

**CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
November 26, 2018**

The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription.

A regular meeting of the Brenham Planning and Zoning Commission was held on November 26, 2018 at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

Nancy Low, Chairman
Deanna Alfred, Vice Chairman
Keith Behrens
Leroy Jefferson
Calvin Kossie
Lynnette Sheffield
Marcus Wamble

Commissioners absent:

None

Staff present:

Lori Sanguedolce, City Engineer/Director of Development Services
Stephanie Doland, Assistant Director of Development Services
Lowell Ogle, Assistant City Manager – Public Utilities
Kim Hodde, Planning Technician

Citizens present:

None

1. Call Meeting to Order

Chairman Low called the meeting to order at 5:15 pm with a quorum of seven (7) Commissioners present.

2. Public Comments

There were no public comments.

3. Reports and Announcements

Stephanie Doland informed the Board that there will be a joint City Council/Board of Adjustment/Planning and Zoning Commission meeting on December 6, 2018 from 11:00 am – 1:00 pm to discuss the Comprehensive Plan Advisory Committee (CPAC) and process, etc. for preparation and planning of the new comprehensive plan for the City of Brenham.

CONSENT AGENDA

4. Statutory Consent Agenda

The Statutory Agenda includes non-controversial and routine items that the Commission may act on with one single vote. A Commissioner may pull any item from the Consent Agenda in order that the Commission discuss and act upon it individually as part of the Regular Agenda.

4-a. Minutes from the October 22, 2018 Planning and Zoning Commission Meeting

Chairman Low asked for any corrections or additions to the minutes as presented. A motion was made by Commissioner Sheffield and seconded by Commissioner Kossie to approve the minutes from the October 22, 2018 meeting, as presented. The motion carried unanimously.

REGULAR MEETING

- 5. Discussion and Possible Action on Case No. P-18-018: A request for approval of a Final Plat to form the Pelayo Subdivision, being a subdivision of 0.437 acres of land consisting of proposed Lots 1-3 located at 613/703/705 Campbell Street, situated in the A. Harrington Survey, A-55, in the City of Brenham, Washington County, Texas**

Stephanie Doland presented the staff report for Case No. P-18-018 (on file in the Development Services Department).

A motion was made by Commissioner Alfred and seconded by Commissioner Jefferson to approve the Final Plat to form the Pelayo Subdivision, as presented. The motion carried unanimously.

- 6. Public Hearing, Discussion and Possible Action on Case No. P-18-025: A request to amend the City of Brenham's Code of Ordinances, Appendix A: Zoning, Part II, Division 2, Section 1.02 Permitted Uses - to allow accessory dwelling units (ADU) as a permitted use in the R-1, R-2, and B-1 Zoning Districts and to define accessory dwelling units (ADU) in Appendix A, Part I, Section 5.02.**

Chairman Low informed the Board that Item Number 6, Case No. P-18-025, with the permission of the applicant, would not be discussed at this meeting but would be moved to a later Planning and Zoning Commission meeting.

- 7. Public Hearing, Discussion and Possible Action on Case No. P-18-026: A request to amend the City of Brenham's Code of Ordinances, Chapter 23 – Subdivisions, Section 23-22(1) to remove the 25' minimum building setback for lots that abut a collector or arterial street and to re-establish setback requirements for property adjacent to major thoroughfares in Appendix A, Part II, Division 1, Section 17.**

Stephanie Doland presented the staff report for Case No. P-18-026 (on file in the Development Services Department). Under the current ordinance, variances to the above-mentioned section must be considered by the Board of Adjustment, Planning and Zoning Commission and City Council; therefore, staff is recommending the following:

Chapter 23 – Subdivisions, delete and renumber subsequent sections:

Section 23-22 (1)L-Lots on arterial and collector streets. The building setback line shall not be closer than twenty-five (25) feet from the side of a lot which abuts a collector or an arterial street.

