

**NOTICE OF MEETING
PLANNING COMMISSION
OF THE CITY OF GALVESTON
TUESDAY, JANUARY 6, 2026 - 3:30 PM
City Council Chambers, 2nd Floor of City Hall
823 Rosenberg, Galveston, Texas
REGULAR MEETING**

**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
 - 4.A December 16, 2025 – Regular Meeting
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. New Business and Associated Public Hearings

6.A BEACHFRONT CONSTRUCTION/DUNE PROTECTION PERMITS

1. **25BF-082 (21309 Gulf Drive)** Request for exemption and approval for Beachfront Construction Certificate and Dune Protection Permit to include proposed installation of a cargo lift. Property is legally described as Abstract 121, Page 19, Lot 42, Sea Isle Section 21, Sea Isle a subdivision in the City and County of Galveston, Texas.
Applicant: DFW Texas Builders Inc
Property Owner: Gary Simpson - L Simpson Real Estate Holdings

6.B LICENSE TO USE

2. **25P-053 (Adjacent to 2310 Sealy / Avenue I)** Request for a License to Use to place electrical conduits and protective ramp in the City of Galveston right-of-way. Adjacent property is legally described as M.B. Menard Survey, Lots 8 - 14, Block 263, in the City and County of Galveston, Texas.
Applicant: Jay Sims, Rosenberg Library Association
Adjacent Property Owner: Rosenberg Library
Easement Holder: City of Galveston

7. Discussion Items
 - 7.A Review of topics selected for discussion at the January 15, 2026, City Council Meeting

(Staff)

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 12/19/2025 at 04:15 PM

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 PLANNING COMMISSION OF THE CITY OF GALVESTON REGULAR MEETING – December 16, 2025

CALL MEETING TO ORDER

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

ATTENDANCE

Members Present:	Mary Jan Lantz, John Lightfoot, Anthony Rios, Tom Singleton, Rusty Walla
Members Absent:	Stan Humphrey, Herb Walpole, Ex-Officio CM Beau Rawlins
Staff Present:	Teresa Evans, Special Assistant to Executive Director of Development Services; Catherine Gorman, AICP, Assistant Director/HPO; Daniel Lunsford, Planning Manager; Donna Fairweather, Interim City Attorney; Karina Rosales, Planning Technician

CONFLICT OF INTEREST

None

PUBLIC COMMENT

None

NEW BUSINESS AND ASSOCIATED PUBLIC HEARINGS

GALVESTON LANDMARK

25P-052 (2210 31st Street) Request for designation as a Galveston Landmark. Property is legally described as M.B. Menard Survey, Part of Lots 1 & 2 (2001-2), Southwest Block 114, Galveston Outlots, in the City and County of Galveston, Texas.

Applicant: Emily Barbe

Property Owner: Jerry and Shelly Willis

Staff presented the staff report and noted that 32 public hearing notices were sent, and none returned.

Chairperson Walla opened the public hearing on the case. Emily Barbe, the applicant, gave a presentation to the commission via videoconference. The public hearing was closed, and the Chairperson called for a motion.

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

Chairperson Walla seconded.

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

In favor:	Lantz, Lightfoot, Rios, Singleton, Walla
Opposed:	None

Absent: Humphrey, Walpole, Councilmember Beau Rawlins
Non-voting participant: None

The motion passed.

DISCUSSION ITEMS AND ACTION ITEMS

Staff opened the “Action Item – Finalization of topics for discussion at the January 15, 2026, City Council Meeting (Staff)”

The Chairperson called for a motion.

Chairperson Walla made a motion to accept topics one - Planned Unit Developments, two - Hardening Beachfront/Dunes, and three - Alley Access Lots for discussion at the January 15, 2026, City Council Meeting. Staff will move forward with preparing those items for presentation by Commission to the City Council.

Vice-Chairperson Singleton seconded.

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

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

The motion passed.

The Commission requested the item “Review of topics selected for discussion at the January 15, 2026, City Council Meeting (Staff)” be added to the next scheduled meeting.

THE MEETING ADJOURNED AT 3:46 PM



25BF-082

STAFF REPORT

ADDRESS:

21309 Gulf Drive

LEGAL DESCRIPTION:

The property is legally described as Abstract 121, Page 19, Lot 42, Sea Isle Section 21, Sea Isle, a subdivision in the City and County of Galveston, Texas.

APPLICANT/REPRESENTATIVE:

DFW Texas Builders Inc

PROPERTY OWNER:

Gary Simpson - L Simpson Real Estate Holdings

REQUEST:

Request for exemption and approval for Beachfront Construction Certificate and Dune Protection Permit to include proposed installation of a cargo lift.

APPLICABLE LAND USE

REGULATIONS:

Chapter 29, Article 2, Beach Access Dune Protection and Beachfront Construction Regulation.

STAFF RECOMMENDATION:

Approval with Conditions

EXHIBITS:

- A – Aerial Map
- B – Topographic Survey
- C – Site Plan & Drawings
- D – Site Photos
- E – Supplementary
- F – GLO Comment Letter

STAFF:

Kyle Clark
Coastal Resources Manager
KClark@GalvestonTX.gov



Note: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The data presented on these pages is not legally binding on the City of Galveston or any of its departments. These maps and the associated data are representations ONLY and may contain errors in the databases. Therefore, the information presented on this map is for informational purposes only and should not be construed to be legally binding.

Executive Summary:

The City of Galveston's Dune Protection and Beach Access Plan designates the Planning Commission as the authority to review and consider for approval applications for a Beachfront Construction Certificate/Dune Protection Permit when proposed construction activities occur in areas within or seaward of the Dune Conservation Area or up to 50 feet landward of the Dune Protection Line. The Dune Protection Line is the area within 25 feet landward of the North Toe of the Critical Dune Area or within 200 feet landward of the Line of Vegetation for those beach areas where no dunes exist west of the terminus of the Seawall.

The applicant is requesting an exemption and approval to install a cargo lift. Proposed construction of the cargo lift. The proposed cargo lift does not have a dune seaward of the subject property. The cargo lift as proposed will be 170 feet landward of the Line of Vegetation. This is seaward of the Dune Protection Line and within the Planning Commission review area. According to the application materials, a dune is not present on the subject lot or seaward of. Mitigation activities are not proposed as the vegetation is not protected without a dune present.

Site and Surrounding Area:

The subject site is located in the Sea Isle Subdivision. Single-family dwellings are located to the North, East and West; a beach system is located to the South of the subject property. According to the Bureau of Economic Geology, this area is stable.

Analysis:

The table below summarizes the applicant survey and site plan (Attachments B and C). The attachments indicate the proposed new construction and the location of proposed construction in relation to on-site conditions:

Proposed Structure's Distance from:	Distance (Feet)
...North Toe of the Dune	NA
...the Line of Vegetation	170

In accordance with Chapter 29: Planning – Beach Access Dune Protection & Beach Front Construction, before issuing a permit, the Planning Commission must find that the proposed construction conforms with the Beachfront Construction Certificate and Dune Protection Permit standards.

- ☒ The proposed activity is not a prohibited activity as defined in these standards.
- ☒ The proposed activity will not materially weaken dunes or materially damage dune vegetation seaward of the Dune Protection Line based on substantive findings as defined in "Technical Standards" of these standards.
- ☒ There are no practicable alternatives to the proposed activity that is located seaward of the Dune Protection Line and adverse effects cannot be avoided as provided in the Mitigation sequence as outlined in these Standards.
- ☒ The applicant's mitigation plan, for an activity seaward of the Dune Protection Line, which is not required, will adequately minimize, rectify, and/or compensate for any unavoidable adverse effects.
- ☒ The proposed activity complies with any applicable requirements of: Requirements for Beachfront Construction Certificate and Dune Protection Permits and Management of the Public Beach of this Section; and
- ☒ The structure is located as far landward as practicable.

Consideration for Exemption:

Staff finds the request for the exemption on the prohibition of construction in the Dune Conservation Area (DCA) meets the criteria provided within the Dune Protection and Beach Access Plan as well as the Erosion Response Plan. The required criteria and considerations are listed below:

- No practicable alternative to construction within or seaward of the Dune Conservation Area. In determining what is practicable, the City shall consider whether an action, technology, or technique is commercially available and capable of being done after taking into consideration existing building practices, effectiveness, scientific feasibility, siting alternatives, and the footprint of the structure in relation to the area of the building portion of the lot and considering the overall development plan for the property. The City shall also consider the cost of the technology or technique.
 - The applicant evaluated moving the cargo lift under an existing deck but stated they would lose too much deck space. Moving the cargo lift under the existing deck would likely still be within the DCA.

- The applicant also states that moving the cargo lift to either side of the residence would put the cargo lift in conflict with building setbacks.
- Minimal concrete usage is proposed in the form of a concrete drop pit to stabilize the I-beams.

Staff Recommendation:

Staff recommends approval of 25BF-082 with the following conditions:

Conditions for Case 25BF-082:

1. As provided in the Erosion Responses Plan, an exemption is granted to allow for construction within the Dune Conservation Area.
2. The applicant must adhere to all aspects of Chapter 29: Planning-Beach Access Dune Protection & Beachfront Construction of the City of Galveston Code of Ordinances.
3. The applicant must adhere to all aspects of the Texas Administrative Code Title 31. Natural Resources and Conservation, Part 1. General Land Office, Chapter §15. Coastal Area Planning, including but not limited to those outlined in the GLO Comment Letter associated with this Beachfront Construction Certificate and Dune Protection Permit.
4. The construction activities must minimize impacts on natural hydrology and must not cause erosion of adjacent properties. The applicant shall direct all stormwater inland away from the critical dune area, public beach, and adjacent properties.
5. Where applicable, the proposed construction must be consistent with FEMA minimum requirements or with the FEMA approved local ordinance.

ERP PRACTICABLE DEFINITION

Practicable means available and capable of being done after taking into consideration existing building practices, siting alternatives, and the footprint of the structure in relation to the area of the building portion of the lot, and considering the overall development plan for the property.

TEXAS ADMINISTRATIVE CODE PRACTICABLE DEFINITION 15.2(57)

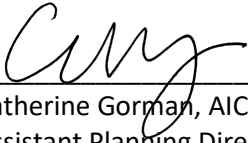
In determining what is practicable, local governments shall consider the effectiveness, scientific feasibility, and commercial availability of the technology or technique. Local governments shall also consider the cost of the technology or technique.

Respectfully Submitted,



Kyle Clark
Coastal Resources Manager

12/15/2025



Catherine Gorman, AICP
Assistant Planning Director / HPO

12/17/2025
Date

A – Aerial Map

**21309 Gulf Drive
Case #25BF-082**

**BEG and FIRM Coastal Map
Legend**

**BEG Shoreline Change Rates
1950s-2019 - End Point Rate (ft/yr)**

- ▲ Eroding (-1ft or more)
- ◆ Stable (-1ft to 1 ft)
- ▼ Accreting (+1ft or more)
- FIRM Panels
- 0.2% Annual Chance
- Zone A
- Zone AE, Zone AO
- Zone VE
- Zone X
- Open Water
- Subdivisions
- 1000ft from MHT
- Lot Lines
- Parcels



0 10 20 30 40 50 60 70 80 90 Feet

1:987

Data Sources:

Aerial Imagery and Parcel Data from Galveston CAD,
Shoreline Change Data from U.T. Bureau of Economic
Geology, Flood Insurance Rate Map from FEMA.

