

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED that the Board of Adjustments of Freeport met on Thursday, May 28, 2026, at 6:00p.m. at the Freeport Police Department 430 Brazosport Blvd. Council Chambers for considering the following agenda items:

Board of Adjustments

Nicole Mireles (Absent)
Margaret Bachman (Alt) On Board
Thomas Pearson (Absent)
Landis Adams (Absent)

Kenneth Hayes (Vice Chairman)
Con McCleester (Alt) on Board
Sammye Moore

Staff

Reggie Harris – Building Official (Absent)
Dr. Kelly – City Manager
Patti Foster – Inspector

Toby Cohen (IT)
Sondra Cortez – P/Z Coordinator

Visitors

Diane McCleester
Lenell Conerly

Margaret Mathews

This meeting was live streamed via YouTube Live and may be accessed on the City of Freeport Facebook page: <https://www.facebook.com/freeporttexas> or by visiting <https://www.youtube.com/@cityoffreeporttx8275/streams>.

CALL TO ORDER:

Vice Chairman Kenneth Hayes called the meeting to order at 6:00p.m., declared a quorum was present, and declared notices legally posted pursuant to Open Meetings Act.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by commission member Sammye Moore, followed by the Pledge of Allegiance.

CITIZEN'S COMMENTS

No citizen comments were made

BOARD OF ADJUSTMENTS REGULAR SESSION:

Consider and take possible action to approve the meeting minutes for April 23, 2026.

Motion to approve the meeting minutes for April 23, 2026, was made by Sammye Moore and seconded by Margaret Bachman. All in favor voted "AYE". Motion passes with a 4-0 vote.

Update only 411 Sailfish Drive, legal description Bridge Harbor Replat (A00051 Div 8 (BCIC) (Freeport) Lot Reserve PT A-Boat Basin (200X) Acres 11.189 Property ID # 193507.

City Manager Dr. Kelly indicated that PowerPoint presentation materials with photographic updates had been prepared for this item. However, given the absence of the Building Official from the meeting, the Board was advised that updates for 411 Sailfish Drive would be deferred to the next Board of Adjustments meeting, at which time the Building Official would be present to provide a comprehensive briefing.

Update only on 1222 W 10th, legal description Victory (Freeport) Blk 2 Lot 15 Property ID # 262438. Slab removal permit issued 3/11/2026. (90-day mark)

Update only on 122 W 7th, legal description Freeport Blk 39 Lot 1 Lot 2 (W/3) Property ID # 209280. Slab removal permit issued 3/11/2026. (90-day mark)

Margaret Mathews, owner and representative for properties 122 W. 7th and 1222 W 10th, brought forward significant updates regarding two properties currently under the Board's jurisdiction. Ms. Mathews informed the Board that she had met earlier that day with a representative from the Texas General Land Office, who confirmed that funds are available through a senior citizen program to demolish the concrete structures and haul off the debris at both properties. She explained that the program had previously been suspended due to a federal government funding disruption: FEMA, having been consolidated under Homeland Security during a government shutdown, had its funds temporarily halted. Ms. Mathews stated that her representative reinstated her enrollment in the program that same day, re-verified her identity and income documentation including a Social Security letter, and had her sign an authorization for the agency to access and remediate the property. Ms. Mathews indicated that she expected to be contacted the following Monday with a timeline for the work to proceed. Ms. Mathews presented the Board with a written document from the representative as supporting evidence and offered members the opportunity to photograph it for their records. Ms. Mathews also noted that the demolition permits for both properties were set to expire on June 11, 2026, and that she had been advised to appear before the Board that evening by staff. Additionally, Ms. Mathews conveyed her condolences regarding the passing of Building Official Harris' daughter, which had been announced at church the evening prior. Vice Chairman Kenneth Hayes asked how much additional time would be needed. Ms. Mathews, still present in the chamber, requested 90 days, noting the complexity of navigating federal processes and the involvement of multiple agencies. The Board concurred that a 90-day extension was appropriate given the circumstances.

Motion to authorize a 90-day extension of the demolition permits for both 1222 West 10th Street and 122 West 7th Street was made by Sammye Moore and seconded by Margaret Bachman. All in favor voted "AYE". Motion passes with a 4-0 vote.

Update only 322 S Ave I, legal description Velasco (Freeport) Blk 62 Lot 5-8 Property ID # 260050.

City Manager Dr. Kelly reported that the structures at 322 South Avenue I had been raised and removed by the property owner's family, and that the property was in the process of being cleaned up. Inspector Patti Foster also noted that two additional structures remain on the same plot. A citation has been issued to the property owner for those remaining structures; however, the matter has not yet been proceeded to court. Inspector Patti Foster explained that the process has moved slowly due to the structures being occupied, requiring additional consideration before further enforcement action can be taken. The Board acknowledged the update.

Update only 1302 W 9th St, legal description Victory (Freeport) Blk 1 lot 5 Property ID 262423.

City Manager Dr. Kelly provided a detailed update on 1302 West 9th Street, reporting that the property owner had been given 30 days to obtain the required permit for an ongoing remodel project. City Manager Dr. Kelly noted that all required documentation had been submitted to the Building Department with the exception of the engineer's drawing. Keith Stone, representing the property owner, had been in active contact with the Building Department and advised that the engineer's drawing was expected to be submitted sometime the following week. Mr. Stone also indicated his intent to attend a future Board meeting to provide a direct update and answer questions regarding the project's status. Vice Chairman Kenneth Hayes recognized that the 30-day deadline was approaching and that an extension was warranted given the near-complete status of the documentation. The Board agreed that an additional 30 days should be granted to allow time for the engineer's drawing to be received, reviewed, and a permit issued.

