

# **PSEFI 2015 SESSION 2.1**

**PUBLIC HEARINGS  
OCTOBER 8, 2015**



# PUBLIC HEARINGS

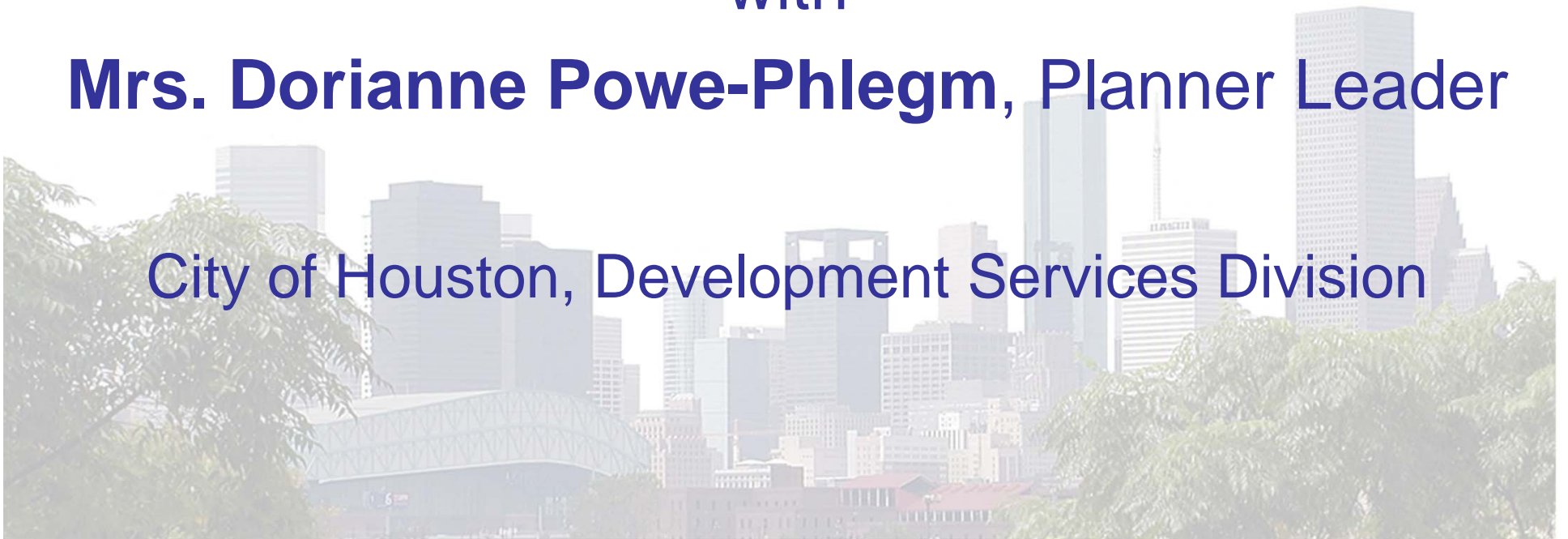
Presenters:

