

**CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
June 25, 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 June 25, 2026, at 4:00 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

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

Commissioners absent:

M. Keith Behrens, Chair

Staff present:

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

Citizens/Media present:

Rick Oldenettel
Jake Carlile
Joshua Blaschke, KWHI
Jason May, Brenham Banner

1. Call Meeting to Order

Vice Chair Alfred called the meeting to order at 4:00 pm with a quorum of six (6) Commissioners present.

2. Public Comments

There were no public comments.

3. Reports and Announcements

There were no reports or announcements.

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 May 26, 2026, Planning and Zoning Commission Meeting.

4-b. Case Number LOTLINE-26-0006: A request by Brenham Market Square, L.P. for approval of a Commercial Replat of Reserve "A6" of the Market Square Brenham Subdivision to create Lot 13A (5.259-acres), and Reserve "A7" (5.078-acres) for a total of 10.337-acres, and further described as part of the John Long Survey, A-156, in Brenham, Washington County, Texas.

Vice Chair Alfred called for a motion for the statutory consent agenda. It was noted that the description on agenda item 4-b stated Lot 13A; however, the correct lot description is Lot 13. A motion was made by Commissioner Smith and seconded by Commissioner Kossie to approve the Statutory Consent Agenda (Items 4-a and 4-b), as corrected. The motion carried unanimously (6-0).

WORK SESSION

5. Discussion and Possible Direction to Staff on Miscellaneous Text Amendments Including Proposed Amendments to the Code of Ordinances, Appendix A - Zoning of the Code Ordinances including:

- **Multifamily density requirements in the R-2, Mixed Residential District and in the Downtown Business/Residential Overlay District**
- **Bufferyards/Landscaping requirements**

[This is a workshop discussion only and no action will be taken]

Shauna Laauwe, City Planner, stated that these proposed text amendments are the same ones that were discussed in February. There were a lot of questions at that time, so the item is being rediscussed and clarified prior to City Council review.

- Clarifying the minimum area lot requirements for multifamily developments in the R-2, Mixed Family Residential District and the Downtown Business/Residential Overlay District.
- Amending the Landscape/Bufferyard regulations.

Ms. Laauwe explained each of the proposed amendments as follows:

Multifamily Developments

Within the R-2, Mixed Residential District regulations found in the Code of Ordinances Appendix A- Zoning, Division 2, Part 2, Section 2.01, lot regulations for several types of housing are specified to include, single-family detached units, single-family attached units (townhomes), dwelling two-family (duplex), twin homes, zero lot line (patio homes), and multifamily units (apartments). In 2025, the Board of Adjustments (BOA) heard a case regarding an R-2 property on S. Park Street where the owner of an irregular 6,142 SF lot, wished to convert an existing nonconforming structure into a four-unit multifamily use. The case required the BOA to consider several special exceptions and variances, but one that was nearly overlooked due to ambiguity in the regulations was the minimum lot area requirement for multifamily units. The regulations currently state "The minimum site for multifamily development shall be six thousand (6,000) square feet." With this section alone, it appears that the desired four (4) units would be permitted. However, in Section 2.06(c)(i) Size of lots: Lot area, it states "There shall be a minimum of two thousand (2,000) square feet of lot area per multifamily dwelling unit." Thus, four units require 8,000 square feet

and the 6,142 square foot lot would not meet the regulations and would either require another variance request or reduce the number of desired units to three (3). Since there is this discrepancy, staff proposes to amend the following sections for clarification.

Proposed Zoning Ordinance Language Shown in red throughout the remainder of the minutes.

