



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, AUGUST 12, 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
AUGUST 12, 2021

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, AUGUST 12, 2021, AT 07:00 PM 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN JOSEPH MATRANGA
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER TOM HINCKLEY
COMMISSIONER TRAVIS MANN
COMMISSIONER CATHERINE KOERNER
COMMISSIONER MARCUS PERRY
COUNCIL LIAISON TRISH HANKS
CITY ATTORNEY MARY KAY FISCHER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
DEVELOPMENT COORDINATOR BECKY BENNETT
COMMISSIONER RICHARD CLARK WAS 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)

No comments until after the public hearing items. The chairman suspended the rules to allow Mr. Goeken to speak. He was concerned with the speeding and traffic surrounding the high school.

3. Public Hearing

- A. Conduct a public hearing to receive comments both oral and written 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 from 300 feet to 150 feet from Beamer Road to Clear Creek; and Section 20. Definitions to add a definition of Common Development.

Bennett explained the proposed ordinance changes are a result of working with the developer of the Panhandle PUD. She stated the thought process is for the city to tweak a few ordinances and the developer to tweak their plans so a PUD would not be necessary. She said the subcommittee has been working on the ordinance changes for several months, had presented the ordinances to the full commission once and this presentation is for the final draft.

- B. Conduct a public hearing to receive comments, both oral and written, regarding proposed amendments to Appendix C, Zoning Ordinance Section 8.I.f Preserving Trees to amend the tree mitigation requirements.

Bennett said the Ordinance Subcommittee had been working on the tree preservation ordinance for months in response to public concerns with large trees being removed on Friendswood Drive. She said there are limits to what the city can impose on private owners but the subcommittee increased the mitigation requirements, added a multiplier for extra large trees, and will be offering credit for the removal of invasive trees.

Ella Perry, 8 years old, spoke for more protection of Friendswood's large trees.

- C. Conduct a public hearing to receive comments, both oral and written, regarding a zone classification change for approximately 3.65 acres out of 18.0137 acres located along FM 2351 (address not yet assigned), the 18.0137 acres more fully described in 4 tracts: 16.592 acres out of and part of Tract B and C of Lot 63 of the Coffman and Hoidale Subdivision, .0918 acres out of and part of Tracts B and C, of Lot 63, of the Coffman and Hoidale Subdivision, and .1119 acres of land out of and part of Division B, of Lot 63 of the Hoidale-Coffman Addition Subdivision, a subdivision in Harris County, Texas out of the Perry and Austin League, Abstract 55, Harris County, Texas, as recorded in Volume 3, Page 6, of the Map Records of Harris County, Texas; and 1.218 acres known as Restricted Reserve I within the Partial Plat of Industry Park Friendswood, Film Code 688395, City of Friendswood, Harris County, Texas to change from Community Shopping Center (CSC) to Industrial (I) so that the entirety of the referenced tracts will be zoned Industrial (I).

Harbin said the applicant is proposing to change the Community Shopping Center (CSC) frontage along FM 2351 to Industrial (I) zoning so their whole property would be the same zoning district. She said the property is currently vacant and the commission will see the project once site plans are submitted.

- D. Conduct a public hearing to receive comments, both oral and written, regarding a zone classification change for 183.386 acres of land located along both sides of future Friendswood Lakes Boulevard/Friendswood Parkway, being 183.386 acres of land

consisting of several tracts including 96.224 acres of land in the Mary Fabreau Survey, Abstract No. 69 and 86.442 acres consisting of Tract 1: 59.521 acres of land situated in the Mary Fabreau Survey, Abstract Number 69 and Tract 2: 26.921 acres of land situated in the I&GNRR Company Survey Number 5, Abstract Number 622, all located in Friendswood, Galveston County, Texas, to change from Avalon at Friendswood Planned Unit Development (PUD) 2019-37 (156.4717) and unassigned zoning (26.921 acres) to a revised Avalon at Friendswood Planned Unit Development (PUD) consisting of 183.386 acres.

