



# PLANNING COMMISSION MEETING CITY OF BAY CITY

Thursday, March 26, 2026 at 4:30 PM  
COUNCIL CHAMBERS | 1901 5th Street

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## COUNCIL MEMBERS

**Chairman: Jessica Russell**

**Vice-Chair: Joshua Fortenberry**

**Commissioners: Erik Frankson, Marion Garcia, Zeinab Ghais, Bruce Krauskopf**

### Vision Statement

**We envision Bay City as a thriving, family-centered community where our citizens can live, work, worship, and play, while welcoming visitors to experience our beautiful environment and diverse culture.**

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## MINUTES

### CALL TO ORDER

The meeting was called to order at 4:30 PM by Commissioner Erik Frankson.

#### PRESENT:

Commissioner Erik Frankson

Commissioner Bruce Krauskopf

Commissioner Zeinab Ghais

Commissioner Marian Garcia

#### ABSENT:

Jessica Russell, Chair

Joshua Fortenberry, Vice Chair

### APPROVAL OF AGENDA

Motion made by Commissioner Zeinab Ghais to approve the agenda, seconded by Commissioner Bruce Krauskopf. Voting Yae: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

### PUBLIC HEARING

- 1. Property ~ THE PURPOSE OF THIS PUBLIC HEARING IS TO DETERMINE IF THE BUILDING(S) OR STRUCTURE(S) SITUATED ON THE PROPERTY REFERENCED BELOW COMPLIES WITH THE STANDARDS SET FORTH IN THE CITY OF BAY CITY MUNICIPAL CODE OF ORDINANCES, CHAPTER 22, ARTICLE IX – SUBSTANDARD BUILDINGS.**

**Property                    3308 NOLAN, BAY CITY, TX 77414**

**Address:**

**Legal                        PID 40932; MORTON-CORBETT A, BLK A, LT 41 (WHITSON**

**Description:            RESUB OF LT 7)**

**Property Owner:MANUEL CABRERA**

**Owner's Address:** 3498 STELLA DR., BROOKSHIRE, TX 77423  
**Condition:** Unoccupied building or structure that has more than 50% degradation of interior and exterior broken windows. Unfit for human habitation constitutes a public nuisance.

**Property Address:** 2203 NICHOLS, BAY CITY, TX 77414  
**Legal Description:** PID 41055; NICHOLS & NORVELL S70' LTS 1&2 SW 70X25' LT 3 BLK 14  
**Property Owner:** JOSE GUADALUPE RAFAEL & WANDA R RUIZ  
**Owner's Address:** 2203 NICHOLS RD, BAY CITY, TX 77414  
**Condition:** Unoccupied structure that has more than 50% degradation of exterior hole in the roof, unfit for human habitation constitutes a public nuisance.

**Property Address:** 3100 3<sup>RD</sup>, BAY CITY, TX, 77414  
**Legal Description:** PID: 48793; VAUGHN S/D  
**Property Owner:** VERNON & PATRICIA BRIDWELL  
**Owner's Address:** 3702 GALWAY LANE, HOUSTON, TX 77080-1608  
**Condition:** Unoccupied building or structure that has more than 50% degradation of interior and exterior, broken windows and door. Demolition required.

**Property Address:** 1709 MUSTANG, BAY CITY, TX 77414  
**Legal Description:** PID: 49221; YAEGER S/D SEC 1 BLK 2 LT 3 & 2  
**Property Owner:** BAY CITY BAPTIST CHURCH  
**Owner's Address:** 1818 MARGUERITE, BAY CITY, TX 77414  
**Condition:** Unoccupied building has damage to the exterior walls. Will need to repair.

**Property Address:** 2803 AVE F, BAY CITY, TX 77414

**Legal Description:** PID: 40718; MOORES 2N W90' LT 12 & NW25X90 LT 11 BLK 13  
**Property Owner:** HUERTA, RAYMOND III  
**Owner's Address:** 2409 HEDGE ROSE LANE, BAY CITY, TX 77414  
**Condition:** Unoccupied building or structure that has more than 50% degradation of interior and exterior. Unfit for habitation constitutes a public nuisance.

