



**NOTICE OF A REGULAR MEETING
BRENHAM PLANNING AND ZONING COMMISSION
MONDAY, MAY 22, 2023, AT 5:15 PM
SECOND FLOOR CITY HALL BUILDING
COUNCIL CHAMBERS
200 W. VULCAN STREET
BRENHAM, TEXAS**

1. Call Meeting to Order

2. Public Comments

[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.]

3. Reports and Announcements

CONSENT AGENDA

4. Statutory Consent Agenda

The Statutory Consent 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 April 24, 2023, Planning and Zoning Commission Meeting.

REGULAR AGENDA

5. Public Hearing, Discussion and Possible Action on Case Number P-23-020: A request by Victory Family Fellowship of Brenham (Tract 1) and Megan D. and Trevor Bain (Tract 2) for approval of a Replat of Tracts 1 and 2 of the Schulz Subdivision to create Tract 1A (1.231-acres) and Tract 2A (1.530-acres), being a total of 2.761-acres currently addressed as 130 and 154 Lounge Road, respectively, and further described as part of the A. Harrington Survey, A-55, in Brenham, Washington County, Texas.

6. Adjourn

CERTIFICATION

I certify that a copy of the May 22, 2023 agenda of items to be considered by the Planning & Zoning Commission was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on May 18, 2023 at 4:40 p.m.

Kim Hodde

Kim Hodde, Planning Technician

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the Planning and Zoning Commission was removed by me from the City Hall bulletin board on the _____ day of _____, 2023 at _____.

Signature

Title

**CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
April 24, 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 April 24, 2023, at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

M. Keith Behrens, Chairman
Deana Alfred, Vice Chair
Chris Cangelosi
Artis Edwards, Jr.
Darren Heine
Calvin Kossie
Cayte Neil

Commissioners absent:

None

Staff present:

Stephanie Doland, Development Services Director
Shauna Laauwe, City Planner
Kim Hodde, Planning Technician

Citizens / Media present:

| | |
|---------------------|---------------------|
| Greg Rybarski | Karl Johnson |
| Donald Dawson | J.D. Schindler, Jr. |
| Heather Geisendorff | |

1. Call Meeting to Order

Chairman Behrens called the meeting to order at 5:24 pm with a quorum of seven (7) Commissioners present.

2. Public Comments

There were no public comments.

3. Reports and Announcements

Stephanie Doland reported on the following:

- Housing Task Force workshop was held. Staff are putting together a timeline for the items. Any Zoning Ordinance updates will come back before the Planning and Zoning Commission.
- A service contract was approved for Strand Associates to perform an Impact Fee study.
- An online permitting program (Accela) is being developed. Staff is hopeful to go-live later this summer.

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 March 27, 2023, Planning and Zoning Commission Meeting.**
- 4-b. **Case No. P-23-013: A request by the City of Brenham for approval of a Preliminary Plat creating Lot 1, Block 1 of the Brenham Family Park Subdivision, being 112.013-acres of land out of the Hiram Lee Survey, A-76, in Brenham, Washington County, Texas.**
- 4-c. **Case No. P-23-014: A request by the City of Brenham for approval of a Final Plat creating Lot 1, Block 1 of the Brenham Family Park Subdivision, being 112.013-acres of land out of the Hiram Lee Survey, A-76, in Brenham, Washington County, Texas.**
- 4-d. **Case No. P-23-015: A request by the North Park Development, LLC for approval of a Preliminary Plat creating Lot 1, Lot 2, and Lot 3 of the North Park Development, being 7.508-acres of land out of the A. Harrington Survey, A-55, in Brenham, Washington County, Texas.**
- 4-e. **Case No. P-23-016: A request by the North Park Development, LLC for approval of a Final Plat creating Lot 1, Lot 2, and Lot 3 of the North Park Development, being 7.508-acres of land out of the A. Harrington Survey, A-55, in Brenham, Washington County, Texas.**

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

REGULAR SESSION

- 5. **Public Hearing, Discussion and Possible Action on Case Number P-23-017: A request by Chris and DeeAnna Marek for approval of a Replat of a portion of Lot 3A and Lot 4A of the Original Town Lot 91 to create Lot 3B of the Original Town Lot 91, being 0.386-acres, currently addressed as 604 S. Baylor 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-23-017 (on file in the Development Services Department). Ms. Laauwe stated that the subject property is currently platted as Lot 3A to the north and Lot 4A to the south. The owners/applicants, Chris and DeeAnna Marek, want to combine the two lots to make one lot (proposed Lot 3B) being 0.386-acres. A variance was granted by the Board of Adjustment on April 10, 2023 to legitimize the existing lot depth of 102.72. This replat removes the existing lot/deed line and also dedicates a 15-foot Public Utility Easement along S. Baylor Street.

