



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, JANUARY 14, 2021 - 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
JANUARY 14, 2021

1. Call to order

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING
COMMISSION THAT WAS HELD ON THURSDAY, JANUARY 14, 2021, AT 07:02 PM 910 S.
FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN JOE MATRANGA
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER TRAVIS MANN
COMMISSIONER TOM HINCKLEY
COMMISSIONER RICHARD CLARK - VIA VIDEO
COMMISSIONER LISA LUNDQUIST
COUNCIL LIAISON ROBERT GRIFFON
CITY ATTORNEY MARY KAY FISCHER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
DEVELOPMENT COORDINATOR BECKY BENNETT
COMMISSIONER MARCUS PERRY WAS ABSENT FROM THE MEETING.

2. Action Items

According to the Planning and Zoning Rules of Procedure (R2019-15), all action of the Commission shall be made by an affirmative vote of four (4) or more members of the Commission present at such Commission meetings.

- A. Oath of Office: Aubrey Harbin, Notary Public, will administer the Oath of Office for one new Commissioner, Travis Mann

Harbin provided the Oath of Office for Commissioner Mann.

3. 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.

4. Public Hearing

- A. To receive comments both oral and written regarding:

Proposed amendments to Appendix C Zoning Ordinance to require less dense residential uses in higher dense residential districts to still meet the district regulations of the less dense district by amending "Section 7. B. (R-2 and R-3) MFR-L, residential, general purpose and description," "Section 7.C.(R-4) MFR-M, residential, general purpose and description," and "Section 7.D.(R-5) MFR-H, residential, general purpose and description;" and to amend "Section 7.P.6. Permitted Use Table" to allow less dense residential uses in higher dense residential districts by defining Residential Uses in the table

Bennett stated the Ordinance Subcommittee discussed allowing less dense residential uses in higher density zoning districts. She said an example would be to permit a single family home in a multi-family district as opposed to a duplex. Bennett explained the zoning ordinance was updated several years ago and removed residential uses from the Permitted Use Table (PUT) because they were explained in another section. She said by removing residential uses from the PUT, staff inadvertently removed the ability for single family in multi family districts.

- B. Proposed amendments to Appendix C Zoning Ordinance Section 7.Q.2. "Residential Regulation Matrix" to amend sub note F to allow lots in existence that are zoned Single Family Residential and are less than 90 feet wide to continue with the setbacks that were established when the lot was platted or created

Bennett said the Ordinance Subcommittee discussed amending the zoning ordinance to allow destroyed homes on lots less than 90-feet wide to build back with their previous setback. She explained older subdivisions such as Wedgewood Village and Forest Bend were annexed into the city with 5-foot side yards on lots much smaller than 90-feet wide. She further stated that when these homes are flooded or burn they must then build back with the current city setbacks which are designed for 90-feet lots and it creates a hardship. Bennett said the Zoning Board of Adjustment had heard four cases in five years for such scenarios which triggered staff to research changing the ordinance.

5. Consent Agenda

These items are considered routine or ministerial in nature and will be enacted with one motion. There will be no separate discussion of items unless a commissioner so requests in which case the item would be removed from the consent agenda and considered separately.

****Commissioner Lisa Lundquist moved to approve Consent Agenda. Seconded by Commissioner Tom Hinckley. The motion was approved unanimously.**

- A. Approval of the minutes of the special meeting held Thursday, December 3, 2020
- B. Approval of the minutes of the regular meeting held Thursday, December 10, 2020
- C. Friends Heights Final Plat

6. Consideration and Possible Actions

- A. Consideration and possible action regarding a recommendation for the proposed amendments to Appendix C Zoning Ordinance to require less dense residential uses in higher dense residential districts to still meet the district regulations of the less dense district by amending "Section 7. B. (R-2 and R-3) MFR-L, residential, general purpose and description," "Section 7.C.(R-4) MFR-M, residential, general purpose and description," and "Section 7.D.(R-5) MFR-H, residential, general purpose and description;" and to amend "Section 7.P.6. Permitted Use Table" to allow less dense residential uses in higher dense residential districts by defining Residential Uses in the table

