



**PLANNING AND ZONING COMMISSION, REGULAR MEETING
THURSDAY, NOVEMBER 13, 2025 - 6:00 PM
COMMUNITY ROOM, FRIENDSWOOD PUBLIC LIBRARY
416 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, October 9, 2025.

4. DISCUSSION

- A. Discuss and participate in Focus Group Meeting #2 with Ardurra Group to receive information regarding the process to update the Comprehensive Plan and provide feedback regarding the future of Friendswood.

5. COMMUNICATIONS

- A. Announcement of the next Planning and Zoning Commission regular meetings for the remainder of the year (i) Thursday, December 11, 2025, in the Community Room at the Friendswood Public Library. The annual retreat will be held on Wednesday, December 3, 2025, at 6:00 pm in the Second Floor Conference Room at the City Hall. The first meeting in January is scheduled for Thursday, January 8, 2026.
- B. Receive the (i) September 2025 DRC Report, (ii) September 2025 Business Report, (iii) October 2025 DRC Report, (iv) October 2025 Business Report, (v) Council Liaison updates concerning action taken by the City Council on Planning and Zoning related items, and (vi) 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 TTY 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, TRMC, City Secretary
Posted in compliance with the Texas Open Meetings Act this
6th day of November 2025, at 5:00P.M.



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: November 13, 2025

Subject: Consider approving the minutes of the Planning and Zoning Commission regular meeting held Thursday, October 9, 2025.

Action:

SUMMARY / ORIGINATING CAUSE

Minutes are attached for review and consideration.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

ATTACHMENTS

1. P&Z Minutes 2025-10-09 Regular



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, OCTOBER 9, 2025 - 6:00 PM**

Minutes

MINUTES OF A FRIENDSWOOD REGULAR MEETING HELD AT 416 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546, COMMUNITY ROOM, FRIENDSWOOD PUBLIC LIBRARY

DRAFT

STATE OF TEXAS
CITY OF FRIENDSWOOD
COUNTIES OF GALVESTON/HARRIS
OCTOBER 9, 2025

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, OCTOBER 9, 2025, AT 06:00 PM **416 S. FRIENDSWOOD DR, FRIENDSWOOD, TX 77546**

CHAIRMAN TOM HINCKLEY
COMMISSIONER TRAVIS MANN
COMMISSIONER MARCUS RIVES
COMMISSIONER MARSHA CONRAD
COMMISSIONER STACEY PHILLIPS
COUNCIL LIAISON JOE MATRANGA
CITY ATTORNEY KAREN HORNER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
ASSISTANT PLANNER BECKY BENNETT

COMMISSIONERS BRIAN BOUNDS AND WILLIE C ANDERSON 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.

David Townsend, a representative for the Sunpark subdivision, said he had spoken with the

developer of the proposed Sterling Estates subdivision and found their drainage plans to be beneficial. Mr. Townsend said his subdivision is in favor of the new development. He did request that someone from the city evaluate the existing drainage system on Briarmeadow Ave.

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, August 28, 2025.

****Commissioner Marsha Conrad moved to approve the minutes of the Planning and Zoning Commission regular meeting held Thursday, August 28, 2025. Seconded by Commissioner Stacey Phillips. The motion was approved unanimously.**

4. **ACTION ITEMS**

- A. **PUBLIC HEARING FOR FUTURE LAND USE MAP (FLUM) AMENDMENT: 401 W EDGEWOOD DR**

Conduct a public hearing regarding a request for an amendment to the Future Land Use Map (FLUM) for the property located at 401 W Edgewood Drive, also known as McReaken Manor Final Plat, a subdivision containing a 3.9187-acre tract of land out of Lot 2, Block 1, Friendswood Volume 238, Page 14 Sarah McKissick Survey Abstract 151, Galveston County, Friendswood, Texas, to change the FLUM from "Low Density" residential to "Retail."

Harbin explained a proposed zone change for the property would require a change in the Future Land Use map from Low Density residential to Retail. She said this property is situated between adjacent properties that would be complemented by either commercial or residential. She said the land had been rezoned several times over the years.

- B. **RECOMMENDATION TO COUNCIL FOR FUTURE LAND USE MAP (FLUM) AMENDMENT: 401 W EDGEWOOD DR**

Consider making a recommendation to City Council regarding a request to amend the Future Land Use Map (FLUM) for the property located at 401 W Edgewood Drive, also known as McReaken Manor Final Plat, a subdivision containing a 3.9187-acre tract of land out of Lot 2, Block 1, Friendswood Volume 238, Page 14 Sarah McKissick Survey Abstract 151, Galveston County, Friendswood, Texas, to change the FLUM from "Low Density" residential to "Retail."

****Commissioner Marsha Conrad moved to approve a recommendation to City Council regarding a request to amend the Future Land Use Map (FLUM) for the property located at 401 W Edgewood Drive, to change the FLUM from "Low Density" residential to "Retail." Seconded by Commissioner Marcus Rives. The motion was approved unanimously.**

- C. **PUBLIC HEARING FOR ZONE CHANGE REQUEST: 401 W EDGEWOOD DR**

Conduct a public hearing regarding a request for a zone classification change for the property located at 401 W Edgewood Drive, also known as McReaken Manor Final Plat, a subdivision containing a 3.9187-acre tract of land out of Lot 2, Block 1, Friendswood

Volume 238, Page 14 Sarah McKissick Survey Abstract 151, Galveston County, Friendswood, Texas to change the zoning from Single Family Residential (SFR) to Community Shopping Center (CSC).

Harbin said the applicant is proposing to change the property from residential use to commercial use. She explained that the property is located on FM 2351 and would be subject to the Community Overlay District (COD) regulations, which include increased landscaping and screening requirements. She said the property has proved difficult because the drainage ditch on FM 2351 is very shallow and will require a pumped detention system.

