



**CITY OF FRIENDSWOOD  
PLANNING AND ZONING COMMISSION  
THURSDAY, MARCH 26, 2026 - 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 26, 2026

### **1. CALL TO ORDER**

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, MARCH 26, 2026, AT 06:00 PM **910 S. FRIENDSWOOD DR., FRIENDSWOOD, TX 77546**

VICE CHAIRMAN MARCUS RIVES  
COMMISSIONER TRAVIS MANN  
COMMISSIONER BRIAN BOUNDS  
COMMISSIONER WILLIE C ANDERSON  
COUNCIL LIAISON SALLY BRANSON  
CITY ATTORNEY KAREN HORNER  
DIRECTOR OF CDD/PLANNER AUBREY HARBIN  
ASSISTANT PLANNER BECKY BENNETT

CHAIRMAN TOM HINCKLEY, COMMISSIONER MARSHA CONRAD, AND COMMISSIONER STACEY PHILLIPS 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.**

Randy Hale announced his candidacy for City Council Position #5. Sally Branson announced her candidacy to re-run for City Council Position #2.

Adam Hill/Sterling Builders said that when the preliminary plat of Sterling Estates was presented to

the commission, several neighbors spoke concerning drainage. He said Sterling Builders has since met with those neighbors and alleviated concerns, evidenced by none of those neighbors being present in opposition to the final plat on tonight's agenda.

### 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 Travis Mann. The motion was approved unanimously.**

- A. Consider approving the minutes of the Planning and Zoning Commission Regular Meeting held on Thursday, February 12, 2026.
- B. Consider approving Garden Oaks Replat No. 1, also known as Lot 1, Block 1 Garden Oaks Subdivision located at 302 Garden Drive to subdivide one residential lot into two lots.
- C. Consider approving the Final Plat of Van Pelt-Attaway Estates located at 2004 Lundy Lane.

### 4. **ACTION ITEMS**

#### A. **EXTENSION REQUEST: VIRHUB FINAL PLAT**

Consider approving 30-day extensions for final plat approval of VIRHUB Final Plat located at 4430 FM 2351.

Harbin explained that following the inaction of the Planning and Zoning Commission on February 26, 2026, due to a lack of quorum, the applicant submitted a request to extend the 30-day period for the Commission's approval of the final plat.

**\*\*Commissioner Travis Mann moved to approve a 30-day extension for VIRHUB Final Plat located at 4430 FM 2351. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.**

#### B. **FINAL PLAT: VIRHUB**

Consider approving the Final Plat of VIRHUB located at 4430 FM 2351.

Harbin introduced the plat as a short form final plat to create two commercial reserves. She said each lot has existing frontage on FM 2351 and access to water and sewer, allowing for a short form of plat approval. Harbin noted the property has several existing easements for electricity, shared access, and oil production.

**\*\*Commissioner Travis Mann moved to approve the Final Plat of VIRHUB located at 4430 FM 2351. Seconded by Commissioner Brian Bounds. The motion was approved unanimously.**

#### C. **EXTENSION REQUEST: STERLING ESTATES FINAL PLAT**

Consider approving 30-day extensions for final plat approval of Sterling Estates Final Plat located generally at 505 Briarmeadow Ave.

\*\*Commissioner Travis Mann moved to approve a 30-day extension for approval of Sterling Estates Final Plat located generally at 505 Briar Meadow Ave. Seconded by Commissioner Brian Bounds. The motion was approved unanimously.

**D. FINAL PLAT: STERLING ESTATES FINAL PLAT**

Consider approving the Final Plat of Sterling Estates located generally at 505 Briar Meadow Ave.

Harbin said Sterling Estates was a residential plat consisting of 24 lots on two cul-de-sac streets. She said construction of the infrastructure was nearing completion and anticipates city acceptance in May.

\*\*Commissioner Brian Bounds moved to approve the Final Plat of Sterling Estates located generally at 505 Briar Meadow Ave. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.

**5. COMMUNICATIONS**

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

Harbin said the Comprehensive Plan Update consulting firm, Ardurra, met with high school students who are participating in a leadership program on February 19th. A bus tour of the city was conducted on February 23rd, followed by stakeholder meetings on March 17th. She announced the next meeting of the Comprehensive Plan Advisory Committee (CPAC) would be held on April 30th. Commissioner Mann requested a meeting of the Planning Subcommittee to discuss progress of the Comprehensive Plan Update Project.

- B. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, April 9, 2026, and (ii) Thursday, April 23, 2026.
- C. Receive the February 2026 DRC Report, February 2026 Business 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 said the reports were in the backup material.

Councilperson Branson reported that the second reading of an ordinance to allow relocation of billboards was approved by City Council. She said the conversion to electronic messaging would allow the city to use it for emergency messaging.

**6. ADJOURNMENT**

This meeting was adjourned at 06:18 PM.