PLANNING & ZONING COMMISSION

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

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

<u>Regular Meeting</u>

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

   Chairman Joe Matranga (arrived at 7:13)
   Commissioner Brett Banfield
   Commissioner Eric Guenther
   Commissioner Dick Clark
   Becky Summers, Development Coordinator
   Aubrey Harbin, City Planner/Director of CDD
   Commissioner Richard Sasson
   Commissioner Lisa Lundquist
   Commissioner Marc Perry
   Mary Kay Fischer, City Attorney

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.)

   None.

   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 March 4, 2019

Motion to approve: Banfield

Second: Lundquist
Vote: 6 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 for the following plats: Georgetown Section 1, Georgetown Section 2, and Georgetown Boulevard Street Dedication Phase 2**

Motion to approve: Clark
Second: Guenther
Vote: 6 to 0 Unanimous **Motion Passed**

Harbin said the preliminary plats were approved in October and the developer was working through some funding issues.

5. Consideration and possible action regarding a **zone classification change from Single Family Residential (SFR) to Planned Unit Development (PUD) for a residential development, "Avalon at Friendswood" being 115.998 acres located along the future Friendswood Lakes Boulevard between West Ranch and Friendswood Lakes Subdivisions, consisting of the following tracts: 87.774 acres, more or less, being a portion of a called 96.944 acres tract in the Mary Fabreau Survey, Abstract No. 69 in Galveston County, Friendswood, Texas, save and except a 9.170 acre portion of the same tract; and 28.2240 acres of land, more or less, being a portion of a called 194.21 acre tract described as Tract "A" as conveyed to Yellowstone Hill Country Ranching, LLC, Galveston County, Friendswood, Texas**

Motion to remove from table: Banfield
Second: Lundquist
Vote: 6 to 0 Unanimous **Motion Passed**

Motion to approve: Banfield
Second: Clark
Vote: 4 to 3 (Sasson, Matranga, Guenther opposed) **Motion Passed**

Harbin said no new information had been submitted while the item was tabled. She explained the developer was proposing 206 residential lots that would be contingent upon the construction of Friendswood Lakes Blvd.

Kathryn Parker/Meta Planning showed an updated presentation with photographs of other Avalon communities to demonstrate the final product.

Banfield said he planned to support the Planned Unit Development (PUD) for two reasons: the density was kept down and the market demanded smaller than 90-foot lots. He said baby boomers and millennials did not shop for large lot products.

Clark stated he was in support of the project. He mentioned the builder had a strong track record.

Guenther asked if all residents would have access to the lakes. Parker showed the public access points on the PUD land plan. She said the lake front owners would have prime views. Guenther asked if the community would provide any other amenities. Parker said the neighborhood would have open space areas.

Perry said the project fit the General Description section in the City's Zoning Ordinance.

Lundquist asked what the price range would be for homes. Parker explained she was not involved in the sales aspect of the project but the homes should be comparable to the other Avalon communities. Banfield said the subdivision at Cinco Ranch began in the $400,000 range.

Matranga stated he was struggling with the lack of amenities. He said the lake access was not even to all residents, there are no trails provided, and felt they could do better.

Sasson said Avalon did not compare favorably against the two other PUDs in Friendswood, West Ranch and Friendswood Trails. He said Friendswood Trails includes trails, fifteen (15) pocket parks, as well as lakes. Parker said the reason the project does not include pocket parks is due to the overall size of the development.

Banfield asked Parker how many 90-foot lots could be built if the lake amenities were removed. Parker said roughly 230 lots to which Banfield explained that forcing 90-foot lots creates more density with less amenities.

6. Consideration and possible action regarding proposed amendments to **Appendix C Zoning Ordinance "Section 8. N. 1. Geographic limits" regarding proposed amendments to the established boundary of the Downtown District**

Motion to discuss: Matranga
Second: Guenther

Motion to amend the DD Boundary: Matranga
Second: Guenther
Vote: 2 to 5 (Guenther, Matranga for) **Motion Failed**

Harbin stated this was a continuation of previous discussions and that staff needed direction as to how to proceed. She said the Downtown District subcommittee discussed amending the DD boundary, it was later taken to the full commission, then workshopped with City Council. Harbin said staff sent courtesy notices to property owners within 200-feet of the proposed boundary change and received one email response opposed.

Banfield said he is not opposed to expanding the DD boundary but did not feel this was the appropriate route. He said the Planned Unit Development (PUD) process is available if the property owners had a viable plan to develop.

