



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, AUGUST 24, 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
AUGUST 24, 2023

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, AUGUST 24, 2023, AT 06:00 PM 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

CHAIRMAN TOM HINCKLEY
COMMISSIONER CATHERINE KOERNER
COMMISSIONER TRAVIS MANN
COMMISSIONER BRIAN BOUNDS
COUNCIL LIAISON TRISH HANKS
CITY ATTORNEY KAREN HORNER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
ASSISTANT PLANNER BECKY BENNETT

VICE-CHAIRMAN RICHARD SASSON, COMMISSIONER MARCUS RIVES, AND COMMISSIONER MARSHA CONRAD 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 approval of the minutes for the Planning and Zoning Commission Regular Meeting held Thursday, August 10, 2023.

****Commissioner Travis Mann moved to approve the minutes for the Planning and Zoning Commission Regular Meeting held Thursday, August 10, 2023. Seconded by Commissioner Catherine Koerner. The motion was approved unanimously.**

4. ACTION ITEMS

A. **SITE PLAN: FM 2351**

Consider approving a site plan for a new building at 4426 FM 2351, an additional building for Site One Landscape.

****Commissioner Brian Bounds moved to approve a site plan for a new building at 4456 FM 2351, an additional building for Site One Landscape. Seconded by Commissioner Catherine Koerner. The motion was approved unanimously.**

Harbin said the proposed site plan includes an 11,602 square foot storage building and an outdoor storage area to be part of the existing Site One Landscape business. She said the proposed plan meets the city's landscaping requirements and maximum height.

Trevor Robinson/Northwinds Construction said this is the third building they will be constructing in the Industry Park commercial subdivision. He said the approximate location of the new storage building will be behind Mulch Express off FM 2351.

Koerner asked for clarification on tree mitigation for this property. Bennett explained the trees for the entire commercial subdivision are being mitigated throughout and this tract was compliant with their requirements. She said development of future tracts would require further trees to be planted for mitigation purposes.

Mann noticed a discrepancy between the address on the agenda and the address on the plans. Bennett said the correct address is 4456 FM 2351 and asked Commissioner Bounds to amend his motion for clarification.

Bounds made a motion to clarify the vote would be for 4456 FM 2351 and Koerner seconded the motion.

B. **SITE PLAN AMENDMENT: 106 WHISPERING PINES AVE**

Consider approving a site plan amendment for the development at 106 Whispering Pines Ave, Texas Behavioral Health, to provide for additional parking area.

****Commissioner Catherine Koerner moved to approve a site plan amendment for the development at 106 Whispering Pines Ave, Texas Behavioral Health, to provide for additional parking area. Seconded by Commissioner Travis Mann. The motion was approved unanimously.**

Harbin stated TBH Holdings is occupying an existing building and constructing a new building on

this property. She said they realized they should provide additional parking and, since the contractor is already on site working, decided this would be an ideal time. She said the additional paving will include a few more trees around the perimeter.

C. RECOMMENDATION: AMENDMENTS TO APPENDIX A, SIGN ORDINANCE

Consider making a recommendation to City Council regarding the proposed amendments to Appendix A, Sign Ordinance.

****Commissioner Catherine Koerner moved to approve a positive recommendation to City Council regarding the proposed amendments to Appendix A, Sign Ordinance. Seconded by Commissioner Brian Bounds. The motion was approved unanimously.**

Harbin said another scenario arose and, before the changes were brought to City Council, staff wanted to include the possibility of the commission's recommendation. She explained the proposed change would allow signs to extend above the roof line but not above the highest roof line. The example she provided was on a glass, multi-level building.

Koerner said she thought the request to be reasonable. Mann asked if a sign could be attached to a steeple or a tower. Koerner said those particular building projects would not be considered a roofline.

5. COMMUNICATIONS

- A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, September 14, 2023 and (ii) Thursday, September 28, 2023.
- B. Receive 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.

Councilperson Hanks said she was filling in for Councilman Matranga, who was out of town. She reported that City Council would be holding meetings regarding the city's tax rate with a possible increase of around one cent. She said City Council approved the creation of an Ad Hoc Parking Committee of which both Commissioners Rives and Hinckley would participate in. And she announced the Labor Day Ice Cream Social to be held at the Perry House on Monday.

6. ADJOURNMENT

This meeting was adjourned at 06:24 PM.