



**CITY OF FRIENDSWOOD  
PLANNING AND ZONING COMMISSION  
THURSDAY, MAY 14, 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  
MAY 14, 2026

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

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, MAY 14, 2026, AT 06:01 PM **910 S. FRIENDSWOOD DR., FRIENDSWOOD, TX 77546**

CHAIRMAN TOM HINCKLEY  
COMMISSIONER TRAVIS MANN  
COMMISSIONER MARCUS RIVES  
COMMISSIONER WILLIE C ANDERSON  
COMMISSIONER STACEY PHILLIPS  
CITY ATTORNEY KAREN HORNER  
DIRECTOR OF CDD/PLANNER AUBREY HARBIN  
ASSISTANT PLANNER BECKY BENNETT

COMMISSIONER BRIAN BOUNDS WAS 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.**

- A. Consider approving the minutes of the Planning and Zoning Commission regular meeting held on Thursday, April 9, 2026

\*\*Commissioner Stacey Phillips moved to approve the minutes of the Planning and Zoning Commission regular meeting held on Thursday, April 9, 2026. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.

#### **4. ACTION ITEMS**

- A. **PUBLIC HEARING: ZONE CHANGE REQUEST FOR 2350 S FRIENDSWOOD DR. - SFR TO CSC**

Conduct a public hearing concerning a request for a zone classification change for the property located at 2350 S Friendswood Drive, also known as a 2.4367 acre tract of land, more or less, out of Lot "B," Slone Subdivision, out of the B.W. Camp Rice Farms, in the John Dickinson League, Friendswood, Galveston County, Texas, to change the zoning from Single Family Residential (SFR) to Community Shopping Center (CSC).

Director Harbin said the requested zone change from Single Family Residential to Community Shopping Center was compliant with the City's Future Land Use Map, which indicates a retail use. She stated that this same side of S. Friendswood Dr. was mainly commercial zoning, while across the street was mainly residential.

- B. **RECOMMENDATION: ZONE CHANGE REQUEST FOR 2350 S FRIENDSWOOD DR. - SFR TO CSC**

Consider making a recommendation to City Council regarding a zone classification change for the property located at 2350 S Friendswood Drive, also known as a 2.4367 acre tract of land, more or less, out of Lot "B," Slone Subdivision, out of the B.W. Camp Rice Farms, in the John Dickinson League, Friendswood, Galveston County, Texas, to change the zoning from Single Family Residential (SFR) to Community Shopping Center (CSC).

Adam Hill/applicant said he planned to construct four buildings to be used for retail and office space. Commissioner Mann asked which road the property would use for access. Hill said probably from Old Road due to TxDOT constraints on S. Friendswood Dr. (FM 518). The commissioners commented that commercial use was compliant with the City's long-range plans.

\*\*Commissioner Travis Mann moved to approve a recommendation to City Council regarding a zone classification change for the property located at 2350 S Friendswood Drive to change the zoning from Single Family Residential (SFR) to Community Shopping Center (CSC). Seconded by Commissioner Marcus Rives. The motion was approved unanimously.

- C. **PRELIMINARY PLAT: GEORGETOWN SECTION ONE (31 LOTS, 4 RESERVES, 2 BLOCKS)**

Consider approving the Preliminary Plat of Georgetown Section One, a subdivision of 15.001 acres located in the I&GN RR CO Survey, Block 1, Section 23, Abstract 624, City of Friendswood, Galveston County, Texas.

Harbin explained this would be the first section of the Georgetown Subdivision. She said the commission denied the plat for outstanding corrections at the April 9th meeting. She said the applicant has addressed the comments, except for a few minor clerical items.

Commissioner Phillips commented that if staff is comfortable with the minor items, then she has no objection. Commissioner Mann asked what the comments were because the April 9th version of the plat seemed to have very significant outstanding items. Harbin read the first comment was to correct a statement regarding the Subdivision Ordinance from Section II to Section I. The commissioners agreed the comments were minor.

