



**PLANNING AND ZONING COMMISSION, REGULAR MEETING
THURSDAY, APRIL 10, 2025 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL
910 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546**

AGENDA

1. CALL TO ORDER

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.

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 Thursday, March 13, 2025.

4. ACTION ITEMS

A. PROPOSED AMENDMENTS TO APPENDIX C, ZONING FOR COMMERCIAL ACTIVITIES AND TEMPORARY USES

- i Conduct a public hearing regarding proposed amendments to Appendix C "Zoning," to amend Section 8 "Supplementary district regulations," Subsection M "Commercial Activities and Temporary Uses" Paragraph 2 "Temporary Outdoor Sales" of the Friendswood City Code to update the regulations pertaining to temporary outdoor sales activities, including consolidating the provisions for Outdoor Sales and Special Events.
- ii Consider a recommendation to the City Council regarding proposed amendments to Appendix C "Zoning," to amend Section 8 "Supplementary district regulations," Subsection M "Commercial Activities and Temporary Uses" Paragraph 2 "Temporary Outdoor Sales" of the Friendswood City Code to update the regulations pertaining to temporary outdoor sales activities, including consolidating the provisions for Outdoor Sales and Special Events.

B. PROPOSED AMENDMENTS TO APPENDIX C, ZONING REGARDING PERIMETER LANDSCAPING AND SCREENING

- i Conduct a public hearing regarding proposed amendments to Appendix C "Zoning," Section 8.2 "Perimeter Landscaping and Screening" of the Friendswood City Code to give the Planning and Zoning Commission more latitude in considering site conditions and adjacent zoning when approving site plans.
- ii Consider a recommendation to the City Council regarding proposed amendments to Appendix C "Zoning," Section 8.2 "Perimeter Landscaping and Screening" of the

Friendswood City Code to give the Planning and Zoning Commission more latitude in considering site conditions and adjacent zoning when approving site plans.

- C. Consider approval of a site plan amendment for the property located at 212 and 214 S Friendswood Drive, also known as the One Sixty One development, which will include the addition of benches per the Downtown District regulations, provide for the future addition of a patio to the end of the building, 6-foot brick paved sidewalks along W Shadowbend Ave, and new landscaping.

5. COMMUNICATIONS

- A. Announce the next Planning and Zoning Commission regular meetings for (i) Thursday, April 24, 2025, and (ii) Thursday, May 8, 2025.
- B. Receive the March 2025 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.

6. ADJOURNMENT

PUBLIC NOTICE IS GIVEN THAT IN ADDITION TO ANY EXECUTIVE SESSION LISTED ABOVE, THE PLANNING AND ZONING COMMISSION RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE SECTIONS 551.071 - 551.090 TO DISCUSS ANY MATTERS LISTED ABOVE.

THE CITY OF FRIENDSWOOD IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST. PLEASE CONTACT THE CITY SECRETARY'S OFFICE BY PHONE AT (281) 996-3270, FAX (281) 482-1634, OR CONTACT (281) 996-3270 VIA RELAY TEXAS AT 711 OR 1-800-735-2988 FOR TYY SERVICES. FOR MORE INFORMATION CONCERNING RELAY TEXAS, PLEASE VISIT: [HTTP://RELAYTEXAS.COM](http://RELAYTEXAS.COM).



Approved for posting by:
Aubrey Harbin, LEED AP
Director of Community Development/City Planning



Posted by: Raquel Martinez, Deputy City Secretary
Posted in compliance with the Texas Open Meetings Act this
7th day of April 2025, at 5:00 P.M.



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: April 10, 2025

Subject: Consider approving the minutes of the Planning and Zoning Commission Regular Meeting held Thursday, March 13, 2025.

Action:

SUMMARY / ORIGINATING CAUSE

The draft minutes are attached for review and consideration.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

Staff recommends approval.

ATTACHMENTS

1. P&Z Minutes 2025-03-13 Regular



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, MARCH 13, 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
MARCH 13, 2025

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, MARCH 13, 2025, AT 06:01 PM **910 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546**

VICE CHAIRMAN MARCUS RIVES
COMMISSIONER TRAVIS MANN
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

CHAIRMAN TOM HINCKLEY, COMMISSIONER STACEY PHILLIPS, AND COUNCIL LIAISON TRISH HANKS 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. ACTION ITEMS

- A. Consider approving site plan amendments at 2131 W Parkwood Ave, Parkwood American Grille, which includes changing facade materials and colors on the existing building.

Planner Harbin said the new owners of the former Rancho Mexican Restaurant building are proposing facade changes to the building.

Raz Halili/owner said his company owns other restaurants, such as Pier 6, and they will be opening an elevated dining experience in Friendswood. Harbin said the commissioners had wondered if the porte-cochere would remain. Mr. Halili answered that it is remaining and will be improved for better access.

****Commissioner Brian Bounds moved to approve site plan amendments at 2131 W Parkwood Ave, Parkwood American Grille, which include changing facade materials and colors on the existing building. Seconded by Commissioner Marsha Conrad. The motion was approved unanimously.**

- B. Consider approving the preliminary plat of The Bristol located at 650 and 800 N Friendswood Drive.

Harbin reminded the commission that this property was recently rezoned to a Planned Unit Development to allow age-restricted apartments plus commercial frontage. She said the proposed preliminary plat was the next step in the development process. Harbin added there were a few administrative comments on the plat that staff will ensure are corrected before recording the plat. She said the final plat is also on tonight's agenda in an effort to help keep the developer within his timelines.

Anderson asked why some documents reference The Belmont and others are labeled as The Bristol. Hubble Hausman/owner said the development name was revised.

****Commissioner Brian Bounds moved to approve the preliminary plat of The Bristol located at 650 and 800 N Friendswood Drive, subject to staff comments. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.**

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.

****Commissioner Marsha Conrad moved to approve the Consent Agenda. Seconded by Commissioner Travis Mann. The motion was approved unanimously.**

- A. Consider approving the minutes of the Planning and Zoning Commission regular meeting held on Thursday, February 13, 2025.
- B. Consider approving the Final Plat of The Bristol located at 650 and 800 N Friendswood Drive with staff comments.
- C. Consider approving the Final Plat of Mcreaken Manor located at 401 W Edgewood Drive.

5. DISCUSSION

- A. Discuss proposed amendments to Appendix C "Zoning," Section 8.2 "Perimeter Landscaping and Screening" of the Friendswood City Code to give the Commission more latitude in consideration site conditions and adjacent zoning when approving site plans.

Harbin said no changes had been made to the proposed ordinance change since the last commission meeting. She said the change would allow more latitude for the commission to consider screening requirements based on the adjacent land uses. She explained the proposed changes also address Specific Use Permits (SUPs) established on residential property such as a church or school being developed next to a commercial property. Commissioners Rives and Mann asked what happened if the commercial property wanted the screening. Harbin said the ordinance allows the commission to determine the necessary screening.

- B. Discuss proposed amendments to Appendix C "Zoning" to amend Section 8 "Supplementary district regulations," Subsection M "Commercial Activities and Temporary Uses" Paragraph 2 "Temporary Outdoor Sales" of the Friendswood City Code to update the regulations pertaining to temporary outdoor sales activities, including consolidating the provisions for Outdoor Sales and Special Events.

Harbin said she incorporated the commission's suggestions from the last meeting, including better defining what constitutes a temporary use. She said the proposed ordinance allows six 4-day permits per year, but that a local business had suggested eight 4-day permits per year. She mentioned that same business had already planned on having more than six events in 2025 but had canceled some to comply with the proposed ordinance. Harbin said if the commission recommended six permits per year for now, the topic could be re-examined at a later date. The commissioners commented that six permits per year seemed fair and liked that they could reconsider the number later on, if needed.

- C. Discussion regarding proposed amendments to Chapter 2 "Administration," Division 10 "Planning and Zoning Commission," Section 2-71(b) "Membership" of the Friendswood City Code to more equally stagger the terms of office.

Harbin explained that the current commission is slated to expire five commissioners at one time. She said the proposed ordinance change would allow one commissioner to serve a one-time, one-year term to balance the expiration terms 4-3 instead of 5-2. Harbin said Chairman Hinckley would be reaching out to the expiring members to verify they would like to remain on the commission, and ask if one member would volunteer to serve a one-year term.

6. COMMUNICATIONS

- A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, March 27, 2025, and (ii) Thursday, April 10, 2025.
- B. Receive the February 2025 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.

Harbin stated the February DRC report was in the backup material, if anyone had any questions.

Councilman Matranga expressed his condolences to the Griffon family; Councilman Griffon's father had passed away. Matranga said that the Master Drainage Plan project was kicked off at the last council meeting. He said it is expected to wrap up mid-2026. Matranga said the other item of interest is that the council voted on the first reading to dis-annex a portion of property to the City of League City. He mentioned the early steps for the Falling Leaf Estates development had begun.

7. ADJOURNMENT

This meeting was adjourned at 06:33 PM.



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: April 10, 2025

Subject: Conduct a public hearing regarding proposed amendments to Appendix C "Zoning," to amend Section 8 "Supplementary district regulations," Subsection M "Commercial Activities and Temporary Uses" Paragraph 2 "Temporary Outdoor Sales" of the Friendswood City Code to update the regulations pertaining to temporary outdoor sales activities, including consolidating the provisions for Outdoor Sales and Special Events.

Action:

SUMMARY / ORIGINATING CAUSE

Proposed amendments to Appendix C "Zoning," Section 8 "Supplementary district regulations," Subsection M "Commercial activities and outdoor sales" and Appendix A "Signs" of the Friendswood City Code are intended to clarify the permitting and regulations for temporary outdoor uses, formerly known as outdoor sales and special events, hosted by a business owner.

In February 2024, staff made a presentation to City Council regarding mobile vendors and food trucks to discuss whether or not they wanted to allow mobile vendors and food trucks to set up at locations throughout the City. Staff explained that mobile vendors/food trucks are currently allowed in the following scenarios:

- Special events hosted by a business owner...grand openings, food truck Friday, festivals
- Vendor at City and Chamber of Commerce events
- Farmers Market
- Food Truck Park – provides parking spaces and utilities for food trucks, restrooms for patrons and employees, drink station, trash, and seating

City Council's viewpoint was that these allowances were adequate. Amending the special event portion of the zoning ordinance has been on the staff's list of things to amend for quite some time due to the formatting of the ordinance and the ambiguity that it caused. Recent requests for special events have prompted amendments sooner rather than later.

The intention of the proposed amendments is to define temporary outdoor uses, specify permitting requirements, clarify the allowance of food trucks at certain events, provide a deadline for the application submittal, allow for signage to advertise for events, and determine the number and timing of events allowed per year. To provide for clearer interpretation, the proposal eliminates some of the previous terminology and classifies all outdoor sales/events as "Temporary Outdoor Uses" and then classifies the temporary outdoor use as either a 30-day or 4-day permit.

Below are the items that were addressed during discussions of the proposed amendments:orated into the ordinance

- Definition of temporary outdoor use better defined - include using required parking spaces, inviting vendors, using off-site parking
- Add time for set up? – 4 days is sufficient...most cities allow 3-day events.
- Inclement weather – added provision to allow them to reschedule one time.
- Noise – the compliance section requires compliance with city ordinances, including noise.

- Number of attendees – added.
- Made some submittal items optional depending on the nature of event, number of attendees, number of businesses participating.
- Definition of food trucks to include beverage trailers – used Galveston County Health District wording of Mobile food and beverage units.
- Remove 30-day separation requirement. 30-day and 4-day permits can overlap and can be held back to back. They cannot continue from one calendar year to the next.
- Clarified the hours of operation. All outdoor activities must cease operations by 10pm in accordance with the noise ordinance.
- Clarified that number of permits applies per lot.

Previous discussions:
City Council - February 2024
Planning and Zoning Commission - February 13, 2025
Planning and Zoning Commission - March 13, 2025

Next Actions:
Planning and Zoning Recommendation
City Council public hearing - Monday, May 5 at 5:30pm
City Council first and only reading of ordinance - Monday, May 5 at 5:30pm

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The proposed amendments will provide clarification to business owners and property owners regarding the allowance of temporary outdoor uses and mobile food and beverage trucks on commercial properties in Friendswood.

RECOMMENDATIONS

n/a

ATTACHMENTS

1. Proposed Amendments to Zoning Ord Sec 8 4-10-2025 clean copy
2. Proposed Amendments to Zoning Ord Sec 8 4-10-2025 Redlines

Proposed Amendments to be considered on 4/10/2025

SECTION 8 SUPPLEMENTARY DISTRICT REGULATIONS

M. *Commercial activities and temporary uses.*

1. *Commercial activities.*

- a. *Permanent structure required.* Except as herein provided, every business within the city must be operated out of a permanent, stationary, site-built building.
- b. *Temporary construction structures.* Temporary buildings and building material storage areas to be used for construction purposes may be permitted for a specific period of time in accordance with a permit issued by the building official for a period not exceeding the period of construction. Upon completion or abandonment of construction, such field offices and buildings shall be removed at the owner's expense.
 - (1) Temporary construction structures may be placed on sites that have been legally platted; or
 - (2) Temporary construction structures may be placed on undeveloped sites upon city approval of infrastructure plans.
- c. *Temporary sales structures.* Temporary buildings for temporary sales offices, and temporary off-street parking areas, may be permitted in conjunction with new home sales. Such uses shall be located on a platted lot. Such structures and parking areas shall be removed when the subdivision is sold out. One temporary sales office is permitted per builder in a subdivision.
- d. *Businesses creating nuisance.* Any business operating within a temporary structure as authorized above that constitutes a public nuisance to the surrounding neighbors or endangers public health, safety or welfare shall be cited for nuisance violations under this Code and shall be required to cease operations as directed by the building official, or other designee.
- e. *Portable buildings or structures.* Portable buildings or structures, including, but not limited to, cargo boxes or tractor-trailers, are not permitted for use as commercial or business operations, provided, however, that such may be used as accessory structures for storage for a main business. The number and location of such structures are subject to a site plan review and approval by the city community development department. Mobile homes or RVs are not permitted to be used as accessory buildings.
- f. *Restroom facilities.* Every business within the city must provide permanent restroom facilities on-site available for use by the customers of that particular business. These facilities may be located within the same building as the business, or may be provided in an adjacent business with evidence of a perpetual agreement for such with the owner of the adjacent business. Restroom facilities shall be in compliance with all applicable state, county and city building and health code provisions, including restroom facilities for handicapped individuals, for the size and type of business to be conducted at that location.

2. *Temporary outdoor uses.*

- a. For the purposes of this section, temporary outdoor uses are defined as the display, outside of a permanent structure, for the purpose of purchase by consumers, whether immediately or by placing orders, of any merchandise, services, products, or goods irrespective of whether payment for such is made outdoors or in a permanent structure that take place in required parking areas, invite outside vendors to the property, or use off-site parking.
 - (1) 30-day permit – A thirty (30) day permit may be issued for the temporary sale of holiday merchandise, such as pumpkins, flowers, and Christmas trees.

- (a) *Number of permits.* There shall not be more than three permits issued per lot within a calendar year, nor shall permits be allowed to run consecutively during two, 12-month periods.
 - (b) *Hours of operation.* A permit for the temporary sale of holiday merchandise shall be for a period not to exceed 30 consecutive calendar days. The temporary outdoor use shall be allowed to conduct business no earlier than 9:00 a.m. and must close activities at official sundown, unless the applicant shows adequate lighting on the site plan. All outdoor activities must close by 10:00 pm. The permittee must remove all items, tents and materials used for the conduct of the outdoor sales from the location not later than 5:00 p.m. on the day after the final date of the permit. However, any such permit issued for an activity commencing on Friday, Saturday or Sunday immediately preceding Thanksgiving shall be effective from that date until 12:00 midnight, December 25 that year, and all materials shall be removed by 5:00 p.m., December 26.
 - (c) *Mobile food and beverage units.* Food trucks, concession trailers, or similar vehicles selling food or drink items are prohibited.
- (2) 4-day permit – A four (4) day permit may be issued for short-term temporary uses that include, but are not limited to, art and craft shows, festivals, fairs, grand openings, and church bazaars.
 - (a) *Number of permits.* There shall not be more than six permits issued per lot, within a calendar year, nor shall permits be allowed to run consecutively during two, 12-month periods.
 - (b) *Hours of operation.* A permit for a short-term temporary use shall be for a period not to exceed 4 consecutive calendar days. The commercial or business activity shall be allowed to conduct business no earlier than 9:00 a.m. and must close activities at official sundown, unless the applicant shows adequate lighting on the site plan. All outdoor activities must close by 10:00 pm. The permittee must remove all items, tents and materials used for the conduct of the special event from the location not later than 5:00 p.m. on the day after the final date of the permit.
 - (c) *Mobile food and beverage units.* Food trucks, concession trailers, or similar vehicles selling food or drink items may be permitted provided they possess a permit issued by Galveston County Health District and/or Texas Alcohol and Beverage Commission, whichever is applicable.
- b. *Permit required.* No person shall conduct temporary outdoor uses either in the open or under a tent or other temporary cover within the city limits without first obtaining a permit under this section. A copy of the permit shall be conspicuously posted at or upon the entrance to the outdoor sales activity at all hours during the approved dates of the activity.
- c. *Application for permit.* Applications must be submitted a minimum of 30 days before the start date of the temporary outdoor use. Complete applications will be granted or denied a minimum of 7 business days before the start of the temporary outdoor use to allow the applicant adequate time to promote the temporary use. A complete application shall include:
 - (1) Name and contact information of the person conducting the activity,
 - (2) Proposed location,
 - (3) Name and contact information of the property owner where the use will take place,
 - (4) Description of the intended activity,

- (5) Proposed dates for the temporary use,
- (6) Number of anticipated attendees,
- (7) Proof of insurance for the activity, in a minimum amount of coverage as determined by the city council or required by law,
- (8) Site plan showing the location of all activities that will take place on the property including tents, temporary structures, food trucks (for 4-day permits), restrooms, parking, trash receptacles, and any other pertinent information,
- (9) Lighting plan, if required by section 2.a.(1)b. or 2.a.(2).b.
- (10) Fire related items required by the International Fire Code,
- (11) Written authorization for the use of offsite parking, if applicable, and
- (12) A copy of the activity's sales tax certificate.

Depending on the number of attendees, number of businesses involved, or nature of the temporary use the city may require the following:

- (13) Security agreement with peace officers,
- (14) Traffic control plan,
- (15) Janitorial/clean up service agreement and/or plan, or
- (16) Health permits or TABC permits.

The appropriate city department may waive one or more of the above items it deems unnecessary due to the nature of the temporary use and the adequacy of existing infrastructure servicing the location.