Public Notice was posted in the Banner Press and property owners within 200-feet were mailed notices on April 5, 2023. Staff did not receive any written comments for or against this replat request.

Development Services and Engineering reviewed this replat for compliance with the City of Brenham's regulations and ordinances and recommends approval of this residential replat, as presented.

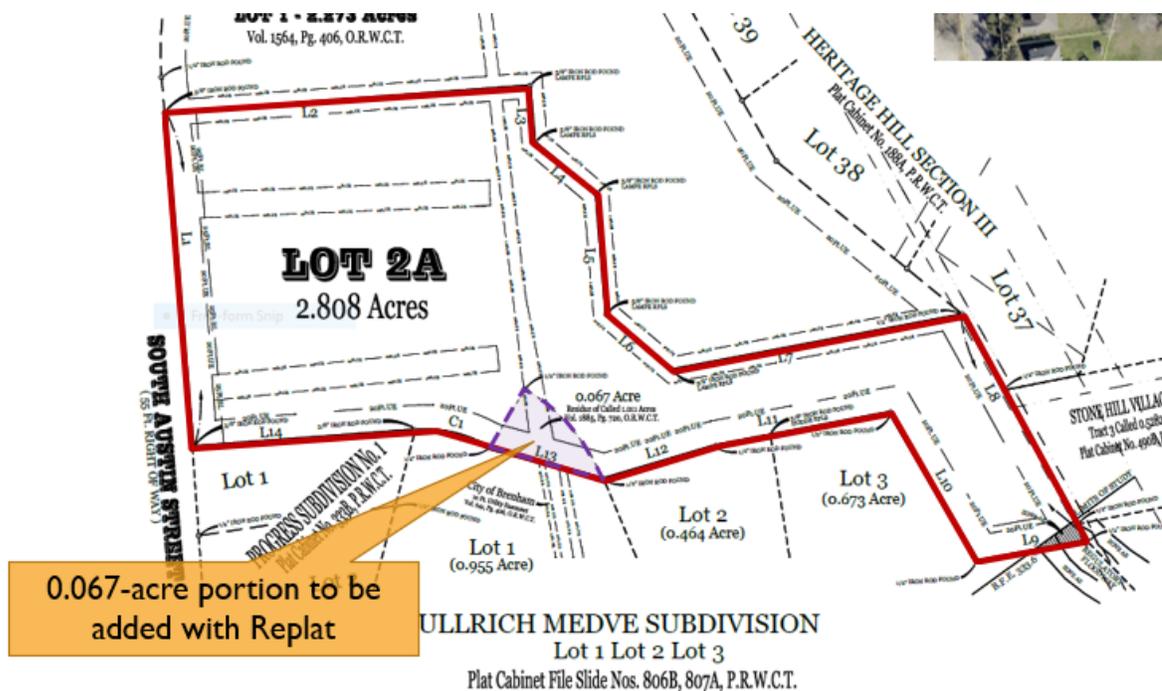
Chairman Behrens closed the regular session and opened the public hearing at 5:29 pm. There were no citizen comments.

Chairman Behrens closed the public hearing and re-opened the regular session at 5:29 pm

A motion was made by Commissioner Cangelosi and seconded by Commissioner Alfred to approve the request from Chris and DeeAnna Marek for approval of a Replat of a portion of Lot 3A and Lot 4A of the Original Town Lot 91 to create Lot 3B of the Original Town Lot 91, being 0.386-acres, currently addressed as 604 S. Baylor Street, as presented. The motion carried unanimously.

