



**NOTICE OF A REGULAR MEETING  
BOARD OF ADJUSTMENT  
MONDAY, JULY 14, 2025, AT 5:15 P.M.  
SECOND FLOOR CITY HALL  
COUNCIL CHAMBERS  
200 W. VULCAN  
BRENHAM, TEXAS**

**1. Call Meeting to Order**

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

*[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 discusses and act upon it individually as part of the Regular Agenda.

**4-a. Minutes from June 9, 2025, Board of Adjustment Meeting.**

**4-b. Minutes from June 16, 2025, Joint Planning and Zoning Commission, Board of Adjustment, Brenham City Council Meeting (training).**

**REGULAR AGENDA**

- 5. Public hearing, Discussion and Possible Action on Case Number VARIANCE-25-0006: A request by Our Integrity Works, LLC / Cliff J. and Jane M. Fontenot for a *Variance* from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 1, Section 10.02(1) to allow a 3-foot south side yard setback, where a minimum 5-foot side yard setback is required for construction of an accessory structure (detached garage) at 1302 S Day Street, described as Lot 1B, Block 13 of the W.G. Wilkins Addition in Brenham, Washington County, Texas.**

6. Public hearing, Discussion and Possible Action on Case Number VARIANCE-25-0007: A request by Our Integrity Works, LLC / Andrea Hand for a *Special Exception* as described in Part IV, Division 4, Section 1.01(2) [extension or enlargement of a nonconforming structure] to allow a 3-foot north side yard setback, where a minimum 5-foot side yard setback is required for construction of a an accessory structure (carport attached to the existing detached garage) at 606 S. Park Street, described as Lot 14A, Block 94 of the Original Town Addition in Brenham, Washington County, Texas.
7. Public hearing, Discussion and Possible Action on Case Number VARIANCE-25-0008: A request by Jaime Lazcano / TX OFFER, LLC for a *Variance* from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 1, Section 12.02 and Table 3, to maintain the existing 6.35' side yard setback and to allow a 0' buffer yard where a 20' buffer yard between a Multifamily use and a Single-Family use is required; and a *Special Exception* from Part II, Division 1, Section 16.01 to allow on-site parking to back into street right-of-way; and a *Special Exception* in accordance with Part IV, Division 4, Section 1.01(2) to allow extension/expansion of a nonconforming structure for a proposed 4-Unit multifamily development at 601 S Park Street, described as Lot W PT 1A and 2A, Block 91 of the Original Town Addition in Brenham, Washington County, Texas.
8. Adjourn.

#### **CERTIFICATION**

I certify that a copy of the July 14, 2025, agenda of items to be considered by the Board of Adjustment was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on July 11, 2025, at 9:00 a.m.



\_\_\_\_\_  
Kim Hodde, Planning Technician

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| <p><b>Disability Access Statement:</b> 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 seventy-two (72) hours before the meeting) by calling (979) 337-7200 for assistance.</p> |
|--|

I certify that the attached notice and agenda of items to be considered by the Board of Adjustment was removed by me from the City Hall bulletin board on the \_\_\_\_\_ day of \_\_\_\_\_, 2025 at \_\_\_\_\_ am/pm.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

# **CITY OF BRENHAM BOARD OF ADJUSTMENT MINUTES**

**June 9, 2025**

*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 June 9, 2025, at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

Jon Hodde, Chairman  
Walt Edmunds  
Darren Huckert  
Arlen Thielemann  
Mary Lou Winkelmann

Commissioners absent:

Dax Flisowski

Staff present:

Stephanie Doland, Development Services Director  
Shauna Laauwe, City Planner  
Megan Mainer, Assistant City Manager  
Kim Hodde, Planning Technician

Citizens / Media present:

Sarah Forsythe, Brenham Banner  
Wesley Brinkmeyer, Bluebonnet Electric Coop  
Kory Merten, Bluebonnet Electric Coop  
Katie Burch, PlanNorth Architectural Co.  
Michael Brannon  
Chad Bolcerek

Jake Carlile  
Tam Le  
Gretchen Brossa  
Merritt Brossa  
John T. McDonald, II  
Claudia McDonald

**1. Call Meeting to Order**

Chairman Hodde called the meeting to order at 5:20 p.m. with a quorum of five (5) Commissioners present.

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

There were no comments and/or receipt of petitions.

**3. Reports and Announcements**

Stephanie Doland welcomed Merritt Brossa to the meeting. Merritt stated that he is a Boy Scout and is working on his Community and Citizenship badge and he appreciated the opportunity to attend this meeting to help him meet his goals.

Ms. Doland introduced Assistant City Manager, Megan Mainer, to the Board. There were no other reports or announcements.

## 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 discusses and act upon it individually as part of the Regular Agenda.

#### 4-a. Minutes from May 12, 2025, Board of Adjustment Meeting.

Chairman Hodde called for any corrections or additions to the minutes as presented. A motion was made by Commissioner Huckert and seconded by Commissioner Edmunds to approve the Consent Agenda (item 4-a) as presented. The motion carried unanimously.

## REGULAR AGENDA

5. **Public hearing, Discussion and Possible Action on Case Number VARIANCE-25-0001: A request by Ray Bitzkie / Bluebonnet Electric Cooperative, Inc. for a Variance from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 2, Section 3.05(2)(a)(i) to allow a 19-foot front yard setback, where a minimum 25-foot front yard setback is required for installation of a payment kiosk to be located at the existing site at 1909 S. Market Street, described as Lot 3B, Block R of the Keys 2<sup>nd</sup> Addition, in Brenham, Washington County, Texas.**

Shauna Laauwe, City Planner, presented the staff report for Case No. VARIANCE-25-0001. Ms. Laauwe stated that this is a request from Bluebonnet Electric Cooperative (BBEC) as the applicant and Michael Brannon as the property owner. Katie Burch with PlanNorth Architectural Company is the applicant's agent. The subject property is addressed as 1909 S. Market Street and is identified as Lot 3B, Block R of the Keys 2<sup>nd</sup> Addition. It is generally located on the east side of S. Market Street, south of Giddings Lane and north of E. Stone Street. The subject property and adjacent properties to the north, south, and west are within a B-1, Local Business Mixed Use District and developed with commercial uses. The adjacent properties to the east are located within a R-1, Single-Family Residential District and developed as single-family uses. The subject property is 0.862-acres and is currently developed as a retail shopping (strip) center with three existing tenants. The shopping center tenant spots are addressed as 1901, 1903, 1905, and 1907 S. Market Street, and near the roadway is 1909 S Market Street that is the former location of a Citizen's State Bank ATM site. The ATM was recently removed, but the median and drive up aisle is still existing. The applicant, Bluebonnet Electric Cooperative, wishes to install a payment kiosk in the existing median with a protective and aesthetic roof structure and overhang. The median and proposed payment kiosk would be located 27'-3 ¼" from the front property line and meet the minimum required 25-foot front yard setback, however the proposed roof overhang will extend into the minimum front yard setback. The roof structure is 17-feet in width and 14-feet in depth and supported by a brick column on either side of the kiosk. The roof panel extends 3-feet to the rear of the kiosk and out 8-feet to front to provide shade and rain protection for the kiosk itself and for customers utilizing the machine. The proposed structure overhang would be 19'-1/4" from the front property line, an encroachment of approximately 6-feet into the 25-foot front yard setback; therefore, the applicant is requesting a 6-foot variance to the minimum required 25-foot front yard setback for the proposed payment kiosk and structure overhang. Ms. Laauwe stated that ordinance does allow for a 4' overhang encroachment; however, the applicant felt that 6' was needed for this project.

S. Market Street is a TxDOT corridor that has been widened over the years. The property line for the subject tract goes through the landscape median. There are multiple structures, especially on the east side of S. Market Street that are nonconforming and are at or near the front property line.



## STAFF ANALYSIS

- The request would not be out of character with the surrounding area since several nearby structures encroach into the front setback.
- The need for the variance was not created by the applicant since the plan to reuse the previous ATM site and existing infrastructure. The roof structure will protect the machine and will be aesthetically pleasing.
- Granting this variance will not be materially detrimental or injurious to other properties.

Notices were mailed to property owners within 200 feet of the subject property regarding these requests on May 28, 2025. Staff did not receive any phone calls, emails or written comments regarding this request.

## STAFF RECOMMENDATION:

Staff has reviewed the request and ***recommends approval*** of the requested variance to allow a 6-foot reduction in the minimum required 25-foot front yard for a setback of 19 feet for a payment kiosk to be located at the existing site at 1909 S. Market Street.

Chairman Hodde opened the Public Hearing at 5:35 p.m. and asked for any comments. In response to questions from Commissioners, Wesley Brinkmeyer from BBEC clarified the following:

- The kiosk will be a computerized system where citizens can walk up, scan their bill or enter their personal identification and pay their bill by cash, credit card or check.
- A professional service will be utilized for pickups from the kiosk.
- The canopy height is approximately 11'8" in height and will not extend over the rear of the kiosk median so as not to impede the existing parking spaces on the east side of the kiosk median.
- The canopy should not interfere with any of the services on the existing utility poles located in the grassy median near the property line.

There were no other comments.

Chairman Hodde closed the Public Hearing at 5:37 p.m. and re-opened the Regular Session.