Harbin explained the proposed Planned Unit Development (PUD) amendment is to include the portion of land annexed from League City into the Avalon PUD.

Kathryn Parker/META Planning presented a slideshow of the Avalon development including the additional 27 acres. She said the lot sizes range from 60-foot, 70-foot, and 90-foot lots. She stated the open space increased from 26% to 39% including the lake area. Parker stated the subdivision will include a recreation center on the north side of the lake.

Harbin added the city is requiring a street connection from Avalon to the Lakes of San Joaquin but it would be for emergency personnel only with no pedestrian access.

4. 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 Catherine Koerner moved to approve items A., B., and D. on the Consent Agenda. Seconded by Commissioner Tom Hinckley. The motion was approved unanimously.**

A. Consider the approval of the minutes of the Planning and Zoning Regular Meeting held Thursday, July 22, 2021.

B. Consider the approval of the replat of Industry Park Friendswood Reserve I.

C. Consider the approval of the replat of Friendswood ISD High School Campus.

****Commissioner Richard Sasson moved to approve item C. on the Consent Agenda, with conditions. Seconded by Commissioner Tom Hinckley. The motion was approved unanimously.**

Harbin said the school plat is showing a pipeline easement that transects the property but a release of easement had been located by Bennett late that afternoon. She explained the pipeline has been sold to a salvage company and will need to be removed from the ground. The applicant needs to revise the plat and then the commission can reconsider it.

Harbin added that this meeting was to discuss the plat for the school and another meeting will be held to consider the school's construction plans. She said the plans would be posted on the city website.

D. Consider the approval of the Replat Reserve A5 of Forest Creek Subdivision.

5. 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 a recommendation to City Council 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 from 300 feet to 150 feet from Beamer Road to Clear Creek; and Section 20. Definitions to add a definition of Common Development.

****Commissioner Tom Hinckley moved to approve Consideration and possible action regarding a recommendation to City Council 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 from 300 feet to 150 feet from Beamer Road to Clear Creek; and Section 20. Definitions to add a definition of Common Development.. Seconded by Commissioner Catherine Koerner. The motion was approved unanimously.**

- B. Consideration and possible action regarding a recommendation to City Council regarding proposed amendments to Appendix C, Zoning Ordinance Section 8.I.f Preserving Trees to amend the tree mitigation requirements.

****Vice-Chairman Richard Sasson moved to approve Consideration and possible action regarding a recommendation to City Council regarding proposed amendments to Appendix C, Zoning Ordinance Section 8.I.f Preserving Trees to amend the tree mitigation requirements. Seconded by Commissioner Tom Hinckley. The motion was approved unanimously.**

The commissioners thanked Miss Ella Perry for speaking during public comments.

- C. Consideration and possible action regarding a recommendation to City Council for the requested zone classification change for approximately 3.65 acres out of 18.0137 acres located along FM 2351 (address not yet assigned), the 18.0137 acres more fully described in 4 tracts: 16.592 acres out of and part of Tract B and C of Lot 63 of the Coffman and Hoidale Subdivision, .0918 acres out of and part of Tracts B and C, of Lot 63, of the Coffman and Hoidale Subdivision, and .1119 acres of land out of and part of Division B, of Lot 63 of the Hoidale-Coffman Addition Subdivision, a subdivision in Harris County, Texas out of the Perry and Austin League, Abstract 55, Harris County, Texas, as recorded in Volume 3, Page 6, of the Map Records of Harris County, Texas; and 1.218 acres known as Restricted Reserve I within the Partial Plat of Industry Park Friendswood, Film Code 688395, City of Friendswood, Harris County, Texas to change from Community Shopping Center (CSC) to Industrial (I) so that the entirety of the referenced tracts will be zoned Industrial (I).

