

NOTICE OF A REGULAR MEETING OF THE CITY OF FRIENDSWOOD PLANNING AND ZONING COMMISSION, TO BE HELD THURSDAY, APRIL 18, 2019, BEGINNING AT 7 PM, IN THE COUNCIL CHAMBERS AT CITY HALL LOCATED AT 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

REGULAR MEETING

1. Call to order
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.)
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 April 1, 2019, regular meeting

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, one-year extension for the final plat of Friendswood Trails Section 1, 2, and Commercial Reserve**
5. Consideration and possible action regarding **site plan for Site One Landscape to be located at 4448 FM 2351**
6. Consideration and possible action regarding **amendments to R2010-09 Planning and Zoning Rules of Procedure to change meeting days from first and third Thursdays to second and fourth Thursdays**
7. Discussion regarding the **addition of NAICS use #6239 Other Residential Care Facilities to the Appendix C Zoning Ordinance Section 7.P.6. Permitted Use Table**
8. Consideration and possible action regarding future Planning and Zoning Commission meeting dates
Thursday, May 2, 2019 – regular meeting
Monday, May 6, 2019 – JPH with City Council
Thursday, May 16, 2019 – regular meeting
9. Communications
 - a. Commissioners

- Suggestions for future agenda items and general comments
- Updates from liaison assignments
- b. Ordinance Subcommittee Update
- c. Planning Subcommittee Update
- d. Downtown District Subcommittee Update
- e. Council Liaison – Sally Branson
- f. Staff

[March 2019 DRC Report](#)

10. Adjournment

Aubrey Harbin, LEED AP
Director of Community Development/City Planner

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretative services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (281) 996-3270 for further information.

I, Melinda Welsh, City Secretary of the City of Friendswood, do certify that the ABOVE NOTICE OF MEETING of the Friendswood Planning and Zoning Commission was posted in a place convenient to the general public in compliance with Chapter 551, Texas Government Code on the 15th day of April, 2019, at _____.

Melinda Welsh, City Secretary

<i>All meetings of the Planning & Zoning Commission are open to the public, except when there is a necessity to meet in an Executive Session (closed to the public) under the provisions of Section 551, Texas Government Code. The Planning & Zoning Commission reserves the right to convene into Executive Session to hear any of the above described agenda items that qualifies for an executive session by publicly announcing the applicable section number of the Open Meetings Act.</i>



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

FRIENDSWOOD TRAILS

April 9, 2019

Becky Summers
City of Friendswood - Development Coordinator
910 South Friendswood Drive
Friendswood, TX 77546

RE: Final Plat Extension for the Friendswood Trails Subdivision

Dear Ms. Summers:

Please accept this letter as our request to extend the final plat for the Friendswood Trails subdivision. The purpose of the request is to allow our surveyor additional time to make revisions to the plat for utility and other public easements.

Sincerely,



Parke Patterson

Site One Landscape Commercial Site Plan

1. [Compliance Memo](#)
2. [Cover Sheet](#)
3. [Site Plan](#)
4. [Landscape Plan](#)
5. [Building Elevations](#)
6. [Photometric Plan](#)
7. [Tree Survey](#)

Memo

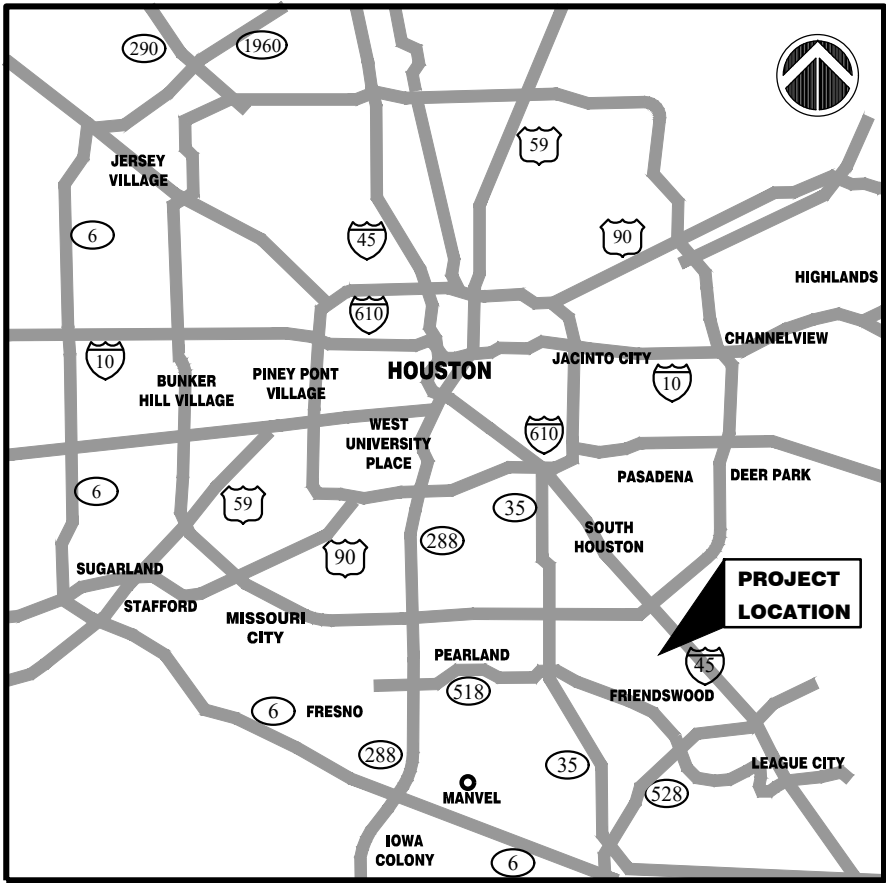
To: Planning and Zoning Commission
From: Becky Summers, Development Coordinator
Date: April 15, 2019
Re: Site One Landscape Commercial Site Plan

Project Description: The proposed project is a landscape company to be located in Industry Park Friendswood at 4448 FM 2351.

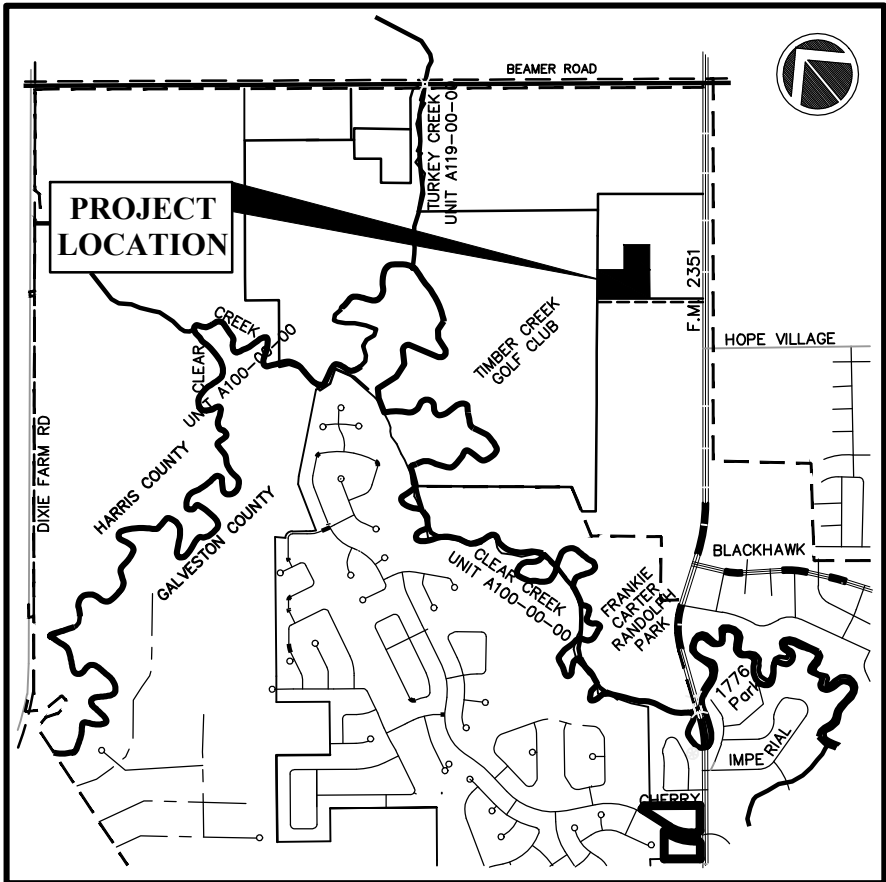
The plan has been reviewed by staff in the following departments: Planning, Public Works/Engineering, Fire Marshal, Parks and Police Department. The proposed project appears to be in compliance with current City codes with the following comment:

- 1) Upgrade seven trees to 3" caliper to mitigate for removed trees.

The plan is subject to review and approval by the Planning and Zoning Commission.



LOCATION MAP



VICINITY MAP

SCALE: 1"= 2,640'
KEY MAP NO. 617 J & N

SHEET INDEX

- | | |
|----|--|
| 1 | COVER SHEET |
| 2 | C-1 CIVIL SITE PLAN |
| 3 | A0.1 INDEX, LEGEND, AREA MAP, GENERAL NOTES CODE ANALYSIS |
| 4 | A0.2 GENERAL NOTES |
| 5 | A0.3 FIRE LANE PLAN |
| 6 | A0.4 LANDSCAPE PLAN |
| 7 | IR-1 IRRIGATION PLAN |
| 8 | A1.1 FLOOR PLAN |
| 9 | A1.2 EQUIPMENT PLAN/FURNITURE PLAN |
| 10 | A1.3 REFLECTED CEILING PLAN |
| 11 | A2.1 EXTERIOR ELEVATIONS |
| 12 | A4.1 ENLARGED PLAN INTERIOR ELEVATION TYPICAL MOUNTING HEIGHTS |
| 13 | A4.2 MILLWORK SECTIONS |
| 14 | A5.1 PARTITION TYPES/WALL SECTIONS CEILING DETAILS |
| 15 | A6.1 DOOR SCHEDULE |
| 16 | TAS1.1 ACCESSIBILITY DETAILS |
| 17 | TAS1.2 ACCESSIBILITY DETAILS |
| 18 | S0.01 STRUCTURAL GENERAL NOTES |
| 19 | S1.11 FOUNDATION PLAN |
| 20 | S4.01 TYPICAL FOUNDATION DETAILS |
| 21 | S4.02 TYPICAL FOUNDATION DETAILS |
| 22 | S4.05 FOUNDATION DETAILS |
| 23 | M-01 MECHANICAL PLAN |
| 24 | M-02 MECHANICAL PLAN |
| 25 | M-03 MECHANICAL PLAN |
| 26 | M-04 EQUIPMENT SCHEDULES AND NOTES |
| 27 | M-05 DETAILS, NOTES AND SCHEDULES |
| 28 | E-1 ELECTRICAL SITE PLAN |
| 29 | E-1A ELECTRICAL PHOTOMETRIX PLAN |
| 30 | E-2 ELECTRICAL FLOOR PLAN |
| 31 | E-3 ELECTRICAL SCHEMATICS PLAN |
| 32 | P-1 PLUMBING PLAN |

