



**CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, FEBRUARY 13, 2020 - 7:00 PM**

MINUTES

MINUTES OF A FRIENDSWOOD REGULAR MEETING HELD AT 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS

1. Call to order

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, FEBRUARY 13, 2020, AT 07:01 PM 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS,

CHAIRMAN JOE MATRANGA
VICE-CHAIRMAN RICHARD SASSON
COMMISSIONER BRETT BANFIELD
COMMISSIONER MARCUS PERRY
COMMISSIONER ERIC GUENTHER
COMMISSIONER LISA LUNDQUIST
CITY ATTORNEY MARY KAY FISCHER
DIRECTOR OF CDD/PLANNER AUBREY HARBIN
DEVELOPMENT COORDINATOR BECKY BENNETT
COUNCIL LIAISON TRISH HANKS

ABSENT: CLARK

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)

No public comments.

3. Public Hearing

A. Receive comments, both oral and written regarding:

Proposed amendments to Appendix C, Zoning Ordinance Sections 10-12 regarding board of adjustment establishment and procedure, powers and duties, and appeals from the board of adjustment and Section 20, Definitions, to be consistent with state law, particularly Chapter 211 of the Local Government Code

Harbin explained the proposed amendments have been discussed by the Commission previously at a few meetings. She said the changes require public hearings and two readings with Council. She said the Commission will be voting on this further down the agenda. Harbin explained the proposal is to bring the city ordinance regarding the Zoning Board of Adjustment's authority more inline with state law. She said the changes would be to remove city requirements that exceed the state requirements. Harbin explained the other change is to move information regarding variances from the definition section to the variance section.

No public comments.

B. Receive comments, both oral and written regarding:

Proposed amendments to Appendix C, Zoning Ordinance, Section 7. P. 6. Permitted Use Table regarding changes for NAICS Use #447 Gasoline Stations, #511 Publishing Industries, and #713940 Fitness and Recreational Sports Centers

Harbin stated this item had also been discussed at previous meetings and will be voted on later tonight. She said that recommendation will then be forwarded to City Council for their consideration. Harbin explained the changes include not permitting gas stations in the Downtown District; permitting publishing industries in Community Shopping Center and the Downtown District; also in the Downtown District, to allow fitness and recreation centers by right.

No public comments.

4. 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.

****Commissioner Marcus Perry moved to approve Consent Agenda. Seconded by Vice-Chairman Richard Sasson. The motion was approved unanimously.**

A. Sterling Creek Section 4 Final Plat

B. Minutes of the Regular Meeting held on January 23, 2020

5. 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.

A. Consideration and possible action regarding a proposed site plan amendment at 107 W. Heritage Drive, to amend the type of fence material

****Commissioner Brett Banfield moved to approve Consideration and possible action regarding a proposed site plan amendment at 107 W. Heritage Drive, to amend the type of fence material. Seconded by Commissioner Eric Guenther. The motion was approved unanimously.**

Harbin said the previously approved site plan included special approval for gates to be constructed with wood material. She said since then, the owner has spoken to several contractors whom have said the wood will be too heavy on 12' gates and will create sagging in the future. Harbin explained the owner is asking for approval on R panel gates instead, which will match the building and help the gates last longer.

Charlotte Grindstaff/owner explained that her husband is still at work, and this is his project, but she would try to answer questions for the Commission. She said she thinks the R panels will look better and be lighter.

Banfield agreed and said the wood fence would be heavy on that length of gate and deteriorate quickly.

Eric asked what is the material is. Matranga said R panel is made of steel and can be many colors.

Marcus asked which pattern and color would be used. Mrs. Grindstaff said her understanding is the gates will match the building. Harbin read Mr. Grindstaff's email included in the back up material. The email confirmed the gates would match the building.

Lundquist stated the r panels would be better than the cedar fence. Sasson agreed.

- B. Consideration and possible action regarding site plan approval for a proposed gas station at 2210 S. Friendswood Drive (This site plan was approved previously, as well as an extension, but the extension expired requiring a new approval.)