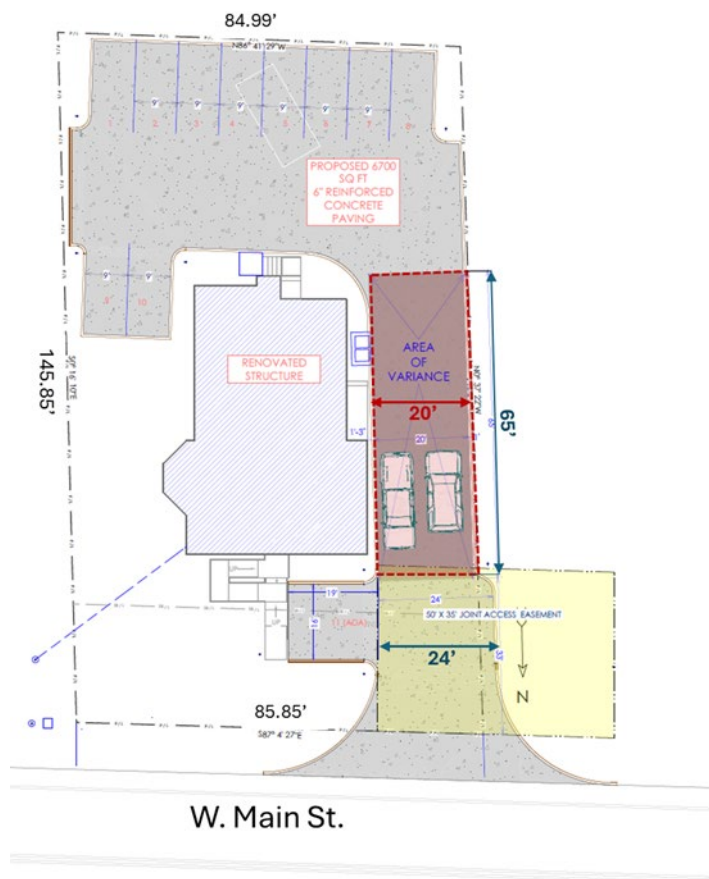
A motion was made by Commissioner Thielemann and seconded by Commissioner Winkelmann to **approve** the request by Ray Bitzkie / Bluebonnet Electric Cooperative, Inc. for a Variance from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 2, Section 3.05(2)(a)(i) to allow a 19-foot front yard setback, where a minimum 25-foot front yard setback is required for installation of a payment kiosk to be located at the existing site at 1909 S. Market Street, as presented. The motion carried unanimously (5-0).

**6. Public hearing, Discussion and Possible Action on Case Number VARIANCE-25-0004: A request by Jake Carlile / Arete Property Management, LLC for a variance from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 1, Section 16.01(1)(B) to allow a 20-foot drive aisle, where a minimum 24-foot drive aisle is required for a two-way drive aisle to be located at 1403 W. Main Street, described as Lot 1 of the Arete II Subdivision, in Brenham, Washington County, Texas.**

Shauna Laauwe, City Planner, presented the staff report for Case No. VARIANCE-25-0004. Ms. Laauwe stated that this is a request from Jake Carlile / Arete Property Management, LLC as the applicant and owner. The subject property is addressed as 1403 W Main Street and is identified as Lot 1 of the Arete II Subdivision. It is generally located on the south side of West Main Street, west of Saeger Street and east of Munz Street. The subject property is also adjacent to the former "The Yard" restaurant and LJ's BBQ and the Fibers building. The subject property and all adjacent properties along W. Main Street are within a B-1, Local Business Mixed Use District and developed with commercial uses, while adjacent properties to the south are zoned R-1, Single-Family Residential District and developed as single-family residential homes. The subject 0.2808-acre property is approximately 85'x145.85' (12,397 SF) and consists of a 2,030 square foot structure that was the former Main Street Antique Market. The applicant is currently conducting a full renovation of the building and site to change from the

former retail use to an office use. The dormer on the west side of the building has been removed and replaced with a window in an effort to provide more drive aisle width.

The site plan consists of the structure centered on the lot with 10 parking spaces to the rear of the building and one handicap accessible space in the front. The original site plan called for two driveways, one on each side of the structure to allow for a one way in and out circular vehicle pattern on and off the site, however W. Main Street is a TXDOT roadway and due to the minimal width of the property, TXDOT will only approve one driveway at this location. The applicant has now redesigned the site and has proposed the driveway to be on the east side of the property. However, the zoning ordinance requires a minimum driveway width of 24-feet. The applicants and the adjacent property owners are currently working on a joint access easement agreement that would allow travel across the property lines. The proposed joint access easement is 50'x35' and is shown in yellow in the drawing below. This access easement is also beneficial in helping alleviate the legally nonconforming open driveway across the subject property, 1405 W Main, and the L's property at 1407 W. Main Street. In time, the City is hopeful that the properties will share two access drives to access the 4 properties along W. Main Street.



The joint access agreement helps remedy the issue with the driveway width, however after the 35-foot access easement depth, the drive aisle to the rear parking lot would narrow to 20-feet in width for two-way traffic. The site plan shows that the drive aisle would be 20-feet in width for a length of 65-feet before opening up into the parking area. In the off-street parking requirements for drive aisles found in Section 16.01(1)(B) of the Zoning Ordinance, a minimum 24-foot drive aisle is required for a two-way traffic aisle. Therefore, the applicant is requesting a variance for a 4-foot reduction in the minimum required 24-foot two-way drive aisle to allow a drive aisle width of 20-feet.

## STAFF ANALYSIS

- The 24-foot requirement is generally to allow for backing up maneuvers out of a parking space into a drive aisle or into a street; however, there will not be any parking along this proposed 20-foot drive aisle.
- The need for the variance was not created by the applicant.
- Granting this variance will not be materially detrimental or injurious to other properties.
- 20-feet in aisle width should be ample for two vehicles to pass. Standard parking spaces are 9 feet in width. The rear parking area accommodates only 10 parking spaces.

Notices were mailed to property owners within 200 feet of the subject property regarding these requests on May 28, 2025. Staff did not receive any phone calls, emails or written comments regarding this request.

## STAFF RECOMMENDATION:

Staff has reviewed the request and ***recommends approval*** of the requested variance to allow a 4-foot reduction in the minimum required 24-foot two-way drive aisle for a 20-foot two-way drive aisle to be in the east side yard of 1403 West Main Street.

Chairman Hodde opened the Public Hearing at 5:45 p.m. and asked for any comments. In response to a question from Commissioners, Jake Carlile clarified the following:

- No fire access road is required due to the 150-foot hose lay distance.
- Their designer, Matt Brown, met with TxDOT regarding this proposed layout and received TxDOT approval prior to proceeding with this plan.

John McDonnald and his wife Claudia McDonnald, who own the Fibers building at 1401 W. Main Street, presented the following comments/concerns:

- Mr. McDonnald stated that the applicant had initially planned to put a driveway on both sides of the building so they dug out the property and since they didn't put up the "mud-fencing" (as requested by the City of Brenham Compliance Officer), the McDonnald's now have wash-out onto their property. Since the safety fencing was not installed during excavation, a mess has been created.
- There is approximately 46-feet from the rear of the Arete building to the McDonnald property since their property is adjacent but also wraps around to the rear of the subject property.
- The McDonnald's read that the building was leased as a medical doctor's office and they are concerned if there is enough space to meet the parking requirements. Commissioner Huckert responded that the City of Brenham has parking requirements for each use and staff will ensure that the required parking is met.
- They are concerned about the runoff to the rear of the building and the impact it may have to the tree's root system since the tree is located on their property behind the applicant's property.

Commissioner Edmunds stated that the applicant may be able to put a small "berm" to help alleviate the drainage concerns.

In response to several of the concerns, City staff responded as follows:

- Medical Office use requires one parking space per 250 square feet of building. This equates to 8 parking spaces being required for this project. The applicant is proposing 11 parking spaces, with one of them being ADA compliant.
- Since this site is under 1-acre, no formal drainage study is required; however, the applicant is required to maintain positive drainage. The parking lot in the rear will have curb and gutter to assist with routing the water to the defined drainage area.

The applicant and owner, Jake Carlile, stated the following:

- They had started moving forward with the project but stopped due to the driveway design issues; therefore, a large part of the project is still under construction. Some of these concerns should be alleviated once the project is complete.

- Drainage will be routed to the southwest corner of the property with a berm or rock bed to slow the flow down before it exits this property. Applicant has met with Dwayne Gajewski of Strand Associates and they came up with this design and felt that it is the best design for this project.

There were no other comments.

Chairman Hodde closed the Public Hearing at 6:06 p.m. and re-opened the Regular Session.

A motion was made by Commissioner Huckert and seconded by Commissioner Thielemann to **approve** the request by Jake Carlile / Arete Property Management, LLC for a variance from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 1, Section 16.01(1)(B) to allow a 20-foot drive aisle, where a minimum 24-foot drive aisle is required for a two-way drive aisle to be located at 1403 W. Main Street, as presented. The motion carried unanimously (5-0).

**7. Public hearing, Discussion and Possible Action on Case Number VARIANCE-25-0005: A request by Jake Carlile / Thundercock Development, LLC for a variance from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 2, Section 3.05(2)(a)(i) to allow a 20-foot front yard setback, where a minimum 25-foot front yard setback is required for construction of a multifamily development to be located at the existing site at 1301/1307 N Park Street, described as Lot 2A, Block 16 of the Washington Terrace Addition, in Brenham, Washington County, Texas.**

Shauna Laauwe, City Planner, presented the staff report for Case No. VARIANCE-25-0005. Ms. Laauwe stated that this is a request from Jake Carlile / Arete Property Management, LLC as the applicant and owner. The subject property is addressed as 1301 & 1307 N. Park Street and is identified as Lot 2A, Block 16 of the Washington Terrace Addition. It is generally located on the west side of N. Park Street, south of McNeese Street and north of Sayles Street. The subject property, adjacent properties to the north and south, and properties to the east across N. Park Street are within a B-1, Local Business Mixed Use District and developed with commercial and residential uses. The adjacent properties to the west are located within an R-1, Single-Family Residential District and developed as single-family uses. The subject property is 0.60-acres and is currently vacant property. The applicant, Thundercock Development, LLC, would like to construct a 12-unit multifamily development that is similar to a townhome development at this location. Townhomes are single-family attached units on individual (separate) lots that typically have garages. The subject property was replatted in December 2024, where portions of five small lots were combined to create the existing one lot, 0.602-acre property. The proposed development consists of two buildings, with Building 1 having four (4) attached units along the north side of the property and Building 2 having eight (8) attached units along the east side of the subject property. In Building 1, the units will have 3 bedrooms, 3 bathrooms, and 2 car covered parking spaces each, while in Building 2, the units will have 3 bedrooms, 2 bathrooms, with 1 car covered parking space each. The site plan details 14 additional parking spaces to include 2 ADA assessable parking spaces. The proposed development is considered to be multifamily as the property is platted as one individual lot and has one owner. The proposed development site plan meets the following zoning requirements: off-street parking of a total of 33 overall parking spaces that includes 2.5 parking spaces per 3 bedroom unit plus an additional 10% for guest parking; the north side yard and south side street setbacks of 15-feet, and the 35 foot setback from the adjacent single-family residential property to the west that includes the standard 15-foot rear yard setback in addition to the 20-foot bufferyard setback. The proposed structures, however, are located at a 20-foot setback along N. Park Street and do not meet the minimum required twenty-five (25) foot front yard setback.