D. RECOMMENDATION TO COUNCIL FOR ZONE CHANGE REQUEST: 401 W EDGEWOOD DR

Consider making a recommendation to City Council regarding a request to change the zoning classification for the property located at 401 W Edgewood Drive, also known as McReaken Manor Final Plat, a subdivision containing a 3.9187-acre tract of land out of Lot 2, Block 1, Friendswood Volume 238, Page 14 Sarah McKissick Survey Abstract 151, Galveston County, Friendswood, Texas to change the zoning from Single Family Residential (SFR) to Community Shopping Center (CSC).

Commissioner Mann commented that a commercial use seems to fit into that location.

Commissioner Rives asked if noise from the rumored baseball batting cage would disturb the neighbors. Tory Kennedy/architect said a batting facility was a possibility and that if that tenant did come to fruition, the property owner would be cognizant of possible noise because he would be constructing his office on the same land.

Chairman Hinckley said he would prefer a commercial use along FM 2351.

****Commissioner Marcus Rives moved to approve a recommendation to City Council regarding a request to change the zoning classification for the property located at 401 W Edgewood Drive from Single Family Residential (SFR) to Community Shopping Center (CSC). Seconded by Commissioner Marsha Conrad. The motion was approved unanimously.**

E. PRELIMINARY PLAT: STERLING ESTATES (OLD CLINE ELEMENTARY SCHOOL SITE)

Consider approval of the Preliminary Plat of Sterling Estates, also known as 505 Briarmeadow Ave and the former Cline Elementary School site, a subdivision of 11.392 acres being lots 7 and 8 in Block 5 and Lots 3 and 4 in Block 7 of Friendswood Subdivision in the Sarah McKissick or J.R. Williams League, Abstract 151, recorded in Volume 7, Page 21 of the Galveston County Map Records, City of Friendswood, Galveston County, Texas.

Harbin explained the preliminary plat was the first step in the redevelopment process. She said the proposed subdivision would consist of 24 lots between 90-feet and 120-feet wide. She said the Galveston County Consolidated Drainage District (GCCDD) has also approved the preliminary plat along with preliminary and final drainage plans. She said the final plat would be considered at the GCCDD meeting to be held October 14th.

Adam Hill/owner said he is dedicated to ensuring a quality product that his customers will be happy with ten years from now. He explained he is a developer and a homebuilder, as well as a resident, and he would not want to develop a subdivision with drainage issues.

Commissioner Mann thanked Hill for working with the existing neighbors to alleviate their drainage concerns. Chairman Hinckley suggested he also work with the neighbors regarding fencing as to avoid duplicate fences or drainage impediments.

****Commissioner Marcus Rives moved to approve the Preliminary Plat of Sterling Estates. Seconded by Commissioner Travis Mann. The motion was approved unanimously.**

F. SITE PLAN AMENDMENT: 109 E SHADOWBEND AVE

Consider approval of a site plan amendment for a proposed building renovation and site improvements at 109 E Shadowbend Ave.

Harbin introduced the project as a redevelopment of an older house in the Downtown District into commercial office space. She said the redevelopment would include raising the roof and building height, plus installing sidewalks and head-in parking spaces. She said the office will have access to public head-in parking across the street, as well. Harbin said the owner is asking that the commission approve an alternate landscape plan to use mature, existing trees to count as their required landscaping.

Larry Fly/owner said his business has been located in Friendswood for years, and he is looking forward to having a space of his own. He said he hopes this will also spur additional redevelopment in the area.

The commissioners all commented that they support protecting the existing trees.

****Commissioner Marcus Rives moved to approve a site plan amendment for a proposed building renovation and site improvements at 109 E Shadowbend Ave. Seconded by Commissioner Marsha Conrad. The motion was approved unanimously.**

G. SITE PLAN AMENDMENT: 4500 AND 4552 FM 2351

Consider approval of a site plan amendment for Industry Park Friendswood Phase Two located at 4500 and 4552 FM 2351.

Harbin said the proposed request is to reconsider allowing (6) trees planted in the median of Timber Creek Rd towards trees indicated on the approved site plan for Industry Park Phase II.

Commissioner Mann said he was not opposed to counting the median trees since the developer did install them. He commented that he does not like the way the request has been made.

Commissioner Rives said the applicant's request letter states there is no room on the property to install (6) trees, but that he feels the owner just does not want to install them. He suggested the trees be planted in the open green space on the left when entering the facility. He explained that area is the first thing people see when driving into town on FM 2351.

Commissioner Conrad mentioned the applicant's letter stated trees could not be planted due to the location of utilities, and she also said it appears the owner does not want to comply.

Commissioner Phillips commented that she was not part of the commissioner when the original site plan was approved, nor when the city changed multiple ordinances for the benefit of the developer. She said that even without the history, the owner agreed to a plan and has not kept his word, continuously requesting reductions from the original 34 trees that he promised.

Chairman Hinckley said that although the crepe myrtles in question are not located on the project site, the zoning ordinance allows for offsite tree mitigation. He said he is not opposed to granting the request but agreed there is probably room to install the trees onsite.

****Commissioner Marcus Rives moved to approve a site plan amendment for Industry Park Friendswood Phase Two located at 4500 and 4552 FM 2351. Seconded by Commissioner Travis Mann. The motion failed 2-3 with Commissioner Marcus Rives, Commissioner Marsha Conrad, and Commissioner Stacey Phillips opposed.**

5. DISCUSSION

- A. Discuss lot coverage requirements in the Single Family Residential (SFR) zoning district as contained in the "Residential Regulation Matrix" contained in Section 7.P and/or Section 20 "Definitions" of Appendix C "Zoning" of the City Code.

Bennett said the Ordinance Subcommittee met to discuss a developer's request to increase allowable lot coverage. She stated no action or vote was required by the commission and asked Commission Phillips to provide their findings.