**Map prepared by the City of Galveston Development
Services Department, Coastal Resources Division
(HCummings) - 11/12/2025**

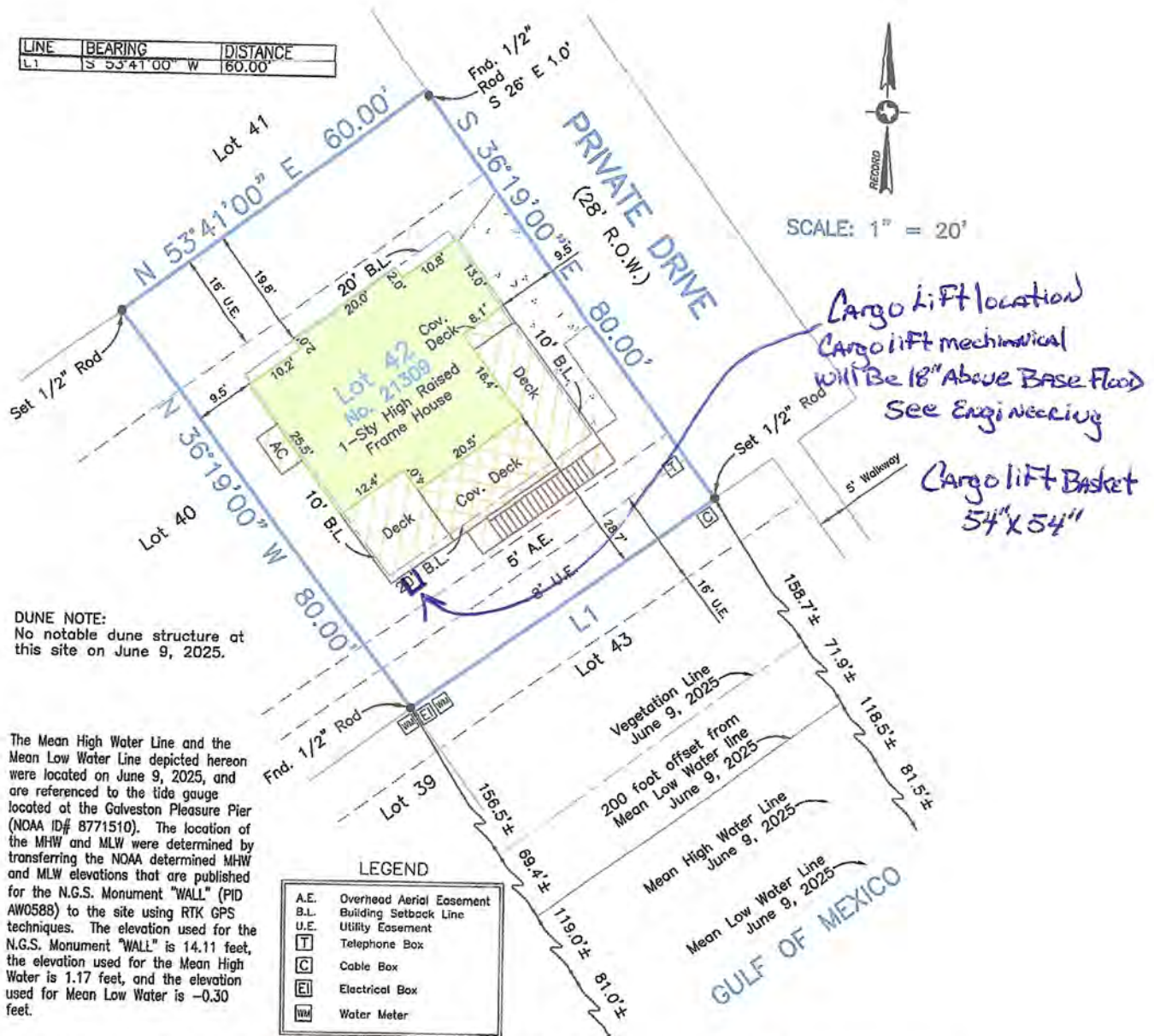
This product is for informational purposes and may not have been
prepared for or be suitable for legal, engineering, or surveying
purposes. It does not represent an on-the-ground survey and
represents only the approximate relative location of property
boundaries.

The data presented on these pages is not
legally binding on the City of Galveston or any of
its departments. These maps and the
associated data are representations ONLY and
may contain errors in the databases.



B – Topographic Surveys

LINE	BEARING	DISTANCE
L1	S 53°41'00" W	60.00'



DUNE NOTE:
No notable dune structure at this site on June 9, 2025.

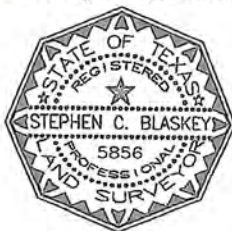
The Mean High Water Line and the Mean Low Water Line depicted hereon were located on June 9, 2025, and are referenced to the tide gauge located at the Galveston Pleasure Pier (NOAA ID# 8771510). The location of the MHW and MLW were determined by transferring the NOAA determined MHW and MLW elevations that are published for the N.G.S. Monument "WALL" (PID AW0588) to the site using RTK GPS techniques. The elevation used for the N.G.S. Monument "WALL" is 14.11 feet, the elevation used for the Mean High Water is 1.17 feet, and the elevation used for Mean Low Water is -0.30 feet.

LEGEND	
A.E.	Overhead Aerial Easement
B.L.	Building Setback Line
U.E.	Utility Easement
T	Telephone Box
C	Cable Box
E	Electrical Box
WM	Water Meter

Survey of Lot Forty-Two (42), of SEA ISLE, SECTION 21, a subdivision out of Section 12 of the Hall and Jones Survey of Galveston Island, Abstract 121, in Galveston County, Texas, according to the map or plat thereof recorded in Volume 1616, Page 170 and transferred to Plat Record 8, Map No. 86, of the Map Records in the Office of the County Clerk of Galveston County, Texas.

I hereby certify that on the below 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.

Stephen C. Blaskey
Stephen C. Blaskey
Registered Professional
Land Surveyor No. 5856



SURVEY DATE: JUNE 9, 2025
FILE No.: 6392-0000-0042-000
DRAFTING: AM
JOB No.: 25-0239

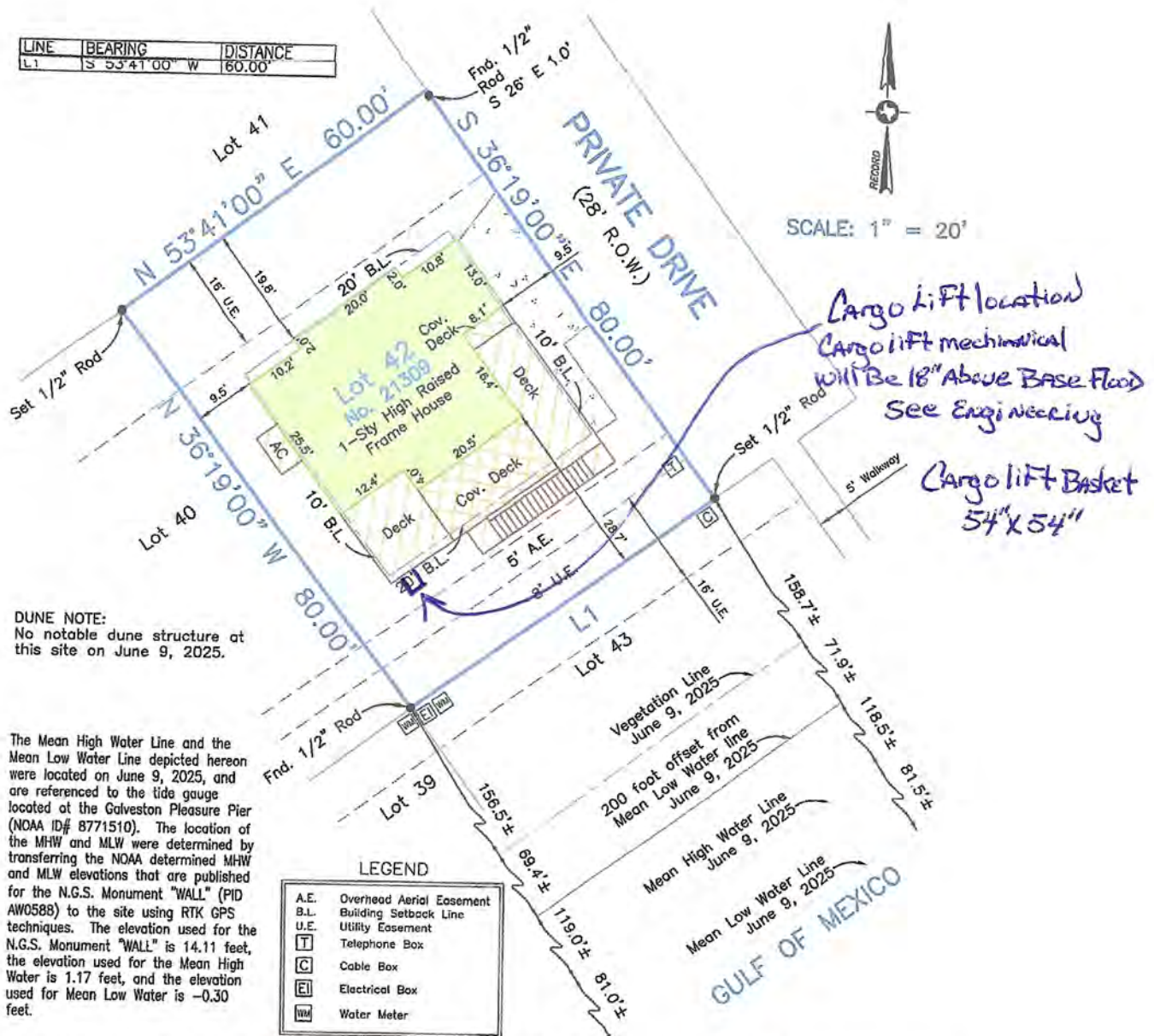
GALVESTON OFFICE
Registration Number: 10193855
(409) 740-1517 www.hightidelandsurveying.com
8017 HARBORSIDE DRIVE | GALVESTON, TX 77554
Mailing | P.O. BOX 16142 | GALVESTON, TX 77552

NOTES:

- 1) This property does lie within the 100 Year Flood Plain as established by the Federal Emergency Management Agency.
- 2) This property is subject to any restrictions of record as established by the City, Plat, or Subdivision Covenants and Restrictions; may also be subject to easements and setbacks for utility services and power lines as individually recorded or established by OSHA (call your power company).
- 3) Bearings based on Monumentation of the South R.O.W. line of Gulf Drive.
- 4) Deed references shown hereon are not a statement of ownership.
- 5) Elevations are shown in feet above Mean Sea Level NAVD '88 Datum as tied to NGS Monument HGCS0 62.
- 6) Surveyed without benefit of a Title Report.

C – Site Plans and Drawings

LINE	BEARING	DISTANCE
L1	S 53°41'00" W	60.00'



Survey of Lot Forty-Two (42), of SEA ISLE, SECTION 21, a subdivision out of Section 12 of the Hall and Jones Survey of Galveston Island, Abstract 121, in Galveston County, Texas, according to the map or plat thereof recorded in Volume 1616, Page 170 and transferred to Plat Record 8, Map No. 86, of the Map Records in the Office of the County Clerk of Galveston County, Texas.

I hereby certify that on the below 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.

