



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, MAY 9, 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
MAY 9, 2024

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING
COMMISSION THAT WAS HELD ON THURSDAY, MAY 9, 2024, AT 06:00 PM **910 S.
FRIENDSWOOD DR, FRIENDSWOOD, TX 77546**

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

COMMISSIONER WILLIE C ANDERSON WAS 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.

****Commissioner Marsha Conrad moved to approve the CONSENT AGENDA. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.**

- A. Consider approval of the minutes of the Planning and Zoning Regular Meeting held Thursday, April 11, 2024.
- B. Consider approval of the Castle Naria Way Final Plat.
- C. Consider approval of the Zeller Estates Final Plat.

4. ACTION ITEMS

A. ZONE CHANGE REQUEST: 4201 AND 4209 FM 528 RD TO CHANGE FROM PUD 2015-18 TO CSC/SUP

- i Conduct a public hearing regarding a request for a zone classification change for property located at 4201 and 4209 FM 528 Rd., being 31.18 acres known as Reserves B and D in the Final Plat of Clear Creek Community Church of Friendswood recorded in Harris County Real Property Records, RP-2020-230485, Harris County, Friendswood, Texas, to change from Planned Unit Development (PUD) 2015-18 to Community Shopping Center (CSC) with a Specific Use Permit to allow NAICS Use #8131, Religious Organizations.

Harbin said the zone change request is to clean up the zoning on the remaining Clear Creek Community Church parcels. She said the original Planned Unit Development included 135 acres, of which 107 acres have since been sold and rezoned. The proposed change to Community Shopping Center with a Specific Use Permit will be specific to the church and its activities, including recent minor additions that are included in the new SUP.

- ii Consider a recommendation to City Council for the requested zone classification change for property located at 4201 and 4209 FM 528 Rd. to change from Planned Unit Development (PUD) 2015-18 to Community Shopping Center (CSC) with a Specific Use Permit to allow NAICS Use #8131, Religious Organizations.

****Commissioner Marcus Rives moved to approve a recommendation to City Council for the requested zone classification change for property located at 4201 and 4209 FM 528 Rd. to change from Planned Unit Development (PUD) 2015-18 to Community Shopping Center (CSC) with a Specific Use Permit to allow NAICS Use #8131, Religious Organizations. Seconded by Commissioner Brian Bounds. The motion was approved unanimously.**

5. DISCUSSION

- A. Discussion regarding parking regulations as a follow up to the Ad Hoc Parking Subcommittee presentation and recommendation to City Council.

Harbin stated the Ad Hoc Parking Subcommittee presented their findings and recommendations to City Council in April. She said the council then asked the commission to further research the recommendation to reduce parking minimums in the city. Harbin said she will work on the item with the commission's Planning Subcommittee and bring it back to the full commission for discussion.

6. COMMUNICATIONS

- A. Training Session 2 for Commissioners - Subdivision Ordinance overview to be presented by Aubrey Harbin

Harbin provided an overview of sections and information contained within the city's Subdivision Ordinance.

- B. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, May 23, 2024, and (ii) Thursday, June 13, 2024.
- C. Receive the April 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 announced that City Council passed the proposed zone change for the 5.6 acre triangular property near Windsong Lane and FM 528.

City Attorney Horner announced that the city would hold a Special Meeting on May 14th to canvas the election votes and swear in a new councilman.

7. ADJOURNMENT

This meeting was adjourned at 06:28 PM.