

NOTICE OF A REGULAR MEETING BRENHAM PLANNING AND ZONING COMMISSION MONDAY, NOVEMBER 25, 2024, 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 October 28, 2024, Planning and Zoning Commission Meeting.

REGULAR AGENDA

- 5. Public Hearing, Discussion and Possible Action on Case Number P-24-043: A request by Clayton & Kellie Collier / Southern Land of Texas, LLC for approval of a Replat of Reserve "A" of the Wilkins Valley Subdivision, to create the Wilkins Valley Subdivision, Phase 2 consisting of Common Area #3 being 0.118-acres and 41 lots in Blocks 2 and 3, being a total of 7.675-acres, currently addressed as 1402 W. Jefferson Street and further described as part of the Philip Coe Survey, A-31, in Brenham, Washington County, Texas.
- 6. Adjourn

CERTIFICATION

21, 2024, at 10:00 a.m. Kim Hodds		
Kim Hodde, Planning Technician	1	
Street entrance to the City Adminis	meeting is wheelchair accessible. The accessible entrance is loca stration Building. Accessible parking spaces are located adjoint lable upon request (interpreters for the deaf must be requested by (979) 337-7567 for assistance.	ing the entrance.
Commission was removed by	ice and agenda of items to be considered by the Plann y me from the City Hall bulletin board on the t	-
Signature	 Title	

CITY OF BRENHAM PLANNING AND ZONING COMMISSION MINUTES October 28, 2024

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 October 28, 2024, 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 Calvin Kossie Cayte Neil Cyndee Smith

Commissioners absent:

None

Staff present:

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

Citizens/Media present:

Garrett Salmans Joshua Lowry Monica Mazoch David Hermann Greta Hernandez

Angel Hernandez
Donald W. Lampe
Sarah Forsythe, Brenham Banner

1. Call Meeting to Order

Chairman Behrens called the meeting to order at 5:18 pm with a quorum of seven (7) Commissioners present.

2. Public Comments

There were no public comments.

3. Reports and Announcements

Stephanie Doland informed the Board that since the Capital Improvements Advisory Committee (CIAC) is required to meet at least twice per year, the final meeting for 2024 will be scheduled prior to either the November or December Planning and Zoning Commission meeting. Additional information will be provided once the date has been set.

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 September 23, 2024, Planning and Zoning Commission Meeting.
- 4-b. Case No. P-24-037: A request from Garrett Salmans and Ronda Kilburn for approval of a Preliminary Plat of the Hell Flower Farm Subdivision creating Lot 1, Block 1, containing 6.639-acres, being further described as part of the A. Harrington Survey, A-55 in Brenham, Washington County, Texas.
- 4-c. Case No. P-24-038: A request from Garrett Salmans and Ronda Kilburn for approval of a Final Plat of the Hell Flower Farm Subdivision creating Lot 1, Block 1, containing 6.639-acres, being further described as part 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 Cangelosi to approve the Statutory Consent Agenda (Items 4-a to 4-c), as presented. The motion carried unanimously.

REGULAR SESSION

5. Public Hearing, Discussion and Possible Action on Case Number P-24-039: A request by Iglesia Bautista Fuente de Vida for approval of a Replat of Lot 4 of the Rippetoe's Addition to create Lot 4A containing 0.250-acres, Lot 4B containing 0.250-acres, Lot 4C containing 0.250-acres, and Lot 4D containing 0.712-acres for a total of 1.462-acres, 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-24-039. Ms. Laauwe stated that the property owner and applicant is Iglesia Bautista Fuente de Vida and the applicant/surveyor is Donald Lampe / Lampe Surveying, Inc. The property is a 1.462-acre tract currently identified as Lot 4 of the Rippetoe's Addition and addressed as 307 Martin Luther King Jr. Parkway. The property is located on the south side of Martin Luther King Jr. Parkway, west of N. Austin Street and east of Baber Street and is zoned R-2, Mixed Residential Use District. The subject property consists of a single-family home and vacant land. The property owner wishes to subdivide the existing lot into four lots for single-family residential development. This plat also dedicates a 20-foot public utility easement along the north side of the property.

A Public Hearing Notice was published in the Banner Press on October 10, 2024, and notices were mailed to property owners within 200-feet of the subject properties on October 8, 2024. No written citizen comments were received regarding this replat request.

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

Chairman Behrens closed the regular session and opened the public hearing at 5:21 pm. There were no comments.

Chairman Behrens closed the public hearing and re-opened the regular session at 5:21 pm.

A motion was made by Commissioner Kossie and seconded by Commissioner Alfred to approve the request by Janet Long for approval of a Replat of Lot 4 of the Rippetoe's Addition to create Lot 4A, Lot 4B, Lot 4C, and Lot 4D, as presented. The motion carried unanimously.

