Board was tasked with upholding.
5. **Consent Agenda**
 - 5.1. **Minutes from the Board of Adjustments Special Meeting on February 24, 2015:**
Minutes from the Board of Adjustments Workshop Meeting on April 14, 2015:
 - 5.1.1. **Motion to approve February 24, and April 14, 2015 Minutes**
 - 5.1.1.1. **Motion: Boardmember Bristow**

Special Meeting of the Board of Adjustment on May 5, 2015

5.1.1.2. Second: Vice-Chair Thomas

NAME	Yea	Nay	Abstain
Chairman Goodall	✓		
Vice-Chair Thomas	✓		
Boardmember Bristow	✓		
Boardmember Trinidad	✓		
Boardmember Holloway	✓		
Alternate Basham			
Alternate Whitis			

5.2. Yea: 5 Nay: 0 Abstain: 0

5.3. Motion: **Passed**

6. PUBLIC HEARING BEFORE THE BOARD OF ADJUSTMENT OF THE CITY OF COTTONWOOD SHORES, TEXAS, ON TUESDAY, MAY 5, 2015 AT 6:00 P.M., HELD AT 3808 COTTONWOOD DRIVE, COTTONWOOD SHORES, TEXAS 78657, REGARDING DECLARING PROPERTY AT 815 SOUTHWOOD, COTTOWOOD SHORES, TEXAS AS SUBSTANDARD AND ISSUEING AN ORDER TO DEMOLISH, PURSUANT TO TEXAS LOCAL GOVERNMENT CODE § 214.001; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

Before discussion on the Public Hearing began, City Administrator/City Secretary asked the Board to consider closing the Public Hearing as the property owner in which the Public Hearing was in regard to had sold the property to a Mr. Jorge Ramon and his wife Teresa Valdez-Vargas. She stated that Mr. Ramon would have the opportunity to supply a survey and take out a permit to repair the property he had purchased. If he did not, the condemnation process would begin again with the new owner as the structure remains an unsafe building and health hazard.

Public Hearing was closed.

7. Discussed and considered action on Public Hearing regarding condemnation of structure at 815 Southwood.

7.1. Motion to take no action

7.1.1. Motion: Boardmember Holloway

7.1.2. Second: Boardmember Trinidad

NAME	Yea	Nay	Abstain
Chairman - Goodall	✓		
Vice-Chair Thomas	✓		
Boardmember Bristow	✓		
Boardmember Trinidad	✓		
Boardmember Holloway	✓		
Alternate Basham			
Alternate Whitis			

7.2. Yea: 5 Nay: 0 Abstain: 0

7.3. Motion:

8. Discussed and Considered Action on variance request to build a shed on lot with no main structure. As requested by Luis E. Valdez, Lots 264, 265, 266 and 267, Scarlett Oaks Section, Cottonwood Shores, TX

Mr. Valdez did not attend the meeting to state his appeal.

8.1. Motion to take no action

8.1.1. Motion: Boardmember Trinidad

8.1.2. Second: Boardmember Bristow

NAME	Yea	Nay	Abstain

Chairman - Goodall	✓		
Vice-Chair Thomas	✓		
Boardmember Bristow	✓		
Boardmember Trinidad	✓		
Boardmember Holloway	✓		
Alternate Basham			
Alternate Whitis			

8.2. Yea: 5 Nay: 0 Abstain: 0

8.3. Motion: **Passed**

9. Adjournment at 6:50 pm

The preceding document is a true and accurate reflection of the minutes of the meeting of the Board of Adjustment held on May 5, 2015.



Sheila C. Moore
City Administrator/City Secretary