JOINT PUBLIC HEARING

1. The Joint Public Hearing was called to order at 7:00pm with the following people in attendance:

   Chairman David O’Farrell
   Commissioner Sally Branson
   Commissioner Craig Lovell
   Commissioner Rhonda Neel
   Aubrey Harbin, City Planner
   Commissioner Rich Borghese
   Commissioner Arthur Triplette
   Commissioner Tony Annan
   Nick Haby, PIO/Planning Manager
   Becky Summers, Dev. Coordinator

1. Receive comments from the public, both oral and written, regarding:

   A. A zone classification change request at 402 E. Edgewood Dr., a .3857 acre tract of land out of Lot 21 of the Hoidale and Coffman Subdivision of the Northeast Part of the Perry and Austin League, Abstract 2, from Planned Unit Development/Specific Use Permit (PUD/SUP) 2013-13 to a revised Planned Unit Development/Specific Use Permit (PUD/SUP) to allow NAICS Uses #442 Furniture and Home Furnishings, #446 Health and Personal Care Stores and #448 Clothing and Clothing Accessory Stores

   Staff member Harbin stated this request was to amend an existing SUP that currently allows uses such as office, health care, real estate, finance and insurance. She said the existing two buildings would not be altered and have sufficient parking.

   No Public Comments made

2. The Joint Public Hearing of the Planning & Zoning Commission adjourned at 7:02pm.

REGULAR MEETING – 2nd floor conference room

1. The Regular Meeting was called to order at 7:04pm 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.)

None

3. Consent Agenda
   A. Approval of the minutes for the meeting held:
      1) September 17, 2015

      Motion to approve: Branson
      Second: Triplette
      Vote: 7/0 Unanimous

      Motion carried

4. Consideration and possible action regarding a zone classification change request at 402 E. Edgewood Dr., a .3857 acre tract of land out of Lot 21 of the Hoidale and Coffman Subdivision of the Northeast Part of the Perry and Austin League, Abstract 2, from Planned Unit Development/Specific Use Permit (PUD/SUP) 2013-13 to a revised Planned Unit Development/Specific Use Permit (PUD/SUP) to allow NAICS Uses #442 Furniture and Home Furnishings, #446 Health and Personal Care Stores and #448 Clothing and Clothing Accessory Stores

      Motion to approve: Branson
      Second: Lovell
      Vote: 7/0 Unanimous

      Motion carried

      Harbin explained there was an existing SUP on the property and a proposed tenant for the front building would like to open a clothing boutique. The tenant currently in the front building is constructing her own office on Melody Lane.

      Commissioner Neel asked if the surrounding properties were zoned CSC to which Harbin said the adjacent properties were PUD.

      Chairman O’Farrell provided some history on the area saying commercial use to be frowned upon by the nearby residents. He said the creation of PUDs and SUPs was to appease those homeowners with renderings of the proposed building elevations. He said the first building was constructed around 1989 and described the seller of the property.

      Commissioner Annan asked if the existing uses would remain on the property to which Harbin said the existing uses would remain and the requested uses would be in addition to. Annan asked if uses are ever stricken to which Harbin said not typically.

      Commissioner O’Farrell mentioned to the Commission that the proposed tenant would be selling new clothing, not resale items.

5. Consideration and possible action regarding proposed amendments to Appendix C Zoning Ordinance Section 7.P.6 Permitted Use Table regarding gas stations in Downtown District
Motion to discuss: Branson
Second: Borghese

No Action

Harbin said Commissioner Branson requested this agenda item at the last meeting to discuss banning Gas Stations within the Downtown District. She said there are other similar uses listed in the backup material but would need to be discussed at a later meeting.

Branson asked the Commission to think about what uses they would and would not like to see in Downtown. Brett Banfield/Friends of Downtown Friendswood Corp. said their group is interested in what would be the highest and best use along the main drag. Commissioner Borghese asked what the group considered “best”. Banfield said restaurants and businesses with good curb appeal would be ideal. Commissioner Neel said a business’ taxable income should be taken into consideration. Borghese said gas stations bring in a lot of money. Banfield said the income is primarily from the convenience store side, not the gas sales themselves. Lovell mentioned some businesses act as detractors to other businesses. He agreed to move the less desirable businesses outside of the main street.

Neel asked how many lots would be impacted by the proposed change. Harbin stated all the lots would be impacted because gas stations are a permitted use in Downtown District, Commercial Shopping Center, Neighborhood Commercial and Light Industrial, all of which run along Friendswood Drive.

