

THURSDAY, SEPTEMBER 26, 2019 BEGINNING AT 7:00 PM MINUTES OF A REGULAR MEETING OF THE CITY OF FRIENDSWOOD PLANNING AND ZONING COMMISSION, TO BE HELD , IN THE COUNCIL CHAMBERS AT CITY HALL LOCATED AT 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS.

MINUTES

1. Call to order

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, SEPTEMBER 26, 2019, AT 07:03 PM IN THE COUNCIL CHAMBERS AT CITY HALL LOCATED AT 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS,

CHAIRMAN JOE MATRANGA
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER BRETT BANFIELD
COMMISSIONER RICHARD CLARK
COMMISSIONER ERIC GUENTHER
COMMISSIONER LISA LUNDQUIST
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
DEVELOPMENT COORDINATOR BECKY BENNETT

ABSENT: FISCHER, PERRY

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.

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 12, 2019, regular meeting

****Commissioner Lisa Lundquist moved to approve Minutes from September 12, 2019, regular meeting .**

Seconded by Commissioner Brett Banfield. The motion was approved unanimously.

4. Action Items

Action Items According to the Planning and Zoning Rules of Procedure (R2019-15), 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.

A. Consideration and possible action regarding a site plan for E Squared Marine to be located at 4440 FM 2351

Harbin introduced a proposed office building for E Squared Marine to be located in Industry Park Friendswood at 4440 FM 2351. She said the company is currently leasing in Friendswood and the new building would allow them to consolidate their personnel.

Jeff Robinson/Northwinds Construction said he will be the contractor for the new building. He explained it would be an 8,000 square foot office building. Lundquist asked if the building would contain storage also. Robinson said it would only be office space.

Clark asked how many employees would be on site. Robinson said he was unsure.

Sasson questioned how many trees would be planted. Summers explained four trees would be mitigated for on site.

Matranga asked if the dumpster enclosure would be opaque. Robinson answered the enclosure would have a sliding gate.

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

**A. Thursday, October 17, 2019 - regular meeting
Thursday, October 24, 2019 – regular meeting**

6. Communications

A. Commissioners (suggestions for future agenda items and general comments; updates from liaison assignments)

Lundquist reported on the Keep Friendswood Beautiful meeting where she said they discussed upcoming events such as Art in the Park, Fall Haul, Santa in the Park, the Speakeasy Gala, and a canoe regatta. Lundquist also mentioned Fairy Trails being installed in the parks, the rain barrel event, the dog park grand opening, and a ribbon cutting at 1776 Park for the new kayak launch.

Matranga announced a P&Z retreat was being planned for December.

B. Planning Subcommittee

No comments.

C. Ordinance Subcommittee

No comments.

D. Council Liaison – Trish Hanks

Councilperson Branson attended as liaison and did not have any comments.

E. Staff - commercial and residential project updates; City Council action and ordinance updates

Harbin said the subcommittees would begin meeting again. She said she was hoping to have some direction from Council after their next meeting regarding a Comprehensive Plan. She said other things to work on will be changing the Zoning Board of Adjustment regulations to be more in line with state regulations. Harbin stated that following the state's adoption of several house bills, the subdivision and zoning ordinances will need some updates.

Harbin announced the City would be receiving a TxDOT grant that would install accessible sidewalks in the Downtown District along FM 518. She said the grant would include 6-foot concrete sidewalks with 1-foot pavers on each side and several traffic light replacements. Harbin explained the City's responsibility would be to obtain any private easements necessary for sidewalk installation.

Harbin provided an update on commercial projects saying the four story building at 505 South Friendswood was making progress. She also said the Chipotle Mexican Grill had their walls up.

7. Adjournment

The regular meeting adjourned at 7:40pm.

8. Call to Order: Work Session - 2nd Floor Conference Room immediately following the regular meeting

The work session was called to order at 7:48pm.

A. Training Session 1: Discussion and presentation on City of Friendswood departments, boards and commissions, development processes, and City resources

Attended by Commissioners Lundquist, Matranga, Guenther, Clark, and Banfield and Councilperson Erenwert plus staff Harbin and Summers.

9. Adjourn Work Session

The work session adjourned at 8:39pm.