

ABIGAIL'S CARE SERVICES

Letter of Intent for Use of Commercial Space

7924 Broadway St, Suite 102 – Pearland, Texas 77581

Approx. 1,800 Sq Ft

Date: March 2, 2026

To:

City of Pearland

Planning & Development / Permitting Department

3519 Liberty Drive

Pearland, TX 77581

Subject: Intent to Occupy and Operate at 7924 Broadway St, Suite 102 (Approx. 1,800 Sq Ft)

I, Crystal Duncan, Owner and Compliance Director of Abigail's Care Services and Adult Activity Center, submit this Letter of Intent to formally notify the City of Pearland of our agency's plan to occupy and operate within Suite 102, approximately 1,800 square feet, located at 7924 Broadway St, Pearland, Texas.

Abigail's Care Services is a licensed HCS Provider Agency and Adult Activity Center serving adults with intellectual and developmental disabilities (IDD). The agency is relocating from:

3030 Cullen Parkway, Suite 103

Pearland, TX 77584

to accommodate increased program capacity and operational needs.

Description of Proposed Use

Suite 102 is approximately 1,800 sq ft and is already built out in a manner suitable for DAHS-aligned operations, including:

- Day habilitation and structured skills development
- Health-related services permitted under DAHS guidelines

- IDD-focused programming and supervision
- Administrative and compliance functions for HCS services

The existing layout includes activity rooms, office space, ADA-compliant restrooms, and accessibility features consistent with adult day program requirements. No major construction or structural modifications are planned. Only minor interior adjustments may be made if required for HCS/DAHS compliance.

Operational Overview

Abigail's Care Services provides:

- Person-centered day habilitation
- Community integration and life-skills training
- Health-related supports within DAHS scope
- Structured programming for adults with IDD

All operations will comply with the Texas Administrative Code, HHSC regulations, and City of Pearland ordinances. The relocation will support expanded service capacity, improved accessibility, and continued high-quality programming for Pearland residents.

Request for City Review

We respectfully request:

- Confirmation that the intended use of Suite 102 (approx. 1,800 sq ft) aligns with zoning and occupancy requirements
- Review and approval of any required permits or documentation
- Verification that the existing build-out meets city standards for DAHS-type operations
- Guidance on any additional steps needed for full compliance

Abigail's Care Services is committed to maintaining full regulatory compliance and ensuring safe, appropriate use of the facility.

Statement of Intent

This Letter of Intent is provided for municipal review and is not a binding contract. It outlines the proposed use of the premises to support the City of Pearland's permitting and approval process.

