



PLANNING & ZONING COMMISSION

**MINUTES OF A
REGULAR MEETING
HELD THURSDAY, FEBRUARY 21, 2019
AT 7:00 PM**

**CITY HALL
COUNCIL CHAMBERS
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TEXAS**

Regular Meeting

1. The regular meeting was called to order at 7:01pm with the following people in attendance:

Chairman Joe Matranga
Commissioner Eric Guenther
Commissioner Dick Clark
Becky Summers, Development Coordinator
Aubrey Harbin, City Planner/Director of CDD

Commissioner Brett Banfield
Commissioner Lisa Lundquist
Mary Kay Fischer, City Attorney

Absent: Sasson, Perry

2. Communication from the public/committee liaisons
(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 be placed on a later regular Commission agenda for discussion and/or possible action.)

Greg Crinion, on behalf of the Harris family, told the Commission the current Downtown District boundary split the Harris' property and makes it difficult for a use other than what it is now. He explained the Harrises were aging and needing to liquidate their assets. Crinion said the Harris family had contributed much to the community over the years and was asking the City to now contribute back. Crinion requested the Downtown District boundary be amended to include all of the Harris' property.

Kay Boyle Harris stated her family has owned the property since 1908 and her husband, Kenton "Coach" Harris was a Friendswood ISD football coach for many years. She said they are planning for their senior years and would like to sell the property.

Kevin Harris said he came to the City about 120 days ago requesting the amendment and thanked staff for all the meetings since then. Kelly Harris said he and his brother just want to take care of their parents.

Motion to suspend the rules and move to agenda item 7: Banfield

Second: Clark

Vote: 5 to 0 Unanimous

Motion Passed

Action Items

According to the Planning and Zoning Rules of Procedure (R2010-09), all action of the Commission shall be made by an affirmative vote of four (4) or more members of the Commission present at such Commission meetings.

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 or citizen so requests in which case the item would be removed from the consent agenda and considered separately.

A. Minutes from February 4, 2019

Motion to approve: Guenther

Second: Lundquist

Vote: 5 to 0 Unanimous

Motion Passed

Action Items

According to the Planning and Zoning Rules of Procedure (R2010-09), all action of the Commission shall be made by an affirmative vote of four (4) or more members of the Commission present at such Commission meetings.

4. Consideration and possible action regarding a one-time, six-month extension of Sterling Creek Section 3-B Preliminary Plat

Motion to approve: Banfield

Second: Lundquist

Vote: 5 to 0 Unanimous

Motion Passed

Harbin said the developer submitted a written request to extend the preliminary plat due to weather. She said they had also submitted the final plat for review, as well.

5. Consideration and possible action regarding proposed amendments to **Appendix C Zoning Ordinance “Section 15. Amendments” and the City of Friendswood Code of Ordinances “Chapter 70 Vacation of street, drainage, utility or other public easement” to change from joint public hearings to separate public hearings and to amend ordinance wording to be consistent with state law**

Motion to approve: Banfield

Second: Lundquist

Vote: 5 to 0 Unanimous

Motion Passed

Harbin explained the Commission workshopped the idea of having separate public hearings during the last Council meeting. Banfield said he thought it would be a good change. Clark questioned why the item referenced Chapter 70. Harbin said Chapter 70

also requires joint public hearings so it would need to be amended, as well, to hold separate public hearings.

6. Consideration and possible action regarding proposed amendments to **Resolution 2010-09 Planning and Zoning Rules of Procedure to change Planning and Zoning Commission meeting days**

Motion to approve: Guenther

Second: Lundquist

Vote: 5 to 0 Unanimous

Motion Passed

Harbin said moving the Commission's meeting dates from the first and third Thursday to the second and fourth Thursday of the month would decrease the time frame for items requiring a public hearing. The Commissioners did not oppose changing the meeting dates.

