

**CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
July 27, 2026**

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 July 27, 2026, at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

M. Keith Behrens, Chair
Deanna Alfred, Vice Chair
Chris Cangelosi
Darren Heine

Commissioners absent:

Calvin Kossie
Cayte Neil
Cyndee Smith

Staff present:

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

Citizens/Media present:

Jake Carlile
Lachesha Phillips
Rick Oldenettel

1. Call Meeting to Order

Chairman Behrens called the meeting to order at 5:15 pm with a quorum of four (4) Commissioners present.

2. Public Comments

There were no public comments.

3. Reports and Announcements

Kim Hodde reminded the Board members that if their term is expiring in December 2026 and they would like to be reappointed that the applications need to be completed and returned to her.

Stephanie Doland, Director of Development Services, informed the Board that in the near future, the City of Brenham will be transitioning to Civic Plus for publication of the Board agenda and packets. Additional information will be provided but an email will be sent from Civic Plus with a link to the packets. Ms. Doland asked if the Board found the paper packets and 11x17 plat documents useful. It was the consensus

of the Board to continue receiving a paper copy of the packet with the 11x17 plat documents for review prior to the meeting.

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 June 25, 2026, Planning and Zoning Commission Meeting.

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

REGULAR SESSION

5. Public Hearing, Discussion and Possible Action on Case Number LOTLINE-26-0007: A request by Stephen & Jannis Lee / Jake Carlile (Kerr Surveying - Surveyor) for approval of a Replat of Lot 12A of the Boundary Line Adjustment Plat of Post Oak Grove Addition to create Lot 12A-1, containing 0.089-acres, and Lot 12A-2, containing 0.089-acres, for a total of 0.178-acres, currently addressed as 1314 Williams 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. LOTLINE-26-0007. Ms. Laauwe stated that the property owners are Stephen and Jannis Lee, the applicant is Jake Carlile, Arete Property Group, and the surveyor is Kerr Surveying. The subject property, currently identified as Lot 12A of the Boundary Line Adjustment Plat of Post Oak Grove Addition. The subject property is addressed as 1314 Williams Street and is approximately 0.178-acres generally located on the south side of Williams Street, east of its intersection with Booker Street. The property is currently undeveloped, vacant property. The applicant desires to replat the property into two lots for a twin home development. Twin homes are defined as a single-family dwelling of two units on separate, adjacent lots that share a common interior wall and property line. Each twin home unit is platted on a separate lot with individual ownership, whereas duplexes are two units on one lot that have the same ownership.

The City of Brenham Zoning Ordinance requires that Twin Homes meet the following minimum requirements:

- a. Minimum site area of 6,000 square feet
- b. Minimum lot area of 3,000 square feet
- c. Minimum lot width of 30 feet
- d. Minimum lot depth of 100 feet
- e. Front yard setback of 25 feet
- f. Side yard setback of 10 feet between the exterior building line and the side lot line.
- g. Rear yard setback of 20 feet
- h. Maximum 60% impervious lot coverage

The proposed replat shows that the 7,784 square foot lot will be divided evenly with both proposed lots having 3,877 square feet and also shows that both Lot 12A-1 and Lot 12A-2 will meet or exceed these requirements as follows:

- a. A lot area of 0.089 acres (3,877 square feet)
- b. A lot width of 39.07 feet
- c. A lot depth of 100.12 feet

There is an existing 10-foot utility easement located along the north property line adjacent to Williams Street that was dedicated per Plat Slide 310B.

A Public Hearing Notice was published in the Banner Press, and notices were mailed to property owners within 200 feet of the subject properties on July 9, 2026. Staff received a couple phone calls and/or questions regarding this request, but no written comments were received.

Engineering and Development Services have reviewed the proposed Replat for compliance with the City of Brenham's applicable regulations and ordinances and recommend approval of the replat as presented.

In response to Commissioner's question, Ms. Laauwe stated that staff is unaware of any other twin home developments in the City of Brenham.

Chairman Behrens closed the regular session and opened the public hearing at 5:23 pm. There were no citizen comments.

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

A motion was made by Commissioner Cangelosi and seconded by Commissioner Heine to approve the request by Stephen & Jannis Lee / Jake Carlile (Kerr Surveying - Surveyor) for approval of a Replat of Lot 12A of the Boundary Line Adjustment Plat of Post Oak Grove Addition to create Lot 12A-1, containing 0.089-acres, and Lot 12A-2, containing 0.089-acres, for a total of 0.178-acres, currently addressed as 1314 Williams Street, as presented. The motion carried unanimously.