In the B-1 district, the following setback requirements apply:

*Multi-family* - 25' front setback  
15' side and rear setback plus 20' bufferyard adjacent to single-family uses

*Townhomes* - 20' front setback  
10' side setback between separate units  
15' street side setback  
15' rear setback (25' if next to a street)

To meet the bufferyard requirements along the east single-family residential properties, the applicant is requesting a 5-foot variance to the minimum required 25-foot front yard setback for the proposed multifamily development.

#### **STAFF ANALYSIS**

- This lot is uniquely shaped and is constrained by lot size and setback requirements.
- This townhome style development is requesting the same permitted setback allowed in the B-1 district.
- Granting this variance will not be materially detrimental or injurious to other properties.
- N. Park Street is a TXDOT Arterial roadway with an ample 70' right-of-way width.
- This area is a transitional area with Adult and Teen Challenge, Lauren Concrete, public parks, residential neighborhoods, and neighborhood commercial uses in the area.

Notices were mailed to property owners within 200 feet of the subject property regarding these requests on May 28, 2025. Staff did not receive any phone calls, emails or written comments regarding this request.

Commissioner Edmunds asked why the setback for Townhomes is 20' and multi-family is 25'. Staff replied that traditionally, multifamily are taller buildings so the 5-foot provides an extra setback. This project is proposed for 3-story buildings and with the 70-foot right-of-way, there will be ample green space.

#### **STAFF RECOMMENDATION:**

Staff has reviewed the request and **recommends approval** of the requested variance to allow a 5-foot reduction in the minimum required 25-foot front yard for a front setback of 20-feet for a multifamily development to be located at the existing site at 1301 and 1307 N. Park Street.

Chairman Hodde opened the Public Hearing at 6:21 p.m. and asked for any comments. In response to questions from Commissioners, the applicant, Jake Carlile, clarified the following:

- The area labeled "mail" is a mailbox cluster bank and it can be relocated if necessary.
- The units will be townhome styled rental units since they will all be on one lot and with one owner.
- There will be a laundry, kitchen and master bedroom on the first floor and two bedrooms on the second floor.
- Two ADA parking spaces will be provided for the development.
- The applicant preferred not to have garages facing the street so the development is proposed with homes facing the street with a front yard and a walkway and the garages will have a rear entry.

There were no other comments.

Chairman Hodde closed the Public Hearing at 6:26 p.m. and re-opened the Regular Session.

A motion was made by Commissioner Huckert and seconded by Commissioner Edmunds to **approve** the request by Jake Carlile / Thundercock Development, LLC for a variance from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 2, Section 3.05(2)(a)(i) to allow a 20-foot front yard setback, where a minimum 25-foot front yard setback is required for construction of a multifamily development to be located at the existing site at 1301/1307 N Park Street, as presented. The motion carried unanimously (5-0).

#### **8. Adjourn**

A motion was made by Commissioner Winkelmann and seconded by Commissioner Thielemann to adjourn the meeting at 6:26 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

July 14, 2025  
Meeting Date

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

July 14, 2025  
Meeting Date

**CITY OF BRENHAM  
BOARD OF ADJUSTMENT / PLANNING AND ZONING COMMISSION / CITY COUNCIL  
JOINT MEETING (TRAINING) MINUTES**

**June 16, 2025**

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

A special joint meeting (Training) with the Board of Adjustment, Planning and Zoning Commission, and the City of Brenham City Council was held on June 16, 2025, in the Roberta C. Johnson Program Room of the Nancy Carol Roberts Memorial Library, located at 100 Martin Luther King, Jr. Parkway, Brenham, Texas.

**BOA Commissioners present:**

Jon Hodde, Chair  
Arlen Thielemann, Vice Chair  
Dax Flisowski  
Mary Lou Winkelmann  
Walt Edmunds (alternate)

**P & Z Commissioner present:**

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

**Commissioners absent:**

Darren Huckert (BOA)

**City Councilmembers present:**

Atwood Kenjura, Mayor  
Clint Kolby, Mayor Pro Tem  
Leah Cook  
Paul LaRoche

**Staff present:**

Stephanie Doland, Development Services Director  
Shauna Laauwe, City Planner  
Megan Mainer, Assistant City Manager  
Dane Rau, Public Works Director  
Richard J. O'Malley, Director of Engineering  
Kim Hodde, Planning Technician

**Citizens present:**

Justin Golbabai (Speaker)

**1. Call Meeting to Order**

Clint Kolby, Mayor Pro Tem, called the Brenham City Council meeting to order at 12:06 pm with a quorum of four (4) members present. [Mayor Kenjura jointed the meeting late due to a schedule conflict]

Jon Hodde, Chair, called the Board of Adjustment meeting to order at 12:06 pm with a quorum of five (5) members present.

Keith Behrens, Chair, called the Brenham Planning and Zoning Commission meeting to order at 12:06 pm with a quorum of seven (7) members present.

## **WORKSHOP AGENDA**

### **2. The Planning and Zoning Commission, Board of Adjustment, and City of Brenham City Council will Participate in a Training Session Conducted by Justin Golbabai, AICP, CNU-A, CFM, Professor of Urban Planning at Texas A& M University**

Stephanie Doland introduced the speaker, Justin Golbabai, AICP, CNU-A, CFM, who is an Associate Professor of the Practice and a Coordinator of the Bachelors of Urban Planning and Regional Sciences Program at Texas A&M University. Mr. Golbabai holds certifications from the American Institute of Certified Planners (AICP), The Congress for the New Urbanism (CNU), and the Association of State Floodplain Managers (CFM). Mr. Golbabai his presentation entitled “Neighborhood Planning and Design” that included topics such as:

#### Impact of Neighborhood Design

- His Personal Example
- Less Kids Walking & Bicycling to School
- Auto Orientation & Obesity
- Television Oriented Habits
- Loneliness
- Social Capital Decline

#### Design of Community

- 3<sup>rd</sup> Places (places to “hang out” and socialize)

#### Traditional Neighborhood Development

- Clarence Perry’s Neighborhood Unit
- Neighborhood Unit: Centering the School
- Neighborhood Unit: Streets
- Neighborhood Unit: Edges
- Neighborhood Unit: Parks & Greenspaces

#### Rise of Modern Suburban Development Pattern

- Rise of Single Use Zoning
- Evolving Street Networks
- Connectivity in Subdivision Regulations
- Mass Subdivision Buildings
- Subdivision Experience

#### Development Patterns in Brenham

- Traditional Neighborhoods vs Suburban Sprawl
- Land Use & Zoning in Brenham

#### Brenham Citizen Feedback on Development Types

- Brenham Comprehensive Plan – Small Town Feel – What Does It Mean?
- Community Survey Results
- Translating Comprehensive Plan into Subdivision Language

#### Neighborhood Design Principles Applied to Subdivision Regulations

- Items to Look At: Exterior Connections
- Items to Look At: Internal Pedestrian Connectivity
- Sidewalks and Access Ways
- Civic/Community Center/Parkland Dedication
- Payment of Fee-In-Lieu: Sidewalk-Fee-In-Lieu & Parkland Dedication



- Voter Politics: Public vs HOA Areas
- Street Trees
- Difference Trees Make
- Neighborhood Appropriate Uses in SF Zoning Along Major Streets
- Stormwater Management as Neighborhood Amenities
- Multi-Use Stormwater Areas
- Zoning/Negotiation Gives: Allowing for Thinner Lot Widths & Reduced Side Setbacks

#### Resources and Organizations

- Congress for the New Urbanism ([www.cnu.org](http://www.cnu.org))
- Incremental Development Alliance ([www.incrementaldevelopment.org](http://www.incrementaldevelopment.org))
- Dutch Cycling Embassy (<https://dutchcycling.nl>)
- City of Austin, TX's Neighborhood Partnering Program  
(<https://www.austintexas.gov/department/neighborhood-partnering-program>)

#### Concluding Thoughts

- Questions
- "We shape our buildings; Thereafter, they shape us." - Winston Churchill

A copy of the presentation is on file in the Development Services Department and will be emailed to all participants.

### **3. Adjourn**

Mayor Pro Tem Kolby adjourned the Brenham City Council meeting at 1:25 pm.

Chairman Hodde adjourned the Board of Adjustment meeting at 1:25.

Chairman Behrens adjourned the Planning and Zoning Commission meeting at 1:25.

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

Certification of Meeting Minutes:

|                     |                  |                      |
|---------------------|------------------|----------------------|
| _____               | <u>Jon Hodde</u> | <u>July 14, 2025</u> |
| Board of Adjustment | Chairman         | Meeting Date         |
| _____               | <u>Kim Hodde</u> | <u>July 14, 2025</u> |
| Attest              | Staff Secretary  | Meeting Date         |

**CASE NUMBER: VARIANCE-25-0006**  
**VARIANCE REQUEST: 1302 S. Day Street**

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**STAFF CONTACT:** Shauna Laauwe, City Planner

**OWNERS/APPLICANTS:** Cliff J. and Jane M. Fontenot / Our Integrity Works, LLC

**ADDRESS/LOCATION:** 1302 S. Day Street (Exhibit "A")

**LEGAL DESCRIPTION:** Lot 1B, Block 13 of the W.G. Wilkins Addition

**LOT AREA:** 0.31 acres (13,390 square feet)

**ZONING DISTRICT/** R-1, Single Family Residential / Single Family Residence  
**CURRENT USE:** (Exhibit "B")

**COMP PLAN** Single-Family Residential  
**FUTURE LAND USE:**

**REQUEST:** A request for a Variance from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 1, Section 10.02(1) to allow a 3-foot south side yard setback, where a minimum 5-foot side yard setback is required for construction of an accessory structure (detached garage), (Exhibit "C").

