

**CITY OF BRENHAM  
PLANNING AND ZONING COMMISSION MINUTES  
November 27, 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 November 27, 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  
Deanna Alfred, Vice Chair  
Chris Cangelosi  
Darren Heine  
Calvin Kossie  
Cayte Neil  
Cyndee Smith

Commissioners absent:

None

Staff present:

Shauna Laauwe, City Planner  
Kim Hodde, Planning Technician

Citizens / Media present:

Dorothy Morgan  
Billy Sutherland  
Donald W. Lampe  
Ernest Hunt  
Sean Hohlt  
Roy Hohlt

**1. Call Meeting to Order**

Chairman Behrens called the meeting to order at 5:16 pm with a quorum of seven (7) Commissioners present.

**2. Public Comments**

There were no public comments.

**3. Reports and Announcements**

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

- December 7, 2023 – 5:30 pm - CIAC Public Hearing, Nancy Carol Roberts Memorial Library
- December 18, 2023 – 5:15 pm – P & Z meeting
- December 19, 2023 – 1:00 – 3:00 pm – CIAC Meeting Number 3

Kim Hodde informed the Board there was an error in the wording for item number 6 that was emailed to the Board members so a revised agenda was posted and a copy is on the dais for the Commissioners.

## **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 23, 2023, Planning and Zoning Commission Meeting.**

Kim Hodde stated that the following items will be corrected in the official minutes:

- Darren Heine was shown to be present; however, he was not in attendance.
- Cyndee Smith was in attendance at the meeting.

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 (Item 4-a), with corrections as presented. The motion carried unanimously.

## **REGULAR SESSION**

### **5. Public Hearing, Discussion and Possible Action on Case No. P-23-040: A request by Calvary Baptist Church for a Specific Use Permit to allow construction of an open-air pavilion behind the existing Church Building (Church Auxiliary Use) in an R-1, Single Family Residential Zoning District on property addressed as 1100 Niebuhr Street, and being 2.5443-acres described as Tract 241 of the Arrabella Harrington Survey in Brenham, Washington County, Texas.**

Shauna Laauwe, City Planner, presented the staff report for Case No. P-23-040 (on file in the Development Services Department). Ms. Laauwe stated that the property owner and applicant is Calvary Baptist Church. The current land use is a Church and its auxiliary uses 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 south side of Niebuhr Street and is surrounded by single-family residential with the Brenham Junior High School / Washington County Appraisal District located to the northeast (across Niebuhr Street). The request is for a specific use permit to allow an open-air pavilion structure as a Church auxiliary use. A Church in an R-1 Zoning District requires approval of a specific use permit. The original SUP was granted on April 20, 2017. The existing church is approximately 16,500 square feet and there are currently 86 off-street parking spaces, which exceeds the parking requirements. The proposal is for construction of a 50'x75' (3,750 SF) open-air pavilion to be used for Vacation Bible School, Neighbors Night Out, and various Church events. Since the Church property is adjacent to residential property, and additional 20' bufferyard will be required. The proposed location exceeds the minimum requirements as follows:

- Proposed rear yard of 54' where a minimum 45' required.
- Proposed side yard of 79' where a minimum 30' is required.

A Public Hearing Notice was published in the Banner Press on November 16, 2023 and notices were mailed to property owners within 200-feet of the subject properties. Staff received one written comment from the neighbor to the south who offered no opposition to the request.

## STAFF ANALYSIS

- The Comprehensive Plan and Future Land Use Map envision the subject are as single-family residential. Churches are typically compatible with residential neighborhoods.
- The proposal exceeds the setback and bufferyard spacing requirements.
- Per the bufferyard requirements, a 6' screening fence or hedge will be required along the south property line.
- Properties will be subject to applicable R-1 development and building standards, including bufferyards and landscaping.
- The request is in character with the residential uses as well as the institutional uses to the northwest across Niebuhr Street.

Development Services staff have reviewed the specific use permit request for compliance with the City of Brenham's applicable regulations and ordinances and based on these findings, recommends **approval** of the request with the condition of a 6-foot screening fence at the property line to the south abutting the residential uses.

Chairman Behrens closed the regular session and opened the public hearing at 5:28 pm. The applicant, Pastor Billy Sutherland, stated that the overhead electric was changed to underground electric. He stated that the City of Brenham upgraded the existing infrastructure when the electric underground was installed. Commissioner Neil expressed concerns over the existing drainage issues and to make sure that the drainage berms were not disturbed. A citizen commented that there is an existing retention pond on site that spills out between 1005 & 1006 Nostalgia Court and onto Cena Drive. In response to questions from Commissioner Heine, Ms. Laauwe responded as follows:

- The drainage will be reviewed at the time of plan review/permit submittal.
- The Building Official will review the wind loads for compliance at the time of plan submittal.

There were no other citizen comments.

