



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, FEBRUARY 25, 2021 - 7:00 PM**

Minutes

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

DRAFT

STATE OF TEXAS
CITY OF FRIENDSWOOD
COUNTIES OF GALVESTON/HARRIS
FEBRUARY 25, 2021

1. Call to order

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, FEBRUARY 25, 2021, AT 07:04 PM 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

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

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. Consent Agenda

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

A. Minutes for the regular meeting held Thursday, February 11, 2021

4. Discussion Items

- A. Consideration and possible action regarding proposed updates to the Future Land Use Map (2008) and the process and timeline to receive input from the public and city boards and committees, including City Council, regarding the updates

Harbin said the Planning Subcommittee has been working on the Future Land Use Map and created a timeline to adopt a new map by the end of the year. She explained they would like to start the discussion and get some input from the rest of the Commission. She said the last map was adopted in 2008 and with the upcoming Comprehensive Plan, they need to establish how to review and update the map in the future. Harbin explained they changed the color scheme to be consistent with the American Planning Association. She said they also added a note that the map zoning categories is not the zoning on the ground.

Perry said there are eleven major changes being presented with six items needing input from the rest of the Commission. He said they changed the panhandle area to be zoned appropriately with a retail corridor. Harbin said this map should be used as a guide to make zone change decisions. She said the 2008 discussions had "special study" areas because the commission was unsure what they wanted at that time. Sasson asked if the Timber Creek Golf Course would be retained for park or open space should the land become available. Harbin said that area should probably be shown as industrial and that the subcommittee will discuss.

Perry said the subcommittee discussed trying to keep an 80% residential / 20% commercial ratio and not exceed a 50,000 population. Sasson asked if staying under 50,000 residents is doable. Harbin said the current buildout estimate is around 56,000-57,000 residents but staff will know more once the 2020 Census is published. She said she would like to do a detailed study of the city to remove detention ponds, etc. from the map calculations.

- B. Consideration and possible action regarding proposed amendments to Appendix B, Subdivision Ordinance, in its entirety to update in accordance to HB 3167 as well as incorporate some additional administrative requirements

Bennett said the subcommittee had been working on a rewrite of the Subdivision Ordinance. She said the purpose was to incorporate state law changes from House Bill 3167, make it more comprehensive, and easier to use. She explained House Bill 3167 requires all plats to be processed within 30 days and give detailed reasons for denial. Bennett stated the Planning Department currently follows those procedures so no changes are necessary in protocol, just on paper.

Bennett said another change the state made is to require property owner notices following a replat approval. She said the current ordinance requires property owner notices prior to replat approval. Lundquist said she would like to continue with courtesy notices so the public is informed. Sasson explained the subcommittee discussed the same thing but, in the end, did not want to provide the public with false hope that they could protest a replat. Bennett followed up by saying the Commission cannot deny a plat if it meets all legal requirements.

- C. Discussion regarding proposed amendments to Appendix C, Zoning Ordinance, Section 8.1.2(f) Preserving Trees; Historical Significance

Bennett said the subcommittee is researching tree mitigation ordinances and find parts of League City and Pearland's ordinances favorable. She said the work is very preliminary but wanted to give an update since trees are a hot topic with the public right now.

Sasson explained League City requires caliper inch for inch replacement for trees up to 18" replaced on site. He said larger trees and trees replaced offsite require larger caliper replacements. Sasson stated League City also gives credit for the removal of invasive trees. He said Pearland also requires larger caliper replacement at a higher percentage of calipers. Sasson said both cities have a flat rate per caliper inch should payment be made in lieu of planting trees.

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

- A. Regular Meeting - Thursday, March 11, 2021
Regular Meeting - Thursday, March 25, 2021

6. Communications

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

Lundquist said Keep Friendswood Beautiful is looking at several grants. She said Adopt-a-Highway is this weekend. Lundquist announced the Fairy Trail is getting lots of notice including a mention by Trip Advisor. She said KFB is promoting Community Education by offering fairy home building class, snake identification class, pollinator class, and children's gardening.

Sasson said the Galveston County Consolidated Drainage District audit report shows they are in good shape. He said the Avalon at Friendswood Section 1 drainage plan was tabled at their last meeting. Sasson announced GCCDD raised the cost of regional detention to one dollar per square foot.

Matranga said he is finalizing the Commission's 2021 Priority List. He said Monday, March 1st, he would be presenting the Planning and Zoning Commission annual report to City Council.

- 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

Griffon said the Mayor issued an emergency proclamation for the Winter Storm in February. He announced Mayor Mike Foreman, Councilwoman Trish Hanks, and Councilman Steve Rockey were all unopposed and will continue to serve on City Council.

- E. From Staff - commercial and residential project updates, City Council action and ordinance updates
Upcoming Virtual Training Opportunities
April 14-16, 2021 - University of Texas Land Use Conference
March 4, 2021; 9am to Noon - City Hall Essentials Land Use Fundamentals Workshop

Harbin said 501 S. Friendswood Drive was approved at the last meeting and the next day the property owner finally sat down with senior staff to discuss options for saving the large oak trees. She said the options would be discussed in Executive Session on Monday.

She said the City Hall Essentials session was rescheduled for March 4th. She explained the presenters are a good group of attorneys that are practical and easy to understand. She said the session would be held virtually. Harbin said the UT Land Use Conference in April would also be held virtually and encouraged the commissioners to attend the fundamentals sessions.

Harbin explained that she is the Director of the Community Development Department, and that CDD is the department that handles damage assessments after an incident. She said during the course of the Winter Storm, the city's GIS Coordinator built a self report app for residents to report damage. She stated calls were diverted into the Emergency Operation Center to assist 911. Harbin said around 312 homes had been damaged with 184 homes needing debris pick up. She mentioned pickup begins Monday. Harbin said City Council is also considering an ordinance to waive fees for storm permitting for six months.

7. Adjournment

This meeting was adjourned at 09:02 PM.