**Property Address:** 2921 LETULLE, BAY CITY, TX 77414  
**Legal Description:** PID: 43591; PARK EDITION BLK 8 LT 1  
**Property Owner:** EATON, MARK  
**Owner's Address:** 6311 CREEKBEND DR, HOUSTON, TX 77096  
**Condition:** Unoccupied building or structure that has more than 50% degradation of interior and exterior. Unfit for habitation constitutes a public nuisance.

**Property Address:** 1216-B AUSTIN, BAY CITY, TX 77414  
**Legal Description:** PID: 45940; SOUTH END S/D S 75'X124 LT 7  
**Property Owner:** MARTIN, CHARLES GLENN ETAL HEIR OF MARTIN WALTER & IRENE ESTATE  
**Owner's Address:** 23110 EARLMIST DR, SPRING, TX 77373  
**Condition:** Unoccupied building or structure that has more than 50% degradation of interior and exterior due to fire.. Unfit for habitation constitutes a public nuisance.

**Property Address:** 2926 JP DAVIS, BAY CITY, TX 77414  
**Legal Description:** PID: 40815; MOORES 2 BLK 22 LT 8-B (E/2 OF LOT 8) 1315 AUSTIN (REPLAT)  
**Property Owner:** AUSTIN, EARNEST  
**Owner's Address:** 2906 AVENUE E, BAY CITY, TX 77414

**Condition:**            **Unoccupied building or structure that has damage to the exterior walls, missing windows, and an attached garage that collapsed. Will need to be repaired.**

**Property Address:**            **1400 AVE M, BAY CITY, TX 77414**

**Legal Description:**            **PID: 25789; BCOTS BLK 182 LT 7**

**Property Owner:** **CYGNUS VENTURES & BUILDERS**

**Owner's Address:**            **906 SMOKEHORN TRAIL, RICHMOND, TX 77406**

**Condition:**            **Unoccupied building, substandard greater than 50% degradation of interior and exterior. Demolition required.**

Commissioner Frankson read the Public Hearing details. Patricia Bridwell, representing 3100 3<sup>rd</sup> Street, stated her husband went to the Building Department on September 24, 2025, and was told there was no engineer on staff. He needed to gut the building and rebuild, but needed to contract out the work. The engineer he hired from another company didn't stay with the company long. Her husband didn't get the name of the engineer, then passed away shortly after. Mrs. Bridwell just wanted to know the engineer's name.

Umar Kahn, representing 1400 Avenue M, stated he just acquired the property and has been cooperating with the City. He stated that, after a City review inspection, the structure still exceeds 50% degradation. He insisted the structure is repairable and requested time to take care of the repairs by a licensed professional instead of demolition.

Earnest Austin, representing 2926 Avenue C, stated after a storm he went to FEMA for assistance, but they wouldn't help him. The trailer roof is torn open, and the garage was damaged. He tore down two trailers and replaced them with another. He tore down the garage as it was in bad shape. He stated he plans to renovate the garage, it is used as storage. He also commented that he is willing to comply with the City.

Pastor Lee Watson, representing the property owned by Bay City Baptist Church located at 1709 Mustang, stated that a large tree was leaning on the shed. It would have been a danger if it fell, so they cut it down. Additionally, a large limb fell on the porch of the shed. They hired a man to tear down the porch and assumed everything was fine after. He stated he is willing to comply with the City but needs time to make the repairs.

There were no further public comments.

## **APPROVAL OF MINUTES**

- 2. Minutes of the Meeting of January 29, 2026.**

Motion made by Commissioner Krauskopf to approve the meeting minutes of January 29, 2026. Seconded by Commissioner Garcia. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

### **REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL**

- 3. Discuss, consider, and/or take action to declare the building on the property located at 3308 Nolan, Bay City, TX 77414, and further described below, as a substandard building and whether to issue an order that the building be vacated, secured, repaired, removed, or demolished by the owner within a reasonable time in accordance with the City of Bay City Municipal Code of Ordinances.**

Property Address: 3308 NOLAN, BAY CITY, TX 77414  
Legal Description: PID: 40932; MORTON-CORBETT A BLK A LT A41 (WHITSON RESUB OF LT 7)  
Property Owner: MANUEL CABRERA  
Owner's Address: 3498 STELLA DR, BROOKSHIRE, TX 77406  
Condition: Unoccupied building or structure that has more than 50% degradation of exterior walls, inadequate to prevent unauthorized entry or use. Unfit for habitation and constitutes a public nuisance.