Motion to extend the permit deadline for 1302 West 9th Street by 30 days was made by Margaret Bachman and seconded by Con McCleester. All in favor voted "AYE". Motion passes with a 4-0 vote.

Update only 821 N Ave B including all accessory structures, legal description Velasco (Freeport) Blk 632 Lot 23-24 Property ID# 534256.

City Manager Dr. Kelly reported that the owner of 821 North Avenue B had raised and removed the structures on the property. No further action was required at this time.

Update only 522 W 8th St, legal description Freeport Blk 73 Lot 14 Property ID # 209540.

City Manager Dr. Kelly reported that the owners of 522 West 8th Street had been given 90 days to remove the structures as of May 28, 2026, and that no permit had

been pulled to date. Vice chairman Kenneth Hayes noted that he had personally driven by the property and observed that no remediation work had been initiated. Inspector Patti Foster mentioned that a party had inquired about a potential purchase of the property, which may affect the timeline. The Board acknowledged the update, and the matter will continue to be monitored.

OPEN PUBLIC HEARING

Discussion only 722 W 4th St, legal description Freeport Blk 95 Lot 14 Property ID# 209801. Modification to the order to tear down in 30 days.

Vice chairman Kenneth Hayes opened the public hearing at 6:10 p.m. on 722 West 4th Street. City Manager Dr. Kelly advised the Board that the property owners had requested a modification to April 23, 2026 order to demolish the structure within 30 days; however, no supporting documents had been submitted to the Building Department at the time of the meeting. City Manager Dr. Kelly further noted that, given the absence of the Building Official, it may be appropriate to table this item to the next Board meeting when a more complete review could be conducted.

Vice chairman Kenneth Hayes closed the public hearing at 6:11p.m., determined that an additional 30-day extension was warranted to allow the owners to compile and submit the necessary documentation.

Motion to grant an additional 30 days for 722 West 4th Street for the owners to submit the required documentation, including the engineer's drawing, was made by Sammye Moore and seconded by Con McCleester. Allin favor voted "AYE". Motin passes with a 4-0 vote.

OPEN PUBLIC HEARING

Discussion and determination to remove the accessory structure at 1519 W 6th, legal description Freeport blk 159 Lot 2 (E/2).

Vice chairman Kenneth Hayes opened the public hearing at 6:11 p.m. on the accessory structure at 1519 West 6th Street. City Manager Dr. Kelly presented the background, noting that the structure had been formally deemed a dangerous structure by the Building Official on 5/15/2026.. Although a building permit had been pulled by the owner on March 11, 2026 for removal of the structure, City Manager Dr. Kelly reported that very little work had been completed as of the meeting date. City Manager Dr. Kelly characterized the structure as an immediate threat to the surrounding neighborhood, citing the potential for imminent collapse, and photographic documentation was referenced to illustrate the dangerous conditions present. City Manager Dr Kelly's formal recommendation was for the structure to be torn down immediately due to the life safety hazard it posed.

Vice Chairman Kenneth Hayes closed the public hearing at 6:12 p.m. Chairperson Kenneth Hayes personally visited the site and observed the condition of the structure firsthand, Vice Chairman Kenneth Hayes expressed that the situation was a "disaster waiting to happen" and moved to take immediate action.

Motion to order the removal of the accessory structure at 1519 West 6th Street within 30 days due to an immediate life safety hazard was made by Vice

Chairman Kenneth Hayes and seconded by Sammye Moore. All in favor voted "AYE". Motion passes with a 4-0 vote.

OPEN PUBLIC HEARING

Discussion of the review of submitted applications for the Board of Adjustments and making recommendations to the City Council concerning the applicants.

Vice Chairman Kenneth Hayes opened the public hearing at 6:13 p.m. regarding submitted membership applications for the Board of Adjustments. City Manager Dr. Kelly advised the Board that several applications had been received and were included in the members' binders; however, City Manager Dr. Kelly noted that one application—that of Ms. Susan Landers—had been included in error, as Ms. Landers had indicated she did not wish to serve on the Board.

Vice Chairman Kenneth Hayes identified that there were two openings on the Board, noting that his own term was expiring and that another seat previously held by Margaret Bachman would also become vacant. The applications under active consideration were those of Vice Chairman Kenneth Hayes, Ms. Margaret Bachman (current Alternate), and Mr. Con McCleester (current Alternate), as well as Ms. Estrada, who had submitted an application but was not present at the meeting. City Manager Dr. Kelly confirmed that Ms. Estrada's application remained active and that she still wished to be considered.

Discussion ensued regarding the appropriate composition of the Board going forward. A Board member noted that if Ms. Bachman were elevated to a full member, the Board would need to advertise for additional alternates. City Manager Dr. Kelly confirmed that the Board could make a recommendation to City Council to move Ms. Bachman to a full-time member position and to continue advertising for alternates. Ms. Bachman, still present, asked directly whether she could be appointed as a full member, and was informed that her application made her eligible.

Motion to recommend to City Council that Con McCleester, Margaret Bachman, and Kenneth Hayes be appointed as full members of the Board of Adjustments, and to continue advertising for alternate positions, was made by Sammye Moore and seconded by Con McCleester. All in favor voted "AYE". Motion passes 4-0 vote.

Motion to recommend to City Council that Ms. Estrada be appointed as an alternate member of the Board of Adjustments was made by Margaret Bachman and seconded by Sammye Moore. All in favor voted "AYE". Motion passes 4-0 vote.

ADJOURNMENT

Motion to adjourn was made by Margaret Bachman and seconded by Con McCleester. All in favor voted "AYE". Motion passes with a 4-0 vote.

SONDRA CORTEZ

Sondra Cortez
P/Z Coordinator
City of Freeport



Kenneth Hayes
B/A Vice Chairman
City of Freeport