**BACKGROUND:**

The subject property is addressed as 1302 S. Day Street and is generally located on the west side of S. Day Street, south of Charles Lewis Street and north of W. Tom Green Street. The subject property and adjacent properties to the north and west are zoned R-1, Single Family Residential and are developed with residential uses. The properties to the south are zoned B-1, Local Business Mixed Use District and developed with a mix of residential and commercial uses. The subject property is 0.31-acres and is currently developed with a single-family residence with a detached garage. The owners, Cliff J. and Jane M. Fontenot, wish to demolish the existing 20'x20' (400 SF) garage structure and rebuild a new, larger garage structure that is 24'x 33' (792 SF). The existing garage is 2-feet from the south property line. The applicant proposes to construct the new garage at a 3-foot south side yard setback, where the minimum required setback for an accessory structure is 5-feet. The applicant thereby requests a 2-foot variance to the south side yard setback for a detached accessory structure.

**Figure 1**

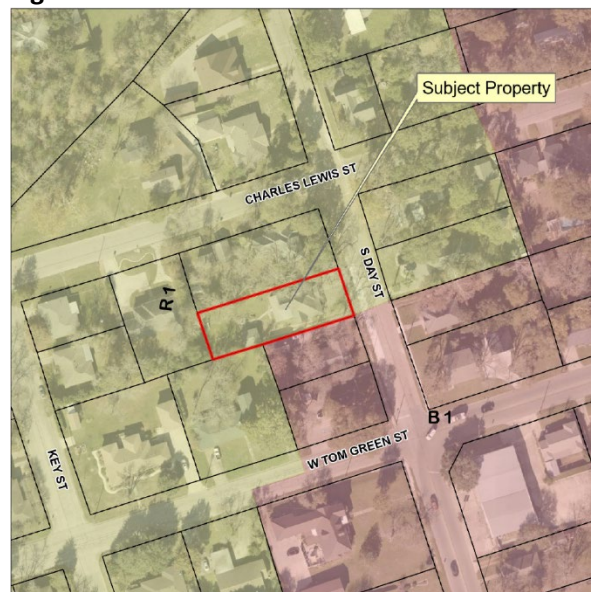
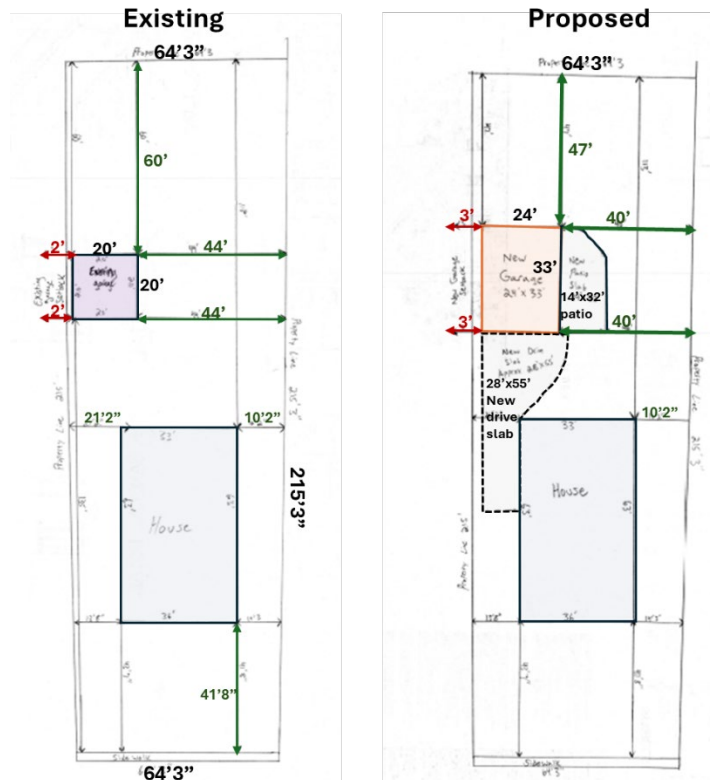


Figure 2



#### APPLICABLE SECTION OF ORDINANCE AND ANALYSIS:

(Sec.5.02)(132)Variance: A type of relief that may be granted by the Board of Adjustment in order to accommodate appropriate development of a particular parcel of land that cannot otherwise be appropriately developed. The granting of such relief is subject to the standards and procedures as established in part IV, Variances, Special Exceptions, Nonconforming Uses and Appeals, Division 1. The Board may not grant variances to use requirements or procedural requirements related to the granting of a variance.

(DIVISION 2. VARIANCES Sec. 1. Limitations.) The Board of Adjustment shall have the authority to grant variances in accordance with the standards and procedures provided herein, from any and all technical requirements of the zoning ordinance, but may not grant variances to use requirements or procedural requirements or for procedural requirements for hearing or notice, provided that:

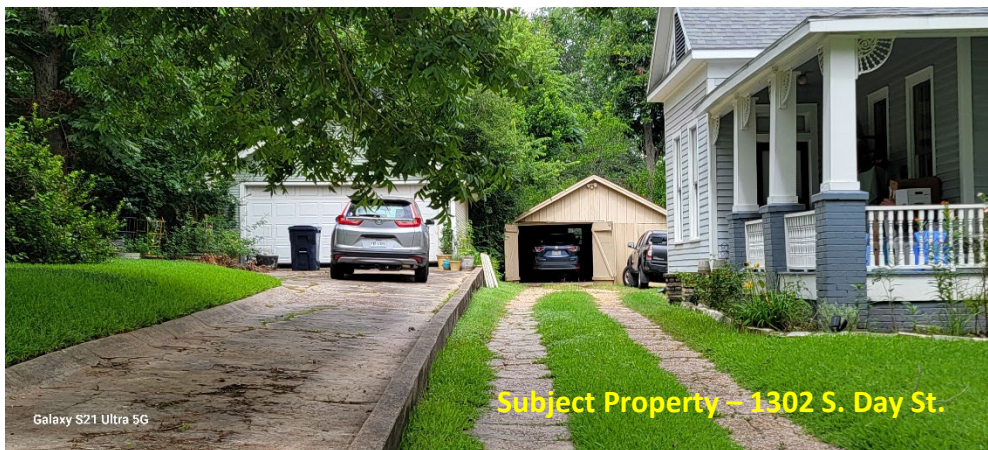
- (1) *Such modifications are necessary to accommodate appropriate development of a particular parcel of land that is restricted by attributes inherent in the land such as area, shape or slope to the extent that it cannot otherwise be appropriately developed.*

The subject property is 0.31-acres with a width of 64'3" and length of 215'3". The existing home and garage were constructed in 1994 and the home exceeds the minimum required building setbacks, however the detached garage is nonconforming with a 2-foot south side setback. In 1994, the minimum required side yard setback for accessory structures was 3-feet, until the setback was increased to the current minimum of 5-feet in June 2019. No record of a previous special exception or variance could be found for the existing garage. The existing garage needs replacement, and the applicants wish to construct a new 24' by 33' (792 SF) detached garage structure in the same general location at a 3-foot south side yard setback. As shown in Figure 2, the proposed garage would have a rear yard setback of 47-feet and a north side yard setback of 40-feet. The existing home has a south side yard setback of approximately 21-feet and the applicant states that shifting the garage an additional two feet to meet the 5-foot setback would reduce the maneuverability

to safely back out next to the home. The narrow buildable space combined with the existing improvement on the lot creates a physical limitation that makes a 5-foot side setback impractical without sacrificing the utility and function of the garage. The 3-foot setback allows for a usable code-compliant garage while maintaining adequate separation from the property line and neighboring structures.

- (2) *The granting of the variance will not be materially detrimental or injurious to other property or improvements in the neighborhood in which the subject property is located, nor impair an adequate supply of light or air to adjacent property, nor substantially increase the congestion in the public streets, nor increase the danger of fire, or in any way endanger the public health, safety and well-being of the neighborhood in which the subject property is located.*

Granting the variance to the side yard setback will not be materially detrimental or injurious to other property or improvements in the neighborhood in which the subject property is located, nor impair an adequate supply of light or air to the adjacent property. Side yard setbacks are established to provide adequate separation and openness between developments and uses. There is ample spacing between the proposed garage and the adjacent property that sits at a higher elevation (See Photo below). In addition, the detached garage on the adjacent property to the south is along the same property line and general vicinity. The proposed detached garage is proposed to have ample setbacks from the adjacent properties to the north and west and is setback over 100-feet from South Day Street.



- (3) *The literal enforcement of the ordinance would work on unnecessary hardship.*

Staff finds that the literal enforcement of this ordinance would result in unnecessary hardship by eliminating the ability for the applicant to construct a usable garage that aligns with the existing home. The available width does not support a modern garage footprint that provides both maneuverability for egress and functionality for storage. The proposed 3-foot setback allows for a safe and code-compliant structure without impacting neighbors or altering the character of the area. Thus, granting a variance for a reduction to the side yard is reasonable and would work on an unnecessary hardship.

- (4) *The piece of property is unique and contains properties or attributes not common to other similarly situated properties.*

The residential properties in this area are characterized by their long narrow lots, with detached garages set behind and to the side of the homes at the previously allowed 3-foot setback, or the structures predating

the zoning regulations with the garages nearer the side property line. The subject property and these types of lots typically have limited building area for large detached modern garages due to central placement of the existing homes. The subject property is unique in that the driveway access onto S. Day Street is located on the south side of the property, with the driveway narrowing from 21-feet at the back of the house to approximately 13-feet at the front of the home. The applicant states that the standard 5-foot side setback is impractical as it would offset the garage more behind the home making it difficult to back out of the garage and down the driveway.

*(5) The need for the variance was not created by the applicant.*

The need for the variance was not solely created by the applicant. The existing garage needs replacement and was preexisting when the applicants purchased the home. The existing garage is nonconforming with a 2-foot south side yard setback and the applicants are requesting that the proposed new garage be allowed at a 3-foot south side yard setback. The requested 3-foot setback is common for homes in the area with detached garages as the zoning ordinance previously allowed a 3-foot setback that was changed to 5-feet in 2019. Additionally, the subject property has an existing driveway access onto S. Day Street along the south property line that aligns with the new garage placement. Given the placement of the existing home and driveway, the functional placement of a garage structure on the subject property is limited and thus, the variance was not created by the applicant.