Matranga agreed there were other options to rezone as commercial without amending the boundary.

7. Consideration and possible action regarding proposed amendments to **Appendix C Zoning Ordinance "Section 8. F. Off-street parking and loading regulations" to relocate DD related language to "Section 8.N.3. Parking" and amendments to reduce the head in parking distance requirement from 400 feet to 75 feet, including minor grammatical corrections**

   Motion to approve: Banfield
   Second: Matranga
   Vote: 7 to 0 Unanimous **Motion Passed**

   Harbin said the subcommittee suggested reducing the head in parking distance from FM 518 from 400-feet to 75-feet.

8. Consideration and possible action regarding proposed amendments to **Appendix C Zoning Ordinance "Section 7.I." and "Section 8.N.4." to allow cement fiber board installed as lap siding in the Downtown District (DD); "Section 8.N.4." to change the fenestration requirements in the Downtown District (DD), and "Section 8.N.4." to restate that service laterals must be installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screening requirements, including minor grammatical corrections**

   Motion to approve: Lundquist
   Second: Perry
   Vote: 7 to 0 Unanimous **Motion Passed**

   Lundquist said this item was nothing new from the previous discussions and she was in favor of the change. Matranga said the agenda items were a culmination of a lot of work.

9. Consideration and possible action regarding proposed amendments to **Appendix C Zoning Ordinance "Section 8.N.8. Adjacent property, buffer maintenance and installation" duplicating requirements for buffering from "Section I.2. Perimeter landscaping and screening;" and amendments to "Section 8.N.3. Parking" duplicating requirements for parking from "Section I.2.c. Off-street parking landscaping;" and relocating language PUD modification from "Section 8.H. Modification of standards proposed within a PUD" to "Section 7.J. PUD, planned unit development, general purpose and description," including minor grammatical corrections**

   Motion to approve: Banfield
   Second: Matranga
   Vote: 7 to 0 Unanimous **Motion Passed**

   Harbin said staff proposed clean up items with no substantive changes.

10. Consideration and possible action regarding proposed amendments to **Appendix A Sign Ordinance "Section 9 Prohibited Signs" to prohibit LED storefront lights**

Motion to approve: Matranga
Second: Perry
Vote: 6 to 1 Lundquist **Motion Passed**

Harbin said the subcommittee suggested prohibiting LED store front lighting in the Downtown District. She explained the ordinance would also require any existing lighting to be removed within 90 days.

Fischer said the City could mail letters to the affected business owners with a time frame to remove the lighting.

Lundquist suggested grandfathering the existing ones because they invested money into the lighting.

Matranga said the lighting under discussion takes away from the look and feel of the Downtown District. Banfield and Clark both supported the prohibition.

Sasson said he would generally agree with Lundquist about protecting the existing ones but in this case, the financial cost was minor.

11. Discussion regarding the **annual review of the Permitted Use Table and consideration of adding NAICS use #6239 Other Residential Care Facilities to the table**

Harbin said the Zoning Ordinance requires an annual review of the Permitted Use Table (PUT). She explained that since the last review, it was discovered NAICS #6239 was missing. She explained staff did not have a recommendation at this time as to which zoning districts the use should be allowed in but that staff would research and come back with an action item.

Sasson thanked Harbin for the heads up.

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

Harbin said a Joint Public Hearing would be held on Monday, April 1st at 6:00pm.

Motion to move regular meeting to April 1: Matranga
Second: Sasson
Vote: 7 to 0 Unanimous **Motion Passed**

13. Communications from the Commission

a. Commissioners – Matranga thanked Sasson for running the meeting until he could arrive.

b. Ordinance Subcommittee Update – Sasson said he would discuss with Harbin about reconvening the subcommittee.

c. Planning Subcommittee Update – Banfield said the subcommittee was still on hiatus.

d. Downtown District Subcommittee Update – Matranga said the Downtown subcommittee was done for now and also on hiatus.

e. Council Liaison – Branson said tonight's agenda represented a lot of work and she appreciated it. Branson was also happy the Joint Public Hearings could be coming to an end.

f. Staff – Harbin said the February DRC report had been sent out. She also stated the Commissioners could have city sponsored email addresses, if they would like.

10. The regular meeting adjourned at 8:08 pm.

These minutes respectfully submitted by:

Becky Summers

Becky Summers
Development Coordinator/P&Z Secretary