Commissioner Phillips explained that the subcommittee weighed the pros and cons of increasing building lot coverage. She said that, ultimately, there was no history of requests nor residents asking for the change. She said the subcommittee did not feel a citywide change was warranted to benefit one developer. She elaborated that existing homeowners would be impacted the most when in-fill lots are developed. Phillips concluded that the subcommittee did not feel that increasing the allowable lot coverage would be harmonious for the neighbors.

Phillips further stated that the subcommittee reviewed the redline language proposed by Commissioner Rives and drafted by staff. She said that if the City Council chooses to pursue the change, then the ordinance was there and ready.

Commissioner Mann said that if lot coverage were increased, all developers and homebuilders would take advantage of the opportunity.

Chairman Hinckley commented that the City of Friendswood limits lot coverage of under-roof structures while other cities limit all impervious coverage. He explained that when benchmarking cities, the comparison is skewed.

Commissioner Rives used an area of redevelopment, West Shadowbend, to help the commission visualize what it looks like when new homes are built next to old homes. He said that although the new homes are compliant with the current lot coverage requirements, they look rather large in comparison, and asked the commission to imagine what an increase in allowable building size would look like.

6. COMMUNICATIONS

- A. Receive an update regarding the Comprehensive Plan and Zoning Ordinance Updates (GLO RCP Grant).

Harbin said the city was awarded a grant to help update the Comprehensive Plan and the project was awarded to the Ardurra Group, a third party consultant. She said the Comprehensive Plan

Update will replace the 1998 version and give the city a new vision, hopefully for the next twenty years.

Commissioner Mann said he would like to participate. Harbin announced there would be a Comprehensive Plan Advisory Committee and that the Planning Subcommittee would be part of that group.

- B. Announcement of the next Planning and Zoning Commission regular meetings for the remainder of the year (i) Thursday, November 13, 2025, and (ii) Thursday, December 11, 2025, in the Community Room at the Friendswood Public Library. The annual retreat will be held on Wednesday, December 3, 2025, at 6:00 pm in the Second Floor Conference Room at the City Hall.
- C. Receive the (i) August 2025 DRC Report, (ii) August 2025 Business Report, (iii) Council Liaison updates concerning action taken by the City Council on Planning and Zoning related items, and (iv) Commissioner comments concerning items of community interest and/or requesting future agenda items.

Council Liaison Matranga said the City Council received an introduction from the Ardurra Group at their last meeting. He said that the Council also approved the first reading of an ordinance to reassign the Capital Improvement Advisory Committee (CIAC) from Planning & Zoning to a separate entity.

7. ADJOURNMENT

This meeting was adjourned at 06:53 PM.



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: November 13, 2025

Subject: Discuss and participate in Focus Group Meeting #2 with Ardurra Group to receive information regarding the process to update the Comprehensive Plan and provide feedback regarding the future of Friendswood.

Action:

SUMMARY / ORIGINATING CAUSE

This item will allow Ardurra Group to introduce the team that will be working to update the City's Comprehensive Plan. They will explain the purpose of the plan, themes and ideas that will be incorporated into the plan, and the process and schedule of how the update will be achieved. They will explain the plan for engaging the public and receiving input, the role of the CPAC (see below), and expectations of the Commissioners.

Commissioners will be asked to complete a survey before the meeting and then answers will be discussed during the meeting.

GLO GRANT RECEIVED

This project is made possible with the assistance of the Texas General Land Office Community Development Block Grant (CDBG) Resilient Communities Program (RCP) that issued the City a grant in the amount of \$250,000. The purpose of this GLO grant is to assist the City in formulating a forward-looking Comprehensive Plan that integrates hazard mitigation. Once the plan is updated, amendments that align with the new plan will be made to the Zoning Ordinance.

CPAC

City Council approved the appointments of the Comprehensive Plan Advisory Committee (CPAC) members on Monday, November 3, 2025. The CPAC members were selected because they represent a cross-section of our community, including neighborhoods, industries, professions, boards, City Council, commissions, and other key stakeholder groups. Their collective insight will play an important role in guiding City staff and the consultant team in the development, facilitation, and completion of the City's Comprehensive Plan. The CPAC is charged with the following during the process of updating the Comprehensive Plan:

- a. Work with staff and the consultant at designated meetings throughout the process (4 work sessions) to discuss and consider updating to the Comprehensive Plan.
- b. Attend public workshops, outreach events, and other activities as advocates for the planning process and the resulting plan.
- c. Ensure that the plan reflects the desire and vision of all the residents of Friendswood.

The following people are on the committee:

- Marcus Rives, Planning and Zoning Commission, Planning Subcommittee
- Travis Mann, Planning and Zoning Commission, Planning Subcommittee
- Brian Bounds, Planning and Zoning Commission, Planning Subcommittee
- Joe Matranga, City Councilmember/P&Z Liaison

- Trish Hanks, City Councilmember/ Alternate P&Z Liaison
- Sharon Rowsey, Community & Economic Development Committee (CEDC)
- Blaise Guzzetta, Community & Economic Development Committee (CEDC)
- Alex Aragon, Clear Creek ISD
- Tram Kim, Resident
- Debbie Vascik, CRS Coordinator/FAST
- Brian Freedman, Bay Area Houston Economic Partnership
- Brett Banfield, Friends of Downtown Friendswood Association/Local Developer
- Rebecca Hillenburg, Friendswood Downtown Economic Development Corporation (FDEDC)
- Elmer Bubba Johnson, Friendswood Downtown Economic Development Corporation (FDEDC)
- Carlisle Gullledge, local business owner
- Nolan Correa, Friendswood ISD
- Charlie Tran, Friendswood ISD Student
- Alan Stanfield, local realtor
- Beth Stanfield, local realtor

