



PLANNING & ZONING COMMISSION

**MINUTES OF A
SPECIAL & REGULAR MEETING
HELD MONDAY, OCTOBER 4, 2018
AT 7:00 PM**

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

SPECIAL MEETING AS CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

No quorum. Requires 6 members.

Regular Meeting

1. The Regular Meeting was called to order at 7:04pm with the following people in attendance:

Commissioner Richard Sasson	Commissioner Brett Banfield
Commissioner Lisa Lundquist	Commissioner Eric Guenther
Commissioner Marcus Perry	
Becky Summers, Development Coordinator	
Aubrey Harbin, Director of CDD/Planner	

Absent: City Attorney Fischer, Matranga, and Clark

2. Communication from the public/committee liaisons
(To comply with the provisions of the Open Meetings Act, the Commission may not deliberate on subjects discussed under this agenda item. However, the Commission may direct such subjects to be placed on a later regular Commission agenda for discussion and/or possible action.)

No public comments.

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 September 20, 2018 regular meeting

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 the **Preliminary Plat of Georgetown Boulevard Street Dedication Section 2**, a subdivision of 3.809 acres located in the Hooper and Wade Survey, Section 22, Abstract 491 and I&GN RR Co Survey, Block 1, Section 23, Abstract 624, Friendswood, Galveston County, Texas

Motion to approve: Banfield

Second: Perry

Vote: 5 to 0 Unanimous

Motion passed

Harbin explained the first plat in the new Georgetown Subdivision would be for the entry road, a boulevard. She said it is named Section 2 because the beginning of the road will be constructed in Alvin. She said the Commission would see this again at Final Plat.

5. Consideration and possible action regarding the **Preliminary Plat of Georgetown Section 1**, a subdivision of 15.144 acres located in the I&GN RR Co Survey, Block 1, Section 23, Abstract 624, Friendswood, Galveston County, Texas

Motion to approve: Guenther

Second: Lundquist

Vote: 5 to 0 Unanimous

Motion passed

Harbin explained this plat was the first residential section of the previously discussed development, Georgetown Subdivision. She said this section would contain 33 lots and staff only had minor, clerical comments. She reiterated the Commission would see the plat again during Final Plat.

Lundquist asked if the development would have sidewalks around the ponds. Harbin said the plat specifies sidewalks are required within reserves. Sasson said the subdivision had nice large, 90'x130' lots.

6. Consideration and possible action regarding the **Preliminary Plat of Georgetown Section 2**, a subdivision of 40.675 acres located in the Hooper and Wade Survey, Section 22, Abstract 491 and I&GN RR Co Survey, Block 1, Section 23, Abstract 624, Friendswood, Galveston County, Texas

Motion to approve: Banfield

Second: Lundquist

Vote: 5 to 0 Unanimous

Motion passed

Harbin said Section 2 of the same development had similar, clerical comments from staff. She said the second section contained 68 lots. Lundquist asked why the corner lots have Xs marked. Harbin explained that staff asked the developer if they wished to limit

driveway access on corner lots, to which they did, so staff marked the plans to add that restriction. Sasson asked what the open areas would look like. Harbin explained amenity buildings would be reviewed separately and the Commission would see a site plan for any recreation centers.

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

Thursday, October 18 – No Meeting – APA Conference

Thursday, November 1 – regular meeting

Monday, November 5 - Council

Thursday, November 15 – regular meeting

Motion to move Nov. 1 meeting to Nov. 5: Guenther

Second: Perry

Vote: 5 to 0 Unanimous

Motion passed

8. Communications

a. Commissioners - Lundquist asked for the KFB liaison information and Harbin said she would contact the KFB representative again.

Sasson said he watched the last Planning and Zoning meeting on YouTube and found the Commission has very poor microphone etiquette. He said he spoke with Jeff Newpher, the City's media specialist, and they thought it might be better to leave the microphones on during meetings rather than turning them on and off to speak.

b. Council Liaison – Sally Branson said she would like to be part of the Downtown District ordinance subcommittee.

c. Staff

Downtown District changes – Ordinance Subcommittee: Harbin said Summers is working on the Zoning Ordinance rewrite but the project is still at staff level. Harbin said she would lead the subcommittee in discussing the Downtown District changes while Summers works on the Zoning Ordinance.

Harbin stated the September 2018 DRC Report had been sent out.

8. The meeting was adjourned at 7:23pm.

These minutes respectfully submitted by:

Becky Summers

Becky Summers

Development Coordinator/P&Z Secretary