\*\*Commissioner Willie Anderson moved to approve the Preliminary Plat of Georgetown Section One, subject to staff comments. Seconded by Commissioner Marcus Rives. The motion was approved unanimously.

**D. PRELIMINARY PLAT: SHERRY LANE PHASE 1 STREET DEDICATION (APPROX. 1500 FEET OF ROADWAY)**

Consider approving the Preliminary Plat of Sherry Lane Phase 1 Street Dedication, a subdivision of 2.301 acres located in the I&GN RR CO Survey, Block 1, Survey 23, Abstract 624, City of Friendswood, Galveston County, Texas.

Harbin said this plat would be the northern entrance into the Georgetown Subdivision and provide access to the previously discussed Section 1. She said this plat also had three minor clerical comments.

\*\*Commissioner Marcus Rives moved to approve the Preliminary Plat of Sherry Lane Phase 1 Street Dedication, subject to staff comments. Seconded by P&Z Commissioner Stacey Phillips. The motion was approved unanimously.

**E. PRELIMINARY PLAT: GEORGETOWN DETENTION BASIN PHASE 2**

Consider approving the Preliminary Plat of Georgetown Detention Basin Phase II, a subdivision of 18.925 acres situated in the I&GN RR CO Survey, Block 1, Section 23, Abstract No. 624, in the City of Friendswood, Galveston County, Texas.

Harbin stated this plat would be the second phase of detention for the Georgetown Subdivision. She said the pond is located on the opposite side of Dickinson Bayou and will be accessed using a temporary easement until the middle sections of the subdivision are constructed.

\*\*Commissioner Marcus Rives moved to approve the Preliminary Plat of Georgetown Detention Basin Phase II, subject to staff comments. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.

**F. SITE PLAN: 403 LAUREL**

Consider approving the site plan for a new building to be located at 403 Laurel.

Harbin introduced the project as a 6500 square foot, two-story commercial building. She said the layout includes head-in parking like the adjacent business, APA Designs. She said the Commission is being asked to consider special consideration of off-site shared parking. Harbin explained the off-site parking would be constructed at a later date, along with a six-foot sidewalk on the opposite side of Laurel for pedestrian access.

Kent Saldana/owner stated he would be moving his construction office to the second floor and

renting the first floor to Style Junkie Boutique. Commissioner Anderson questioned when the shared parking lot would be constructed. Saldana said he plans to submit plans to the City in 30-45 days, expecting 4-6 months between opening his building and being able to use the parking lot. Saldana said off-site parking was also approved for APA Designs next door and there have not been any complaints since they opened.

\*\*Commissioner Marcus Rives moved to approve the site plan for a new building to be located at 403 Laurel. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.

## **5. COMMUNICATIONS**

- A. Receive an update on the recent amendments to Appendix B "Subdivisions" regarding plat approvals and to Appendix C "Zoning" regarding site plan approvals.

Harbin updated the Commission on recent ordinance changes, announcing that City Council authorized the Director of Community Development to approve standard commercial site plans. She explained that any plans requiring special considerations or exceptions, such as 403 Laurel, must still be referred to the Commission for consideration. She said that City Council denied the proposal for staff-level approval of plats, meaning the Commission remains the approving body. Finally, Harbin reported that staff is working to improve public access to development information, acknowledging that while the City's website provides extensive data, it is somewhat difficult to navigate.

- B. Announcement that the American Planning Association (APA) Texas Chapter Annual Conference will be October 14-16, 2026, in Irving, Texas.
- C. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, May 28, 2026, and (ii) Thursday, June 11, 2026.
- D. 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 Advisory Committee (CPAC) held their third meeting on April 30th in a workshop format. She said the consultants are finishing recommendations for the plan update and will move onto ordinance updates next. Harbin said she intends to hold a town hall meeting once the proposals are formalized.

- E. Receive the April 2026 DRC Report, April 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.

## **6. ADJOURNMENT**

This meeting was adjourned at 06:24 PM.