- d. *Fee.* The community development department shall charge and collect a fee before issuance of a permit as determined in Appendix D. If the activity ceases, closes, or is terminated for any reason prior to the expiration of the permit, there shall be no refund of the above fee. The conducting of a temporary use by a governmental entity, public utility, or tax-exempt not-for-profit organization formed for education, philanthropic, scientific or religious purposes, where any proceeds and profits are designed to be contributed to such entity conducting the activity, or where the activity occurs on property owned by a governmental entity may be exempt from the permit fee.
- e. *Rescheduling.* Permitted temporary outdoor uses may be rescheduled one time due to inclement weather or other reasonable reason.
- f. *Compliance required.* Temporary outdoor uses will be allowed for commercial or business purposes only at locations which are properly zoned for the nature of commercial or business activity to be conducted at that location. Further, all temporary outdoor uses must comply with the setback requirements, parking requirements, noise ordinance, and other standards in city ordinances. All tents or other coverings and materials used for commercial and business purposes must otherwise comply with all applicable fire, safety and other codes in effect during the dates of the permitted activity.
- g. *Operating without a permit; false information.* Any person or entity conducting a temporary outdoor use for commercial or business purposes without complying with this section, or who gives false, misleading or incomplete information on an application, shall within one day of notice of violation obtain the required permit for a fee in an amount which shall be triple the normal fee, or immediately cease and desist from all activity covered by this article, and remove the temporary use from the premises before midnight of that day.

- h. *Existing outdoor sales.* Any person conducting outdoor sales as defined above, on the effective date of the ordinance from which this appendix is derived, must either apply for and receive a permit, or cease the use and remove the activity no later than 5:00 p.m. on the seventh calendar day after the effective date of the ordinance from which this section is derived.
 - i. Permits issued the same calendar year of the effective date of this ordinance shall be subject to the limitations on the number of allowable permits for the calendar year.
- 3. *Farmers markets.* For the purposes of this section, farmers markets are defined as an organized entity/operation, certified by the state department of agriculture, that allows a group of food growers/manufacturers to market and sell their farm produce and products in a specific location. The products would include herbs and spices in their natural or dried state, vegetables, fruits, nuts, berries, grains, honey, watermelons and other melons, and cantaloupes in their natural state as well as farm produce, shelled peas or legumes, yard eggs and packaged foods processed or manufactured by a vendor in a licensed food establishment and packaged and labeled according to law.
 - a. No resale or craft items are allowed to be sold at farmers markets.
 - b. In addition to the application and supporting documents listed in subsection 2.(c) of this section, the applicant must also provide an issued and approved County health district farmers market and vendor permits.
 - c. *Hours of operation.* Farmers markets may be permitted for one weekend a month (Saturday and Sunday only) for up to six months, from 8:00 a.m. to 6:00 p.m. At the closure of the market on Sunday, all market items must be removed from the site, including display tables, tents, equipment, etc.
 - d. Food trucks, concession trailers, or similar vehicles selling food or drinks may be allowed during the operation hours of a farmers market.
- 4. *Exemptions.*
 - a. *Outdoor displays of merchandise.* Outdoor displays of merchandise by retail businesses shall be allowed if the display involves items for sale by a commercial retailer located within a permanent structure on the same parcel. Such displays may not cover more than half of the width of the pedestrian walkway between the storefront and the curb, nor impede the minimum egress width required by code, whichever is greater.
 - b. *Suspension in the event of disaster or loss.* In the event of a natural disaster (e.g., flood, hurricane), or other catastrophic loss (e.g., fire), the city council may suspend the application of this appendix for such period of time as may be determined to be necessary for reconstruction of permanent structures.
 - c. The conducting of temporary uses by the city shall be exempt from the provisions of this section.
- 5. *Signs.* Signage shall comply with City of Friendswood Code of Ordinances, Appendix A.

Proposed Amendments to be considered on 4/10/2025

SECTION 8 SUPPLEMENTARY DISTRICT REGULATIONS

M. Commercial activities and ~~outdoor sales~~ temporary uses.

1. Commercial activities.

- (a.) ~~Permanent structure required.~~ Except as herein provided, every business within the city must be operated out of a permanent, stationary, site-built building.
- (b.) ~~Temporary construction structures.~~ Temporary buildings and building material storage areas to be used for construction purposes may be permitted for a specific period of time in accordance with a permit issued by the building official for a period not exceeding the period of construction. Upon completion or abandonment of construction, such field offices and buildings shall be removed at the owner's expense. ~~Such uses shall be located on a platted lot, and may not be placed on-site until improvements are accepted by the council, or in the case of developed sites where improvements exist, until a permit is issued.~~
 - (1) Temporary construction structures may be placed on sites that have been legally platted; or
 - (2) Temporary construction structures may be placed on undeveloped sites upon city approval of infrastructure plans.
- (c.) ~~Temporary sales structures.~~ Temporary buildings for temporary sales offices, and temporary off-street parking areas, may be permitted in conjunction with new home sales. Such uses shall be located on a platted lot, ~~may not be placed on-site until improvements are accepted by the council, or in the case of developed sites where improvements exist, until a permit is issued.~~ Such structures and parking areas shall be removed when the subdivision is sold out. One temporary sales office is permitted per builder in a subdivision.
- (d.) ~~Businesses creating nuisance.~~ Any business operating within a temporary structure as authorized above that constitutes a public nuisance to the surrounding neighbors or endangers public health, safety or welfare shall be cited for nuisance violations under this Code and shall be required to cease operations as directed by the building official, or other designee.
- (e.) ~~Portable buildings or structures.~~ Portable buildings or structures, including, but not limited to, cargo boxes or tractor-trailers, are not permitted for use as commercial or business operations, provided, however, that such may be used as accessory structures for storage for a main business. The number and location of such structures are subject to a site plan review and approval by the city community development department. Mobile homes or RVs are not permitted to be used as accessory buildings.
- (f.) ~~Restroom facilities.~~ Every business within the city must provide permanent restroom facilities on-site available for use by the customers of that particular business. These facilities may be located within the same building as the business, or may be provided in an adjacent business with evidence of a perpetual agreement for such with the owner of the adjacent business. Restroom facilities shall be in compliance with all applicable state, county and city building and health code provisions, including restroom facilities for handicapped individuals, for the size and type of business to be conducted at that location.
- (g) ~~Exceptions. In the event of a natural disaster (e.g., flood, hurricane), or other catastrophic loss (e.g., fire), the city council may suspend the application of this appendix for such period of time as may be determined to be necessary for reconstruction of permanent structures.~~

2. Temporary outdoor uses.

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a. ~~For the purposes of this section, outdoor sales are a temporary outdoor uses are defined as the display, outside of a permanent structure, for the purpose of purchase by consumers, whether immediately or by placing or placing orders, of any merchandise, services, products, or goods irrespective of whether payment for such is made outdoors or in a permanent structure that take place in required parking areas, invite outside vendors to the property, or use off-site parking.~~

~~(1) 30-day permit – A thirty (30) day permit may be issued for the temporary outdoor sales include activities sale of holiday merchandise, such as pumpkins, patches, Mother's Day floral sales flowers, and Christmas trees lots.~~

~~(a) Number of permits. There shall not be more than three permits issued per lot to a person or business, or for a location, within a calendar year, nor shall permits be allowed to run consecutively during two, 12-month periods. Permits, whether for a short term or long term temporary use, shall be issued a minimum of 30 days apart.~~

~~(b) Hours of operation. A permit for the temporary sale of holiday merchandise shall be for a period not to exceed 30 consecutive calendar days. The temporary outdoor use shall be allowed to conduct business no earlier than 9:00 a.m. and must close activities at official sundown, unless the applicant shows adequate lighting on the site plan. All outdoor activities must close by 10:00 pm. The permittee must remove all items, tents and materials used for the conduct of the outdoor sales from the location not later than 5:00 p.m. on the day after the final date of the permit. However, any such permit issued for an activity commencing on Friday, Saturday or Sunday immediately preceding Thanksgiving shall be effective from that date until 12:00 midnight, December 25 that year, and all materials shall be removed by 5:00 p.m., December 26.~~

~~(c) Mobile food and beverage units. Food trucks, concession trailers, or similar vehicles selling food or drink items are prohibited.~~

~~(2) 4-day permit – Special events. For the purposes of this section, special event is defined as a temporary use held outdoors on private property that extends beyond the normal uses and standards allowed by the zoning ordinance of the city. Special event A four (4) day permit may be issued for short-term temporary uses that includes, but are not limited to, art and craft shows, festivals, fairs, grand openings, and church bazaars. short-term temporary use~~

~~(a) Number of permits. There shall not be more than three six four permits issued per lot to a person or business, or for a location, within a calendar year, nor shall permits be allowed to run consecutively during two, 12-month periods. Permits, whether for a short term or long term temporary use, shall be issued a minimum of 30 days apart.~~

~~(b) Hours of operation. A permit for a short-term temporary use special event shall be for a period not to exceed 4 consecutive calendar days. The commercial or business activity shall be allowed to conduct business no earlier than 9:00 a.m. and must close activities no later than 10:00 p.m. or until dark at (official sundown), whichever comes first, unless the applicant shows adequate lighting on the site plan. All outdoor activities must close by 10:00 pm. The permittee must remove all items, tents and materials used for the conduct of the special event from the location not later than 5:00 p.m. e on the day after the final date of the permit. However, any such permit issued for an activity commencing on the Friday, Saturday or Sunday immediately preceding~~

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~~Thanksgiving shall be effective from that date until 12:00 midnight, December 25 that year, and all materials shall be removed by 5:00 p.m., December 26.~~

~~(c) *Mobile food and beverage units.* Food trucks, concession trailers, or similar vehicles selling food or drink items may be permitted provided they possess a permit issued by Galveston County Health District and/or Texas Alcohol and Beverage Commission, whichever is applicable.~~

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~~b. *Permit required.* No person shall conduct temporary outdoor uses either in the open or under a tent or other temporary cover for commercial or business purposes within the city limits without first obtaining a permit under this section. A copy of the permit shall be conspicuously posted at or upon the entrance to the outdoor sales activity at all hours during the approved dates of the activity.~~

~~cb. *Application for permit.* Applications must be submitted a minimum of 30 days before the start date of the event temporary outdoor use. Complete applications will be granted or denied may be reviewed and granted a minimum of within 7 business days before the start of the temporary outdoor use to allow the applicant adequate time to promote the temporary use. and The A complete -application shall include:~~

~~(1) *(1) — The name and contact information of the person conducting the activity.;*~~

~~(2) *the proposed location.;*~~

~~(3) *The name and contact information of the property owner of the property where the use is to be located will take place.;*~~

~~(4) *Description the nature of the intended activity.;*~~

~~(5) *and the proposed dates for the temporary use of use. ; and other pertinent information on the form.*~~

~~(6) *Number of anticipated attendees.*~~

~~(67) *Proof of insurance for the activity, in a minimum amount of coverage as determined by the city council or required by law.;*~~

~~(87) *SA-site plan showing the location of all activities that will take place on the property including tents, temporary structures, food trucks (for 4-day permits), restrooms, parking, trash receptacles, and any other pertinent information, shall also be submitted to city staff containing all information required by the zoning ordinance for administrative review.*~~

~~(9) *Lighting plan, if required by section 2.a.(1)b. or 2.a.(2).b.*~~

~~(108) *Fire related items required by the International Fire Code, Flame retardant certification for proposed tents.*~~

~~(119) *Written authorization for the use of offsite parking, if applicable.;* and~~

~~(6) *The city reserves the right to require additional information or verifications, such as health permits, depending upon the type of business and regulatory oversight by other entities.*~~

~~(6129) *A copy of the activity's sales tax certificate.*~~

~~Depending on the number of attendees, number of businesses involved, or nature of the temporary use the city may require the following:~~

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~~(7134) *Security agreement with peace officers.;*~~

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~~(81422)~~ Traffic control plan;

~~(1539)~~ Janitorial/clean up service agreement and/or plan, or

~~(1640)~~ Health permits or TABC permits.

The appropriate city department may waive one or more of the above items it deems unnecessary due to the nature of the event/temporary use and the adequacy of existing infrastructure servicing the location.

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d.- Fee. The community development/building department shall charge and collect a fee before issuance of a permit as determined in Appendix D, in an amount set by the city council. If the activity ceases, closes, or is terminated for any reason prior to the expiration of the permit, there shall be no refund of the above fee. The conducting of a temporary use by a governmental entity, public utility, or tax-exempt not-for-profit organization formed for education, philanthropic, scientific or religious purposes, where any proceeds and profits are designed to be contributed to such entity conducting the activity, or where the activity occurs on property owned by a governmental entity may be exempt from the permit fee.

e. Rescheduling. Permitted temporary outdoor uses may be rescheduled one time due to inclement weather or other reasonable reason.

f. Compliance required. Temporary outdoor uses will be allowed for commercial or business purposes only at locations which are properly zoned for the nature of commercial or business activity to be conducted at that location. Further, all temporary outdoor uses must comply with the setback requirements, parking requirements, noise ordinance, and other standards in city ordinances. All tents or other coverings and materials used for commercial and business purposes must otherwise comply with all applicable fire, safety and other codes in effect during the dates of the permitted activity.

eg. Operating without a permit; false information. Any person or entity conducting a temporary outdoor use for commercial or business purposes without complying with this section, or who gives false, misleading or incomplete information on an application, shall within one day of notice of violation obtain the required permit for a fee in an amount which shall be triple the normal fee, or immediately cease and desist from all activity covered by this article, and remove the temporary use from the premises before midnight of that day.

3. Outdoor sales. For the purposes of this section, outdoor sales are a temporary use defined as the display outside of a permanent structure, for the purpose of purchase by consumers, whether immediately or by placing of orders, of any merchandise, services, products, or goods irrespective of whether payment for such is made outdoors or in a permanent structure. Outdoor sales include activities such as pumpkin patches, Mother's Day floral sales, and Christmas tree lots. Outdoor sales for commercial or business purposes shall be allowed only under the following conditions and procedures:

(a) Permit required. No person shall conduct outdoor sales either in the open or under a tent or other temporary cover for commercial or business purposes within the city limits without first obtaining a permit under this section.

(b) Application for permit. Any person desiring to conduct outdoor sales shall apply to the building office for a permit. The application shall state the name of the person conducting the activity; the proposed location; the name of the owner of the property where the sales are to be located; the nature of the intended activity; and the proposed dates of use; and other pertinent information on the form. Proof of insurance for the activity, in a minimum amount of coverage as determined by city council, or required by law, and a copy of the activity's sales tax certificate shall also be

submitted prior to issuance of a permit. A site plan shall also be submitted to city staff containing all information required by the zoning ordinance for administrative review. The city reserves the right to require additional information or verifications, such as health permits, depending upon the type of business and regulatory oversight by other entities.

(c) ~~Fee.~~ The building department shall charge and collect a fee before issuance of a permit, in an amount set by the city council. If the activity ceases, closes, or is terminated for any reason prior to the expiration of the permit, there shall be no refund of the above fee.

(d) ~~Zoning compliance required.~~ Outdoor sales will be allowed for commercial or business purposes only at locations which are properly zoned for the nature of commercial or business activity to be conducted at that location. Further, all outdoor sales activities must comply with the setback requirements, parking requirements and other standards in city ordinances.

~~a.(e) In addition to the application and supporting documents listed in subsection 2.(b) of this section, the applicant must also provide a copy of the activity's sales tax certificate.~~

~~b. Number of permits. There shall not be more than three permits issued to a person or business, or for a location, within a calendar year, nor shall permits be allowed to run consecutively during two 12-month periods. Permits shall be issued a minimum of 30 days apart.~~

~~(e.f) Hours of operation.~~ A permit for outdoor sales shall be for a period not to exceed 15 consecutive calendar days. The commercial or business activity shall be allowed to conduct business no earlier than 9:00 a.m., and must close activities no later than 10:00 p.m. or until dark (official sundown), whichever comes first, unless the applicant shows adequate lighting on the site plan or it is an outdoor sales activity related to the primary business activity on the site and adequate lighting is provided on-site. The permittee must remove all items, tents and materials used for the conduct of the outdoor sales from the location not later than 5:00 p.m. of the day after the final date of the permit. However, any such permit issued for an activity commencing on the Friday, Saturday or Sunday immediately preceding Thanksgiving shall be effective from that date until 12:00 midnight, December 25 that year, and all materials shall be removed by 5:00 p.m., December 26.

(g) ~~Compliance with all codes.~~ All tents or other coverings and materials used for commercial and business purposes must otherwise comply with all applicable fire, safety and other codes in effect during the dates of the permitted activity.

(h) ~~Posting.~~ A copy of the permit shall be conspicuously posted at or upon the entrance to the outdoor sales activity at all hours during the approved dates of the activity.

(i) ~~Operating without a permit; false information.~~ Any person or entity conducting outdoor sales for commercial or business purposes without complying with this section, or who gives false, misleading or incomplete information on an application, shall within one day of notice of violation obtain the required permit for a fee in an amount which shall be triple the normal fee, or immediately cease and desist from all activity covered by this article, and remove the outdoor sales activity from the premises before midnight of that day.

~~h.(d.i) Existing outdoor sales.~~ Any person conducting outdoor sales as defined above, on the effective date of the ordinance from which this appendix is derived, must either apply for and receive a permit, or cease the use and remove the activity no later than 5:00 p.m. on the seventh calendar day after the effective date of the ordinance from which this section is derived.