SITE ONE LANDSCAPE FRIENDSWOOD IN INDUSTRY PARK FRIENDSWOOD

FRIENDSWOOD, TEXAS HARRIS COUNTY

ENGINEER

COASTAL BEND Engineering
Stephanie Canady, P.E.
Texas Registered Engineering Firm F-14444
4558 FM 2351, Friendswood, TX 77546
281.648.1268 Fax 281.648.0832

LAND SURVEYOR

ELLIS SURVEYING SERVICES, LLC
SCOTT ELLIS, R.P.L.S.
2805 25TH AVENUE N, TEXAS CITY, TEXAS 77590
OFFICE: 409.938.8700 FAX: 866.678.7685

ARCHITECT

**Carter
Architects**
21175 State Highway 488, Suite 200, Houston, Texas 77070
281.955.0800 F 281.955.9332 www.CarterArchitects.com

April 2019
CBE JOB NO. 08-0001



CITY ENGINEER DATE

RENE IBARRA, CFM
DEPUTY DIRECTOR OF PUBLIC WORKS DATE

NOTE:
THIS IS TO CERTIFY THAT THE ABOVE SIGNED HAVE REVIEWED ALL SHEETS PROVIDED AND FOUND THEM TO BE IN GENERAL COMPLIANCE WITH THE REQUIREMENTS ESTABLISHED BY THE CITY OF FRIENDSWOOD. THIS APPROVAL IS ONLY VALID FOR THREE HUNDRED SIXTY-FIVE (365) CALENDAR DAYS. PLEASE NOTE, THIS DOES NOT NECESSARILY MEAN THAT ALL THE CALCULATIONS PROVIDED IN THE PLANS HAVE BEEN COMPLETELY CHECKED AND VERIFIED. THE PLANS SUBMITTED HAVE BEEN PREPARED, SIGNED AND SEALED BY A PROFESSIONAL ENGINEER LICENSED TO PRACTICE ENGINEERING IN THE STATE OF TEXAS, WHICH CONVEYS THE ENGINEER'S RESPONSIBILITY AND ACCOUNTABILITY.

EFFECTIVE DATE: MARCH 6TH, 2019

JOB NO.: 08-0001
PROJECT: SITE ONE LANDSCAPE FRIENDSWOOD
BY: SJC
DATE: 4/5/2019

DESIGN CRITERIA:
5-YR
b = 92.90
d = 19.70
e = 0.7880

$$I = b / (d + TC) ^ e$$

Area Designation	Area acres	Sum of Area acres	C Value	C*A	Sum of C*A	Intensity I (in/hr)	Sum of Flows (cfs)	Time of Conc. (min)	Diameter or Rise	Slope %	Manning's "n"	Receiving Ditch/Pipe Capacity (cfs)	Design Velocity (ft/sec)	Centerline of Road Upstream (feet)	Centerline of Road Downstream (feet)	Inlet Capacity (cfs)
A1	0.27	0.27	0.95	0.26	0.26	6.04	1.55	12.4	18	0.20	0.010	6.1/13.2	4.12			1.75
A2	0.28	0.28	0.95	0.27	0.27	6.04	1.62	12.4	18	0.20	0.010	6.1/13.2	-			1.75
A3	0.04	0.04	0.95	0.04	0.04	6.24	0.22	11.1	8	0.75	0.010	1.4	-			0.45
A4	0.45	0.45	0.95	0.43	0.43	5.99	2.57	12.7	-	-	0.040	5.0	-	32.10	31.84	-
A5	0.12	0.12	0.95	0.12	0.12	6.23	0.72	11.1	-	-	0.040	4.1	-			-

PARKING TABLE:

4 SPACES REQUIRED
6 SPACES PROVIDED

PARKING USE CATEGORY = WHOLESALE TRADE

7,020 SF x 1 LOT/2,000 SF WHOLESALE TRADE = 3.51 SPACES

LOT COVERAGE CALCULATIONS:

BUILDING = 7,020 SF
LOT = 50,732 SF

LOT COVERAGE = 13.8%
MAX. LOT COVERAGE = 60%

SWPPP:

IN ADDITION TO EXISTING DOWNSTREAM CONTROLS, FILTER FABRIC FENCE WILL BE INSTALLED AROUND SITE PERIMETER AS SHOWN. FILTER FABRIC TO BE PLACED IN GRATE INLETS AFTER INSTALLED UNTIL TURF ESTABLISHMENT.

DETENTION CAPACITY:

DETENTION FOR THIS TRACT IS BEING PROVIDED PER THE IMPACT ANALYSIS FOR INDUSTRY PARK FRIENDSWOOD DATED NOVEMBER 2018. PER THE REPORT, INDUSTRY PARK FRIENDSWOOD IS ALLOCATED 4.39 AC-FT OF DETENTION FROM EXCESS DETENTION OWNED BY COASTAL BEND PROPERTY DEVELOPMENT, LP PROVIDED OFF-SITE IN THE TIMBER CREEK GOLF CLUB DETENTION SYSTEM. OF THE 4.39 AC-FT ALLOTMENT, RESERVE B (THIS SITE CONSISTING OF 1.164 AC) IS USING 0.64 AC-FT AT 0.55 AC-FT PER ACRE. UPON APPROVAL OF THIS PROJECT, INDUSTRY PARK FRIENDSWOOD WILL HAVE 3.75 AC-FT OF REMAINING DETENTION CAPACITY.

Detention Summary

INDUSTRY PARK FRIENDSWOOD		
Detention Basin Drainage Area	7.99	acres
Detention Storage Rate	0.55	acre-feet/acre
Detention Storage Required	4.39	acre-feet
Detention Storage Provided	4.39	acre-feet
	%	(10-yr) (100-yr)
Design Water Surface Elevation (Datum, Adjustment)		N/A N/A
Maximum Allowable Outflow (cfs)	12.0	20.0 (353.9)
Maximum Outflow Provided (cfs)	28.0	40.7 (327.57)

* - The flow inside the parenthesis () is the combined flow of the proposed Industry Park Friendswood project, Beamer Warehouse & Yard (2015) and that of Timber Creek Golf Club.

STORM LEGEND

A1
2.56

DRAINAGE AREA NO.
ACREAGE OF DRAINAGE AREA

2.60
4.70

ACCUMULATIVE DRAINAGE AREA (Ac.)
ACCUMULATIVE FLOWS (cfs)

100 Yr FLOW DIRECTION

DRAINAGE AREA

No.	Date	Revisions	App.



SCALE (IN FEET)
0 10 20 40

APPROVAL OF THE SITE PLAN WILL EXPIRE ONE YEAR AFTER THE APPROVAL OF THE SITE PLAN BY THE COMMISSION. UPON EXPIRATION OF THAT TIME, THE APPLICANT MUST RESUBMIT A SITE PLAN THAT CONFORMS TO CURRENT ORDINANCES. PROVIDED, HOWEVER, THE APPLICANT MAY REQUEST AN EXTENSION IN WRITING, WHICH MAY BE GRANTED BY THE COMMISSION, FOR A PERIOD NOT TO EXCEED A TOTAL OF SIX (6) MONTHS.

PROPOSED TREE LOCATION

BEFORE THE PROPERTY CALLED INDUSTRY PARK FRIENDSWOOD (PHASE 1) WAS CLEARED, TREE SURVEY IDENTIFIED 55 TREES 12" OR GREATER. 16 TREES WERE PROTECTED. 2 TREES LESS THAN 12" (BUT GREATER THAN 3") WERE ALSO PROTECTED AND ARE BEING USED FOR MITIGATION.

MINIMUM NUMBER OF CLASS 1 OR 2 MITIGATION TREES REQUIRED = 37 TREES FOR INDUSTRY PARK FRIENDSWOOD

THIS SITE IS RESERVE B OF INDUSTRY PARK FRIENDSWOOD AND IS CONTRIBUTING 7 CLASS 1 OR 2 TREES TO THE REQUIRED 37 MITIGATION TREES RESULTING IN 30 REMAINING MITIGATION TREES FOR THE DEVELOPMENT.

SEE LANDSCAPE PLAN FOR REQUIRED LANDSCAPING AND DETAILS.

NOTE

CONTRACTOR SHALL FIELD VERIFY SURVEY INFORMATION AND DATUM PRIOR TO COMMENCING CONSTRUCTION ACTIVITIES. NOTIFY ENGINEER IN WRITING OF ANY DISCREPANCIES.

THIS PROPERTY IS LOCATED WITHIN FLOOD ZONE X AS SHOWN ON FEMA No. 485468 PANEL No 0005 E DATED SEPTEMBER 22, 1999 & 48201C1065M DATED JANUARY 6, 2017.

BENCHMARK

HCFRM 010415 NAV88 — GEOID12B
ELEVATION= 28.11 FEET

TEMPORARY BENCHMARK: A
X IN CONCRETE AT ENTRANCE TO GOLF CLUB
ELEVATION = 30.74 FEET

TEMPORARY BENCHMARK: B
FLANGE BOLT OVER 6" NOZZLE ON FIRE
HYDRANT NEAR GATE AT ENTRANCE NEAR FM
2351
ELEVATION = 30.98 FEET

TEMPORARY BENCHMARK: C
FLANGE BOLT OVER 6" NOZZLE ON FIRE
HYDRANT NEAR CORNER OF BSR SUBDIVISION
ELEVATION = 31.91 FEET

COASTAL BEND Engineering
Texas Registered Engineering Firm E-14444
4555 FM 2351, Friendswood, TX 77546
281.648.1268 Fax 281.648.0832

SURVEYED BY: ELLIS
ELLIS SURVEYING SERVICES, LLC
2405 25th Ave N, Suite 200, Ft. Worth, TX 76106
Tel: (817) 518-9100 www.ellis-surveying.com

STATE OF TEXAS
STEPHANIE JO CANADY
109759
LICENSED PROFESSIONAL ENGINEER

TO ARRANGE FOR LINES TO BE TURNED OFF OR MOVED,
CALL CENTERPOINT AT 713-223-7777.

PRIVATE UTILITY LINES SHOWN
AT LEAST 48 HOURS BEFORE EXCAVATING IN STREET R.O.W.
OR EASEMENTS CALL 811.