Staff proposes to amend Section 2.06(a) to state “ (a) Minimum site area. The minimum site for multifamily development shall be six thousand (6,000) square feet, *or two thousand (2,000) square feet of lot area per multifamily dwelling unit, whichever is greater.*”

In addition, Staff proposes to amend Section 9. Downtown Business/Residential Overlay District (Sec. 9.03) Area regulations, to amend a similar statement as follows:

(a) Minimum site area. The minimum site area for duplexes shall be five thousand (5,000) square feet and the minimum area for multifamily development shall *be a minimum of* six thousand (6,000) square feet, *or one thousand (1,000) square feet of lot area per multifamily dwelling unit, whichever is greater.*

Board members suggested that language be added to clarify the following:

- Dwelling unit = 1 unit and not the entire development
- Definition of Site area versus lot area

Bufferyard Standards

Bufferyard standards were adopted to help mitigate the impacts of dissimilar uses and incompatible land uses permitted to develop adjacent to one another. In the past few years, the Board of Adjustment has been presented with three various bufferyard variance requests:

- Grocery Supply Company, 602 W. First Street – Industrial adjacent to single-family use
- Arete Property Group – 1307 N. Park Street – 2-story multifamily/townhome development adjacent to single-family (B-1 District)
- Single-Family to Multifamily renovation, 601 S Park Street – proposed Triplex adjacent to single-family (R-2 District)

Recent new developments have included car washes, townhomes, and medium-sized retail centers (5,000 SF) constructed adjacent to single-family residential uses. With these new developments, staff have found that the current bufferyard standards may not properly mitigate noise, odor or light between the above-described uses and single-family homes. As a result, City Staff began researching bufferyard standards of other municipalities to determine how Brenham standards compare. It was found that each municipality provides their own unique standards with bufferyard distances ranging across the jurisdictions. However, staff did note that in other municipalities, landscaping within bufferyards is more clearly defined as providing a vegetative buffer in addition to physical separation. In Brenham, Section 12 of the Zoning Regulations regulates landscaping requirements for nonresidential and multifamily uses, parking lots, and bufferyards, with bufferyard landscaping regulations found in Section 12.04.

At the previous workshop in February, Staff presented revisions to both some of the language in Section 12.04 and Table 3 that outlines the required buffer between dissimilar uses. During the workshop, Commissioners questioned several of the Table 3 use categories—such as “Office 4–6 stories,” which is uncommon in Brenham—and suggested revising certain nonresidential uses by splitting them into two categories based on whether they are under or over one acre. Furthermore, Commissioners had questions regarding the calculation of the current and proposed vegetation buffer amount. Given the previous

feedback, Staff has made additional modifications to Table 3 and is proposing revising key portions of the current bufferyard standards, to include the amount of landscaping required within the bufferyard area.

Table 3 lists new use categories (for new incompatible uses being developed or established) and the bufferyard requirements to adjacent existing uses. Table 3 currently lists seven (7) categories that include: Single-Family (SF), Multifamily (MF), Mobile Home Pk. (MHP), Retail sales & service/Office/Institutions (3 stories or less), Office 4-6 stories (O), Light Industry (LI), and Heavy Industry (HI). Staff proposes to amend Section 12.4, Table 3 to include a total of eight (8) use categories as follows:

- Single-Family (SF)
- Multifamily (MF) & Townhomes (TH) ≤ 2 stories / Manufactured Home Park (MHP)
- Multifamily (MF) & Townhomes (TH) > 2 stories
- Nonresidential Use Small Lot < 5 acres
- Nonresidential Use Large Lot > 5 acres
- Automobile related service
- Light Industrial (LI)
- Heavy Industrial (HI)

The changes to the use categories include designating bufferyards for Townhome developments based on the number of stories/height, rather than acreage. Vintage Farms has existing single-story townhomes and two-story townhomes are common, but Staff finds that three-story townhomes would have more of a visual and negative impact to a single-family use and warranted an increased bufferyard. Another modification to the February table is that nonresidential use lot size designations increased from less than or greater than 5-acres. Staff found that 5-acres or more was sufficient to encompass large nonresidential developments that would have greater adverse impacts, where office and general neighborhood uses would likely fall into the less than 5-acre use category. The Automobile related services category is a text amendment to the existing Table 3 but is unchanged from the February workshop and is defined to include car washes, convenience store with fuel sales, drive-thru food establishments, and auto-lube facilities. Auto-related establishments typically generate additional noise, odor, and lighting, so enhanced bufferyard standards help reduce their impact on nearby residential properties when these dissimilar uses are located next to one another. Another amendment to the bufferyard standards included in the modified table is a minimum landscaped bufferyard of 15-feet between dissimilar uses. At the bottom of the table it states "Minimum bufferyards for dissimilar uses not listed in Table 3 is 15-feet. This minimum 15-foot landscaped bufferyard will require the standard irrigated ground cover and trees. (*Proposed Table 3 on next page*)