6. Public Hearing, Discussion and Possible Action on Case Number P-24-040: A request by David and Wanda Hermann / Home Town Properties, L.P. for approval of a Replat of Part of Lot 1, Block 9 of the Key's First Addition to create Lot 1A containing 0.1287-acres and Lot 1B containing 0.1289-acres for a total of 0.257-acres, 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-24-040. Ms. Laauwe stated that the property owners and applicants are David and Wanda Hermann / Home Town Properties, LP and the surveyor is Michael Blakey / Blakey Surveying. The property is a 0.257-acre tract currently identified as part of Lot 1 of the Key's First Addition and addressed as 500 and 502 W. Third Street. The subject property is located on the north side of W. Third Street and west of Key Street and is zoned R-2, Mixed Residential Use District. The subject property is currently legally nonconforming as it consists of two-single-family homes on one lot that were constructed before the Subdivision and Zoning Regulations were adopted in 1968. The property owners want to divide the tract so that each of the single-family residences are located on their own separate lot to allow for possible sale and site improvements. To meet the current zoning and subdivision requirements, the subject property did receive variances to the lot size, lot width, and lot depth for each proposed lot by the Zoning Board of Adjustments on August 12, 2024. The plat includes the dedication of a 20-foot public utility easement along the south property lines along West Third Street and a 10-foot public utility easement along the east property line of Lot 1B (Key Street).

A Public Hearing Notice was published in the Banner Press on October 10, 2024, and notices were mailed to property owners within 200-feet of the subject properties on October 8, 2024. One written comment was received from Kenneth Phillips in support of the replat request.

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

Chairman Behrens closed the regular session and opened the public hearing at 5:24 pm. There were no comments.

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

A motion was made by Commissioner Smith and seconded by Commissioner Kossie to approve the request by David and Wanda Hermann / Home Town Properties for approval of a Replat of Part of Lot 1, Block 9 of the Key's First Addition to create Lot 1A and Lot 1BD, as presented. The motion carried unanimously.

7. Public Hearing, Discussion and Possible Action on Case Number P-24-041: A request by Joshua Lowry and Monica Mazoch for approval of a Replat of Lot 6A and the Reserve Tract of the Carleton Addition to create Lot 6R containing 1.372-acres, 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-24-041. Ms. Laauwe stated that the property owners and applicants are Joshua Lowry and Monica Mazoch and the surveyor is Reid Ullrich / Kerr Surveying. The subject properties, identified as Lot 6A and the Reserve tract of the Carleton Addition are one platted lot and a reserve tract that contain a total of 1.372-acres, currently addressed as 1310 Bridge Street, generally located on the south side of Bridge Street, southeast of its intersection with Johnson Street and zoned R-2, Mixed Residential Use District. The subject properties consist of vacant land. Prior to 2023, the properties were a single tract; however, in 2023 the previous owner replatted the property into two tracts for future residential development. The current owners desire to replat the properties back into one tract to provide additional area for construction of a single-family residence. The plat includes a 20-foot in width public utility easement along the north property line adjacent to Bridge Street and existing 15-foot public utility easements.

A Public Hearing Notice was published in the Banner Press on October 10, 2024, and notices were mailed to property owners within 200-feet of the subject properties on October 8, 2024. No written citizen comments were received regarding this replat request.

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

Chairman Behrens closed the regular session and opened the public hearing at 5:26 pm. There were no comments.

Chairman Behrens closed the public hearing and re-opened the regular session at 5:26 pm.

A motion was made by Commissioner Neil and seconded by Commissioner Alfred to approve the request by Joshua Lowry and Monica Mazoch for approval of a Replat of Lot 6A and the Reserve Tract of the Carleton Addition to create Lot 6R, as presented. The motion carried unanimously.

8. Public Hearing, Discussion and Possible Action on Case Number P-24-042: A request by Miguel Lino Lara for approval of a Replat of Lot 4A, Block H of the A. M. Lewis Addition to create Lot 4A-R containing 0.671-acres and Lot 4C containing 0.366-acres for a total of 1.037-acres, 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-24-042. Ms. Laauwe stated that the property owner and applicant is Miguel Lino Lara and the surveyor is Donald Lampe / Lampe Surveying, Inc. The property is a 1.037-acre tract currently identified as Lot 4A, Block H of the A.M. Lewis Addition and addressed as 806 Matchett Street. The property is located on the north side of Matchett Street, northeast of the intersection of Matchett Street and Watson Street, and east of Rivers Street and is zoned R-2, Mixed Residential Use District. The subject property consists of a single-family home and vacant land. The property owner would like to subdivide this tract for future development of proposed Lot 4C. This plat also dedicates a 20-foot public utility easement along the southern property line (Matchett Street).

