



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, JANUARY 9, 2025 - 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
JANUARY 9, 2025

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, JANUARY 9, 2025, AT 06:00 PM **910 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546**

CHAIRMAN TOM HINCKLEY
COMMISSIONER TRAVIS MANN
VICE CHAIRMAN MARCUS RIVES
COMMISSIONER MARSHA CONRAD
COMMISSIONER WILLIE C ANDERSON
COUNCIL LIAISON TRISH HANKS
CITY ATTORNEY KAREN HORNER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
ASSISTANT PLANNER BECKY BENNETT

COMMISSIONER BRIAN BOUNDS 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.

****Vice Chairman Marcus Rives moved to approve the consent agenda. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.**

- A. Consider approval of the minutes of the Planning and Zoning Commission Special Meeting held Thursday, December 5, 2024.
- B. Consider approval of the minutes of the Planning and Zoning Commission Regular Meeting held Thursday, December 12, 2024.
- C. Consider approval of the Laurel Park Friendswood III Final Plat located at 214 S Friendswood Drive.
- D. Consider approval of the partial replat of Liberty Tree Estates located at 405 W Spreading Oaks Dr. and being 9.725 acres of land, all of Lot 2, Block 1, Liberty Tree Estates plat recorded in volume 18, map number 37, Galveston County Map Records, and all of that certain tract of land as described by deed recorded under Galveston County Clerk File Number 2015065797, out of the Sarah McKissick League, Abstract 151, City of Friendswood, Galveston County, Texas.

4. ACTION ITEMS

A. ZONE CHANGE REQUEST: 311 LAUREL

- i Conduct a public hearing regarding a request for a zone classification change located at 311 Laurel, .289 acres of land, more or less, being a part of Lot 16 of the Harvey and Stout Subdivision of Lots 6, 7, and 8, Block 2 of Friendswood Subdivision of the Sarah McKissick or J.P. Williams League of land, Friendswood, Galveston County, Texas, to change from Multi-Family Residential-Medium Density (MFR-M) to Downtown District (DD).

Harbin explained the applicant is requesting a zone change from Multi-Family Residential Medium Density to Downtown District. She explained the property is located within the Downtown District boundary and it is the long term goal of the city for all properties within the boundary to be zoned Downtown District.

Tracine Poti/Willowick Ave spoke against the zone change. She said her home is the only single family residence left in the area.

Richard Wolff/Woodlawn spoke against the zone change. He said there is no information on the proposed project and was concerned with traffic, lack of sidewalks, parking, and flooding.

The public hearing closed.

- ii Consider making a recommendation to City Council for the requested zone classification change located at 311 Laurel, .289 acres of land, more or less, being a part of Lot 16 of the Harvey and Stout Subdivision of Lots 6, 7, and 8, Block 2 of Friendswood Subdivision of the Sarah McKissick or J.P. Williams League of land, Friendswood, Galveston County, Texas, to change from Multi-Family Residential-Medium Density (MFR-M) to Downtown District (DD).

Vice Chairman Rives said the requested change is within the Downtown District boundary and acknowledged many former houses had been converted to businesses, such as the Heritage Garden Club. He addressed resident concerns regarding the lack of information explaining that those plans would be presented during site plan consideration, if the zone change is approved.

Commissioner Conrad also explained that the zone change request was to consider the land use, not a specific business. She said drainage and development plans would be one of the next steps. Commissioners Mann and Anderson also said future plans should help alleviate some of the resident concerns.

Chairman Hinckley reiterated that the zone change recommendation by the commission was the first of many steps involved in developing the property. He advised the residents they may voice their concerns at the City Council meeting on Monday, February 3rd, as well.

