

NOTICE OF A REGULAR MEETING BRENHAM PLANNING AND ZONING COMMISSION MONDAY, DECEMBER 16, 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 November 25, 2024, Planning and Zoning Commission Meeting.

REGULAR AGENDA

- 5. Public Hearing, Discussion and Possible Action on Case Number P-24-044: A request by the Estate of Jeannette O. Parry / Russell Noe, Executor, for approval of a Replat of the West Main Street Addition, Lot 5A1A to create Lot 5A1A-1 (0.2578-acres) and Lot 5A1A-2 (0.1660-acres), being a total of 0.4238-acres, currently addressed as 407 West Main Street and further described as part of the Arrabella Harrington Survey, A-55, in Brenham, Washington County, Texas.
- 6. Public Hearing, Discussion and Possible Action on Case Number P-24-045: A request by Jake Carlile / Arete Property Group for approval of a Replat of the Washington Terrace Addition, Block 16, being Portions of Lots 2, 4, and 6 (0.314-acres) Lot 8, and the south half of Lot 10 (0.2888-acres) to create Lot 2A, being a total of 0.602-acres, currently addressed as 1301 and 1307 N. Park Street and further described as part of the Arrabella Harrington Survey, A-55, in Brenham, Washington County, Texas.
- 7. Adjourn

CERTIFICATION

I certify that a copy of the December 16, 2024, agenda of items to be considered by the Planning & Zoning Commission was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on December 12, 2024, at 2:15 p.m.

Kim Hodde

Kim Hodde, Planning Technician

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the Planning and Zoning Commission was removed by me from the City Hall bulletin board on the _____ day of _____.

Signature

Title

CITY OF BRENHAM PLANNING AND ZONING COMMISSION MINUTES November 25, 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 November 25, 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 Calvin Kossie

<u>Commissioners absent:</u> Darren Heine Cayte Neil Cyndee Smith

<u>Staff present:</u> Stephanie Doland, Development Services Director Shauna Laauwe, City Planner

<u>Citizens/Media present:</u> Heath Winkelmann Tom Knodt Joshua Blaschke, KWHI Sarah Forsythe, Brenham Banner

1. Call Meeting to Order

Chairman Behrens called the meeting to order at 5:21 pm with a quorum of four (4) Commissioners present.

2. Public Comments

There were no public comments.

3. Reports and Announcements

Stephanie Doland reminded the Board that the Capital Improvements Advisory Committee (CIAC) meeting will be December 16th at 4:00 pm, just prior to the December Planning and Zoning Commission 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 October 28, 2024, 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 Kossie 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 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.

Shauna Laauwe, City Planner, presented the staff report for Case No. P-24-043. Ms. Laauwe stated that the property owner and applicant Clayton & Kellie Collier, Southern Land of Texas, LLC and the applicant/surveyor is Daniel Beamon / Beamon Engineering. 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 on July 22, 2024 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.

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 November 7, 2024. Two written citizen comments were received regarding this replat request. Gary Durrenberger was unsure whether he was in support of the request or not and wanted to hear the presentation at the meeting. Terry Schulz stated that he was against the replat but he didn't give any reason as to why. Heath Winkelmann was against the replat due to traffic concerns.

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**.

In response to questions from the Commissioner's, Staff clarified the following:

- The minimum lot size for single-family residential in Brenham is 7,000 square feet; however, this property is part of a Planned Development District which allows for 45-foot-wide lots and overall lot size of 5,400 square feet with an average lot size minimum.
- No homes are planned in the floodway. The floodway is proposed to be used for a common area, park land, and walking trails.
- The proposed plat does meet the Planned Development District Ordinance requirements.
- Since there have been no development inquiries for the extension of Saeger Street, it will deadend temporarily.

Chairman Behrens closed the regular session and opened the public hearing at 5:31 pm. Gary Durrenberger, who lives at 232 N. Dixie Road, inquired about an access point onto Dixie Road and any setback regulations for the development to ensure the integrity of his property. Stephanie Doland pointed out that while there is currently construction access onto Dixie Road, once completed the development will not have an access point onto Dixie Road. Ms. Doland further stated that there is approximately an 8-acre tract between Mr. Durrenberger's property and this replat.