Sheryl Smith, Code Compliance Officer, reviewed the conditions of the property and said that a notice of violation was sent to the property owner, it was returned. There has been no contact. Code Compliance Officer, Kera Landry stated they had been trying to contact the owner for between two and three years with no success. Ms. Smith recommended the structure be demolished.

Commissioner Ghais made a motion to demolish the structure, seconded by Commissioner Krauskopf. Voting yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

- 4. Discuss, consider, and/or take action to declare the building on the property located at 2203 Nichols, Bay City, TX 77414, and further described below, as a substandard building and whether to issue an order that the building be vacated, secured, repaired, removed, or demolished by the owner within a reasonable time in accordance with the City of Bay City Municipal Code of Ordinances.**

Property Address: 2203 NICHOLS, BAY CITY, TX 77414  
Legal Description: PID: 41055; NICHOLS & NORVELL S70' LTS 1 & 2 + SW70X25 LT 3 BLK 4  
Property Owner: JOSE GUADALUPE RAFAEL RUIZ & WANDA R  
Owner's Address: 2203 NICHOLS, BAY CITY, TX 77414

Condition: Unoccupied building or structure that has more than 50% degradation of exterior walls, inadequate to prevent unauthorized entry or use. Unfit for habitation and constitutes a public nuisance.

Sheryl Smith, Code Compliance Officer, reviewed the conditions of the property. The owner was sent a notice to repair, but the only change was a tarp was placed over the hole in the roof. She recommended giving the owner 30 days to make repairs. If he fails to comply, then bring him back to a future planning commission meeting for further review.

Commissioner Ghais made a motion to give the owner 30 days to repair any damages. Seconded by Commissioner Krauskopf. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

- 5. Discuss, consider, and/or take action to declare the building on the property located at 3100 3<sup>rd</sup> Street, Bay City, TX 77414, and further described below, as a substandard building and whether to issue an order that the building be vacated, secured, repaired, removed, or demolished by the owner within a reasonable time in accordance with the City of Bay City Municipal Code of Ordinances.**

Property Address: 3100 3<sup>RD</sup> , BAY CITY, TX 77414  
Legal Description: PID: 48793, VAUGHN S/D, LT 1  
Property Owner: VERNON AND PATRICIA C BIRDWELL  
Owner's Address: 3702 GALWAY LANE, HOUSTON, TX 77080  
Condition: Unoccupied building or structure that has more than 50% degradation of exterior walls, inadequate to prevent unauthorized entry or use. Unfit for habitation and constitutes a public nuisance.

Sheryl Smith, Code Compliance Officer, reviewed the conditions of the property and stated the owner is behind on property taxes by \$22,960.15. The owner was notified. No permits were pulled, and they received no stamped plans from an engineer. Assistant Public Works Director, Krystal Mason, spoke with Mrs. Bridwell in January 2026. She stated that Mr. Bridwell submitted to a plan reviewer, but the plan reviewer is no longer with the company. Mrs. Mason made Mrs. Bridwell aware that stamped engineer plans are required and made her aware of everything else that is required of her to move forward.