Appendix A – Zoning, insert the following language in Appendix A, Part 2, Division 1:

Section 17.05: Lots on arterial streets. The building setback line shall not be closer than twenty-five (25) feet from the side of a lot which abuts an arterial street.

There were no public comments.

A motion was made by Commissioner Behrens and seconded by Commissioner Wamble to approve an amendment the City of Brenham's Code of Ordinances, Chapter 23 – Subdivisions, Section 23-22(1) to remove the 25' minimum building setback for lots that abut a collector or arterial street and to re-establish setback requirements for property adjacent to major thoroughfares in Appendix A, Part II, Division 1, Section, as presented. The motion carried unanimously.

It was noted that previously when on Item No. 7, the Public Hearing was “formally” opened. Ms. Doland asked the Chairman Low to go back to Item 7 and re-open the public hearing.

Chairman Low opened the Public Hearing at 5:32 pm and asked for any comments. There were no public comments.

Chairman Low closed the Public Hearing at 5:32 pm and re-opened the Regular Session. Commissioner Behrens and Commissioner Wamble stated that their motion still stands for item number 7. The motion carried unanimously.

- 8. Public Hearing, Discussion and Possible Action on Case No. P-18-027: A request for an Amendment to the Official Zoning Map of the Code of Ordinances to change the zoning of a 0.4884-acre tract of land, being addressed as 1008 Burluson Street and described as Tract 337 of the Arrabella Harrington Survey A-55, R#43276 (WCAD) in Brenham, Washington County, Texas from an Industrial Use District (I) to a Mixed Residential Use District (R-2).**

Stephanie Doland presented the staff report for Case No. P-18-027 (on file in the Development Services Department).

Staff received two (2) citizen calls requesting more information on this request. Both were in support of the rezoning for a single-family residential use.

Chairman Low opened the Public Hearing at 5:30 pm and asked for any comments. There were no public comments.

Chairman Low closed the Public Hearing at 5:30 pm and re-opened the Regular Session.

A motion was made by Commissioner Alfred and seconded by Commissioner Wamble to approve the zone change request for a 0.4884-acre tract of land, being addressed as 1008 Burleson Street and described as Tract 337 of the Arrabella Harrington Survey A-55, R#43276 (WCAD) in Brenham, Washington County, Texas from an Industrial Use District (I) to a Mixed Residential Use District (R-2), as presented. The motion carried unanimously.

9. Public Hearing, Discussion and Possible Action on Case No. P-18-028: A request for an Amendment to the Official Zoning Map of the Code of Ordinances to change the zoning of a 15.36 acre tract of land, being addressed as 2834 Industrial Boulevard and described as part of Tract 447 of the Phillip Coe Survey, A-31, R#465470 (WCAD), in Brenham, Washington County, Texas from an Industrial Use District (I) to a Manufactured Home Residential Use District (R-3).

Stephanie Doland presented the staff report for Case No. P-18-028 (on file in the Development Services Department).

Chairman Low asked if there would only be one point of ingress/egress. Ms. Sanguedolce replied that if the development is over thirty (30) lots, they would have to tie-in to one of the other access points.

Chairman Low opened the Public Hearing at 5:40 pm and asked for any comments. There were no public comments.

Chairman Low closed the Public Hearing at 5:40 pm and re-opened the Regular Session.

A motion was made by Commissioner Kossie and seconded by Commissioner Behrens to approve the zone change request for a 15.36 acre tract of land addressed as 2834 Industrial Boulevard from an Industrial Use District (I) to a Manufactured Home Residential Use District (R-3), as presented. The motion carried unanimously.

10. Adjourn

Chairman Low adjourned the meeting at 5:45 pm.

The City of Brenham appreciates the participation of our citizens, and the role of the Planning and Zoning Commissioners in this decision-making process.

Certification of Meeting Minutes:

Planning and Zoning Commission

Nancy Low
Chairman

December 17, 2018
Meeting Date

Attest

Kim Hodde
Staff Secretary

December 17, 2018
Meeting Date