

**CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
October 23, 2023**

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 October 23, 2023, at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

Deanna Alfred, Vice Chair
Chris Cangelosi
Calvin Kossie
Cayte Neil
Cyndee Smith

Commissioners absent:

M. Keith Behrens, Chairman
Darren Heine

Staff present:

Shauna Laauwe, City Planner
Kim Hodde, Planning Technician

Citizens / Media present:

Donald W. Lampe

1. Call Meeting to Order

Vice Chairman Alfred called the meeting to order at 5:15 pm with a quorum of five (5) Commissioners present.

2. Public Comments

There were no public comments.

3. Reports and Announcements

Shauna Laauwe, City Planner, informed the Board of the following:

- Cyndee Smith was introduced as the newest Board member. Ms. Smith will serve Artis Edwards, Jr's unexpired term.
- CIAC (Impact fee group) will hold the next meeting on Tuesday, October 24th at 1:00 pm.
- Stephanie Doland had a baby boy, Spencer James, on October 3rd. Mom and baby are doing well. Stephanie will be back part-time in mid-December then full time in January 2024

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 September 18, 2023, Joint Meeting of the Planning and Zoning Commission, Brenham City Council, Tax Increment Reinvestment Zones (TIRZ) Number 1 Board, and the Small Area Plan Project Working Group.

4-b. Minutes from the September 25, 2023, Planning and Zoning Commission Meeting.

Vice Chairman Alfred called for a motion for the statutory consent agenda. A motion was made by Commissioner Kossie and seconded by Commissioner Neil to approve the Statutory Consent Agenda (Items 4-a to 4-b), as presented. The motion carried unanimously.

REGULAR SESSION

5. Public Hearing, Discussion and Possible Action on Case No. P-23-038: A request by Karl T. and Frances Frederick for approval of a Replat of Lots 8 and 10, and part of an abandoned Alleyway, Block M, of Washington Park Addition to create Lot 8A, Block M, being 0.366-acres currently addressed as 1708 Church Street, and further described as part of the A. Harrington Survey, A-55, in Brenham, Washington County, Texas.

Shauna Laauwe, City Planner, presented the staff report for Case No. P-23-038 (on file in the Development Services Department). Ms. Laauwe stated that the property owners and applicants are Karl T. and Frances Frederick. The property is currently lots 8 and 10 and a portion of an abandoned alleyway, Block M of the Washington Park Addition. The current land use is single-family residential and the future land use designation is single-family residential. The current zoning is R-1, Single Family Residential Use District. The property is located on the northwest corner of Church Street and W. Lubbock Street and is currently addressed as 1708 Church Street. The property owners would like to replat the two existing properties and the portion of the abandoned alleyway into one lot in order to construct an accessory structure (garage) on the 2nd lot. An accessory structure is required to be an accessory use to a principal structure/residence and cannot be located on a lot by itself; therefore, creating the need to replat. In addition to combining this property into one lot, this plat also dedicates a 10-foot public utility easement along Church Street.

A Public Hearing Notice was published in the Banner Press on October 2, 2023 and notices were mailed to property owners within 200-feet of the subject properties. Staff did not receive any written comments in support of or against the request.

Engineering and Development Services have reviewed the proposed Replat/Final Plat for compliance with the City of Brenham's applicable regulations and ordinances and recommends **approval**.

Vice Chairman Alfred closed the regular session and opened the public hearing at 5:20 pm. There were no citizen comments.

Vice Chairman Alfred closed the public hearing and re-opened the regular session at 5:21 pm.

A motion was made by Commissioner Cangelosi and seconded by Commissioner Kossie to approve the request by Karl T. and Frances Frederick for approval of a Replat of Lots 8 and 10, and part of an abandoned Alleyway, Block M, of Washington Park Addition to create Lot 8A, Block M, as presented. The motion carried unanimously.

6. Public Hearing, Discussion and Possible Action on Case No. P-23-039: A request by Continental Homes of Texas for approval of a Replat of Lots 44-49 of Block 8 of the Liberty Village Subdivision, Phase 2 to create Lots 44A, 45A, 46A, 47A, 48A, 49A, and Common Area #8 for the purpose of a retaining wall (0.069-acres), being a total of 0.966-acres currently addressed as 611, 609, 607, 605, 603, and 601 LeGrand Street, respectively, and further described as part of the A. Harrington Survey, A-55, in Brenham, Washington County, Texas.

Shauna Laauwe, City Planner, presented the staff report for Case No. P-23-039 (on file in the Development Services Department). Ms. Laauwe stated that the property owner and applicant is Continental Homes of Texas. The property is currently identified as Lots 44-49 of Block 8 of the Liberty Village Subdivision. The property is zoned as a Planned Development District and the property is currently vacant land. The future land use designation is single-family residential. The properties are currently addressed as 611, 609, 607, 605, 603, and 601 LeGrand Street, being a total of 0.966-acres. The lots are proposed to be developed as single-family homes. During preparation for grading, it was discovered that a retaining wall would be necessary to be constructed along the south property line of the lots. This replat, reconfigures the lots to allow for the retaining wall (0.069-acres) to be within a new common area (Common Area #8) that would be maintained by the Homeowners Association. The replat creates Lots 44A, 45A, 46A, 47A, 48A, 49A, and Common Area #8, of Block, being a total of 0.966-acres.

A Public Hearing Notice was published in the Banner Press on October 2, 2023 and notices were mailed to property owners within 200-feet of the subject properties. Staff did not receive any written comments in support of or against the request.

Engineering and Development Services have reviewed the proposed Replat/Final Plat for compliance with the City of Brenham’s applicable regulations and ordinances and recommend **approval**.

Vice Chairman Alfred closed the regular session and opened the public hearing at 5:24 pm. There we no citizen comments.

Vice Chairman Alfred closed the public hearing and re-opened the regular session at 5:24 pm.

A motion was made by Commissioner Kossie and seconded by Commissioner Neil to approve the request by Continental Homes of Texas for approval of a Replat of Lots 44-49 of Block 8 of the Liberty Village Subdivision, Phase 2 to create Lots 44A, 45A, 46A, 47A, 48A, 49A, and Common Area #8 for the purpose of a retaining wall, as presented. The motion carried unanimously.

7. Adjourn.

A motion was made by Commissioner Cangelosi and seconded by Commissioner Smith to adjourn the meeting at 5:25 pm. The motion carried unanimously.

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:

M. Keith Behrens
Planning and Zoning Commission

Kim Hodde
Attest

M. Keith Behrens
Chair

Kim Hodde
Staff Secretary

November 27, 2023
Meeting Date

November 27, 2023
Meeting Date