



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, SEPTEMBER 22, 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
SEPTEMBER 22, 2022

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, SEPTEMBER 22, 2022, AT 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN JOSEPH MATRANGA
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER TOM HINCKLEY
COMMISSIONER BRIAN BOUNDS
CITY ATTORNEY KAREN HORNER

DIRECTOR OF CDD/PLANNER AUBREY HARBIN
DEVELOPMENT COORDINATOR BECKY BENNETT

COMMISSIONERS TRAVIS MANN, CATHY KOERNER, AND MARCUS RIVES AND COUNCIL LIAISON TRISH HANKS 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)

NONE.

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 the Consent Agenda. Seconded by Vice-Chairman Richard Sasson. Commissioner Bounds noted a grammar correction. The motion was approved unanimously.**

- A. Consider approval of the minutes for the Planning and Zoning Commission Regular Meeting held Thursday, August 11, 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 a one-time, six-month extension for Avalon Section 3 Preliminary Plat.

****Vice-Chairman Richard Sasson moved to approve a one-time, six-month extension for Avalon Section 3 Preliminary Plat. Seconded by Commissioner Tom Hinckley. The motion was approved unanimously.**

Harbin explained the developer is still working through the construction plans and it is not uncommon for developers to need a plat extension. Dan Valdez/META Planning said the construction plans and final plat are almost ready but it would not be before the preliminary plat expiration date.

Commissioner Bounds asked if the extension would be impacted by any code changes. Bennett explained the plat is grandfathered under the codes in place at the time of submittal. She said if the plat expired and the developer needed to resubmit, they would then need to comply with current codes. Bennett added that the city has not adopted any new codes since this plat and would be unaffected either way.

- B. Consider approving the site plan for Frost Bank to be located at 1506 S. Friendswood Drive.

****Vice-Chairman Richard Sasson moved to approve the site plan for Frost Bank to be located at 1506 S. Friendswood Drive. Seconded by Commissioner Brian Bounds. The motion was approved unanimously.**

Harbin stated the site plan was for a new bank in the Community Shopping Center (CSC) zoning district. She said the site is subject to the Community Overlay District (COD) enhanced landscaping. Sasson mentioned he visited the Frost Bank site in Webster and asked if the building would look the same. Matt White/MG Architects said the building would be similar but using the latest version that includes limestone, etc.

Sasson said he noticed the bank would not have access to FM 518. Nathan Billett/Pape Dawson Engineers said the bank would be using two driveway entrances from the adjacent shared access easement. Bennett told the Commission that city staff had a copy of the easement document on file. Sasson also commented on an open space behind the building. Billett explained there was underground detention under the green space and building. Sasson said the removal of some of the

existing trees was disappointing. Bennett stated that city staff had a copy of the tree survey and all of the trees would be mitigated. She said the previous owner removed most of the trees before selling the land.

Hinckley said the access easement seemed narrow. White responded that it would destroy the neighbor's trees to widen the existing drive. Hinckley suggested adding "no parking" signs along the access drive.

Matranga asked if the dumpster screening was compliant with city code because it was not included in the back up material. Bennett stated the details were included in the full set of plans but not provided in the Commission's materials. She said city staff reviewed the dumpster details. Matranga asked if the bank would be replacing the neighbor's fencing or adding new fencing. White said the neighbor's fence would remain and a mow strip would be left around the Southwestern Bell Telephone facility.

5. Communications

- A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, October 13, 2022 and (ii) Thursday, October 27, 2022.
- B. Receive the August 2022 DRC Report, updates of City Council actions and ordinance considerations, and updates of Galveston County Consolidated Drainage District (GCCDD) actions.

Hinckley said he attended the Galveston County Consolidated Drainage District meeting via Zoom but had a hard time hearing the conversations. Matranga said he attended the GCCDD meeting in person but did not currently have his notes.

Matranga said a resident approached him regarding a parking issue and he wanted to verify that parking violations did not fall within the purview of the commission. Harbin nodded. Parking violations would fall to either the Police Department or Code Enforcement, depending on the situation.

- C. Discussion regarding scheduling a date for the Planning and Zoning Annual Retreat proposed for Tuesday, November 29, 2022 at 6:00 P.M.

Harbin proposed a tentative date for the annual retreat to be held, Tuesday, November 29th, at 6:00pm.

6. ADJOURNMENT

This meeting was adjourned at 07:20 PM.