**Commissioner Lisa Lundquist moved to approve Consideration and possible action regarding a recommendation for the proposed amendments to Appendix C Zoning Ordinance to require less dense residential uses in higher dense residential districts to still meet the district regulations of the less dense district by amending "Section 7. B. (R-2 and R-3) MFR-L, residential, general purpose and description," "Section 7.C.(R-4) MFR-M, residential, general purpose and description," and "Section 7.D.(R-5) MFR-H, residential, general purpose and description;" and to amend "Section 7.P.6. Permitted Use Table" to allow less dense residential uses in higher dense residential districts by defining Residential Uses in the table. Seconded by Vice-Chairman Richard Sasson. The motion was approved unanimously.

Bennett added to her previous comments that if a single family home is built in a multi-family district, the development must comply with the regulations of Single Family Residential (SFR) zoning. She explained that a new home would not be allowed to use the setbacks and lot coverage afforded to multi-family districts.

Lundquist thanked staff for looking out for the citizens and making proactive ordinance changes.

Matranga asked if single family would be allowed in medium or high density districts. Bennett said there was not any applicable land that such a need would arise.

- B. Consideration and possible action regarding a recommendation for the proposed amendments to Appendix C Zoning Ordinance Section 7.Q.2. "Residential Regulation Matrix" to amend sub note F to allow lots in existence that are zoned Single Family Residential and are less than 90 feet wide to continue with the setbacks that were established when the lot was platted or created

**Commissioner Tom Hinckley moved to approve Consideration and possible action regarding a recommendation for the proposed amendments to Appendix C Zoning Ordinance Section 7.Q.2. "Residential Regulation Matrix" to amend sub note F to allow lots in existence that are zoned Single Family Residential and are less than 90 feet wide to continue with the setbacks that were established when the lot was platted or created . Seconded by Commissioner Lisa Lundquist. The motion was approved unanimously.

Hinckley said he is the Zoning Board of Adjustment (ZBOA) liaison and has heard cases where the homeowner just wants to rebuild their home the way it was before a disaster.

Lundquist said these are exactly the type of situations that warrant an ordinance change.

Clark said these cases are time consuming and take more effort for homeowners and the ZBOA. Matranga asked how many of the cases ZBOA approved to which Bennett answered all of them.

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

- A. Regular Meeting - Thursday, January 28, 2021
Regular Meeting - Thursday, February 11, 2021

8. Communications

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

Sasson said he attended two meetings for Galveston County Consolidated Drainage District where they approved several upcoming projects. He said GCCDD also adopted new design requirements such as Atlas 14. Sasson said he attended the City Council meeting where ZBOA Chairman Phil Ratisseau delivered the annual report. Sasson also mentioned the city revenue bonds sold low and the city also completed the purchase of the Food Lion building.

Matranga said he is working on the retreat action items and then will distribute for the next meeting. He welcomed new commissioner, Travis Mann.

- B. From Planning Subcommittee – update on tasks
- C. From Ordinance Subcommittee – update on tasks
- D. From City Council Liaison, Robert Griffon - general comments and communication from City Council

Councilman Griffon said GCCDD and the city have both updated their drainage requirements recently. He spoke about the revenue bonds and the projects it would cover.

E. From Staff - December DRC Report, commercial and residential project updates, City Council action and ordinance updates

Harbin said she presented a brief update to City Council regarding the Comprehensive Plan at their last meeting. She said Taylor Morrison had completed the license agreement with the City for the construction of Friendswood Lakes Boulevard.

Bennett said the Ordinance Subcommittee would start meeting regularly again to work on their "to do" list.

9. Adjournment

This meeting was adjourned at 07:32 PM.