



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, JANUARY 8, 2026 - 6:00 PM**

Minutes

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

STATE OF TEXAS
CITY OF FRIENDSWOOD
COUNTIES OF GALVESTON/HARRIS
JANUARY 8, 2026

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, JANUARY 8, 2026, AT 06:00 PM **416 S. FRIENDSWOOD DR., FRIENDSWOOD, TX 77546**

CHAIRMAN TOM HINCKLEY
COMMISSIONER MARCUS RIVES
COMMISSIONER BRIAN BOUNDS
COMMISSIONER WILLIE C ANDERSON
COMMISSIONER STACEY PHILLIPS
COUNCIL LIAISON JOE MATRANGA
CITY ATTORNEY KAREN HORNER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
ASSISTANT PLANNER BECKY BENNETT

COMMISSIONERS TRAVIS MANN AND MARSHA CONRAD 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. **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 Brian Bounds moved to approve the consent agenda. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.

- A. Consider approving the minutes of the Planning and Zoning Commission Regular Meeting held Thursday, December 11, 2025.

4. **ACTION ITEMS**

A. **PUBLIC HEARING: REQUEST TO VACATE 20-FOOT SANITARY SEWER EASEMENT**

Conduct a public hearing to receive comments regarding a request to vacate a 20-foot Sanitary Sewer Easement traversing lots addressed as 3727, 3723, 3715, 3711 E FM 528 Rd and 18001 Blackhawk Boulevard, properties also located within the Friendswood City Center Subdivision Final Plat, said easement being an approximate 0.706-acre tract of dedicated by separate instrument as evidenced by H.C.C.F. RP-2020-59908 in Friendswood, Harris County, Texas.

Director Harbin stated that a public sanitary sewer easement was dedicated by Clear Creek Community Church during construction of their campus. She said the sewer line will be rerouted through the pad sites of Friendswood City Center to allow for installation of the required right-of-way landscaping.

B. **RECOMMENDATION: REQUEST TO VACATE 20-FOOT SANITARY SEWER EASEMENT**

Consider making a recommendation regarding a request to vacate a 20-foot Sanitary Sewer Easement traversing lots addressed as 3727, 3723, 3715, 3711 E FM 528 Rd and 18001 Blackhawk Boulevard, properties also located within the Friendswood City Center Subdivision Final Plat, said easement being an approximate 0.706-acre tract of dedicated by separate instrument as evidenced by H.C.C.F. RP-2020-59908 in Friendswood, Harris County, Texas.

**P&Z Commissioner Stacey Phillips moved to recommend approval of a request to vacate a 20-foot Sanitary Sewer Easement traversing lots addressed as 3727, 3723, 3715, 3711 E FM 528 Rd and 18001 Blackhawk Boulevard, properties also located within the Friendswood City Center Subdivision Final Plat. Seconded by Commissioner Brian Bounds. The motion was approved unanimously.

C. **SITE PLAN AMENDMENT: 2907 W PARKWOOD AVE**

Consider approval of a site plan amendment for Hardball Academy located at 2907 W Parkwood Ave to consider alternate tree types, alternate screening plan, and alternate dumpster screening material.

Harbin began with a request to consider allowing the installation of alternate trees. She said some of the trees to be protected during construction were removed.

Tommy Kuban/SLI Group explained that the trees were removed to install a water line. He asked to allow installation of four, three-inch oak trees to mitigate for the trees that were removed. The commission discussed and found live oaks to be acceptable.

****Commissioner Brian Bounds moved to approve the alternate tree types. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.**

The second request discussed was to allow the dumpster enclosure to be constructed of wood as opposed to masonry. Harbin explained that the Community Overlay District typically requires the dumpster screening to match the building material, but that this was a metal building. Mr. Kuban said the change to wooden construction was for the purpose of value engineering. The commission discussed and agreed as long as the property owner kept the enclosure in good condition.

****Commissioner Brian Bounds moved to approve the alternate dumpster screening material. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.**

The third request by Kuban was to allow an alternate screening plan, of which he had three proposals. The first proposal would waive the installation of fencing along the eastern property line. None of the commissioners were in favor of proposal A.

Proposal B would install fencing along the baseball outfield and Proposal C would install the fence along the property line and require the removal of one tree.

Commissioners Rives said he was concerned future development of the adjacent tract would result in having double fences. He suggested Proposal B would leave space for maintenance of the drainage swale. Commissioner Anderson agreed that either Proposal B or C would meet the intent of the ordinance. Commissioners Phillips and Bounds expressed the same sentiment and said they were partial to Proposal B.

****Commissioner Marcus Rives moved to approve Proposal B. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.**

5. COMMUNICATIONS

- A. Receive an update regarding the Comprehensive Plan Update (A Resilient Communities Project (RCP) Grant from the General Land Office).

Harbin announced the Comprehensive Plan Advisory Committee would be scheduling a bus tour of the city and that FIRD agreed to loan the city a school bus. She said the consulting firm has been distributing surveys, as well as, planning to meet with stakeholder groups such as property owners in the Panhandle area of the city and high school students. She said the biggest response received from the surveys so far is regarding the Downtown District.

- B. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, January 22, 2026, and (ii) Thursday, February 12, 2026.

Bennett said the City Hall remodel was nearly complete and that the next regular meeting should be able to be held in Council Chambers.

- C. Receive the December 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.

Councilman Matranga said that Council approved the City Center PUD amendments, but tabled the Clear Creek Village PUD until the next meeting. He said there were a lot of pros and cons to the project and that council asked the developer to bring back plans to address noise mitigation and a phasing plan. Harbin told the commission that the developer had moved the building further back and added a 20-foot tree line buffer in response to comments made during their public hearing.

Harbin announced that the city had adopted updated building and fire codes at the last council meeting. She said the new codes would be effective as of March 1, 2026, and that staff has been promoting the change for about a year. Harbin explained that keeping current with codes allows the city to maintain lower insurance rates for its citizens.

6. ADJOURNMENT

This meeting was adjourned at 06:24 PM.