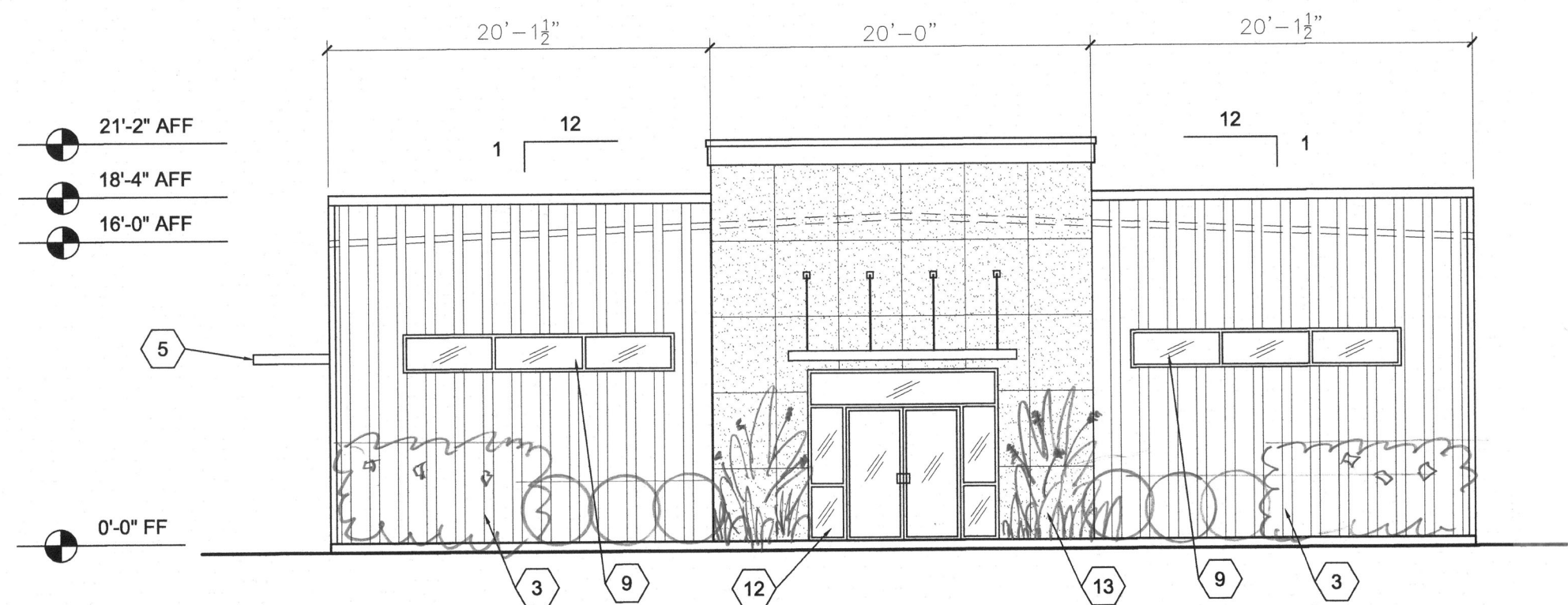
SITE ONE LANDSCAPE
FRIENDSWOOD

CIVIL SITE PLAN

DESIGNED BY: SJC PROJ NO.: 08-0001
VERT SCALE: 1"=20' HORZ SCALE: 1"=20'

SHEET NO. C-1

A2 EXTERIOR ELEVATIONS
1/8" = 1'-0"



LANDSCAPE TABLE	
All commercial districts (except DD) and multifamily districts not located in the COD	
Small Parking Lot (20 cars or less)	
Total Area of Parking & Driveways (Area)	16,695 X 10% = 1,670 Landscape Area Required
	10,327 Landscape Area Provided
1 tree (Class 1 or 2) per 250sqft of landscape area required	
No. of trees required:	7
No. of trees provided:	7

Trees provided must be a minimum 2" caliper and 8-feet tall at planting.

PROJECT
Site One Landscape
Friendswood

PROJECT ADDRESS
1-ADDRESS
1-ADDRESS

PROJECT NUMBER
18088

ISSUE DATE
12-01-18

ISSUE FOR
Review

REVISIONS



James Bateman
140021856
jbateman@SiteOne.com | www.SiteOne.com
26118 Clay Road | Katy, Texas 77493
p. 281.398.9388 | m. 281.705.5419 |