*(6) The hardship to be suffered through the literal enforcement of the ordinance would not be financial alone.*

The hardship suffered through the literal enforcement of the ordinance would not be financial alone. Without the setback variance, the detached garage would be required to be located more directly behind the existing home, making maneuverability around the home and down the long driveway difficult.

*(7) The granting of the variance would not be injurious to the public health, safety and welfare or defeat the intent of the philosophy contained in the Zoning Ordinance.*

Setbacks are established to provide separation between uses for light and air and reduced density. Granting a 2-foot variance to the side yard setback would still allow for necessary open space, separation between structures and would not be injurious to the public health, safety, and welfare, nor would it defeat the intent of the philosophy contained in the zoning ordinance. If approved, the structure would be required to obtain a building permit and necessary reviews and approvals by the Building Official to ensure adherence to adopted Building Codes.

#### **STAFF RECOMMENDATION:**

Staff has reviewed the request and ***recommends approval*** of the requested variance to allow a 2-foot reduction in the minimum required 5-foot west side yard for a setback of 3-feet for construction of an accessory structure (detached garage) to be located at the existing site at 1302 S Day Market Street.

#### **PUBLIC COMMENTS:**

Property owners within 200 feet of the subject property were mailed notifications of this proposal on July 2, 2025. Any public comments will be provided in the Board of Adjustment Packet or during the public hearing.

**EXHIBITS:**

- A. Aerial Map
- B. Zoning Map
- C. Cover Letter
- D. Site Plan
- E. Site Photos



**EXHIBIT "A"**  
**AERIAL MAP**



**Location Map**  
**Variance to Side Yard Setback**  
**1302 S. Day Street**

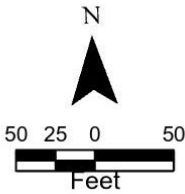






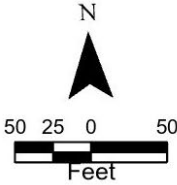
EXHIBIT "B"  
ZONING MAP



**Zoning Map**  
**Variance to Side Yard Setback**  
**1302 S. Day Street**

**Zoning**

-  B1 Local Business Mixed
-  R1 Residential Single Family





**EXHIBIT "C"**  
**COVER LETTER**

**Our Integrity Works, LLC**

2103 S. Market  
P.O. Box 1982  
Brenham, TX 77834-1982  
979-251-7972

Date: May 22, 2025

To: City of Brenham  
Board of Adjustments  
200 W. Vulcan ST.  
Brenham, TX 77833

Subject: Variance Request – 1302 S. Day St.

Dear Board Members,

I'm writing on behalf of my clients, the Fontenot family, who have hired Our Integrity Works to complete a residential improvement project at 1302 S. Day St. As part of this project, we are requesting a variance to allow for a 3-foot side setback for the new garage, instead of the required 5 feet.

The existing garage will be demolished, and the new structure will be placed in a similar location, 3 feet from the property line. Due to the lot layout and existing conditions, this variance is necessary to complete the project as designed.

We believe the request is consistent with neighborhood character and will not negatively impact surrounding properties.

Thank you for your time and consideration.

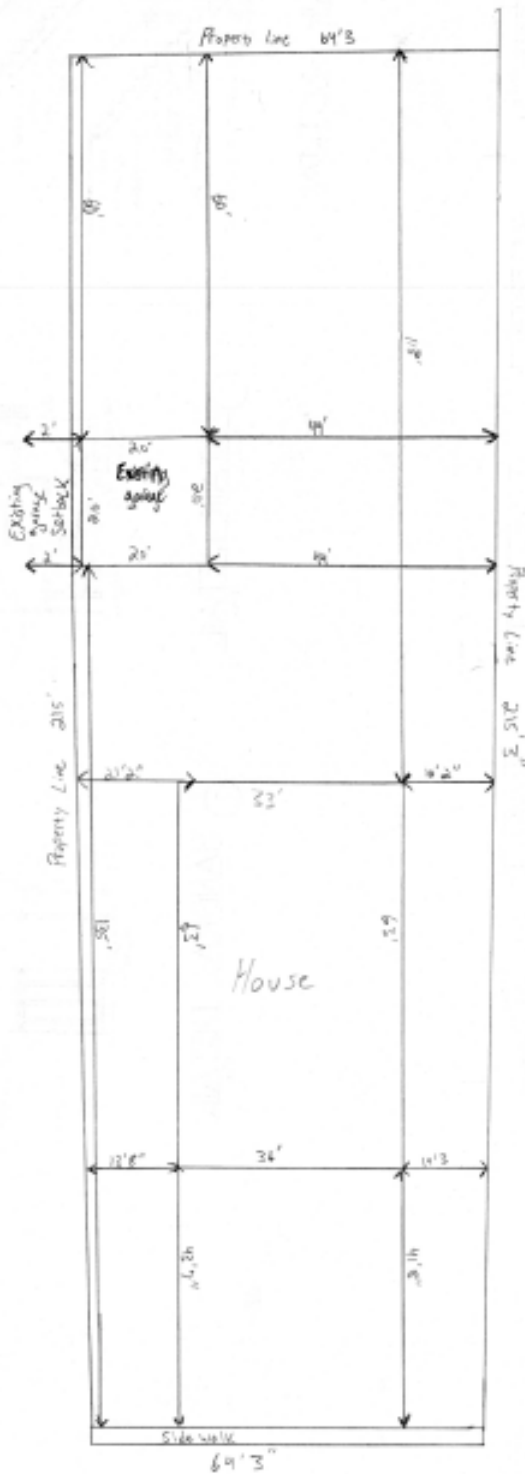
Sincerely,

Ryan English  
Contractor, Our Integrity Works

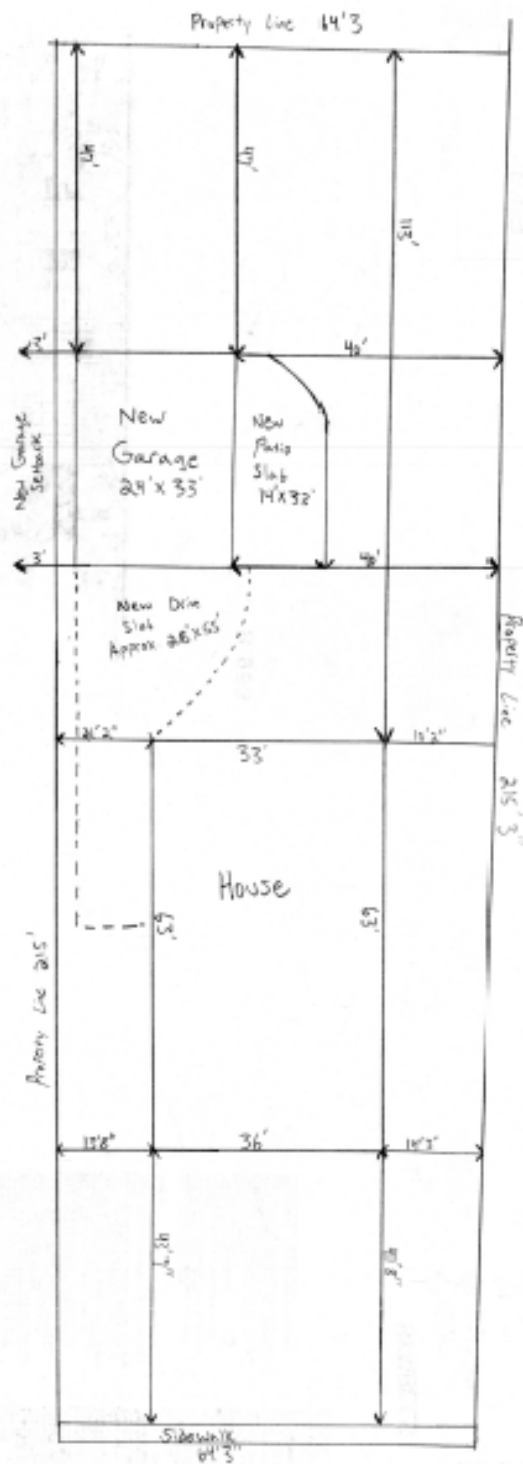
## EXHIBIT "D"

### SITE PLAN

**Existing**



**Proposed**



**EXHIBIT "E"**  
**SITE PHOTOS**

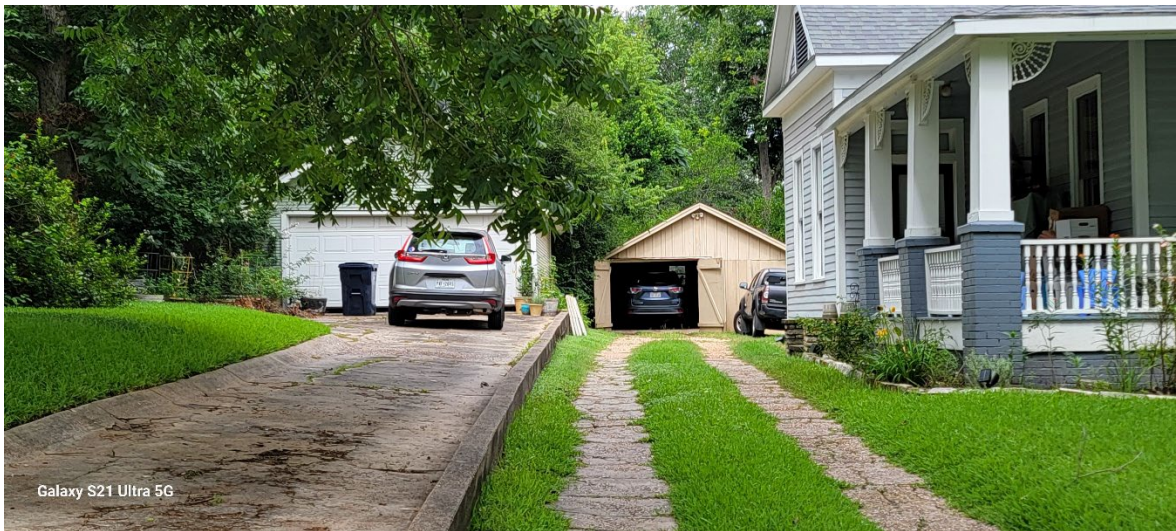


1302 S. Day Street

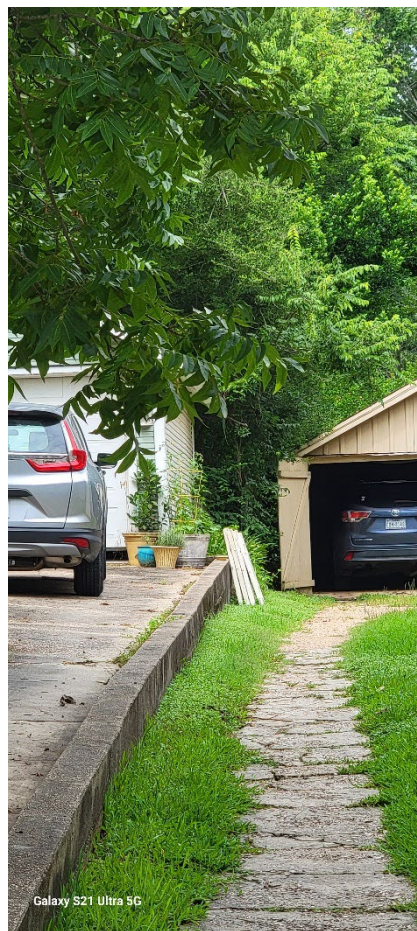


1302 S. Day Street & adjacent property to the south (left).





View of elevation difference and similarities in placement.