**Commissioner Marcus Perry moved to approve Consideration and possible action regarding site plan approval for a proposed gas station at 2210 S. Friendswood Drive. Seconded by Commissioner Brett Banfield. The motion was approved unanimously.

Harbin stated this item is to consider the gas station that was previously approved to be constructed close to West Ranch. She said the driveway has been installed with an approved TxDot permit. Harbin explained the building permits were picked up and paid for in July 2019 but the owner is just now approaching the point to begin construction. She explained that since then, all the underlying approvals have expired. She said the civil plans were extended by Galveston County Consolidated Drainage District and re-signed by the city's Engineering and Public Works departments. Harbin also said building permits have been extended.

Perry amended his motion to include mitigation for 12 trees, as was included in the original approval.

- C. Consideration and possible action regarding a recommendation to City Council for the proposed amendments to Appendix C, Zoning Ordinance Section 10-12 regarding board of adjustment establishment and procedure, powers and duties, and appeals from the board of adjustment and Section 20, Definitions, to be consistent with state law, particularly Chapter 211 of the Local Government Code

**Commissioner Eric Guenther moved to approve Consideration and possible action regarding a recommendation to City Council for the proposed amendments to Appendix C, Zoning Ordinance Section 10-12 regarding board of adjustment establishment and procedure, powers and duties, and appeals from the board of adjustment and Section 20, Definitions, to be consistent with state law, particularly Chapter 211 of the Local Government Code. Seconded by Commissioner Lisa Lundquist. The motion was approved unanimously.

Harbin had no additional information.

- D. Consideration and possible action regarding a recommendation to City Council for the proposed amendments to Appendix C, Zoning Ordinance, Section 7. P. 6. Permitted Use Table regarding changes for NAICS Use #447 Gasoline Stations, #511 Publishing Industries, and #713940 Fitness and Recreational Sports Centers

**Commissioner Lisa Lundquist moved to approve Consideration and possible action regarding a recommendation to City Council for the proposed amendments to Appendix C, Zoning Ordinance, Section 7. P. 6. Permitted Use Table regarding changes for NAICS Use #447 Gasoline Stations, #511 Publishing Industries, and #713940 Fitness and Recreational Sports Centers . Seconded by Vice-Chairman Richard Sasson. The motion was approved unanimously.

Harbin had no additional information.

6. Discussion Items

- A. Presentation by Samantha Haritos, Deputy City Engineer, regarding updates on drainage plans for the City
Samantha Haritos presented.

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

Several commissioners said they would be out of town during Spring Break.

- A. Thursday, February 27 - Regular Meeting
Thursday, March 12 - Regular Meeting

8. Communications

- A. From Commissioners - suggestions for future agenda items, general comments and/or updates from liaison assignments

Matranga announced he will be giving the Planning and Zoning Commission update at the March 2nd Council meeting. He said the Workshop Items have been typed up and passed out. He explained it is a road map of the year to come.

- B. From Planning Subcommittee – update on tasks

No comments.

- C. From Ordinance Subcommittee – update on tasks

Bennett said the Subdivision Ordinance changes are being reviewed by senior staff and then the subcommittee can set up to meet and discuss.

- D. From City Council Liaison, Trish Hanks - general comments and communication from City Council

Hanks said Council had the opportunity to listen to Samantha Haritos talk about drainage at the retreat last Saturday. She said Harbin also presented ideas for a comprehensive plan and the process staff goes through. Hanks said they would like to hear about the comp plan at a Council meeting so the public can also hear.

E. From Staff - January DRC Report, commercial and residential project updates, City Council action and ordinance updates

Harbin said the January DRC report was included in the back up material. She said there were only a couple meetings, one of which staff met with DR Horton as a follow up meeting. Harbin said the homebuilder is now building in Friendswood Trails. She said she attended the Council retreat and hopes to come forward with a plan to update the comp plan soon. Harbin mentioned State of the City invites went out in the mail.

9. Adjournment

This meeting was adjourned at 08:22 PM.