



**PLANNING AND ZONING COMMISSION REGULAR MEETING
THURSDAY, SEPTEMBER 24, 2026 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL
910 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 Comprehensive Plan Advisory Committee (CPAC) Meeting 4 and Planning and Zoning Commission joint meeting held Tuesday, September 8, 2026.
- B. Consider approving the minutes of the Planning and Zoning Commission regular meeting held Thursday, September 10, 2026.

4. WORK SESSION

- A. Receive and discuss any follow-up comments from the last meeting regarding the draft of Comprehensive Plan: Chapters 1 through 5.
- B. Review and discuss the draft of the Comprehensive Plan: Chapter 6 - Housing and Neighborhoods, Chapter 7 - Urban Character, and Chapter 8 - Transportation & Connectivity.

5. COMMUNICATIONS

- A. Receive a report from staff on approved site plans.
- B. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, October 8, 2026, and (ii) Thursday, October 22, 2026. Town Hall Meeting for Comprehensive Plan tentatively scheduled for Tuesday, October 20, 2026, from 6:00 pm to 8:00 pm.
- C. Receive 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

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
17th day of September 2026, at 5:00 P.M.



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: September 24, 2026

Subject: Consider approving the minutes of the Comprehensive Plan Advisory Committee (CPAC) Meeting 4 and Planning and Zoning Commission joint meeting held Tuesday, September 8, 2026.

Action:

SUMMARY / ORIGINATING CAUSE

The draft minutes are attached for review and consideration.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

ATTACHMENTS

1.	P&Z Minutes 2026-09-08 Special
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**CITY OF FRIENDSWOOD
COMPREHENSIVE PLAN ADVISORY COMMITTEE (CPAC) MEETING 4 AND
PLANNING AND ZONING COMMISSION JOINT MEETING**

TUESDAY, SEPTEMBER 8, 2026 - 5:00 PM

Minutes

**MINUTES OF A FRIENDSWOOD SPECIAL MEETING HELD AT 910 S. FRIENDSWOOD
DR., FRIENDSWOOD, TX 77546, COUNCIL CHAMBERS, CITY HALL**

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

1. CALL TO ORDER

MINUTES OF A SPECIAL MEETING OF THE FRIENDSWOOD PLANNING AND ZONING
COMMISSION THAT WAS HELD ON TUESDAY, SEPTMEBER 8, 2026, AT 05:04 PM **910
S. FRIENDSWOOD DR., FRIENDSWOOD, TX 77546**

COMMISSIONER MARCUS RIVES
COMMISSIONER TRAVIS MANN
COMMISSIONER TRAM KIM
ASSISTANT PLANNER BECKY BENNETT
DIRECTOR OF CDD/PLANNER AUBREY HARBIN

CPAC MEMBERS BUBBA JOHNSON, BRIAN FREEDMAN, SHARON ROWSEY, JOE
MATRANGA, REBECCA HILLENBURG, BLAISE GUZZETTA, BRETT BANFIELD, AND
COUNCIL LIAISON TRISH HANKS IN ATTENDENCE.

2. WELCOME

3. PROJECT OVERVIEW AND UPDATE

A. Receive an overview and update of the Comprehensive Plan Project.

Lata Krishnarao/Adurra provided an update to the committee members.

4. INTERACTIVE EXERCISES

- A. Receive and review Draft Comprehensive Plan - all chapters.
- B. Review Vision and Guiding Principles for the Comprehensive Plan.
- C. Review Draft Goals, Objectives and Strategies for the Comprehensive Plan.
- D. Review Future Land Use Map for inclusion in the Comprehensive Plan.

5. PUBLIC COMMUNICATIONS

Brian Alexander, a planning professor at Prairie View A&M, commented that the plans being discussed were an important part of long-term planning for the city.

6. CLOSING BUSINESS AND NEXT MEETING

Harbin said the preferred schedule was to have the plan adopted by the end of year. She said the next meeting dates would be emailed to the committee.

7. ADJOURNMENT

The meeting was adjourned at 7:06 pm.



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: September 24, 2026

Subject: Consider approving the minutes of the Planning and Zoning Commission regular meeting held Thursday, September 10, 2026.