~~ih. Permits issued the same calendar year of the effective date of this ordinance shall be subject to the limitations on the number of allowable permits for the calendar year.~~

~~4. Special events. For the purposes of this section, special event is defined as a temporary use held outdoors on private property that extends beyond the normal uses and standards allowed by the~~

~~zoning ordinance of the city. Special event includes, but are not limited to, art and craft shows, festivals, fairs, grand openings, and church bazaars.~~

~~a. In addition to the application and supporting documents listed in subsection 2.(b) of this section, the applicant must also provide:~~

~~(1) Security agreement with peace officers;~~

~~(2) Traffic control plan;~~

~~(3) _____~~

~~b. Number of permits. There shall not be more than three permits issued to a person or business, or for a location, within a calendar year, nor shall permits be allowed to run consecutively during two, 12-month periods. Permits shall be issued a minimum of 30 days apart.~~

~~c. Hours of operation. A permit for a special event shall be for a period not to exceed 4 consecutive calendar days. The commercial or business activity shall be allowed to conduct business no earlier than 9:00 a.m. and must close activities no later than 10:00 p.m. or until dark (official sundown), whichever comes first, unless the applicant shows adequate lighting on the site plan. The permittee must remove all items, tents and materials used for the conduct of the special event from the location not later than 5:00 p.m. of the day after the final date of the permit. However, any such permit issued for an activity commencing on the Friday, Saturday or Sunday immediately preceding Thanksgiving shall be effective from that date until 12:00 midnight, December 25 that year, and all materials shall be removed by 5:00 p.m., December 26.~~

~~(k) — 35. Farmers markets.~~

~~i. For the purposes of this section, farmers markets are defined as an organized entity/operation, certified by the state department of agriculture, that allows a group of food growers/manufacturers to market and sell their farm produce and products in a specific location. The products would include herbs and spices in their natural or dried state, vegetables, fruits, nuts, berries, grains, honey, watermelons and other melons, and cantaloupes in their natural state as well as farm produce, shelled peas or legumes, yard eggs and packaged foods processed or manufactured by a vendor in a licensed food establishment and packaged and labeled according to law.~~

~~ii. No resale or craft items are allowed to be sold at farmers markets.~~

~~iii. These markets must comply with subsections m.2(a) through (d) and (g) through (i) of this section, as well as the following:~~

~~b. iv. In addition to the application and supporting documents listed in subsection 2.(cb) of this section, the applicant must also provide:~~

~~(1) Security agreement with peace officers;~~

~~(2) Traffic control plan;~~

~~(3) an issued and approved _____ County health district farmers market vendor's and vendor permits;~~

~~(4) Janitorial/clean up service agreement and/or plan.~~

~~v. c. Hours of operation. Farmers markets may be permitted for one weekend a month (Saturday and Sunday only) for up to six months, from 8:00 a.m. to 6:00 p.m. At the ~~close~~closure of the market on Sunday, all market items must be removed from the site, including display tables, tents, equipment, etc.~~

~~d. Food trucks, concession trailers, or similar vehicles selling food or drinks may be allowed during the operation hours of a farmers market.~~

~~346. Exemptions.~~

~~(a.) Charitable or nonprofit events. The conducting of outdoor sales or commercial activity by a governmental entity, public utility, or tax exempt not for profit organization formed for~~

education, philanthropic, scientific or religious purposes, where any proceeds and profits are designed to be contributed to such entity conducting the activity, or where the activity occurs on property owned by a governmental entity. However, such entities and organizations shall comply with all other ordinances and laws applicable to their activity, and no such activities shall be allowed on the public rights-of-way.

- ~~(b.)~~ *Outdoor displays of merchandise.* Outdoor displays of merchandise by retail businesses shall be allowed if the display involves items for sale by a commercial retailer located within a permanent structure on the same parcel.

Such displays may not cover more than half of the width of the pedestrian walkway between the storefront and the curb, nor impede the minimum egress width required by code, whichever is greater.

~~, unless other accommodations for pedestrian travel satisfactory to the building official are made. A permit shall be required for the placement of outdoor sales activities or items within any parking lot, and a permit shall not be granted if the proposed area eliminates required parking areas, provided, however, that special events shall be exempt from this latter provision, where emergency access and parking is approved by the building official in advance of the event. For the purposes of this section, "special event" is defined as a temporary outdoor use on private property that extends beyond the normal uses and standards allowed by the zoning ordinance of the city and which runs not longer than four days. Special event includes, but are not limited to, art shows, sidewalk sales, pumpkin and holiday sales, festivals, craft shows and church bazaars.~~

- ~~(b.e.)~~ *Suspension in the event of disaster or loss.* In the event of a natural disaster (e.g., flood, hurricane), or other catastrophic loss (e.g., fire), the city council may suspend the application of this appendix for such period of time as may be determined to be necessary for reconstruction of permanent structures.

- ~~c.~~ The conducting of commercial activity temporary uses by the city shall be exempt from the provisions of this section.

5. *Signs.* Signage shall comply with City of Friendswood Code of Ordinances, Appendix A.



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: April 10, 2025

Subject: Consider a recommendation to the City Council regarding proposed amendments to Appendix C "Zoning," to amend Section 8 "Supplementary district regulations," Subsection M "Commercial Activities and Temporary Uses" Paragraph 2 "Temporary Outdoor Sales" of the Friendswood City Code to update the regulations pertaining to temporary outdoor sales activities, including consolidating the provisions for Outdoor Sales and Special Events.

Action:

SUMMARY / ORIGINATING CAUSE

Please see attachment on the public hearing item.

Proposed amendments to Appendix C "Zoning," Section 8 "Supplementary district regulations," Subsection M "Commercial activities and outdoor sales" and Appendix A "Signs" of the Friendswood City Code are intended to clarify the permitting and regulations for temporary outdoor uses, formerly known as outdoor sales and special events, hosted by a business owner.

In February 2024, staff made a presentation to City Council regarding mobile vendors and food trucks to discuss whether or not they wanted to allow mobile vendors and food trucks to set up at locations throughout the City. Staff explained that mobile vendors/food trucks are currently allowed in the following scenarios:

- Special events hosted by a business owner...grand openings, food truck Friday, festivals
- Vendor at City and Chamber of Commerce events
- Farmers Market
- Food Truck Park – provides parking spaces and utilities for food trucks, restrooms for patrons and employees, drink station, trash, and seating

City Council's viewpoint was that these allowances were adequate. Amending the special event portion of the zoning ordinance has been on the staff's list of things to amend for quite some time due to the formatting of the ordinance and the ambiguity that it caused. Recent requests for special events have prompted amendments sooner rather than later.

The intention of the proposed amendments is to define temporary outdoor uses, specify permitting requirements, clarify the allowance of food trucks at certain events, provide a deadline for the application submittal, allow for signage to advertise for events, and determine the number and timing of events allowed per year. To provide for clearer interpretation, the proposal eliminates some of the previous terminology and classifies all outdoor sales/events as "Temporary Outdoor Uses" and then classifies the temporary outdoor use as either a 30-day or 4-day permit.

Below are the items that were addressed during discussions of the proposed amendments: orated into the ordinance

- Definition of temporary outdoor use better defined - include using required parking spaces, inviting vendors, using off-site parking
- Add time for set up? – 4 days is sufficient...most cities allow 3-day events.
- Inclement weather – added provision to allow them to reschedule one time.

- Noise – the compliance section requires compliance with city ordinances, including noise.
- Number of attendees – added.
- Made some submittal items optional depending on the nature of event, number of attendees, number of businesses participating.
- Definition of food trucks to include beverage trailers – used Galveston County Health District wording of Mobile food and beverage units.
- Remove 30-day separation requirement. 30-day and 4-day permits can overlap and can be held back to back. They cannot continue from one calendar year to the next.
- Clarified the hours of operation. All outdoor activities must cease operations by 10pm in accordance with the noise ordinance.
- Clarified that number of permits applies per lot.

Previous discussions:
City Council - February 2024
Planning and Zoning Commission - February 13, 2025
Planning and Zoning Commission - March 13, 2025

Next Actions:
Planning and Zoning Recommendation
City Council public hearing - Monday, May 5 at 5:30pm
City Council first and only reading of ordinance - Monday, May 5 at 5:30pm

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The proposed amendments will provide clarification to business owners and property owners regarding the allowance of temporary outdoor uses and mobile food and beverage trucks on commercial properties in Friendswood.

RECOMMENDATIONS

n/a

ATTACHMENTS



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: April 10, 2025

Subject: Conduct a public hearing regarding proposed amendments to Appendix C "Zoning," Section 8.2 "Perimeter Landscaping and Screening" of the Friendswood City Code to give the Planning and Zoning Commission more latitude in considering site conditions and adjacent zoning when approving site plans.

Action:

SUMMARY / ORIGINATING CAUSE

Rearranging the wording in this section will provide more flexibility for the Planning and Zoning Commissioners to consider adjacent land uses, existing conditions, and future possibilities when determining landscaping and screening requirements. These changes are a result of discussion with City Council regarding an idea to adopt an appeal process that would require City Council to hear and decide appeals to decisions made by the Commission. Historically, the stance has always been to change the rule, if necessary, rather than City Council overriding decisions of the Commission and other boards/committees on an individual basis.

Previous discussions:

City Council - December 2, 2024

City Council - January 6, 2025

Planning and Zoning Commission - February 13, 2025

Planning and Zoning Commission - March 13, 2025

Next Actions:

Planning and Zoning Recommendation

City Council public hearing - Monday, May 5 at 5:30pm

City Council first and only reading of ordinance - Monday, May 5 at 5:30pm

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Providing the Planning and Zoning Commissioners more flexibility will aid in decision-making when considering site plans and landscape requirements for the remaining property to be developed in Friendswood.

RECOMMENDATIONS

n/a

ATTACHMENTS

1. Proposed Amendments to Zoning Ord Section 8. Supplementary District Regulations
2. Proposed Amendments to Zoning Ord Sec 8.I. Landscaping and Screening

DRAFT ONLY for discussion by the Planning and Zoning Commission

Section 8. Supplementary district regulations.

I. *Landscaping and screening requirements.*

1. *Purpose.* The provisions of this subsection I for the installation and maintenance of landscaping and screening are intended to protect the character and stability of residential, commercial, institutional and industrial areas, to conserve the value of land and buildings of surrounding properties and neighborhoods, and to enhance the aesthetic and visual image of the community. In furtherance thereof, trees utilized to comply with the requirements of this subsection I shall be of a type contained in the list of qualified trees approved from time to time by the city council and contained in the city's design criteria manual ("Qualified Tree List").
2. *Perimeter landscaping and screening.*
 - a. *Adjacent property, buffer maintenance and installation.*
 - (1) When a commercial (CSC, LNC, NC, OP, DD, PUD, A-1) or industrial (LI, I, BP) use is established on a lot or premises located adjacent to any residential zoning district, or when any multiple-family dwelling use is established on a lot or premises adjacent to any property located in a single-family residential zoning district, or when an industrial use is established on a lot or premises adjacent to any property located in a commercial zoning district, a ten-foot in width landscaped open space buffer strip shall be installed and maintained by the owner, developer or operator of the multiple-family dwelling, commercial or industrial property between it and the adjacent protected property.
 - (2) In addition, an eight-foot-high opaque fence or wall shall be erected and maintained along the common property line. Graduated fences may be allowed by the commission, when the safety and general welfare of the public would be better protected by such design. The fence or wall shall be constructed of wood, masonry, or decorative concrete, or any combination thereof. Metal may be used only as a concealed structural element. Alternatively, some types of vegetation may be allowed for such screening, provided plantings are evergreen and dense enough to provide an opaque or substantially opaque screen. Any combination of fencing, earthen berms, and vegetation may be used to comply with the eight-foot screening requirement.
 - (3) The provisions of this subsection may not apply in the following circumstances:
 - (a) where the uses are separated by a driveway, easement, drainage ditch, canal, or similar features determined to provide adequate buffering to those listed herein which are a minimum width of 30 feet.
 - (b) a commercial use has been established by Specific Use Permit on a residentially zoned lot.
 - ~~The commission shall determine the required screening after giving due consideration to the intensity of the commercial use, the zoning classification, and adjacent land uses.~~
 - (4) When a residentially zoned property is rezoned to commercial, an existing fence may, if requested by the staff, the commission, or the applicant, be removed, in whole or in part, to allow joint or shared access to parking and driving areas. Documentation may be required detailing a joint use agreement between or among property owners.

(5) Conversely, when a single-family use is established on property adjacent to any commercial, industrial, or multiple-family zoning district, an eight-foot high opaque fence or wall shall be erected and maintained along the property line. The ten-foot buffer strip shall not in this instance be required.

(46) The commission may consider alternate screening plans for uses interior to a common development.

(7) The commission shall determine the required screening after giving due consideration to the intensity of the commercial use, the zoning classification, and adjacent land uses.

a-1. *Adjacent property, buffering streets.* All land zoned commercial or industrial, as that term is defined in this section, shall have a minimum ten-foot landscaped open space adjacent to each public right-of-way located within the required yard.

b. *Trees for buffer strips.* If an open space buffer strip is required under the terms of this subsection I, not less than one tree, whether existing or planted, shall be maintained for each 25 lineal feet or portion thereof of solid open space buffer strip.

b-1. *Landscape trees.* All required trees for landscaping shall be not less than eight feet in height immediately upon planting and shall have a caliper of not less than two inches measured 18 inches above the natural ground level.

c. *Off-street parking landscaping.*

(1) All areas, other than those located within the industrial district, that are used for parking or display of vehicles, boats, construction equipment or production equipment, shall conform to the minimum landscaping requirements of this subsection 2.c. Areas that are of a drive-in nature, such as filling stations, grocery stores, banks and restaurants also, shall conform to the minimum landscaping requirements of this subsection 2.c.

(2) It is the intent of this subsection 2.c to promote the placement of trees along the thoroughfares of the city. Therefore, at least 50 percent of the required trees shall be located between the street and any buildings. No tree other than those species listed as small trees (size 3) on the qualified tree list may be planted under or within ten lateral feet of any overhead utility wire, or over or within five lateral feet of any underground water line, sewer line, transmission line or other utility.

(3) Parking lots shall be considered small if they contain spaces for 20 or less cars. Small parking lots shall have "open" landscaped areas that are equal to not less than ten percent of the parking area and drives in the parking area. The required area may be used as islands or perimeter landscaping or in any combination. A minimum of one Class 1 or Class 2 tree from the qualified tree list shall be planted and maintained for each 250 square feet or portion thereof of landscaped open space area.

Parking lots with more than 20 parking spaces shall have open landscaped areas equal to ten percent of the parking area and drives in the parking area. Fifty percent of the required landscaped area shall be used as islands. Perimeter landscaping shall have at least one such tree for each 40 lineal feet or fraction thereof. Each island shall have one such tree planted and maintained thereon.

(4) All planted islands shall have curbs of sufficient height and width to contain the planted island.

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- (5) Planted islands are to integrate groundcovers and small shrubs while minimizing the use of medium to tall shrubs; and shall not obstruct visibility of pedestrians and vehicles.
 - (6) Off-street parking areas that are adjacent to residentially zoned property shall have opaque fences or walls, eight feet in height above ground level, which shall be erected and maintained along the property line to provide visual screening.
 - (7) All trees required in this subsection 2.c shall have a caliper of not less than two inches, measured 18 inches above the natural ground level.
 - (8) If paving around a tree is required on private property, use porous pavements such as cast-in place, monolithic turf, and concrete combinations over specimen roots to allow water and air exchange.
 - (9) All plants shall receive proper irrigation to encourage deep root growth and survivability.
- d. *Existing plant material.*
- (1) Where healthy planting exists on a site, the building official shall credit the property owner for existing plants that are retained and used when calculating vegetation requirements under this section. When healthy trees exist on a site, and when they are equivalent in size and species to those required by this subsection, the building official shall credit the property owner for existing trees that are retained and used when calculating requirements under this subsection.
 - (2) Existing landscape areas to be retained shall be protected from vehicular encroachment and damage during and after the construction phase by appropriate barriers. Parking or storing of vehicles, equipment, or materials is not allowed within the protective root zone.
 - (3) Protective barricades are to be installed around all protected trees prior to any construction activities on a development site. Barricades are to be installed a minimum of ten-feet from a protected tree or at the designated protective root zone.
 - (4) Protective barricades may be removed only to prepare the development site for final landscaping activities.
- e. *Maintenance and care of trees.*
- (1) *Maintenance period for trees.* For any tree installed in fulfillment of the requirements of this appendix, or any previously existing tree used in fulfillment of the requirements of this appendix, it shall be the responsibility of the then property owner to maintain such tree in a healthy condition. In the event of serious damage, disease or death of the tree, or if the tree should otherwise fail to survive, the then property owner shall, at his sole cost and expense, replace it with a tree that meets the requirements of this appendix, within 120 days from the date of notification by the city.
 - (2) *Pruning of trees.* It shall be unlawful as a normal practice for any person, firm or city department to top any tree on public property. Topping is hereby defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from the requirements of this appendix at the determination of the building official.
 - (3) *Maintenance of trees over rights-of-way.*
 - (a) Any entity pruning trees located in public rights-of-way or in excavating in rights-of-way or in easements shall be required to notify the city building

official and to prepare such plans or outline such programs as the official deems necessary. The building official's permission must be secured before such work may begin. A developer shall have the responsibility to verify that such approval has been granted prior to the installation of utilities within easements on the developer's property.

- (b) Every owner of any tree overhanging any street or right-of-way within the city shall prune the branches so that such branches shall not obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of eight feet above the surface of the street or sidewalk. Said owners shall remove all dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The city shall have the right, with 14 days advance notice to the owner or agent, to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light or interferes with the visibility of any traffic control device or sign.
 - (c) It is prohibited to cut trees or clear vegetation on public rights-of-way to provide better view of off-premise signs.
- (4) *Removal of hazardous trees.* The city shall have the right to cause the removal of any dead or diseased trees on private property within the city, when such trees constitute a hazard to life and property or harbor insects or disease which constitute a potential threat to other trees within the city. The city will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within 60 days after the date of service of notice. In the event of failure of owners to comply with such provisions, the city shall have the authority to remove such trees and charge the cost of removal on the owners' property tax notice.
- f. *Preserving trees; historical significance.*
 - (1) *Findings.* The founders of the city chose to locate the community in its present location because of the inspiring, tranquil beauty of the huge oaks which occupied the creek banks and surrounding terrain. The name given the new town, Friendswood, was chosen because of its apt description of the settler members of the Friends Church, and the topographical character of the land, and the woods found in abundance along the four creeks. Over the years, the huge oaks have intertwined to create dense tree canopies throughout the city. The city council hereby finds and determines that the preservation of the naturally wooded topography is of historical significance to the city.
 - (2) *Purpose.* It is the intent of this subsection to encourage the preservation of existing trees within the city, and the historical significance thereof, and to prohibit their unwarranted destruction.
 - (3) *Tree survey required.*
 - (a) A tree survey shall be required for:
 - (i) All proposed development on land located in districts zoned as neighborhood commercial (NC), community shopping center (CSC), downtown district (DD), local neighborhood commercial (LNC), office park district (OPD), light industrial (LI), industrial (I), agricultural (A-1), business park (BP), planned unit development—mixed use (PUD-Mixed Use), or multifamily residential, low density (MFR-L), multifamily

residential, medium density (MFR-M), and multifamily residential, high density (MFR-H);

- (ii) All proposed development on land for which a specific use permit is required by sections 7.P and 9.G; and
 - (iii) For residential developments on land located in districts zoned as single-family residential (SFR), planned unit development cluster home (PUC—Cluster Home), or residential-garden home district (GHD), provided, however, the tree survey required by this subsection shall be required only for the common areas located within those developments, such as community parks, where residents of the developments would have common access.
- (b) The tree survey certified by a licensed surveyor, a certified arborist, or registered landscape architect, that:
- (i) Identifies:
 - 1. The protected trees sought to be subjected to tree removal at the site, according to location, type and size;
 - 2. Location and total caliper inches of invasive species to be removed, if seeking credit for elimination of invasive species;
 - 3. Areas of construction or other activities to be performed within the critical root zone of a protected tree, including site plans documenting measures to be taken for protection of each impacted critical root zone;
 - (ii) Includes tables summarizing the total caliper inches of protected trees to be removed in size categories as follows:
 - 1. 12-inch to 24-inch caliper;
 - 2. Greater than 24-inch to 36-inch caliper; and
 - 3. Greater than 36-inch caliper.
 - (iii) States the total number of caliper inches to be replaced, calculated using the tree replacement calculation set forth below, and how replacement will be achieved, whether by on-site replacement or off-site replacement, or payment in lieu of replacement; and
 - (iv) Includes the proposed plan for tree replacement by location, type and size, if applicable.
- (c) If the property contains no trees fitting the description in subsection (b) of this section, no tree survey shall be required if a signed statement verifying that no such trees exist is filed with the community development office of the city (hereinafter "community development").
- (d) The developer or owner of the property to be developed shall sign the tree survey certifying that it is, to the best of their knowledge, true and correct.
- (e) The tree survey shall be submitted to community development concurrently with or as a part of the site plan, development permit or plat. Community development shall be authorized to review the data on-site for verification. The tree survey shall be accepted by community development or community

development shall provide a notice, in writing, of its reasons for any action other than an acceptance thereof.

