



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
TUESDAY, NOVEMBER 29, 2022 - 6:00 PM**

Minutes

**MINUTES OF A FRIENDSWOOD SPECIAL MEETING HELD AT 416 S. FRIENDSWOOD
DRIVE, FRIENDSWOOD, TEXAS, FRIENDSWOOD PUBLIC LIBRARY**

STATE OF TEXAS
CITY OF FRIENDSWOOD
COUNTIES OF GALVESTON/HARRIS
NOVEMBER 29, 2022

1. CALL TO ORDER

MINUTES OF A SPECIAL MEETING OF THE FRIENDSWOOD PLANNING AND ZONING
COMMISSION THAT WAS HELD ON TUESDAY, NOVEMBER 29, 2022, AT 416 S.
FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN JOSEPH MATRANGA
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER TRAVIS MANN
COMMISSIONER TOM HINCKLEY
COMMISSIONER CATHERINE KOERNER
COMMISSIONER MARCUS RIVES
COMMISSIONER BRIAN BOUNDS
COUNCIL LIAISON TRISH HANKS
CITY ATTORNEY KAREN HORNER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
DEVELOPMENT COORDINATOR BECKY BENNETT

2. COMMUNICATION FROM THE PUBLIC / COMMITTEE LIAISONS

In order 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 to be placed on a later regular Commission agenda for discussion and/or possible action.

None.

3. 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 establishing and prioritizing goals for the Planning and Zoning Commission.

****Commissioner Tom Hinckley moved to approve establishing and prioritizing goals for the Planning and Zoning Commission. Seconded by Commissioner Catherine Koerner. Hinckley amended his motion to discuss. Koerner seconded the amendment.**

Chairman Matranga reviewed the commission's 2022 actions and accomplishments. Harbin and Bennett provided possible tasks for 2023 to be discussed by the subcommittees. The commission discussed changing the meeting start time from 7:00pm to 6:00pm to help accommodate citizen and applicant attendance. City Attorney Horner explained changing the time of the meetings would require changing the commission's rules of procedure. She suggested reviewing the rules for other necessary changes.

The commission discussed Galveston County Consolidated Drainage District meeting attendance. Due to the time of the meeting, technical difficulties attending remotely, and lack of action required by the liaison, the commissioners agreed a standing liaison was no longer necessary. They did suggest GCCDD could request a commission liaison or a GCCDD representative could attend the Planning and Zoning Commission meetings when necessary.

4. ADJOURNMENT

This meeting was adjourned at 08:37 PM.