

STATE OF TEXAS

COUNTY OF BRAZORIA

CITY OF LAKE JACKSON

BE KNOWN that the Planning Commission of the City of Lake Jackson met in regular session on January 6, 2026, at 6:30 p.m. in Lake Jackson, Texas, with the following agenda:

Locke Sanders, Chair  
Harry Sargent, Vice-Chair  
Jeffrey Gilbert, Secretary  
Matthew Bjune  
Cotton Tyler  
Kay Aplin

Sal Aguirre, City Engineer  
Nicholle Wilson, Asst. City Engineer  
Eddie Herrera, Project Manager  
Anamaria Acuña, Asst. City Secretary  
Modesto Mundo, City Manager  
Vinay Singhania, Council Liaison

PLEDGE OF ALLEGIANCE

Miss Sheridan Bjune led the Pledge of Allegiance.

APPROVAL OF MINUTES – December 5, 2025

The minutes were approved as written.

VISITOR COMMENTS – None.

PUBLIC HEARING TO DISCUSS AND CONSIDER AMENDING CHAPTER 110 (ZONING) TO ALLOW EDUCATION TO BE ADDED AS A CONDITIONAL USE PERMIT IN THE B-2 (CENTRAL BUSINESS) ZONE.

Mr. Sanders opened the public hearing at 6:30 p.m.

Mr. Mundo explained that when staff received the request and reviewed the B-2 zone, they discovered that schools were not allowed. He stated that staff advised the best course of action was to consider educational facilities as a conditional use in the B-2 zone, similar to how churches are treated. He noted that the B-2 zone in the downtown area sometimes has parking availability issues. In this specific case, the applicant had parking available on their private lot. However, there could be occasions elsewhere in the downtown area where parking might be a concern, which is why staff recommended considering it as a conditional use permit. He explained that the Council had received this consideration in December and was open to the discussion but wanted to go through the protocol and set up a public hearing. The first step was to hold a public hearing with the Planning Commission to gather their input and advice.

Tiffany Crow – Owner/ Operator of Intentional Actions ABA

Ms. Crow explained that Intentional Actions ABA is a therapy practice that works specifically with behavior, predominantly with individuals who have autism. They specialize in applied behavior analysis, examining behavior and its relationship to the environment and how that affects a person's behavior. Ms. Crow noted that ABA is considered an evidence-based and best practice by the American

Psychological Association. She explained that individuals come to them for high behavioral concerns and explained that insurance companies must deem a medical necessity. She stated that they predominantly work with individuals with autism because this behavioral therapy is only covered for individuals with autism through insurance companies.

Ms. Crow presented testimonials from several families. One testimonial described them as a stabilizing force providing tools, guidance, and support. Another testimonial discussed their daughter's diagnosis and how they had struggled for a few years before finding Intentional Actions ABA. The clinic not only supports children but also teaches parents what to do at home and how to implement practices in daily life. A third testimonial discussed how Intentional Actions had been life-changing for the entire family noting that having the therapy clinic in Lake Jackson, where they could easily take the children out of school and back without having to drive long distances, was a game changer.

Ms. Crow stated that they currently serve 22 clients, and their therapy is time-consuming and family-oriented, with parents often present. It is rigorous, and clients usually attend for multiple years. Her goal had been quality over quantity, so they had been growing slowly and steadily. However, their waiting list has about 184 individuals, which she believes is evidence enough that Brazoria County residents are desperate for these services.

She further explained that the need goes beyond therapy. Through the insurance model they work in, they must work on goals specifically related to behavior. If they work on an academic goal, such as sitting and attending a task, they have to phrase it in a behavioral context because it must be a behavioral goal. They cannot say a child can read, sound out letters, or identify letters, it has to be described as attending to a task or tolerating a non-preferred task.

Ms. Crow stated they would like to expand their business into a private school model, with a therapy side and a very small private school, where they can present academics and have their therapists support behavioral needs in a classroom-type setting at the pace children need. The idea was not for students to come and stay permanently, but rather as a transitional school where the goal is for them to go, practice school for a couple of years, practice their behavioral skills, and then move out to a more traditional private school and potentially even to public schools.

