



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, FEBRUARY 22, 2024 - 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
FEBRUARY 22, 2024

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, FEBRUARY 22, 2024, AT 06:00 PM **910 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546**

CHAIRMAN TOM HINCKLEY
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER TRAVIS MANN
COMMISSIONER MARCUS RIVES
COMMISSIONER MARSHA CONRAD
COMMISSIONER WILLIE ANDERSON
COUNCIL LIAISON JOE MATRANGA
CITY ATTORNEY KAREN HORNER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
ASSISTANT PLANNER BECKY BENNETT

COMMISSIONER BRIAN BOUNDS WAS ABSENT FROM THE MEETING.

2. OATHS OF OFFICE

- A. Administer the oath of office to Mr. Willie Anderson as Planning and Zoning Commissioner.

Director Harbin administered the oath of office to Commissioner Willie Anderson.

3. 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 comments.

4. 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 of the Planning and Zoning Commission Regular Meeting held Thursday, January 25, 2024.

****Vice-Chairman Richard Sasson moved to approve the minutes of the Planning and Zoning Commission Regular Meeting held Thursday, January 25, 2024. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.**

5. ACTION ITEMS

- A. **SITE PLAN: 1610 West Blvd.**

Consider approving the site plan for Riverstone Montessori School to be located at 1610 West Boulevard.

****Commissioner Marcus Rives moved to approve the site plan for Riverstone Montessori School to be located at 1610 West Boulevard. Seconded by Commissioner Marsha Conrad. The motion was approved unanimously.**

Harbin said the proposed Montessori school would be located in the West Ranch subdivision at the corner of West Blvd. and Friendswood Pkwy, across the street from Cline Elementary School. She said the property is zoned Community Shopping Center (CSC) and was also with the Community Overlay District (COD) which affords increased landscaping. The project will include a two-story building plus outdoor play equipment.

Commissioner Sasson questioned the concrete wall labeled on the plans. Sel Thint/Everest Design Group explained the wall is existing and was built by the subdivision developer. Chairman Hinckley asked for clarification on the proposed structures behind the building. Thint said one was playground equipment and one was a tented, shade structure.

6. COMMUNICATIONS

- A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, March 14, 2024, and (ii) Thursday, March 28, 2024.
- B. Receive the January 2024 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 an interlocal agreement for the alignment study of Friendswood Parkway was approved at the last City Council meeting. He stated it would take roughly a year to complete.

Commissioner Rives reported the Parking Ad Hoc Committee had concluded their suggestions and asked the commission to begin thinking on the subject, so it could be discussed at the next regular meeting. Bennett said the recommendations are: 1) Decrease parking minimums by 20 percent; 2) Staff to be more transparent regarding alternative parking options; 3) Incentive on developing unused parking areas.

Rives said he attended the Galveston County Consolidated Drainage District meeting and it was very eventful. He said they would be holding an election for several board member seats.

C. Receive a staff update regarding the City Council, February 5, 2024, workshops regarding (i) mobile vendors and (2) short-term rentals.

Harbin reported two items were given direction from City Council that may be of interest to the Commission. She said the topic of mobile vendors was decided no changes were to be made to current codes. Harbin explained mobile vendors include not only food trucks but other vendors such as windshield repair or clothing donation boxes. She said food trucks are currently allowed by invitation to a permitted special event, city and Chamber of Commerce events, the Farmers Market, or in a developed food truck park.

She reported the other topic involved governance of short-term rentals such as AirBNB, VRBO, etc. The council directed staff to create a moderate approach involving registration of such facilities.

7. ADJOURNMENT

This meeting was adjourned at 06:19 PM.