- Public Hearing, Discussion and Possible Action on Case Number P-23-018: A request by 910 North Park, LLC and BSI Park Place, LLC for approval of a Replat of Lot 2, Section One of Austin Place and a certain 0.067-acre parcel being an unplatted portion of a remainder of the Moses N. Combs Survey, A-124 of the Official Records of Washington County, to create Lot 2A, Section One of Austin Place, being 2.808-acres currently addressed as 2307 S. Austin Street and further described as part of the Moses N. Combs Survey, A-124, in Brenham, Washington County, Texas.**

Shauna Laauwe, City Planner, presented the staff report for Case No. P-23-018 (on file in the Development Services Department). Ms. Laauwe stated that the subject property is owned by 910 North Park, LLC and BSI Park Place, LLC . The southern boundary currently has an area where it projects to the north then back to the south. During the recent sale of the property, it was discovered that a part of the parking lot is actually on the adjacent property. The owners/applicants have recently purchased this 0.067-acre triangular area and would like to plat it into their current tract and therefore "straighten out" their southern boundary line and ensure that the parking lot is located wholly within their property.



Public Notice was posted in the Banner Press and property owners within 200-feet were mailed notices on April 5, 2023. Staff received three written citizen comments against the replat – from Greg and Luanne Rybarski, Susan Church, and Janet Wier.

Development Services and Engineering reviewed this replat for compliance with the City of Brenham’s regulations and ordinances and recommends approval of this residential replat, as presented.

Chairman Behrens closed the regular session and opened the public hearing at 5:34 pm. Greg Rybarski, who lives at 2401 Valley Drive, had some initial concerns but his concerns have been relieved after speaking with staff and hearing what is being done. Mr. Rybarski stated that he is happy for the new ownership. J.D. Schindler, who lives at 2401 Lynne Way, is in support of this request since it is merely a replat and not an expansion of the apartments. Heather Geisendorff, who lives at 2400 Valley Drive, stated that she did not have any issues with the replat request. There were no other comments.

Chairman Behrens closed the public hearing and re-opened the regular session at 5:36 pm.

A motion was made by Commissioner Kossie and seconded by Commissioner Alfred to approve the request from 910 North Park, LLC and BSI Park Place, LLC for approval of a Replat of Lot 2, Section One of Austin Place and a certain 0.067-acre parcel to create Lot 2A, Section One of Austin Place, being 2.808-acres currently addressed as 2307 S. Austin Street, as presented. The motion carried unanimously.

7. Adjourn.

A motion was made by Commissioner Neil and seconded by Commissioner Edwards to adjourn the meeting at 5:37 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:

| | | |
|--------------------------------|-------------------------|-----------------------|
| _____ | <u>M. Keith Behrens</u> | <u>April 24, 2023</u> |
| Planning and Zoning Commission | Chair | Meeting Date |

| | | |
|--------|------------------|-----------------------|
| _____ | <u>Kim Hodde</u> | <u>April 24, 2023</u> |
| Attest | Staff Secretary | Meeting Date |



CASE P-23-020
REPLAT: TRACTS 1 AND 2 OF THE SCHULZ SUBDIVISION
TO CREATE TRACTS 1A AND 2A

PLAT TITLE: Replat of Tracts 1 and 2 of the Schulz Subdivision to create Tracts 1A and 2A **CITY/ETJ:** City Limits

PLAT TYPE: Residential Replat

OWNERS: Victory Family Fellowship of Brenham / Megan D. and Trevor Bain

APPLICANT/AGENT: Owners / Lampe Surveying, Inc. (Donald W. Lampe)

LOT AREA /LOCATION: 2.761-acres located at 130 and 154 Lounge Road

PROPOSED LEGAL DESCRIPTION: Tracts 1A and 2A of the Schulz Subdivision in Brenham, Washington County, Texas

ZONING DISTRICT: B-1, Local Business / Mixed Residential

EXISTING USE: Single-family residence /vacant land

COMP PLAN FUTURE LAND USE: Commercial

REQUEST: A request by Victory Family Fellowship of Brenham / Megan D. and Trevor Bain for approval of a Replat of Tracts 1 and 2 of the Schulz Subdivision to create Tract 1A (1.231-acres) and Tract 2A (1.530-acres) , being 2.761-acres, currently addressed as 130 and 154 Lounge Road, respectively, and further described as part of the A. Harrington Survey, A-55, in Brenham, Washington County, Texas.