Commissioner Frankson made a motion to give the owner 30 days to resubmit stamped and approved plans. Seconded by Commissioner Garcia. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

- 6. Discuss, consider, and/or take action to declare the building on the property located at 1709 Mustang, Bay City, TX 77414, and further described below, as a substandard building and whether to issue an order that the building be vacated, secured, repaired, removed, or demolished by the owner within a reasonable time in accordance with the City of Bay City Municipal Code of Ordinances.**

Property Address: 1709 MUSTANG, BAY CITY, TX 77414  
Legal Description: PID: 4921; YEAGER S/D SEC 1 BLK 2 LT 2 (N-10)  
Property Owner: BAY CITY BAPTIST CHURCH  
Owner's Address: 1818 MARGUERITE, BAY CITY, TX 77414  
Condition: Unoccupied building or structure that has more than 50% degradation of exterior walls, inadequate to prevent unauthorized entry or use. Unfit for habitation and constitutes a public nuisance.

Sheryl Smith, Code Compliance Officer, reviewed the condition of the property.

Commissioner Ghais made a motion to allow the owner 60 days to make all necessary repairs to the shed, to be approved by the City. Seconded by Commissioner Krauskopf. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

- 7. Discuss, consider, and/or take action to declare the building on the property located at 2803 Ave F, Bay City, TX 77414, and further described below, as a substandard building and whether to issue an order that the building be vacated, secured, repaired, removed, or demolished by the owner within a reasonable time in accordance with the City of Bay City Municipal Code of Ordinances.**

Property Address: 2803 AVE F, BAY CITY, TX 77414  
Legal Description: PID 40718; MOORES 2<sup>ND</sup>, W90' LT 12 & NW25X90' LT 11 BLK 13  
Property Owner: RAYMOND HUERTA III  
Owner's Address: 2409 HEDGE ROSE LANE, BAY CITY, TX 77414  
Condition: Unoccupied building or structure or any portion thereof, is manifestly unsanitary and unfit for human habitation, hazard to the public health, safety and welfare for the purpose for which it would be used, inadequate to prevent unauthorized entry or use. Unfit for habitation and constitutes a public nuisance.

Kera Landry, Code Compliance Officer, reviewed the conditions of the property. She stated Mr. Huerta acquired the property in the divorce and does not respond to mail or phone calls. Ms. Landry recommended the property be demolished.

Motion made by Commissioner Ghais to demolish the entire building. Seconded by Commissioner Krauskopf. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

- 8. Discuss, consider, and/or take action to declare the building on the property located at 2921 LeTulle, Bay City, TX 77414, and further described below, as a substandard building and whether to issue an order that the building be vacated, secured, repaired, removed, or demolished by the owner within a reasonable time**

**in accordance with the City of Bay City Municipal Code of Ordinances.**

Property            2921 LETULLE, BAY CITY, TX 77414  
Address:  
Legal                PID 43591: BLK 8 LT 1  
Description:  
Property Owner: MARK EATON  
Owner's            6311 CREEKBEND DR, HOUSTON, TX 77096  
Address:  
Unoccupied building or structure that has more than 50% degradation of exterior walls and roof, inadequate to prevent unauthorized entry or use. Unfit for human habitation and constitutes a public nuisance.

Kera Landry, Code Compliance Officer, reviewed the condition of the property and stated that over the years, the percentage of degradation continues to increase. She also commented it is a dumping ground for junk vehicles. The City has taken over mowing. They are not responding to any communication. She recommended demolition.

Motion made by Commissioner Ghais to demolish the structure. Seconded by Commissioner Garcia. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

9. **Discuss, consider, and/or take action to declare the building on the property located at 1216-B Austin St, Bay City, TX 77414, and further described below, as a substandard building and whether to issue an order that the building be vacated, secured, repaired, removed, or demolished by the owner within a reasonable time in accordance with the City of Bay City Municipal Code of Ordinances.**

Property            1216-B AUSTIN ST, BAY CITY, TX 77414  
Address:  
Legal                PID 45940; AB 0269, SOUTH END S/D S 75'X124 LT 7  
Description:  
Property Owner: CHARLES GLENN MARTIN ELTAL  
Owner's            23110 EARLMIST DR, SPRING, TX 77373  
Address:  
Condition:            Unoccupied building or structure, or any portion thereof, is manifestly unsanitary and unfit for human habitation, hazard to the public health, safety and welfare for the purpose for which it would be used, inadequate to prevent unauthorized entry, place for vagrants, and constitutes a public nuisance.

