

**CITY OF BRENHAM  
BOARD OF ADJUSTMENT MINUTES**

**November 13, 2023**

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

A regular meeting of the Board of Adjustment was held on November 13, 2023, at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

Jon Hodde, Chairman  
Danny Goss, Vice Chairman  
Dax Flisowski  
Arlen Thielemann  
Mary Lou Winkelmann

Commissioners absent:

None

Staff present:

Shauna Laauwe, City Planner  
Kim Hodde, Planning Tech

Citizens / Media present:

Sheryl Martinez  
Daniel Martinez  
Dwayne Gajewski  
Nettie Ford

**1. Call Meeting to Order**

Chairman Hodde called the meeting to order at 5:18 p.m. with a quorum of five (5) Commissioners present.

**2. Public Comments and Receipt of Petitions**

There were no public comments and/or receipt of petitions.

**3. Reports and Announcements**

Shauna Laauwe, City Planner, informed the Board that there will be a Board of Adjustment meeting on December 11, 2023 as two requests have already been submitted and the submission deadline has not passed.

**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 October 9, 2023, Board of Adjustment Meeting.**

Chairman Hodde called for any corrections or additions to the minutes as presented. A motion was made by Commissioner Goss and seconded by Commissioner Winkelmann to approve the Consent Agenda (minutes from the October 9, 2023, meeting), as presented. The motion carried unanimously (5-0).

**REGULAR AGENDA**

- 5. Public hearing, Discussion and Possible Action on Case Number B-23-011: A request by Sheryl Martinez for a variance from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 1, Section 2.05(1)(A)(iii) to allow an 18-foot rear yard setback, where a minimum 25-foot rear yard setback is required for an addition to the existing single-family residence located at 811 Harrington Street, described as N PT Lot 4 and S PT Lot 6, Block 5 of the Woods/Armbrister Addition in Brenham, Washington County, Texas.**

Shauna Laauwe, City Planner, presented the staff report for Case No. B-23-011 (on file in the Development Services Department). Ms. Laauwe stated that this is a request from Sheryl Martinez. The subject property is zoned as R-2, Mixed Residential Use District and is developed with a single-family residence. The future land use designation is single-family residential, and the proposed use is single-family residential. The subject property is addressed as 811 Harrington Street and is located north of Haynes Street, east of Muse Street, and west of Independence Street. The request is for a 7-foot reduction in the rear yard setback to allow an 18-foot rear yard setback where a 25-foot rear yard setback is required for an addition to the existing single-family residence. The subject property and all adjacent properties are zoned R-2, Mixed Residential Use District. The property is approximately 88-feet wide by 82-feet deep (7,170 SF). The lot is part of the Woods/Armbrister Addition that was established in 1893 (hand-drawn plat). The lot currently has an existing 1,008 SF home with a carport that was constructed in 1985. The existing residence has a 28-foot rear yard setback, a 20-foot north side yard setback, and a 14-foot south side yard setback. The 10-foot by 53-foot proposed addition (530 SF) is for dining room, kitchen, primary bathroom, and primary bedroom addition. The applicant has requested an 18-foot rear yard in order to accommodate this expansion.

The principal structure on the adjacent property (810 Muse Street) ranges from 43-feet to 55-feet from the common property line; thus, with the new addition there would be between 61-feet and 73-feet between the structures.

**Staff Analysis:**

- The lot has a non-conforming lot depth of 82-feet, 33-feet less than the current minimum lot depth requirement of 115-feet.
- The proposed expansion will not encroach closer to the adjacent properties to the north and south.
- The proposed expansion will have a setback of 61-73-feet from the principal structure of the adjacent property to the west at 810 Muse Street.
- It will not be injurious to the public health, safety, or welfare.
- It will allow adequate separation and light and air.

Notifications were mailed to property owners within 200-feet of the subject property on November 2, 2023. Staff has not received any written comments in favor or opposed to the request.

Based on the findings, Staff recommends approval of this request to allow a rear yard setback of 18-feet for a proposed addition to the located at 811 Harrington Street.

Chairman Hodde opened the Public Hearing at 5:28 p.m. and asked for any comments. There were no citizen comments.

Chairman Hodde closed the Public Hearing at 5:29 p.m. and re-opened the Regular Session.

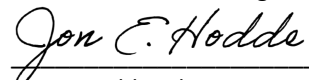
A motion was made by Commissioner Thielemann and seconded by Commissioner Winkelmann to approve the request by Sheryl Martinez for a variance to allow an 18-foot rear yard setback, where a minimum 25-foot rear yard setback is required for an addition to the existing single-family residence located at 811 Harrington Street, in Brenham, Washington County, Texas, as presented. The motion carried unanimously (5-0).

**6. Adjourn**


A motion was made by Commissioner Flisowski and seconded by Commissioner Goss to adjourn the meeting at 5:30 p.m. The motion carried unanimously (5-0).

*The City of Brenham appreciates the participation of our citizens, and the role of the Board of Adjustment in this decision-making process.*

Certification of Meeting Minutes:

  
\_\_\_\_\_  
Jon E. Hodde, Chairman

December 11, 2023  
Meeting Date

  
\_\_\_\_\_  
Attest, Staff Secretary

December 11, 2023  
Meeting Date