



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, APRIL 28, 2022 - 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
APRIL 28, 2022

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, APRIL 28, 2022, AT 07:00 PM 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN JOSEPH MATRANGA
COMMISSIONER CATHERINE KOERNER
COMMISSIONER TOM HINCKLEY
COMMISSIONER RICHARD CLARK
COMMISSIONER TRAVIS MANN
COUNCIL LIAISON TRISH HANKS
CITY ATTORNEY KAREN HORNER

DEVELOPMENT COORDINATOR BECKY BENNETT

VICE-CHAIRMAN RICHARD SASSON, COMMISSIONER MARCUS PERRY, AND PLANNER AUBREY HARBIN WERE ABSENT FROM THE MEETING.

2. COMMUNICATION FROM THE PUBLIC

(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.

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.

****Commissioner Tom Hinckley moved to approve CONSENT AGENDA. Seconded by Commissioner Richard Clark. The motion was approved unanimously.**

- A. Consider approving the minutes of the Planning and Zoning Commission Regular Meeting held Thursday, April 14, 2022.

4. ACTION ITEMS

According to the Planning and Zoning Rules of Procedure (R2021-18), 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. Consider approving the Partial Preliminary Plat of Avalon at Friendswood Section 3, a private subdivision, being 55.57 acres of land containing 123 Lots and 12 Reserves in 3 Blocks out of the Mary Fabreau Survey, A-69, City of Friendswood, Galveston County, Texas.

****Commissioner Tom Hinckley moved to approve the Partial Preliminary Plat of Avalon at Friendswood Section 3. Seconded by Commissioner Catherine Koerner. The motion was approved unanimously.**

Bennett explained this plat was the last section of the Avalon Planned Unit Development (PUD). She said it consisted of 123 lots on the north side of Friendswood Parkway and would include a landscape buffer along the thoroughfare.

Matrana asked if staff verified the plat complied with the approved PUD and Bennett confirmed the subdivision was compliant.

- B. Consider approving elimination of liaison assignments to various boards and committees.

****Commissioner Catherine Koerner moved to approve elimination of liaison assignments to various boards and committees. Seconded by Commissioner Tom Hinckley.**

Bennett said a list of the liaison assignments had been included as backup material and showed all assignments are currently covered by city staff on a regular basis. Matranga explained the commission meets twice a month, plus subcommittee meetings plus liaison assignments, and he wished to prioritize the commission's regular business above liaison assignments. He further explained it is difficult for commissioners to attend meetings in the middle of the day while they are working. Matranga said he did feel attending City Council meetings was important and planned to maintain that duty. Matranga talked about the assignment to the Galveston County Consolidated Drainage District (GCCDD) and stated they were a relevant board and provided for attendance via Zoom.

Koerner said the Zoning Board of Adjustment meetings she attended did not provide value to the daily operations of the commission. She said if a board wanted or needed a commission liaison, they could also be provided ad hoc. Hinkley and Clark echoed the sentiment.

Mann said he agreed with keeping liaisons to the City Council and GCCDD. He said the GCCDD Chairman, Kevin Holland, encouraged the continuance of a liaison to the GCCDD meetings.

Koerner amended her motion to maintain liaisons with City Council and GCCDD and consider a rotation of attendees and provide liaisons to the remaining boards/committees ad hoc. Matranga clarified he did not wish to rotate the assignment for City Council meetings. Koerner restated her amendment to dissolve standing liaison assignments with the exception of City Council, and to provide liaisons to GCCDD as available, and to the other boards as needed. Seconded by Hinckley. The motion was approved unanimously.

5. COMMUNICATIONS

- A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, May 12, 2022 and (ii) Thursday, May 26, 2022.
- B. Receive liaison updates and City Council actions and ordinance updates.

Commissioner Clark announced he had chosen not to be reappointed next term and the commission thanked him for his service. Hinckley said the Ordinance Subcommittee would be meeting on Monday prior to the City Council meeting. Mann said he attended the GCCDD meeting where Avalon at Friendswood Section 3 had been approved for preliminary drainage approval.

Matranga announced interviews would be held to find a replacement for Commissioner Clark's upcoming open seat.

Councilwoman Hanks thanked Commissioner Clark for his 5 years of service to the city. She reminded everyone early voting was currently being held.

6. ADJOURNMENT

This meeting was adjourned at 07:28 PM.