



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, OCTOBER 22, 2020 - 7:00 PM**

Minutes

MINUTES OF A FRIENDSWOOD REGULAR MEETING HELD AT 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS, FRIENDSWOOD CITY HALL, COUNCIL CHAMBERS

STATE OF TEXAS
CITY OF FRIENDSWOOD
COUNTIES OF GALVESTON/HARRIS
OCTOBER 22, 2020

1. Call to order

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, OCTOBER 22, 2020, AT 07:00 PM 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN JOE MATRANGA
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER BRETT BANFIELD
COMMISSIONER TOM HINCKLEY
COMMISSIONER LISA LUNDQUIST
COMMISSIONER RICHARD CLARK - VIA VIDEO
COUNCIL LIAISON TRISH HANKS
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
DEVELOPMENT COORDINATOR BECKY BENNETT

COMMISSIONER MARCUS PERRY, CITY ATTORNEY FISCHER, AND COUNCIL LIAISON GRIFFON WERE ABSENT FROM THE MEETING.

2. Communication from the public/committee liaisons

(To comply with provisions of the Open Meetings Act, the Commission may not deliberate on subjects discussed under this agenda item. However, the Commission may direct such subjects be placed on a later regular Commission agenda for discussion and/or possible action)

None.

3. Discussion Items

The commissioners and the corporation members introduced themselves. McGinnis called the Friendswood Downtown Economic Development Corporation (FDEDC) meeting to order.

Harbin explained with staff changes, she and Steven Rhea, the Assistant City Manager, would be the staff liaisons for FDEDC. Harbin explained City Council adopted a Downtown Improvement Plan in 2018 which includes landscape architecture. She said items of note were sidewalks and lighting. She explained with TxDOT installing and improving sidewalks in the Downtown District, their design would conflict with the current design in the city's Design Criteria Manual (DCM). Harbin said there previously was an option for the TxDOT version in the DCM and asked whether to allow both options again. The TxDOT version is a 6-foot concrete sidewalk with 1-foot of brick pavers on each side. The current city requirement is 8-foot brick pavers.

Sasson suggested removing the current version and replacing it with the TxDOT version. Lundquist, Banfield, and Hinckley said to allow both options.

Lundquist asked how the sidewalks would impact the Friends Church trees. Rhea answered that TxDOT was looking at alternate installations such as a raised walkway.

Sasson explained to FDEDC that the Commission has an Ordinance Subcommittee staffed by Bennett and chaired by Sasson. He asked for an official recommendation from FDEDC regarding the sidewalks to begin an ordinance change. Harbin said allowing both sidewalk versions would also prevent the existing 8-foot brick paved areas from becoming non-conforming.

Harbin said the second topic for discussion was lighting in the Downtown District. She said FDEDC has an opportunity to piggyback the TxDOT contractors to install electrical conduit during the sidewalk construction. She said TxDOT added the conduit to their plan set and absorbed the design costs. She said the concrete pads and foundations for the light poles would be paid for by FDEDC. Harbin said after the TxDOT sidewalk project is complete, FDEDC can then pull the electrical wire through that conduit and put in the new light poles.

Harbin said part of the Downtown Improvement Plan includes a lighting plan by Gandy that identifies the locations and spacing for the poles. She said the TxDOT construction plans for the sidewalks show the light locations. She said the city will be working out easements with property owners, where necessary.

Paul Marx asked if developers working on new projects should postpone installing lights since they do not follow the Gandy lighting plan. Harbin answered that staff can address the lighting during plan review, for now. She stated the new lighting could be incorporated into the Design Criteria Manual.

Harbin stated forty-seven pedestrian lights have been installed on fifteen tracts, two of which are city properties. Ron Cox said the Gandy lighting plan calls for specific poles and fixtures that are different than the lights already installed in the Downtown District. Sasson asked why not match the plan to what is already mandated in the city's Design Criteria Manual. McGinnis explained the lighting consultant suggested the new theme to set the Downtown District apart. He said the proposed lighting is more upscale. Banfield commented it is usually best to take the consultant's advice.

Ron Cox said the city will be paying the electric bill and FDEDC will be paying for the poles and replacements. He questioned what to do with the existing 47 poles. Matranga commented he thinks it would be easy to convince owners to abandon lights if the city will pay the bill and FDEDC will pay for the light.

Banfield suggested removing the lighting requirements from the DCM since the city is heading towards an all public lighting system. He said to put a moratorium on light installation for developments in progress. Cox asked what recommendation for the lights the Commission needs. Harbin said the recommendation should be to remove the requirement to install two lights per lot from the DCM. She also asked for a phasing plan for when lights will be installed and which areas of the Downtown will be first.

4. Consideration and possible action regarding future Planning and Zoning Commission meeting dates

- A. Thursday, November 12, 2020 - Regular Meeting
Thursday, November 26, 2020 - No Meeting; City Holiday

5. Communications

- A. From Commissioners - suggestions for future agenda items, general comments and/or updates from liaison assignments

Matranga said the Commission usually holds a December workshop but he wants to make sure everyone is comfortable with meeting in person. Matranga said he would also like to implement "back-up" commissioners for liaison assignments.

- B. From Planning Subcommittee – update on tasks
None.

- C. From Ordinance Subcommittee – update on tasks
None.

- D. From City Council Liaison, Robert Griffon - general comments and communication from City Council

Council liaison Hanks thanked FDEDC and the Commission for all the work both groups are doing. She said she is impressed the Commission has liaison assignments in addition to meeting twice a month. Hanks mentioned elections are coming up.

- E. From Staff - GIS Hub on Web Site, commercial and residential project updates, City Council action and ordinance updates

Harbin announced the city has a new GIS page that includes subject maps. She said the site will continue to build with new maps and information.

6. Adjournment

This meeting was adjourned at 08:39 PM.