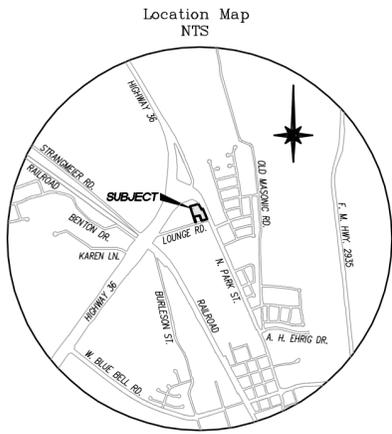
BACKGROUND:
The subject properties, currently identified as Tract 1 and Tract 2, are owned by Victory Family Fellowship of Brenham and Megan D. & Trevor Bain, respectively. The properties are currently addressed as 130 Lounge Road and 154 Lounge Road. The property is currently developed with an existing single-family residence on Tract 2 with Tract 1 being vacant land. The Church is in the planning stages of developing Tract 1 for a new church site and is in the process of purchasing a portion of Tract 2 to allow more space for drainage and parking to accommodate the proposed development. The replat reflects the new property lines after the sale of land and renames the lots Tract 1A being 1.231-acres and Tract 2A being 1.530-acres. In addition to creating Tract 1A and Tract 2A, the plat dedicates a 15-foot public utility easement along State Highway 36 (North Park Street) and Lounge Road.

STAFF RECOMMENDATION:

Development Services staff and Engineering have reviewed the proposed residential Replat for compliance with the City of Brenham's regulations and ordinances and **recommends approval** of the proposed residential Replat as presented.

EXHIBITS:

- A. Proposed residential Replat



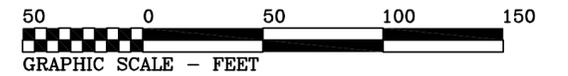
Property Owners
 Magen Elizabeth Dean Bain and Trevor Daniel Bain
 154 Lounge Road
 Brenham, Texas 77833
 (979) 551-2999

Victory Family Fellowship of Brenham
 P.O. Box 906
 Brenham, Texas 77834
 (832) 458-5663

Plat Prepared by
 Lampe Surveying, Inc
 P.O. Box 2037
 1408 West Main Street
 Brenham, Texas 77834
 (979) 836-6677

REPLAT OF TRACTS 1 AND 2, SCHULZ SUBDIVISION TO CREATE TRACTS 1A AND 2A, SCHULZ SUBDIVISION

TRACT 1A: 1.231 ACRES
 TRACT 2A: 1.530 ACRES
 FOR 2.761 ACRES TOTAL
 A. HARRINGTON SURVEY, A-55
 CITY OF BRENHAM
 WASHINGTON COUNTY, TEXAS



Bearings and Distances are based on the Texas Coordinate System of 1983—Central Zone as obtained by GPS observations.

LEGEND:

B.L. = BUILDING LINE
 P.U.E. = PUBLIC UTILITY EASEMENT



OWNER DEDICATION

Magen Elizabeth Dean Bain and Trevor Daniel Bain, and Victory Family Fellowship of Brenham owners of the property subdivided in the foregoing map of Replat of Tracts 1 and 2, Schulz Subdivision to create Tracts 1A and 2A, Schulz Subdivision, to the City of Brenham, Texas, do hereby make subdivision of said property according to the lines, lots, building lines, and easements thereon shown and designate said subdivision as Replat of Tracts 1 and 2, Schulz Subdivision to create Tracts 1A and 2A, Schulz Subdivision, to the City of Brenham, Texas, located in the City of Brenham, Washington County, Texas, and I do hereby dedicate to public use, as such the easements shown thereon forever and do hereby bind ourselves, our heirs, executors, and administrators to warrant and forever defend the title to the easements so dedicated. There is also dedicated for utilities an unobstructed aerial easement five (5) feet wide from a plane twenty (20) feet above the ground upward, located adjacent to all easements shown hereon.