07.08.25

Betty Rost Bradley, who lives at 404 W. Tom Green Street, phoned to say that she is in **support** of the variance request Variance-25-0006 at 1302 S Day Street.

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: Development Services Dept., Case VARIANCE-25-0006

P.O. Box 1059

Brenham, Texas 77834-1059

Name:

(please print)

Address:

JERRY McALISTER

1301 S. DAY

BRENNHAM TX

Signature:

Date:

J. McAlister

7-6-25



I am FOR the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-0006. (Please state reasons below)

\_\_\_\_\_

I am AGAINST the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-0006. (Please state reasons below)

Date, Location, & Time of **Board of Adjustment** meeting:

**Monday, July 14, 2025, 5:15 PM**

City Council Chambers, 2<sup>nd</sup> Floor, City of Brenham City Hall

200 West Vulcan Street, Brenham, Texas 77833

COMMENTS/REASONS:

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You may also submit comments via email to [khodde@cityofbrenham.org](mailto: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.



**CASE NUMBER: VARIANCE-25-0007**  
**SPECIAL EXCEPTION REQUEST: 606 S PARK STREET**

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**STAFF CONTACT:** Shauna Laauwe, City Planner

**OWNERS/APPLICANTS:** Andrea Hand / Our Integrity Works, LLC

**ADDRESS/LOCATION:** 606 S Park Street (Exhibit "A")

**LEGAL DESCRIPTION:** Lot 14A, Block 94 of the Original Town Addition

**LOT AREA:** 0.20-acres (8,528 square feet)

**ZONING DISTRICT/  
CURRENT USE:** R-2, Mixed Residential / Single Family Residence  
(Exhibit "B")

**COMP PLAN  
FUTURE LAND USE:** Single Family Residential

**REQUEST:** A request for a Special Exception as described in Part IV, Division 4, Section 1.01(2) to allow a 3-north side yard setback, where a minimum 5-foot front yard setback is required for construction of a carport to be attached to the existing detached garage at 606 S Park Street (Exhibit "C").

**BACKGROUND:**

The subject property is addressed as 606 S Park Street and is generally located on the west side of South Park Street, east of Church Street, south of E. Second Street, and north of Axer Street. The subject property and all adjacent properties are within an R-2, Mixed Residential and developed mostly with residential structures. The subject 0.20-acres is currently developed with a 1,227 square foot single family residence and a 288 square foot legally nonconforming detached garage. The existing detached garage was constructed in 1999 at a 3-foot setback from the west property line, which was the minimum setback for accessory structures until the ordinance was amended in 2019 to increase the minimum setback to 5-feet.

The applicant would like to construct a 21' x 22' (462 SF) open-sided carport attached to the existing detached

**Figure 1**



garage for additional covered parking. The proposed attached carport would also be located 3-feet from the west side property line; thus, a special exception for enlargement or expansion of a non-conforming structure would be required.

Therefore, for the proposed construction of a 21'x22' open-sided attached carport to the existing garage, the applicant is seeking a Special Exception to allow the extension of a nonconforming structure at a 3-foot north side yard setback where a minimum 5-foot setback is required for accessory structures.

### SPECIAL EXCEPTION TO FRONT YARD SETBACK:

Part IV, Division 4, Section 1.01 of the Zoning Ordinance states that that Board of Adjustment shall have the authority to grant Special Exceptions in accordance with the procedures and standards here provided to permit deviation from yard requirements as follows:

- (2) The extension or enlargement of a nonconforming structure, provided that the structure or portion thereof being extended or enlarged is not for the purpose of a nonconforming use.

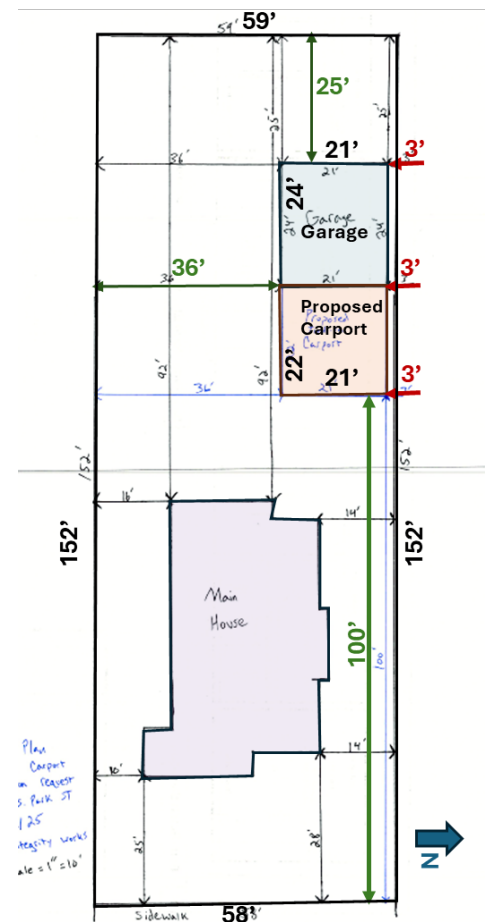
### **STAFF ANALYSIS & RECOMMENDATION:**

The subject property is 0.20-acres and is approximately 58-feet in width and 152-feet in length and consists of a single-family home and a detached garage. All existing structures on site exceed the current minimum required setbacks except for the detached garage that has a legally nonconforming north side yard setback of 3-feet. The applicant wishes to expand the nonconforming garage structure by attaching a 21'x22' open-aided carport to the front of the structure to allow for more storage and protection from the weather. The proposed attached carport would have a 100-foot front yard setback from the property line along S. Park Street, a 36-foot south side yard setback, and a 3-foot north side yard setback. It would not be reasonable to require the attached carport to be offset from the garage by 2-feet to meet the current setback regulations as it would obstruct the ability to park a vehicle inside the garage. No adverse effects to the adjacent property to the north are expected as the property line is screened by a tall fence. The surrounding neighborhood was developed before the zoning and subdivision regulations were enacted in 1968, thus many of the residential structures in the vicinity have nonconforming setbacks, including accessory structures at 3-foot setbacks constructed before 2019.

The provision to request a special exception states: "The extension or enlargement of a nonconforming structure, provided that the structure or portion thereof being extended or enlarged **is not for the purpose of a nonconforming use.**" Accessory structures are allowed in the R-2 zoning district. The proposed expansion of the nonconforming structure will be required to meet the current R-2 standards, to include the adopted 2018 International Building Code and Fire Codes.

Based on the finding that the proposed expansion will not cause any adverse effects to the adjacent properties or surrounding neighborhood, this request meets the criteria for Part IV, Division 4, Section 1.01(2), Special Exceptions of the Zoning Ordinance. Should the special exception be denied, the

**Figure 2**





applicant would be required to adhere to the 5-foot north side yard setback for the proposed accessory structure (carport).

Staff has reviewed the request and ***recommends approval*** of the requested special exception to allow a 2-foot reduction in the minimum required 5-foot north side yard for a setback of **3-feet** for construction of a carport to be attached to the existing detached garage located at 606 S Park Street.

**PUBLIC COMMENTS:**

Property owners within 200 feet of the subject property were mailed notifications of this proposal on July 2, 2025. Any public comments will be provided in the Board of Adjustment Packet or during the public hearing.

**EXHIBITS:**

- A. Aerial Map
- B. Zoning Map
- C. Cover Letter
- D. Site Plan
- E. Site Photos

**EXHIBIT "A"**  
**AERIAL MAP**



**Location Map**  
**Special Exception to North Side Yard Setback**  
**606 S Park Street**

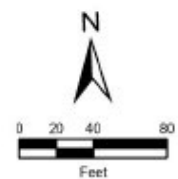


EXHIBIT "B"  
ZONING MAP



**Zoning Map**  
**Special Exception to North Side Yard Setback**  
**606 S Park Street**

- Zoning**
- B1 Local Business Mixed
  - Downtown Business/  
Residential Overlay  
District
  - R2 Mixed Residential

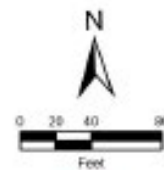


EXHIBIT "C"  
COVER LETTER

## Our Integrity Works, LLC

2103 S. Market  
P.O. Box 1982  
Brenham, TX 77834-1982  
979-251-7972

Date: June 24, 2025

To: City of Brenham  
Board of Adjustments  
200 W. Vulcan ST.  
Brenham, TX 77833

Subject: Variance Request – 606 S. Park St.

Dear Board Members,

I'm writing on behalf of Andrea Hand at 606 S. Park St. to request a variance for the addition of a carport attached to an existing detached garage. Due to the layout of the lot and existing structures, the current setback requirements create limitations that make standard development impractical. The proposed carport will match the property's existing design, will not negatively impact neighboring properties, and will maintain safety, visibility, and access.

Attached are the completed application, site plan, and all required documentation. Please feel free to reach out if any further information is needed.

