



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

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, AUGUST 22, 2024, AT 06:02 PM **910 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546**

CHAIRMAN TOM HINCKLEY
COMMISSIONER TRAVIS MANN
COMMISSIONER MARCUS RIVES
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

COMMISSIONERS BRIAN BOUNDS AND RICHARD SASSON 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 8, 2024.

****Commissioner Marcus Rives moved to approve the minutes for the Planning and Zoning Commission Regular Meeting held Thursday, August 8, 2024. Seconded by Commissioner Travis Mann. The motion was approved unanimously.**

4. ACTION ITEMS

- A. Consider a recommendation to the City Council regarding proposed amendments to Appendix C "Zoning," Section 3 "Provision for official zoning map" and Section 9 "Administration and enforcement – Building permits and certificates of zoning compliance," Subsection G "Specific Use Permits," Paragraph 7 "Time Limit" of Friendswood City Code to (i) amend the process of maintaining the official zoning map and (ii) to amend the time limit criteria for Specific Use Permits.

Bennett said the Ordinance Subcommittee met following the public hearing comments received at the last meeting. She said the proposed language, along with staff additions to the city website, appear to have addressed the concerns raised. She explained the official zoning map would be available alongside the running active zoning map for easy access.

Bennett said no changes were made to Section 9 following the last meeting.

****Commissioner Marsha Conrad moved to approve a recommendation to the City Council regarding proposed amendments to Appendix C "Zoning," Section 3 "Provision for official zoning map" and Section 9 "Administration and enforcement – Building permits and certificates of zoning compliance," Subsection G "Specific Use Permits," Paragraph 7 "Time Limit" of Friendswood City Code to (i) amend the process of maintaining the official zoning map and (ii) to amend the time limit criteria for Specific Use Permits. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.**

5. COMMUNICATIONS

- A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, September 12, 2024, and (ii) Thursday, September 26, 2024.
- 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.

No comments.

6. ADJOURNMENT

This meeting was adjourned at 06:12 PM.