She provided additional statistics from their current clientele to support the private school model. She stated that 30 percent (6 out of 22) of their clients were unable to attend the school of their choice due to their behavior. Of those 6 clients, 83 percent (5 out of 6) were actually on academic level, meaning they could do the academic tasks but were not able to get their education with their typically developing peers because their behaviors got in the way, or the environment could not be flexible enough to help them get that content. Additionally, 31 percent (7 out of 22) of their clients were either homeschooled or had some adaptive schedule, coming to therapy and going to school with a shortened public-school day. She also noted that 70 percent of their children attended school in a self-contained

special education classroom. She referenced the school voucher information coming out. She suggested that self-contained classrooms in public schools appeared to be facing some changes in the future. She wanted their clientele to have a private school option for special education students. She noted that 90 percent of their staff had been public school teachers or paraprofessionals, which naturally led them to pursue an education model as well.

Ms. Crow explained that their current business, Intentional Actions ABA, is located in zone B-2, and they would like to expand and remain in the same location while adding the private school. She presented a visual showing their location downtown in the doctor's park. She emphasized that their school would have a maximum of 15 to 20 children. While they serve some teenagers, their clientele are not drivers yet. She stated they had only two clients who were driving, both 18 years old, so they would not need student parking at the location.

Mr. Gilbert mentioned that he had known Ms. Crow outside of this context and knew her clinic was there. He stated that as someone who has an adult child diagnosed later in life when there were no resources available, he appreciated what Ms. Crow was doing. He said it would be a very good program and that he liked the idea of a conditional use so they would have to get some approval beforehand. He noted it was a great location.

Mr. Gilbert asked for clarification about the 17 students mentioned, questioning whether that was adding 17 to the existing 22 clients. Ms. Crow clarified that the 15 to 20 students was really a worst-case scenario or maximum capacity. The building had the back section they currently occupied, and they were approved to expand into the front, so they would have one whole half. She stated it would likely be 10 total students. The existing 22 therapy clients did not all come at the same time. She clarified that they usually had about 4 at a time in their current section. Between the two areas, their building capacity was around 15 to 16 in one section, so they might be able to accommodate 30 in total, but they had never filled it up.

Mr. Sargent noted that if approved, any conditional use would have to come back to the planning commission for approval. If another location or another group requested this, the city council or commission would consider parking and other factors. He stated he was comfortable with the word "education" in the ordinance because it was specific enough, given that it would be a conditional use requiring individual review.

Mr. Mundo confirmed that it was one of the things discussed with the council. As a conditional use, if a small school requested a downtown location, it could be reviewed; if, suddenly, the college wanted a satellite office downtown and the area could not accommodate it, the request would be evaluated as a conditional use to consider those factors.

Mr. Bjune asked about the expansion and how many people the facility could accommodate with the

front part of the building. Ms. Crow reiterated the numbers she had given, which included the expansion. Currently, they could have 15 in the building total, and they could potentially double it to 30, though the front space was a bit smaller. She did not think she would reach that capacity.

Mr. Bjune expressed concern that if things continued to be successful in helping the community, the school would fill up pretty quickly, and he was curious whether they would be coming back in two years to request another location and need another conditional use permit approval.

Ms. Crow acknowledged it was a good question and stated that she was unaware of what the future holds. Her hope and goal would be to eventually take over the entire building, including the side that Kelsey-Seybold currently occupies, and split it between the two buildings. However, that space is not currently available. If she did need to move to another space, she would have the conditional use framework in mind. She emphasized that she is a Lake Jackson citizen and liked the downtown the way it was. She did not want to affect the area's character.

Mr. Bjune pointed out that taking over potentially the entire building would mean a majority going toward the school, which would introduce not only more student vehicles but faculty vehicles. He was curious what precedent that would set. Ms. Crow noted that their staff arrivals and departures were hour-long come-and-go periods, not 8-hour simultaneous arrivals.