Sincerely,

Ryan English  
Our Integrity Works



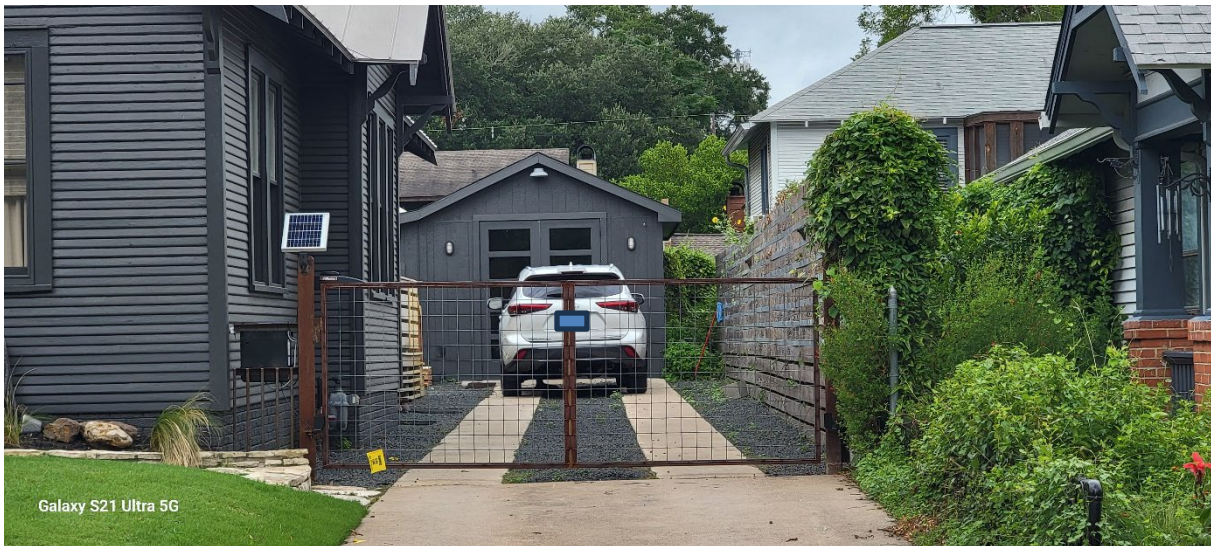
**EXHIBIT "D"**  
**SITE PLAN**



**EXHIBIT "E"**  
**SITE PHOTOS**



606 S. Park Street



Existing Garage & Proposed location of carport





View of existing setback and screening.



Adjacent property to the north

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: Development Services Dept., Case VARIANCE-25-0007

P.O. Box 1059

Brenham, Texas 77834-1059

Name:

(please print)

Address:

ATWOOD KENTURA

1802 LEIS ST.

BRENHAM TX

Signature:

Jimmy Kenning

Date:

7/8/25

☒

I am FOR the requested Special Exception/Variance as explained on the attached public notice for BOA Case VARIANCE-25-0007. (Please state reasons below)

☐

I am AGAINST the requested Special Exception/Variance as explained on the attached public notice for BOA Case VARIANCE-25-0007. (Please state reasons below)

Date, Location, & Time of **Board of Adjustment** meeting:

**Monday, July 14, 2025, 5:15 PM**

City Council Chambers, 2<sup>nd</sup> Floor, City of Brenham City Hall

200 West Vulcan Street, Brenham, Texas 77833

COMMENTS/REASONS:

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You may also submit comments via email to [khodde@cityofbrenham.org](mailto: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

Attn: Development Services Dept., Case VARIANCE-25-~~0008~~ 0007

P.O. Box 1059

Brenham, Texas 77834-1059

Name:

(please print)

Address:

FRED M. LOWERY

602 S BAYLOR ST.

BRENHAM, TX 77833

Signature:

Fred M. Lowery

Date:

JULY 9, 2025

X

I am FOR the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-~~0008~~. (Please state reasons below)

0007

I am AGAINST the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-~~0008~~. (Please state reasons below)

25-0007

Date, Location, & Time of Board of Adjustment meeting:

Monday, July 14, 2025, 5:15 PM

City Council Chambers, 2<sup>nd</sup> Floor, City of Brenham City Hall

200 West Vulcan Street, Brenham, Texas 77833

COMMENTS/REASONS:

I SEE NO REASON TO DENY THIS REQUEST FOR  
VARIANCE. THE CARPORT HAS TO STRADDLE THE  
EXISTING DRIVEWAY IN ORDER TO SERVE ITS INTENDED  
PURPOSE.

You may also submit comments via email to [khodde@cityofbrenham.org](mailto: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

Attn: Development Services Dept., Case VARIANCE-25-0007

P.O. Box 1059

Brenham, Texas 77834-1059

Name:

(please print)

Address:

Gilbert Japko

604 S. Park St

Brenham TX 77833

Signature:

Gil Jap

Date:

7/7/2025

☒

I am FOR the requested Special Exception/Variance as explained on the attached public notice for BOA Case VARIANCE-25-0007. (Please state reasons below)

☐

I am AGAINST the requested Special Exception/Variance as explained on the attached public notice for BOA Case VARIANCE-25-0007. (Please state reasons below)

Date, Location, & Time of **Board of Adjustment** meeting:

**Monday, July 14, 2025, 5:15 PM**

City Council Chambers, 2<sup>nd</sup> Floor, City of Brenham City Hall

200 West Vulcan Street, Brenham, Texas 77833

COMMENTS/REASONS:

My property is adjacent to 606 S. Park St. I have no problem allowing this variance to allow for the construction of a carport.

You may also submit comments via email to [khodde@cityofbrenham.org](mailto: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.

**CASE NUMBER: VARIANCE-25-0008**  
**VARIANCE REQUEST: 601 S Park Street**

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**STAFF CONTACT:** Shauna Laauwe, City Planner

**OWNERS/APPLICANTS:** TX OFFER, LLC / Jaime Lazcano

**ADDRESS/LOCATION:** 601 S Park Street (Exhibit "A")

**LEGAL DESCRIPTION:** Lot W PT 1A and 2A, Block 91 of the Original Town Addition

**LOT AREA:** 0.14 acres (6,142 square feet)

**ZONING DISTRICT/  
CURRENT USE:** R-2, Mixed Residential / Single Family Residence  
(Exhibit "B")

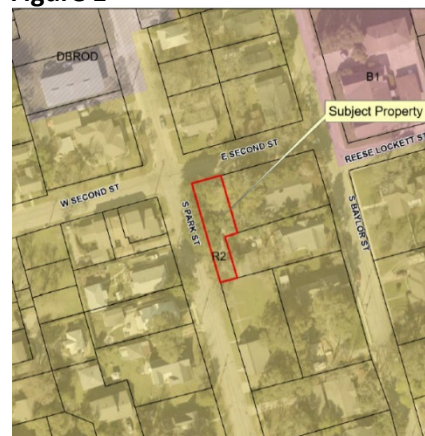
**COMP PLAN  
FUTURE LAND USE:** Single-Family Residential (Exhibit "C")

**REQUEST:** A **Variance** from the City of Brenham Code of Ordinances, Appendix A – Zoning, Part II, Division 1, Section 12.02 and Table 3, to maintain the existing 6.35' side yard setback and to allow a 0' buffer yard where a 20' buffer yard between a Multifamily use and a Single-Family use is required; and a **Special Exception** from Part II, Division 1, Section 16.01 to allow on-site parking to back into street right-of-way; and a **Special Exception** in accordance with Part IV, Division 4, Section 1.01(2) to allow extension/expansion of a nonconforming structure for a proposed 4-Unit multifamily development at 601 S Park Street, specifically described as Lot W PT 1A and 2A, Block 91 of the Original Town Addition, in the City of Brenham, Washington County, Texas.

**BACKGROUND:**

The subject property is addressed as 601 S Park Street and is generally located on the southeast corner of S. Park Street and E. Second Street. As shown in Figure 1, the subject property and surrounding properties are zoned R-2, Mixed Residential District. As is allowed in the R-2 District, the area is developed with a mixture of residential uses with townhomes to the west, small multifamily uses, and single-family homes. The properties adjacent to the east are developed as single-family homes. To the northeast, are properties within a B-1, Local Business/Residential Mixed Use District and developed with a mix of residential and commercial uses, while to the north along S. Park Street are properties within the DBROD, Downtown Business Residential Overlay District that is also developed with a mix of residential and

**Figure 1**



downtown commercial uses. The subject property is a 0.14-acre (6,142 SF) tract and is developed with a 3,624 square foot dilapidated structure that was constructed in the early 1960s and utilized as a florist shop. The applicant, Jaime Lazcano, recently purchased the property in order to redevelop the interior of the existing main building into a multifamily structure with four (4) units. As shown in the survey provided by the applicant in Figure 2 below and in Exhibit "C", the subject property is non-rectangular, with 8.86-foot indentation to the adjacent property to the southeast. This results in an unusually shaped lot with a north lot width of 46.45-feet along East Second Street, a west lot length of 145.21-feet along South Park Street, a south lot width of 38.59-feet, and with the aforementioned indentation an irregular length of 144.45-feet along the east property line. The existing 3,624 SF structure consists of a 2-story 37.9' x 61.2' (2,319.48 SF) section to the north and a one-story 56.3' x 19.1' portion to the south. The existing structure, which was constructed before the Zoning Regulations were adopted in 1968, is considered to be legally nonconforming to all setbacks except for the south side yard setback. The existing structure has a side street setback of 9.1-feet from E. 2<sup>nd</sup> Street, a 2.2-foot front yard setback from S. Park Street, a 18.4 foot south side yard setback, a rear yard setback of 15.19-feet at the widest point along the south portion of the lot and a rear yard setback of 6.35-feet at the narrowest point on the north portion of the lot.