SHEET TITLE
Landscape Plan

SHEET NUMBER
A0.4

Carter Architects

21175 State Highway 249, Suite 289, Houston, Texas 77070
281 955 0800 f. 281 955 9333 www.CarterArchitectsinc.com

PROJECT
Site One Landscape
Friendswood

PROJECT ADDRESS
4448 FM 2351
Friendswood, TX 77546

PROJECT NUMBER
18088

ISSUE DATE
February 20, 2019

ISSUE FOR
Permit

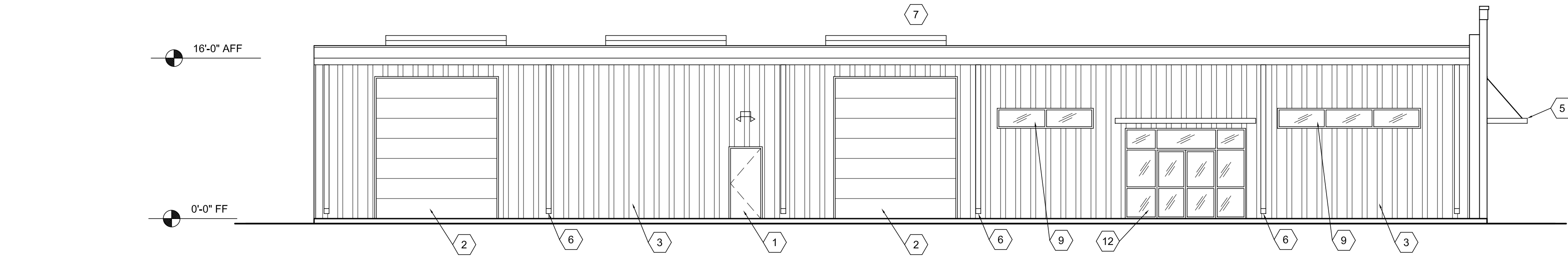
REVISIONS



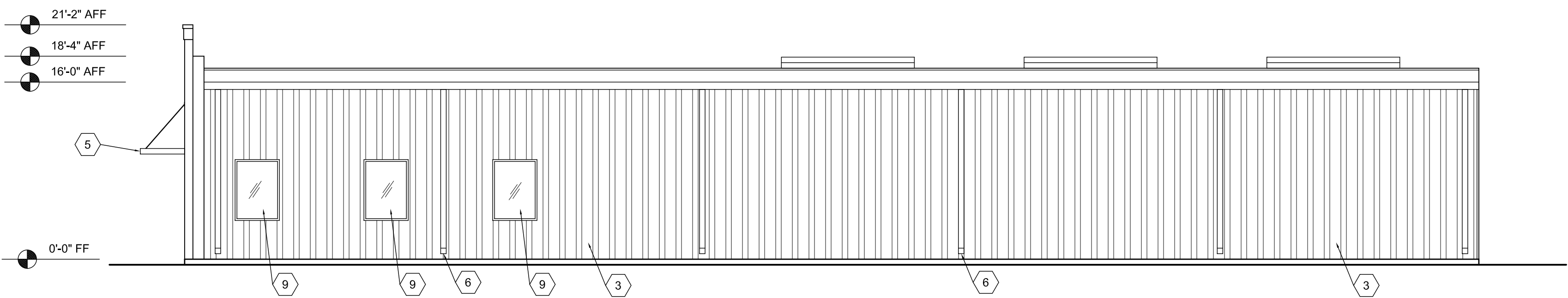
SHEET TITLE
Exterior Elevations

SHEET NUMBER

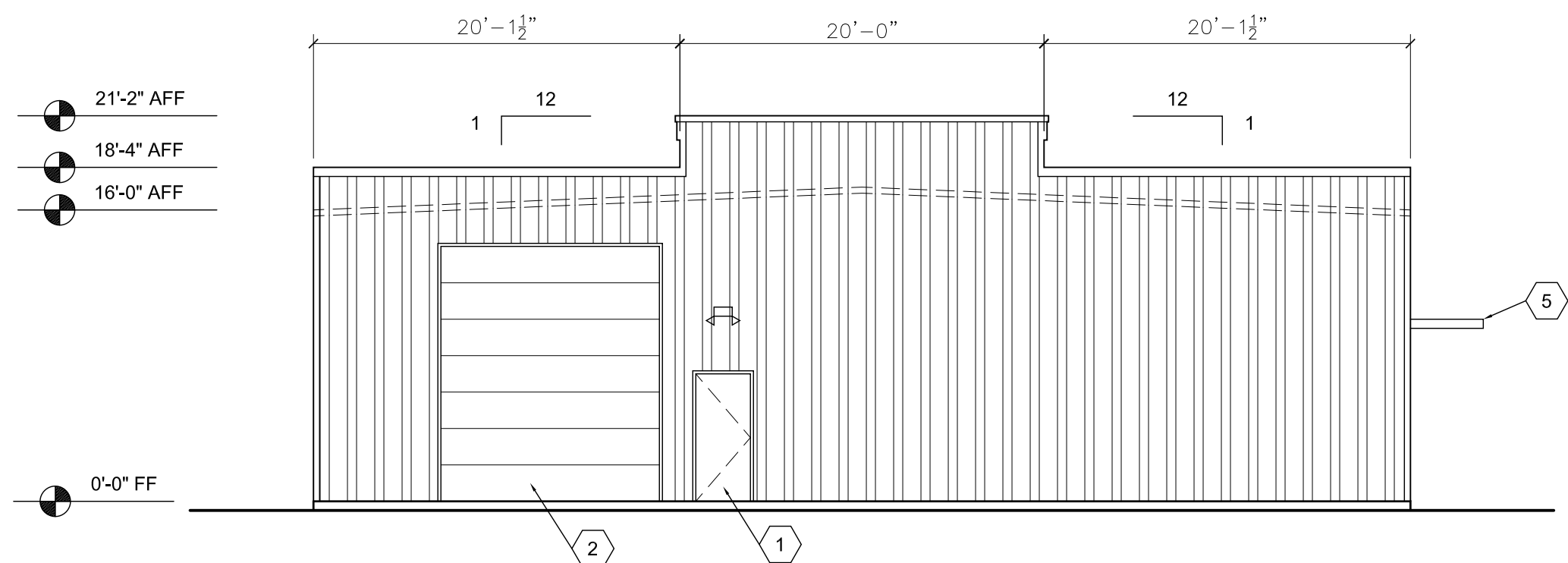
A2.1



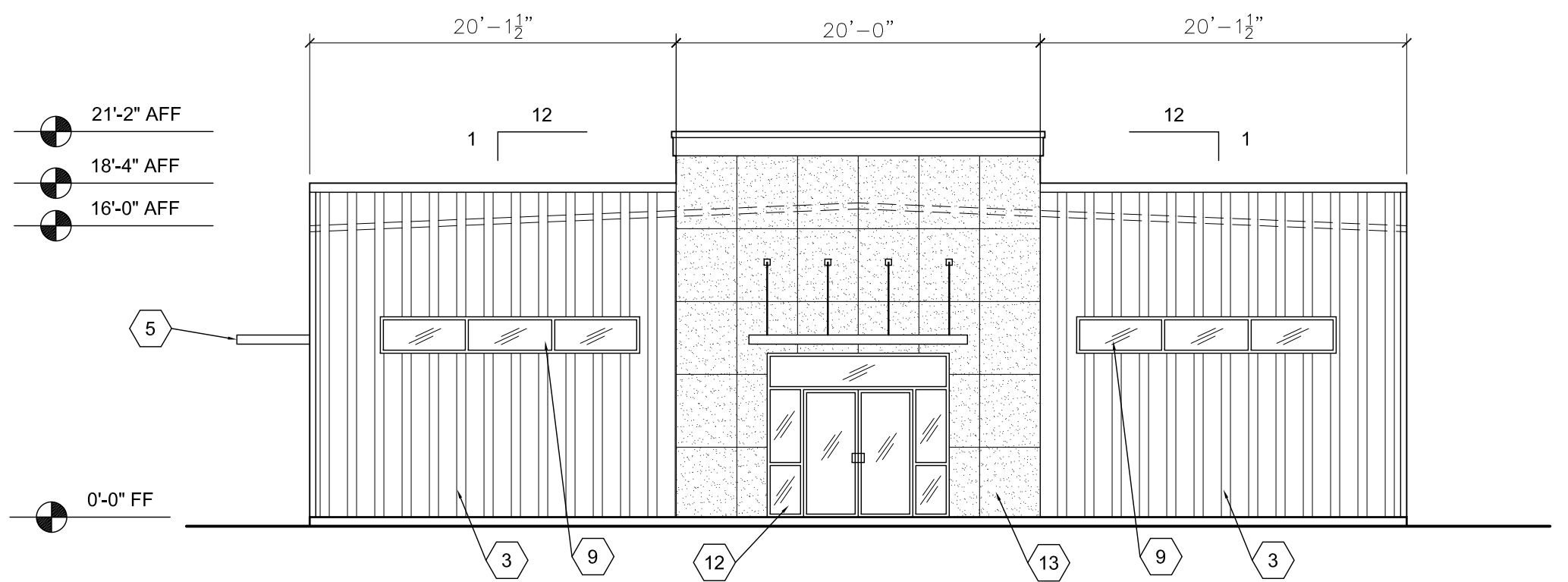
D2 EXTERIOR ELEVATIONS
1/8" = 1'-0"



C2 EXTERIOR ELEVATIONS
1/8" = 1'-0"



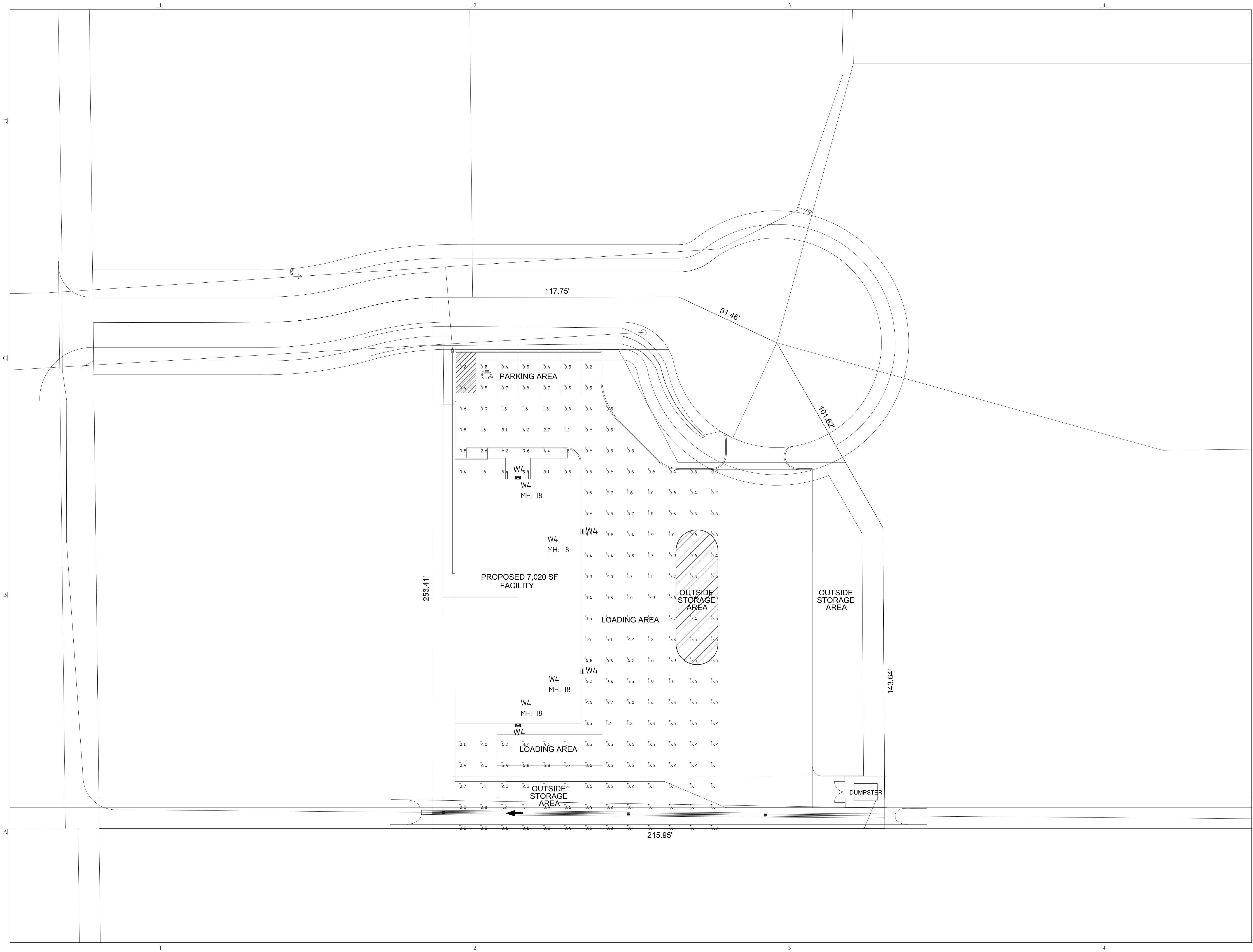
B2 EXTERIOR ELEVATIONS
1/8" = 1'-0"



A2 EXTERIOR ELEVATIONS
1/8" = 1'-0"

ELEVATION KEYED NOTES

- PERSONNEL DOOR(S) - RE. DOOR SCHEDULE
- OVERHEAD METAL DOOR - RE. DOOR SCHEDULE
- METAL BUILDING PANEL
- METAL ROOF PANELS
- ALUMINUM CANOPY
- METAL GUTTER AND DOWN SPOUTS
- RIDGE VENTS
- EMERGENCY EXIT LIGHTS AT EXITS WITH BATTERY BACKUP
- WINDOW WITH FIXED GLASS - RE. WINDOW SCHEDULE
- TEXAS BLENDED LIMESTONE
- 1" STOREFRONT GLASS DOORS WITH ANODIZED ALUMINUM FRAMES
- STOREFRONT WINDOW SYSTEM
- STUCCO



Carter Architects

21175 State Highway 249, Suite 289, Houston, Texas
281 955 0800 f. 281 955 9333 www.CarterArch.com

D&L ELECTRIC COMPANY, INC.
TMEL - #44162

WILLIAM M. McDONALD III DATE:
281-987-3069

PROJECT
Site One Landscape
Friendswood

PROJECT ADDRESS
1-ADDRESS
1-ADDRESS

PROJECT NUMBER
18088

ISSUE DATE
12-01-18

ISSUE FOR
Review

REVISIONS
02/20/19 ISSUE FOR PERMIT

THESE DOCUMENTS ARE INCOMPLETE AND ARE
ISSUED FOR PRELIMINARY REVIEW AND FOR
PRELIMINARY PRICING ONLY AND MAY NOT BE
USED FOR REGULATORY APPROVAL, PERMIT, OR
CONSTRUCTION.

MARK A. CARTER, AIA
DATE:

12-01-18

SCALE: N/A

SHEET TITLE
ELECTRICAL PHOTOMETRIX PLAN

SHEET NUMBER
E-1A



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Subject: To amend the Planning and Zoning Commission meeting days to the second and fourth Thursday of each month.

Current Ordinance/Requirement: Resolution 2010-09 Section 1, Rule 1. (A). The Commission shall meet in the Council Chambers of the City Hall on the first and third Thursday of each month, commencing at 7:00 o'clock p.m., provided one or more complete applications have been submitted requiring their consideration.

SUMMARY / ORIGINATING CAUSE

The Planning and Zoning Commission recommended holding separate public hearings as opposed to joint public hearings. The change will increase an applicant's time frame for zone change processing to an average of 18 days.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The Commission meeting on the fourth Thursday of the month would increase an application time by an average of 11 days instead of 18 days.

RECOMMENDATIONS

The Commission recommends amending the resolution to meet on the second and fourth Thursday of each month.

ATTACHMENTS

[Resolution Draft](#)

RESOLUTION NO. ~~R2010-0919~~

A RESOLUTION ADOPTING RULES OF PROCEDURE FOR THE PLANNING AND ZONING COMMISSION OF THE CITY OF FRIENDSWOOD, TEXAS, PURSUANT TO AUTHORITY CONTAINED IN SECTION 2-3 OF THE CODE OF THE CITY OF FRIENDSWOOD, TEXAS; AND REPEALING RESOLUTION NO. ~~R2002~~R2010-0955.

* * * * *

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS:

Section 1. The following rules of procedure shall govern all meetings and proceedings of the Planning and Zoning Commission ("Commission") of the City of Friendswood, Texas, and the conduct of its members and persons in attendance at such meetings:

Rule 1. Meetings - Regular and Special.