Kera Landry, Code Compliance Officer, reviewed the condition of the property. She stated the property had a fire in which the property owner died. She has spoken with multiple heirs but none have provided legal owner documentation and now there is no further contact. The property is not salvageable and she recommended demolition.

Commissioner Krauskopf made a motion to demolish the property. Seconded by Commissioner Garcia. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

10. **Discuss, consider, and/or take action to declare the building on the property located at 2926 JP Davis, Bay City, TX 77414, and further described below, as a substandard building and whether to issue an order that the building be vacated, secured, repaired, removed, or demolished by the owner within a reasonable time in accordance with the City of Bay City Municipal Code of Ordinances.**

Property Address: 2926 JP DAVIS, BAY CITY, TX 77414  
Legal Description: PID 40815; MOORES 2<sup>ND</sup>, BLK 22 LT 8-B (E/2 OF LT 8) 1315  
Property Owner: EARNEST AUSTIN  
Owner's Address: 2906 AVE E, BAY CITY, TX 77414  
Condition: Unoccupied building or structure that has more than 50% degradation of exterior walls, inadequate to prevent unauthorized entry or use. Unfit for habitation and constitutes a public nuisance.

Kera Landry, Code Compliance Officer, reviewed the details of the property. She stated she has been working with Mr. Austin on a few properties and that he is complying with the City. There is still a lot of debris to clean up from a garage demolition. She stated a permit has already been pulled and work is going slow, but going, and he is in constant communication with the City. Ms. Landry recommended giving Mr. Austin 30 days to show progress on cleaning up the debris, then start working on the repairs to the structure.

Commissioner Ghais made a motion to give the owner 30 days to begin work acceptable to the City. Seconded by Commissioner Garcia. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

11. **Discuss, consider, and/or take action to declare the building on the property located at 1400 Ave M, Bay City, TX 77414, and further described below, as a substandard building and whether to issue an order that the building be vacated, secured, repaired, removed, or demolished by the owner within a reasonable time in accordance with the City of Bay City Municipal Code of Ordinances.**

Property Address: 1400 AVE M, BAY CITY, TX 77414  
Legal Description: PID: 25789; BCOTS, BLK 182, LT 7  
Property Owner: CYGNUS VENTURES & BUILDERS, LLC  
Owner's Address: 906 SMOKEHORN TRAIL, BAY CITY, TX 77414  
Condition: Unoccupied building or structure that has more than 50% degradation of exterior walls, inadequate to prevent unauthorized entry or use. Unfit for habitation and constitutes a public nuisance.

Leigh Brown, Code Compliance Officer, reviewed the condition of the property. The owner, Umar Kahn, stated the property was under demolition order before he purchased the property and was never notified upon purchase. He attended a Planning Commission meeting and asked for an opportunity to do

repairs. The City required an inspection report, which was later provided and showed the inspection failed. It was shown to be irreparable, floor to ceiling, over 75% degradation, and support demolition. Public Works Director, Krystal Mason, gave a brief overview of the demolition qualifications in the Code of Ordinances.

Commissioner Krauskopf made a motion to demolish the front structure on the property. Seconded by Commissioner Ghais. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

### ITEMS/COMMENTS FROM BOARD MEMBERS

The board discussed other properties around the city in disrepair.

### PUBLIC COMMENTS

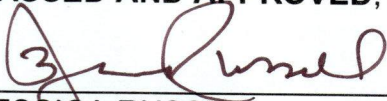
There were no public comments.

### ADJOURNMENT


Motion made by Commissioner Ghais to adjourn, seconded by Commissioner Krauskopf. Voting Yea: Commissioner Frankson, Commissioner Krauskopf, Commissioner Ghais, and Commissioner Garcia. Motion carried.

The meeting adjourned at 5:59 PM.

**PASSED AND APPROVED**, this 28 day of may 2020.



JESSICA RUSSELL  
CHAIRMAN



~~JEANNA THOMPSON~~  
Deputy CITY SECRETARY  
Angela Hadash