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

ATTACHMENTS

1. 20251113 Friendswood Focus Group Meeting 2 PZ Commission

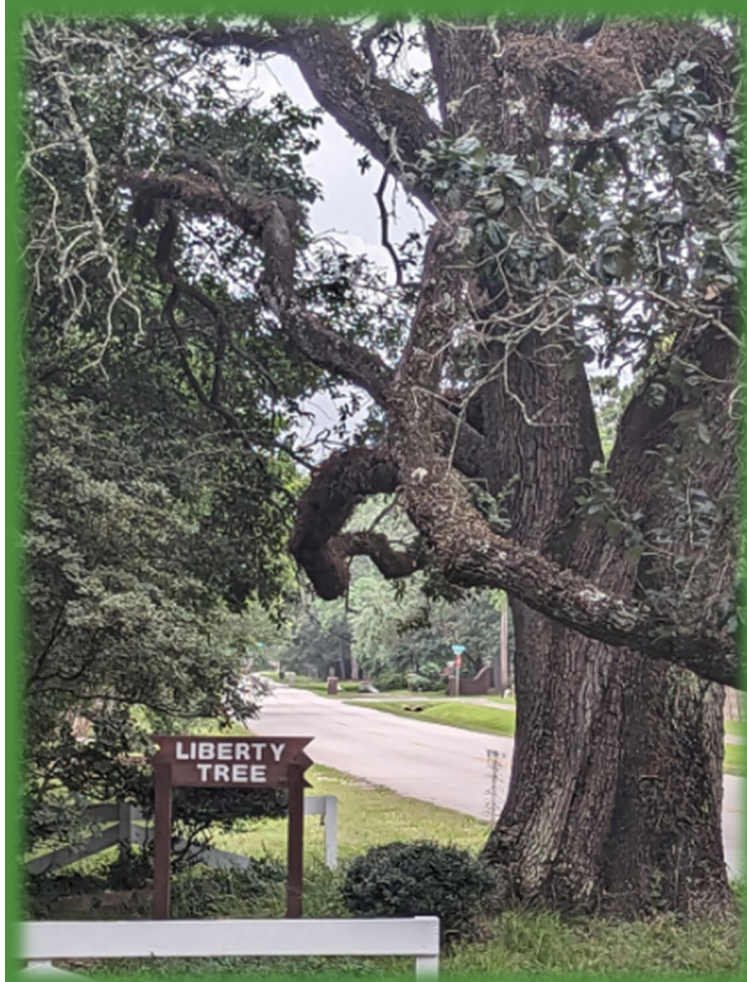
City of Friendswood Comprehensive Plan Update

FOCUS GROUP MEETING -2

PLANNING & ZONING COMMISSION

NOVEMBER 13, 2025

Rev. 11/4/25



Introductions

- ☐ City Staff
- ☐ Consultant Team

City of Friendswood Comprehensive Plan Update



Agenda

❑ Introductions

❑ Background

❑ Comprehensive Plan

City Planning

Planning Steps

Planning in the Area

Report Contents

Market Analysis

Purpose

Why Now?

Topics

Urban Design

❑ Process and Schedule

❑ Public Engagement

❑ P & Z Input

❑ Questions/Other Thoughts

City of Friendswood Comprehensive Plan Update

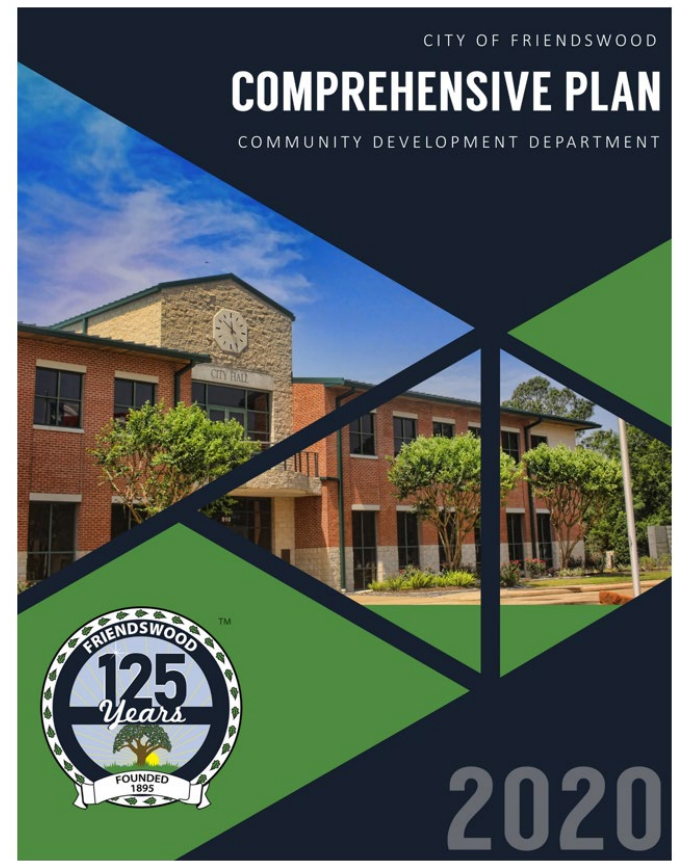


Background - GLO RCP Grant

City of Friendswood Comprehensive Plan Update

❑ Formulate a forward-looking Comprehensive Plan that integrates **hazard mitigation**

❑ Amend the Zoning Ordinance



Background - Planning History

City of Friendswood Comprehensive Plan Update

1998 - First Comprehensive Plan

Planning Effort in the last 20 Years

- ☐ Future Land Use Map
- ☐ Parks Master Plan
- ☐ CEDC Strategic Plan
- ☐ Downtown Improvement Plan
- ☐ Capital Improvement Plan
- ☐ Master Drainage Plan
- ☐ Vision 2020
- ☐ Pavement Management Plan
- ☐ City-Wide Traffic Study
- ☐ Water Systems Improvement Plan
- ☐ Wastewater Master Plan (in progress)
- ☐ Water and Wastewater Impact Fee Update