(A) The Commission shall meet in the Council Chambers of the City Hall on the ~~first-second~~ and ~~third-fourth~~ Thursday of each month, commencing at 7:00 o'clock p.m., **provided one or more complete applications have been submitted requiring their consideration.** In the event Thursday falls on a holiday, the meeting for that day shall be rescheduled as determined by the Commission. Any meeting of the Commission may be recessed from hour to hour for a period of time not to exceed 24 hours, by a majority vote of the members present at such meeting, and such recessed meeting shall be held without further notice.

(B) Special meetings of the Commission shall be held by the call of the Chairman or of four (4) or more members. Such meetings may be held at City Hall or at another location within the City designated by the Commission.

(C) Four (4) members shall constitute a quorum for the transaction of business.

(D) The Commission may retire into Executive Session as authorized by the Open Meetings Act (Texas Government Code Chapter 551). These Rules of Procedure shall apply to the conduct of commissioners in an Executive Session, provided they do not conflict with the provisions of the Open Meetings Act.

Rule 2. Chairman Call to Order.

The Chairman, or in his absence the Vice Chairman, shall preside at all meetings of the Commission. In the absence of the Chairman and Vice Chairman, any member elected by a majority of the Commission at such meeting may preside unless another member has been designated by the Chairman. The Chairman or acting Chairman, shall assume the chair, call the Commission to order, and the Secretary shall record the roll.

Rule 3. Handling of Agenda Subjects.

The Commission shall be the sole judge of its own procedure and shall be in full control of the business before it. Neither the Chairman, the Vice Chairman, nor any member appointed to preside shall have any power to either recess a meeting or adjourn a meeting, or prevent the Commission from considering an agenda item, or lay the same out for consideration, except in accordance with Texas Open Meetings Act, the City Charter and as otherwise provided herein. If, notwithstanding the positive provisions of the Rule, the presiding officer, whether Chairman, Vice Chairman, or member presiding, shall attempt to prevent the Commission from taking any action on any agenda item brought before it, any member present may call for a vote of the Commission to consider the matter.

Rule 4. Conduct of Chairman and Members.

Any member of the Commission, including the Chairman, who shall fail to observe decorous and orderly behavior during a meeting of the Commission shall be subject to expulsion from such meeting upon motion passed by two-thirds vote of the Commission present at the meeting. Any member reprimanded by motion or expelled from a meeting by motion who thereafter commits another breach of decorous and orderly behavior during a subsequent meeting shall be subject to the same power of Commission to reprimand him/her, expel him/her from the meeting, or subject such member to complaint, investigation, and conviction of official misconduct.

Rule 5. Non-interruption

Members of the Commission shall be permitted to address the Chair while either seated or standing, and after recognition shall not be interrupted while speaking without his consent.

Rule 6. Handling of Question of Order.

All questions of order shall be decided by the presiding officer with right of appeal of his/her decision to the Commission members, and a majority of the Commissioners present may overrule the decision of the Chair. When the Chair

rules on a point of order and one of the members states “I appeal the ruling of the Chair”, or words to such effect, no other business shall be transacted until the question, “Shall the ruling of the Chair be sustained?” be voted on. The Chairman shall immediately put such question to vote without debate, and, if he/she fails to do so immediately, any member of the Commission may put the question to a vote.

Rule 7. Procedure for Submitting Agenda Items.

Any person requesting the placement of an action item on any Commission Meeting agenda must notify the Planning and Zoning Secretary of same at least eight (8) working days prior to the meeting. All backup information such as plats, site plans, etc., must be submitted at that time. Agenda items which do not require action at a Commission Meeting may be submitted up to seventy-two (72) hours in advance of the meeting. The Commission may adopt a policy regulating the number of items on an agenda.

Rule 8. Motion to Table.

Since the Commission has regularly scheduled meetings, a motion to table, when carried, does not permanently defeat a measure. If a motion or other measure is tabled by a majority vote of the Commission, such motion, or other measure, if not sooner removed from the table, must be removed at the third meeting, and acted upon, even if only to place the item on the table again.

Rule 9. Procedure to Debate.

Upon any measure being laid out, or any motion being made, any member present, before there is any debate opened on the subject, may make a parliamentary objection to the consideration of the subject which need not be seconded. No debate shall then be permitted, and the Chairman shall immediately put the question, “Shall the objection be sustained?” If the objection is sustained by a vote of two-thirds of the members present, the motion or other measure is permanently defeated for that meeting and shall not be debated (except in accordance with Rule 11).

Rule 10. Closing of Debate.

If, during debate upon any motion or other matter before the Commission, any member moves that the subject under discussion be put to a vote without further debate (and such a motion need not be seconded), the Chairman shall immediately ask the Commission, “Is there any objection to proceeding to vote on the motion or other measure before the Commission being taken immediately?” If any member objects, the Chairman shall immediately and without debate put the question, “Shall the subject being discussed be put to a vote without debate?” To a

vote of the Commission, and if two-thirds of the members present vote in favor of ordering the vote, debate on the question shall be closed and a vote on the motion or other measure shall be taken immediately.

Rule 11. Reconsideration of a Subject.

When a motion or other measure of any sort has been placed before the Commission and defeated, the same identical question shall not again be considered by the Commission until ninety (90) days have elapsed from the date of the denial.

Rule 12. Reducing Motion to Writing.

All oral motions must be seconded before being put to a vote by the Chair (except where otherwise provided in these Rules), and upon request of any member or Chairman, the party making any such oral motion (except a motion to order a vote on a subject being considered per Rule 10 or table, or other such procedural matter) shall reduce the same to writing, or request the Secretary to do the same. If a motion be made by any member of the Commission in writing and filed with the presiding office, it shall still require a second.

Rule 13. Secretarial Procedure.

A member of the City Staff shall be assigned the duties of the secretary for the Commission and shall act as reading and recording clerk to the Commission. By his or her signature, the Secretary shall certify the correctness of the minutes and journals, shall record all actions taken by the Commission, shall record the vote upon each measure when taken by the ayes and nays, and shall perform such other duties as may be required. The secretary shall mark the absence of any member of the Commission. The secretary shall test and attest to the satisfactory operation of the tape recorder, and maintain proper functioning and tape changes as needed throughout the meeting. In the absence of the Secretary, any suitable person may be appointed by the Secretary or Chairman to serve as acting Secretary of any meeting. The Secretary shall ensure that a tape recording of any executive session shall be made and shall secure such following each meeting.

The Secretary shall keep a copy of these Rules and any other required documents available for reference.

Rule 14. Voting.

All action required of the Commission shall be made by an affirmative vote of four (4) or more members of the Commission present at such Commission meetings. Excluding conflicts of interest as provided by state law or by City charter, all members present at each meeting must vote on each subject presented

for Commission vote. All votes must be taken in accordance with section 3.10, article III of the City charter.

Rule 15. Citizen's Right to be Heard.

Any citizen shall have a reasonable opportunity to be heard at any and all regular and special meetings of the Commission in regard to any and all matters to be considered at any such meeting, or such other matters as citizens may wish to bring to the commission's attention, provided, however, that any matter not posted on the agenda may not be discussed by commissioners nor shall any action be taken except to indicate that the matter may be placed on a later agenda. A time shall be set aside during each commission meeting for the commission to hear from the public, such designated time not to exceed five (5) minutes per person. The Chairman shall retain the discretion to further limit or increase this time for public comments on agenda items. Citizens attending any regularly scheduled meeting may speak before the Commission by completing a form and presenting it to the Secretary prior to the beginning of such meeting.

No member of the public shall be heard until recognized by the presiding officer. Any member of the public interrupting commission proceedings, or failing to abide by these rules of procedure in addressing commission, shall be deemed guilty of disorderly conduct and, at the direction of the presiding officer, shall be removed from council chambers by the sergeant-at-arms or other agent designated by the Commission. Any citizen shall be entitled to visit city hall, during regular business hours, and inspect all past commission meeting minutes, and the agenda relating to those items to be considered by the commission in advance of the meeting and inform himself or herself as to the matters to be considered.

Rule 16. Order of Business - Regular Meetings.

Unless agreed to otherwise by majority vote of Commission, the normal order of business before the Commission in any regular meeting shall be as follows:

- (1) Call to order
- (2) The Secretary shall mark the absence of the Chairman or any other member of the Commission.

- (3) The Commission shall receive petitions and hear any of the public as provided in Rule 15, and any appeal or other matter specially set for public hearing shall then be heard by the Commission.
- (4) Consent agenda
 - A. Minutes
 - B. Final plats
- (5) Tabled items shall then be considered.
- (6) Items for discussion and action shall then be considered.
- (7) Staff Reports and reports from Commissioners and council liaison.
- (8) Adjournment.

Rule 17. Order of Business for Special Meetings.

Unless agreed to otherwise by majority vote of Commission, the normal order of business before the Commission in any special meeting shall be as follows:

- (1) Call to order.
- (2) The Secretary shall mark the absence of the Chairman or any other member of the Commission.
- (3) The Chairman shall state the purpose(s) of the meeting.
- (4) No business shall be discussed or acted upon at such meeting unless the subject has been duly posted in accordance with the Texas open meetings act.
- (5) Adjourn meeting.

Rule 18. Suspension of Rules of Procedure.

Any one or all of these rules of procedure may be suspended in order to allow a particular consideration of a matter, provided that it does not violate state law, or the City's Home Rule Charter, and provided not less than two-thirds of the members present vote in favor of such suspension. Where any rule embodies a provision of state law, identically or in substance, such rule may not be suspended. The requirement of two-thirds of members present to suspend a rule shall not apply to Rules 16 and 17, but the order of business may be suspended by a majority vote.

Rule 19. Rules of Procedure.

Except where in conflict with state law, the City's Home Rule Charter, city ordinance, or the rules of procedure adopted by this Resolution, the rules of procedure laid down in Robert's Rules of Order, 75th Anniversary Edition, shall govern the proceedings of the Commission.

Section 2. Rules regarding official instruments of the Commission.

The Commission shall utilize five (5) instruments to formally report its work as follows:

Instrument 1. Official Notice.

- (A) Provisions for advance general announcement of Commission meetings.
- (B) Provisions for special notice of abutting and adjacent parties having interest in an application before the Commission.

Instrument 2. Agenda

The agenda of the Commission shall have coherent and consistent structure, with similar items grouped together and relevant staff reports clearly referenced or attached.

Instrument 3. Staff Report.

A staff report shall be prepared regarding each item requiring action on the agenda and shall become a part of the official record of Commission proceedings. The staff report shall consist of the following:

- (A) Description of the proposal;
- (B) Notation of compliance with existing adopted city ordinances and plans;
- (C) Anticipated impact of the proposal upon existing city streets, services and facilities;
- (D) Recommendations to bring the proposal into compliance with adopted ordinances and plans, if required.