Heath Winkelmann, lives at 213 Munz street which is on the corner of Munz Street, expressed concerns about the amount of traffic that will unload onto Jefferson Street and Munz Street stating that Munz wasn't designed to handle that amount of traffic.

Chairman Behrens closed the public hearing and re-opened the regular session at 5:28 pm.

A motion was made by Commissioner Cangelosi and seconded by Commissioner Kossie to approve the 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, as presented. The motion carried unanimously.

6. Adjourn.

A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to adjourn the meeting at 5:39 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

M. Keith Behrens Chair December 16, 2024 Meeting Date

Attest

<u>Kim Hodde</u> Staff Secretary December 16, 2024 Meeting Date



CASE P-24-044 REPLAT: LOT 5A1A, WEST MAIN Addition

STAFF CONTACT:	Shauna Laauwe AICP, City Planner	
PLAT TITLE:	Replat of West Main Subdivision, Lot 5A1A, Block 16	CITY/ETJ: City Limits
PLAT TYPE:	Residential Replat	
OWNERS:	Estate of Jeanette O. Parry / Russell Noe, Executor	
AGENT/APPLICANT:	Donald Ray Hunter, HLB Services, LLC.	
LOT AREA /LOCATION:	0.4238 Acres	
PROPOSED LEGAL DESCRIPTION:	Lot 5A1a-1 and Lot 5A1a-2, West Main Addition in Brenham, Washington County, Texas	
ZONING DISTRICT:	R-2, Mixed Residential District	
EXISTING USE:	Single-Family Residential / Vacant Land	
FUTURE LAND USE:	Mixed Use Downtown Adjacent	

REQUEST: A request by the Estate of Jeannette O. Parry / Russell Noe, Executor, for approval of a Replat of the West Main Street Addition, Lot 5A1A to create Lot 5A1A-1 (0.2578-acres) and Lot 5A1A-2 (0.1660-acres), being a total of 0.4238-acres, currently addressed as 407 West Main Street and further described as part of the Arrabella Harrington Survey, A-55, in Brenham, Washington County, Texas.

BACKGROUND:

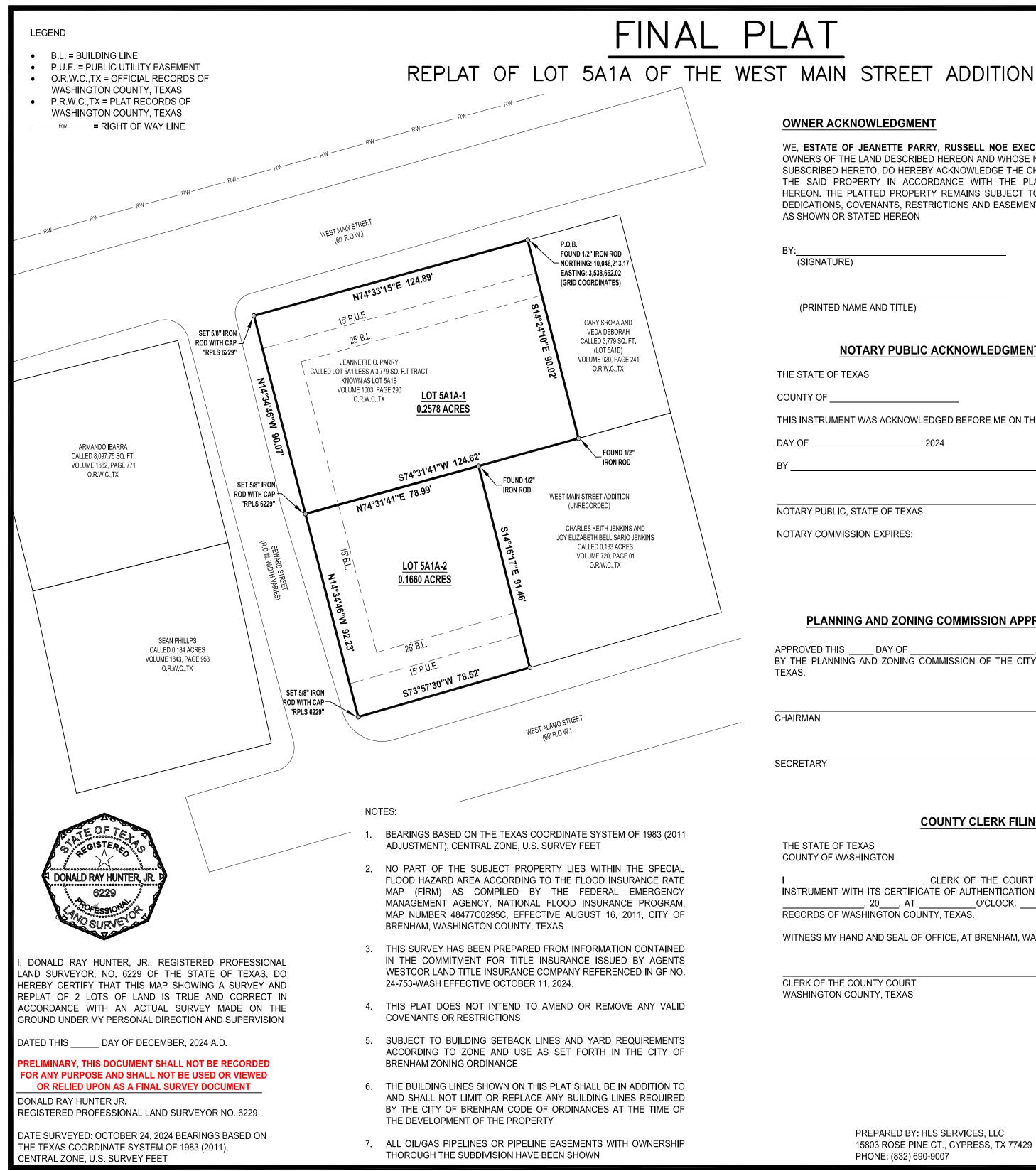
The subject property, identified as Lot 5A1A of the West Main Street Addition is a 0.4238-acres lot addressed as 407 West Main Street, is a through and corner lot generally located on the southeast corner of W. Main Street and Seward Street with also having frontage along West Alamo Street to the south. The property owner is the Estate of Jeanette O. Parry / Russell Noe, Executor. The surveyor is Donald Hunter of HLB Services, LLC. The subject property consists of a single-family home and a detached garage with a large portion of vacant land that fronts onto W. Alamo Street. The owner wishes to subdivide the existing lot into two lots for future sale and residential development. The plat creates proposed Lot 5A1A-1 and 5A1A-2, with proposed Lot 5A1A-1 (0.2578-acres) consisting of the existing single-family residence and proposed Lot 5A1A-2 (0.1660-acres) to be sold for residential development. On December 9, 2024, the Board of Adjustments granted a variance to allow proposed Lot 5A1A-1 and Lot 5A1A-2 to have a reduced lot depth of 90 feet and 91 feet, respectively. This plat also dedicates 15-foot public utility easements along the property lines abutting W. Main Street, Seward Street and W. Alamo 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.



OWNER ACKNOWLEDGMENT

WE, ESTATE OF JEANETTE PARRY, RUSSELL NOE EXECUTOR, THE OWNERS OF THE LAND DESCRIBED HEREON AND WHOSE NAMES ARE SUBSCRIBED HERETO, DO HEREBY ACKNOWLEDGE THE CHANGES TO THE SAID PROPERTY IN ACCORDANCE WITH THE PLAT SHOWN HEREON. THE PLATTED PROPERTY REMAINS SUBJECT TO EXISTING DEDICATIONS, COVENANTS, RESTRICTIONS AND EASEMENTS EXCEPT AS SHOWN OR STATED HEREON

(SIGNATURE)

(PRINTED NAME AND TITLE)