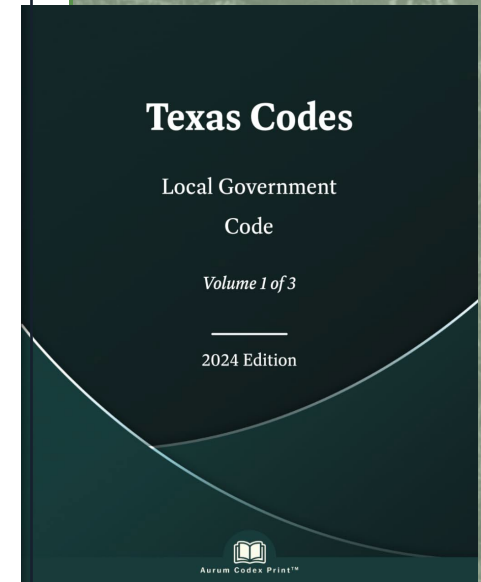
Friendswood also participates in the Harris & Galveston counties' Hazard Mitigation



Purpose

- ❑ Shared community-derived **vision** for City
- ❑ **Resilient** and balanced development
- ❑ Guide **future land use, infrastructure, and mobility decisions**
- ❑ **Financial** planning and **policy** development
- ❑ **Asset management**, service **delivery**, and programming
- ❑ **Align with state/federal** resilience priorities
- ❑ Continuous **assessment/monitoring**
- ❑ Proactive/practical **implementation** strategy
- ❑ Foundation/prerequisite for **grants**