7. Consideration and possible action regarding proposed amendments to **Appendix C Zoning Ordinance "Section 7 Schedule of District Regulations" and "Section 8 Supplementary District Regulations" regarding proposed amendments and relocating language as it pertains to the Downtown District (DD) zoning regulations and amendments to Appendix A Sign Ordinance "Section 9 Prohibited Signs" to prohibit LED storefront lights**

Cindy Jadey, Jones Lang LaSalle (JLL) commercial real estate broker said the property being split in and out of the Downtown District is confusing for potential buyers and frustrating for the owners.

Clark asked for clarification whether the boundary bisected a piece of property or ran between two pieces of property. JLL said it ran down the middle of all the property the Harrises own. Clark asked why the boundary was not questioned or contested when it was created in 2008. Crinion stated his client was not aware of the boundary creation.

Matranga said the subcommittee was concerned changing the boundary would open up other properties to later want amendments, as well.

Crinion said the Downtown District allowed commercial uses on the first floor and residential uses on the second floor. He said his client and their realtors want to have a contiguous development of the properties.

Lundquist mentioned the Reach Church, located next door, had reached out to the surrounding neighbors to discuss the possible changes during the church's zone change process. She asked if Crinion had done the same. Crinion explained they are not asking for a zoning change at this point, only to be included in the Downtown District boundary. Crinion said the property may very well remain residential. Matranga said if the property remained residential then whether or not it was located within the DD boundary was a moot point.

Banfield explained the property could apply for commercial zoning without being in the Downtown District boundary and still retain a higher value than the current residential zoning. Banfield said there is different route to obtain what the Harrises want without the

City changing the boundary and the Neighborhood Empowerment Zone and the 4B sales tax area.

Chairman Matranga went back to agenda item 3.

Harbin explained the Downtown District subcommittee had been working on several items including the boundary, façade materials, parking, and fenestration. Harbin said the subcommittee recommended against changing the boundary due to the complexity that would be created regarding the 4B sales tax expenditures and application of the Neighborhood Empowerment Zone (NEZ).

Harbin said the subcommittee recommended decreasing head in parking distance to 75 feet from Friendswood Drive to match the driveway spacing requirement. She said the subcommittee also recommended allowing cement fiber board installed as lap siding and eliminating the 25% fenestration requirement on lower floors not facing a right-of-way. She explained many businesses have trouble with security and meeting energy code with the current fenestration requirement.

Harbin stated the subcommittee also worked on “clean up” items such as moving ordinance language to more appropriate sections. They also recommended the more stringent requirements of the Community Overlay District also be applicable in the Downtown District.

The Downtown District subcommittee also discussed lighting, said Harbin. She explained the Friends of Downtown Economic Development Committee was currently involved in a Downtown Improvement Plan of which lighting was included. The subcommittee was waiting for additional information from FDEDC. The subcommittee was also recommending to prohibit neon signs and LED lighting in windows, said Harbin.

8. Consideration and possible action regarding future Planning and Zoning Commission meeting dates

Harbin said the next meeting would be a special meeting with Council on March 4th for a Joint Public Hearing followed by the regular Commission meeting to be held upstairs.

9. Communications from the Commission

a. Commissioners – Matranga gave the Commission a reminder to be careful of creating a walking quorum during breaks at Council meetings and before or after Commission meetings. He said even the appearance of a quorum or Commissioners discussing items should be avoided.

b. Ordinance Subcommittee Update – Summers said the subcommittee was on hold until the Downtown District subcommittee items are taken care of.

c. Planning Subcommittee Update – Banfield and Harbin said, with the upcoming Downtown District changes, it would be best to give the subcommittee a break and allow Council time to process the current items.

- d. Downtown District Subcommittee Update – Matranga said the items on tonight’s agenda were the result of the subcommittee’s hard work.
- e. Council Liaison – Sally Branson congratulated the Commission and subcommittees on a great job. She reminded the room that March 2nd was the date for the Texas Music Fest.
- f. Staff – none.

10. The regular meeting adjourned at 8:21 pm.

These minutes respectfully submitted by:

Becky Summers

Becky Summers
Development Coordinator/P&Z Secretary