****Commissioner Travis Mann moved to approve Consideration and possible action regarding a recommendation to City Council for the requested zone classification change for approximately 3.65 acres out of 18.0137 acres located along FM 2351 (address not yet assigned), the 18.0137 acres more fully described in 4 tracts: 16.592 acres out of and part of Tract B and C of Lot 63 of the Coffman and Hoidale Subdivision, .0918 acres out of and part of Tracts B and C, of Lot 63, of the Coffman and Hoidale Subdivision, and .1119 acres of land out of and part of Division B, of Lot 63 of the Hoidale-Coffman Addition Subdivision, a subdivision in Harris County, Texas out of the Perry and Austin League, Abstract 55, Harris County, Texas, as recorded in Volume 3, Page 6, of the Map Records of Harris County, Texas; and 1.218 acres known as Restricted Reserve I within the Partial Plat of Industry Park Friendswood, Film Code 688395, City of Friendswood, Harris County, Texas to change from Community Shopping Center (CSC) to Industrial (I) so that the entirety of the referenced tracts will be zoned Industrial (I). Seconded by Commissioner Catherine Koerner. The motion was approved unanimously.**

- D. Consideration and possible action regarding a recommendation to City Council for the requested zone classification change for 183.386 acres of land located along both sides of future Friendswood Lakes Boulevard/Friendswood Parkway, being 183.386 acres of land consisting of several tracts including 96.224 acres of land in the Mary Fabreau Survey, Abstract No. 69 and 86.442 acres consisting of Tract 1: 59.521 acres of land situated in the Mary Fabreau Survey, Abstract Number 69 and Tract 2: 26.921 acres of land situated in the I&GNRR Company Survey Number 5, Abstract Number 622, all located in Friendswood, Galveston County, Texas, to change from Avalon at Friendswood Planned Unit Development (PUD) 2019-37 (156.4717) and unassigned zoning (26.921 acres) to a revised Avalon at Friendswood Planned Unit Development (PUD) consisting of 183.386 acres.

****Commissioner Catherine Koerner moved to approve Consideration and possible action regarding a recommendation to City Council for the requested zone classification change for 183.386 acres of land located along both sides of future Friendswood Lakes Boulevard/Friendswood Parkway, being 183.386 acres of land consisting of several tracts including 96.224 acres of land in the Mary Fabreau Survey, Abstract No. 69 and 86.442 acres consisting of Tract 1: 59.521 acres of land situated in the Mary Fabreau Survey, Abstract Number 69 and Tract 2: 26.921 acres of land situated in the I&GNRR Company Survey Number 5, Abstract Number 622, all located in Friendswood, Galveston County, Texas, to change from Avalon at Friendswood Planned Unit Development (PUD) 2019-37 (156.4717) and unassigned zoning (26.921 acres) to a revised Avalon at Friendswood Planned Unit Development (PUD) consisting of 183.386 acres. Seconded by Commissioner Tom Hinckley. The motion was approved unanimously.**

Mann told the developer they need to be very upfront with potential buyers since the majority of this subdivision will be zoned to Friendswood ISD and a small portion will be zoned to Clear Creek ISD.

Sasson commented that the annexed lots around the lake are smaller than the ones on the original PUD. Parker responded that lot sizes are in response to marketability. Sasson also commented that the lake is being included in the open space percentage when the lake is part of a detention requirement and is misleading.

- E. Consideration and possible action regarding a request to extend the 30-day period for the processing of the preliminary plat of Industry Park Friendswood Phase II per LGC Chapter 212 Section 212.009.

****Commissioner Marcus Perry moved to approve Consideration and possible action regarding a request to extend the 30-day period for the processing of the preliminary plat of Industry Park Friendswood Phase II per LGC Chapter 212 Section 212.009. Seconded by Vice-Chairman Richard Sasson. The motion was approved unanimously.**

Harbin explained state law allows for an applicant to request a 30-day extension during plat review. She explained the developer is working through some civil engineering.