Action:

SUMMARY / ORIGINATING CAUSE

The draft minutes are attached for review and consideration.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

ATTACHMENTS

1.	P&Z Minutes 2026-09-10 Regular
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**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, SEPTEMBER 10, 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
SEPTEMBER 10, 2026

1. CALL TO ORDER

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, SEPTEMBER 10, 2026, AT 06:00 PM **910 S. FRIENDSWOOD DR., FRIENDSWOOD, TX 77546**

CHAIRMAN TOM HINCKLEY
COMMISSIONER MARCUS RIVES
COMMISSIONER BRIAN BOUNDS
COMMISSIONER WILLIE C ANDERSON
COMMISSIONER TRAM KIM
COUNCIL LIAISON TRISH HANKS
CITY ATTORNEY KAREN HORNER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
ASSISTANT PLANNER BECKY BENNETT

COMMISSIONERS TRAVIS MANN AND 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.

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 Marcus Rives moved to approve the consent agenda. Seconded by Commissioner Brian Bounds. The motion was approved unanimously.

- A. Consider approving the minutes of the Planning and Zoning Commission regular meeting held Thursday, August 13, 2026.

4. ACTION ITEMS

A. **PUBLIC HEARING: 402 E EDGEWOOD DR TO AMEND PUD/SUP 2019-30**

Conduct a public hearing concerning a request for a zone classification change for the property located at 402 E. Edgewood Dr., also known as a 0.38 acre tract of land, more or less, out of Lot 21 of the Hoidale and Coffman Subdivision, of the northeast part of the Perry and Austin League, Abstract No. 2, Galveston County, Friendswood, Texas, to amend Planned Unit Development/Specific Use Permit (PUD/SUP) 2019-30 to allow additional retail, administrative, and personal care uses and to update NAICS use codes for previously allowed uses.

Director Harbin said this property was originally zoned as a Planned Unit Development with a Specific Use Permit, which is how commercial projects were treated in the 1990s-2000s. She explained that since then, the property owner has amended the PUD/SUP several times to allow different tenants' occupancy. The current proposal would include most uses allowed in the Neighborhood Commercial zoning district.

B. **RECOMMENDATION: 402 E EDGEWOOD DR TO AMEND PUD/SUP 2019-30**

Consider making a recommendation to City Council regarding a zone classification change for the property located at 402 E. Edgewood Dr., also known as a 0.38 acre tract of land, more or less, out of Lot 21 of the Hoidale and Coffman Subdivision, of the northeast part of the Perry and Austin League, Abstract No. 2, Galveston County, Friendswood, Texas to amend Planned Unit Development/Specific Use Permit (PUD/SUP) 2019-30 to allow additional retail, administrative, and personal care uses and to update NAICS use codes for previously allowed uses.

**Commissioner Marcus Rives moved to approve a recommendation to City Council regarding a zone classification change for the property located at 402 E. Edgewood Dr. to amend Planned Unit Development/Specific Use Permit (PUD/SUP) 2019-30 to allow additional retail, administrative, and personal care uses and to update NAICS use codes for previously allowed uses. Seconded by Commissioner Tram Kim. The motion was approved unanimously.

C. **PUBLIC HEARING: ZONING ORDINANCE AMENDMENT REGARDING FENCES IN FRONT YARDS**

Conduct a public hearing regarding proposed changes to Appendix C, "Zoning," Section 8. B "Fences and Walls" of the Friendswood City Code to clarify that fences in the front yard are limited to a maximum of four (4) feet, to prohibit certain materials, and to allow lots fronting Greenbriar Drive between Tall Pines and Briar Creek Drive to have a decorative fence in the front yard.

Assistant Planner Bennett stated this item was discussed at the last meeting and stemmed from a resident request who constructed a fence in his front yard. She said that after workshopping with City Council, they requested an ordinance be drafted to allow fences in front yards on Greenbriar Drive. Bennett advised that the language in the newspaper notice states from Tall Pines Dr to Briar Creek Drive, but staff recommends amending the boundary to Cowards Creek, instead of Tall Pines Drive. She explained there is not a bridge crossing the creek and Tall Pines Drive was on the other side from the high school.

