



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, JUNE 26, 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
JUNE 26, 2025

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, JUNE 26, 2025, AT 6:00PM **910 S. FRIENDSWOOD DR., FRIENDSWOOD, TX 77546**

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

2. COMMUNICATIONS FROM THE PUBLIC

In order to comply with provisions of the Open Meetings Act, the Commission may not deliberate on subjects discussed under this agenda item. However, the Commission may direct such subjects to be placed on a later regular Commission agenda for discussion and/or possible action.

None.

3. CONSENT AGENDA

These items are considered routine or ministerial in nature and will be enacted with one motion. There will be no separate discussion of items unless a commissioner so requests in which case the item would be removed from the consent agenda and considered separately.

****Commissioner Travis Mann moved to approve the consent agenda. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.**

- A. Consider approval of the minutes of the Planning and Zoning Commission regular meeting held Thursday, June 12, 2025.
- B. Consider approval with minor staff comments of the City Center Final Plat, generally located in the 3800 block of FM 528.

4. ACTION ITEMS

- A. Consider approving a site plan amendment for Industry Park Friendswood Phase Two located at 4500 and 4552 FM 2351.

Director Harbin stated this agenda item had been postponed from the previous meeting to allow for all discussion with the full commission present. She said the original landscape plan was approved in June 2022 and partially amended in June 2023. Since then, the property owner has approached several council members, obtained letters from adjacent property owners, and has resubmitted a plan to install 9 mitigation trees and waive the buffer tree requirement.

Stephanie Canady/Coastal Bend Engineering explained that installing trees blocks the view of security cameras and conflicts with the drainage ditch between properties. Commissioner Rives suggested a compromise to waive the installation of the 17 buffer trees but asked the owner to install 6 of the 8 remaining landscape trees; the 9 mitigation trees have already been installed. Commissioner Mann agreed with not requiring the buffer trees and said he was concerned that waiving the other trees sets a precedent for applicants to keep reducing what was agreed upon. He and Commissioner Conrad both said a compromise is a reasonable solution.

Commissioner Phillips commented that the type of trees being installed, Southern Magnolias, grow to be 60-80 feet tall. She suggested smaller tree types to prevent blocking camera views.

****Commissioner Marcus Rives moved to approve the site plan amendment for Industry Park Friendswood Phase Two to waive 17 buffer trees and stipulated 6 landscape trees be planted; 9 mitigation trees are already installed. Seconded by Chairman Tom Hinckley. The motion was approved 5-2 with Commissioners Brian Bounds Willie Anderson opposed.**

5. COMMUNICATIONS

- A. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, July 10, 2025, and (ii) Thursday, July 24, 2025.

- B. Receive the 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 encouraged the commissioners to attend the annual state American Planning Association conference in October. She said this year it would be held in Bryan-College Station.

6. ADJOURNMENT

This meeting was adjourned at 06:27 PM.