Stephen C. Blaskey
Stephen C. Blaskey
Registered Professional
Land Surveyor No. 5856



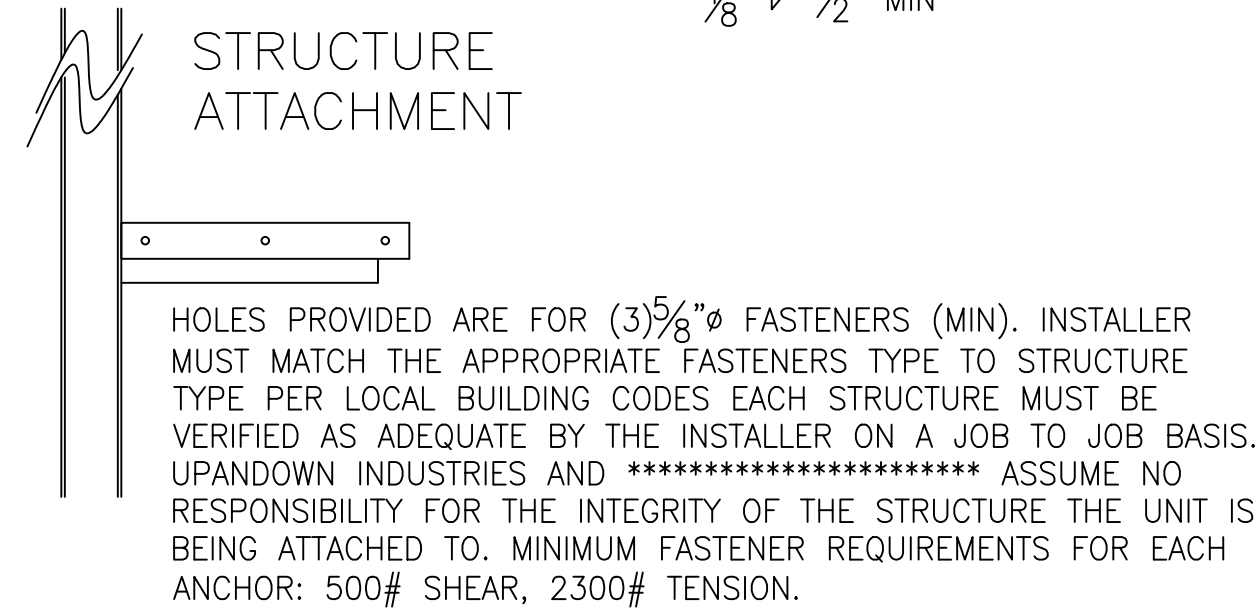
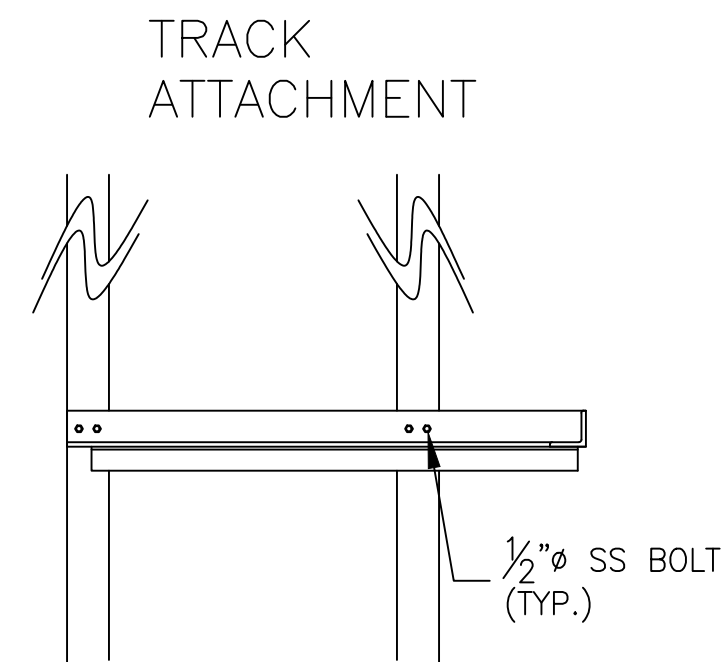
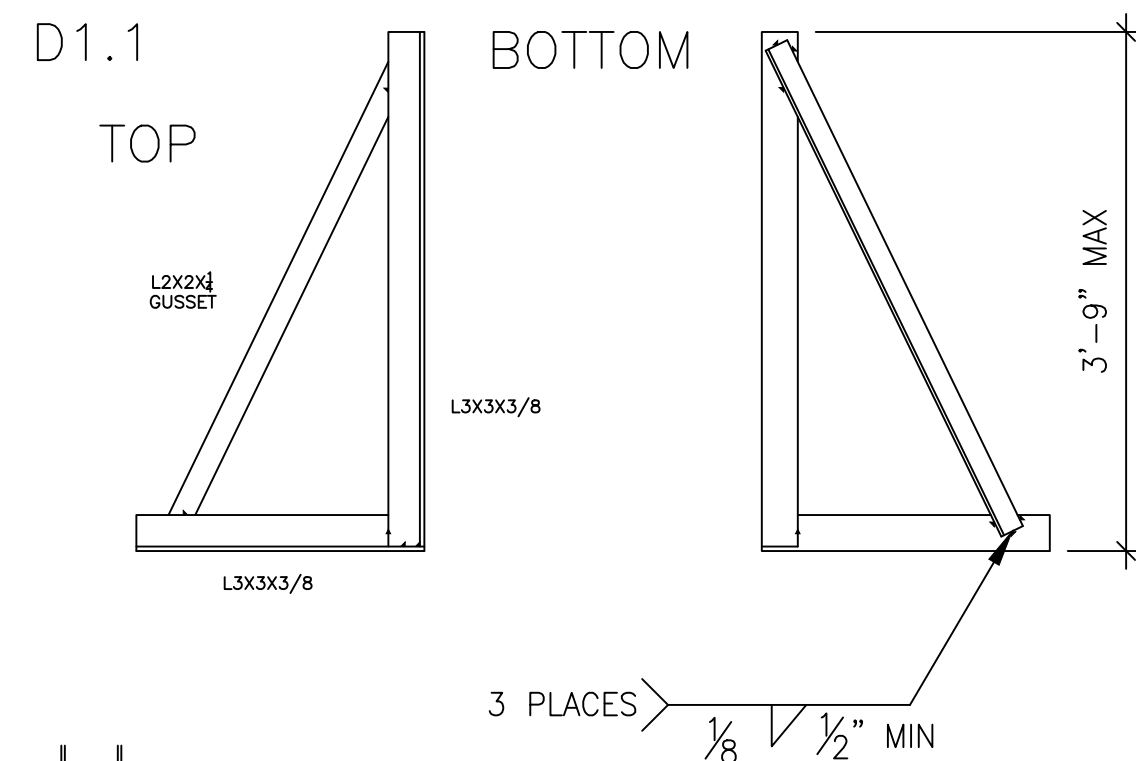
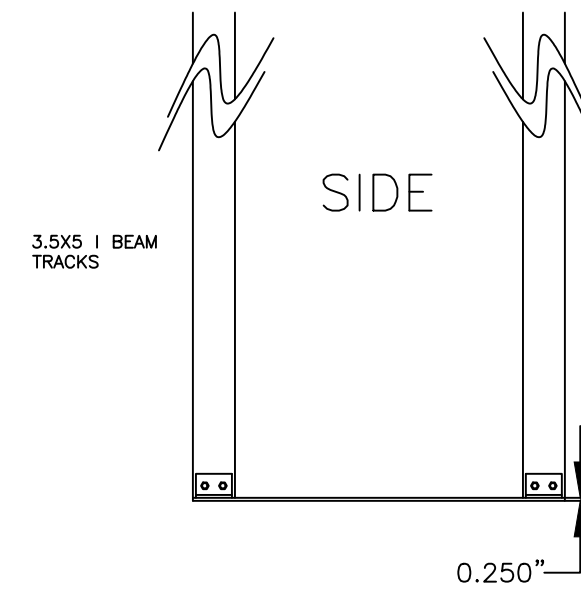
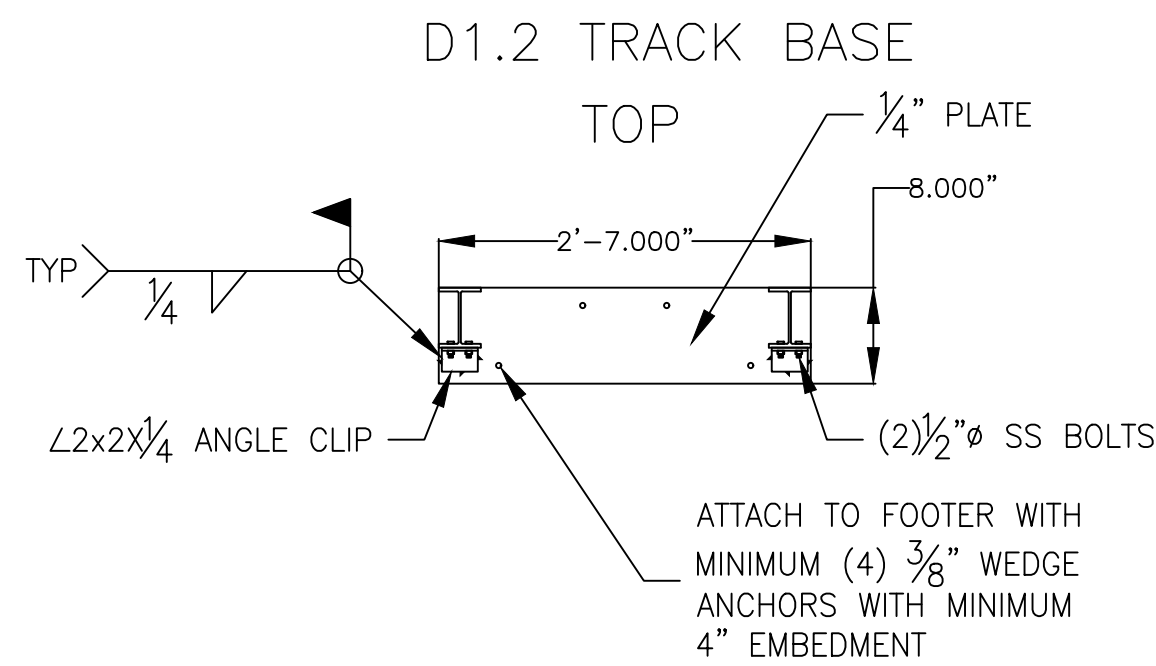
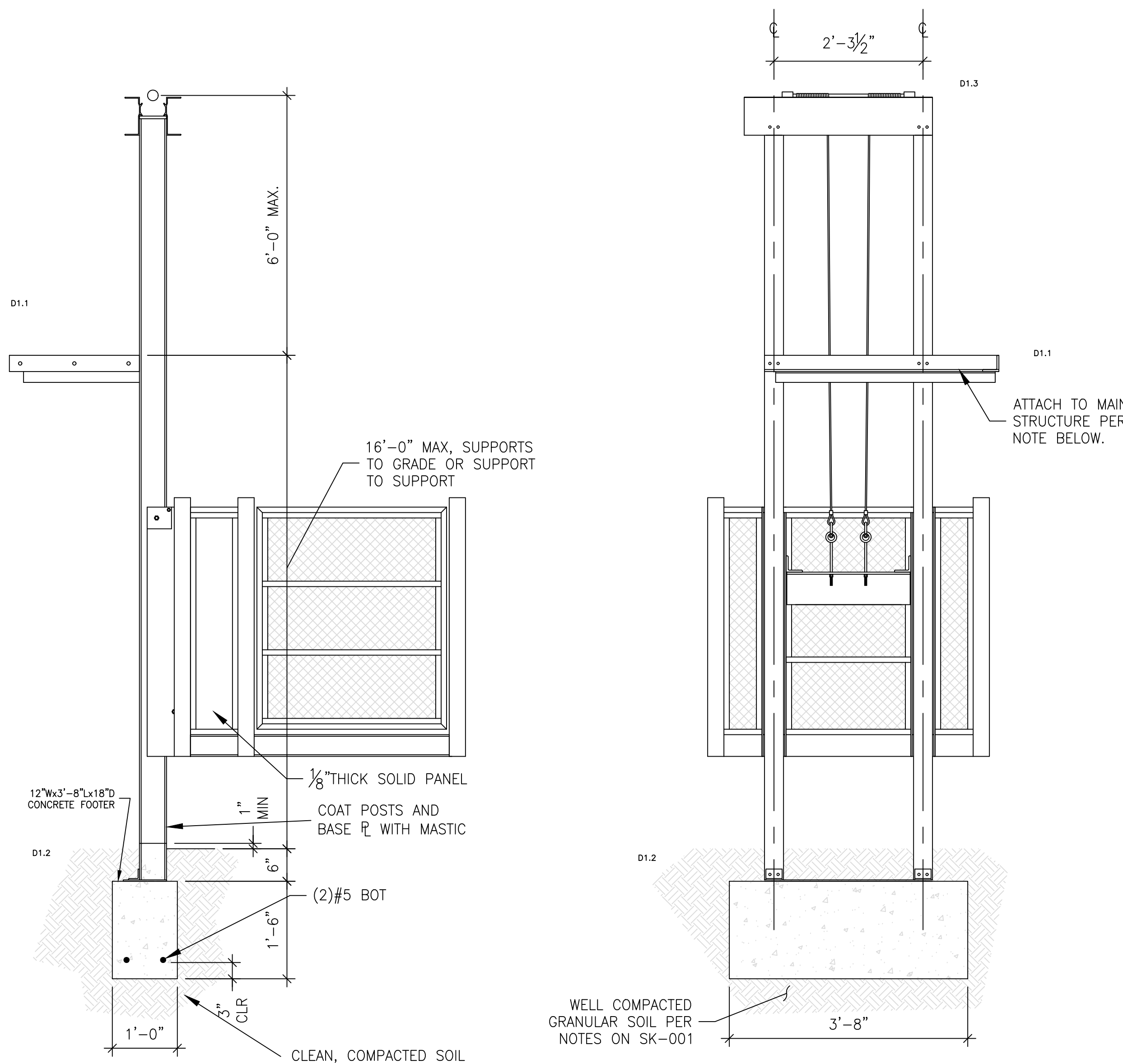
SURVEY DATE: JUNE 9, 2025
FILE No.: 6392-0000-0042-000
DRAFTING: AM
JOB No.: 25-0239