Chairman Behrens closed the public hearing and re-opened the regular session at 5:35 pm.

A motion was made by Commissioner Cangelosi and seconded by Commissioner Kossie to recommend approval to City Council of the request by Calvary Baptist Church for a Specific Use Permit to allow construction of an open-air pavilion behind the existing Church Building (Church Auxiliary Use) in an R-1, Single Family Residential Zoning District on property addressed as 1100 Niebuhr Street, as presented. The motion carried unanimously.

**6. Public Hearing, Discussion and Possible Action on Case No. P-23-041: A request by Ted and Rosa Dean for approval of a Replat of Lot 1 of the Dean Subdivision and 4.36-acres of Land to create Lot 1A containing 5.762-acres and Lot 3 being 0.906-acres, being a total of 6.668-acres currently addressed as 164 Lounge Road, 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-23-041 (on file in the Development Services Department). Ms. Laauwe stated that the property owners and applicants are Ted and Rosa Dean. The property is currently identified as Lot 1 of the Dean Subdivision and a 4.36-acre tract of unplatted, adjacent land. The current land use is single-family residential and vacant land. The future land use designation is commercial. The current zoning is B-1, Local Business Mixed Use District. The property is located on the north side of Lounge Road with Hohlt Park located to the south, SH 36 to the west and North Park Street to the east. The property is currently addressed as 164 Lounge Road. Existing Lot 1 is developed with a single-family residence and the adjacent property is vacant land. The property owners would like to replat the two existing properties into two lots with Lot 1A being 5.762-acres and

Lot 3 being 0.906-acres in order to construct an accessory structure (barn/garage) on proposed lot 1A. 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. Since the property is zoned B-1, proposed Lot 3 can be developed as residential or commercial. Additional public utility easements were also added with this replat.

A Public Hearing Notice was published in the Banner Press on November 8, 2023 and notices were mailed to property owners within 200-feet of the subject properties. Staff received two written comments in support of the request.

Engineering and Development Services staff have reviewed the proposed replat for compliance with the City of Brenham's applicable regulations and ordinances and recommends **approval**.

Chairman Behrens closed the regular session and opened the public hearing at 5:38 pm. On behalf of the MHMR, Judge Dorothy Morgan stated that they offered not objection to the request. There were no other citizen comments.

Chairman Behrens closed the public hearing and re-opened the regular session at 5:41 pm.

A motion was made by Commissioner Alfred and seconded by Commissioner Heine to approve the request by Ted and Rosa Dean for approval of a Replat of Lot 1 of the Dean Subdivision and 4.36-acres of Land to create Lot 1A containing 5.762-acres and Lot 3 being 0.906-acres, being a total of 6.668-acres currently addressed as 164 Lounge Road, as presented. The motion carried unanimously.

**7. Public Hearing, Discussion and Possible Action on Case No. P-23-042: A request by the Brenham Housing Authority/Fairview Terrace, LP for approval of a Replat of Lot 2 of the Fairview Terrace Subdivision to create Lot 2A, to provide required additional Public Utility Easements, being 5.490-acres currently addressed as 909 Hasskarl Drive, 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-23-042 (on file in the Development Services Department). Ms. Laauwe stated that the property owners and applicants are the Brenham Housing Authority / Fairview Terrace, LP. The current land use is multi-family residential and vacant land. The future land use designation is multi-family residential. The current zoning is R-2, Mixed Residential Use District. The property is located south of E. Blue Bell Road and west and southwest of Hasskarl Drive and is currently addressed as 909 Hasskarl Drive. There was some uncertainty with the utility placements prior to development so a blanket easement was put into place and was set to expire once construction was completed. Therefore, this replat provides the required public utility easements for the development of this property.

A Public Hearing Notice was published in the Banner Press on November 8, 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 staff have reviewed the proposed replat for compliance with the City of Brenham's applicable regulations and ordinances and recommends **approval**.

Chairman Behrens closed the regular session and opened the public hearing at 5:44 pm. There we no citizen comments.

Chairman Behrens closed the public hearing and re-opened the regular session at 5:44 pm.

A motion was made by Commissioner Kossie and seconded by Commissioner Smith to approve the request by the Brenham Housing Authority/Fairview Terrace, LP for approval of a Replat of Lot 2 of the Fairview Terrace Subdivision to create Lot 2A, to provide required additional Public Utility Easements, being 5.490-acres currently addressed as 909 Hasskarl Drive, as presented. The motion carried unanimously.

**8. Adjourn.**

A motion was made by Commissioner Alfred and seconded by Chairman Behrens to adjourn the meeting at 5:45 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:*



Planning and Zoning Commission



Attest

M. Keith Behrens  
Chair

December 18, 2023  
Meeting Date

Kim Hodde  
Staff Secretary

December 18, 2023  
Meeting Date