



PLANNING & ZONING COMMISSION

**MINUTES OF A
SPECIAL & REGULAR MEETING
HELD MONDAY, APRIL 1, 2019
AT 6:00 PM**

**CITY HALL
COUNCIL CHAMBERS & 2ND FLOOR
CONFERENCE ROOM
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TEXAS**

Joint Public Hearing

1. The Joint Public Hearing began at 6:18pm with the following people in attendance:

Chairman Joe Matranga
Commissioner Richard Sasson
Commissioner Dick Clark
Mary Kay Fischer, City Attorney
Becky Summers, Development Coordinator
Aubrey Harbin, City Planner/Director of CDD

Commissioner Brett Banfield
Commissioner Eric Guenther
Commissioner Lisa Lundquist
City Council
Morad Kabiri, City Manager

Absent: Perry

2. Receive comments from the public, both oral and written, regarding:

a. 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.**

Harbin said the Commission had workshopped this item with Council in February explaining their desire to change the public hearing process. She explained the expedited process was created in 2007 to become more developer friendly. Harbin said since that time, the Council reduced their meetings to once a month and the City hired an attorney on staff which prevents her being present at both Council and Commission meetings on the same night. Harbin said the intent is to remain developer friendly and not shuffle applicants up and down stairs for meetings plus be able to provide developers with firm meeting dates. She announced the Commission will be moving their meetings days to the second and fourth weeks of the month to shorten the dead time between meetings.

3. The Joint Public Hearing adjourned at 6:20pm.

Regular Meeting

1. The regular meeting was called to order at 6:24pm with the same people in attendance minus the City Attorney, City Manager, and City Council.
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 21, 2019

B. Robertson Estate Final Plat

C. Paintball Zone Final Plat

Motion to approve: Clark

Second: Sasson

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. 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: Clark

Vote: 6 to 0 Unanimous

Motion Passed

No further discussion.

5. Consideration and possible action regarding future Planning and Zoning Commission

meeting dates

Harbin said the next regular meeting would be on Thursday, April 18th at 7:00pm. She said the first meeting of May would most likely be a Joint Public Hearing for the Downtown District ordinance changes.

6. Communications from the Commission

- a. Commissioners – Lundquist said Keep Friendswood Beautiful discussed the School's Out for Summer program approaching in June. She said KFB has deferred the waterway cleanup until next year. Lundquist stated KFB discussed the upcoming median improvements along Friendswood Drive where to include brick pavers. She said she suggested the pavers match the Downtown District pavers.

Sasson said he was unable to attend the FDEDC meeting. Harbin said she attended and the group voted to move forward with the Downtown District Improvement Plan.

- b. Ordinance Subcommittee Update – On hold.
- c. Planning Subcommittee Update – On hold.
- d. Downtown District Subcommittee Update – On hold.
- e. Staff – No comments.

10. The regular meeting adjourned at 6:37 pm.

These minutes respectfully submitted by:

Becky Summers

Becky Summers
Development Coordinator/P&Z Secretary