Mr. Aguirre stated that if they were to expand to the rest of the building, it would be for a future meeting to discuss. He explained that it would depend on whether the Commission set any condition in this discussion, whether it be the number of students allowed or other factors, that would determine whether another conditional use permit would be required.

Mr. Sargent clarified that the applicant would have to return to apply for an expansion or seek that condition, so this was not final approval.

Mr. Bjune acknowledged that he would love for Ms. Crow to create the problem of needing to expand, but it was something the planning commission had to consider. He noted that downtown did not have many parking spaces, and they were already being asked about parking needs for people wanting to build venues and other developments downtown.

Ms. Crow stated she appreciated their diligence, and if she came back with a conditional use request, she would have information on staff, parking, and other details, possibly using a model from another town.

Mr. Sargent noted there was also a possibility that Ms. Crow would want to grow the therapy side, depending on the market and clients. Ms. Crow agreed.

Chair Sanders asked if there was anything else to add. City Manager Mundo stated there was nothing further from staff.

Mr. Sanders closed the public hearing at 6:51 p.m.

Mr. Sargent motioned to approve the consideration of amending Chapter 110 (zoning) to allow education to be added as a conditional use permit in the B-2 (Central Business) zone, seconded by Mr. Gilbert with all present members voting, "aye," the motion passed and will go to City Council for final approval on January 20, 2026.

FINAL REVIEW AND ACTION OF BRAZOS MALL SUBDIVISION BLOCK A, REPLAT NO. 1 (FORMERLY RED LOBSTER TRACT) AT 104 W. HWY 332 FILED ON JANUARY 6, 2026.

Lucero Magana & Adam Hutchison, P.E. - LJA Representatives

Ms. Magana stated they were available for questions and noted they were seeking final approval.

Mr. Aguirre went over the *Engineer's Memo: Recapping from your last administrative review, the current site is a 1.2-acre tract that is in the plan to be subdivided into two lots for the purpose of two separate new commercial sites. The replat calls for Lot 1A & 1B of two approximately equally sized lots of 0.6-acres.*

*The tentative use of these lots has now been better firmed up with the recent submittal of a Chipotle restaurant site plan (Lot 1B) that will be reviewed under the less than 2 acres (no contest criteria) run through the building official permit process with civil site support from engineering. Lot 1A remains a possible Quick Quack Car Wash facility until officially submitted.*

*Since the previous submission, references to right-of-way dedications were added for clarity.*

*The administrative review comments were returned for revisions such as the inclusion of a drainage easement through Lot 1A to service the drainage discharge from Lot 1B as initially recommended by TxDOT. Currently, this requirement is subject to removal by TxDOT, as noted in the plat, if a recorded LONO is granted. All other platting contents, format, and standard requirements have been met.*

*Staff recommends consideration for final approval of replat as filed on January 6, 2026.*

Mr. Sargent asked about the car wash and whether it was part of McDonald's development. Mr. Hutchison clarified that he was the civil engineer representing Chipotle, but the car wash was a separate project.

Mr. Sargent motioned to approve the final review and action of Brazos Mall Subdivision Block A, Replat No. 1 (formerly Red Lobster Tract) at 104 W. HWY 332 filed on January 6, 2026, seconded by Ms. Aplin,

with all present members voting, “aye,” the motion passed.

ADMINISTRATIVE AND FINAL REVIEW AND ACTION OF LAKE JACKSON TOWN CENTER PLAT AMENDMENT OF RESERVE J3 AND J4, TDECU (SPACE CITY) TRACT AT 80 OAK DRIVE FILED ON JANUARY 6, 2026.