6. Public Hearing, Discussion and Possible Action on Case Number SPCUSE-26-0008: A request by Lachesha and Reginald Phillips for a Specific Use Permit to allow an Accessory Dwelling Unit (ADU) in an R-1 Single-Family Residential Use Zoning District on property addressed as 1309 Hidden Creek Lane, and described as Lot 3B, Block 1, Sycamore Hill Subdivision, in Brenham, Washington County, Texas.

Shauna Laauwe, City Planner, presented the staff report for Case No. SPCUSE-26-0008. Ms. Laauwe stated that the subject property is owned by Lachesha and Reginald Phillips. The subject property is addressed as 1309 Hidden Creek Lane and is located at the southwest terminus of Hidden Creek Lane, west of S. Saeger Street, east of Meadow Brook Lane, south of West Main Street and north of Old Mill Creek Road. 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 request is for approval of Specific Use Permit to allow for a proposed detached Accessory Dwelling Unit (ADU) to be located within an R-1, Single-Family Residential Zoning District. The subject property is surrounded by a mix of zoning districts such as R-1, R-2, B-1 and B-2. The subject property is a 29,490 square foot (.68-acre) lot that is developed with a 1,125 square foot single-family dwelling, accessory carport, and patio area that was constructed in 2024. The subject property and existing principal structure conforms to the R-1 regulations and meets or exceeds the required front, rear, and side set street setbacks for a single-family home. The applicants would like to build an accessory dwelling unit (ADU) on their property.

The applicant proposes to construct an 18-foot by 30-foot (540 SF) ADU structure on the northwest side of the subject property towards the rear of the property. The proposed ADU will be approximately 75-

feet to the northwest from the principal structure, 10-feet from the north side property line and nearest adjacent neighbor, 170-feet from the east (front) property line north side property line at the closest point, and 35-feet from the existing carport. The applicants state that the ADU will be of similar construction of the principal structure, with a pier and beam foundation, an exterior building material consisting of hardy siding, composite shingles roof, and a pitched roof with a maximum height of approximately 15-feet, 11-inches. The proposed floor plan would comprise two bedrooms, one bathroom, and an open living and kitchen area. The subject property currently has an elongated one-lane driveway off Hidden Creek Lane and a 2-car carport that accommodates approximately six (6) total vehicles. The applicant proposes to provide a separate 10'x20' parking space as required for the proposed ADU.

The R-1 District allows accessory dwelling units (ADUs) with prior approval of a Specific Use Permit (SUP). Thus, the applicants/property owners are seeking a Specific Use Permit for construction of a 540 square foot accessory dwelling unit on a 0.68-acre tract of land in a R-1, Single-Family Residential Use District.

The R-1 Zoning District allows ADU's with an approved Specific Use Permit and additional development standards.

The proposed ADU meets these requirements as follows:

- a) The property owner is to reside in either the principal structure or the ADU. Mr. & Mrs. Phillips will reside in the principal structure at 1309 Hidden Creek Lane.
- b) The addition will be the same general architectural style and building material, being pier and beam construction with hardy plank, 20-year composite shingles, and a similar pitched roof.
- c) The proposed ADU meets or exceeds the 10-foot side yard and rear yard requirements.
- d) One additional off-street parking space is being provided.
- e) The proposed 540 SF ADU is less than one-half of the habitable area of the principal structure (1,125 SF).
- f) The ADU is not a HUD-code manufactured home.

STAFF ANALYSIS

- The proposed ADU is to be utilized for guest accommodations or rental income.
- Approval of the SUP would allow compatible increased density and meets the character of the neighborhood.
- The proposed ADU is appropriate given the zoning, existing development in the vicinity, and the conformance with the Comprehensive Plan.
- The proposed ADU is subject to applicable R-1 development and ADU building standards.

A Public Hearing Notice was published in the Banner Press on July 16, 2026, and notices were mailed to property owners within 200-feet of the subject properties. No phone calls or written comments were received.

Development Services staff have reviewed this Specific Use request for compliance with the City of Brenham's applicable regulations and ordinances and based on these findings and recommends approval of the request.

Chairman Behrens closed the regular session and opened the public hearing at 5:32 pm. There were no citizen comments.

Chairman Behrens closed the public hearing and re-opened the regular session at 5:32 pm.

A motion was made by Commissioner Alfred and seconded by Commissioner Cangelosi to approve the request by Lachesha and Reginald Phillips for a Specific Use Permit to allow an Accessory Dwelling Unit (ADU) in an R-1 Single-Family Residential Use Zoning District on property addressed as 1309 Hidden Creek Lane, as presented. The motion carried unanimously.

7. Adjourn.

A motion was made by Commissioner Alfred and seconded by Commissioner Heine to adjourn the meeting at 5:34 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

M. Keith Behrens
Vice Chair

August 24, 2026
Meeting Date

Kim Hodde
Attest

Kim Hodde
Staff Secretary

August 24, 2026
Meeting Date