



**ZONING BOARD OF ADJUSTMENT, REGULAR MEETING  
TUESDAY, NOVEMBER 18, 2025 - 6:00 PM  
FRIENDSWOOD ACTIVITY CENTER  
416 MORNINGSIDE DR, FRIENDSWOOD, TEXAS 77546**

## **AGENDA**

**1. CALL TO ORDER**

**2. ACTION ITEMS**

- A. Administer the Oath of Office to new board member Kurt Buske.
- B. Consider election of a chairperson and vice chairperson.

**3. PRESENTATION**

- A. Receive a presentation from City Attorney Karen Horner regarding the role of the Zoning Board of Adjustment.

**4. COMMUNICATIONS FROM THE PUBLIC**

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

**5. APPROVAL OF MINUTES**

- A. Consider approving the minutes of the Zoning Board of Adjustment regular meeting held Tuesday, December 17, 2024.

**6. VARIANCE**

- A. Conduct a public hearing concerning a request for a variance to allow a structure to encroach 8-inches into the required 40-foot platted front yard setback, being a variance from the recorded plat of Longwood Park subdivision, being more restrictive than Appendix C, Zoning Ordinance, Section 7.Q.2. "Regulation Matrix - Residential."
- B. Consider granting a variance to allow a structure to encroach 8-inches into the required 40-foot platted front yard setback, being a variance from the recorded plat of Longwood Park subdivision, being more restrictive than Appendix C, Zoning Ordinance, Section 7.Q.2. "Regulation Matrix - Residential."

**7. COMMUNICATIONS**

- A. Receive Council Liaison and Board Member comments concerning items of community interest and/or future agenda items.

**8. ADJOURNMENT**

PUBLIC NOTICE IS GIVEN THAT IN ADDITION TO ANY EXECUTIVE SESSION LISTED ABOVE, THE ZONING BOARD OF ADJUSTMENT 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).

*Becky Bennett*

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Approved for posting by:  
Becky Bennett, Assistant Planner of Community  
Development

*Raquel Martinez*



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Posted by: Raquel Martinez, TRMC, City Secretary  
Posted in compliance with the Texas Open Meetings Act this  
12th day of November 2025, at 3:00 P.M.