GALVESTON OFFICE
Registration Number: 10193855
(409) 740-1517 www.hightidelandsurveying.com
8017 HARBORSIDE DRIVE | GALVESTON, TX 77554
Mailing | P.O. BOX 16142 | GALVESTON, TX 77552

NOTES:

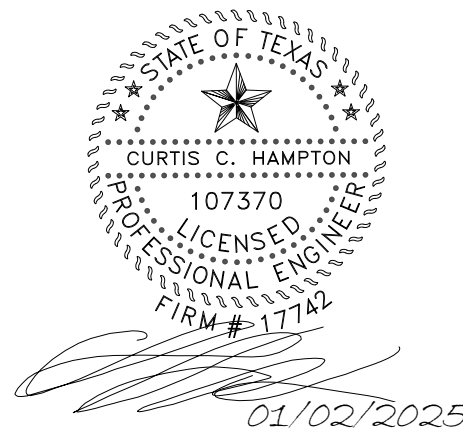
- 1) This property does lie within the 100 Year Flood Plain as established by the Federal Emergency Management Agency.
- 2) This property is subject to any restrictions of record as established by the City, Plat, or Subdivision Covenants and Restrictions; may also be subject to easements and setbacks for utility services and power lines as individually recorded or established by OSHA (call your power company).
- 3) Bearings based on Monumentation of the South R.O.W. line of Gulf Drive.
- 4) Deed references shown hereon are not a statement of ownership.
- 5) Elevations are shown in feet above Mean Sea Level NAVD '88 Datum as tied to NGS Monument HGCS0 62.
- 6) Surveyed without benefit of a Title Report.

01 SK-001
3/4" = 1'-0"

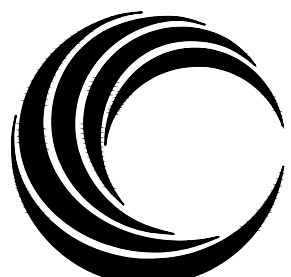


NOTES

Revisions:		
#	DATE	DESCRIPTION OF CHANGE
0	08/11/2025	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".		



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



COBALT
ENGINEERING AND INSPECTIONS, LLC
TBPE REG. # 17742 | TBPLS REG. #10194581

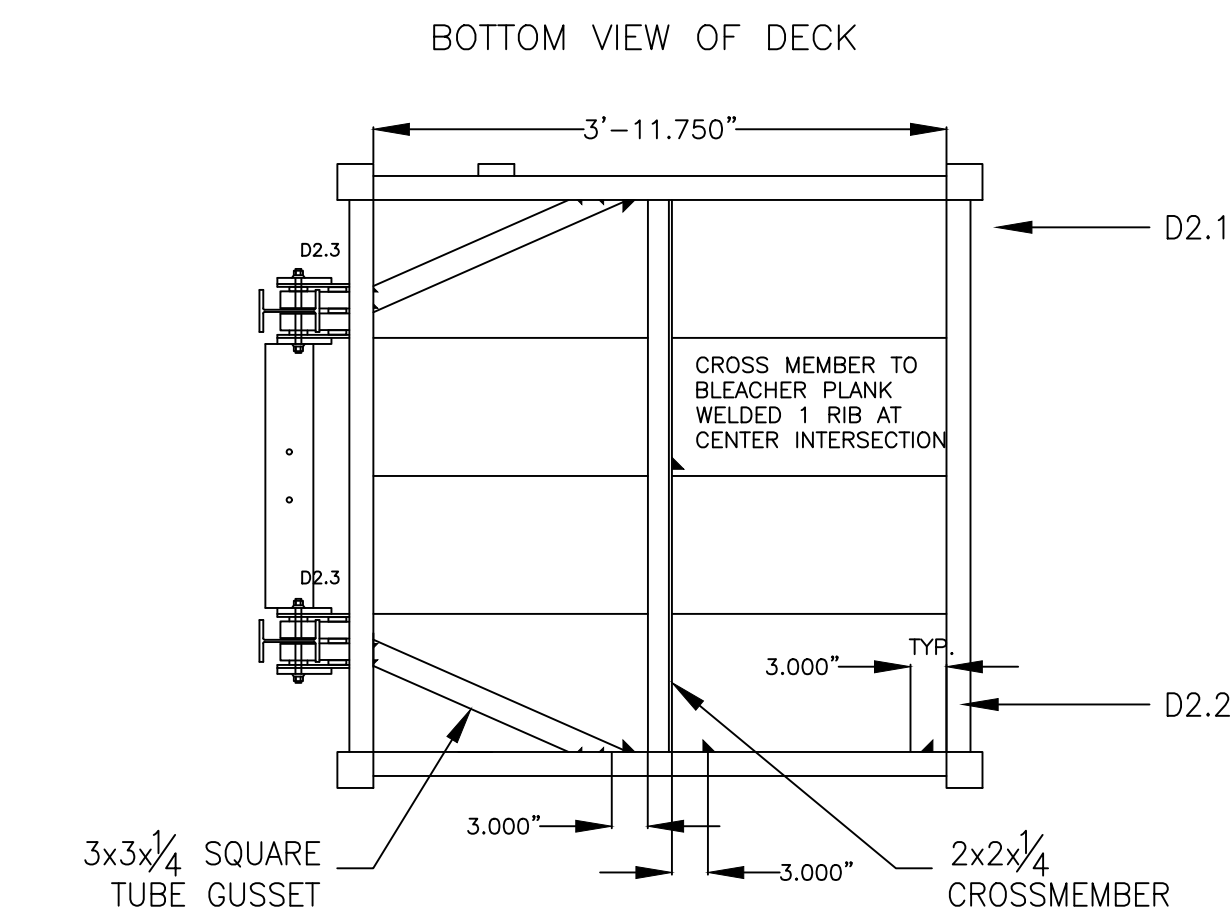
12005 DELANY ROAD • LA MARQUE, TEXAS • 409.354.5925

CLIENT:
UPANDDOWN INDUSTRIES

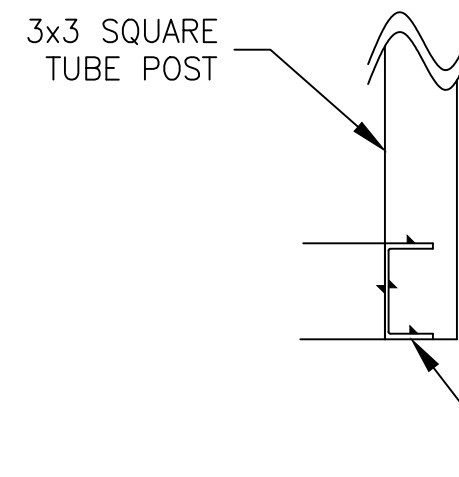
PROJECT LOCATION OR ADDRESS:
VERANDA VATOR CARGO LIFT

SK-001

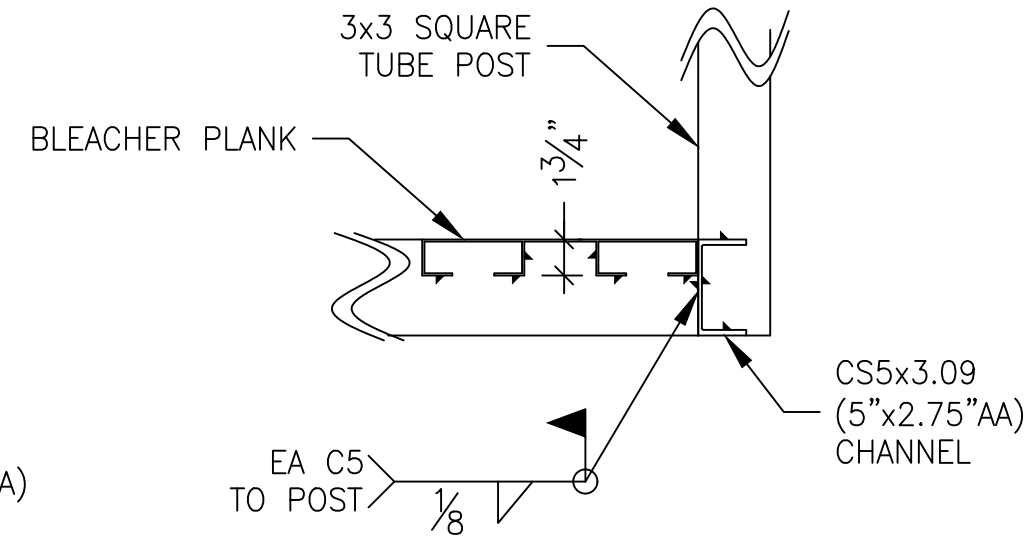
DESIGNED BY:	LDM	CHECKED BY:	CCH
PROJECT #:	-	SCALE:	3/4"=1'-0"
DATE:	08/11/2025		-S-1.00