**Mr. Marlon Connley, Senior Planner**

with

**Mrs. Dorianne Powe-Phlegm, Planner Leader**

City of Houston, Development Services Division



# CONTENT TO BE COVERED:

- **What?**
- **When?**
- **Why?**
- **How does the process work?**

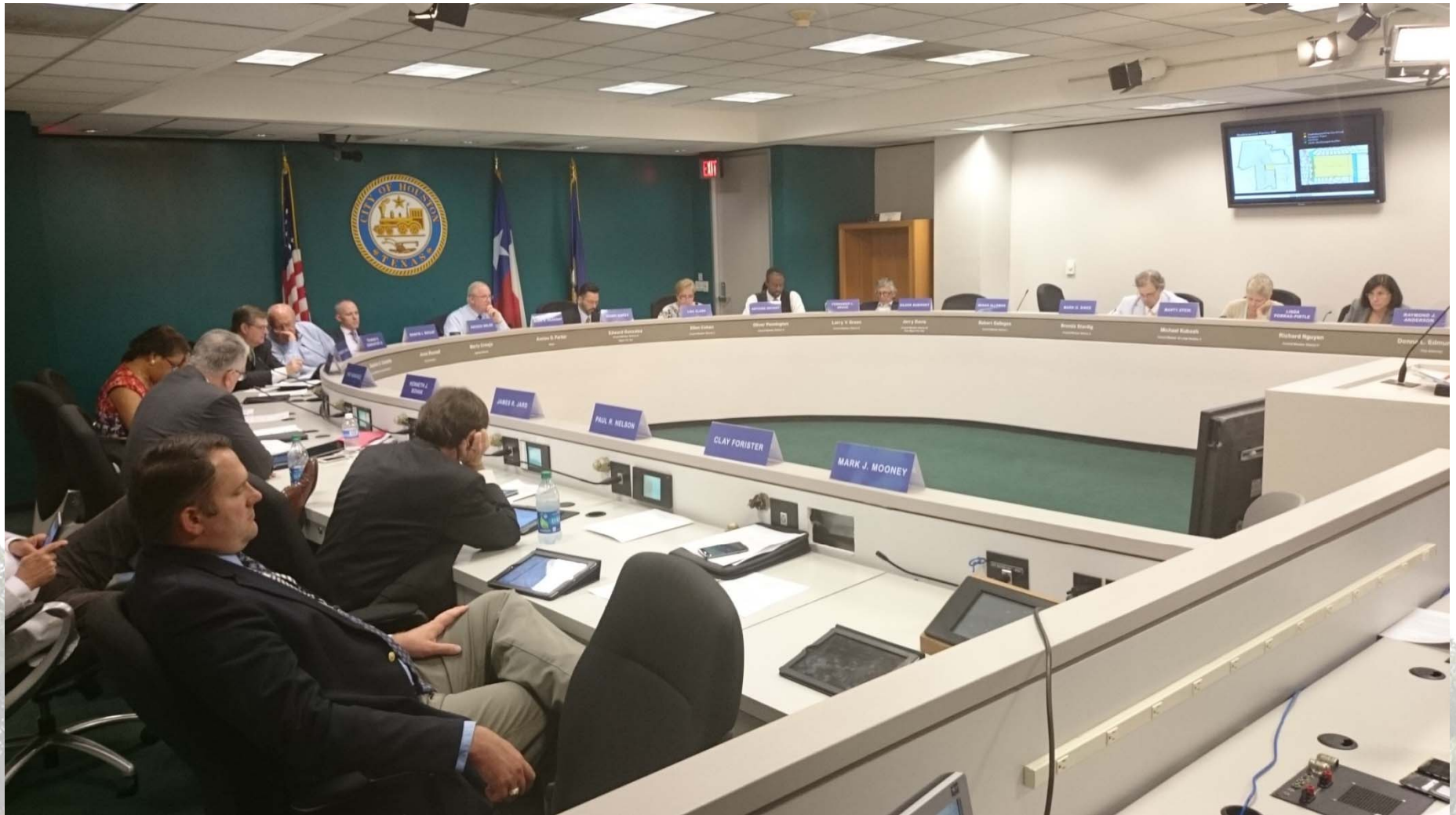


**What?**





# Planning Commission Members



**When?**



# C3N (PH) REQUIRED FOR SF

- A C3N/Preliminary Replat with Notice, or “Public Hearing”
- Is required whenever there are or have been single family residential restrictions (SF)
- That EVER applied to the property, even if those SF restrictions have expired or are not applicable; regardless of land use being platted





# Where to find SF restrictions?

- **Two main places to research for SF:**
  - Face of prior plat(s)
  - Separately filed deed restrictions

(Illustrations follow)