NOTARY PUBLIC ACKNOWLEDGMENT

THE STATE OF TEXAS

COUNTY OF

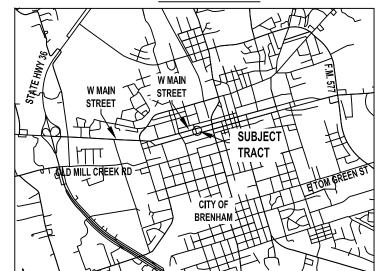
THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE

DAY OF _____, 2024

NOTARY PUBLIC, STATE OF TEXAS

NOTARY COMMISSION EXPIRES:

VICINITY MAP



SURVEY MAP

SHOWING A SURVEY OF LOT 5A1A-1 (0.2578 ACRES) AND LOT5A1A-2 (0.1660 ACRES) OF LAND, LYING AND BEING SITUATED IN THE CITY OF BRENHAM, WASHINGTON COUNTY, TEXAS, PART OF THE ARRABELLA HARRINGTON SURVEY, ABSTRACT NO. 55, BEING OUT OF AND A PART OF LOT 5A1A OF THE WEST MAIN STREET ADDITION (UNRECORDED SUBDIVISION) AND BEING ALL OF THAT TRACT OF LAND DESCRIBED IN DEED TO JEANNETTE O. PARRY RECORDED IN VOLUME 1003, PAGE 290 O.R.W.C.,TX

APPROVED THIS DAY OF BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF BRENHAM, TEXAS.

PLANNING AND ZONING COMMISSION APPROVAL

CHAIRMAN

SECRETARY

COUNTY CLERK FILING ACKNOWLEDGE STATEMENT

THE STATE OF TEXAS COUNTY OF WASHINGTON

CLERK OF THE COURT OF WASHINGTON COUNTY, TEXAS DO HEREBY CERTIFY THAT THE INSTRUMENT WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR REGISTRATION IN MY OFFICE ON THE DAY OF O'CLOCK. .M. IN CABINET 20____, AT __ SHEET OF RECORD IN THE PLAT **RECORDS OF WASHINGTON COUNTY, TEXAS.**

WITNESS MY HAND AND SEAL OF OFFICE, AT BRENHAM, WASHINGTON COUNTY, TEAS THE DAY AND DATE LAST ABOVE WRITTEN

CLERK OF THE COUNTY COURT WASHINGTON COUNTY, TEXAS

ORIGINAL SHEET SIZE = 18" X 24"

SCALE: 1" = 30'

30'

15'

FINAL PLAT **REPLAT OF LOT 5A1A** OF THE WEST MAIN STREET ADDITION TO CREATE LOT 5A1A-1 (0.2578ACRES) AND LOT 5A1A-2 (0.1660 ACRES) FOR A TOTAL OF 0.4238 ACRES

	DRAWN BY: DRH	DATE: 11/15/2024	DWG. NO.	REV.
PREPARED BY: HLS SERVICES, LLC 15803 ROSE PINE CT., CYPRESS, TX 77429 PHONE: (832) 690-9007	CHECKED BY: DRH	DATE: 11/18/2024	24-103-01	0
	SCALE: 1" = 30'	APP.: DRH		



CASE P-24-044

REPLAT: WASHINGTON TERRACE ADDITION, BLOCK 16, PORTIONS OF LOTS 2, 4, & 6, LOT 8, AND SOUTH HALF OF LOT 10

STAFF CONTAG	CT:	Shauna Laauwe AICP, City Planner		
PLAT TITLE:		Replat of Washington Terrace Addition, Block 16, Portions of Lots 2, 4, & 6, Lot 8 and south half of Lot 10 CITY/ETJ: City Limits		
PLAT TYPE:		Residential Replat		
OWNERS:		Jake Carlile / Arete Property Group		
AGENT/APPLIC	GENT/APPLICANT: Reid Ullrich / Kerr Surveying			
LOT AREA /LOCATION:		0.602-acres / 1301 and 1307 N. Park Street		
		Lot 2A, Block 16, Washington Terrace Addition in Brenham, Washington County, Texas		
ZONING DISTR	NG DISTRICT: B-1, Local Business/Residential Mixed-Use District			
EXISTING USE:	TING USE: Single-Family Residential / Vacant Land			
FUTURE LAND USE:		Commercial and Single-Family Residential Use		
REQUEST:	•	st by Jake Carlile / Arete Property Group for approval of a Replat of the ton Terrace Addition, Block 16, being Portions of Lots 2, 4, and 6 (0.314-acres)		