(4) *Site plan to include trees.*

- (a) Every site plan submitted shall include all living trees identified on the tree survey as required by subsection I.f(3) of this section. Each such tree identified on the site plan shall bear a notation indicating the tree's status as either "protected" or "to be removed." A tree identified as "protected" indicates a tree that is not scheduled for removal during construction. A tree identified as "to be removed" indicates a tree that is scheduled for removal during construction. Each tree removed during construction shall be mitigated as required in subsection I.f(6) of this section.
- (b) "Protected" Class 1 or Class 2 trees, 12 inches in diameter or greater, measured at a point 4½ feet above the natural ground level, shall be counted, on a one-for-one basis, toward the minimum number of trees required by this subsection I.
- (c) Trees identified with the notation "protected" shall also be physically marked at the development site so as to be readily distinguishable from trees that are identified on the site plan as "to be removed."
- (d) The commission may consider alternate landscape plans to promote the protection of existing Class 1 or Class 2 trees.

(5) *Review and acceptance of site plan.* Community development shall review the tree survey portion of site plans to ensure compliance with the provisions of this subsection.

(6) *Mitigation and incentives.*

- (a) Mitigation shall be required for Class 1 and Class 2 trees with a caliper of 12 inches or greater, measured at a point 4½ feet above the natural ground level, that is removed from the development site. For each such tree removed, mitigation shall be accomplished by planting Class 1 or Class 2 trees from the qualified tree list located in the city design criteria manual.
- (b) New trees used for mitigation purposes shall be calculated in accordance with Table XX, measured at a point 18 inches above the natural ground level.

Table XX. Caliper Inch Replacement of a Protected Tree

	On-Site Replacement	Off-Site Replacement	Minimum Caliper Per Tree in Inches
12"—24"	100 percent	120 percent	4-inch
24.1"—36"	150 percent	170 percent	6-inch
Greater than 36"	200 percent	220 percent	8-inch

- (c) The landscaping plan shall clearly indicate which trees are being planted to replace trees identified as "to be removed" during development.
- (d) Invasive tree species harm the native tree canopy; therefore incentives are available for elimination of species shown to be invasive on the qualified tree list. The city shall have the discretion to reduce tree replacement requirements

based on the removal of invasive trees on-site. Reduction of caliper inch replacement, if granted, shall be calculated in accordance with Table XY.

**Table XY. Reduction of Caliper Inch Replacement for
Removal of Invasive Trees**

Caliper Inches of Invasive Trees Removed	Percent Reduction in Total Caliper Inches
50" to 150"	5 percent
150.1" to 300"	10 percent
300.1" to 500"	15 percent
Greater than 500"	20 percent

- (e) If, due to the nature of a proposed development and unique characteristics of land, trees cannot be planted in a sufficient number to meet the requirements hereof, a developer may elect to provide for a compensating tree to be planted elsewhere within the city. Off-site replacement trees shall be placed within the city limits on public property, private commercial property, educational, or institutional property as approved by the city planner and may be accomplished by donating a tree in kind, or by payment in lieu at a rate as established in Appendix D, Schedule of Fees, Rates, Charges, Deposits, Bond and Insurance Amounts. Off-site replacement trees shall be planted by the applicant within the time periods required for replacement trees.
- (f) To encourage maintenance of the suburban wooded character of the community, the city council may from time to time establish incentives to developments which retain more Class 1 or Class 2 category trees than is required by this subsection.
- (7) *Tree protection.* Property owners shall be required to ensure that each of the replacement trees and trees identified as "protected" on the site plan survives. If a replacement tree or a tree identified as "protected" fails to survive a minimum of five years from the issuance of a certificate of occupancy at least, the property owner shall replace such tree, at its sole cost and expense, within 120 days from the date of notification by the city, with the same tree type, which has a minimum caliper as prescribed in section I.2.f.(6)(b) of this appendix.
- g. One tree required for each lot developed for single-family residential use. Each lot developed for single-family residential use shall have one of the qualified trees located in the required front yard, before a certificate of occupancy may be issued. An exception may be made by the building official for substantially wooded lots, in instances where the building official determines there is not sufficient space in the front yard for proper growth, or where the planting of the tree would constitute a hazard to persons or property.
- h. Exception for lots used for single-family residential dwelling purposes. Notwithstanding any other provision of this subsection I to the contrary, nothing contained herein shall be deemed to prohibit the owner or occupant of a single-family residential dwelling from trimming, pruning, or removing any tree located on a lot owned or occupied by such person as a private residence, provided that at least one tree is retained in the front yard, per section 8.I.g.

Proposed Amendments being considered on 4/10/2025

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Section 8. Supplementary district regulations.

I. Landscaping and screening requirements.

1. *Purpose.* The provisions of this subsection I for the installation and maintenance of landscaping and screening are intended to protect the character and stability of residential, commercial, institutional and industrial areas, to conserve the value of land and buildings of surrounding properties and neighborhoods, and to enhance the aesthetic and visual image of the community. In furtherance thereof, trees utilized to comply with the requirements of this subsection I shall be of a type contained in the list of qualified trees approved from time to time by the city council and contained in the city's design criteria manual ("Qualified Tree List").
2. *Perimeter landscaping and screening.*
 - a. *Adjacent property, buffer maintenance and installation.*
 - (1) When a commercial (CSC, LNC, NC, OP, DD, PUD, A-1) or industrial (LI, I, BP) use is established on a lot or premises located adjacent to any residential zoning district, or when any multiple-family dwelling use is established on a lot or premises adjacent to any property located in a single-family residential zoning district, or when an industrial use is established on a lot or premises adjacent to any property located in a commercial zoning district, a ten-foot in width landscaped open space buffer strip shall be installed and maintained by the owner, developer or operator of the multiple-family dwelling, commercial or industrial property between it and the adjacent protected property.
 - (2) In addition, an eight-foot-high opaque fence or wall shall be erected and maintained along the common property line. Graduated fences may be allowed by the commission, when the safety and general welfare of the public would be better protected by such design. The fence or wall shall be constructed of wood, masonry, or decorative concrete, or any combination thereof. Metal may be used only as a concealed structural element. Alternatively, some types of vegetation may be allowed for such screening, provided plantings are evergreen and dense enough to provide an opaque or substantially opaque screen. Any combination of fencing, earthen berms, and vegetation may be used to comply with the eight-foot screening requirement.
 - (3) The provisions of this subsection may not apply in the following circumstances:
 - (a) where the uses are separated by a driveway, easement, drainage ditch, canal, or similar features determined to provide adequate buffering to those listed herein which are a minimum width of 30 feet.
 - (b) a commercial use has been established by Specific Use Permit on a residentially zoned lot.
 - The commission shall determine the required screening after giving due consideration to the intensity of the commercial use, the zoning classification, and adjacent land uses.
 - (4) When a residentially zoned property is rezoned to commercial, an existing fence may, if requested by the staff, the commission, or the applicant, be removed, in whole or in part, to allow joint or shared access to parking and driving areas. Documentation may be required detailing a joint use agreement between or among property owners.

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(5) Conversely, when a single-family use is established on property adjacent to any commercial, industrial, or multiple-family zoning district, an eight-foot high opaque fence or wall shall be erected and maintained along the property line. The ten-foot buffer strip shall not in this instance be required.

(46) The commission may consider alternate screening plans for uses interior to a common development.

(7) The commission shall determine the required screening after giving due consideration to the intensity of the commercial use, the zoning classification, and adjacent land uses.

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- a-1. *Adjacent property, buffering streets.* All land zoned commercial or industrial, as that term is defined in this section, shall have a minimum ten-foot landscaped open space adjacent to each public right-of-way located within the required yard.
- b. *Trees for buffer strips.* If an open space buffer strip is required under the terms of this subsection I, not less than one tree, whether existing or planted, shall be maintained for each 25 lineal feet or portion thereof of solid open space buffer strip.
- b-1. *Landscape trees.* All required trees for landscaping shall be not less than eight feet in height immediately upon planting and shall have a caliper of not less than two inches measured 18 inches above the natural ground level.
- c. *Off-street parking landscaping.*
- (1) All areas, other than those located within the industrial district, that are used for parking or display of vehicles, boats, construction equipment or production equipment, shall conform to the minimum landscaping requirements of this subsection 2.c. Areas that are of a drive-in nature, such as filling stations, grocery stores, banks and restaurants also, shall conform to the minimum landscaping requirements of this subsection 2.c.
- (2) It is the intent of this subsection 2.c to promote the placement of trees along the thoroughfares of the city. Therefore, at least 50 percent of the required trees shall be located between the street and any buildings. No tree other than those species listed as small trees (size 3) on the qualified tree list may be planted under or within ten lateral feet of any overhead utility wire, or over or within five lateral feet of any underground water line, sewer line, transmission line or other utility.
- (3) Parking lots shall be considered small if they contain spaces for 20 or less cars. Small parking lots shall have "open" landscaped areas that are equal to not less than ten percent of the parking area and drives in the parking area. The required area may be used as islands or perimeter landscaping or in any combination. A minimum of one Class 1 or Class 2 tree from the qualified tree list shall be planted and maintained for each 250 square feet or portion thereof of landscaped open space area.
- Parking lots with more than 20 parking spaces shall have open landscaped areas equal to ten percent of the parking area and drives in the parking area. Fifty percent of the required landscaped area shall be used as islands. Perimeter landscaping shall have at least one such tree for each 40 lineal feet or fraction thereof. Each island shall have one such tree planted and maintained thereon.
- (4) All planted islands shall have curbs of sufficient height and width to contain the planted island.

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- (5) Planted islands are to integrate groundcovers and small shrubs while minimizing the use of medium to tall shrubs; and shall not obstruct visibility of pedestrians and vehicles.
 - (6) Off-street parking areas that are adjacent to residentially zoned property shall have opaque fences or walls, eight feet in height above ground level, which shall be erected and maintained along the property line to provide visual screening.
 - (7) All trees required in this subsection 2.c shall have a caliper of not less than two inches, measured 18 inches above the natural ground level.
 - (8) If paving around a tree is required on private property, use porous pavements such as cast-in place, monolithic turf, and concrete combinations over specimen roots to allow water and air exchange.
 - (9) All plants shall receive proper irrigation to encourage deep root growth and survivability.
- d. *Existing plant material.*
- (1) Where healthy planting exists on a site, the building official shall credit the property owner for existing plants that are retained and used when calculating vegetation requirements under this section. When healthy trees exist on a site, and when they are equivalent in size and species to those required by this subsection, the building official shall credit the property owner for existing trees that are retained and used when calculating requirements under this subsection.
 - (2) Existing landscape areas to be retained shall be protected from vehicular encroachment and damage during and after the construction phase by appropriate barriers. Parking or storing of vehicles, equipment, or materials is not allowed within the protective root zone.
 - (3) Protective barricades are to be installed around all protected trees prior to any construction activities on a development site. Barricades are to be installed a minimum of ten-feet from a protected tree or at the designated protective root zone.
 - (4) Protective barricades may be removed only to prepare the development site for final landscaping activities.
- e. *Maintenance and care of trees.*
- (1) *Maintenance period for trees.* For any tree installed in fulfillment of the requirements of this appendix, or any previously existing tree used in fulfillment of the requirements of this appendix, it shall be the responsibility of the then property owner to maintain such tree in a healthy condition. In the event of serious damage, disease or death of the tree, or if the tree should otherwise fail to survive, the then property owner shall, at his sole cost and expense, replace it with a tree that meets the requirements of this appendix, within 120 days from the date of notification by the city.
 - (2) *Pruning of trees.* It shall be unlawful as a normal practice for any person, firm or city department to top any tree on public property. Topping is hereby defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from the requirements of this appendix at the determination of the building official.
 - (3) *Maintenance of trees over rights-of-way.*
 - (a) Any entity pruning trees located in public rights-of-way or in excavating in rights-of-way or in easements shall be required to notify the city building

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official and to prepare such plans or outline such programs as the official deems necessary. The building official's permission must be secured before such work may begin. A developer shall have the responsibility to verify that such approval has been granted prior to the installation of utilities within easements on the developer's property.

- (b) Every owner of any tree overhanging any street or right-of-way within the city shall prune the branches so that such branches shall not obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of eight feet above the surface of the street or sidewalk. Said owners shall remove all dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The city shall have the right, with 14 days advance notice to the owner or agent, to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light or interferes with the visibility of any traffic control device or sign.
 - (c) It is prohibited to cut trees or clear vegetation on public rights-of-way to provide better view of off-premise signs.
 - (4) *Removal of hazardous trees.* The city shall have the right to cause the removal of any dead or diseased trees on private property within the city, when such trees constitute a hazard to life and property or harbor insects or disease which constitute a potential threat to other trees within the city. The city will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within 60 days after the date of service of notice. In the event of failure of owners to comply with such provisions, the city shall have the authority to remove such trees and charge the cost of removal on the owners' property tax notice.
- f. *Preserving trees; historical significance.*
 - (1) *Findings.* The founders of the city chose to locate the community in its present location because of the inspiring, tranquil beauty of the huge oaks which occupied the creek banks and surrounding terrain. The name given the new town, Friendswood, was chosen because of its apt description of the settler members of the Friends Church, and the topographical character of the land, and the woods found in abundance along the four creeks. Over the years, the huge oaks have intertwined to create dense tree canopies throughout the city. The city council hereby finds and determines that the preservation of the naturally wooded topography is of historical significance to the city.
 - (2) *Purpose.* It is the intent of this subsection to encourage the preservation of existing trees within the city, and the historical significance thereof, and to prohibit their unwarranted destruction.
 - (3) *Tree survey required.*
 - (a) A tree survey shall be required for:
 - (i) All proposed development on land located in districts zoned as neighborhood commercial (NC), community shopping center (CSC), downtown district (DD), local neighborhood commercial (LNC), office park district (OPD), light industrial (LI), industrial (I), agricultural (A-1), business park (BP), planned unit development—mixed use (PUD-Mixed Use), or multifamily residential, low density (MFR-L), multifamily

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residential, medium density (MFR-M), and multifamily residential, high density (MFR-H);

- (ii) All proposed development on land for which a specific use permit is required by sections 7.P and 9.G; and
 - (iii) For residential developments on land located in districts zoned as single-family residential (SFR), planned unit development cluster home (PUC—Cluster Home), or residential-garden home district (GHD), provided, however, the tree survey required by this subsection shall be required only for the common areas located within those developments, such as community parks, where residents of the developments would have common access.
- (b) The tree survey certified by a licensed surveyor, a certified arborist, or registered landscape architect, that:
- (i) Identifies:
 - 1. The protected trees sought to be subjected to tree removal at the site, according to location, type and size;
 - 2. Location and total caliper inches of invasive species to be removed, if seeking credit for elimination of invasive species;
 - 3. Areas of construction or other activities to be performed within the critical root zone of a protected tree, including site plans documenting measures to be taken for protection of each impacted critical root zone;
 - (ii) Includes tables summarizing the total caliper inches of protected trees to be removed in size categories as follows:
 - 1. 12-inch to 24-inch caliper;
 - 2. Greater than 24-inch to 36-inch caliper; and
 - 3. Greater than 36-inch caliper.
 - (iii) States the total number of caliper inches to be replaced, calculated using the tree replacement calculation set forth below, and how replacement will be achieved, whether by on-site replacement or off-site replacement, or payment in lieu of replacement; and
 - (iv) Includes the proposed plan for tree replacement by location, type and size, if applicable.
- (c) If the property contains no trees fitting the description in subsection (b) of this section, no tree survey shall be required if a signed statement verifying that no such trees exist is filed with the community development office of the city (hereinafter "community development").
- (d) The developer or owner of the property to be developed shall sign the tree survey certifying that it is, to the best of their knowledge, true and correct.
- (e) The tree survey shall be submitted to community development concurrently with or as a part of the site plan, development permit or plat. Community development shall be authorized to review the data on-site for verification. The tree survey shall be accepted by community development or community

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development shall provide a notice, in writing, of its reasons for any action other than an acceptance thereof.

(4) *Site plan to include trees.*

- (a) Every site plan submitted shall include all living trees identified on the tree survey as required by subsection I.f(3) of this section. Each such tree identified on the site plan shall bear a notation indicating the tree's status as either "protected" or "to be removed." A tree identified as "protected" indicates a tree that is not scheduled for removal during construction. A tree identified as "to be removed" indicates a tree that is scheduled for removal during construction. Each tree removed during construction shall be mitigated as required in subsection I.f(6) of this section.
- (b) "Protected" Class 1 or Class 2 trees, 12 inches in diameter or greater, measured at a point 4½ feet above the natural ground level, shall be counted, on a one-for-one basis, toward the minimum number of trees required by this subsection I.
- (c) Trees identified with the notation "protected" shall also be physically marked at the development site so as to be readily distinguishable from trees that are identified on the site plan as "to be removed."
- (d) The commission may consider alternate landscape plans to promote the protection of existing Class 1 or Class 2 trees.

(5) *Review and acceptance of site plan.* Community development shall review the tree survey portion of site plans to ensure compliance with the provisions of this subsection.

(6) *Mitigation and incentives.*

- (a) Mitigation shall be required for Class 1 and Class 2 trees with a caliper of 12 inches or greater, measured at a point 4½ feet above the natural ground level, that is removed from the development site. For each such tree removed, mitigation shall be accomplished by planting Class 1 or Class 2 trees from the qualified tree list located in the city design criteria manual.
- (b) New trees used for mitigation purposes shall be calculated in accordance with Table XX, measured at a point 18 inches above the natural ground level.

Table XX. Caliper Inch Replacement of a Protected Tree

	On-Site Replacement	Off-Site Replacement	Minimum Caliper Per Tree in Inches
12"—24"	100 percent	120 percent	4-inch
24.1"—36"	150 percent	170 percent	6-inch
Greater than 36"	200 percent	220 percent	8-inch

- (c) The landscaping plan shall clearly indicate which trees are being planted to replace trees identified as "to be removed" during development.
- (d) Invasive tree species harm the native tree canopy; therefore incentives are available for elimination of species shown to be invasive on the qualified tree list. The city shall have the discretion to reduce tree replacement requirements

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based on the removal of invasive trees on-site. Reduction of caliper inch replacement, if granted, shall be calculated in accordance with Table XY.

