



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, JULY 8, 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
JULY 8, 2021

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, JULY 8, 2021, AT 07:00 PM 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN JOSEPH MATRANGA
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER CATHERINE KOERNER
COMMISSIONER MARCUS PERRY
COMMISSIONER TOM HINCKLEY
COUNCIL LIAISON ROBERT GRIFFON
CITY ATTORNEY MARY KAY FISCHER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
DEVELOPMENT COORDINATOR BECKY BENNETT

COMMISSIONER RICHARD CLARK, COMMISSIONER TRAVIS MANN 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)

Lorrie Foreman spoke in regards to the proposed tree mitigation ordinance. She was concerned with property owners removing trees without permission and how the city could respond.

3. 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.

- A. Consider approving the minutes of the Planning and Zoning Commission regular meeting held on Thursday, June 10, 2021.

**Commissioner Tom Hinckley moved to approve Consider approving the minutes of the Planning and Zoning Commission regular meeting held on Thursday, June 10, 2021. Seconded by Commissioner Marcus Perry. The motion was approved unanimously.

4. 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. Consideration and possible action regarding the election of a chairperson and vice chairperson.

**Vice-Chairman Richard Sasson moved to nominate Joe Matranga as Chairman. Seconded by Commissioner Koerner. The motion was approved unanimously.

Commissioner Koerner nominated Richard Sasson as Vice-Chairman. The motion was approved unanimously.

5. Discussion Items

- A. Discussion regarding proposed amendments to Appendix C, Zoning Ordinance Section 8.I.f Preserving Trees to amend the tree mitigation requirements.

Hinckley stated the Ordinance Subcommittee had benchmarked the City of League City and the City of Pearland and made a compromise between the two. He explained the first draft proved to be too onerous which resulted in only requiring mitigation for class 1 and class 2 trees that are removed. He said the subcommittee also added a provision to offer credit for the removal of invasive species.

Bennett explained the required tree survey is not new but the details of what is to be included on the tree survey have been added. She stated a tree survey is required at the time of platting or site plan submittal and that commercial properties are not permitted to perform any type of site work without city approval. Bennett said unpermitted work, such as tree removal, would be addressed by a code enforcement officer.

Bennett said the subcommittee added a clause that the commission may approve alternate landscape plans. She said that clause is in several other sections of the Zoning Ordinance but this would allow the commission the flexibility to make exceptions for when a property owner has large, existing trees. She said the current ordinance requires a 3-inch caliper replacement tree and the proposed ordinance would increase that requirement to 4-inches, 6-inches, or 8-inches depending on the size tree that has been removed. Bennett stressed the subcommittee is looking for quality trees over the quantity of trees.

Bennett said another change based on comparing other city's requirements is to charge a flat rate

fee per caliper inch for payment into the "tree fund." She explained some sites, such as heavily wooded lots, are not suited to 100% on site replacement so the developer has the option of planting the replacement trees off-site or paying into a fund. Bennett provided a comparison of two sites and what the mitigation would entail. Hinckley added the larger trees include a multiplier for replacement size to discourage the removal of large trees.

- B. Discussion regarding proposed amendments to Appendix C, Zoning Ordinance Section 7.P.6. Permitted Use Table to allow NAICS use #524 Insurance carriers and related activities, #541 Professional, scientific and technical services, #551 Management of companies and enterprises, and #561 Administrative and support services as "Permitted" in the Industrial (I) zoning district; amend Section 8.I.2. Perimeter landscaping and screening to allow the Commission to consider alternate screening plans for uses interior to a common development; Section 8.J.c. Lighting and glare to increase the foot-candles allowed interior to common developments; Section 7.5 Community Overlay District COD boundary to reduce the COD boundary on FM 2351 to 150 feet from Beamer Road to Clear Creek; and Section 20. Definitions to add a definition of Common Development.

Bennett stated these proposed changes are the result of several meetings between staff, a subcommittee, and Coastal Bend Development following the Industry Park Planned Unit Development. The developer has since withdrawn the PUD with the understanding they would make some changes and the city would make some changes. The first is to add a few uses to the Permitted Use Table in Industrial Zoning that are incidental to warehouse uses. She said the developer is interested in leasing to engineering firms, insurance carriers, administrative support companies, etc. Hinckley said the subcommittee did not see any issues with adding the four uses for industrial zoning.

Bennett said the next item the developer brought up was buffering between zoning districts. This specific plan includes industrial zoning against commercial zoning which requires an 8-foot opaque fence and a 10-foot landscape buffer. She said the developer does not want to buffer himself from himself, which is understandable. Bennett stated the proposed ordinance change is to allow the commission to consider alternate screening plans for uses interior to common developments. She gave an example of warehouse to warehouse where a buffer is not necessary versus an office building up against a tire shop where the buffer would still be needed.

Bennett said the next proposed change is similar except it is in regards to lighting. She explained the developer would like increased lighting interior to their development. Perry said he liked the security aspect of allowing brighter lighting within, as long as it does not impact the neighbors.

Bennett presented the next proposed change to reduce the Community Overlay District boundary along FM 2351 from Beamer Road to Clear Creek. She explained the COD is meant to beautify the city's major thoroughfares but does present a problem for industrial parks. She said the proposed reduction would still require landscaping along the main road but not extend 300-feet plus into the industrial parks where tractor trailers need to be able to maneuver. Matranga further explained the panhandle area of Friendswood is encumbered with oil fields and the other side of FM 2351 is outside the city limits.

Bennett stated since some of the proposed changes reference a "common development" a definition has been added for that term based on language used in the Sign Ordinance. Perry questioned the description of "interrelated" businesses used in the definition. Koerner said she interpreted the language differently than Perry and some clarification would help. Bennett responded the subcommittee would work on cleaning up the definition.

- C. Discussion regarding the 2021 Liaison Schedule and Subcommittee Assignments.

Chairman Matranga discussed the liaison and subcommittee assignments. He said the new list would be emailed to the commissioners.

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

- A. Consider setting the dates of the next Planning and Zoning Commission regular meetings (i) Thursday, July 22, 2021 and (ii) Thursday, August 12, 2021.

7. Communications

- A. Receive information from Commissioners to include but not limited to suggestions for future agenda items, general comments and/or updates from liaison assignments.

Perry congratulated Matranga and Sasson on their reappointments. He said he has learned a lot from them and complimented their leadership.

- B. Receive an update on tasks from the Planning Subcommittee.

No comments.

- C. Receive an update on tasks from the Ordinance Subcommittee.

No comments.

- D. Receive general comments and communication from City Council Liaison, Robert Griffon. Griffon announced sales tax collection is up which is good for the budget and road repairs. He said he attended the Galveston County Commissioners meeting and found that through the American Recovery Plan there are funds available that do not have to be used for Covid but can be used for infrastructure. He said Galveston County is very interested in working with the city.

- E. Receive information from Staff regarding commercial and residential project updates, City Council action and ordinance updates.

Harbin said the TxDot sidewalk project has been slightly delayed by the weather but will be starting soon. She also mentioned the large trees at 501 S. Friendswood Drive are currently being cut back out of the power lines by Trees Inc. She said the building foundation has been staked out already, as well.

Harbin said the Texas American Planning Association (APA) conference is coming up in Fort Worth. She said the city does budget for the commissioners to attend and to let her know if anyone is interested. Matranga said that conference has a track specifically for elected and appointed officials that provides great information.

8. ADJOURNMENT

This meeting was adjourned at 08:16 PM.