D. RECOMMENDATION: ZONING ORDINANCE AMENDMENT REGARDING FENCES IN FRONT YARDS

Consider a recommendation regarding proposed changes to Appendix C, "Zoning," Section 8. B "Fences and Walls" of the Friendswood City Code to clarify that fences in the front yard are limited to a maximum of four (4) feet, to prohibit certain materials, and to allow lots fronting Greenbriar Drive between Tall Pines and Briar Creek Drive to have a decorative fence in the front yard.

Commissioner Tram mentioned that the consensus at the last meeting was to not amend the ordinance to allow fences in front yards on Greenbriar Drive. Bennett explained that despite the Commission's opposition, the draft must move forward because the City Council requested it for further consideration.

Commissioner Bounds stated he opposes changing the ordinance for a single individual's situation. Commissioner Rives agreed, saying that the petitioner's traffic safety concerns were unfounded given that the high school has operated for decades without similar complaints from neighbors. He maintained that the existing ordinance is well-thought-out. Chairman Hinckley clarified that the decision is not personal, but rather a reflection of the city's overall best interest. Commissioner Rives strongly urged the City Council to watch the Commission's previous discussion before making a final vote.

****Commissioner Marcus Rives moved to approve a recommendation regarding proposed changes to Appendix C, "Zoning," Section 8. B "Fences and Walls" of the Friendswood City Code to clarify the proposed boundary on Greenbriar Drive to be between Cowards Creek and Briar Creek Drive. Seconded by Commissioner Willie Anderson. The motion was approved unanimously.**

****Commissioner Marcus Rives moved to approve a recommendation regarding proposed changes to Appendix C, "Zoning," Section 8. B "Fences and Walls" of the Friendswood City Code to clarify that fences in the front yard are limited to a maximum of four (4) feet and to prohibit certain materials. Seconded by Commissioner Tram Kim. The motion was approved unanimously.**

****Commissioner Marcus Rives moved to approve a recommendation regarding proposed changes to Appendix C, "Zoning," Section 8. B "Fences and Walls" of the Friendswood City Code to allow lots fronting Greenbriar Drive between Cowards Creek and Briar Creek Drive to have a decorative fence in the front yard. Seconded by Commissioner Tram Kim. The motion failed.**

E. PRELIMINARY PLAT: GCCDD BAKER ROAD FACILITY

Consider approving the Preliminary Plat of GCCDD Baker Road Facility generally located at Baker Road and Stonewall Pass, being 25.1547 acres of land comprised of a portion of Lot 8, a portion of Lot 9, and a portion of Lot 16 of the Einar Hoidale's Subdivision, a subdivision of 200 acres out of the B.B.B. & C.R.R. Co. Survey, Abstract 160, Patent No. 773 on Coward Creek according to the plat record 12, Map No. 9 of the Galveston County Map Records, City of Friendswood, Galveston County, Texas.

Harbin stated this plat had been approved for a review extension at the last meeting. She said that since then, the applicant had addressed most of the correction items. She mentioned there are a few administrative items left but that they may be addressed during the final plat. The plat being considered would formalize existing roads and create lot boundaries for the detention facility and the parcel being used for the FISD Agricultural Barn.

Commissioner Rives questioned whether the comment related to installing a fire truck turnaround had been resolved. Harbin said that the Fire Marshal's Office determined access is currently available, and a turnaround may be designed at the specific site at a later date, if needed.

****Commissioner Tram Kim moved to approve the Preliminary Plat of GCCDD Baker Road Facility, subject to staff comments. Seconded by Commissioner Brian Bounds. The motion was approved unanimously.**

F. PRELIMINARY PLAT: HIGHPOINT CHURCH OF TEXAS, INC.

Consider approving the preliminary plat of Highpoint Church of Texas, Inc., located at 1406 W Parkwood Ave, being a 16.6442 acre tract in the A.H. Jackson Survey, Abstract 128, being a called 12.387 acre tract of land described in a deed to Highpoint Church of Texas, Inc., in Clerk's File No. 2021093734 O.P.R.G.C.Tx. and being all of a called 4.075 acre tract of land described in a deed to Highpoint Church of Texas, Inc., recorded in Clerk's File No. 2025042567 O.P.R.G.C.Tx. said 16.6442 acres all being in the City of Friendswood, Galveston County, Texas.