**Table XY. Reduction of Caliper Inch Replacement for
Removal of Invasive Trees**

Caliper Inches of Invasive Trees Removed	Percent Reduction in Total Caliper Inches
50" to 150"	5 percent
150.1" to 300"	10 percent
300.1" to 500"	15 percent
Greater than 500"	20 percent

- (e) If, due to the nature of a proposed development and unique characteristics of land, trees cannot be planted in a sufficient number to meet the requirements hereof, a developer may elect to provide for a compensating tree to be planted elsewhere within the city. Off-site replacement trees shall be placed within the city limits on public property, private commercial property, educational, or institutional property as approved by the city planner and may be accomplished by donating a tree in kind, or by payment in lieu at a rate as established in Appendix D, Schedule of Fees, Rates, Charges, Deposits, Bond and Insurance Amounts. Off-site replacement trees shall be planted by the applicant within the time periods required for replacement trees.
- (f) To encourage maintenance of the suburban wooded character of the community, the city council may from time to time establish incentives to developments which retain more Class 1 or Class 2 category trees than is required by this subsection.
- (7) *Tree protection.* Property owners shall be required to ensure that each of the replacement trees and trees identified as "protected" on the site plan survives. If a replacement tree or a tree identified as "protected" fails to survive a minimum of five years from the issuance of a certificate of occupancy at least, the property owner shall replace such tree, at its sole cost and expense, within 120 days from the date of notification by the city, with the same tree type, which has a minimum caliper as prescribed in section I.2.f.(6)(b) of this appendix.
- g. One tree required for each lot developed for single-family residential use. Each lot developed for single-family residential use shall have one of the qualified trees located in the required front yard, before a certificate of occupancy may be issued. An exception may be made by the building official for substantially wooded lots, in instances where the building official determines there is not sufficient space in the front yard for proper growth, or where the planting of the tree would constitute a hazard to persons or property.
- h. Exception for lots used for single-family residential dwelling purposes. Notwithstanding any other provision of this subsection I to the contrary, nothing contained herein shall be deemed to prohibit the owner or occupant of a single-family residential dwelling from trimming, pruning, or removing any tree located on a lot owned or occupied by such person as a private residence, provided that at least one tree is retained in the front yard, per section 8.I.g.

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FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: April 10, 2025

Subject: Consider a recommendation to the City Council regarding proposed amendments to Appendix C "Zoning," Section 8.2 "Perimeter Landscaping and Screening" of the Friendswood City Code to give the Planning and Zoning Commission more latitude in considering site conditions and adjacent zoning when approving site plans.

Action:

SUMMARY / ORIGINATING CAUSE

See attachment on public hearing item.

Rearranging the wording in this section will provide more flexibility for the Planning and Zoning Commissioners to consider adjacent land uses, existing conditions, and future possibilities when determining landscaping and screening requirements. These changes are a result of discussion with City Council regarding an idea to adopt an appeal process that would require City Council to hear and decide appeals to decisions made by the Commission. Historically, the stance has always been to change the rule, if necessary, rather than City Council overriding decisions of the Commission and other boards/committees on an individual basis.

Previous discussions:

City Council - December 2, 2024

City Council - January 6, 2025

Planning and Zoning Commission - February 13, 2025

Planning and Zoning Commission - March 13, 2025

Next Actions:

Planning and Zoning Recommendation

City Council public hearing - Monday, May 5 at 5:30pm

City Council first and only reading of ordinance - Monday, May 5 at 5:30pm

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Providing the Planning and Zoning Commissioners more flexibility will aid in decision-making when considering site plans and landscape requirements for the remaining property to be developed in Friendswood.

RECOMMENDATIONS

n/a

ATTACHMENTS



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: April 10, 2025

Subject: Consider approval of a site plan amendment for the property located at 212 and 214 S Friendswood Drive, also known as the One Sixty One development, which will include the addition of benches per the Downtown District regulations, provide for the future addition of a patio to the end of the building, 6-foot brick paved sidewalks along W Shadowbend Ave, and new landscaping.

Action:

SUMMARY / ORIGINATING CAUSE

ZONING: DOWNTOWN DISTRICT (DD)

The proposed amendments to this site are mainly to formalize recent updates to the property including landscaping, a future building addition (patio), and Downtown District amenities. This is an existing non-conforming site. Some aspects such as perimeter landscaping and landscape islands cannot be brought up to current standards due to physical constraints on the property.

Alternate landscape plan - an existing 20-inch oak tree provides credit for some of the new trees required along W. Shadowbend Ave. The new trees along S Friendswood Drive meet the DD tree requirement.

Sidewalks along S Friendswood Drive were installed by Texas Department of Transportation as part of the enhancements awarded to the Friendswood Downtown Economic Development Corporation (FDEDC). The property owner is proposing to install a 6-foot wide brick-paved sidewalk along the side street - W. Shadowbend Ave - which exceeds the minimum requirement of a 6-foot concrete sidewalk.

The new light fixtures, which were part of the illumination project funded by FDEDC, have been installed on the property.

A motion to approve needs to include approval of the alternate landscape plan.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

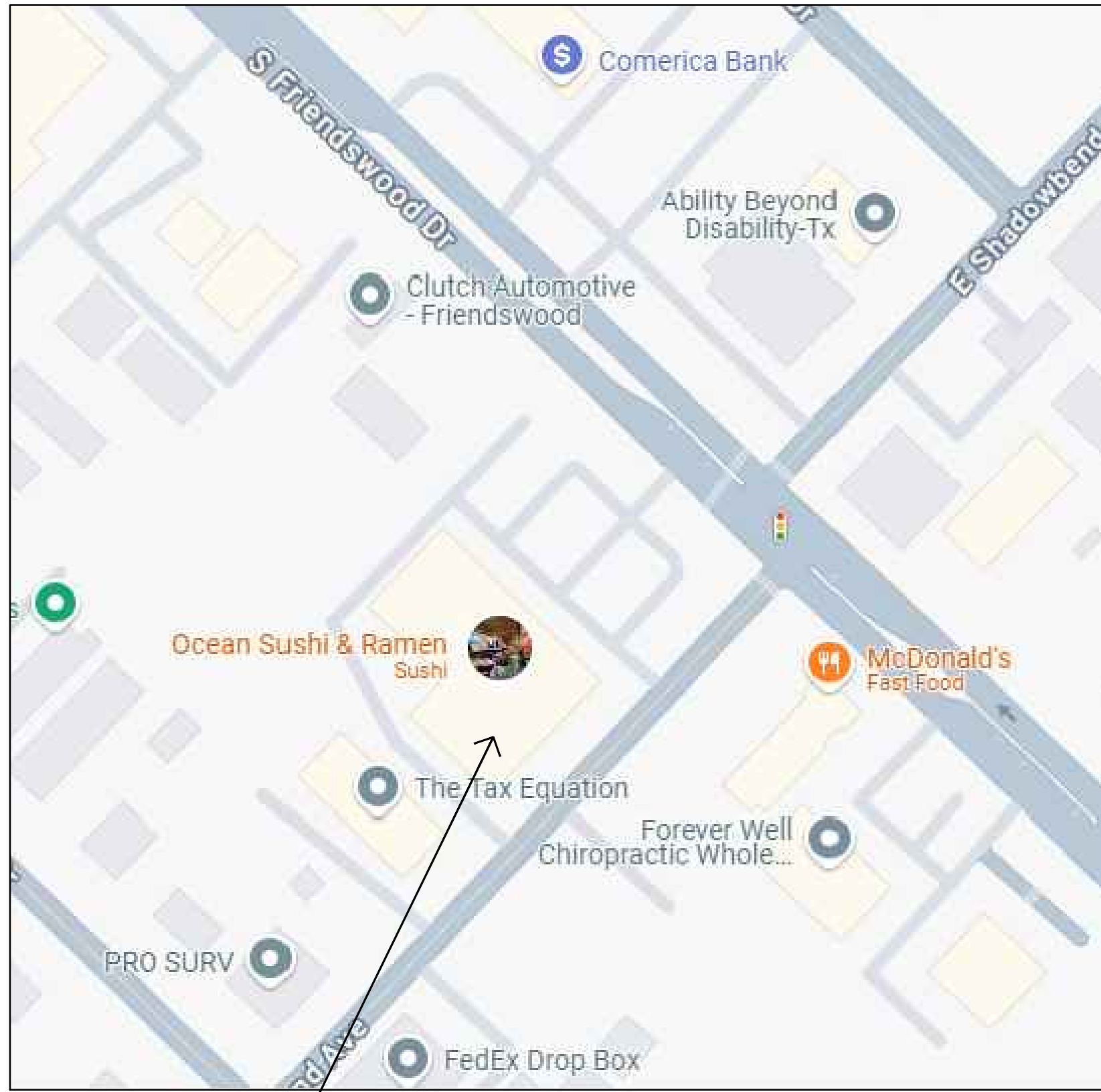
This property is located in the Downtown District (DD) and is being improved to include the amenities of that district.

RECOMMENDATIONS

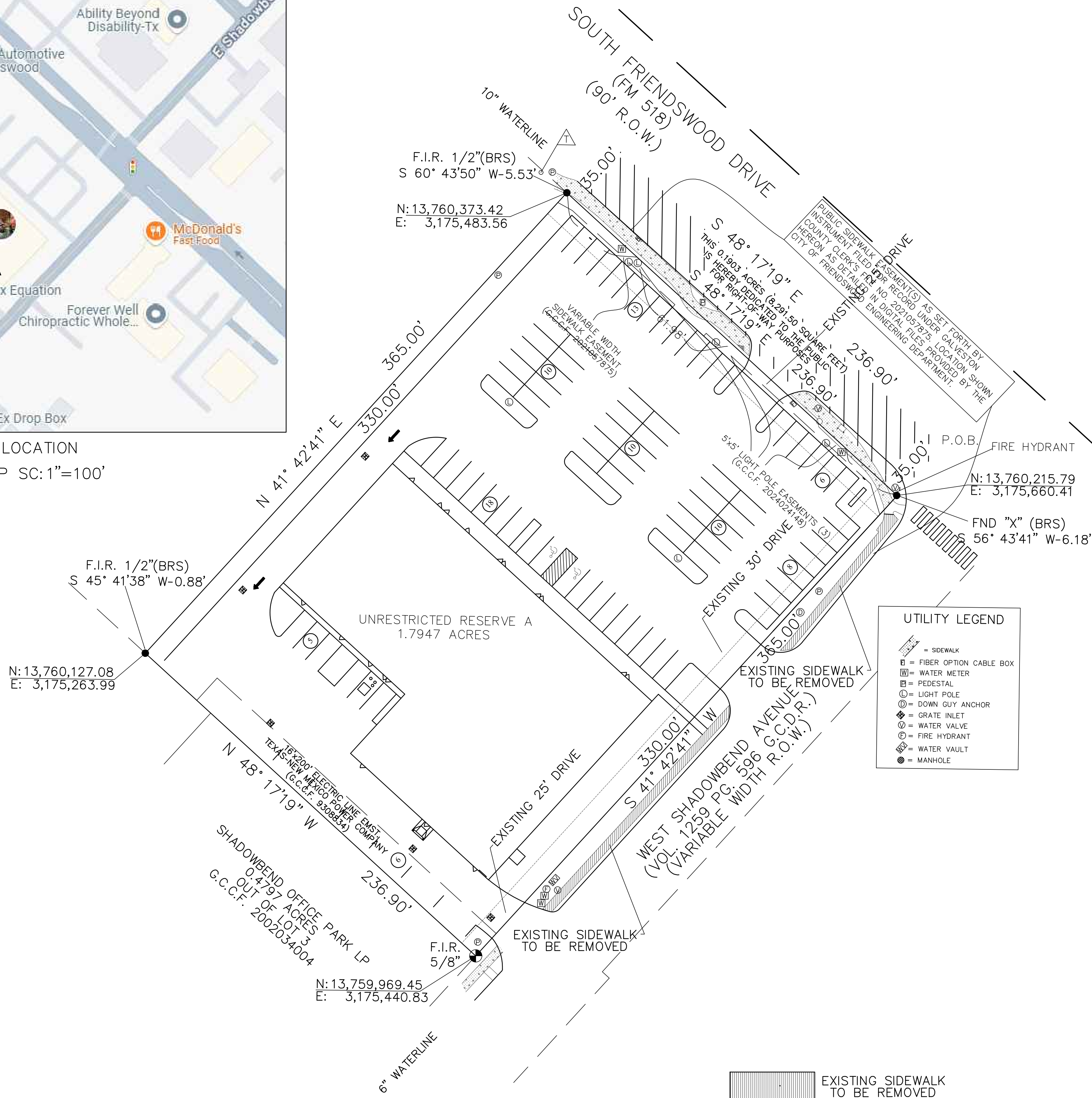
The plans were reviewed by staff in the following departments: Planning, Public Works, Engineering, Fire Marshal, and Police Department. The proposed project appears to be in compliance with current city codes. This plan is subject to approval by the Planning and Zoning Commission.

ATTACHMENTS

1. 212 - 214 S FRIENDSWOOD SITE REVISED 3 04-07-2025
2. Ocean Sushi Patio Elevation

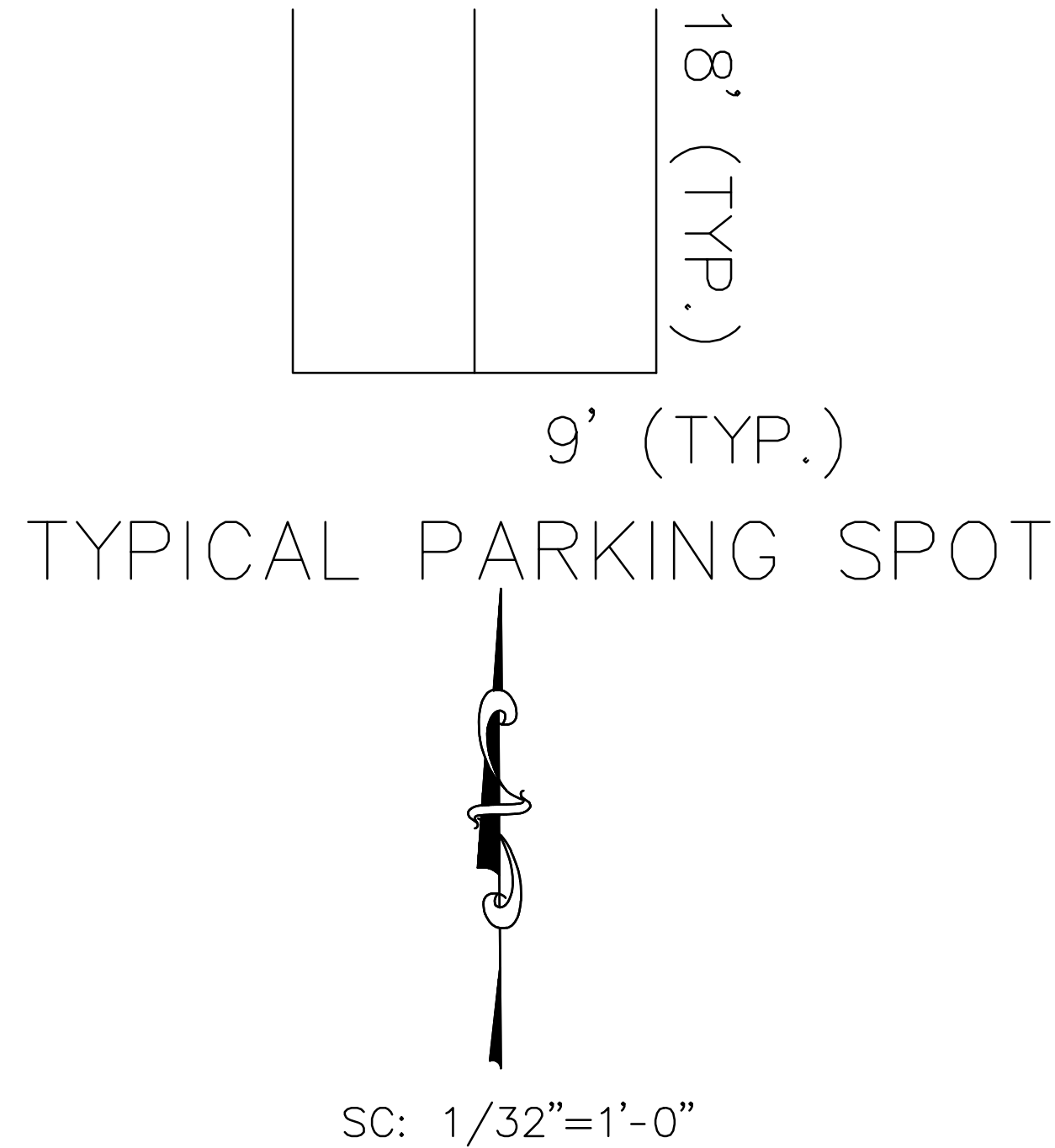


PROJECT LOCATION
VICINITY MAP SC: 1"=100'



SITE NOTES:

1. NO ADDITIONAL SIGNAGE WILL BE ADDED TO DEVELOPMENT.
2. SHARED PARKING AGREEMENTS ARE AVIALABLE IF NEEDED.
3. THE SITE IS LOCATED IN THE DOWNTOWN DISTRICT. THE SITE SHALL COMPLY WITH CITY ORDINANCES.
4. NO NEW CURB CUTS ON THIS PROJECT.
5. ALL PARKING & DRAINAGEARE EXISTING.
6. EXISTING PARKING CONSESTS OF ASPHALT PAVING W/ CONCRETE CURB.
7. SEE SHEET 2.2 FOR LANDSCAPING PLAN.
8. THE 2 NEV 5' METAL BENCHES TO BE VEBCOAT PRODUCTS, MODEL * B5VBCLASSIC BLACK FINISH, ALUMINUM FRAME W/ CONTOURED BACK. INSTALLED PER DESIGN CRITERIA MANUAL.
9. THE FRIENDSWOOD DRIVE SIDEWALK TO REMAIN, THE SIDEWALK ALONG WEST SHADOW BEND TO BE REMOVED AND REPLACED WITH A 6' BRICK PAVER SIDEWALK TO MEET FRIENDSWOOD'S DESIGN CRITERIA MANUAL.
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11. SEE SHEET 2.3 FOR DUMPSTER ENCLOSURE DETAILS.
12. OCEAN SUSHI WILL APPLY FOR A SEPARATE PERMIT FOR FUTURE PATIO.



