



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, MARCH 14, 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
MARCH 14, 2024

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, MARCH 14, 2024, AT 06:00 PM **910 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546**

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

VICE-CHAIRMAN RICHARD SASSON AND COMMISSIONER TRAVIS MANN 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.

- A. Consider approving the minutes of the Planning and Zoning Commission Regular Meeting held on Thursday, February 22, 2024.

****Commissioner Brian Bounds moved to approve the minutes of the Planning and Zoning Commission Regular Meeting held on Thursday, February 22, 2024. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.**

4. ACTION ITEMS

A. **ZONE CHANGE REQUEST: 2600 S FRIENDSWOOD DRIVE FROM SFR TO CSC**

- i Conduct a public hearing regarding a request for a zone classification change located at 2600 S Friendswood Drive, 4.8476 acres of land out of Lot 64 and 65 of Slone Subdivision, out of the John Dickinson League, according to the map or plat recorded in Volume 254-A, Page 6 and transferred to Plat Record 3, Map Number 61A, both of the map records of Galveston County, Friendswood, Galveston County, Texas, to change from Single Family Residential (SFR) to Community Shopping Center (CSC) and amendment to the Future Land Use Map to change the property from Low Density Residential to Retail.

Harbin stated the proposed zone change was for a tract of land, roughly five acres, that fronted FM 518. She said this was a straight zone change and that the commission would see a commercial site plan when it came time to develop the property. She explained any future project would be subject to the Community Overlay District requirements that include enhanced landscaping.

Harbin said recent revisions to the Future Land Use Map involved discussions on whether to identify this tract as future commercial or future residential. She said the subcommittee thought the property could be developed either way because one side abutted other commercial property and one side abutted residential property. She did mention there is a significant drainage ditch that naturally buffers this tract from the Rancho Viejo neighborhood.

Mr. Shane Hudson, a resident of West Ranch, said that he was not opposed to the proposed zone change, but would not want to see another development such as the nearby gas station. He said he did talk with the property owner on Facebook and was in favor of her plans.

- ii Consider making a recommendation to City Council regarding a request for a zone classification change located at 2600 S Friendswood Drive, 4.8476 acres of land out of Lot 64 and 65 of Slone Subdivision, out of the John Dickinson League, according to the map or plat recorded in Volume 254-A, Page 6 and transferred to Plat Record 3, Map Number 61A, both of the map records of Galveston County, Friendswood, Galveston County, Texas, to change from Single Family Residential (SFR) to Community Shopping Center (CSC) and amendment to the Future Land Use Map to change the property from Low Density Residential to Retail.

****Commissioner Marcus Rives moved to approve making a recommendation to City Council**

regarding a request for a zone classification change located at 2600 S Friendswood Drive, from Single Family Residential (SFR) to Community Shopping Center (CSC) and amendment to the Future Land Use Map to change the property from Low Density Residential to Retail. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.

Commissioner Rives commented that this tract would most likely become commercial at some point due to its proximity to the West Ranch future townsite and frontage on FM 518. He said the applicant's future development plans would be a good buffer between Rancho Viejo and the West Ranch mixed use tracts. Commissioner Conrad agreed.

Chairman Hinckley agreed, as well, and reminded the audience that, although word was spreading about a wedding venue development, the commission was currently only voting on the proposed zoning change.

B. Consider approving an amendment to the Georgetown Subdivision Master Plan.

**Commissioner Brian Bounds moved to approve an amendment to the Georgetown Subdivision Master Plan. Seconded by Commissioner Marsha Conrad. The motion was approved unanimously.

Harbin said the Georgetown Subdivision has submitted a revised Master Plan to reflect the decreased lot count. She explained the developer removed sections that would be behind the adjacent gun range, but will still have entrances in both Alvin and Friendswood. She said all the lots within the Friendswood boundary would be zoned to Friendswood Independent School District. Harbin added that the detention pond is currently under construction.

Commissioner Rives asked if there were any major differences to the plan, to which Harbin said just the decrease in lots. She said because of the lower lot yield, Georgetown Blvd would not be a divided boulevard.

C. Consider approving a site plan for Friendswood Scoop Shop to be located at 901 S Friendswood Drive.

**Commissioner Marcus Rives made a motion to discuss. Seconded by Commissioner Brian Bounds.

**Commissioner Marsha Conrad moved to approve a site plan for Friendswood Scoop Shop to be located at 901 S Friendswood Drive. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.

Harbin said the site plan was for the Friendswood Scoop Shop to be located at 901 S. Friendswood Drive, also known as the old Glines' historic house. She explained the new owner is proposing an ice cream shop and retail shop. Harbin stated there were some clerical items left on the plans to be addressed by the owner. Harbin also explained the owner is requesting approval of an alternate landscape plan based on credit for large, existing trees already on the property.

Commissioner Rives stated he would like to see some trees planted along FM 518 and Chairman Hinckley agreed. Katie Chandler, owner, said there are several obstacles along FM 518 including overhead power lines, and an existing magnolia tree plus a palm tree. She added that she had received three saplings from the city's Arbor Day event and plans to plant them on the property.

Harbin also mentioned that TxDOT had installed sidewalks along FM 518 and FDEDC would be installing streetlights.

5. COMMUNICATIONS

- A. Discuss a recommendation from the Ad Hoc Parking Subcommittee regarding parking.

Commissioner Rives explained that the City Council appointed an Ad Hoc Parking Subcommittee to review the city's existing parking regulations. He said the subcommittee began by gathering information, including visiting other cities, and decided on a few recommendations. Rives said the subcommittee is proposing a 20% reduction in the number of parking spaces in the Design Criteria Manual along with staff promoting alternate parking options and incentivizing redevelopment of large parking areas, such as Captain's Corner. He said, most importantly, the subcommittee would review the requirements every two years.

Commissioner Anderson questioned why 20%? Rives answered that many cities are removing parking minimums and the subcommittee did not want to make such a drastic change, so they settled on 20% being a palatable number. Chairman Hinckley said he was also on the subcommittee and thought a lot could be done with 20% more land. Harbin said redevelopment of parking lots could include small coffee shops, or drive-thru-only places. Rives mentioned Sno Beach, which was located in the Stonestrow parking lot.

Harbin said cities with no parking minimums tend to have public transportation and parking garages. She said the next steps are to present to City Council, then back to the Commission, and an update to the Design Criteria Manual.

- B. Receive an update regarding the Zoning Board of Adjustment (ZBOA) 2023 Annual Report.

Harbin said the Zoning Board of Adjustment held zero meetings in 2023, which means the city's zoning ordinance is working. She said there are usually a higher number or repetitive cases when a code needs to be changed or updated.

- C. Receive an update regarding the Planning and Zoning 2023 Annual Report provided to City Council on March 4, 2024.

Chairman Hinckley recapped the annual report he provided to City Council. The recap included the number of meetings held, ordinance recommendations, and approvals made by the Commission in 2023.

- D. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, March 28, 2024, and (ii) Thursday, April 11, 2024.
- E. Receive the DRC Report for February 2024, 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 annual report was well done and said he knows first-hand how much work goes into serving on the commission. He thanked the commissioners for meeting at least twice a month and keeping developers moving.

6. ADJOURNMENT

This meeting was adjourned at 06:38 PM.