Annan suggested making gas stations require a Specific Use Permit to allow the Commissioner discretion whether or not to allow it. Harbin reminded the Commission that City Council has the final say in regards to SUPs and zone changes. Haby said denying an SUP without a solid reason could open the City up to litigation.

Lovell said he was in favor of the most restrictive option. He stated there is a lot of work going into revitalizing the Downtown District and gas stations create a lot of light pollution. O’Farrell told the Commission about a recent trip he made near the Canadian border and the visual impact he observed while walking their downtown area and coming across a gas station.

Neel asked why the use is allowed currently. Harbin stated the Commission reviewed the Permitted Use Table (PUT) in depth recently but there was not a focus on Downtown at that time. Haby stated the PUT is to be reviewed annually and is always a work in progress.

O’Farrell asked Harbin how many requests for gas stations had been made recently. Harbin said she has talked to two or three developers for gas stations plus a potential car wash. Annan said the primary income for a gas station is their convenience store which would be good for the City financially. He mentioned the restaurant Rudy’s that also has gas pumps out front. He cautioned the Commission against boxing themselves in and losing potential businesses.

Harbin stated they could discuss additional prohibited uses at the next meeting.
6. Consideration and possible action regarding proposed amendments to **Design Criteria Manual Appendix E Downtown** District Amenities (Resolution 2011-24)

**Motion to discuss:** Branson  
**Second:** Borghese  

**No Action**

Branson said she would like to bring in Keep Friendswood Beautiful (KFB) for their opinion on changes to Downtown amenities to make it a team effort. Harbin stated that KFB co-wrote the original Appendix E and thought that would be a good idea. Harbin went over some of the draft changes and language, primarily that P&Z could approve alternate products/materials.

Annan said there are pros and cons to regulating construction materials. He said consistency is a good aspect while the potential for vendors to increase prices is a downside. He advised picking products that were available through multiple vendors. O’Farrell said the reasoning for allowing the Commission to approve alternate products is to avoid price-gouging and allow for change is products are discontinued.

Lovell suggested having a standard for the type of LED bulbs to be used. O’Farrell suggested KFB do some research with the Friends of Downtown Friendswood.

Annan said the City of Pearland buys their amenities in bulk then the developer buys from the City to maintain uniformity. Harbin acknowledged the problem with individuals buying amenities is the lack of consistency. She suggested inviting KFB to the next P&Z meeting.

7. Consideration and possible action regarding the **2015 P&Z Liaison Schedule** appointments

O’Farrell said he had not heard any opposition on the appointments.

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

Harbin said the next regular meeting is scheduled for October 15th with discussion items only followed by the Zoning Ordinance work session.

**Motion to move Nov 5th meeting to Nov 2nd due to JPH:** Branson  
**Second:** Neel  

**Vote:** 7/0 Unanimous

9. Communications from the Commission

Branson said a small group went to Tomball and heard about their Downtown revitalization success. She said they started with a signature restaurant as an anchor. Friends of Downtown Friendswood is working on getting the mayor of Tomball to come speak with Friendswood’s City Council.
Lovell said the Library construction is going well despite some bad weather. He said their checkout statistics are on line with last year’s numbers even though the restrooms and parking lot have been closed. He encouraged everyone to purchase fundraising pavers for $100 each.

Neel said she attended the Keep Friendswood Beautiful meeting where they talked about the suggested changes to the Design Criteria Manual. She stated the Parks and Rec Board would be consolidated under KFB.

Triplette said the Galveston County Consolidated Drainage District is run very well and Joseph Anderson/GCCDD is doing a great job.

Borghese is on the CBOA and ZBOA, neither of which had met this past month. Harbin stated she has not known the CBOA to meet in the nine years she has been on staff.

Annan announced the Commercial and Economic Development Committee would be sponsoring the Commercial Broker and Developer Day.

O’Farrell said he attended the Tomball Downtown talk and was impressed with how much their Mayor had accomplished in transforming the downtown area. He said he was hopeful she would come speak with Friendswood’s City Council.

10. Reports
   A. Council Liaison – not present
   B. Staff - Harbin said the DRC report would be coming out soon. She reminded the Commission about the upcoming APA conference Thursday and Friday and the Bus Tour November 5th.

11. The Regular Meeting of the Planning & Zoning Commission adjourned at 7:58pm.

These minutes respectfully submitted by:

Becky Summers

Becky Summers
Development Coordinator/P&Z Secretary