**Why?**





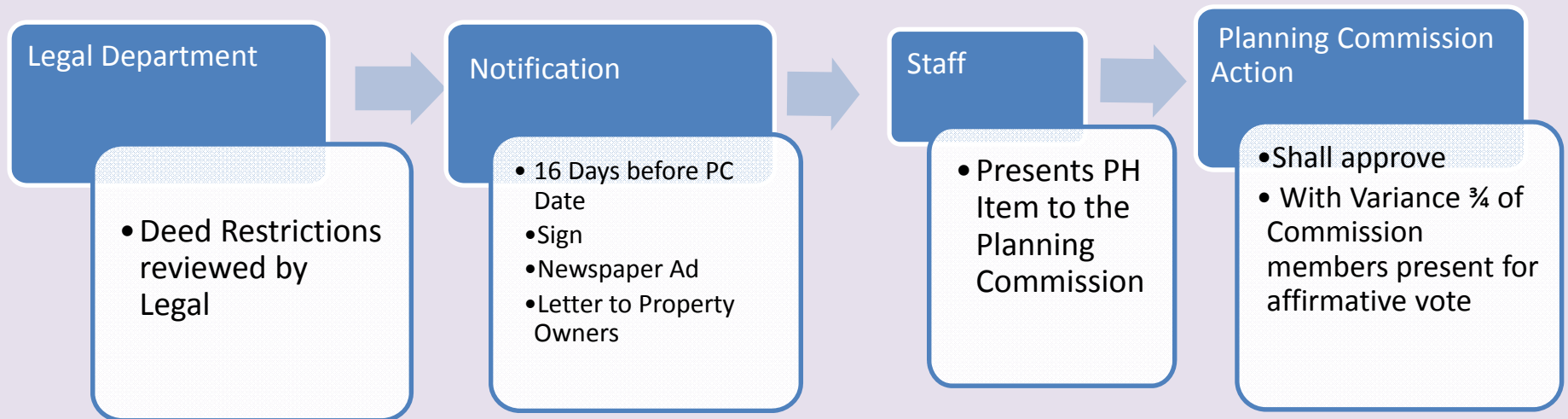
# LOCAL GOVERNMENT CODE CHAPTER 212



# How does the process work?



# C3N PUBLIC HEARING TIMELINE





# NOTIFICATION MAP

**APPENDIX D-2**  
(Measuring the Notification Area)



**APPENDIX D**  
(County Appraisal District Map)



# NOTIFICATION MAP

## APPENDIX D-1 (Measuring the Notification Area)



# NOTIFICATION ENVELOPES

## Envelope Specifications

Size: #10 or 4 1/8" x 9 W"

Weight: 24 lb. Weight of paper is also sometimes called Basis Weight. The weight describes the pounds of a ream of paper, typically consisting of 500 sheets cut to its basic size.

Flap: Commercial/Official  NOT self-sealing

Notification Envelope Return  
Address area must be left blank.

Notification Envelope must be  
**stamped**, not metered, with the  
correct postage.



The diagram shows a rectangular envelope layout. In the top-left corner, there is a box for the return address. In the top-right corner, there is a dashed rectangular box representing a postage stamp area. In the center, there is a box for the recipient's address. In the bottom-left corner, there is a box for the legal description. Arrows point from callout boxes to these specific areas.