Proposed Table 3

Table 3: Bufferyard requirements ¹								
New use category	Adjacent existing use category							
	SF	MF/TH/MHP ≤ 2 Stories	MF/ TH > 2 Stories	Nonresidential Small Lot < 5 acres	Nonresidential Large Lot > 5 acres	Auto-related services	LI	HI
Single-Family (SF)	none	30	40	30	80	50	75	150
Multifamily (MF)/ Townhomes (TH) ≤ 2 stories / Manufactured Home Park (MHP)	30	none	30	30	40	50	50	135
MF/Townhomes (TH) > 2 stories	40	30	none	30	30	30	40	125
Nonresidential Use Small Lot < 5 acre	35	30	30	none	none	none	30	50
Nonresidential Use Large Lot > 5 acre	80	30	30	none	none	none	30	50
Automobile related services	50	50	30	none	none	none	30	30
Light Industry (LI)	75	50	40	30	30	30	none	none
Heavy Industry (HI)	150	135	125	50	50	30	none	none
Minimum bufferyards for dissimilar uses not listed on Table 3 is 15-feet. If a public right-of-way is the only land use between a proposed new use and an existing use in a different use category, then the right-of-way width shall be credited to the required bufferyard. Required screening of the bufferyard shall be located on the property containing the new use. Where bufferyard requirements are not applicable, then standard yard requirements must be maintained as provided for the district in which the proposed use is located.								

Automobile related services: Automobile centric uses to include car washes, convenience store with fuel sales, drive-thru food establishment, and auto-lube facilities.

The existing bufferyard standards include an additional “setback” between whichever use develops second. The bufferyard calculation includes the standard setback, plus required bufferyard amount (as shown in Table 3), then 20% of said bufferyard to be landscaped to include either a 6-foot screening fence or vegetation. Section 12.04 currently states: “To further minimize potential noise, drainage, glare or other potential incompatibilities between the different uses, at least twenty (20) percent of any bufferyard shall be landscaped, pervious surface, said twenty (20) percent to be located at the outermost edge or perimeter of the bufferyard. The remaining land constituting a bufferyard may be used for onsite parking provided it meets all applicable performance standards.”

- For example, if a car wash were to develop next (to the rear) of an existing single-family home, then the car wash would be responsible for providing a buffer between the single-family residential use and the car wash development. In the B-2 District, the car wash would have a standard rear yard setback of 10-feet, and a bufferyard amount of 20-feet for a total rear yard setback for structures of 30-feet. Current standards allow for the bufferyard to include 80% of the bufferyard as pavement for parking or driveways, thus only 20%, or 4-feet along the adjacent property line is required to have undeveloped greenspace.

In the current Table 3, the majority of bufferyards are 20 feet and with 20 percent landscaping, only four (4) feet of landscaping along the perimeter is required. Thus, allowing the remainder sixteen (16) feet to be impervious surface for parking or driving aisles. As written, the bufferyards lack in the intent to minimize the potential noise, drainage and glare of incompatible uses and are more of a separation standard than a true buffer. Therefore, staff proposes to increase the bufferyard landscaping requirement from at least twenty (20) percent to at least fifty (50) percent pervious surface, with said fifty (50) percent to be located at the outermost edge or perimeter of the bufferyard. As shown in the proposed Table 3, the minimum bufferyard shown is 30 feet, which would require at least 15-feet to be landscaped. Additionally, staff proposes a tree requirement within the landscaped perimeter area. Staff proposes to amend Section 12.04 to state:

