



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, JUNE 22, 2023 - 6:00 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
JUNE 22, 2023

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, JUNE 22, 2023, AT 06:00 PM 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN TOM HINCKLEY
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER MARCUS RIVES
COMMISSIONER BRIAN BOUNDS
COMMISSIONER MARSHA CONRAD
COUNCIL LIAISON TRISH HANKS
CITY ATTORNEY KAREN HORNER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
ASSISTANT PLANNER BECKY BENNETT

COMMISSIONER TRAVIS MANN AND COMMISSIONER CATHERINE KOERNER WERE ABSENT FROM THE MEETING.

2. COMMUNICATIONS FROM THE PUBLIC

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. 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.

- A. Consider approving the minutes of the Planning and Zoning Commission Regular Meeting held Thursday, June 8, 2023.

****Vice-Chairman Richard Sasson moved to approve the minutes of the Planning and Zoning Commission Regular Meeting held Thursday, June 8, 2023. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.**

4. ACTION ITEM

- A. Consider approval of a Partial Preliminary Plat of Friendswood Trails, Section 4B and 5A, a subdivision of 29.964 acres of land situated in the William Henry Survey, Abstract 84, and Mary Sloan Survey, Abstract 184, City of Friendswood, Galveston County, Texas.

****Vice-Chairman Richard Sasson moved to approve a Partial Preliminary Plat of Friendswood Trails, Section 4B and 5A. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.**

Harbin said this is the next section of Friendswood Trails subdivision and would consist of 46 lots ranging from 70-feet wide to 90-feet wide. She further stated the proposed plat is in compliance with the Planned Unit Development approved in 2016. Sasson said he is concerned with a single entry point for the subdivision.

- B. Consider site plan amendments (screening and landscaping changes) for Industry Park II located at 4550 and 4552 FM 2351 for the following items:

Harbin said the site plan for Industry Park II was approved by the Commission in 2022. For the benefit of new commissioners, she said the original project consisted of multiple tracts the developer was seeking a PUD for. City staff and a Planning and Zoning subcommittee met with the developer several times and compromised with 5 ordinance changes. She said the changes allowed the developer more flexibility.

Stephanie Canady/Coastal Bend Engineering said they are almost done with construction and proposed the following changes (items 1-9).

Commissioner Rives said he would support most of the changes but thought the screening fence should remain instead of chain link fencing.

Commissioner Sasson said the Commission and the developer engaged in extensive negotiations to reach the current plan. He asked why the buffer trees should not be required. Canady explained the existing ditch was overgrown and encroaching their property. She said installing trees on the bank would make it harder to maintain mowing along the area. She said trees could also obscure the security cameras' views. Sasson commented a few extra cameras could alleviate the hard to see areas. Sasson said the proposed chain link fencing with barbed wire is not the look desired in Friendswood.

Commissioner Conrad said the trees should be planted. She also mentioned there were many different types of fencing that could be used instead of chain link. Harbey said the approved plan

was similar to Garage Ultimate which utilized the building backs as part of the screening "fence."

Bounds asked if they had looked into installing more cameras. Canady answered that it would increase costs.

- 1 The addition of an 8' high wooden opaque fence along the shared property line with Chevron from Bldg A to the existing fence at Discount Inspection & Brake.

**Vice-Chairman Richard Sasson moved to approve the addition of an 8' high wooden opaque fence along the shared property line with Chevron from Bldg A to the existing fence at Discount Inspection & Brake. Seconded by Commissioner Marcus Rives. The motion was approved 3-2 with Chairman Tom Hinckley and Vice-Chairman Richard Sasson opposed.

- 2 Replace the previous 8' high opaque fence between Bldgs A & 6, 6 & 5, and part of the Section between Bldgs 5 & 3 with a 6' high chain link fence with 3 strands of barbed wire

**Vice-Chairman Richard Sasson moved to approve replacing the previous 8' high opaque fence between Bldgs A & 6, 6 & 5, and part of the Section between Bldgs 5 & 3 with a 6' high chain link fence with 3 strands of barbed wire. Seconded by Commissioner Marcus Rives. The motion failed 2-3 with Chairman Tom Hinckley, Vice-Chairman Richard Sasson, and Commissioner Marcus Rives opposed.

- 3 Remove the 1 tree per 25 linear foot along the top bank of the pond.

**Commissioner Marcus Rives moved to approve removing the 1 tree per 25 linear foot along the top bank of the pond. Seconded by Vice-Chairman Richard Sasson. The motion failed 2-3 with Chairman Tom Hinckley, Vice-Chairman Richard Sasson, and Commissioner Brian Bounds opposed.

- 4 Modified landscaping plan

**Commissioner Brian Bounds moved to approve a modified landscaping plan, decreasing mitigation trees from 12 trees to 9 trees. Seconded by Vice-Chairman Richard Sasson. The motion was approved unanimously.

- 5 Increase gate sizes to 4' wide gates

**Commissioner Marcus Rives moved to approve increasing gate sizes to 4' wide gates. Seconded by Vice-Chairman Richard Sasson. The motion was approved unanimously.

- 6 Modified fire lanes per discussion with Fire Marshal's Office

**Commissioner Brian Bounds moved to approve modifying fire lanes per discussion with Fire Marshal's Office. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.

- 7 Move gate locations along the driveway

**Commissioner Marcus Rives moved to approve moving gate locations along the driveway. Seconded by Vice-Chairman Richard Sasson. The motion was approved unanimously.

- 8 Move ADA parking space at 4500 FM 2351 near Bldg 1 to meet maximum slope requirements.

**Commissioner Marcus Rives moved to approve moving ADA parking space at 4500 FM 2351

near Bldg 1 to meet maximum slope requirements. Seconded by Commissioner Marsha Conrad. The motion was approved unanimously.

9 Replace proposed 6-ft aluminum fence with 8-ft opaque wood fence

**Vice-Chairman Richard Sasson moved to approve replacing proposed 6-ft aluminum fence with 8-ft opaque wood fence. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.

5. DISCUSSION

A. Discuss overhead versus underground utilities.

Bennett explained the Ordinance Subcommittee discussed requiring all utility wires be installed underground for new development. She said the subcommittee has provided an informational sheet in the backup material discussing the pros and cons. She said the subcommittee's goal is to receive consensus from the full commission before workshopping the item with City Council.

The commission agreed underground utility lines would make the city look much nicer. Rives commented that large developers usually include underground utilities but smaller projects may not be able to afford the additional cost.

6. COMMUNICATIONS

A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, July 13, 2023 and (ii) Thursday, July 27, 2023.

B. Receive Staff updates, 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.

Sasson thanked staff for all their help and encouraged the other commissioners to reach out to staff at any time, especially if they need assistance with complicated agenda items.

Rives seconded staff's helpfulness. He said after mentioning the high number of flag banners in town, staff has made progress having them removed. He said he would like to work with staff and/or the commission, in the future, to research parking possibilities for Downtown Friendswood.

7. ADJOURNMENT

This meeting was adjourned at 07:14 PM.