A Public Hearing Notice was published in the Banner Press on October 10, 2024, and notices were mailed to property owners within 200-feet of the subject properties on October 8, 2024. No written citizen comments were received regarding this replat request.

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

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

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

A motion was made by Commissioner Kossie and seconded by Commissioner Cangelosi to approve the request by Miguel Lino Lara for approval of a Replat of Lot 4A, Block H of the A. M. Lewis Addition to create Lot 4A-R and Lot 4C, as presented. The motion carried unanimously.

9. Adjourn.

A motion was made by Commissioner Neil and seconded by Commissioner Alfred to adjourn the meeting at 5:30 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.

commissioners in this decision making pr	00000.	
Certification of Meeting Minutes:		
Planning and Zoning Commission	M. Keith Behrens Chair	November 25, 2024 Meeting Date
 Attest	<u>Kim Hodde</u> Staff Secretary	November 25, 2024 Meeting Date

City of Brenham
Planning and Zoning Commission
Staff Report
Shauna Laauwe
November 28, 2024



CASE P-24-043

REPLAT: RESERVE A OF WILKINS VALLEY SUBDIVISION

STAFF CONTACT: Shauna Laauwe, AICP, City Planner

PLAT TITLE: Replat of Reserve A, Wilkins Valley Subdivision CITY/ETJ: City Limits

PLAT TYPE: Residential Replat

OWNERS: Clayton & Kellie Collier, Southern Land of Texas, LLC

AGENT/APPLICANT: Daniel Beamon / Beamon Engineering

LOT AREA /LOCATION: 7.675-acres / 1402 W. Jefferson Street

PROPOSED LEGAL Lots 20-36, Block 2, Lots 1-24, Block 3 and Common Area #3, Wilkins Valley

DESCRIPTION: Subdivision in Brenham, Washington County, Texas

ZONING DISTRICT: Planned Development District

EXISTING USE: Vacant Land

FUTURE LAND USE: Single-Family Residential Use

REQUEST: A request Clayton & Kellie Collier / Southern Land of Texas, LLC for approval of a Replat

of Reserve "A" of the Wilkins Valley Subdivision, to create the Wilkins Valley Subdivision, Phase 2 consisting of Common Area #3 being 0.118-acres and 41 lots in Blocks 2 and 3, being a total of 7.675-acres, currently addressed as 1402 W. Jefferson Street and further described as part of the Philip Coe Survey, A-31, in Brenham, Washington County, Texas.

BACKGROUND:

The subject property, identified as Reserve A of the Wilkins Valley Subdivision, is a 7.675-acre lot currently addressed as 1402 W. Jefferson Street that is generally bounded by the unimproved Right-of Way for Saeger Street to the east, Phase 1 of the Wilkins Valley Subdivision to the immediate south and W. Jefferson Street further to the south, and a tributary of Little Sandy Creek to the west. Furthermore, the subject tract is north of the Meadowpark Subdivison, Sections I and II, and is west of Grace Luthern Church, and east of N. Dixie Street.