- ❖ (Section 12.04) **Landscaping of bufferyards.** To further minimize potential noise, drainage, glare or other potential incompatibilities between the different uses, at least **fifty (50)** percent of any bufferyard shall be landscaped, pervious surface, said **fifty (50)** percent to be located at the outermost edge or perimeter of the bufferyard. The remaining land constituting a bufferyard may be used for on-site parking provided it meets all applicable performance standards. **A minimum of one (1) two (2) inch caliper tree with a minimum height of fifteen (15) feet or greater at maturity, shall be planted per fifteen (15) linear feet of landscape bufferyard. For dissimilar uses not listed within Table 3, a minimum 15-foot landscaped bufferyard to include irrigated ground cover and trees shall be required.**

To remove ambiguity and have a more concise bufferyard setback, Staff also proposes to remove adding the standard setback to the bufferyard requirement. As can be compared in the current and proposed Table 3, the bufferyard amounts have increased for each of the uses. The proposed Table 3 bufferyard setback amounts account for the setback requirements in the typical zoning district of said uses and the mitigation of adverse effects.

Lastly, Staff proposes the following standards for the minimum required landscaped area within the bufferyard setback and welcomes additional discussion:

1. Newly planted areas shall include a mix of deciduous and evergreen plantings to provide year-round aesthetic value.
2. Where landscaping is intended to provide a visual screen, the species, quantity, maturity (size), and spacing of the initial plantings shall be sufficient to provide a functional screen within a single growing season.
3. Vegetative matter shall cover seventy-five (75) percent of any landscape area.
4. Where utility or drainage easements or other similar situations exist in the required bufferyard, the bufferyard may be reduced by the width of the easement; however, an additional five (5) feet may be required beyond the width of the easement in these situations to allow for the required plantings and fence. All new plantings and irrigation shall be located outside of the easement. The Zoning Administrator has the discretion to allow a required fence within the easement.

Ms. Laauwe stated that the proposed requirements are based on a variety of City's requirements including College Station, Navasota, Bryan, Lakeview, Marble Falls, Seguin, and Frisco.

Stephanie Doland stated that it was difficult to get a clear set of regulations from some cities since some are going to form based building codes and then the scale, location, façade articulation, and building materials are all called out in the codes thus eliminating the need for bufferyards.

Ms. Laauwe stated that the bufferyards provide a visual barrier as well as noise and light mitigation. She further explained that vegetative matter means something alive and growing, not rocks.

Staff requested feedback from the Planning and Zoning Commission regarding the proposed text amendments. The above outlined ordinance amendments may require additional research and discussion and can be evaluated as a single group of amendments or can be considered for adoption in a phased approach depending on the direction received.

Comments and questions from Board members include the following:

- Have Staff looked at how these changes may have impacted recent developments and if the developments would have been able to be completed under these new requirements? Staff responded that the developments would have been impacted.
- We don't want to stifle development or redevelopment in areas where the existing lots are "what they are" and impose regulations that would prohibit development from occurring.
- We need to try to balance growth but also protect the neighborhoods.
- Sometimes, reducing the developable area may make the project not economically feasible.
- Proposed numbers may have to be adjusted for smaller lots.
- Moving the building farther away from the property line may help with buffering.
- Need to consider how residential home values will be affected with the various uses adjacent to the residential uses.
- Consider contacting a landscape specialist to see if the proposed 10-feet or 15-feet is sufficient to plant and establish growth for a tree.

As this was a work session item, no formal action was taken; however, Staff was advised to proceed with the Text amendment process for the amendments discussed above.

6. Adjourn.

A motion was made by Commissioner Kossie and seconded by Commissioner Cangelosi to adjourn the meeting at 5:00 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
Chair

July 27, 2026
Meeting Date

Kim Hodde
Attest

Kim Hodde
Staff Secretary

July 27, 2026
Meeting Date