Respectfully submitted,

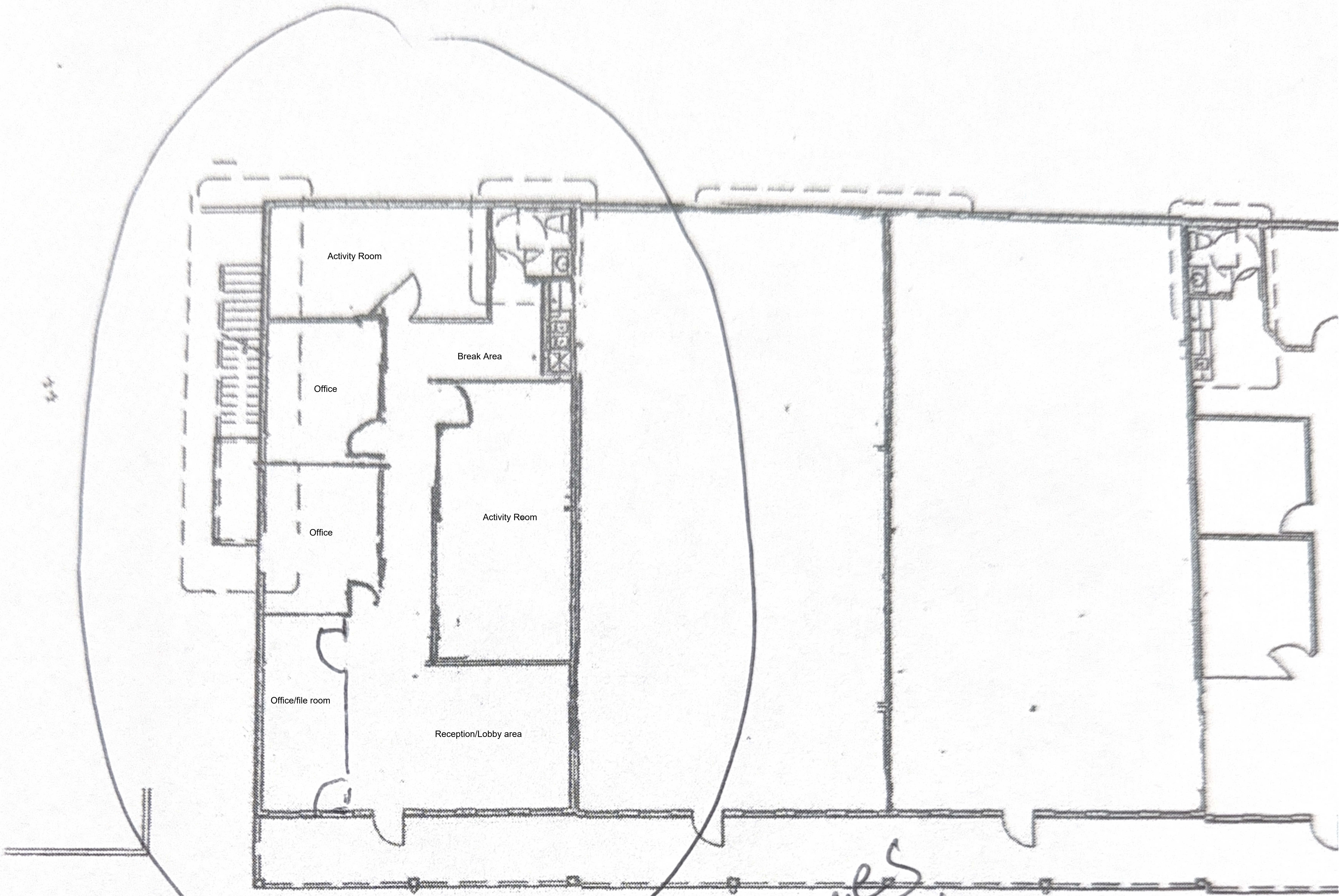
Crystal Duncan

Owner & Compliance Director

Abigail's Care Services

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Email: cdduncan77@gmail.com



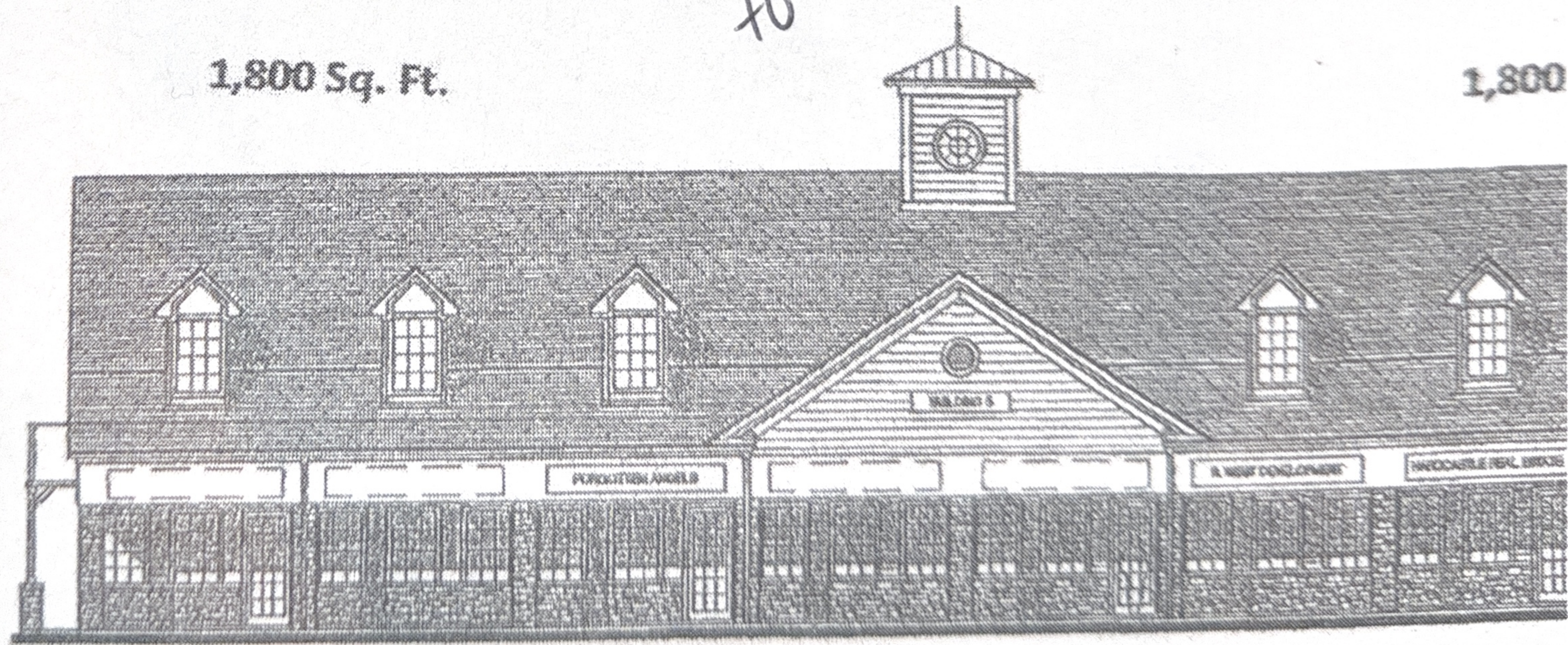
7924 Broadway, #102
 Pearland, TX 77581

1,800 Sq. Ft.

*No changes
 to layout*

7924 Broa
 Pearland,

1,800



FRONT ELEVATION