- F. Consideration and possible action regarding the Preliminary Plat of Industry Park Friendswood Phase II a subdivision of 15.0127 acres, 5.7179 acres of land being a replat of Reserve A of the BSR Subdivision No. 1 out of Lot 63 Divisions "B" & "C" of Hoidale-Coffman Addition, Volume 3 , Page 6 Harris County Map Records in the Perry and Austin League, Abstract 55, City of Friendswood, Harris County, Texas (missing remainder of legal description).

**Vice-Chairman Richard Sasson moved to table Consideration and possible action regarding the Preliminary Plat of Industry Park Friendswood Phase II a subdivision of 15.0127 acres, 5.7179 acres of land being a replat of Reserve A of the BSR Subdivision No. 1 out of Lot 63 Divisions "B" & "C" of Hoidale-Coffman Addition, Volume 3 , Page 6 Harris County Map Records in the Perry and Austin League, Abstract 55, City of Friendswood, Harris County, Texas (missing remainder of legal description). Seconded by Commissioner Travis Mann. The motion was approved unanimously.

- G. Consideration and possible action regarding a recommendation to City Council to amend Resolution 2020-17 Planning and Zoning Rules of Procedure.

**Vice-Chairman Richard Sasson moved to discuss Consideration and possible action regarding a recommendation to City Council to amend Resolution 2020-17 Planning and Zoning Rules of Procedure.. Seconded by Hinckley. The motion was approved unanimously.

Harbin said City Council just updated their rules of procedure and staff is updating the commission's rules to be the same format. She said the major changes are to reduce public comment speaking from five minutes to three minutes. The rules of procedure also set out the template for public hearings allowing a staff presentation followed by an applicant presentation limited to 15-minutes. After the presentations, public comments for that particular item would be five minutes.

Fischer mentioned that council changed the order of their agenda to allow the public hearing followed immediately by the action item. Harbin said she would discuss with the City Secretary on how to make the same change for the commission.

Mann said he was unsure about limiting general public comments to three minutes. Matranga said the chairman has the authority to allow more or less time, as well.

6. Discussion Items

- A. Receive an update from the Planning Subcommittee regarding progress on the Future Land Use Map update.

Perry presented a slide show of the subcommittee's proposed changes to the Future Land Use Map following public input. He said there was one property that received a lot of push back, the Todd property at the corner of Winding Way and FM 518. Perry said the property will be left designated on the map as low density residential due to push back from the neighbors. He said the property owner will need to apply for a zone change if they ever want to develop it differently, either way.

Perry talked about property along FM 528 that backs up to residential homes in the Sunmeadow subdivision. He said the property owner requested it be identified as future commercial use. Hinckley agreed he did not see someone building a home on the property along FM 528.

Koerner expressed concern with updating the Future Land Use Map from residential to commercial

without notifying the adjacent neighbors. Harbin explained the Future Land Use Map and the Comprehensive Plan are long range planning tools that the city is required by law to have. She said this process is not zoning and should a property owner wish to apply for a zone change, the properties within 200-feet would then be notified.

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

- A. Consider setting the next Planning and Zoning Commission regular meetings for (i) Thursday, August 26, 2021, and (ii) Thursday, September 9, 2021.

8. 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.

No comments.

- 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, Trish Hanks. Hanks provided an update from City Council including a flat tax rate of 48 cents. She also mentioned today had been declared Colonel Drew Morgan Day in Friendswood and the morning's reception was a great celebration. Hanks announced for Movies in the Park, the movie Trolls, would be playing on Friday.

Hanks said the TxDOT sidewalks project had begun to be followed by upgraded traffic lights. She said the ribbon cutting for Friendswood Lakes Blvd (Friendswood Parkway) has been delayed due to rain.

- E. Receive information from Staff regarding the June 2021 DRC Report, commercial and residential project updates, City Council action and ordinance updates.

Harbin said the June 2021 DRC report had been sent out. She added that the TxDOT project would see 6-foot concrete sidewalks plus 1-foot brick ribbons on each side. Harbin said the six intersections through Downtown would be getting black, powder coated traffic signals and make a huge improvement.

9. ADJOURNMENT

This meeting was adjourned at 08:35 PM.