City of Houston  
Parcel 096-010  
P.O. Box 1562  
Houston, TX 77251-1562

LTS 1 THRU 12 BLK 89  
Houston Main Office SSBB

Include Legal Description listed on  
the County Appraisal  
District Record

Address to the owner listed on the  
County Appraisal District Record

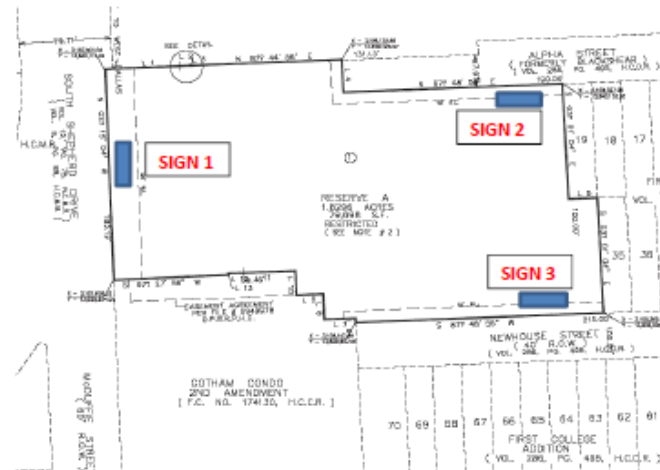


# LOCATION OF SIGNS

## APPENDIX H Example: Notification Excel Spreadsheet

Owner Line 1	Owner Line 2	Address Line 1	Address Line 2	Owner City	Owner State	Owner Zip	Legal Description	Property Address	Property Zip Code
CITY OF HOUSTON	PARCEL 006-010	PO BOX 1562		HOUSTON	TX	77351-1562	LOT 11 TRK 12 BLK 69 HOUSTON MAIN OFFICE SSBB	611 WALKER ST	77002
JOHN	DOE	123 ANY ST	APT 10	ANYTOWN	TX	12345-1234	LTS 1, 2 AND 4 BLK 2 ANY SUBDIVISION	123 PROPERTY ST	77002
ANY BUSINESS		324 ANY ST		ANYTOWN	TX	12345-5555	RES A ANY SUBDIVISION	456 BUSINESS ST	77002
...									
...									

## APPENDIX I Example: Site Signage Locator Map



## APPENDIX J SIGN REQUIREMENTS

- Signs must be posted on the property to be replatted, 18 days before the public hearing.
- The applicant is responsible for e-mailing a picture of the sign to staff once the signs are in place.
- Minimum size: 4' x 8'
- One sign shall be placed within fifteen feet from each right-of-way bordering the site.
- Each sign shall face the R-O-W with print large enough to be legible from the ROW.
- The applicant shall use reasonable efforts to maintain the sign.

# POSTED SIGNAGE



# **PUBLIC HEARING WITH VARIANCE/ SPECIAL EXCEPTION**

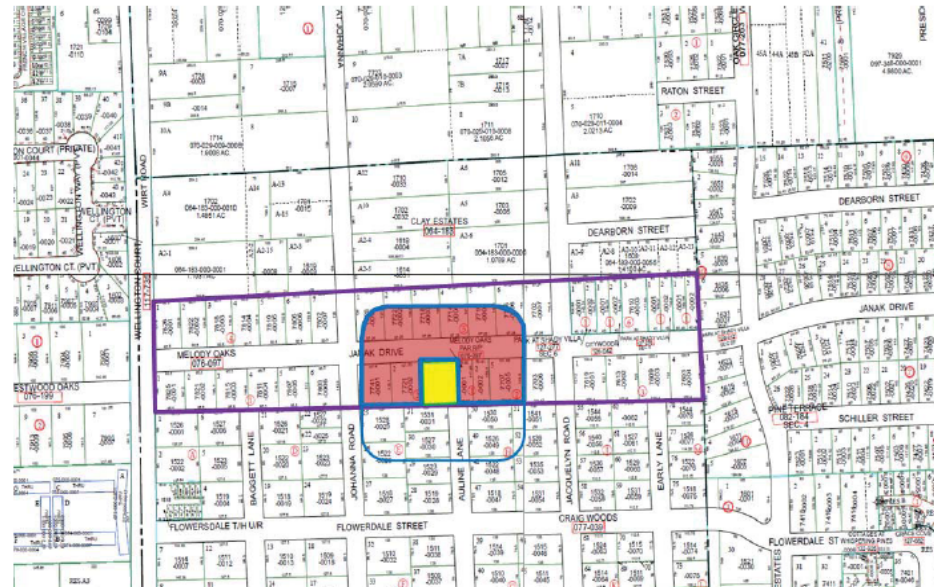
Owners of at least 20% of the land within 200  
feet of the proposed replat  
in the original plat boundary





**Commission needs  $\frac{3}{4}$  of members.**



# PROTEST AREA MAP

## APPENDIX M PROTEST AREA MAP



-  ORIGINAL PLAT
-  PROPOSED REPLAT
-  200' RADIUS
-  PROTEST AREA QUALIFIED FOR  
3/4<sup>TH</sup> AFFIRMATIVE VOTE OF  
PLANNING COMMISSION

# PROTEST



# REFERENCE INFORMATION

- Planning and Development Department:

[www.houstonplanning.com](http://www.houstonplanning.com)

- State Law: Texas Local Govt. Code 212.015

- Houston Planning Commission:

[www.houstontx.gov/planning/Commissions/Planning-Commission](http://www.houstontx.gov/planning/Commissions/Planning-Commission)

- HTV: <http://houstontx.city.swagit.com/htv1>



# QUESTIONS OR COMMENTS