Washington Terrace Addition, Block 16, being Portions of Lots 2, 4, and 6 (0.314-acres) Lot 8, and the south half of Lot 10 (0.2888-acres) to create Lot 2A, being a total of 0.602acres, currently addressed as 1301 and 1307 N. Park Street and further described as part of the Arrabella Harrington Survey, A-55, in Brenham, Washington County, Texas.

BACKGROUND:

The subject properties, identified as Washington Terrace Addition, Block 16, being Portions of Lots 2, 4, and 6 (0.314-acres) Lot 8, and the south half of Lot 10 (0.2888-acres), encompass a 0.602-acre parcel currently addressed as 1301 and 1307 N. Park, and are generally located west of N. Park Street, north of Sayles Street, east of Ewing Street and south of McNeese Street. The property owner / applicant is Jake Carlile / Arete Property Group. The surveyor is Kerr Surveying. The subject property consists of a single-family home that will be demolished and vacant land. The property owner / applicant would like to combine these two tracts for future development of proposed Lot 2A for a townhome development. This plat also dedicates a 20-foot public utility easement along the eastern property line (N. Park Street) and dedicates a 15-foot public utility easement along the southern property line (Sayles 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:

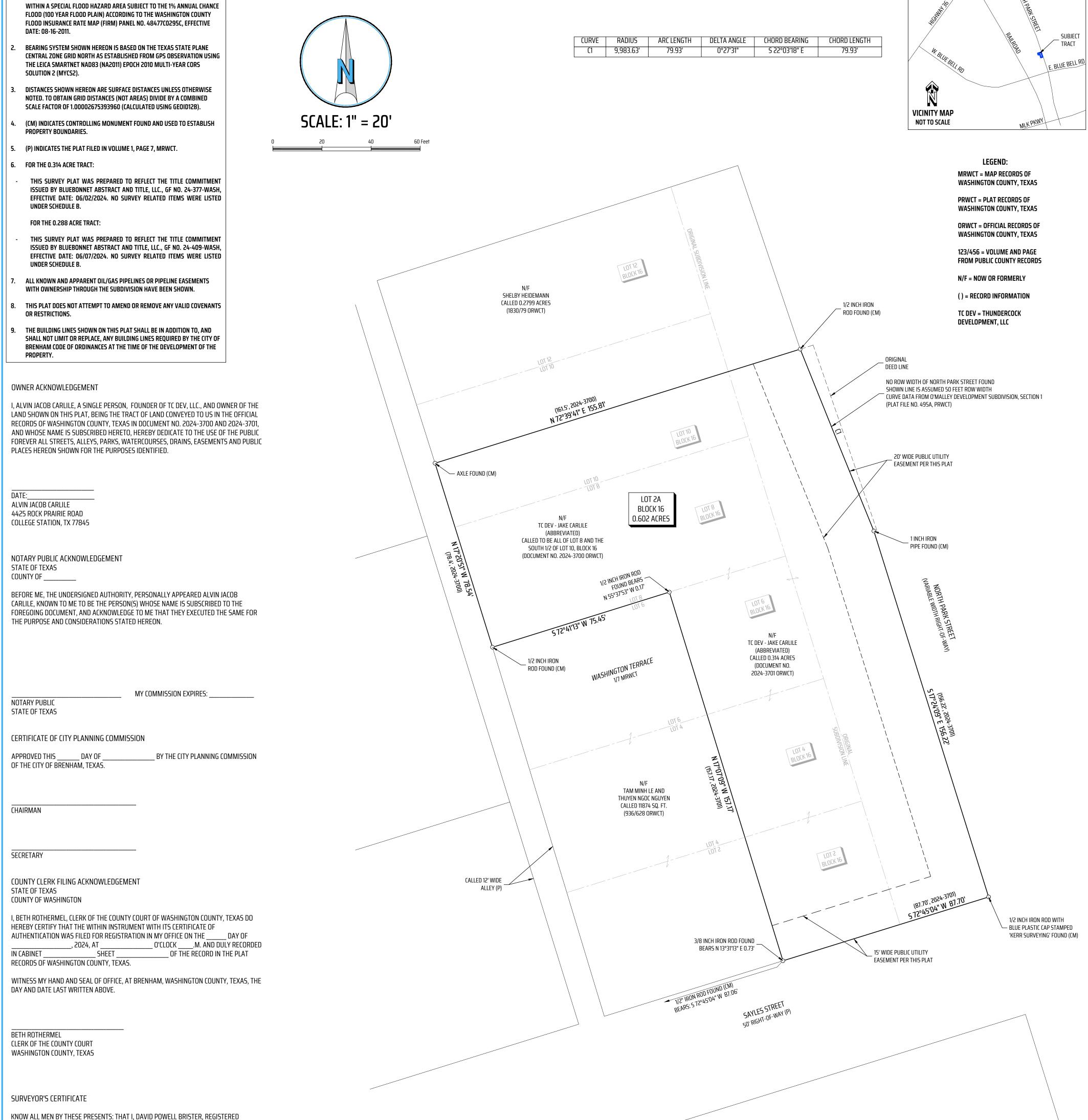
A. Proposed residential Replat.