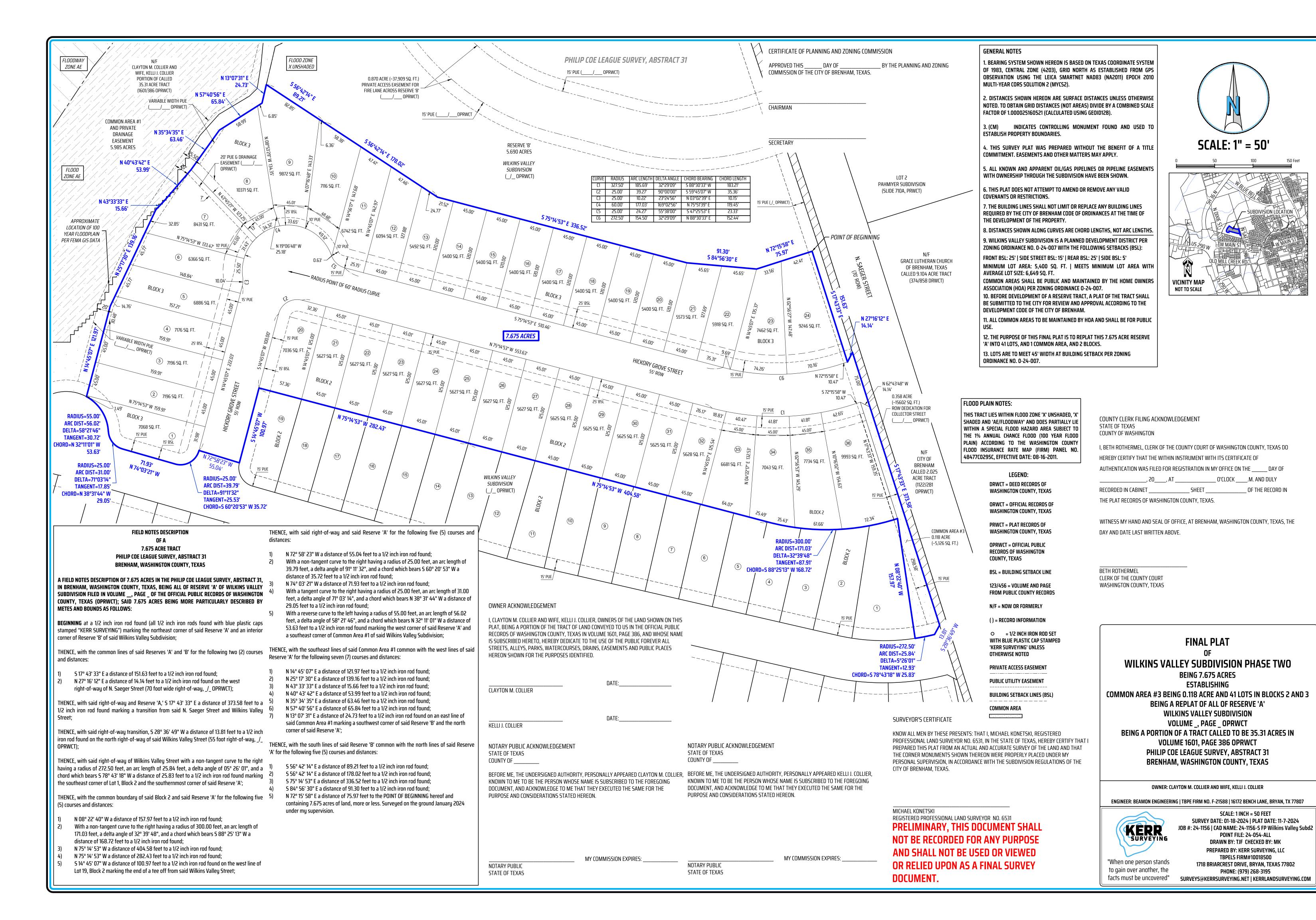
The plat for Phase 1 of this development was approved in July of this year and the subject tract was identifed as Reserve A. The applicant is ready to proceed with Phase 2 of the development; therefore, a replat of the Reserve A tract into individual lots is required. This replat creates Lots 20-36 in Block 2, Lots 1-24 in Block 3, and Common Area #3. The plat also includes the dedication of public utility easements and public right-of-way for an interior local street.

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.



City of Brenham Development Services Department



PUBLIC COMMENT FORM

All submitted forms will become a part of the public record.

Please return to:

City of Brenham	
Attn: Developme	ent Services Dept., Case P-24-043
P.O. Box 1059	
Brenham, Texas	77834-1059
Name:	Gary Durranbarger
(please print)	232 H. Dixie St.
Address:	232 A. Dixie St.
	Breyting TR 17832
Signature:	Congression
Signature.	
Date:	11-12-24
Dutc.	
*	I am FOR the requested REPLAT as explained on the attached public notice for P&Z Case P-24-043. (Please state reasons below) I am AGAINST the requested REPLAT as explained on the attached public notice for P&Z Case P-24-043. (Please state reasons below) Date, Location, & Time of Planning and Zoning Commission meeting: Monday, November 25, 2024, 5:15 PM City Council Chambers, 2 nd Floor, City of Brenham City Hall 200 West Vulcan Street, Brenham, Texas 77833
COMMENTS/REA	regarding the access off Dixie St. Specifically,

You may also submit comments via email to khodde@cityofbrenham.org. Please reference the case number in the subject line. For questions regarding this proposal, please call the Development Services Department at (979) 337-7220.

City of Brenham **Development Services Department**



PUBLIC COMMENT FORM

All submitted forms will become a part of the public record.

Please return to:	
City of Brenham	
	ent Services Dept., Case P-24-043
P.O. Box 1059	
Brenham, Texas	77834-1059
	Terry Schulz
Name:	
(please print)	211 Munz
Address:	
	Brenham, 1X 77833
Signature:	
Date:	11/13/2024
	I am FOR the requested REPLAT as explained on the attached public notice for P&Z Case P-24-043. (Pleas
	state reasons below)
	I am AGAINST the requested REPLAT as explained on the attached public notice for P&Z Case P-24-043.
	(Please state reasons below)
	Date, Location, & Time of Planning and Zoning Commission meeting:
	Monday, November 25, 2024, 5:15 PM
	City Council Chambers, 2 nd Floor, City of Brenham City Hall
	200 West Vulcan Street, Brenham, Texas 77833
COMMENTS/REA	ASONS.
COMMENTS	
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You may also submit comments via email to khodde@cityofbrenham.org. Please reference the case number in the subject line. For questions regarding this proposal, please call the Development Services Department at (979) 337-7220.