****Vice Chairman Marcus Rives moved to make a positive recommendation to City Council for the requested zone classification change located at 311 Laurel to change from Multi-Family Residential-Medium Density (MFR-M) to Downtown District (DD). Seconded by Commissioner Conrad. The motion was approved unanimously.**

- B. Consider approving the Wild Pines Preliminary Plat, 11.135 acres of land being all of a called 11.1350 acre tract as described by deed recorded under G.C.C.F. No. 2020067045 and being all of Lot 14, Einar Hoidale's Subdivision Plat Record 12, Map No. 9, G.C.M.R. Sarah McKissick League, A-151 B.B.B. & C.R.R. Co. Survey, Sec. 3, A-46 City of Friendswood, Galveston County, Texas, located generally at 400 Fence Post Rd.

Harbin stated the proposed plat is to subdivide one residential lot into two residential lots. She said the tract has been in the same configuration since 1910 and the current property owner would like to build a home on one side of the land. She said the subdivision would require construction of a cul-de-sac to provide property frontage requirements, as well as fire truck access. The property owner will also be extending public water to reach both lots.

****Commissioner Travis Mann moved to approve the Wild Pines Preliminary Plat. Seconded by Vice Chairman Marcus Rives. The motion was approved unanimously.**

- C. Consider approving the site plan for APA Designs to be located at 405 Laurel, Friendswood, Galveston County, Texas.

Harbin said the property owner has removed her old building and is proposing new construction of a ~2600 square foot building to house a floral design shop and a small wine bar. She said the tract was not very large and was utilizing many of the design options available to undersized properties in the Downtown District. Harbin said the property owner would be installing six head-in parking spaces that will require a license agreement with City Council. The remaining required parking spaces would be located offsite through a shared parking agreement. The property owner is proposing a six-foot concrete sidewalk on the opposite side of Laurel to provide a continuous walkway between the two sites. Harbin said there is an existing 36-inch oak tree the owner would

like considered as an alternate landscape plan to installing new 2-inch and 4-inch trees in the landscape buffer.

Vice Chairman Rives said this development is the type proponents of the Downtown District talk about. He mentioned the adjacent business uses head in parking and thought the sidewalk plan was a good option based on the layout of the area. Commissioner Conrad agreed the sidewalk installation would be beneficial.

Commissioner Mann asked how many feet of sidewalk would be built. Rives was able to find a dimension of 380-feet. Commissioner Anderson questioned if the shared parking arrangement took into consideration the different hours of operation between the businesses. Troy Kennedy/architect said the hours of operation were included in the parking analysis.

Chairman Hinckley asked if the 36-inch oak tree would survive with construction so nearby. Kennedy responded they are working with an arborist who has no concerns right now.

****Commissioner Marcus Rives moved to approve the site plan for APA Designs to be located at 405 Laurel, subject to staff comments. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.**

5. COMMUNICATIONS

- A. Receive information concerning the City Council's January 6th discussion of possible amendments to the Friendswood City Code concerning appeals to the City Council; reconsiderations of items; and/or regulations regarding landscaping and screening requirements.

Harbin provided an update from a discussion held amongst City Council regarding adding an appeals process. She explained Council talked about allowing Planning and Zoning Commission decisions be appealed to City Council, but decided against making changes. She said Council would continue using the current processes for appeals already in place. Harbin mentioned one item of concern centered around landscaping so a change may be coming to the commission to allow them more latitude in alternate landscape plans.

Councilwoman Hanks reported on the most recent Council meeting and said a large turnout of speakers came to voice their opinions on a particular subject. She said that existing process is a perfect example of how people could raise concerns with City Council, as a whole, who could then direct the commission to make ordinance changes, if necessary.

- B. Announce the next Planning and Zoning Commission regular meetings for (i) Thursday, January 23, 2025, and (ii) Thursday, February 13, 2025.
- C. Receive the December 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.

The commissioners thanked the public attendees for their input during the zone change public hearing.

Harbin encourage the commission to watch the last City Council meeting to help them prepare for upcoming ordinance change discussions.

6. ADJOURNMENT

This meeting was adjourned at 06:38 PM.