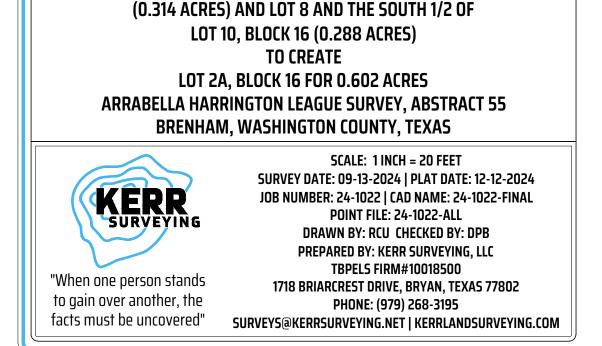
GENERAL NOTES

- 1. THIS TRACT LIES WITHIN FLOOD ZONE 'X' UNSHADED AND DOES NOT LIE FLOOD (100 YEAR FLOOD PLAIN) ACCORDING TO THE WASHINGTON COUNTY FLOOD INSURANCE RATE MAP (FIRM) PANEL NO. 48477C0295C, EFFECTIVE DATE: 08-16-2011.
- THE LEICA SMARTNET NAD83 (NA2011) EPOCH 2010 MULTI-YEAR CORS SOLUTION 2 (MYCS2).
- NOTED. TO OBTAIN GRID DISTANCES (NOT AREAS) DIVIDE BY A COMBINED
- PROPERTY BOUNDARIES.

- THIS SURVEY PLAT WAS PREPARED TO REFLECT THE TITLE COMMITMENT ISSUED BY BLUEBONNET ABSTRACT AND TITLE, LLC., GF NO. 24-377-WASH, EFFECTIVE DATE: 06/02/2024. NO SURVEY RELATED ITEMS WERE LISTED UNDER SCHEDULE B.

- THIS SURVEY PLAT WAS PREPARED TO REFLECT THE TITLE COMMITMENT UNDER SCHEDULE B.
- WITH OWNERSHIP THROUGH THE SUBDIVISION HAVE BEEN SHOWN.
- **OR RESTRICTIONS.**
- PROPERTY.





REPLAT OF WASHINGTON TERRACE ADDITION PORTIONS OF LOTS 2, 4, AND 6, BLOCK 16

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE

DAVID POWELL BRISTER REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6537

PROFESSIONAL LAND SURVEYOR NO. 6537, IN THE STATE OF TEXAS, HEREBY CERTIFY THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ACCURATE SURVEY OF THE LAND AND THAT THE CORNER MONUMENTS SHOWN THEREON WERE PROPERLY PLACED UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF THE CITY OF BRENHAM, TEXAS.