



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, DECEMBER 14, 2023 - 6:00 PM**

Minutes

MINUTES OF A FRIENDSWOOD REGULAR MEETING HELD AT 910 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546, COUNCIL CHAMBERS, CITY HALL

STATE OF TEXAS
CITY OF FRIENDSWOOD
COUNTIES OF GALVESTON/HARRIS
DECEMBER 14, 2023

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, DECEMBER 14, 2023, AT 06:00 PM **910 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546**

CHAIRMAN TOM HINCKLEY
COMMISSIONER MARCUS RIVES
COMMISSIONER TRAVIS MANN
COMMISSIONER BRIAN BOUNDS
COMMISSIONER MARSHA CONRAD
COUNCIL LIAISON JOE MATRANGA
CITY ATTORNEY KAREN HORNER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
ASSISTANT PLANNER BECKY BENNETT

VICE-CHAIRMAN RICHARD SASSON 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.

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 MARSHA CONRAD. The motion was approved unanimously.**

- A. Consider approving the minutes of the Planning and Zoning Commission Regular Meeting held on Thursday, November 16, 2023.
- B. Consider approving the minutes of the Planning and Zoning Commission Special Meeting held on Tuesday, December 5, 2023.

4. ACTION ITEMS

A. ZONE CHANGE REQUEST: 903 S. FRIENDSWOOD DR FROM NC TO DD

- i Conduct a public hearing regarding a request for a zone classification change for the property located at 903 S. Friendswood Drive, 0.34 acres being Lot Two (2), of Southern Breeze, a subdivision in Galveston County, Texas, according to the map or plat thereof, recorded in Volume 18, Page 353, of the Map Records of Galveston County, Texas, to change from Neighborhood Commercial (NC) to Downtown District (DD).

Harbin explained the neighboring property at 910 S. Friendswood Drive recently changed its zoning from Neighborhood Commercial (NC) to Downtown District (DD) to comply with the city's long range plans. She said this property received notice and would like to opt into the Downtown District zone, as well. He is not proposing any exterior changes to the property. Harbin said there are about twenty properties left within the Downtown District boundary that have yet to change to DD zoning and staff may reach out to begin those processes.

- ii Consider a recommendation to the City Council regarding a requested zone classification change for the property located at 903 S. Friendswood Drive, 0.34 acres being Lot Two (2), of Southern Breeze, a subdivision in Galveston County, Texas, according to the map or plat thereof, recorded in Volume 18, Page 353, of the Map Records of Galveston County, Texas, to change from Neighborhood Commercial (NC) to Downtown District (DD).

****Commissioner Marcus Rives moved to approve a recommendation to the City Council regarding a requested zone classification change for the property located at 903 S. Friendswood Drive. Seconded by Commissioner Travis Mann. The motion was approved unanimously.**

Commissioner Rives questioned how many of the remaining twenty properties were located on S. Friendswood Drive versus one block back. Harbin answered about half. Commissioner Bounds asked the applicant why he would like to change the zoning district. Dr. Ouyang said the Downtown District zoning designation may be beneficial to him if he ever decides to sell the property. He said he located this building in 2007 and purchased it in 2011.

5. COMMUNICATIONS

- A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, January 11, 2024, and (ii) Thursday, January 25, 2024.
- B. Receive the November 2023 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.

Councilman Matranga said the City Council approved the adjacent zone change for 901 S. Friendswood Drive at their last meeting.

Chairman Hinckley told the other Commissioners to check out the ongoing City Center project because it includes not only platting and site plans but also financial vehicles that are interesting.

Harbin said the November DRC Report was provided in the back up material, but only included one meeting because the holiday months usually slow down.

6. ADJOURNMENT

This meeting was adjourned at 06:10 PM.