Instrument 4. Minutes.

The structure of the minutes shall follow the order of the agenda, or the_order of the items as considered. The content of minutes shall recognize all information presented to the Commission whether by staff, other public agencies or commissions, community groups, or interested parties. The minutes shall provide formal record of the Commission's actions, including the name of the mover and seconder by motions, the specific construction of motions, and the voting record. This record must be provided for all motions, whether passed or defeated. The minutes of each meeting shall be prepared, made publicly available, and adopted by the Commission at a subsequent meeting; at the subsequent meeting, revisions of the minutes may be made by vote.

Instrument 5. Resolutions.

A resolution may take the form of an official recommendation, coupled with a recitation of reasons, to a legislative or administrative unit; or it may be a definitive action of approval or disapproval over which the Commission holds jurisdiction. Commission resolutions shall contain a clear and specific recitation of reasons for the decision reported. These reasons are necessary to support a recommendation to the Commission. They are required when the Commission rejects or amends the recommendation contained with the staff report. Here, the findings and recommendation of the staff should be clearly separated from the findings and recommendations of the Commission.

Section 3. The City of Friendswood, Galveston/Harris Counties, Texas, Resolution No. R2002-55 is hereby repealed.

ADOPTED by the Planning and Zoning Commission of the City of Friendswood on this the 1st day of February, 2019.

~~Kevin Holland~~Joe Matranga, Chairman
Planning & Zoning Commission

ATTEST:

Planner/CDD Director

Aubrey Harbin, ~~Development Specialist~~City

Planning & Zoning Commission

* * * * *

**PASSED, APPROVED, AND RESOLVED by City Council this the 1st day of February,
2010.**

~~David J. H. Smith~~Mike Foreman
Mayor

ATTEST:

~~Deloris McKenzie, TRM~~Melinda Welsh
City Secretary



FRIENDSWOOD PLANNING & ZONING COMMISSION AGENDA ITEM FORM

Subject: Permitted Use Table – Consideration of incorporating NAICS Use 6239, Other Residential Care Facilities

Current Ordinance/Requirement: Zoning Ordinance Section 7.P.6.

Proceeding: Discussion only

SUMMARY / ORIGINATING CAUSE

Staff discovered a NAICS use that is not defined in the Permitted Use Table, which is NAICS Use 6239, Other Residential Care Facilities. A description of the use is included in the back-up materials.

623990 – Other Residential Care Facilities

This industry comprises establishments primarily engage in providing residential care (except residential intellectual and developmental disability facilities, residential mental health and substance abuse facilities, continuing care retirement communities, and assisted living facilities for the elderly). These establishments also provide supervision and personal care services.

Illustrative Examples:

- Boot or disciplinary camps (except correctional) for delinquent youth
- Group homes for the hearing or visually impaired
- Child group foster homes
- Halfway group homes for delinquents or ex-offenders
- Delinquent youth halfway group homes
- Homes for unwed mothers
- Group homes for the disabled without nursing care
- Orphanages

More specifically, staff received an inquiry from a resident wishing to start up a General Residential Operations facility (24-hour residential child care) in a residence on a property zoned Single Family Residential (SFR).

Texas Human and Health Services defines a “General Residential Operations” as providing 24 hour care for 7 or more children 17 years of age or younger and may provide various treatment services, emergency care services, or therapeutic camps. General Residential Operations includes Residential Treatment Centers. A license issued by the Department of Family and Protective Services is required.

Staff is proposing to treat these facilities similar to Personal Care Facilities by requiring the S1, or site plan approval process, already included in the Zoning Ordinance. We would change the wording to include other types of licensed residential care facilities licensed by the state. Staff would also like to request additional time to incorporate some additional changes to make our ordinance wording consistent with state law, as well as require personal care facilities (community homes) caring for 3 people or less to register with the City.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The Permitted Use Table determines how owners can use their property. Using the Future Land Use Map as a guide for future development patterns, the Commission and Council can make decisions as to the uses that are allowed in the various zoning districts. How property is utilized and developed affects surrounding properties. It is the intent of zoning regulations to encourage orderly development and enhance the welfare and safety of the residents of the City.

RECOMMENDATIONS

None at this time

ATTACHMENTS

[Proposed changes to Permitted Use Table](#)

[NAICS description of use 6239 – Other Residential Care Facilities](#)

[Texas Health and Human Services info for 24 hour child care provider](#)

[Texas Health and Human Services How to Become a 24 hour child care provider](#)

Section 7. - Schedule of district regulations.

P. *Permitted uses.*

1. *Use of land and buildings.* Buildings, structures, land or premises shall be used only in accordance with the uses specifically permitted in the zoning district classification for the site subject to compliance with parking regulations, height and area requirements, special conditions and all other requirements of the zoning ordinance.
2. *Permitted use table.* The permitted uses in each specific zoning district are shown by means of symbols in the permitted use tables on the following pages. The letter "P" in the zoning district column opposite the listed permitted use means the use is permitted as a use of right in that district. The letter "S" in the zoning district column opposite the permitted use means the use is permitted in that zoning district only obtaining a specific use permit as set forth in section 9.G. No primary use shall be permitted in any district unless the letter "P" or the letter "S" appears opposite the listed permitted use. The letter "O" in the zoning district column means that the permitted use is for office functions only. Parking requirements are in section 8.F. The letters "NP" in the PUD-Mixed Use Zoning District column means those uses so specified are not permitted under any circumstance.
3. *Uses not listed.* Primary uses not listed in the permitted use table may be permitted in any district where similar uses are permitted. The function and locational requirements of the unlisted use must be consistent with the purpose and description of the zoning district, compatible with the permitted uses in the district, and be similar in traffic-generating capacity, noise, vibration, dust, odor, glare and heat producing characteristics.
4. *Accessory use.* A use which is customarily incidental to that of the primary existing use, which is located on the same lot or premises as the primary existing use, and which has the same zoning district classification shall be permitted as an accessory use without being separately listed as a permitted use.
5. *North America Industry Classification System (NAICS) Codes.* The activity descriptions in the current NAICS Codes prepared by the United States Executive Office of the President, Office of Management and Budget, shall be used to determine the primary establishment uses when reference is made in the tables to a designated standard industrial classification. Every January, community development staff shall determine if the manual has been revised. If the manual has been revised, such revisions and changes will be summarized in a written report and presented to the planning and zoning commission. The commission will make recommendations to council regarding adoption of the revised manual and appropriate changes to the zoning ordinance permitted use table. The commission may recommend that an ad hoc committee review and propose revisions to the permitted use table.

6. *Permitted use table.*

	2017 NAICS Industry Descriptions	SFR and SFR-E	MFR- GHD	MFR- L	MFR- M	MFR- H	MHR	CSC	NC	LNC	OPD	DD	A- 1	L1	I	BP
62	<i>Health Care and Social Assistance</i>															
621	Ambulatory health care services							P	P		P	P				P
622	Hospitals							P			O	S		P		P
6231	Nursing care facilities—Skilled nursing facilities							S	S		O	S				
6232	Residential, intellectual and development disability, mental health, and substance abuse facilities	S1	S1					<u>S</u>	<u>S</u>		<u>O</u>	<u>S</u>				
623311	Continuing care retirement communities (with on-site nursing)	S1	S1					S	S		O	S				
623312	Assisted living facilities for the elderly (without on-site nursing)	S1	S1					S	S		O	S				
<u>6239</u>	<u>Other Residential Care Facilities</u>	<u>S1</u>	<u>S1</u>					<u>S</u>	<u>S</u>		<u>O</u>	<u>S</u>				
624	Social assistance							S			O	S				S
6244	Child day care services (childcare centers)							P	P		O	P				
6244	Child day care services (registered and/or licensed childcare home)	P	P													

(a) Second floor and above.

(b) Legend:

1. P: Permitted.

2. S: Special use permit required.

3. O: Office use only.
4. Blank: Not permitted.
5. S1: Site plan approval required; these facilities shall be subject to the following additional supplemental requirements at the time the first permit, certificate of occupancy, or zoning compliance request is submitted:
 - a. A site plan shall be submitted showing the layout of the proposed site, including present and proposed structures, driveways, parking areas, loading and delivery areas, trash collection areas, or other improvements. A site plan submitted under this subsection shall be subject to review and recommendation to the city council by the planning and zoning commission and approval by the city council.
 - b. An elevation shall be submitted that shows the exterior of the structure and any and all proposed changes to any existing building, yard, or other improvements. A personal care facility or other licensed residential care facility shall maintain its residential appearance. In no case will parking lots or spaces be authorized in a front yard, nor may loading and delivery areas, trash collection areas, or recreation areas be located in the front yard or so as to be visible from the street of any personal care facility.
 - c. A copy of the state license authorizing the individual proposing the use to open and operate such a facility, or, if the license has not been granted, a copy of the application submitted to the state department of licensing and regulation for such a license, along with a list of the remaining approvals or requirements to be met in order to obtain such a license. Within 60 days of receipt of such license, and in any case, prior to the issuance by the city of a certificate of occupancy for the facility, a copy of such state license shall be provided to the city's building official.
 - d. No personal care facility or other licensed residential care facility shall be allowed to open or operate until a license has been issued by the appropriate state regulatory agency. Any facility opening or operating without a valid state license or city approved site plan shall be subject to immediate closure by the city and all remedies and penalties available under state law.
 - e. All applications filed with the city must indicate what type ~~(A, B, or C)~~ of facility is planned for operation under the licensing standards ~~for personal care facilities~~, published by the state department of human services, so staff may evaluate the plans under the appropriate code requirements.
 - f. Compliance with all applicable city and state codes, ordinances and regulations shall be required prior to issuance of a certificate of occupancy for the operation of a ~~the personal care~~ facility. In case of a conflict between city and state regulations, the more stringent shall control.
- (c) Notwithstanding the permitted uses depicted in this table, which are intended to address uses not otherwise regulated or restricted by federal, state, or related law for protected specific uses, it is the intention of the city to fully comply with all such legal requirements. Any applicant who is relying upon any such specific rules or regulations not otherwise addressed in this table shall provide the relevant provisions to the city for review.
- (d) *Swimming pool.* Exception for private recreation facilities under subsection (e) of this section.
 1. If located in any residential zoning district, the pool shall be intended and used solely for the enjoyment of the occupants of the principal use of the property on which it is located and their guests.
 2. A swimming pool shall be deemed an accessory structure under the terms of this appendix, and shall, except as otherwise specifically provided herein, be subject to all requirements and restrictions hereunder. A swimming pool may be erected within a

required rear yard, provided it is set back no closer than five feet from any rear lot line, but shall not be erected within any required front or side yard. Swimming pool pump, filter, and heating equipment may be located within a required side or rear yard, but not nearer than five feet from any side or rear property line.

