CITY OF FRIENDSWOOD
PLANNING AND ZONING COMMISSION
THURSDAY, MARCH 26, 2020 - 7:00 PM

MINUTES

MINUTES OF A FRIENDSWOOD REGULAR MEETING HELD AT GOTOMEETING.COM (CONNECTION INFORMATION BELOW)

ONLINE MEETING INFORMATION

1. In accordance with the Texas Governor Abbott's suspension of various Open Meetings Act requirements pursuant to the Coronavirus Disaster Declaration (changes effective March 16, 2020 per TEX GOV'T CODE 418.016(e)), the Planning and Zoning Commission meeting will be held via teleconference. Connection information is below.

   Planning and Zoning Commission Meeting March 26, 2020
   Thu, Mar 26, 2020 7:00 PM - 9:00 PM (CDT)

   Please join my meeting from your computer, tablet or smartphone.

   https://global.gotomeeting.com/join/826397837

   You can also dial in using your phone.
   (For supported devices, tap a one-touch number below to join instantly.)

   United States: +1 (571) 317-3122
   - One-touch: tel:+15713173122,,826397837#

   Access Code: 826-397-837

   New to GoToMeeting? Get the app now and be ready when your first meeting starts: https://global.gotomeeting.com/install/826397837

PUBLIC HEARINGS

1. Call to order

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD PLANNING AND ZONING COMMISSION THAT WAS HELD ON THURSDAY, MARCH 26, 2020, AT 07:02 PM GOTOMEETING.COM (CONNECTION INFORMATION BELOW)

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

2. Receive comments, both oral and written regarding

   a. Lundy Lane Estates Replat, a subdivision of 7.61 acres in the B.S. & F. Survey No. 5, A-625, also being a replat of the Abrahamson Estates Subdivision recorded in Volume 18, Page 855 of the Map Records of Galveston County, City of Friendswood, Galveston County, Texas, property also known as 1922 Lundy Lane

Harbin explained the owners of 1922 Lundy Lane were proposing to subdivide the lot into three residential lots. She said the existing home would remain with access to Lundy Lane while the two new lots would have access via Schulte Lane. Harbin said the owners would be required to extend a water line to the new lots plus add a fire hydrant before the plat could be recorded.

Glen Dickson/resident asked if the new properties would have one or two driveways. Cathy Fontenot/Survey 1 stated each lot would most likely have its own driveway but that would be determined when the new lots were developed. Harbin added that any new driveway would require a culvert and need approval from the Galveston County Consolidated Drainage District (GCCDD).

b. A request to vacate a 0.1738 acre (7,569 SQ) portion of a 60` right-of-way of East Heritage Drive, being a portion of land out of Lot 1, Block 2, of Friendswood Subdivision, a subdivision according to the map or plat thereof recorded under Volume 254, Page 37 of the Galveston County Plat Records Friendswood, Galveston County, Texas.

Harbin explained First Baptist Church owns the four lots directly abutting the subject right-of-way (ROW). She said the ROW is unimproved and that the city has no plans to extend or utilize the land. Harbin said the church has long term plans to expand their campus and wishes to clean up this unused portion of ROW prior to platting.

Stephanie Kaup/architect said the church has no plans to develop this portion of land, just to consolidate the area.

3. Adjourn

This public hearing was adjourned at 07:11 PM.

REGULAR MEETING

1. Call to order

The regular meeting was called to order at 7:11 PM with the same people in attendance.

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 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 the regular meeting held Thursday, March 12, 2020

**Commissioner Marcus Perry moved to approve Minutes from the regular meeting held Thursday, March 12, 2020. Seconded by Commissioner Lisa Lundquist. The motion was approved unanimously.

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 the Lundy Lane Estates Replat, a subdivision of 7.61 acres in the B.S. & F. Survey No. 5, A-625, also being a replat of the Abrahamson Estates Subdivision recorded in Volume 18, Page 855 of the Map Records of Galveston County, City of Friendswood, Galveston County, Texas, property also known as 1922 Lundy Lane

**Commissioner Richard Clark moved to approve Consideration and possible action regarding the Lundy Lane Estates Replat, a subdivision of 7.61 acres in the B.S. & F. Survey No. 5, A-625, also being a replat of the Abrahamson Estates Subdivision recorded in Volume 18, Page 855 of the Map Records of Galveston County, City of Friendswood, Galveston County, Texas, property also known as 1922 Lundy Lane. Seconded by Commissioner Eric Guenther. The motion was approved unanimously.

Clark asked if the lots would be considered estate lots. Harbin said the properties are zoned Single Family Residential (SFR). Lundquist asked if the lots could be further subdivided. Harbin explained the GCCDD is requiring a 100-foot easement so there would not be much buildable room left to subdivide. She said any further subdivision would require another replat and PZ approval. Lundquist commented that even after subdividing into three lots, 2-acre properties are still large and in line with the surrounding properties.

Sasson asked what it would entail to convert Schulte Lane from a private road to a public road. Harbin said all the owners would need to participate in a replat to dedicate the land plus improve the road to meet city standards. She said it would be difficult but easements are being dedicated for long term utility plans and maybe a public street, eventually.

b. Consideration and possible action regarding a recommendation to City Council for the request to vacate a 0.1738 acre (7,569 SQ) portion of a 60` right-of-way of East Heritage Drive, being a portion of land out of Lot 1, Block 2, of Friendswood Subdivision, a subdivision according to the map or plat thereof recorded under Volume 254, Page 37 of the Galveston County Plat Records Friendswood, Galveston County, Texas.

**Commissioner Brett Banfield moved to approve Consideration and possible action regarding a recommendation to City Council for the request to vacate a 0.1738 acre (7,569 SQ) portion of a 60` right-of-way of East Heritage Drive, being a portion of land out of Lot 1, Block 2, of Friendswood Subdivision, a subdivision according to the map or plat thereof recorded under Volume 254, Page 37 of the Galveston County Plat Records Friendswood, Galveston County, Texas.. Seconded by Commissioner Lisa Lundquist. The motion was approved unanimously.

5. Communications

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

Lundquist said Keep Friendswood Beautiful did not meet due to current social distancing recommendations.

Banfield said a good job to Chairman Matranga and staff for setting up the online meeting. He reminded everyone to shop local, when possible. Matranga also thanked staff for setting up the online meeting.

b. From Planning Subcommittee – update on tasks

No comments.

c. From Ordinance Subcommittee – update on tasks

No comments.

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

Council Liaison Hanks said staff already had a pandemic plan and was prepared when the counties announced "stay at home" orders. She congratulated PZ Commission on holding an online meeting and stated the Commission was the only board to hold their meeting, so far.

e. From Staff - commercial and residential project updates, City Council action and ordinance updates

Harbin said staff received a few submittals that do have legal deadlines so the Commission may be meeting online again in April. Lundquist asked if the city could extend the deadlines for projects. Harbin explained the deadlines are state requirements and staff is attempting to keep projects moving. She said City Hall is closed to the public but staff is still working and accepting applications on line and via a drop box outside City Hall.

City Attorney Fischer congratulated the Commission and staff that the online meeting went well.

6. Adjournment

This meeting was adjourned at 07:33 PM.