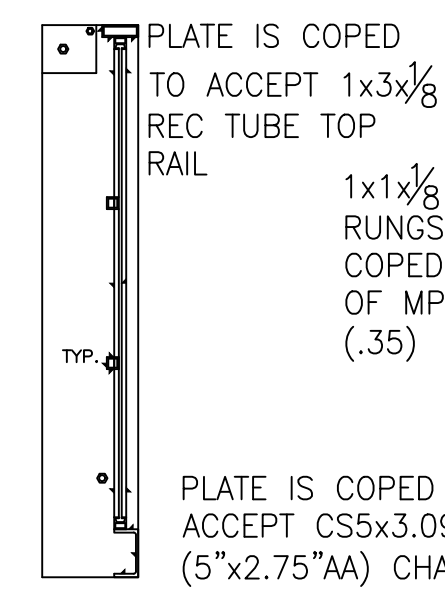
D2.1
TYPICAL PERIMETER
CHANNEL TO POST
CONNECTION



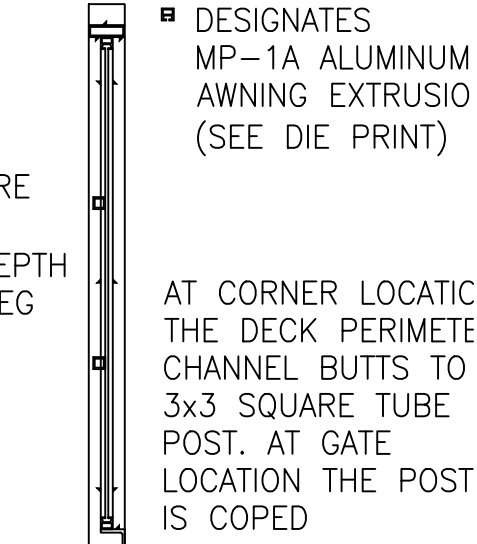
D2.2
TYPICAL "BLEACHER
PLANK" CONNECTION



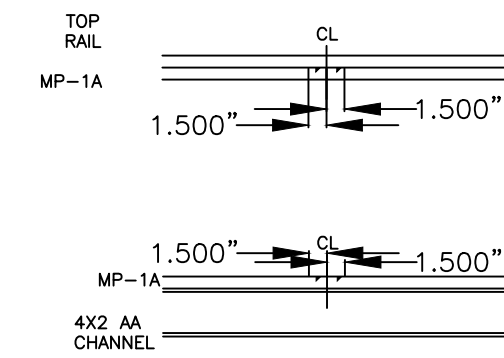
D2.3



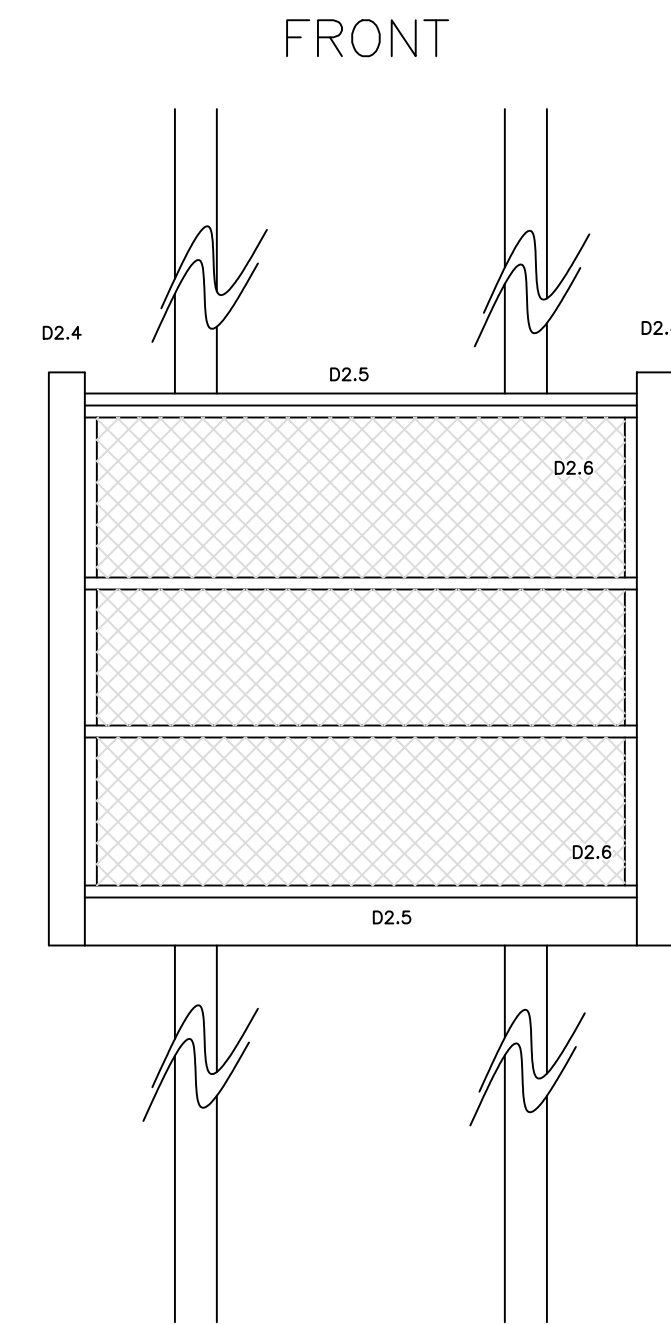
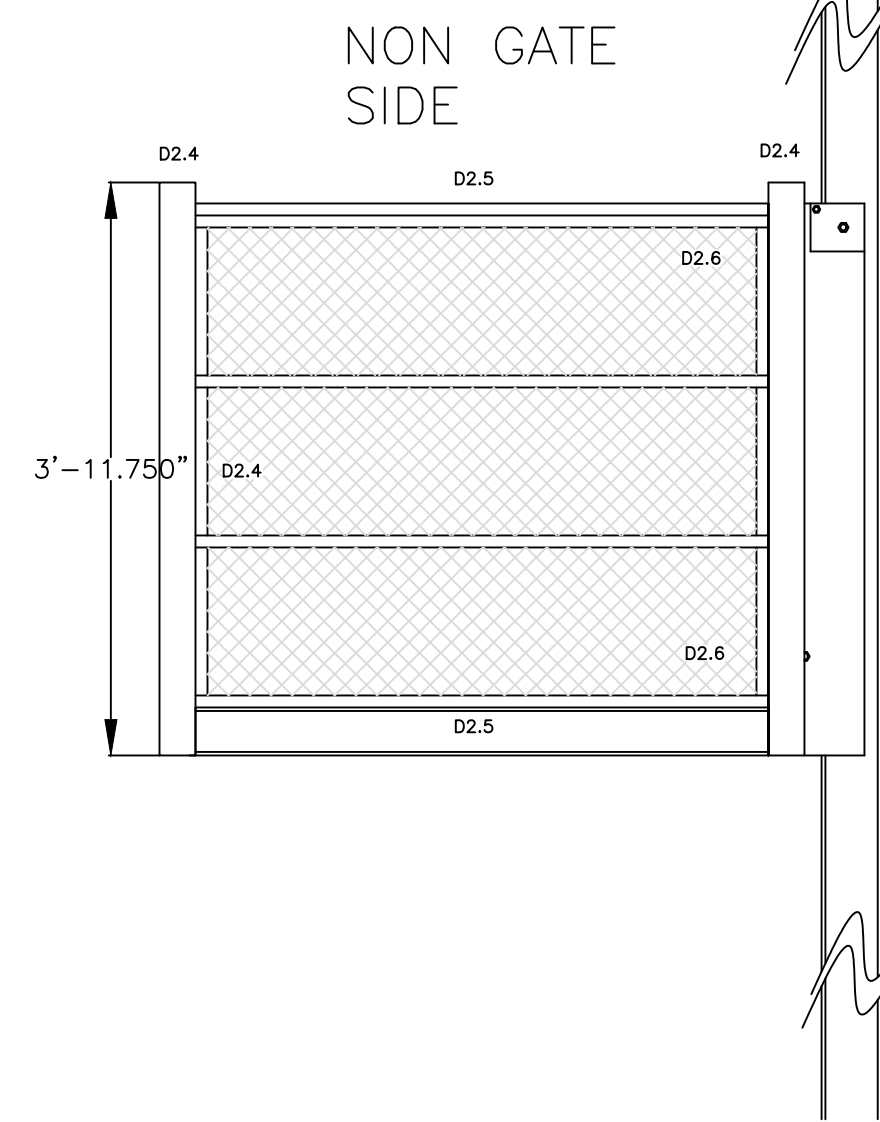
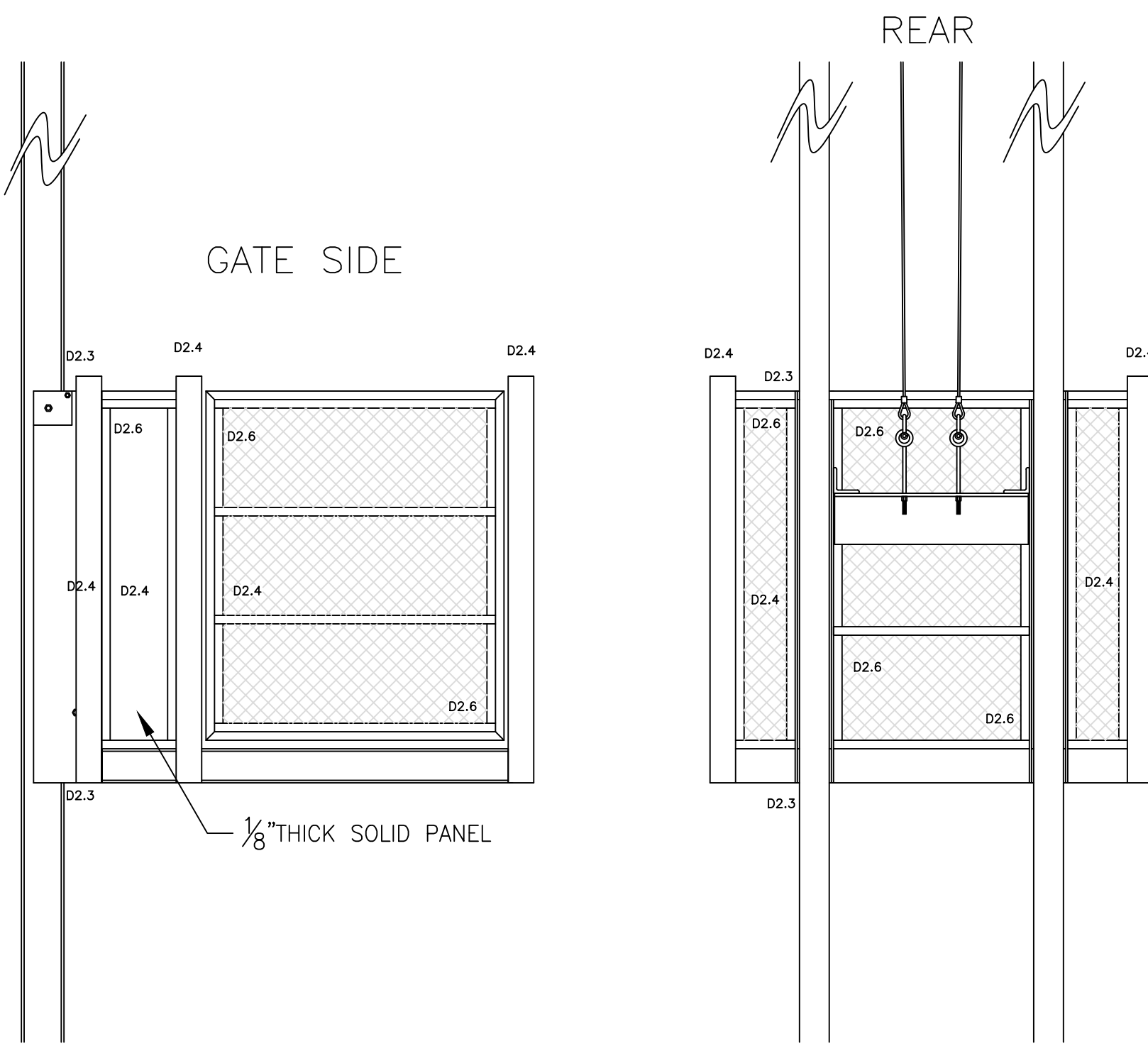
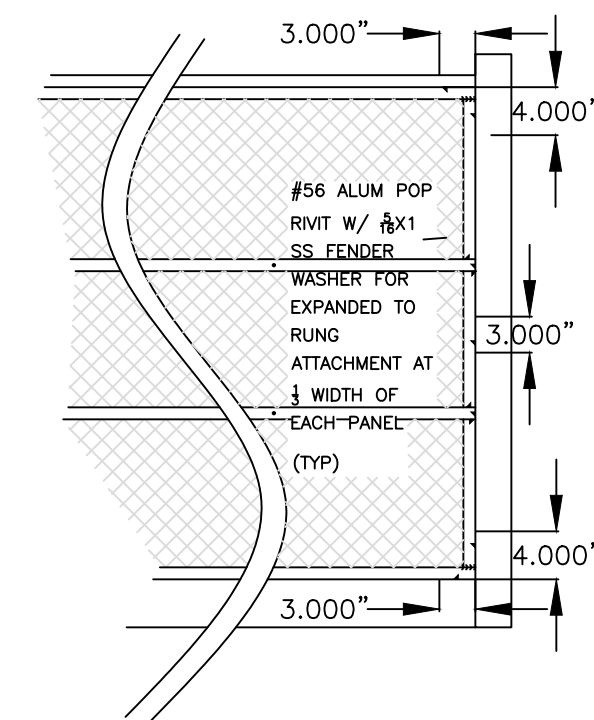
D2.4