- (e) *Private recreation facility.* Private recreation facilities in residential districts for multifamily developments, subdivisions, or homeowners' associations shall be restricted to use by the occupants of the residence and their guests, or by members of a club or homeowners' association and their guests, and shall be limited to such uses as swimming pools, open game fields, basketball, shuffleboard, racquetball, croquet, and tennis courts, and meeting or locker rooms. Private recreation facilities shall not be located within 25 feet of any street right-of-way or within ten feet of any abutting property line. Activity areas shall be fenced and screened from abutting properties. Dispensing of food and beverages shall be permitted on the premises only for the benefit of users of the recreation facility and not for the general public. Off-street parking shall be required on the basis of one space for each 4,000 square feet of area devoted to recreational use with a minimum of four spaces and a maximum of 20 spaces.
- (f) *Auto repair garage.* Automobile repairing, painting, upholstering and body and fender work shall be performed only under the following conditions:
 - 1. All body and fender repairing shall be done within a completely enclosed building or room with stationary windows that may be opened only at intervals necessary for ingress and egress.
 - 2. No spray painting may be done except in a spray booth especially designed for that purpose.
 - 3. All other auto repairing, etc., shall be conducted within a building enclosed on at least three sides.
 - 4. All vehicles awaiting body repair and/or paint, not currently being worked on within the required building, shall be stored behind and completely screened by an eight-foot opaque fence. The fence must be placed as to not block visibility of traffic and allow required ingress and egress. In addition, the fence must comply with fence requirements as noted in section 8.B.
 - 5. Repaired vehicles, or those waiting to be repaired, cannot occupy recommended parking places.
- (g) *Temporary batching facility.* Before a specific use permit may be granted for a temporary batching facility, the city council shall find that such batching plant, yard, or building is both incidental to and necessary for construction within two miles of the plant. A specific use permit may be granted for a period of not more than 180 days, and approval shall not be granted for the same location for not more than four specific use permits during any 30-month period. Within 30 days following the termination of any batching plant, the permittee shall cause the site to be returned to its original condition.
- (h) *Junkyards.* No property located within the corporate limits of the city shall be used and no building shall be erected for or converted to be used as an auto wrecking yard, junkyard, salvage storage, scrap metal storage yard or wrecking material yard, except in the I, industrial district.
- (i) *Dry cleaning facilities.* Dry cleaning establishments shall be subject to the following additional supplemental requirements at the time of submittal for site plan approval, certificate of occupancy, first permit or zoning compliance request. Compliance with all applicable city, state and federal codes, ordinances and regulations shall be required prior to the issuance of a certificate of occupancy. In the case of a conflict between city, state and federal regulations, the more stringent shall control. Reports and copies of all documentation listed below must be provided to the city on a quarterly basis.

1. The facility may process only the clothing dropped off by customers at that location.
 2. All employees shall be certified by the equipment manufacturer before operating or maintaining the equipment at that site.
 3. The facility shall be registered with the EPA and TNRCC as a small industrial generator of hazardous waste, if required by state or federal regulations, or the owner shall provide proof that it is exempt from such registration.
 4. The facility shall have a sampling port installed on its property to allow compliance sampling by city, state, or federal agencies, of sewer effluent.
 5. Perchloroethylene waste storage shall be limited to no more than 90 days on-site.
 6. Perchloroethylene waste removal shall be handled by a third-party transporter and removed to a RCRA permitted treatment storage and disposal facility.
 7. No perchloroethylene shall be stored on-site other than in the dry cleaning machine system.
- (j) *Single tenant or occupant retail uses occupying 50,000 gross square feet or more.* The following requirements shall be in addition to the requirements of any applicable zoning district or overlay district. The following regulations also apply if any interior portion of the 50,000 gross square feet of the building envelope is subleased to another tenant or occupant not affiliated with the primary tenant or occupant:
1. Provide a noise mitigation plan to verify compliance with the city's current maximum permissible sound levels located in article IV, chapter 54 of the Code of Ordinances;
 2. Front building facades and facades fronting private or public streets with facades greater than 200 feet in length shall incorporate wall plane projections or recesses that are at least six feet deep. Projections and/or recesses must be at least 25 percent of the length of the facade. Uninterrupted lengths of facade may not exceed 100 feet in length;
 3. Buildings shall be architecturally finished on all four sides with the same architectural elements as required in subsection P.6.(j)4 of this section except the rear of the building, provided that a double row of trees is planted along the property line behind the building. In this case, the architectural finish must match the remainder of the building in color and facade material only. A double row of trees shall include trees planted on offset 50-foot centers in a 15-foot landscape buffer, where 50 percent of the trees are canopy evergreen trees; and
 4. Buildings that are 50,000 square feet or more in size must include a minimum of six of the following architectural elements. Buildings that are 100,000 square feet or more in size must include a minimum of eight of the following architectural elements or other architectural features approved by the planning and zoning commission:
 - a. Canopies, awnings or porticos.
 - b. Overhangs.
 - c. Arches.
 - d. Arcades (a series of adjoining arches).
 - e. Peaked roof forms.
 - f. Outdoor patios.
 - g. Display windows.
 - h. Architectural work, such as tile work and moldings integrated into the building facade.

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NAICS CODE DESCRIPTION

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623990 - Other Residential Care Facilities

Top Businesses by Revenue for 623990:

Devereux Foundation	Villanova	PA
Father Flanagans Boys Home	Boys Town	NE
New York Foundling Hospital	New York	NY
Cresson Secure Treatment Unit	Needham	MA
Privacy & Cookies Policy		

Leisure Care LLC	Seattle	WA
Casey Family Programs	Seattle	WA
Buckner International	Dallas	TX
Kvc Health Systems Inc	Olathe	KS
Kencrest Services	Blue Bell	PA
Willow Valley Communities	Willow Street	PA

623990 - Other Residential Care Facilities

This industry comprises establishments primarily engaged in providing residential care (except residential intellectual and developmental disability facilities, residential mental health and substance abuse facilities, continuing care retirement communities, and assisted living facilities for the elderly). These establishments also provide supervision and personal care services.

Illustrative Examples:

Boot or disciplinary camps (except correctional) for delinquent youth
 Group homes for the hearing or visually impaired
 Child group foster homes
 Halfway group homes for delinquents or ex-offenders
 Delinquent youth halfway group homes
 Homes for unwed mothers
 Group homes for the disabled without nursing care
 Orphanages

Cross-References.

- Residential intellectual and developmental disability facilities are classified in Industry [623210](#), Residential Intellectual and Developmental Disability Facilities;

- Continuing care retirement communities are classified in U.S. Industry [623311](#), Continuing Care Retirement Communities;
- Residential mental health and substance abuse facilities are classified in Industry [623220](#), Residential Mental Health and Substance Abuse Facilities;
- Assisted living facilities for the elderly without nursing care are classified in U.S. Industry [623312](#), Assisted Living Facilities for the Elderly;
- Establishments primarily engaged in providing inpatient nursing and rehabilitative services are classified in Industry [623110](#), Nursing Care Facilities (Skilled Nursing Facilities);
- Establishments primarily engaged in providing temporary shelter are classified in U.S. Industry [624221](#), Temporary Shelters; and
- Correctional camps are classified in Industry [922140](#), Correctional Institutions.

<u>2007 NAICS</u>	<u>2012 NAICS</u>	<u>2017 NAICS</u>	<u>Index Entries for 623990</u>
623990	623990	623990	Boot camps for delinquent youth
623990	623990	623990	Boys' and girls' residential facilities (e.g., homes, ranches, villages)
623990	623990	623990	Camps, boot or disciplinary (except correctional), for delinquent youth
623990	623990	623990	Child group foster homes
623990	623990	623990	Children's villages
623990	623990	623990	Delinquent youth halfway group homes
623990	623990	623990	Disabled group homes without nursing care
623990	623990	623990	Disciplinary camps for delinquent youth
623990	623990	623990	Group foster homes for children
623990	623990	623990	Group homes for the disabled without nursing care
623990	623990	623990	Group homes for the hearing impaired
			Privacy & Cookies Policy

623990	623990	623990	Group homes for the visually impaired
623990	623990	623990	Halfway group homes for delinquents and ex-offenders
623990	623990	623990	Homes for children with health care incidental
623990	623990	623990	Homes for unwed mothers
623990	623990	623990	Juvenile halfway group homes
623990	623990	623990	Orphanages

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Attention BSA Compliance Officers:

Message from NAICS President, Mitch Feldman.

The New NAICS 2017 Manuals and Electronic References are Now for Sale at
NAICS.com

Census Bureau Releases New Supplemental E-Commerce Table: NAICS 4541-

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- i. Articulated ground floor levels or base.
- j. Articulated cornice lines.
- k. Integrated planters or wing walls that incorporate landscape and sitting areas.
- l. Offsets, reveals, or projecting ribs used to express architectural or structural bays.
- m. Accent materials (minimum 15 percent of exterior facade).
- n. Varied roof heights.
- o. Other architectural features approved by the planning and zoning commission.

24-hour Residential Child Care Provider

Residential child care operations provide around-the-clock care for children 17 years or younger whose parents or guardians are temporarily or permanently unable to care for them. Residential child care includes General Residential Operations and Child-Placing Agencies.

General Residential Operations provide 24-hour care for 7 or more children 17 years or younger and may provide various treatment services, emergency care services, or therapeutic camps. General Residential Operations include Residential Treatment Centers.

Child-Placing Agencies are persons or organizations other than a child's natural parent or guardian who plan for placement of a child or place a child in a child care facility, foster home, or adoptive home. Foster Family Homes provide 24-hour care for 8 or fewer children 17 years or younger.

Foster Home Sampling

Senate Bill 6 (79th Legislature) amended Texas Human Resource Code (HRC) 42.044(e) to require Residential Child Care Licensing to inspect a random sample of agency foster homes. Information gained during these inspections is used to determine a child-placing agency's compliance with the licensing law, rules, and minimum standards.

