



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, JANUARY 12, 2023 - 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
JANUARY 12, 2023

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, JANUARY 12, 2023, AT 7:02PM 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN JOSEPH MATRANGA
COMMISSIONER TRAVIS MANN
COMMISSIONER TOM HINCKLEY
COMMISSIONER MARCUS RIVES
COMMISSIONER BRIAN BOUNDS
COUNCIL LIAISON TRISH HANKS
CITY ATTORNEY KAREN HORNER

DIRECTOR OF CDD/PLANNER AUBREY HARBIN
DEVELOPMENT COORDINATOR BECKY BENNETT

VICE-CHAIRMAN RICHARD SASSON AND COMMISSIONER CATHERINE KOERNER 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 public 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 Brian Bounds moved to approve the CONSENT AGENDA. Seconded by Commissioner Tom Hinckley. The motion was approved unanimously.**

- A. Consider approval of the minutes for the Planning and Zoning Commission Regular Meeting held Thursday, December 22, 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. ZONE CHANGE REQUEST: 401 N FRIENDSWOOD DR TO CHANGE FROM CSC TO SFR

- i Conduct a public hearing regarding a request for a zone classification change from a Community Shopping Center Zoning District (CSC) to a Single-Family Residential Zoning District (SFR) for 36,823 square feet of land out of Lot 1 of the Final Plat of Jeter Memorial Funeral Home, located at 401 N. Friendswood Drive, Friendswood, Galveston County, Texas.

Harbin said the applicant owns the business next door and would like to build his house on this lot. She said when the property is re-platted, a roadway would be dedicated to reach the residential lot in compliance with the Subdivision Ordinance. She said if the zone change is approved, the Future Land Use Map would be amended, as well.

- ii Consider a recommendation to City Council for the requested zone classification change request from a Community Shopping Center Zoning District (CSC) to a Single-Family Residential Zoning District (SFR) for 36,823 square feet of land out of Lot 1 of the Final Plat of Jeter Memorial Funeral Home, located at 401 N. Friendswood Drive, Friendswood, Galveston County, Texas.

****Commissioner Marcus Rives moved to approve a recommendation to City Council for the requested zone classification change request from a Community Shopping Center Zoning District (CSC) to a Single-Family Residential Zoning District (SFR) for 36,823 square feet of land out of Lot 1 of the Final Plat of Jeter Memorial Funeral Home, located at 401 N. Friendswood Drive, Friendswood, Galveston County, Texas. Seconded by Commissioner Travis Mann. The motion was approved unanimously.**

Commissioner Rives said the property already has an old house and Mann agreed the change would make sense and that it would not adversely impact the neighbors. Hinckley concurred it would be exchanging a house for a house. Chairman Matranga said the request seems reasonable and appreciated the frontage remaining commercially zoned.

- B. Consider adopting amended Rules of Procedure for the Planning and Zoning Commission.

****Commissioner Marcus Rives moved to approve adopting amended Rules of Procedure for the**

Planning and Zoning Commission. Seconded by Commissioner Tom Hinckley.

Rives amended his motion to include that meeting minutes may be kept electronically in lieu of in a book. Hinckley seconded the motion. The motion was approved unanimously.

City Attorney Horner presented proposed amendments to the Commission's Rules of Procedure including non-substantive changes, conforming to law changes, and substantive changes. The Commission agreed the changes would be consistent with other board's and committee's procedures. Matranga questioned why the voting quorum was different than the City Council's. Horner explained that the law does not provide for the Commission to require a higher voting quorum. Harbin said the lower voting quorum was more beneficial to applicants. The most noticeable change will be holding meetings at 6:00pm instead of 7:00pm.

5. COMMUNICATIONS

- A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, January 26, 2023, and (ii) Thursday, February 9, 2023.
- B. Receive the December 2022 DRC Report, Council Liaison updates concerning action taken by the City Council on Planning and Zoning related items, and Commissioner comments concerning items of community interest and/or requesting future agenda items.

Harbin said staff held one DRC meeting in December.

Council Liaison Hanks informed the Commission the Masa Sushi townhome zone change did not pass City Council at the last meeting. She said it was a 3/4 vote and some Councilmembers said the neighboring residents had an expectation the adjacent zoning would remain the same. The other two zone changes were approved. Hanks announced the upcoming annual tree giveaway on January 21st and said the inventory will go quickly.

6. ADJOURNMENT

This meeting was adjourned at 07:26 PM.