Magen Elizabeth Dean Bain

Arthur Morgan, Jr., Senior Pastor of Victory Family Fellowship of Brenham

Trevor Daniel Bain

THE STATE OF TEXAS
 COUNTY OF WASHINGTON

This instrument was acknowledged before me on the _____ day of _____, 2023 by Magen Elizabeth Dean Bain.

Notary Public
 State of Texas

Notary's Name (Printed):
 Notary's Commission
 Expires: _____

THE STATE OF TEXAS
 COUNTY OF WASHINGTON

This instrument was acknowledged before me on the _____ day of _____, 2023 by Trevor Daniel Bain.

Notary Public
 State of Texas

Notary's Name (Printed):
 Notary's Commission
 Expires: _____

THE STATE OF TEXAS
 COUNTY OF WASHINGTON

This instrument was acknowledged before me on the _____ day of _____, 2023 by Arthur Morgan, Jr., Senior Pastor of Victory Family Fellowship of Brenham.

Notary Public
 State of Texas

Notary's Name (Printed):
 Notary's Commission
 Expires: _____

I, Donald W. Lampe, Registered Professional Land Surveyor No. 1732 of the State of Texas, do hereby certify that this plat accurately represents the results of an on the ground survey made under my direction.

Dated this the 3rd day of March, 2023.

Donald W. Lampe
 Donald W. Lampe
 R.P.L.S. No. 1732
 Lampe Surveying, Inc



A. HARRINGTON SURVEY, A-55
 CITY OF BRENHAM
 WASHINGTON COUNTY, TEXAS

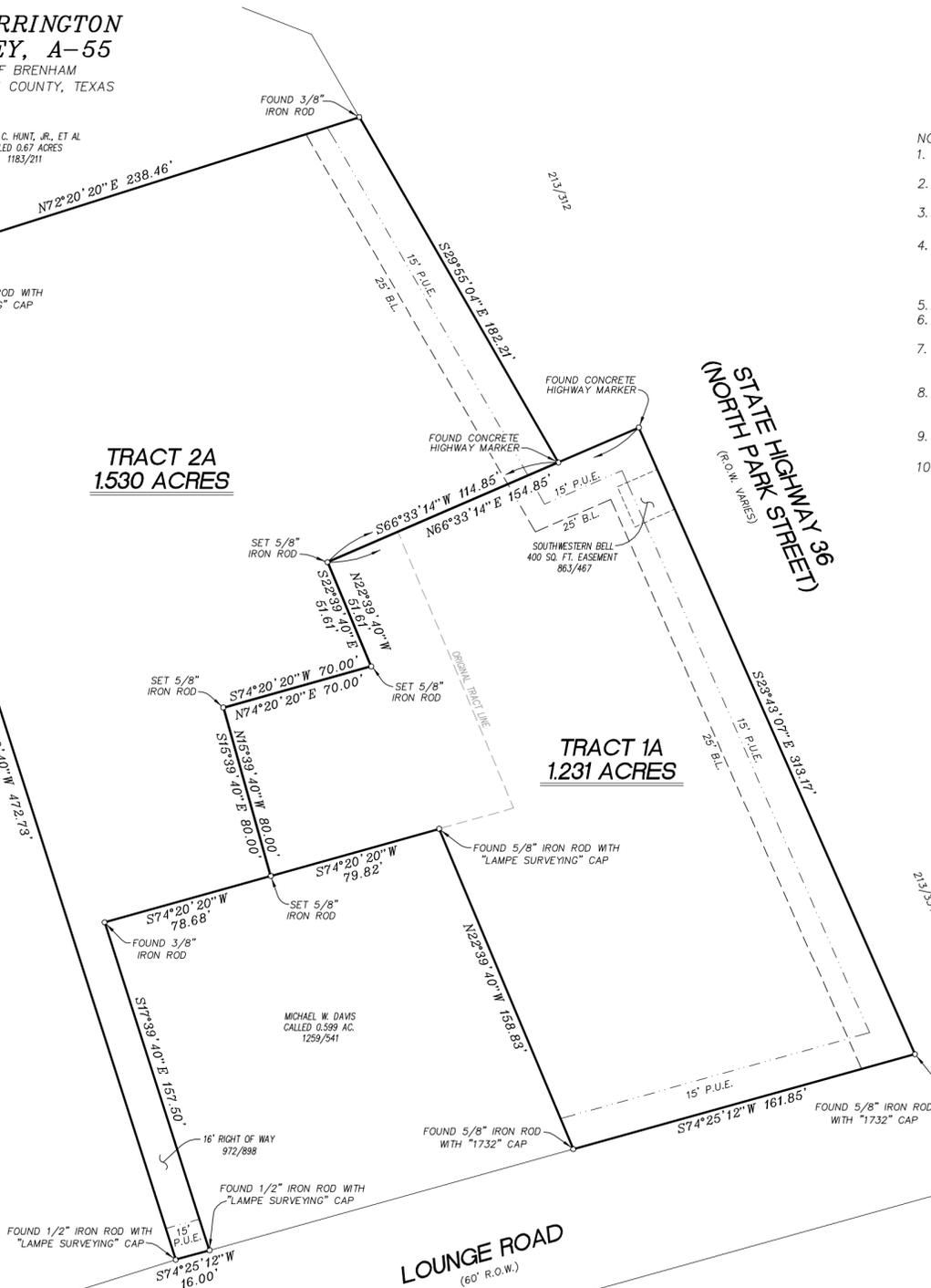
ERNEST C. HUNT, JR., ET AL
 CALLED 0.67 ACRES
 1183/211