D2.5

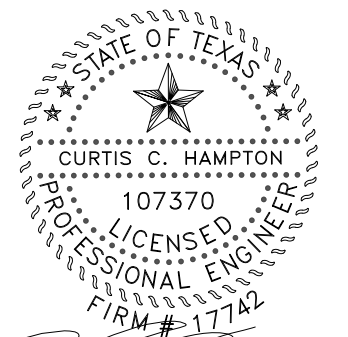


D2.6



Revisions:		
#		DESCRIPTION OF CHANGE
0	08/11/2025	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".



01/02/2025

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



CLIENT:
UPANDDOWN INDUSTRIES
PROJECT LOCATION OR ADDRESS:
VERANDA VATOR CARGO LIFT

SK-002

DESIGNED BY:	LDM	CHECKED BY:	CCH
PROJECT #:	-	SCALE:	3/4" = 1'-0"
DATE:	08/11/2025		-S-2.00

02

SK-002

3/4" = 1'-0"

STATE OF TEXAS
CURTIS C. HAMPTON
107370
LICENSED
PROFESSIONAL ENGINEER
FIRM # 17742

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



SK-003

Technical drawing of a gate assembly, showing side and end views with detailed callouts for components and dimensions.

Side View (Left):

- Top: 90:1 GEARBOX BY IPTS
- Dimensions: D3.3, D3.2, D3.2
- Structural member: 15x3.43
- Cable: $\frac{1}{4}$ " SS AIRCRAFT CABLE (6400# MIN NOMINAL BREAK LOAD)
- Fasteners: $\frac{1}{2}$ " FORGED SS EYE BOLTS W/DOUBLE NUTS AND $\frac{1}{2}$ " SHACKLES
- Dimensions: D3.1, D3.1

End View (Right):

- Structural member: 3x3 $\frac{1}{4}$ " SQUARE TUBE
- Structural member: 3x3 $\frac{1}{8}$ " SQUARE TUBE
- Dimensions: D3.1, D3.1

Detail View (Bottom Right):

- INSIDE WHEEL PLATE, CORNER POST NOT SHOWN FOR CLARITY
- SEE MANUFACTURER DATA SHEET FOR GATE HARDWARE SPECS
- Fasteners: L3X3X $\frac{1}{8}$ " ANGLE CLIP, $\frac{1}{2}$ " SS HEX CAP SCREW, L6X4X $\frac{1}{2}$ " DEADMAN
- Dimensions: D3.1, D3.2
- Panel: $\frac{1}{8}$ " THICK SOLID PANEL

WINCH BEAM CHANNEL AND BEARING EXTRUSIONS BY SYNERGY BOAT LIFTS

1/8" MIN

5/8"

3x3 ALUM. BEARING PLATE

CONT. TYP.

3/8" SS BOLT
2 PER TRACK

2" MIN

3x5 ALUM. I BEAM TRACK

HOLE FOR CABLE INSTALLATION.
CABLE TO BE PUSHED THROUGH
OPEN END OF PIPE THEN CABLE
CLAMP IS INSTALLED AND PULLED
BACK THROUGH. SPOOL MUST
HAVE MIN 3 WRAPS ON SPOOL
BEFORE HOLE.

D3.3 GEARBOX
AND DRIVE SHAFT

1 NC SS BOLT

2"
SCHD
80
ALUM
CABLE
WINDER

GEARBOX MOUNTING
FLANGE

HOLES PROVIDED TO
ACCEPT 4 8MM BOLTS
FOR GEARBOX MOUNTING

1--1/2 SCHD 40 HDG
PIPE

1--1/2 SOLID STEEL OUT
PUT SHAFT

CONT.

D – Site Photos





Location
of
Cargo Lift









E – Supplementary Documents

DFW Texas Builders, Inc.
CONT #2008-0475
9442 Jamaica Bch
Galveston, TX 77554
(281) 779-0721
dfwtexasbuilders@aol.com

11/04/2025

Mr. Cummings,

Giving information for 21309 Gulf Drive.

I have taken into consideration on a few options for installing the 2-stop cargo lift.

First we are proposing to use Design #1 with the concrete drop pit.

There are no other locations for this cargo lift, If they install going up through deck, it will take up to much space on the upper deck.

Secondly, I have looked at the site plans, survey and found that the footprint of the structure will be to close to the building lines on both sides of house.

The lift is only feasible in the location submitted.

Sincerely,

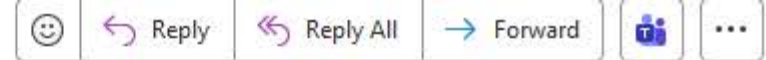
Herb Petticord



Gary Simpson <GSimpson@simpsonstaxes.com>

To Hunter Cummings; 'DFW Texas Builders'

Cc Coastal Resources Division; Peyton Schott



Wed 11/12/2025 4:30 PM

Mr. Cummings,

I am requesting an exemption to install a cargo lift within the 200 ft of line of vegetation and we have followed the exemptions procedures to qualify.

Please reach outbwith any questions



Regards,

Gary Simpson

F – GLO Comment Letter



TEXAS GENERAL LAND OFFICE
COMMISSIONER DAWN BUCKINGHAM, M.D.

November 25, 2025

Via Electronic Mail

Hunter Cummings
Deputy Coastal Resources Manager
Development Services Department
City of Galveston
3015 Market St.
Galveston, Texas 77550

Beachfront Construction Certificate and Dune Protection Permit in the City of Galveston

Site Address: 21309 Gulf Drive, Galveston
Legal Description: ABST 121 Page 19 Lot 42 Sea Isle Sec 21
Lot Applicant: DFW Texas Builders Inc c/o Gary Simpson - L Simpson Real Estate Holdings
Case Number: 25BF-082
GLO ID No.: BDCOG-25-0216

Dear Mr. Cummings:

The General Land Office (GLO) has reviewed the application materials for a beachfront construction certificate and dune protection permit for the above-referenced location. The applicant proposes to install a cargo lift with concrete paving. The proposed construction is located within 200 feet landward from the line of vegetation and within the Dune Conservation Area. According to the Bureau of Economic Geology, the area is stable.

Based on the information provided to our office for review, we have the following comments:

- The applicant proposes concrete paving beneath the cargo lift which is prohibited. Paving must be limited to unreinforced fibercrete in this area. In the area within 25 feet landward of the north toe of the dune to 200 feet landward of the line of vegetation, paving used under the habitable structure and for driveways connecting the habitable structure and the street is limited to the use of unreinforced fibercrete in four-foot by four-foot sections, four inches thick with sections separated by expansion joints, or pervious materials.¹ Habitable structures is defined as structures suitable for human habitation, and includes porches, gazebos, and other attached improvements or amenities.² Paving must be limited to the area beneath the habitable structure, and the proposed cargo lift is uncovered and appears to be unsuitable for human habitation.

In the event of a material change to the site conditions or the proposed construction, a new or amended beachfront construction certificate and dune protection permit is required.³ If you have any questions, please contact me at (512) 463-5720 or at meiling.valdes@glo.texas.gov.

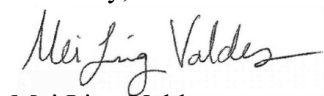
¹ City of Galveston Dune Protection and Beach Access Plan § M(1)(i)(3).

² City of Galveston Dune Protection and Beach Access Plan Appendix B.

³ 31 Tex. Admin. Code § 15.3(t)(5).

Mr. Cummings
November 25, 2025
Page 2 of 2

Sincerely,

A handwritten signature in black ink that reads "Mei Ling Valdes". The signature is written in a cursive style with a long horizontal flourish at the end.

Mei Ling Valdes
Beach Access & Dune Protection Program
Coastal Resources Division
Texas General Land Office



25P-053

STAFF REPORT

ADDRESS:

Adjacent to 2310 Sealy / Avenue I

LEGAL DESCRIPTION:

Adjacent property is legally described as M.B. Menard Survey, Lots 8 - 14, Block 623, in the City and County of Galveston, Texas.

APPLICANT/REPRESENTATIVE:

Jay Sims, Rosenberg Library Association

ADJACENT PROPERTY OWNER:

Rosenberg Library

EASEMENT OWNER:

City of Galveston

ZONING:

Central Business (CB)

REQUEST:

License to Use for electrical conduit and protective ramp

APPLICABLE REGULATIONS:

Section 13.202 of the LDR and
Chapter 32-5 of the City Code of Ordinances

STAFF RECOMMENDATION:

Approval with Conditions

EXHIBITS:

- A – Applicant's Submittal
- B – Staff Photos

STAFF:

Daniel Lunsford
Planning Manager
(409) 797-3359
dlunsford@galvestontx.gov

Public Notice and Comment:

Sent	Returned	In Favor	Opposed	No Comment
21				

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: Building permits required for installation

Fire Marshal: No Objection

Fire Chief: No Objection

Police Chief: No Objection

Engineering / Public Works: No Objection

Private Utilities Notification Responses:

AT&T: No Objection

Comcast: No Objection

CenterPoint Energy: No Objection

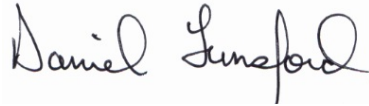
Texas Gas Service: No Objection



Executive Summary	The applicant is requesting a Permanent License to Use (LTU) the city right-of-way in order to place electrical conduit across the alley to the north of the library building, along with a ramp to protect the conduit from damage. This is required to provide emergency power to the library via a generator which will be located on library property to the north of the alley.
Physical Characteristics	The library intends to install the conduit, generator, and associated items in order to provide emergency power to the library; this will allow the library to provide essential functions to visitors in the event of power outages, such as those likely after a hurricane. The proposed conduit crosses the alley approximately mid-block and will be protected by a metal grate over the conduits set between two low concrete ramps. This will allow vehicles to traverse the alley without damaging the conduit. The alley is generally open, paved, and free from other obstructions (see Exhibit B).
Review Comments	No comments or concerns were received from city departments or outside utilities.
License to Use	A License to Use (LTU) is required prior to placing items within or otherwise obstructing City rights-of-way in accordance with Chapter 32-5 of the City Code of Ordinances. Section 13.202 of the Land Development Regulations (LDRs) establish the procedure for processing LTU approval.
Staff Recommendation	Staff recommends approval with the following conditions: <i>Specific Conditions:</i> 1. The Licensee shall conform to the site plan in Exhibit A for the placement of the conduit and ramp; 2. The Licensee shall be responsible for any damage to the right-of-way area caused by the installation and maintenance of the accessible ramp, and should the right-of-way be damaged in any way, the licensee shall repair the area; 3. The licensee shall maintain a minimum of five (5) feet of unobstructed pedestrian access within the subject city rights-of-way; 4. The licensee shall ensure that future construction or improvements do not increase the degree of encroachment in any way; <i>Standard Conditions:</i> 5. The Licensee shall conform to all comments/conditions received from City departments and shall obtain all required permits, construction documents, and inspections. 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 permit; 6. The cleaning of the debris from the site shall be the responsibility of the Licensee; 7. The Licensee and all of the Licensee's rights granted are conditioned that owners of utility facilities, whether publicly or privately owned, have at all times access to the property made subject of the License, together with the right to enter the property and excavate for the purpose of repairing, replacing, locating and maintaining such utility facilities, if any; 8. The Licensee shall execute the License to Use Agreement within 90-days from the date the Planning Commission approved the License to Use, otherwise the Agreement shall be of no further effect and shall be considered as having been canceled fully;