Harbin said this plat had also received a review extension and had a few staff comments remaining. She said the proposed lot would be the build site for Highpoint Church's sanctuary.

Commissioner Anderson said he was still concerned with the driveway layout entering onto FM 528. Harbin said that the layout could be discussed during site plan consideration, but reminded the commission that FM 528 is a TxDOT roadway, and they would ultimately have purview of the curb cut.

****Commissioner Willie Anderson moved to approve the preliminary plat of Highpoint Church of Texas, Inc., subject to staff comments. Seconded by Commissioner Brian Bounds. The motion was approved unanimously.**

G. RECOMMENDATION: DESIGN CRITERIA MANUAL CHANGES

Consider a recommendation regarding the proposed changes to the Design Criteria Manual (DCM) specifically Section VI "Site Development," Appendix C "Parking Group Table," Appendix D "Qualified Tree List," and Appendix E "Downtown District Amenities."

****Commissioner Marcus Rives moved to approve the proposed changes to the Design Criteria Manual (DCM) specifically Section VI "Site Development," Appendix C "Parking Group Table," Appendix D "Qualified Tree List," and Appendix E "Downtown District Amenities.". Seconded by Commissioner Willie Anderson. The motion was approved unanimously.**

5. WORK SESSION

- A. Review and discuss the following chapters of the DRAFT Comprehensive Plan: Chapter 1 - Introduction, Chapter 2 - Community Engagement, Chapter 3 - Vision and Guiding

Principles, Chapter 4 - Community Snapshot, and Chapter 5 - Planning for Growth - Land Use.

Harbin reviewed Chapters 1 through 5 with the Commission. She stated that the Comprehensive Plan would be a living document and should be reviewed annually by the Commission.

6. COMMUNICATIONS

- A. Receive a report from staff on approved site plans.
- B. Announcement of the next Planning and Zoning Commission regular meetings for (i) Thursday, September 24, 2026, and (ii) Thursday, October 8, 2026. Town Hall Meeting for Comprehensive Plan - Tuesday, October 20, 2026, from 6:00 pm to 8:00 pm.
- C. Receive the August DRC Report and 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.

7. ADJOURNMENT

This meeting was adjourned at 07:35 PM.



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: September 24, 2026

Subject: Receive and discuss any follow-up comments from the last meeting regarding the draft of Comprehensive Plan: Chapters 1 through 5.

Action:

SUMMARY / ORIGINATING CAUSE

This item will allow the commissioners and staff to review the draft chapters of the Comprehensive Plan. Final adoption of the plan is planned for November/December.

Chapters are accessible on the project website and copies have been printed and made available to the commissioners.

[Comprehensive Plan 2025-2026](#)

Future Schedule:

Date	Action
September 24	P&Z Review Chapters 6-8
October 8	P&Z Review Chapters 9-11
October 20	Town Hall Meeting - 6 to 8pm (tentative)
October 22	P&Z Review Chapters 12-14
November 12	P&Z Public Hearing and Recommendation
December 7	City Council Public Hearing/Adoption by ordinance
The Ordinance Subcommittee will begin working on changes to the Zoning and Subdivision Ordinances, merging them into a Unified Development Code (UDC).	

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

ATTACHMENTS



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Meeting Date: September 24, 2026

Subject: Review and discuss the draft of the Comprehensive Plan: Chapter 6 - Housing and Neighborhoods, Chapter 7 - Urban Character, and Chapter 8 - Transportation & Connectivity.

Action:

SUMMARY / ORIGINATING CAUSE

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[Comprehensive Plan 2025-2026](#)

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October 8	P&Z Review Chapters 9-11
October 20	Town Hall Meeting - 6 to 8pm (tentative)
October 22	P&Z Review Chapters 12-14
October 27	Comprehensive Plan Advisory Committee (CPAC) Meeting 5
November 12	P&Z Public Hearing and Recommendation
December 7	City Council Public Hearing/Adoption by ordinance
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IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

ATTACHMENTS