Foster Home Screenings

- Content Guide (PDF)
- Sample Format (PDF)

Additional Information for CPS

Contractors

- Psychotropic Medications Training (http://www.dfps.state.tx.us/Training/Psychotropic_Medication/default.asp)
- Regional Statistical Information About Children in DFPS Care (http://www.dfps.state.tx.us/Doing_Business/Regional_Statistics/default.asp)
- Residential Contract Managers for 24 hour/Residential Facilities (http://www.dfps.state.tx.us/Doing_Business/Purchased_Client_Services/Residential_Child_Care_Facilities)
- Texas Board of Nursing Continuing Nursing Education Schedule (<http://www.bon.texas.gov/about/ce-offers.html>)
- Trauma Informed Care Training (http://www.dfps.state.tx.us/Training/Trauma_Informed_Care/default.asp)

News & Alerts

3/4/19	Changes to Agrilife Online Training
2/27/19	Background Check Fee Payments
1/29/19	Critical Background Check Information
1/3/19	Child Care Licensing Account New Background Check Features
12/27/18	Increased Cost for FBI Fingerprint-Based Checks Effective January 1, 2019
12/4/18	Notice of Background Check Updates
10/19/18	Revised Rules for Chapter 749 Foster Group Home Conversion
9/12/18	Emergency Preparedness Message from Child Care Licensing
8/30/18	Important Reminder Regarding Background Checks
8/27/18	Changes to Licensing Account and New Feature on Search Texas Child Care Website



Texas Department of Family and Protective Services

Office Locations for Region 6 - Houston

Region	City	County	Address	Programs*	Telephone
6	Alvin	Brazoria	3403 Mustang Rd. Alvin, Texas 77511 3403 Mustang Rd. Mail Code: 0049 Alvin, Texas 77511	CPS	(281) 331-0790
6	Angleton	Brazoria	209 E. Mulberry St. Angleton, Texas 77515 209 E. Mulberry St. Mail Code: 0091 Angleton, Texas 77515	APS CCL CPS	(979) 331-7000
6	Bay City	Matagorda	1700 Merlin St. Bay City, Texas 77414 PO Box 430 Mail Code: 7171 Bay City, Texas 77414	APS CPS	(979) 244-1662
6	Bellville	Austin	800 E. Wendt St. Bellville, Texas 77418 PO Box 579 Mail Code: 0321 Bellville, Texas 77418	APS CPS	(979) 865-9168
6	Columbus	Colorado	1220 Bowie St. Columbus, Texas 78934 PO Box 639 Mail Code: 0687 Columbus, Texas 78934	CPS	(979) 733-8827
6	Conroe	Montgomery	2017 N. Frazier, Ste. C1 Conroe, Texas 77301 	APS CCL CPS	(936) 756-1551

			2017 N. Frazier, Ste. C1 Mail Code: 0713 Conroe, Texas 77301		
6	Crosby	Harris	 6500 FM 2100, Ste. 300 Crosby, Texas 77532  6500 FM 2100, Ste. 300 Mail Code: 0821 Crosby, Texas 77532	CPS	(281) 328-6613
6	Galveston	Galveston	 123 Rosenberg Ave. Galveston, Texas 77550  123 Rosenberg Ave. Mail Code: 3841 Galveston, Texas 77550	APS CCL CPS	(409) 763-0277
6	Galveston	Galveston	 5710 Ave. S 1/2 Galveston, Texas 77551  5700 Ave. S 1/2 Mail Code: 3843 Galveston, Texas 77551	CPS	(409) 740-1110
6	Hempstead	Waller	 1739 13th St. Hempstead, Texas 77445  1739 13th St. Mail Code: 8141 Hempstead, Texas 77445	APS CPS	(979) 826-8214
6	Houston	Harris	 1330 E. 40th St. Houston, Texas 77022  PO Box 16017 Mail Code: 8175 Houston, Texas 77222	CPS MS RCCL	(713) 692-3236
6	Houston	Harris	 13838 Buffalo Speedway Houston, Texas 77045  PO Box 16017 Mail Code: 1764 Houston, Texas 77222	CPS	(713) 433-3145
6	Houston	Harris	 1425 E. 40th St. Houston, Texas 77022	RCCL	(713) 692-3236

			PO Box 16017 Mail Code: 3625 Houston, Texas 77222		
6	Houston	Harris	 9333 Bryant, Ste. 200 Houston, Texas 77075  PO Box 16017 Mail Code: 1702 Houston, Texas 77222	CPS	(713) 943-5400
6	Houston	Harris	 9460 Harwin Houston, Texas 77036  PO Box 16017 Mail Code: 1776 Houston, Texas 77222	CPS MS	(713) 735-8901
6	Houston	Harris	 9702 Bissonnet St., Ste. 2200W Houston, Texas 77036  PO Box 16017 Mail Code: 1826 (CCL), 1767 (CPS) Houston, Texas 77222	CCL CPS	(713) 940-5200 (CCL) (713) 940-5100 (CPS)
6	Humble	Harris	 3000 Wilson Rd. Humble, Texas 77396  3000 Wilson Rd. Mail Code: 1843 Humble, Texas 77396	CPS	(281) 964-6501
6	Huntsville	Walker	 2507 Lake Rd., Ste. B Huntsville, Texas 77340  2507 Lake Rd., Ste. B Mail Code: 1833 Huntsville, Texas 77340	APS CPS	(936) 291-0772
6	Liberty	Liberty	 1405 Monta St. Liberty, Texas 77575  1405 Monta St. Mail Code: 8411 Liberty, Texas 77575	APS CPS	(936) 336-7283
6	Pearland	Brazoria	 9307 Broadway, Ste. 201 Pearland, Texas 77584 	APS CPS MS	(281) 997-4700

Become a 24-hour Residential Provider

If you want to become a 24-hour residential child care provider, please follow these steps. Questions can be directed to your local Child Care Licensing office.

Step 1 - Attend a 24-Hour Residential Pre-Application Class

Sign up for a Pre-Application Class

(http://www.dfps.state.tx.us/Child_Care/Search_Texas_Child_Care/CCLNET/Source/eApplication/Residential) to learn more about the application process and what it takes to become a 24-Hour Residential Child Care provider.

Step 2 - Become Familiar with Required Materials and Helpful Resources

You will receive an information packet during your pre-application class. The information packet includes the:

- Application
- Supplemental forms to complete the application process
- Contact information for local Child Care Licensing staff.

Please review the following information to learn more about some of the things you need to consider when applying to become a child care provider.

Licensing Requirements

Residential child care includes the care, custody, supervision, assessment, training, education, or treatment of an unrelated child or children (17 years old or younger) for 24 hours a day in a place other than the child's own home.

Background Checks

Certain persons at child-care operations are required to complete a background check, which may include a Central Registry (child abuse and neglect registry), FBI and a sex offender registry check. Background checks must be completed before a person provides direct care or has direct access to children in care and on a recurring basis thereafter. If a person has a history of abuse or neglect or has a criminal history, then the person may be prohibited from being at a child-care operation.

Minimum Standards

Child Care Licensing develops rules for child care in Texas. Each set of minimum standards is based on a particular chapter of the Texas Administrative Code and the corresponding child-care operation permit type. Minimum standards are designed to reduce risk for children by providing basic requirements to protect the health, safety, and well-being of children in out-of-home care.

Liability Insurance

Insurance coverage is an important protection for your business. Child Care Licensing requires applicants for a licensed child-care operation to obtain proof of coverage before Licensing issues a permit. See the Texas Administrative Code to learn more. ([http://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=3&ti=40&pt=19&ch=745&sch=D&div=3&rl=Y](http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=3&ti=40&pt=19&ch=745&sch=D&div=3&rl=Y))

Application Materials

Your complete application packet includes the application form, application fee, and other supplemental forms and documents. For example, a Plan of Operation, including policies and procedures, is a document that is a key part of the application for some licensed operations. It requires your time and attention. It is your written plan showing how you plan to comply with minimum standards. For example, it needs to include information about who is responsible for ensuring minimum standards are met at all times, the physical facility, activities, child to caregiver ratios, safety, and sanitation.

Application Inspection

Technical Assistance

Child Care Licensing staff will assist you every time you need it. We will support you at your pre-application class, at every inspection, over the phone, and on-line. We encourage you to use the forms and documents created for you. Visit the on-line Technical Assistance Library (http://www.dfps.state.tx.us/Child_Care/Search_Texas_Child_Care/CCLNET/Source/TALibrary/TechnicalAssistance.aspx).

Fees

Licensing is required to charge fees for processing applications, issuing permits, and conducting background checks. Licensing also collects an annual fee that is due each year on the anniversary date of the issuance of your license. The money from fees is deposited in the state's general revenue fund.

Compliance History

Information about your operation and its compliance history will be available on our public web site at www.dfps.state.tx.us/Child_Care/Search_Texas_Child_Care/default.asp (http://www.dfps.state.tx.us/Child_Care/Search_Texas_Child_Care/default.asp). It is available to anyone.

Zoning, Building Codes and other Legal Requirements

In some areas, you may need to meet zoning, building code, home owner association, and other requirements concerning the location and construction of a child-care operation. These are not licensing requirements, but you may have to meet them before local authorities will perform fire and sanitation inspections.

More Information

The Frequently Asked Questions page will help you find general topics and specific information on many topics. It helps providers and applicants review policies and learn about recent changes too.

Contact your local Child Care Licensing office.

Step 3 - Submit an Application and Fee

Complete the application form and send it along with other required forms/documentation to your local Child Care Licensing office.

- Form 2960, Application for a License to Operate a Residential Child Care Facility
- Form 2819, Licensing Governing Body/Administrator or Executive Director Designation
- Form 2760, Controlling Person – Child Care Licensing
- Form 2985, Affidavit for Applicants for Employment with a Licensed Operation or Registered Child-Care Home
- Form 2971, Child Care Licensing Request for Background Check
- Complete Form 3011, Residential Child Care Fee Schedule, and send both the form and the \$35 non-refundable fee payment to the address specified on the form.

Step 4 - Create an Account

Complete Online Registration

(https://www.dfps.state.tx.us/Child_Care/Search_Texas_Child_Care/CCLNET/Source/Provider/ppCCLRe) to create your provider account once Child Care Licensing has accepted your application and has provided you an operation number.

Memo

To: Planning & Zoning Commission
 From: Aubrey Harbin, Director of Community Development/Planner
 Date: April 2, 2019
 Re: DRC Report

The following DRC Meetings were held in March 2019.

Project	Current Zoning	Zone Change Required? Y/N	Issues discussed	Location
14 & 15 Windsong Ln. Proposal is to purchase both lots; sell one and construct a new single family home	SFR	No	Subdividing or reconfiguring lots would require platting and ROW dedication to GCCDD along the creek; water is available across the street; nearest sewer is in Sunmeadow and would require acquisition of easements; septic system is an option – application to Galveston County Health District is required for septic; open ditch – no sidewalks required; can petition to GCCDD board to purchase regional detention, but it is not a guarantee; on-site detention, engineered drainage plan and drawing showing sheet flow required; property does contain several hazardous flood zones; elevation certificates required during construction; foundation of any new structures required to meet current flood ordinance; Fire Marshal recommends a residential fire sprinkler and access for Fire Dept.	