9. LICENSEE UNDERTAKES AND PROMISES TO HOLD THE CITY OF GALVESTON HARMLESS AND TO INDEMNIFY AND DEFEND IT AGAINST ALL SUITS JUDGMENTS, COSTS, EXPENSES AND DAMAGES THAT MAY ARISE OR GROW OUT OF THE USE OR GRANT OF THE LICENSE TO USE CITY RIGHT-OF-WAY UNDER THIS AGREEMENT REGARDLESS OF FAULT; and
10. The City does retain the right and option to cancel the License and terminate all rights of the License upon ninety (90) days written notice of such cancellation and termination, sent to Licensee at the mailing address provided herein; and, Licensee agrees and shall be obligated to vacate the property made subject of the license and to remove all improvements and/or obstruction located thereon at Licensee's own expense prior to the expiration of said 90-day notification period.

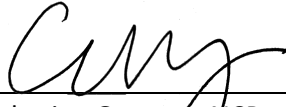
Respectfully Submitted,



Daniel Lunsford
Planning Manager

December 16, 2025

Date



Catherine Gorman, AICP
Assistant Director/Historic Preservation Officer

December 16, 2025

Date

ROSENBERG LIBRARY BACKUP
GENERATOR
2310 SEALY AVE., GALVESTON, TEXAS

2310 SEALY AVE., GALVESTON, TEXAS

TBPE Firm Registration No. 2234

DATE:
11/26/2025

DRAWN BY:
DBR

CHECKED BY:
DBR

PROJECT NUMBER
250079

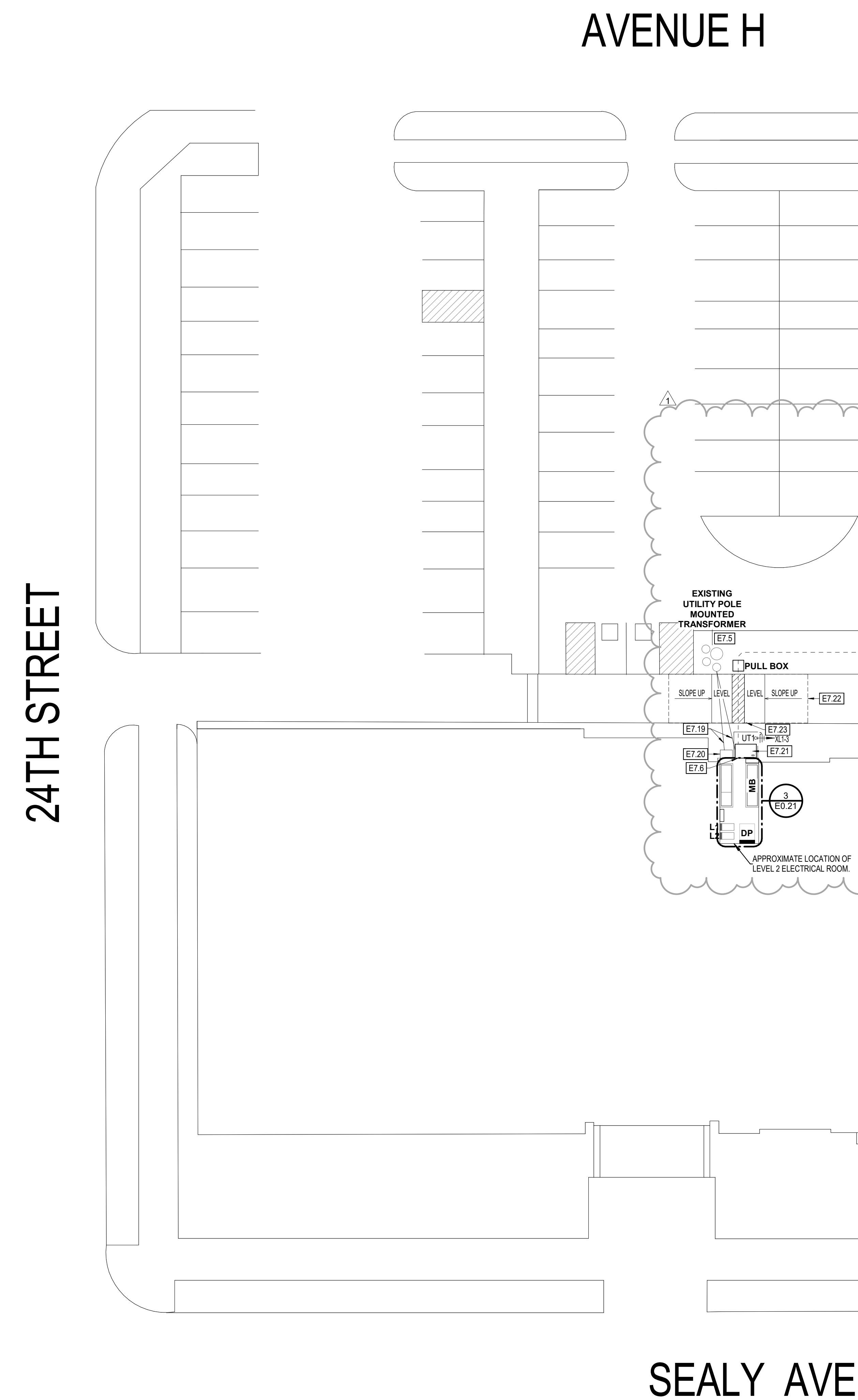
SHEET TITLE:

ELECTRICAL SITE PLAN

SHEET NUMBER:

EXHIBIT A

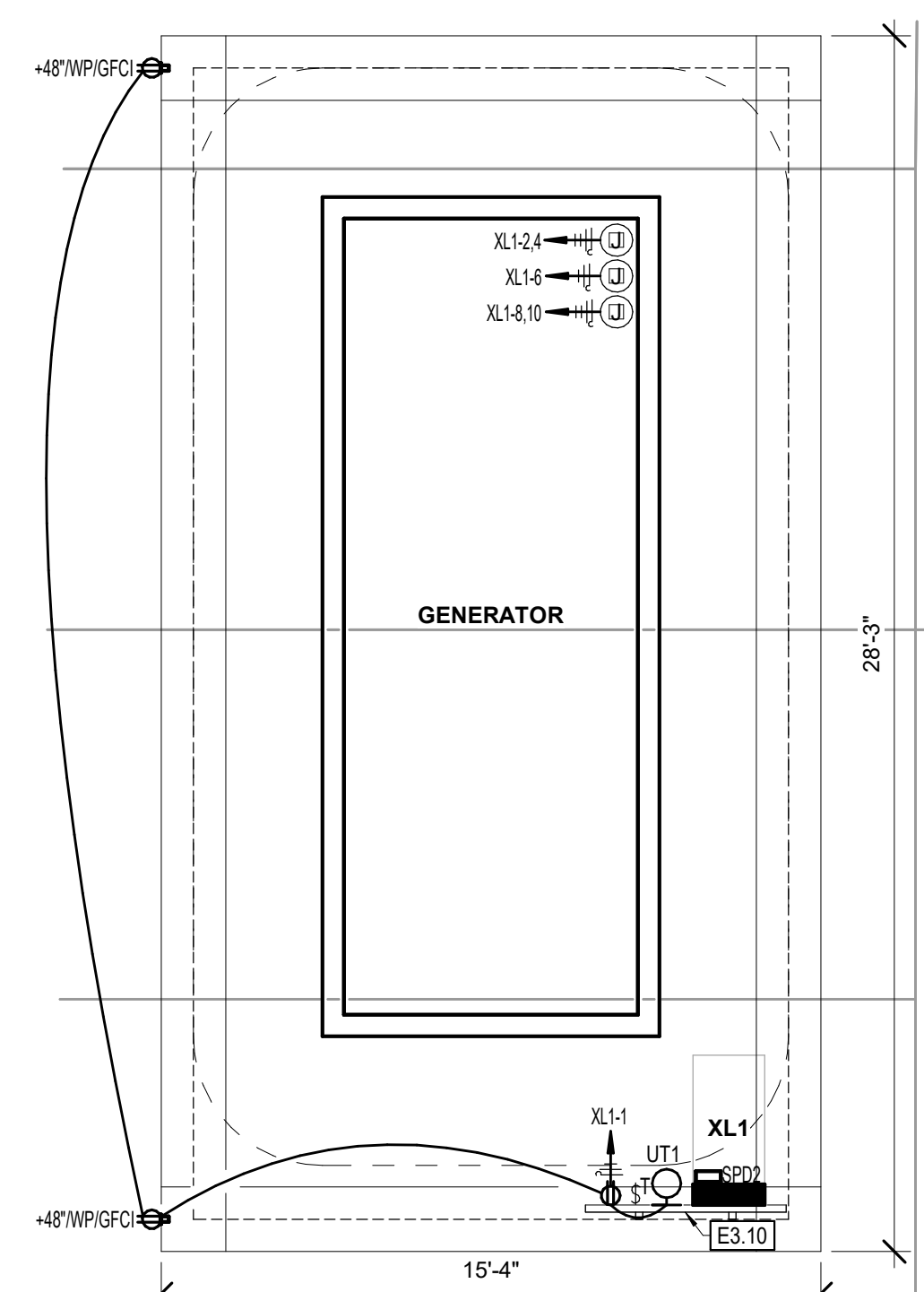
E0.21



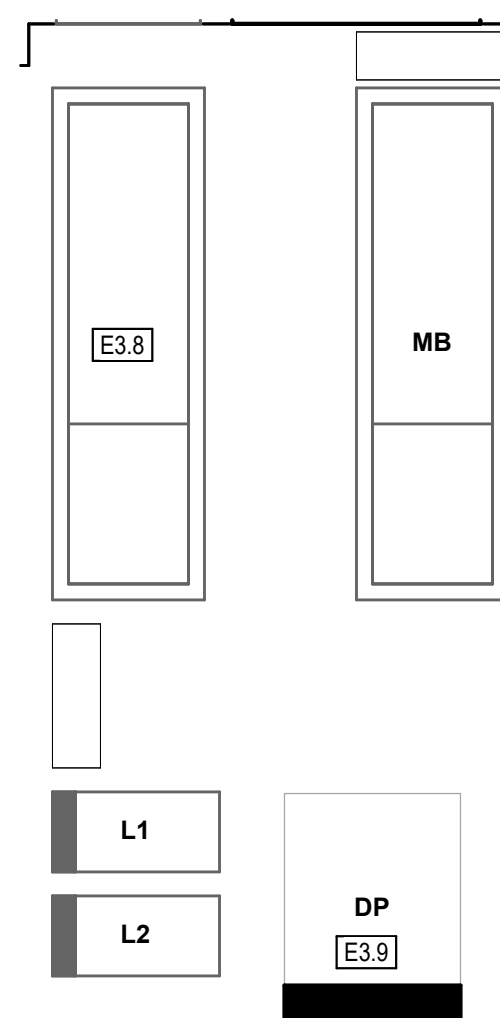
1 MEP SITE PLAN
1/16" = 1'-0"