Mr. Aguirre went over the *Engineer’s Memo* as there were no representatives present for TDECU: *This is a request from TDECU to cut another slice of their property pie to atone for their original parking space blunder that you so aptly called out in their first site plan review. Since then, they have gone through a repeat plat amendment to increase their lot size to accommodate additional parking spaces. Now, this comes as a three-peat for more of the same.*

*This plat amendment carves out another 24,285 sq. ft. portion out of the undeveloped 97,726 sq. ft. Lot J4 to be added to Lot J3 to create a larger lot, Lot J5, for their proposed parking field expansion. This will result in a 2.885-acre Lot J5 and a 1.686-acre Lot J6. In our preliminary discussion on this request, staff suggested that the whole tract be considered for the single lot reconfiguration, but to no avail, as their final decision was limited to the bare need of the parking field add-on.*

*All review comments for revisions have been addressed as required, and all platting content, format, and standard requirements have been met.*

*Staff recommends consideration for final approval of the plat amendment as filed on January 6, 2026.*

Mr. Sargent pointed out that the agenda listed Reserve J3 and J4, but the drawing showed only J5 and J6. Ms. Wilson clarified that they had changed as they were going back and forth.

Mr. Tyler suggested they consider slanted or angled parking for this location. He had been there yesterday, and it was difficult parking his truck and getting back out with the straight-in parking. The drive was very narrow, and while he was sure the parking spaces were standard, getting in and out was not easy.

Mr. Gilbert motioned to approve the final review and action of Lake Jackson Town Center plat amendment of Reserve J3 and J4, TDECU (Space City) tract at 80 Oak Drive filed on January 6, 2026, seconded by Mr. Tyler, with all present members voting, “aye,” the motion passed.

FINAL REVIEW AND ACTION OF CHAPELWOOD UNITED METHODIST CHURCH SITE PLAN AMENDMENT AT 300 WILLOW DRIVE FILED ON JANUARY 6, 2026.

Randy Liska (Representative from Baker & Lawson) and Bill Tasto (Project Manager) were present and identified the changes since the last meeting. Mr. Tasto explained they had forgotten the fire hydrants in the original drawing and had also added a section showing stormwater detention and drainage for the project. Those were the two major changes from what the Commission saw last month.

Mr. Sargent mentioned the one concern he had that had already been taken care of. He explained that, on Yaupon, there was a curve that people had been driving across for several years, and they were removing it to create smooth access like a road, which was a better solution. He appreciated the time the staff and the applicant spent discussing his suggestion.

Mr. Sargent also asked about the elevation of the detention pond drain line. Mr. Liska responded that the line at the pond was at elevation 14. He explained it went out to a storm manhole where it dropped down and entered the ditch at elevation 12.8, which was right around the flow line of the ditch. They were also placing riprap paving at the ends of both pipes to mitigate erosion.

Mr. Sargent asked whether it was designed for a 7-year rain or another standard. Ms. Wilson clarified that this particular project was designed for the 100-year event. Although it does not account for the entire site, since it existed before the requirements were established, it accounts only for the additional impervious areas.

Mr. Sargent noted he was curious whether water would be backing in but clarified that it did not affect his approval. Mr. Liska explained that in general, many detention ponds not only provide detention for water coming off the site, but if the water gets high enough in the receiving facility, it can back up and relieve some of the pressure from that ditch or creek. He noted that this system did not have a flap gate, so it could take on some water from the ditch if the ditch got deep enough.

Mr. Aguirre went over the *Engineer’s Memo* below: *This project consists of expanding the driveway and parking lot to improve traffic flow for the parish. For the site plan amendment portion of the review, the church has easily met the parking requirements for the site; this modification increases the already surpassed parking count to provide an additional four spaces.*

*The design adds approximately 16,500 sq. ft. of new concrete parking and driveway to create a new drop-off area at the front of the building as well as a field of handicap spaces to allow easier access to the worship center for those with mobility issues. Additionally, there are a few pavement failure areas that are being replaced while the site is upgraded.*

*A comparison of the original plan and proposed is shown below:*

	<b>Original (2001)</b>	<b>New Proposed</b>
<i>Building Area (sq. ft.)</i>	37,122	37,122
<i>Sanctuary Seating</i>	450	450
<i>Parking Required (1 per 3 Seats)</i>	150	150
<i>Parking Provided</i>	171	190
<i>Required Handicap Spaces</i>	5	5
<i>Handicap Spaces Provided (Van)</i>	0	3
<i>Handicap Spaces Provided (Auto)</i>	5	17