212-214 N. FRIENDSWOOD DR.
BEING A TRACT OF LAND CONTAINING 1.9850 ACRES SITUATED IN LOT 3, BLOCK 2, OF FRIENDSWOOD SUBDIVISION, A SUBDIVISION IN GALVESTON COUNTY, TEXAS.
ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 238, PAGE 14 IN THE OFFICIAL PUBLIC RECORDS OF REAL PROPERTY OF GALVESTON COUNTY, TEXAS
BEING ALL OF A CALLED 1.7947 ACRE TRACT OF LAND AS CONVEYED TO LAUREL PARK FRIENDSWOOD III LTD BY DEED RECORDED IN GALVESTON COUNTY CLERK'S FILE *202105G103 AND A CALLED 8291.50 SQ. FT. TRACT OF LAND AS CONVEYED TO LAUREL PARK FRIENDSWOOD III. LTD BY DEED RECORDED IN GALVESTON COUNTY CLERK'S FILE *202105G104 IN GALVESTON COUNTY, TEXAS



- DESIGNERS -
- PLANNERS •
- CONSTRUCTION -
- CONSULTANTS •

3106 CREEK BEND
FRIENDSWOOD, TEXAS
77546

PHONE:
(281)482-3395

E-MAIL:
sean@rivesdesigners.com

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PROJECT DESCRIPTION:
212 & 214 SOUTH
FRIENDSWOOD DRIVE
FRIENDSWOOD, TEXAS

CLIENT:
A SITE PLAN FOR:
BANFIELD PROPERTIES
FRIENDSWOOD
TEXAS

REVISIONS:

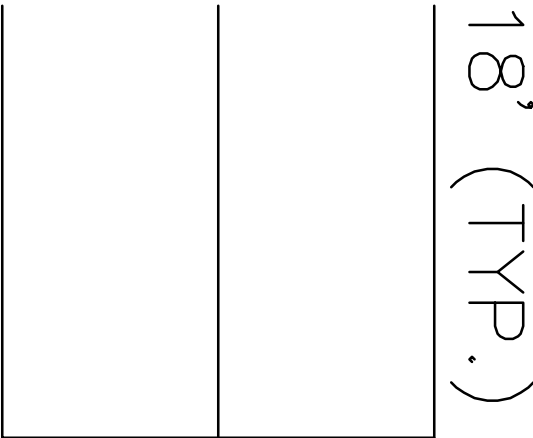
DATE: 3-25-25
JOB NO: BANFIELD
DRAWN BY: S. RIVES
SHEET NUMBER:

2.0

OF

EXISTING SITE & DEMO PLAN

FILE NAME: BANFIELD PROPERTIES
DESCRIPTION: EXISTING SITE & DEMO PLAN
SCALE FACTOR: 1/32\"/>

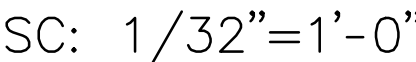


9' (TYP.)

86 EXISTING SPACES

TOTAL BUILDING FOOTPRINT	=	20,106 SQ.FT.	=	25.7%
PAVING PARKING	=	41,067 SQ.FT.	=	52.6%
WALKS	=	1,837 SQ.FT.	=	2.3%
OVERALL LANDSCAPING	=	15,107 SQ.FT.	=	19.4%
TOTAL SITE (1.19 ACRES)	=	78,117 SQ.FT.	=	100.0%

1. NO ADDITIONAL SIGNAGE WILL BE ADDED TO DEVELOPMENT.
2. SHARED PARKING AGREEMENTS ARE AVAILABLE IF NEEDED.
3. THE SITE IS LOCATED IN THE DOWNTOWN DISTRICT. THE SITE SHALL COMPLY WITH CITY ORDINANCES.
4. NO NEW CURB CUTS ON THIS PROJECT.
5. ALL PARKING & DRAINAGE ARE EXISTING.
6. EXISTING PARKING CONSISTS OF ASPHALT PAVING W/ CONCRETE CURB.
7. SEE SHEET 2.2 FOR LANDSCAPING PLAN.
8. THE 2 NEW 5' METAL BENCHES TO BE VECOAT PRODUCTS, MODEL # B5V3 CLASSIC BLACK FINISH, ALUMINUM FRAME W/ CONTOURED BACK INSTALLED PER DESIGN CRITERIA MANUAL.
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12. OCEAN SUSHI WILL APPLY FOR A SEPARATE PERMIT FOR FUTURE PATIO.



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AND A CALLED 82%1.50 SQ. FT. TRACT OF LAND
AS CONVEYED TO LAUREL PARK FRIENDSWOOD
III. LTD BY DEED RECORDED IN GALVESTON
COUNTY CLERK'S FILE *202105G104 IN
GALVESTON COUNTY, TEXAS

LANDSCAPE TABLE – DOWNTOWN DISTRICT

Small Parking Lot (20 cars or less)

Total Area of Parking & Driveways (Area) _____ X 10% = _____ Landscape Area Required
_____ Landscape Area Provided

1 tree (Class 1 or 2) per 250sqft of landscape area required
No. of trees required: _____
No. of trees provided: _____

OR Large Parking Lot (more than 20 cars)

Total area of Parking & Driveways (area) 41,067 X 10% = 4,106.7 Landscape Area Required
15,107 Landscape Area Provided

Required landscaping 4,107 multiplied by .50 = 2,054 Landscape area in Islands Required EXIST. NON-CONFORMING
1,807 Landscape area in Islands Provided ISLAND AREA
*1 tree required per island

AND Perimeter Landscaping:

1 tree per 40 linear feet for property lines not requiring a landscape buffer
Perimeter Trees Required: 15
Perimeter Trees Provided: 0. EXISTING NON CONFORMING PERIMETER TREES.

PLUS Landscape Buffers (to separate uses per Subsection 8.1)

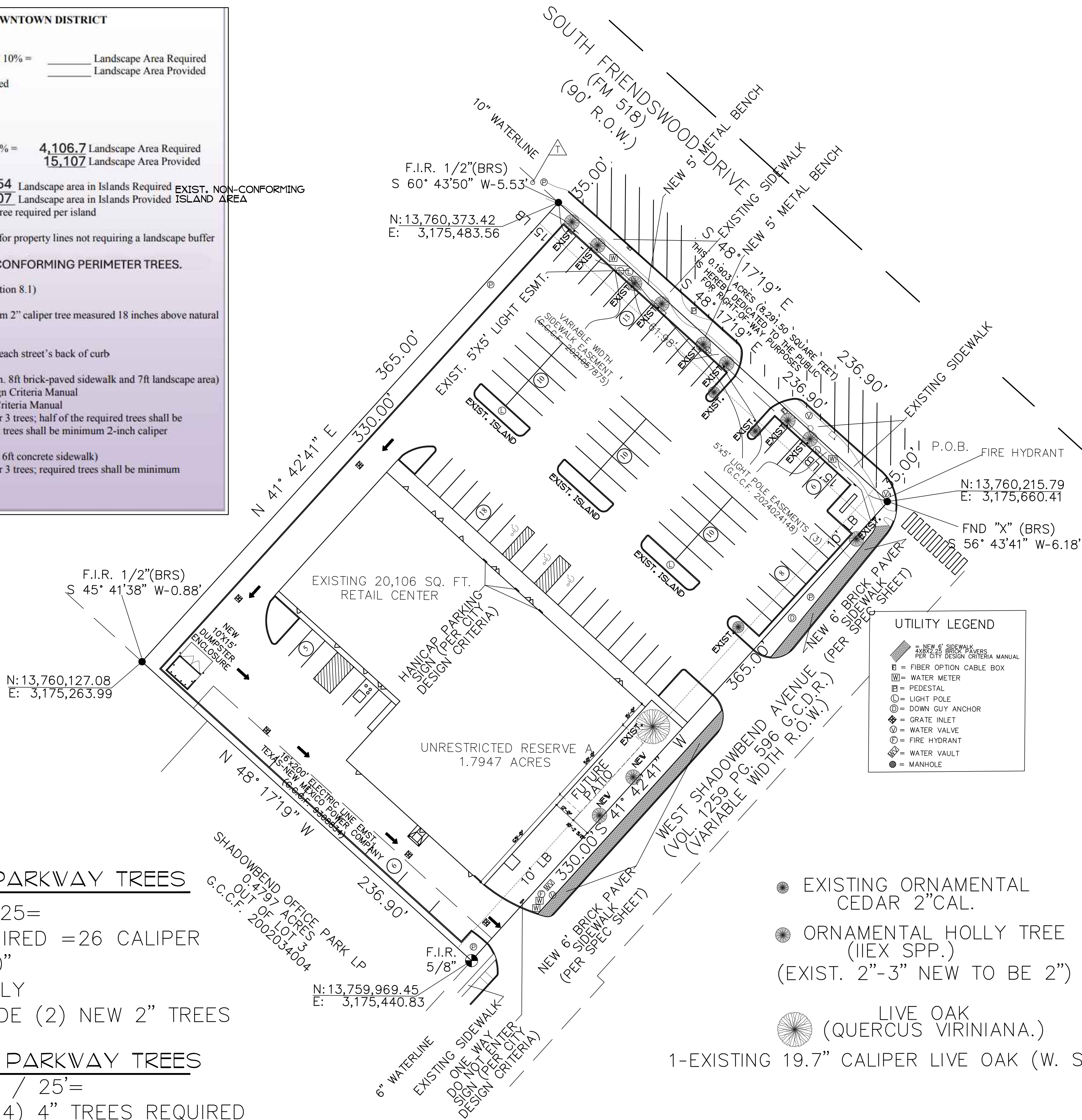
Buffer Width separating uses: Minimum 10 feet
Requires 1 tree planted every 25 linear feet; minimum 2” caliper tree measured 18 inches above natural ground level

PLUS Landscape Parkways:

area parallel/adjacent to each street’s back of curb

On FM 2351 and FM 518 – landscape parkway 15ft (min. 8ft brick-paved sidewalk and 7ft landscape area)
☒ Minimum 2 decorative street lights per Design Criteria Manual
☒ Minimum 2 decorative benches per Design Criteria Manual
☒ Trees required every 25 linear feet; Class 2 or 3 trees; half of the required trees shall be minimum 4-inch caliper; half of the required trees shall be minimum 2-inch caliper

On adjacent side streets – landscape parkway 10ft (min. 6ft concrete sidewalk)
☒ Trees required every 25 linear feet; Class 2 or 3 trees; required trees shall be minimum 2-inch caliper



WEST SHADOWBEND PARKWAY TREES

365’-(2)25’ DRIVES/25=
(13) 2” TREES REQUIRED =26 CALIPER
CREDIT LIVE OAK 20”
(1) EXISTING 3” HOLLY
REQUIRED TO PROVIDE (2) NEW 2” TREES

S. FRIENDSWOOD DR. PARKWAY TREES

236.9 -= 25’ DRIVE / 25’=
(5) 2” TREES AND (4) 4” TREES REQUIRED
PROVIDED 8 EXISTING 3” TREES AND (3)
NEW 4” TREES
CREDIT FOR OVERAGE OF 3” TREES

- EXISTING ORNAMENTAL CEDAR 2”CAL.
- ORNAMENTAL HOLLY TREE (IIEX SPP.)
(EXIST. 2”-3” NEW TO BE 2”)

LIVE OAK (QUERCUS VIRINIANA.)

1-EXISTING 19.7” CALIPER LIVE OAK (W. SHADOWBEND)

SITE NOTES:

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SC: 1/32”=1’-0”

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III. LTD BY DEED RECORDED IN GALVESTON
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- DESIGNERS –
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PRACTICE FOR THE DESIGNER OF THE
ENGINEERING, ARCHITECTURAL, AND
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PROJECT DESCRIPTION:

212 & 214 SOUTH
FRIENDSWOOD DRIVE
FRIENDSWOOD, TEXAS

CLIENT:

A SITE PLAN FOR:
BANFIELD PROPERTIES
FRIENDSWOOD
TEXAS

REVISIONS:

DATE: 3-25-25
JOB NO: BANFIELD
DRAWN BY: S. RIVES
SHEET NUMBER:

2.2

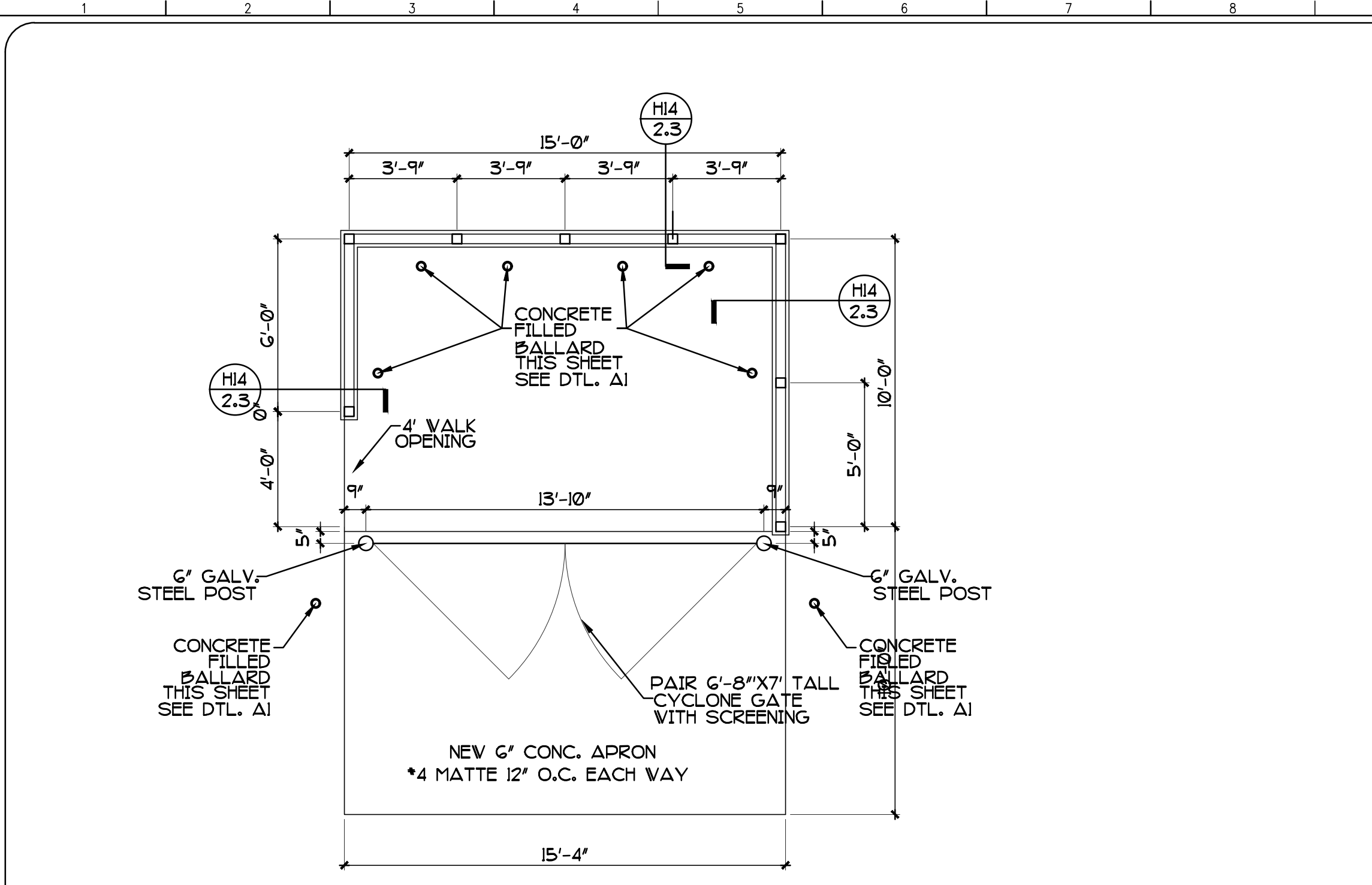
OF

Δ
SC: 1/32”=1’-0”

LANDSCAPING PLAN

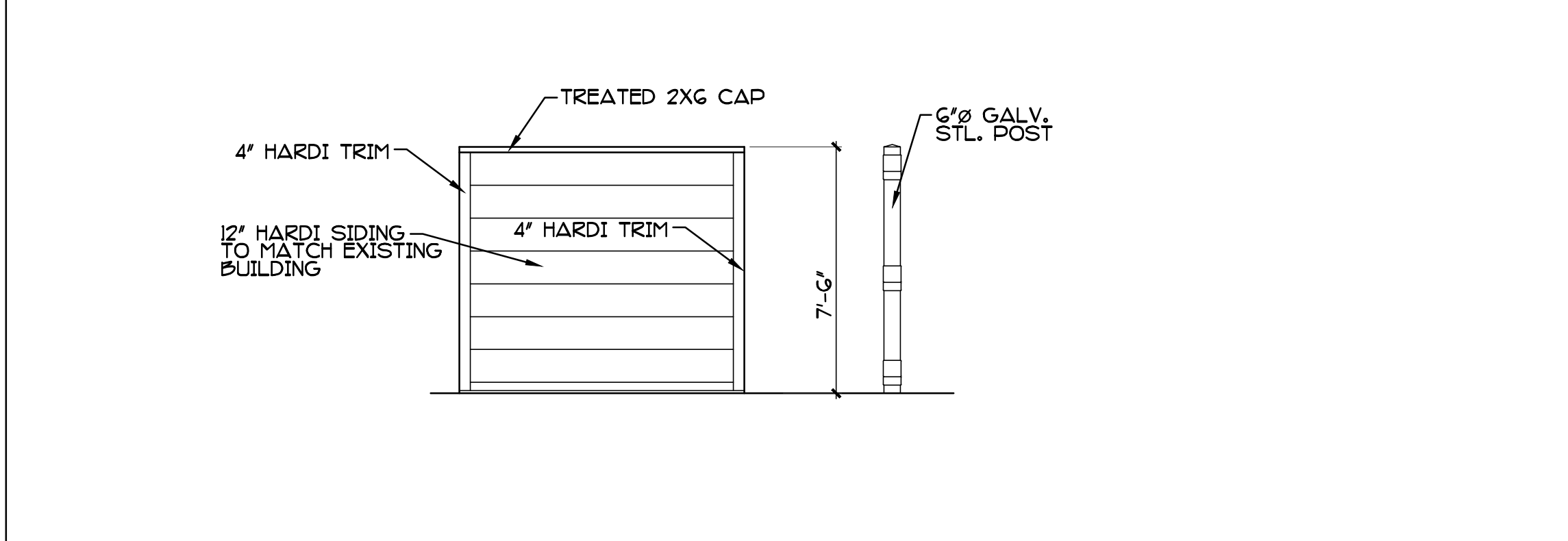
FILE NAME:
DESCRIPTION:
SCALE FACTOR:

BANFIELD
SITE PLAN
2.2



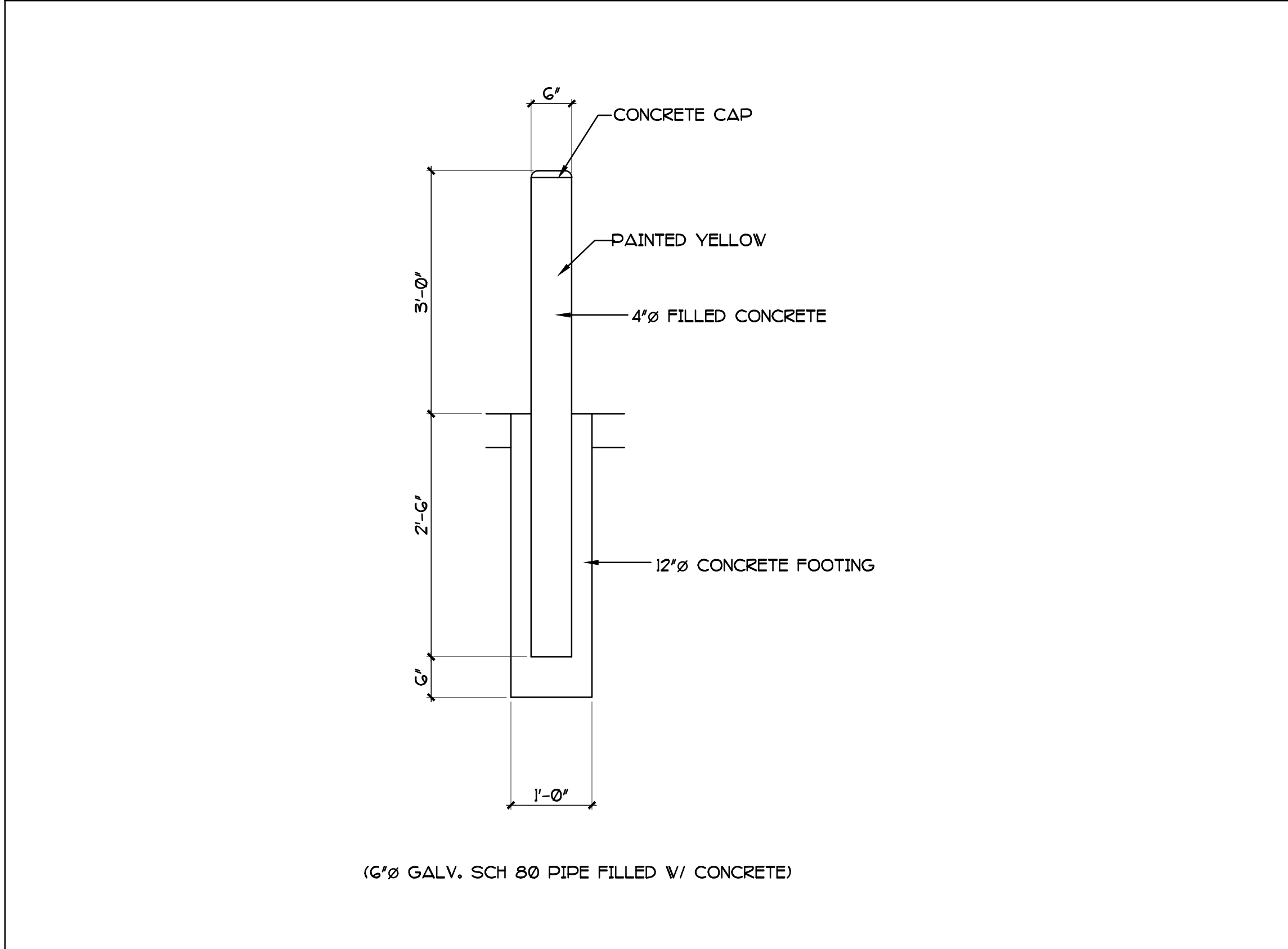
L
SC: 1/4" = 1'-0"

PLAN VIEW



H1
SC: 1/4" = 1'-0"

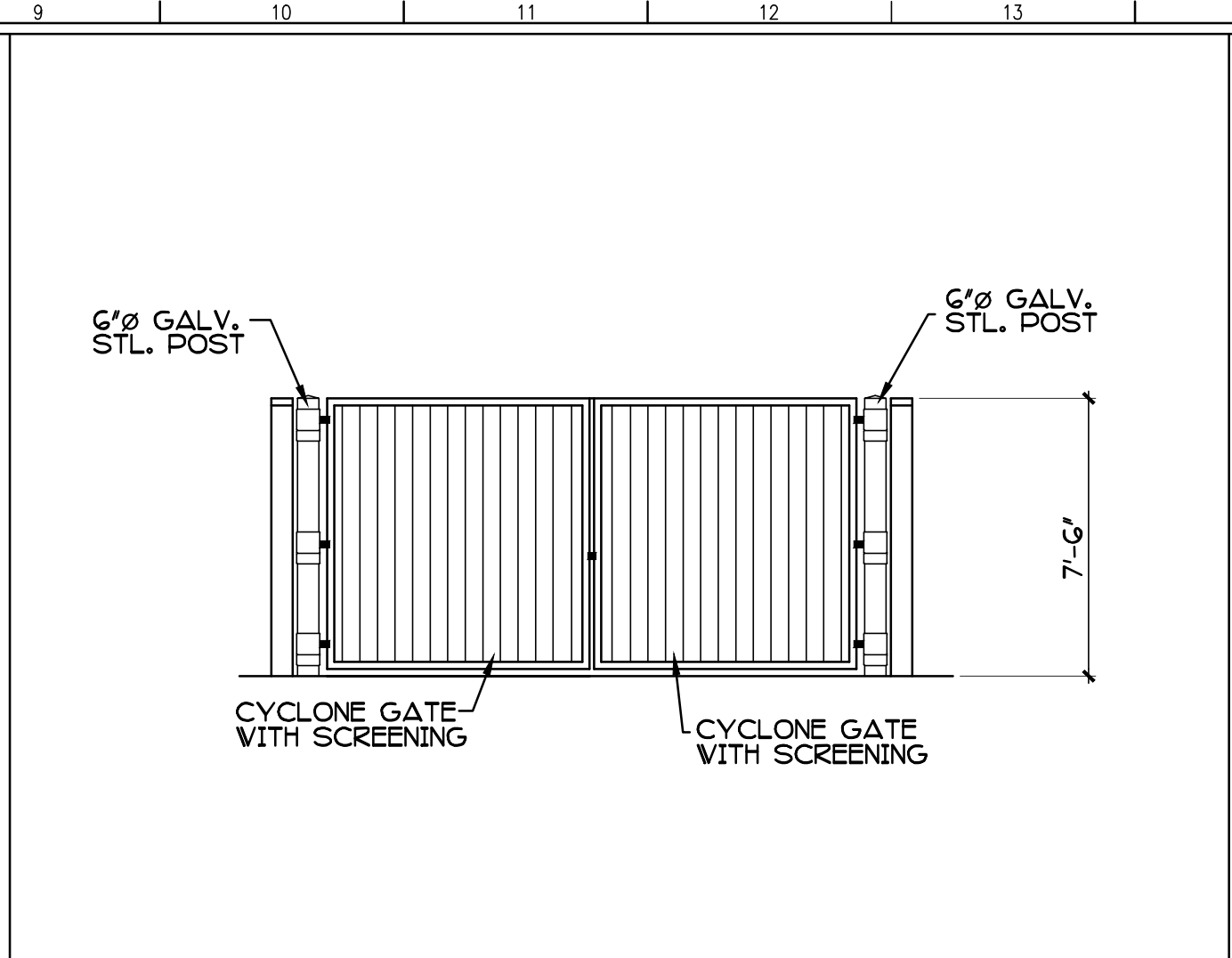
LEFT ELEVATION



Δ1
SC: 3/4" = 1'-0"

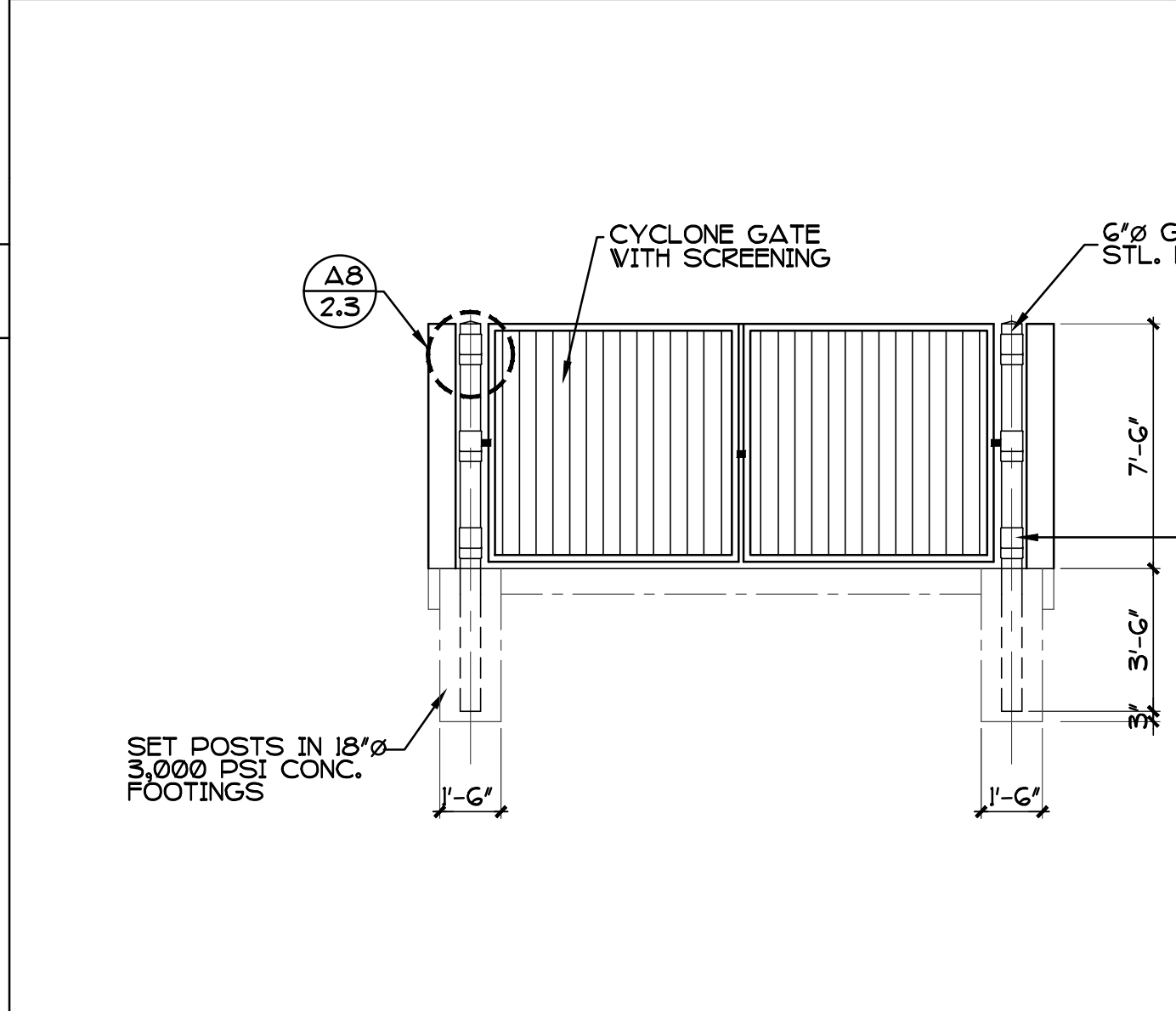
2.3
1/4" = 1'-0"

CONCRETE FILLED BALLARD DETAIL



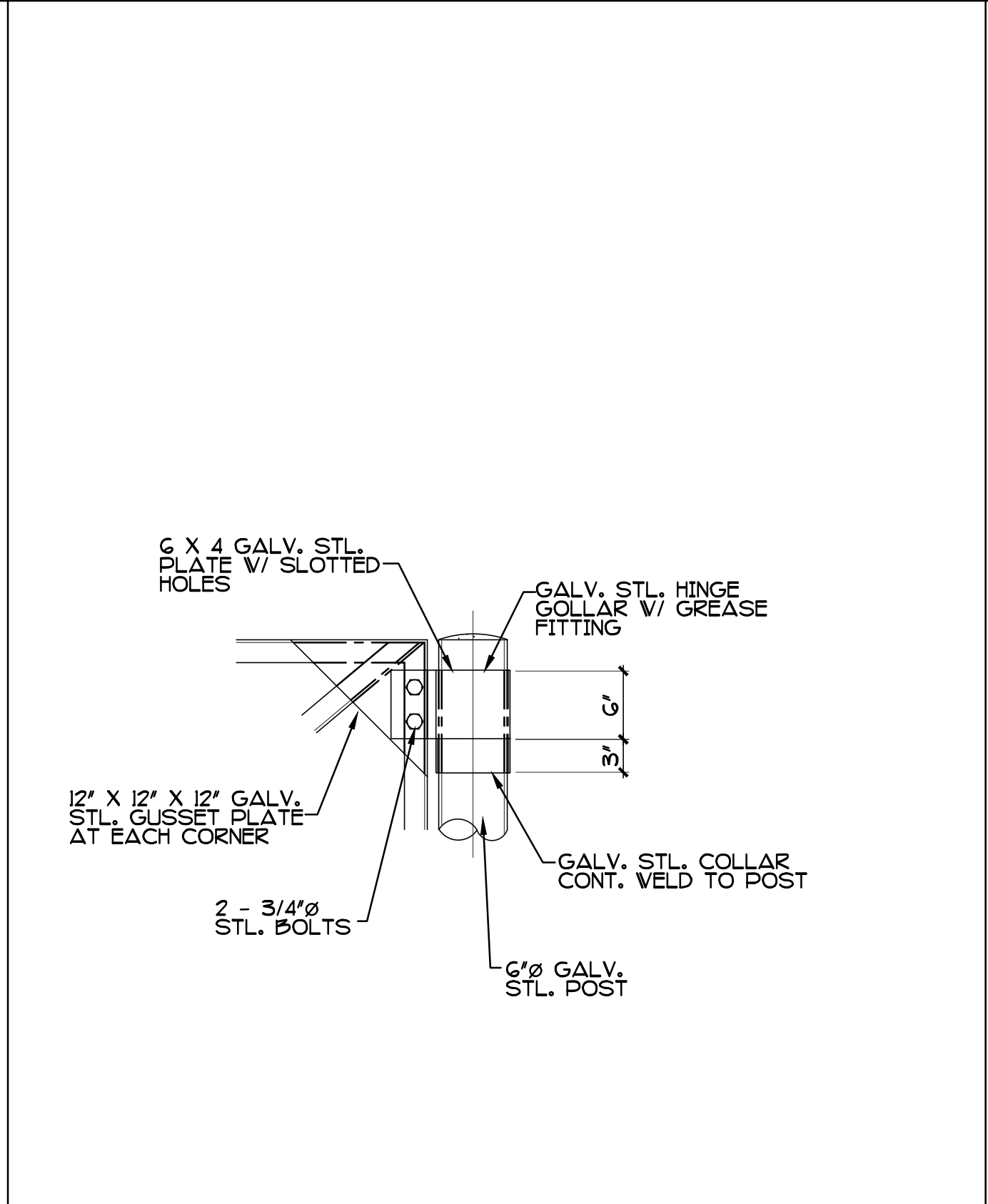
N8
SC: 1/4" = 1'-0"

FRONT ELEVATION



H8
SC: 1/4" = 1'-0"

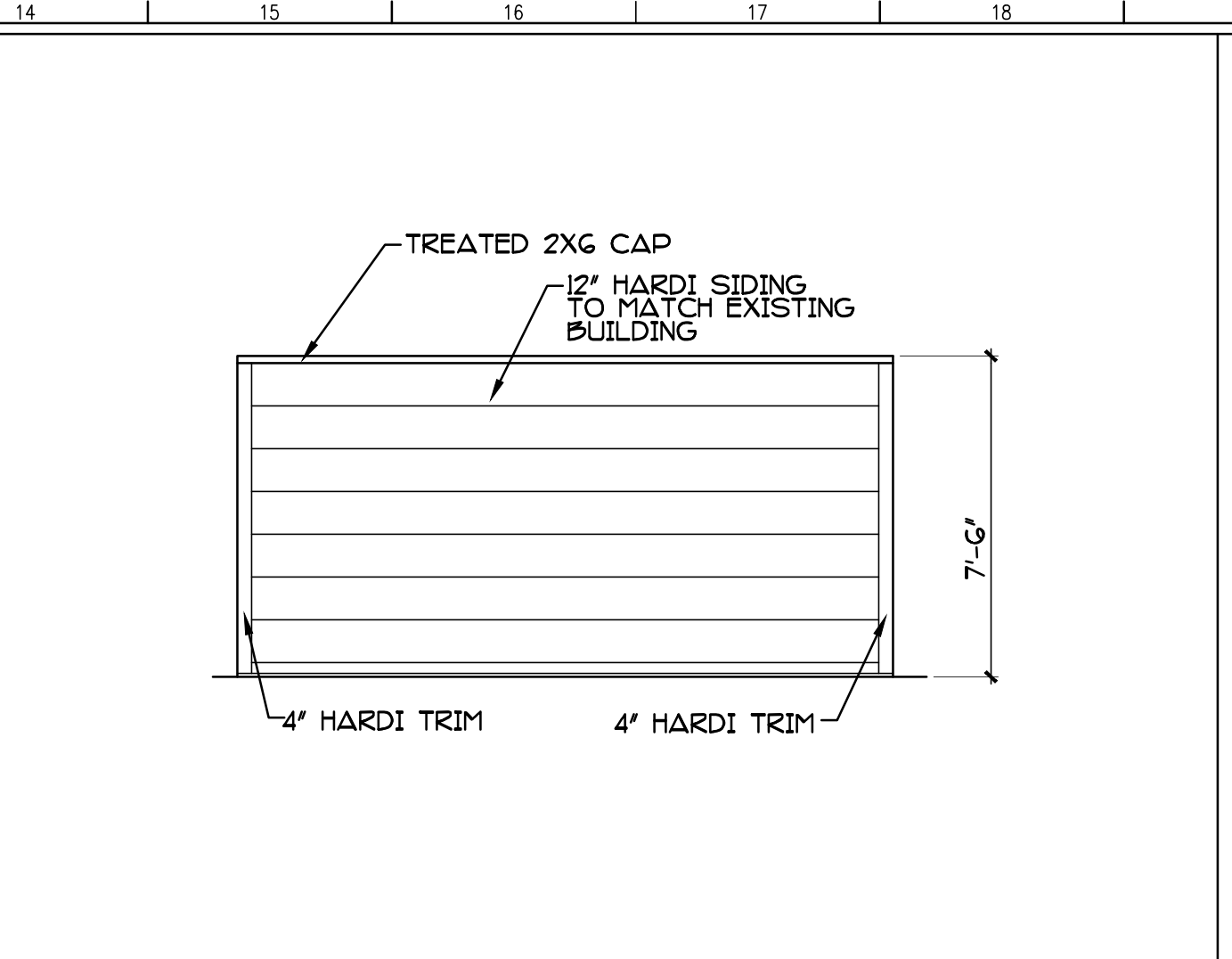
DUMPSTER ENCL. GATES DETAIL



Δ8
SC: 1" = 1'-0"