☐ ELECTRICAL KEYED NOTES

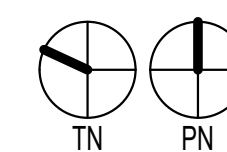
- | | |
|-------|---|
| E-38 | EXISTING ELECTRICAL GEAR SHALL BE DEMOLISHED. EXISTING BREAKERS AND CIRCUITS WITH THIS GEAR SHALL BE RECONNECTED TO NEW BUSB. |
| E-39 | PROVIDE NEW DISTRIBUTION PANELBOARD, DP. DP SHALL BE CONNECT FROM MAIN SWITCHBOARD, MB. |
| E-310 | PROVIDE NEW UNISTRUT RACK FOR ELECTRICAL EQUIPMENT AND DEVICES AS SHOWN ON PLANS. |
| E-71 | PROPOSED LOCATION OF GENERATOR. GENERATOR EXHAUST SHALL BE DIRECTED AWAY FROM BUILDING. |
| E-75 | APPROXIMATE LOCATION OF EXISTING POWER COMPANY POWER POLE. |
| E-76 | EXISTING WEATHERHEAD AND METER SHALL BE RELOCATED. EXISTING (4") WALL CONDUITS FROM WEATHERHEAD TO EXISTING SWITCHBOARD IN LEVEL 1 ELECTRICAL ROOM SHALL REMAIN. |
| E-714 | GENERATOR SHALL BE LOCATED ON A RAISED PLATFORM. REFER TO STRUCTURAL DRAWINGS IN THIS PACKAGE FOR ADDITIONAL INFORMATION. GENERATOR PAD SHALL BE CONSTRUCTED OUTSIDE OF THE CENTERTOP AREA, EASEMENT. |
| E-717 | ROUTE GENERATOR FEEDERS BELOW GRADE TO EDGE OF PAVING FOR ALLEY. BACKFILL TO MATCH EXISTING. SUBS CONDUIT UP AND EXTEND ACROSS ALLEY ABOVE GRADE WITHIN RAMP. |
| E-719 | DISCONNECT EXISTING SLACK SPAN TO NEW WEATHERHEAD LOCATION. |
| E-720 | NEW LOCATION OF EXISTING BUSWEATHER HEAD AND METER. |
| E-721 | PROVIDE NEW STAINLESS STEEL AUTOMATIC TRIPPER SWITCH WITH INTEGRAL MAIN SERVICE DISCONNECT AT THIS LOCATION ON A RAISED STEEL PLATFORM. INTERCEPT EXISTING (4") CONDUITS PENETRATING THROUGH WALL TO EXISTING SWITCH GEAR. PROVIDE NEW FEEDERS AND CONNECT. |
| E-722 | PROVIDE NEW CONCRETE RAMP TO CONCEAL/PROTECT ON GRADE GENERATOR CONDUITS CROSSING ALLEY. REFER TO CIVIL DRAWINGS FOR ADDITIONAL INFORMATION. |
| E-723 | PROVIDE TRAFFIC DUTY RATED STEEL GRATING WITH ANTI SLIP SURFACE TO ALLOW ACCESS TO CONDUITS WITHIN RAMP AT THIS LOCATION. REFER TO CIVIL DRAWINGS FOR ADDITIONAL INFORMATION. |
| E-724 | PROVIDE CONCRETE FILLED REMOVABLE BOLLARDS TO PROTECT GENERATOR PLATFORM. REFER TO STRUCTURAL/CIVIL FOR ADDITIONAL INFORMATION. |

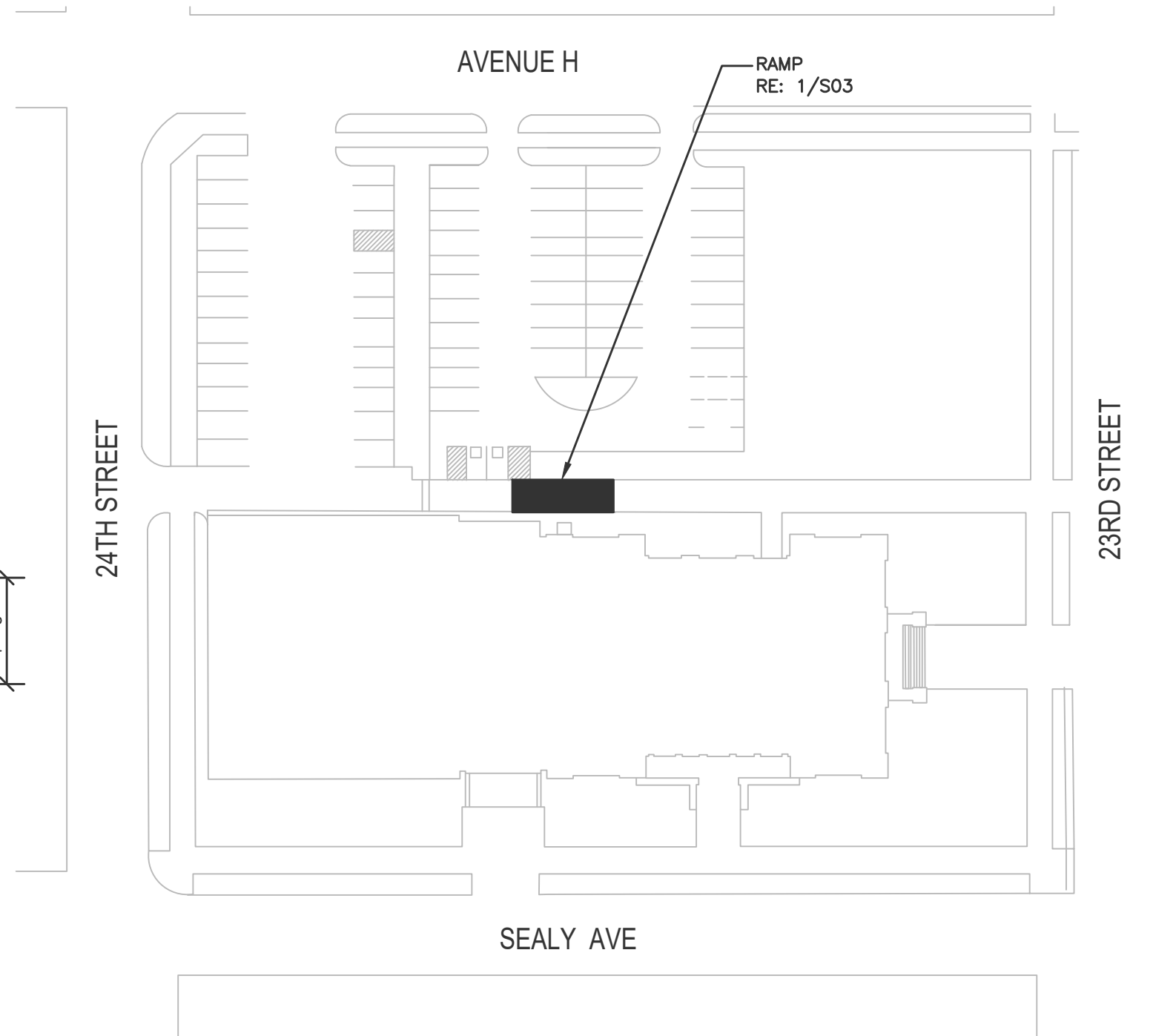
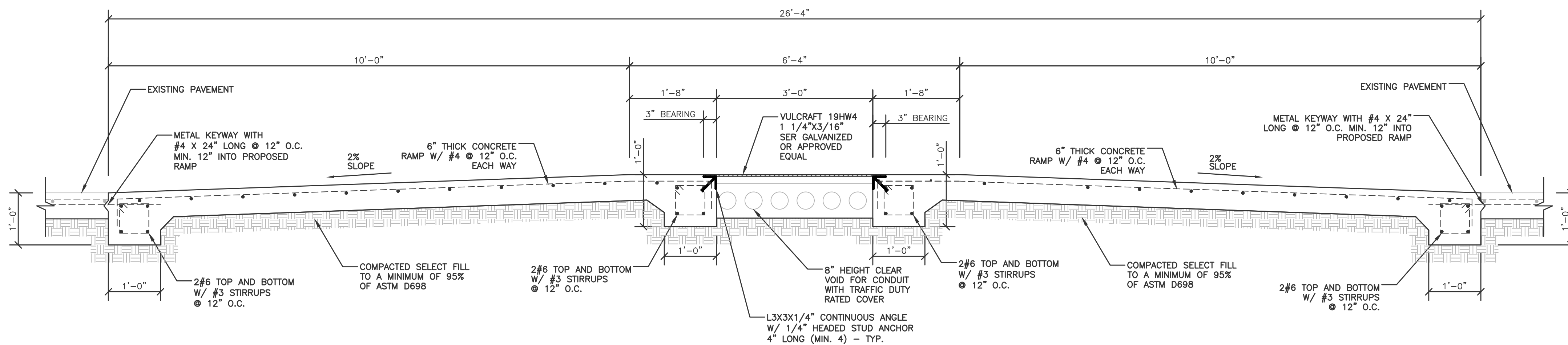
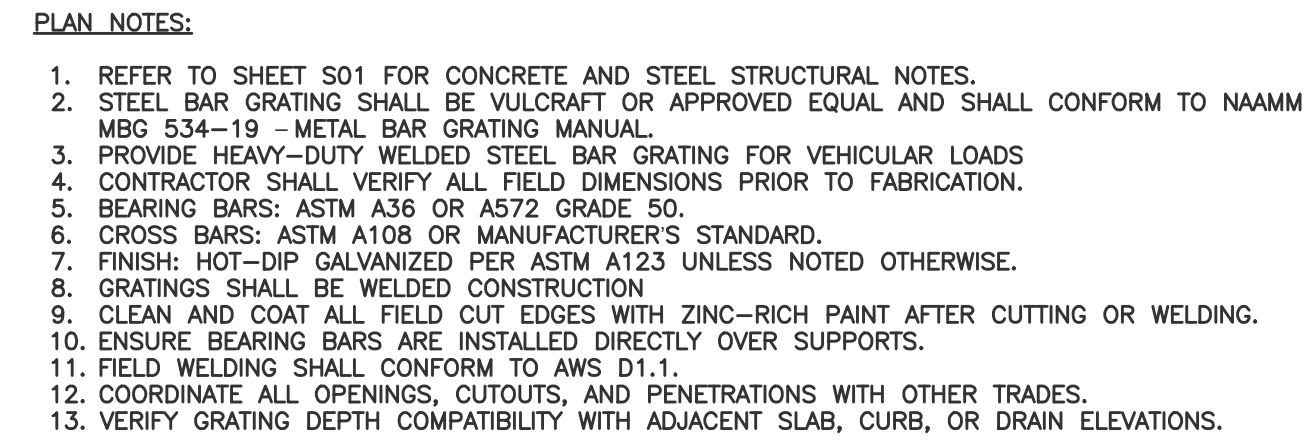


2 TOP OF GENERATOR PLATFORM ELECTRICAL PLAN
1/4" = 1'-0"



3 LEVEL 2 ELECTRICAL ROOM
1/4" = 1'-0"





DO NOT SCALE PLANS
FOR MISSING DIMENSIONS

S10.03
FILE: 4881-10S03



Alley Looking East



Approx. Crossing Location (Looking South)