Regular Spaces Provided	166	170
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*This chart shows that the site has easily exceeded the parking requirements for the site.*

*During the administrative plan review in the December Planning Commission meeting, the Planning Commission suggested the church take into consideration changes to the parking striping to adjust the angle of the parking. The church committee met in December to discuss this, and they have decided to not change the striping at this time.*

*A few additional updates have been made to the plans since administrative review:*

- *A fire lane has been added to the plan across the front of the site, per the Fire Marshal’s request.*
- *A sidewalk has been added to the frontage of the site with the note “proposed sidewalk to be determined by planners.” This is an item in the Development Manual, but this site is unique since the properties to the north and south do not have a sidewalk extending to the Church’s property line.*

*One item to note is that if the church proposes a change or addition to the existing building footprint in the future, then the City will require that the site, “Wharton Plantation Lot 16C,” be formally platted.*

*Staff recommends consideration for final approval of the site plan amendment with conditions on sidewalk determination as filed on January 6, 2026.*

Mr. Aguirre reminded the commission to discuss whether or not the planning commission will require a sidewalk.

Mr. Sargent motioned to approve the final review and action of Chapelwood United Methodist Church site plan amendment at 300 Willow Drive with no requirement of a sidewalk filed on January 6, 2026, seconded by Mr. Gilbert. The following members: Ms. Aplin, Mr. Gilbert, Mr. Sargent, Mr. Sanders, and Mr. Tyler voted, “aye,” and Mr. Bjune voted “nay,” the motion passed.

FINAL REVIEW AND ACTION OF CHAPELWOOD UNITED METHODIST CHURCH LANDSCAPE PLAN AMENDMENT AT 300 WILLOW DRIVE FILED ON JANUARY 6, 2026.

Mr. Liska updated the plans to show the three preservation trees on the site.

*Engineer’s Memo: During administrative review of the landscape plan amendment, it was noted that a few small trees are proposed to be removed, and the demolition plan did not identify them as clearly as we would like. The engineer has confirmed that per the tree survey performed on October 29, 2025, there were ninety-nine (99) trees on the site with a 12-inch or larger diameter, and the landscape plan is not proposing to remove any trees from the site that were surveyed with a diameter of 12-inches or larger.*

*The site provides an abundance of green space and far more trees than required. There are no new tree plantings proposed, as was the case in the original approval. There are 99 trees larger than twelve (12) caliper inches being protected on-site with this latest landscape plan amendment. This handily meets the*

requirement for 61 trees, and the plan has been updated to note the three (3) preservation trees being utilized to meet this requirement. Also of note, the surveyor did confirm the 102-inch diameter tree on the far east of the site is in fact that size.

Below is a summary of the landscape requirements:

	<b>Original (2001)</b>	<b>New Proposed</b>
Required Trees	61	61
Credit Trees	0	0
Existing (Preserved)	164	99
New Trees	0	0
Front Screen Trees	0	0
Required Landscape Area	50,953 sq. ft. = 12.5%	50,953 sq. ft. = 12.5%
Landscape Area Provided	307,970 sq. ft. = 75.6%	304,861 sq. ft. = 74.8%
Irrigation	Auto	Auto

As evident in the chart above, the engineer and owner have addressed all other requirements for landscape plan approval. Staff recommends your consideration for final approval of the landscape plan amendment as filed on January 6, 2026.

Mr. Sargent motioned to approve the final review and action of the Chapelwood United Methodist Church Landscape Plan amendment at 300 Willow Drive, filed on January 6, 2026, seconded by Ms. Aplin, with all present members voting, “aye,” the motion passed.

REVIEW AND DISCUSS SPECIFICATIONS OF STACKING LANES THAT ARE SET OUT IN THE TABLE OF PARKING REQUIREMENTS IN SECTION 110.62 (i), CHAPTER 110 ZONING OF THE LAKE JACKSON CODE OF ORDINANCES.