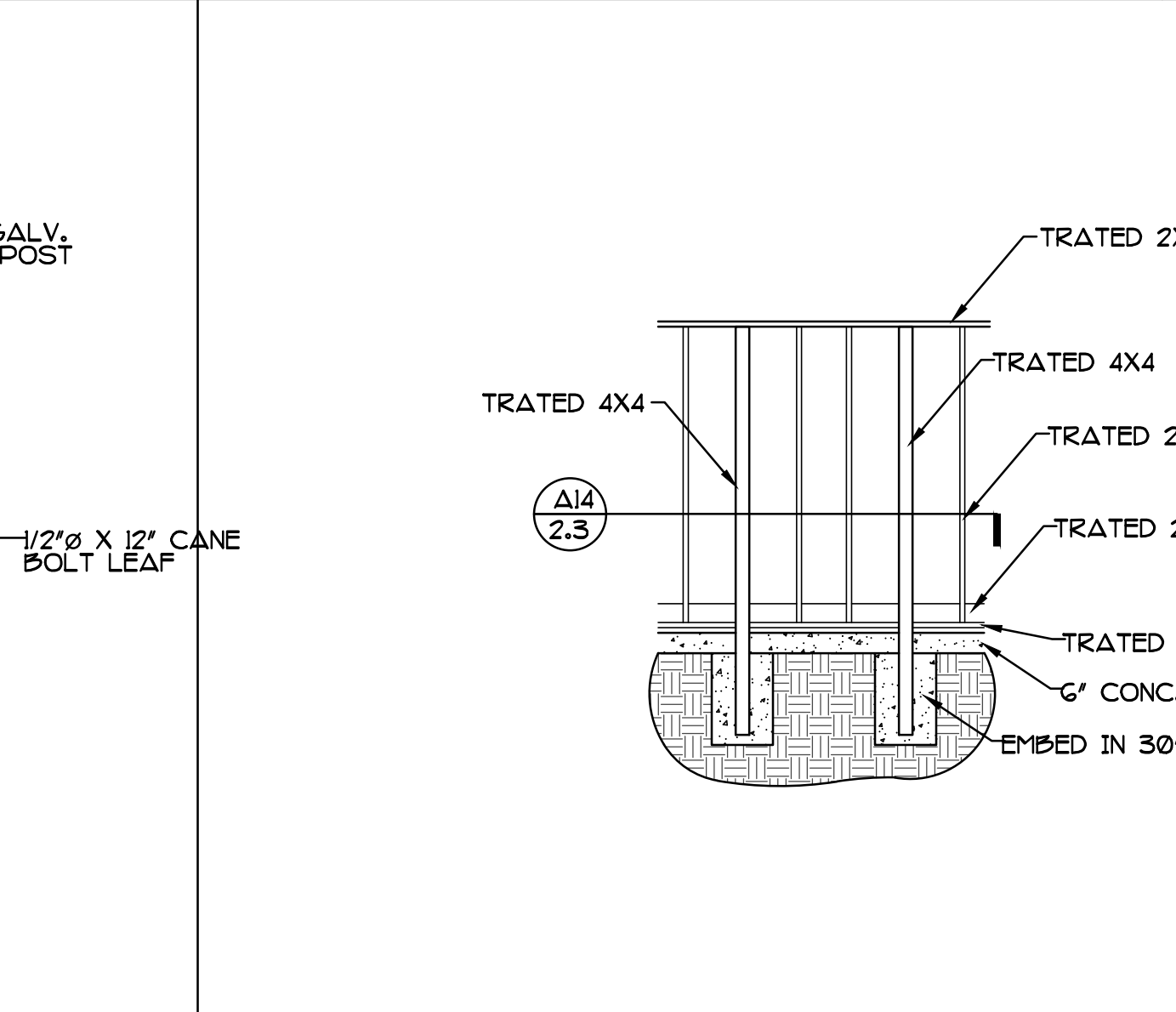
Δ14
SC: 1/2" = 1'-0"

DUMPSTER HINGE DETAIL



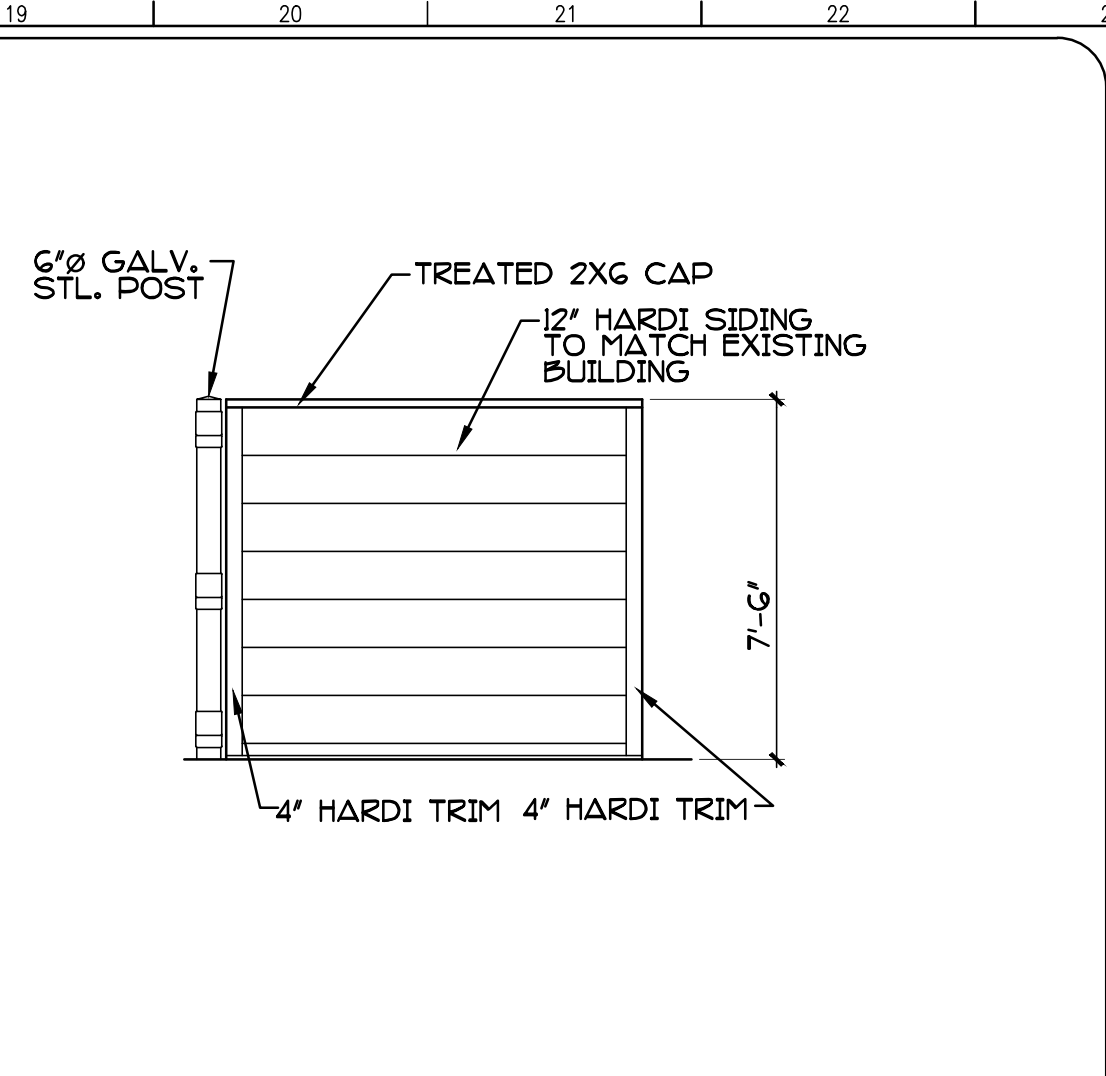
N13
SC: 1/4" = 1'-0"

REAR ELEVATION



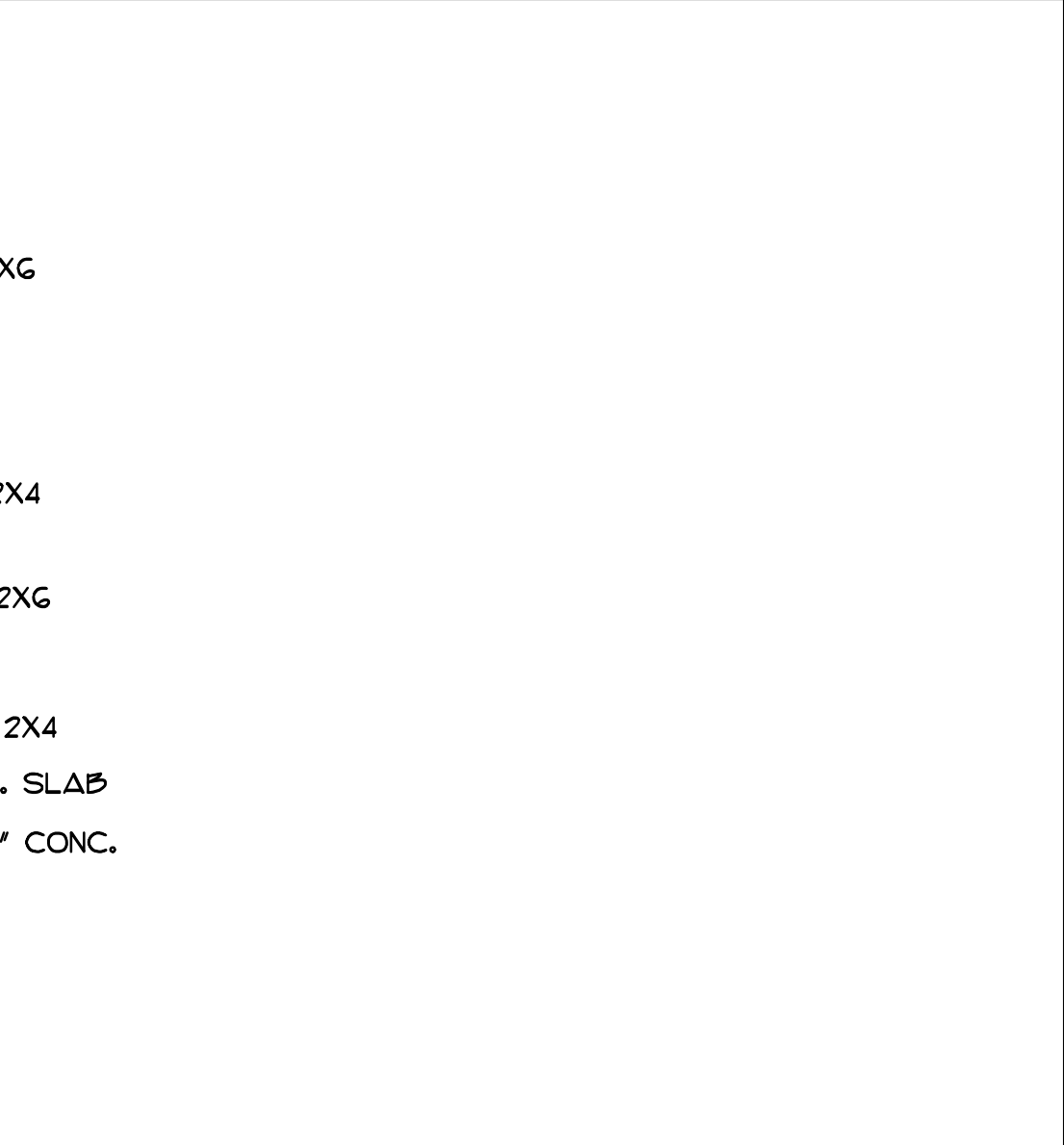
H14
SC: 1/4" = 1'-0"

DUMPSTER SCREEN WALL DETAIL



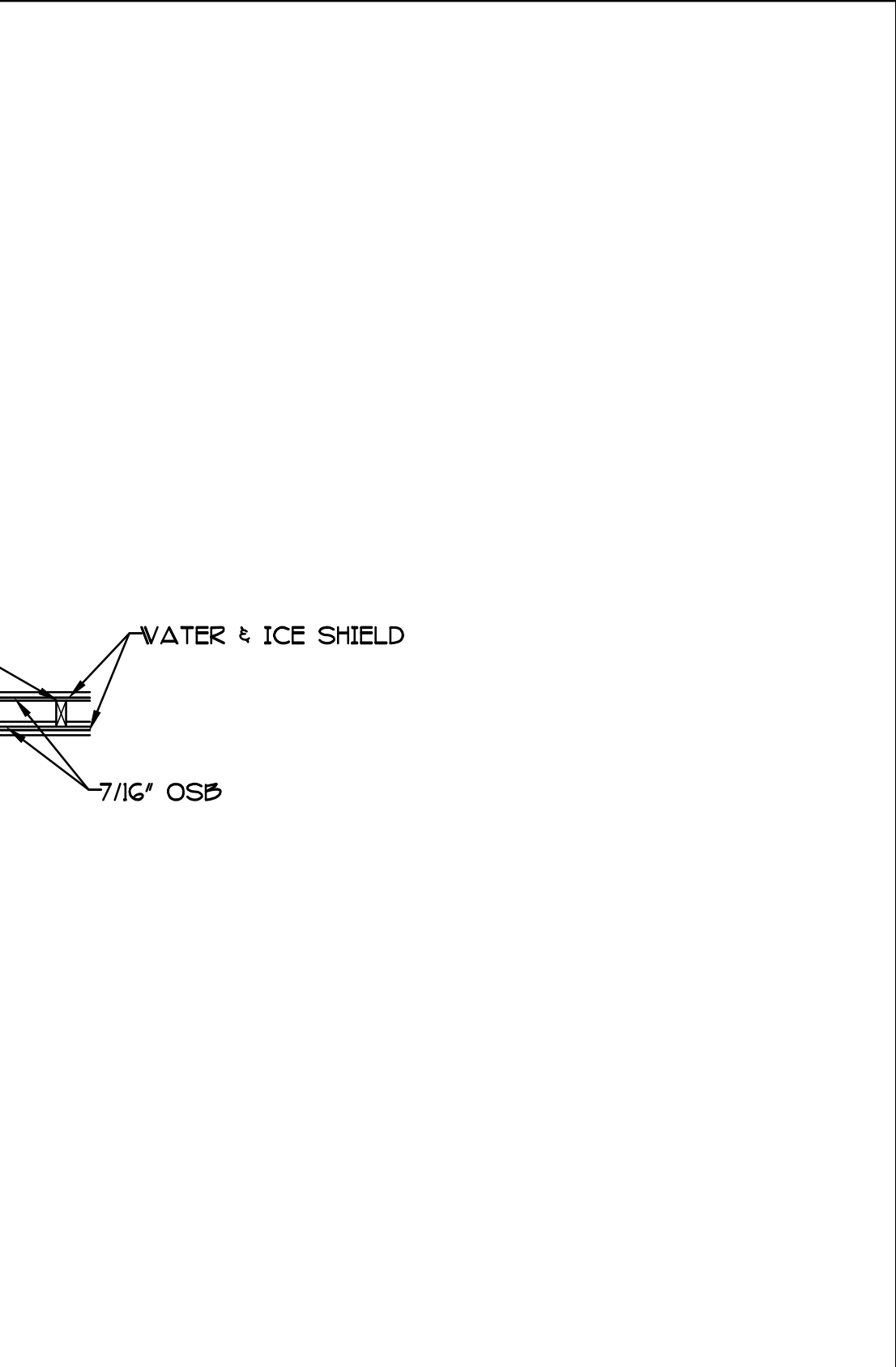
N18
SC: 1/4" = 1'-0"

RIGHT ELEVATION



Δ14
SC: 1/2" = 1'-0"

WALL SECTION



Δ14
SC: 1/2" = 1'-0"

DUMPSTER ENCLOSURE PLAN



DESIGNERS -
PLANNERS -
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CONSULTANTS -

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77546

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PROJECT DESCRIPTION:

CLIENT:

A PROPOSED NEW
DUMPSTER ENCLOSURE
214 S. FRIENDSWOOD DR.
FRIENDSWOOD, TEXAS

REVISIONS:

DATE: 4-5-23
JOB NO: 325040
DRAWN BY: S. RIVES
SHEET NUMBER:
2.3
OF

ISSUE HISTORY

REVISION

This architectural section drawing illustrates a building addition. A circular callout labeled "CL" indicates the centerline of the new structure. The roof is shown as a sloped plane. A vertical dimension of 110.00 PL is indicated at the top left corner. A horizontal dimension of 1.0' is shown below the roof slope, with a scale bar indicating 1/2". A 42" HIGH GUARD RAIL is depicted along the interior edge of the addition. At the bottom left, a vertical dimension of 100.00 FF is noted. To the right, the hatched area represents the EXISTING BUILDING.

Note
ALL STRUCTURAL STEEL MEMBERS
SHALL BE PAINTED BLACK. TYPICAL

0 4.0 8.0 12.0

SCALE: 1/4



PLOTTED:

Project No. _____

2406

Sheet Date: 05/16/24

Sheet Title:

EXTERIOR ELEVATIONS

Sheet No.:

A5-1

Drawn By	Project Manager	Project Arch
VHP	VHP	

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FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: April 10, 2025

Subject: Receive the March 2025 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.

Action:

SUMMARY / ORIGINATING CAUSE

The DRC report is attached for review.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

ATTACHMENTS

1. March 2025 DRC Report

COMMUNITY DEVELOPMENT DEPARTMENT

MONTHLY DRC REPORT

MARCH 2025



Project	Current Zoning	Zone Change Required? Y/N	Issues discussed	Location
18836 Baker Rd Meeting with GCCDD regarding FISD expansion of agriculture barn (future bond project) on GCCDD property	SFR	Yes – SUP for school uses	☒ Zone change ☐ Meets Future Land Use Map – amendment required ☒ Plat required – preliminary and final ☐ Eligible for Certificate of Platting Exemption ☒ Site plan approval required ☐ Community Overlay District (150 feet) ☐ Downtown District ☒ Water available – need dedication of easement or ROW ☐ Sewer ☒ On-site detention required ☐ May be eligible for regional detention ☐ High hazard flood zone(s) ☒ Pipelines and abandoned active oil wells ☐ TxDOT Permits required Misc Notes: Platting notes - Ultimate 60-foot right-of-way required for Baker Rd, Stonewall Pass Rd, and Hackney Rd. Typically 50/50 split between adjacent owners for width of dedication. Will depend on adjacent alignment of existing roads. Optional abandonment of southeast right-of-way on 1501 Stonewall Pass Rd and 18836 Baker Rd. Abandonment is a separate process from platting.	