



PLANNING & ZONING COMMISSION

**MINUTES OF A
SPECIAL MEETING
HELD TUESDAY, DECEMBER 4, 2018
AT 6:00 PM**

**CITY PUBLIC LIBRARY
416 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TEXAS**

SPECIAL MEETING (RETREAT)

1. The Special Meeting was called to order at 6:00pm with the following people in attendance:

Commissioner Joe Matranga
Commissioner Lisa Lundquist
Commissioner Marcus Perry
Commissioner Dick Clark
Becky Summers, Development Coordinator

Commissioner Richard Sasson
Commissioner Brett Banfield
Commissioner Eric Guenther
Aubrey Harbin, Director of CDD/Planner

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. Consideration and possible action regarding establishing and prioritizing goals for the Planning and Zoning Commission.

Chairman Matranga brought several items up for discussion including:

- General Topics:
 - o Investigate if the Commissioners can receive the backup materials further ahead of the Commission meetings?
 - o Is it beneficial for Commissioners to have City of Friendswood email accounts to use for P&Z business to allow easy retrieval for any records request and easier access from the public?

- Comprehensive Plan: Before P&Z and Staff begin developing the process to update Friendswood's Comprehensive Plan, develop a summary of the pros and cons for review by the full Commission and ultimately present to Council to ensure that there is sufficient support.
- Downtown Planning Project: Invite the FDEDC to present their status and current plans to the Commission at a future P&Z meeting.
- Permitted Uses Table: Have the Downtown District subcommittee look into the Permitted Uses Table for downtown Friendswood.
- P&Z Commission Meeting Days
 - o Develop a summary of the impacts to the permitting process by changing the P&Z regular meetings to 2nd and 4th Mondays.
 - o The Ordinance Subcommittee will develop the pros and cons of moving the regular meeting day for review by the full Commission.
- Zoning Ordinances Update: A general zoning ordinance review will be a focus in 2019
- Scenic City Designation: Develop and present for approval the necessary ordinance changes to improve Friendswood's Scenic City designation ahead of the needed January 2019 City Council approval request and the March 2019 application.

4. The Special Meeting adjourned at 8:00pm.