Mr. Aguirre reviewed the Engineer’s Memo: This item was requested by *Planning Member Harry Sargent*.

Section 110.62 (i):

<b>Type of Use</b>	<b>Number of Spaces Required</b>
<i>Institutional</i>	
<i>Assembly with no fixed seating</i>	<i>10 spaces: 1,000 sq. ft.</i>
<i>Church or other assembly with fixed seating</i>	<i>1 space: 3 seats</i>
<i>Library</i>	<i>3 spaces: 1,000 sq. ft.</i>
<i>Day care, childcare, nursery school, kindergarten, playgroups, day habilitation or workshops for disabled</i>	<i>1 space: 5 students + a stacking lane with 1 space per 5 students</i>
<i>Schools – Elementary, middle, junior high</i>	<i>1 space: 6 students + stacking lane with 1 space per 5 students + bus lanes</i>

Mr. Sanders opened a discussion on reviewing and discussing the specifications for stacking lanes set out in the parking requirements table.

Mr. Sargent noted he was only concerned about the day care and church requirements. He questioned why it said 5 students across from childcare and nursing care, suggesting that, rather than 5, it should say 1.5—meaning one space per 1.5 students. He asked why the number 5 showed up twice in the table.

Mr. Herrera explained that the number of 1 per 5 students was based on the pickup and drop-off being staggered over a specific period. If applied to a larger daycare with 200 students, a stricter ratio would make the parking lot massive and way bigger than would ever be used for just pickup and drop-off and for staff during the day. There should be no point in these daycares where all parents are there at the same time with all the students for a function or anything like that.

Mr. Sargent asked whether the commission had seen any problems with daycare parking. He knew there had been problems at his church on the corner of the street where they had been parking, but now they had reorganized and did not have that issue anymore. He thought the ratio could be adequate. Mr. Sargent noted that the only time it would be difficult would be in rainy situations with covered drop-off areas.

Mr. Tasto explained that in their design site plan, there was a designated drop-off area for kids where parents would come in, park, and get out, not stop in the middle of the driveway to let kids out, which is what they were doing currently.

Mr. Sanders asked if Mr. Sargent would be willing to work with staff one-on-one and to come up with a recommendation. Mr. Sargent agreed that it was a good idea, and Mr. Herrera and Ms. Wilson confirmed they could work with him on it.

#### UPDATE ON APPROVED PROJECTS BY PLANNERS

Mr. Herrera stated that nothing has changed or updated since Christmas.

Mr. Bjune asked for an update on Brazos Creek (formerly The Villas) because he said they were altering the natural barrier with the new apartments. Mr. Herrera said that he hasn't received any updates.

Mr. Sargent noted the school traffic for Rasco's stacking lane during the early school dismissal going all the way to Oak Drive South. He stated that it was not an issue, but he was surprised that the lines were backed up that far.

Mr. Herrera stated that he has not heard any complaints regarding the updating of the stacking lane.

Mr. Sanders complimented the panel replacements throughout Oyster Creek Drive. Mr. Bjune also complimented the contractor (HTI).

Mr. Bjune asked if (the Brazos Creek) apartments have applied for any additional Certificate of Occupancy. Staff confirmed that no others have been issued, as they need to comply with their updated landscape plans.

#### SIGNATURE OF DOCUMENTS

- Brazos Mall Subdivision Block A Replat (Old Red Lobster Tract)

- Lake Jackson Town Center Plat Amendment of Reserve J3 and J4 (TDECU)
- Chapelwood United Methodist Church Site Plan Amendment
- Chapelwood United Methodist Church Landscape Plan Amendment

SET NEXT MEETING DATE

The next regularly scheduled meeting is set for Tuesday, February 3, 2026  
Mr. Gilbert stated that he will not be able to attend.

ADJOURN

There being no further business, the meeting was adjourned at 7:26 p.m.

These minutes were read and approved on February 3, 2026.

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Jeff Gilbert, Secretary

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Locke Sanders, Chair