City of Friendswood Comprehensive Plan Update

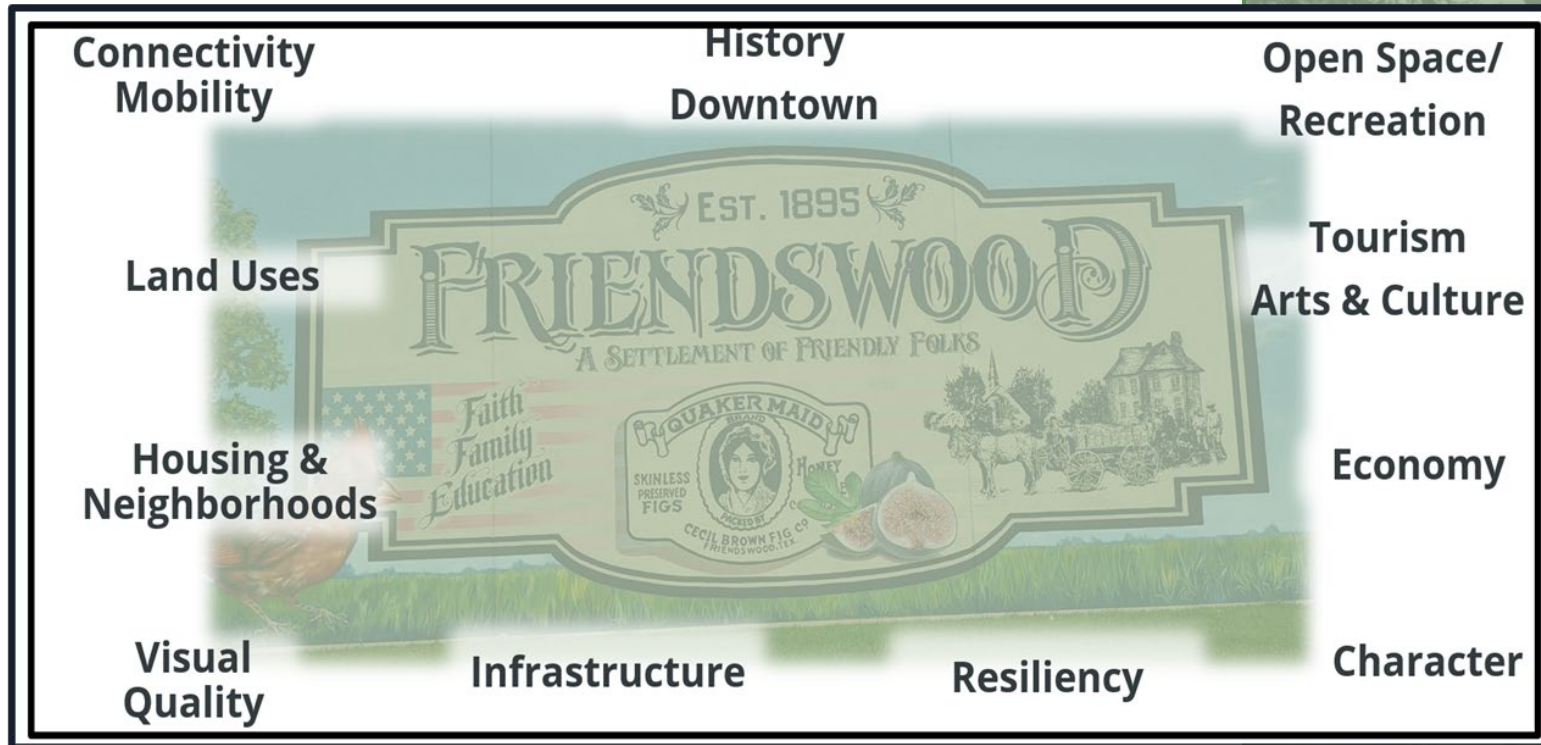


Authority:
Texas Local
Government Code
Sec. 211.004

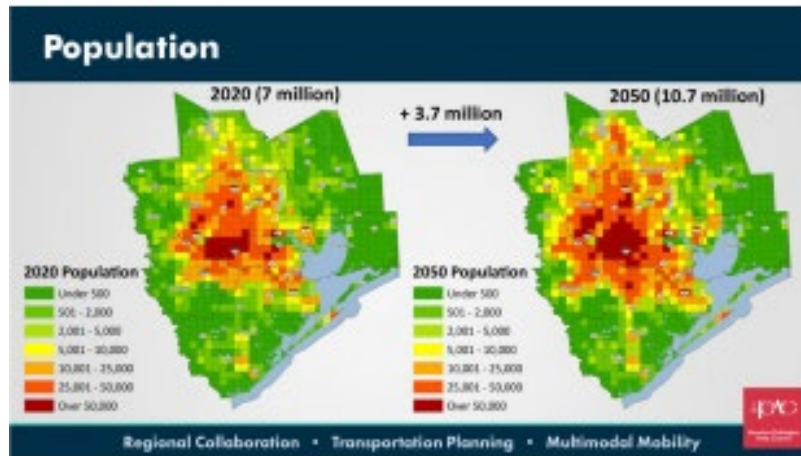


Themes

City of Friendswood Comprehensive Plan Update



Why Now?



- ☐ **Growth** in the region
- ☐ **Community-powered future**
- ☐ Revived **developer interest**
- ☐ Limited **vacant land** & development/
redevelopment opportunities
- ☐ Misaligned **regulations** and standards
- ☐ Vulnerability to **hazards**
- ☐ **Funding** for plan preparation

City of Friendswood Comprehensive Plan Update



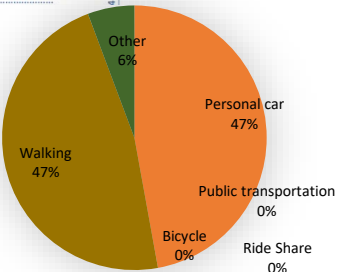
Report Contents

City of Friendswood Comprehensive Plan Update



CHAPTER 6 COMMUNITY CHARACTER & DEVELOPMENT STANDARDS

- 6.1 Existing Conditions
- 6.2 Guiding Principles
- 6.3 Recommendations



9 INFRASTRUCTURE, DRAINAGE, & HAZARD MITIGATION

The Infrastructure, Drainage, and Hazard Mitigation Plans are strategic documents that set growth-related goals, objectives, and priorities for municipal infrastructure related to water purification and distribution, wastewater collection and treatment, and stormwater management, hazard mitigation and others supporting the Comprehensive Plan vision and objectives. These plans serve as a guide to all decision-making relating to the city's infrastructure needs. The plans include recommendations for maintenance and provision for existing and new water and wastewater networks and facilities, drainage improvements, capital improvements, mitigation of flooding and other hazards and provide resilient solutions. The plans also identifies sources of funding and opportunities for public-private partnerships and assist in applying for eligible grants from FEMA and other agencies.

A. Existing Conditions

The City of Friendswood has not adopted Infrastructure, Drainage, and Hazard Mitigation Plans. Most of the areas within the City limits, area served by city waste and sewer, FEMA has not identified any major flood areas within the city limits.

Flooding in Friendswood
Source: Fort Bend County Drainage District

Elements

- Text
- Maps
- Graphics
- Tables
- Illustrations
- Appendix



Character & Urban Design

City of Friendswood Comprehensive Plan Update

Major Roadway Corridors

- Establish a unified community character
- Welcome visitors
- Improve pedestrian connectivity
- Enhance visibility and promote awareness of Downtown assets by way finding signs and other elements

Downtown

- Preserve and enhance the unique historic character of the community
- Promote commercial and civic activity — encourage people to use Downtown
- Support business attraction and retention
- Increase awareness of Downtown destinations and promote Downtown



Economic Development and Market Forces

City of Friendswood Comprehensive Plan Update

Why is the market study component important?

- ❑ Understanding Demographics
 - Friendswood in Regional Context
 - Socioeconomic Analysis
 - Population and Employment Trends in the City and the Region
- ❑ Understanding the Real Estate Market
 - Residential Types: For-sale and rental, single family and multifamily
 - Commercial Analysis
 - Supply and Demand Analysis
 - Future Year Absorption Forecasting
- ❑ New Types of Development Require Market-Based Solutions



Economic Development and Market Forces

City of Friendswood Comprehensive Plan Update

The Market Study Process

- ☐ Historic Data Trend Analysis
 - Population and Households
 - Jobs, Industries, and Employees
 - Residential Market
 - Commercial Property Performance
- ☐ Research on Planned Development in the City and the Region
- ☐ Interviews with Local Professionals
- ☐ Primary Research by CDS
- ☐ Neighborhood, Reinvestment, and Redevelopment Analysis