FOUND 1/2" IRON ROD WITH "LAMPE SURVEYING" CAP

**TRACT 2A
 1.530 ACRES**

**TRACT 1A
 1.231 ACRES**

DEAN SUBDIVISION
 PLAT SLIDE 652-B
 PLAT RECORDS OF WASHINGTON COUNTY, TEXAS
 LOT 1



NOTES:

- All oil/gas pipelines or pipeline easements with ownership through the subdivision have been shown.
- This plat does not attempt to amend or remove any valid covenants or restrictions.
- Subject to building setback lines as set forth by the City of Brenham Code of Ordinances at the time of the development of the property.
- According to Flood Insurance Rate Map (F.I.R.M.), compiled by the Federal Emergency Management Agency, Map No. 48477C0295C, Washington County, Texas, effective date of August 16, 2011, the subject property does not lie within the Special Flood Hazard Area.
- Iron rods set are fitted with plastic cap stamped "Lampe Surveying".
- Subject to Right of Way Easement to Texas Power and Light Company, recorded in Volume 114, Page 196, Deed Records of Washington County, Texas.
- Subject to Right of Way Easement to Central Washington County Water Supply Corp., recorded in Volume 628, Page 646, Official Records of Washington County, Texas.
- Subject to Right of Way Easement to Central Washington County Water Supply Corp., recorded in Volume 628, Page 644, Official Records of Washington County, Texas.
- Subject to Easement for Telecommunications Facilities, recorded in Volume 863, Page 467, Official Records of Washington County, Texas.
- Subject to Reservation of a sixteen (16') foot right of way along the west boundary of the original tract, recorded in Volume 972, Page 898, Official Records of Washington County, Texas.

PLANNING & ZONING COMMISSION APPROVAL

Approved this _____ day of _____, 2023 by the City Planning & Zoning Commission of the City of Brenham, Texas.

Chairman

Secretary

COUNTY CLERK FILING ACKNOWLEDGEMENT STATEMENT

THE STATE OF TEXAS
 COUNTY OF WASHINGTON
 I, Beth Rothermel, Clerk of the County Court of Washington County, Texas do hereby certify that the within instrument with its Certificate of Authentication was filed for registration in my office on the _____ day of _____, 2023, A.D. at _____ o'clock _____ .M., and duly recorded on the _____ day of _____, 2023, A.D. at _____ o'clock _____ .M., in Plat Cabinet File No. _____.

Witnessed by hand and seal of the County Court of the said County, at office in Brenham, Texas.

By: _____ Deputy Beth Rothermel
 County Clerk
 Washington County, Texas

LAMPE SURVEYING, INC
 PROFESSIONAL LAND SURVEYORS

1408 WEST MAIN STREET
 P. O. BOX 2037
 BRENHAM, TEXAS 77834
 (979) 836-6677
 TEXAS LICENSED SURVEYING FIRM NO. 10040700
 W.O. 3955 3955S1.DWG 3955VELOQITY.GCG