Economic Development and Market Forces

City of Friendswood Comprehensive Plan Update

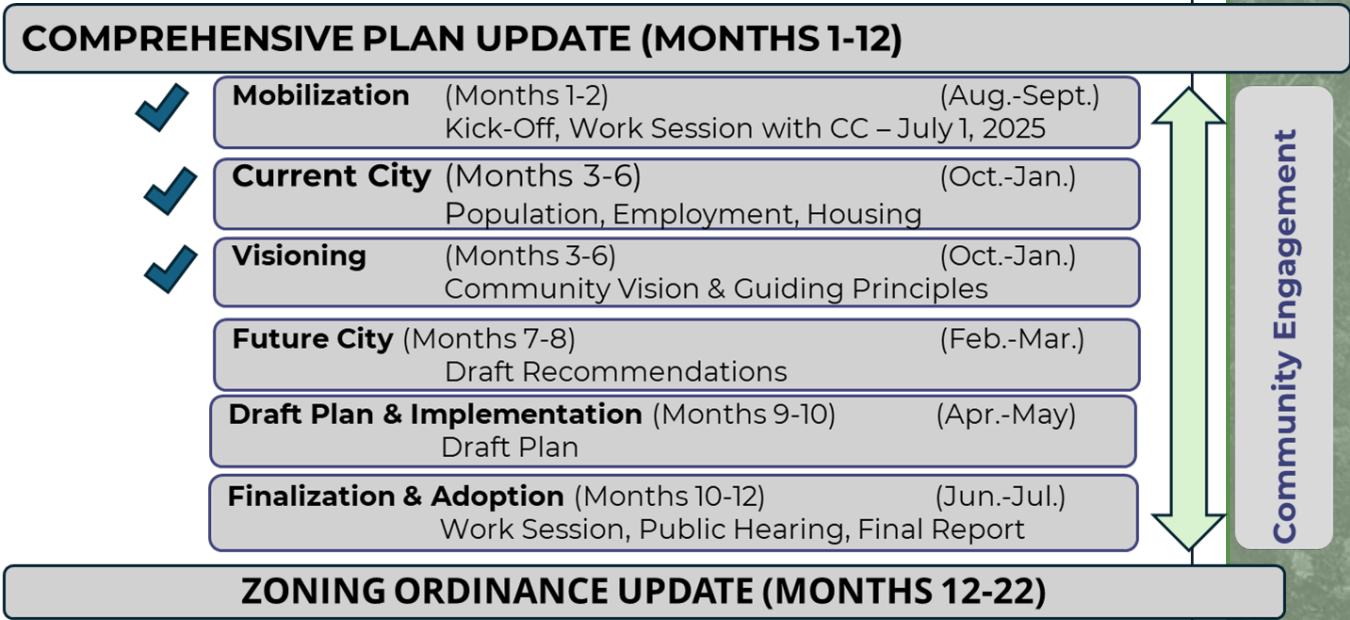
The Market Study as a Part of the Comprehensive Plan

- ☐ Market-Based Guidance for Land Use Planning
- ☐ Review of Policies to Encourage Reinvestment
 - New Development
 - Redevelopment of Existing Property
 - Maintenance and Repair of Existing Property
- ☐ Ongoing Neighborhood Management Recommendations



Process and Schedule

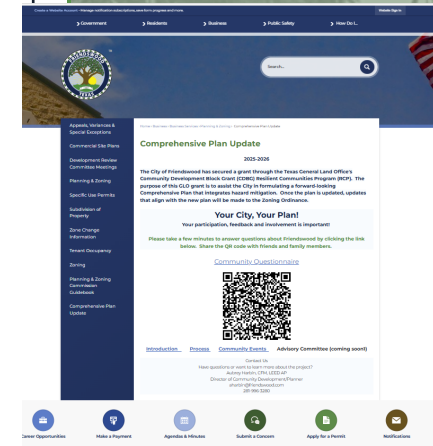
City of Friendswood Comprehensive Plan Update



Public Engagement Plan

Meet people where they are, how they want!

- City Council
 - 10/6/25
- Comprehensive Plan Advisory Committee CPAC (4 meetings)
 - 11/3/25 (Appointment by City Council)
- Focus Groups/One-on-one interviews
 - Nov./Dec. 2025
- City events, pop-up meetings
 - 10/26/25 -Halloween in the Park
- Printed materials
 - Flyer posted
- Digital methods
 - Questionnaire online
 - Interactive map to be posted soon
- Social media posts



City of Friendswood Comprehensive Plan Update



Role of CPAC

City of Friendswood Comprehensive Plan Update

Role

- ❑ Temporary advisory committee
- ❑ Valuable insight, advice, and expertise
- ❑ Representation of stakeholders and agencies
- ❑ Diverse perspectives and experiences
- ❑ 4 meetings, 17 members

4 Meetings

- ❑ CPAC 1: Overview, preliminary input
- ❑ CPAC 2: Vision, guiding principles, findings
- ❑ CPAC 3: Draft recommendations
- ❑ CPAC 4: Draft plan & implementation strategy



P & Z Input

- ☐ Interactive Exercise
- ☐ Discussion
- ☐ Online Questionnaire
- ☐ CPAC Representation
- ☐ Community Events
- ☐ Regular Communication
- ☐ Website Updates
- ☐ Others

City of Friendswood Comprehensive Plan Update



Questions for Discussion



Question 1

How long have you called Friendswood home, owned property or business here?

- ☐ 0-5 Years
- ☐ 6-10 Years
- ☐ 11-15 Years
- ☐ More than 16 Years



Question 2

What do you like most about Friendswood?
(Strengths)



Question 3

What do you think the City is lacking?
(Areas of Improvement)



Question 4

Looking into the future, what areas should the City prioritize?

(Opportunities)



Question 5

What are your concerns about the future of Friendswood that need to be addressed?

(Threats)



Question 6

If you left Friendswood today and returned in 10 years, what would you want to see?

(Vision)



Questions/Other Thoughts



City of Friendswood Comprehensive Plan Update





FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: November 13, 2025

Subject: Receive the (i) September 2025 DRC Report, (ii) September 2025 Business Report, (iii) October 2025 DRC Report, (iv) October 2025 Business Report, (v) Council Liaison updates concerning action taken by the City Council on Planning and Zoning related items, and (vi) Commissioner comments concerning items of community interest and/or requesting future agenda items.

Action:

SUMMARY / ORIGINATING CAUSE

Reports are attached.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

ATTACHMENTS

1. Friendswood Monthly Business Report Sept 2025
2. September 2025 DRC Report
3. October 2025 DRC Report
4. Friendswood Monthly Business Report Oct 2025



CITY OF FRIENDSWOOD

MONTHLY BUSINESS REPORT - SEPTEMBER 2025

Click [here](#) to access the Current Development Projects presentation/story map.

Certificates of Occupancy Issued (new, additions, alterations, name, owner and occupant changes)

Business	Address	Permit	Zoning
Friendswood Hospital	3201 FM 528 Rd Suite 100	ALTER	CSC
Bahama MaMa	403 W Parkwood Ave	TO	CSC
AZ Compounding Pharmacy	3860 Friendswood Link Rd Suite 101	TO	NC

New commercial permits issued:

Thomas Manor Assisted Living – 3 story bldg 2245 Thomas Trace

Commercial Add/Alter/Demo permits issued:

Demolition - building	411 S Friendswood Dr
Demolition - building	409 S Friendswood Dr
Demolition – pipelines	Baker Rd & Falling Leaf
Interior renovation of Council Chambers	910 S Friendswood Dr

Zone Changes:

401 W Edgewood Dr SFR to CSC; Future Land Use Map amendment included in request

Denotes Location in the Downtown District (DD)

Community & Economic Development Committee (CEDC)

Mission: To champion a vibrant and competitive economy by providing leadership and resources for business attraction, retention, and expansion to enhance the quality of life.

Meeting days – first Wednesday of each month at 4pm; 2nd floor conference room at City Hall

- Continue to work on Strategic Goals
- Establishing a small task force to brainstorm ideas for the FutureWorks initiative (internship and job shadowing opportunities)

Friendswood Downtown Economic Development Corporation (FDEDC)

Type 4B Sales Tax Corporation

Meeting days – second Tuesday of each month at 4pm; Council Chambers

- Lighting project complete
- Waiting on information from third party consultant to explore options on removing overhead communication and/or powerlines on northeastern side of S Friendswood Dr.
- Considering purchase of additional wayfinding signs

Miscellaneous:

- TIRZ (Tax Increment Reinvestment Zone) #1/PID (Public Improvement District) – Friendswood City Center on FM 528 – 124 acres; approved by City Council December 2023
- TIRZ (Tax Increment Reinvestment Zone) #2 – Friendswood Parkway/FM 528 – 3 – 326.52 acres; approved by City Council June 2024; Castle Biosciences
- We have vacancies on the Community & Economic Development Committee (CEDC), Zoning Board of Adjustment (ZBOA) and Construction Board of Adjustment (CBOA) – we need volunteers! The [volunteer application](#) is available on the City’s website.

COMMUNITY DEVELOPMENT DEPARTMENT
MONTHLY DRC REPORT
SEPTEMBER 2025



Project	Current Zoning	Zone Change Required? Y/N	Issues discussed	Location
3103 FM 528 Convert the existing bank building into a full-service restaurant	CSC	No	☐ Zone change ☒ Meets Future Land Use Map ☒ Plat – existing Autumn Creek Commercial ☐ Eligible for Certificate of Platting Exemption ☒ Site plan approval required – for any exterior changes ☒ Community Overlay District (300 ft) ☐ Downtown District ☒ Water available - existing ☒ Sewer available - existing ☒ On-site detention - existing ☐ May be eligible for regional detention ☐ High hazard flood zone(s) – all flood zones ☐ Pipelines and abandoned active oil wells ☐ TxDOT Permits required for any improvements in the ROW Misc Notes: None	

COMMUNITY DEVELOPMENT DEPARTMENT
MONTHLY DRC REPORT
OCTOBER 2025



Project	Current Zoning	Zone Change Required? Y/N	Issues discussed	Location
403 Laurel Mixed Use Building – retail on first floor and office on second floor	DD	No	☐ Zone change ☒ Meets Future Land Use Map ☐ Plat ☒ Eligible for Certificate of Platting Exemption ☒ Site plan approval required ☐ Community Overlay District (300 ft) ☒ Downtown District ☒ Water available ☒ Sewer available ☒ On-site detention required if regional detention option is not allowed ☒ May be eligible for regional detention ☐ High hazard flood zone(s) – all flood zones ☐ Pipelines and abandoned active oil wells ☐ TxDOT Permits required for any improvements in the ROW Misc Notes: Shared parking agreement in place to provide parking spaces for the building at 405 Laurel. Six-foot sidewalk will be built between the two developments.	

1561 West Blvd. Gas station, gym/pickleball, retail	CSC	No	☐ Zone change ☒ Meets Future Land Use Map ☐ Plat - existing ☐ Eligible for Certificate of Platting Exemption ☒ Site plan approval required ☒ Community Overlay District (300 ft) – Friendswood Parkway ☐ Downtown District ☒ Water available ☒ Sewer available ☒ On-site detention – provided with West Ranch development ☐ May be eligible for regional detention ☐ High hazard flood zone(s) – all flood zones ☒ Pipelines and abandoned active oil wells ☐ TxDOT Permits required for any improvements in the ROW Misc Notes: Alcohol sales not allowed within 300 feet of public school. Distance is measured property line to property line.	
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CITY OF FRIENDSWOOD

MONTHLY BUSINESS REPORT - OCTOBER 2025

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Certificates of Occupancy Issued (new, additions, alterations, name, owner and occupant changes)

Business	Address	Permit	Zoning
Tannos Development Group	1715 S Friendswood Drive Suite 210	ALTER	PUD
APA Designs (Temp CO)	405 Laurel	NEW	DD
Piston Lube Center #10	309 W Edgewood Drive	TO	CSC
Piston Lube Center #9	1001 S Friendswood Drive	TO	NC
Beauty Collective Salon & Academy	4 Oak Tree Drive	TO	OPD
Huntington Bank	102 W Parkwood Ave	TO	CSC

New commercial permits issued:

None

Commercial Add/Alter/Demo permits issued:

Ocean Sushi Patio Addition	214 S Friendswood Drive Suite B
Chick-fil-A drive thru alterations	1757 S Friendswood Drive
Source Solutions - remodel for new office	109 E Shadowbend
Friendswood Grocery – relocation	607 S Friendswood Drive Suite 1
Power Fit Eats – relocation	214 S Friendswood Drive Suite A

Zone Changes:

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- Lighting project complete

- Waiting on information from third party consultant to explore options on removing overhead communication and/or powerlines on northeastern side of S Friendswood Dr.
- Christmas decorations are going up soon!
- Street signs and wayfinding signs will be installed soon!

Miscellaneous:

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