Figure 2

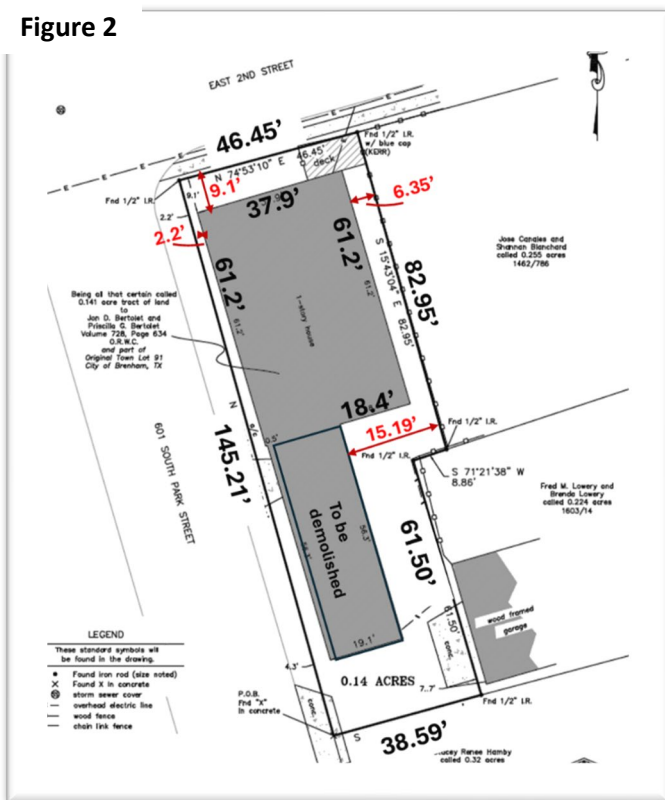
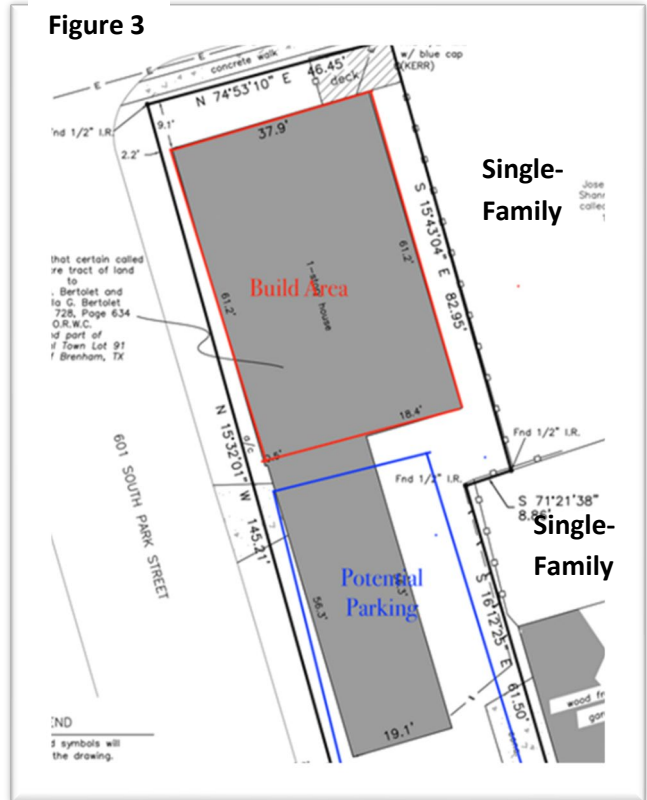


Figure 3



The applicant proposes to demolish the southern, one-story portion of the structure and renovate the interior of the larger 2-story section into four dwelling units. As shown in the floor plans in Exhibit "G", the applicant is proposing two (2), 2 bedroom/2 bathroom units on Level 1 and Level 2 for a total of 4 units. The proposed multifamily development, does require the request of two special exceptions and one variance as follows.

**HEIGHT SPECIAL EXCEPTION:** The applicant is proposing to increase the existing height of the structure from a maximum overall height of 25-feet to an overall height of 30-feet 4-inches to allow for additional ceiling height in the projected dwelling units. As increasing the height is an enlargement of the structure, the applicant is requesting a **Special Exception** in accordance with Part IV, Division 4, Section 1.01(2) to allow for an

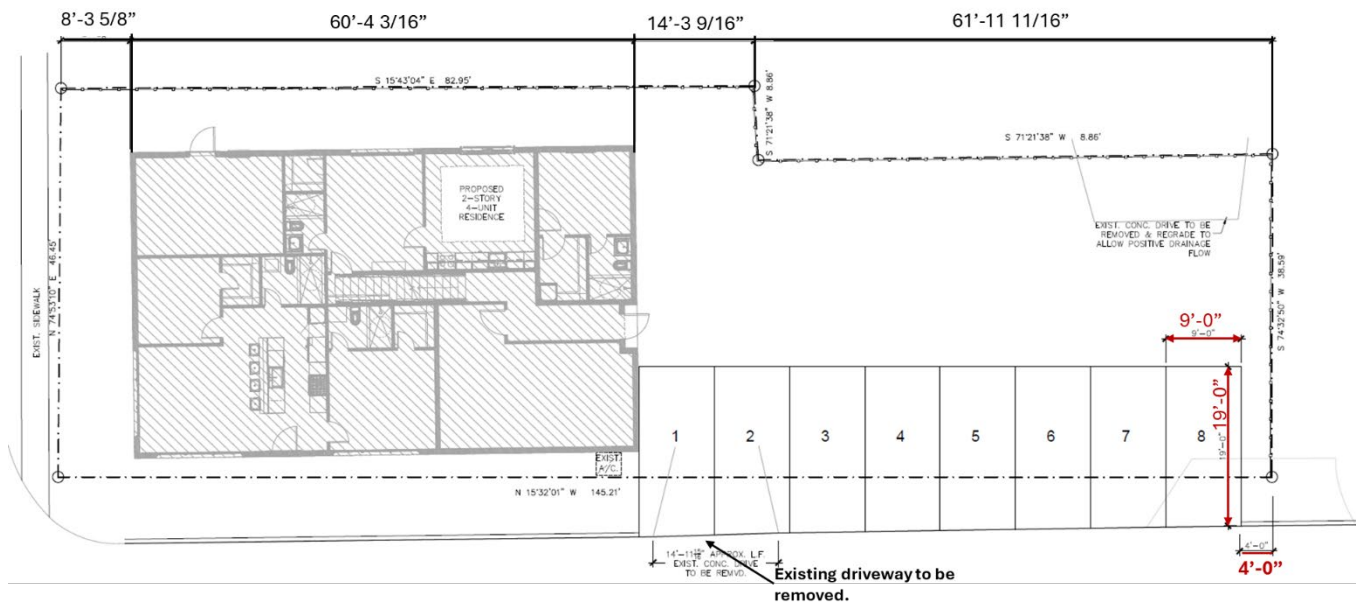


extension/expansion of a nonconforming structure from a height of 25-feet to a maximum overall height of 30-feet 4 inches.

**PARKING EXCEPTION:** Duplexes, triplexes and fourplexes are required to provide two (2) parking spaces for each dwelling unit, thus eight (8) parking spaces are required for the proposed 4-unit structure. As shown below in Figure 4, the applicant proposes to place the required parking directly along the S. Park Street right of way.

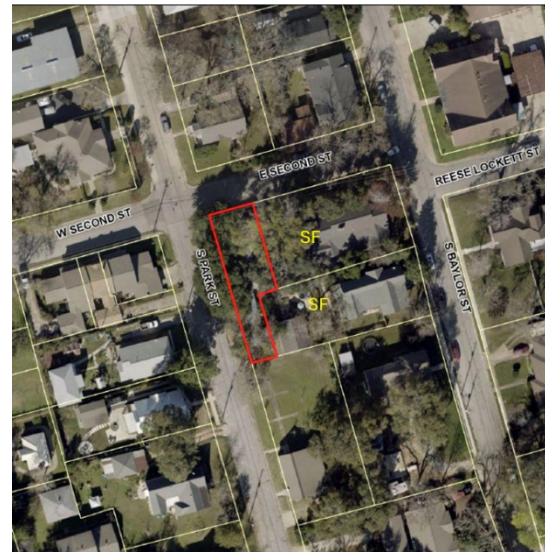
In Section 16.01(1) of Zoning Regulations for the provisions of driveways it states “ Required parking spaces shall be all-weather surfaced, off-street parking spaces and shall have direct access to a public street or ally by a surfaced driveway with sufficient maneuvering space to preclude the backing of any vehicle into any street right-of-way. There is an exception within the provision to allow single-family residential units and duplexes to permit the required on-site parking spaces to be connected to the public street or alley within a standard 18-foot width driveway, however this does not pertain to the proposed redevelopment to a 4-dwelling unit structure. Thus, the applicant is also seeking a **Special Exception** from Part II, Division 1, Section 16.01 to allow on-site parking to back into street right-of-way.

Figure 4



**BUFFERYARD VARIANCE:** The Zoning Regulations in Section 5.02, define a multifamily dwelling (apartment house) as “Any building or portion thereof used as a multiple dwelling for the purpose of providing three or more separate dwelling units which may share means of egress and other essential facilities.” Thus, the proposed 4-unit remodel would be considered a multifamily dwelling. The subject property and surrounding properties are within a R-2, Mixed Residential District, however the adjacent properties to the east are developed as single-family residential homes. Given that the single-family homes were established first, the proposed multifamily

**Figure 5**



structure is subject to bufferyard requirements as set forth in the Zoning Ordinance under Part II, Division 1, Section 12.02 and Table 3 that requires a 20-foot buffer between multifamily residential and single-family residential uses. The existing structure has a legally nonconforming rear yard setback of 6.35 feet, where a 15-foot rear yard setback is required for a multifamily unit in the R-2 district. Bufferyard setbacks are added to the required setbacks, thus typically the bufferyard + rear yard setback for a multifamily unit next to a single-family property would be a total of 35 feet. Given the existing rear yard setback is legally nonconforming, it is not considered in the numerical amount of the variance request. The applicant therefore is requesting a full 20-foot **Variance** to the bufferyard requirement for the renovation of the existing structure into a multifamily dwelling unit.

#### **VARIANCE REQUIREMENTS:**

##### **APPLICABLE SECTION OF ORDINANCE AND ANALYSIS:**

(Sec.5.02)(132) Variance: A type of relief that may be granted by the Board of Adjustment in order to accommodate appropriate development of a particular parcel of land that cannot otherwise be appropriately developed. The granting of such relief is subject to the standards and procedures as established in part IV, Variances, Special Exceptions, Nonconforming Uses and Appeals, Division 1. The Board may not grant variances to use requirements or procedural requirements related to the granting of a variance.

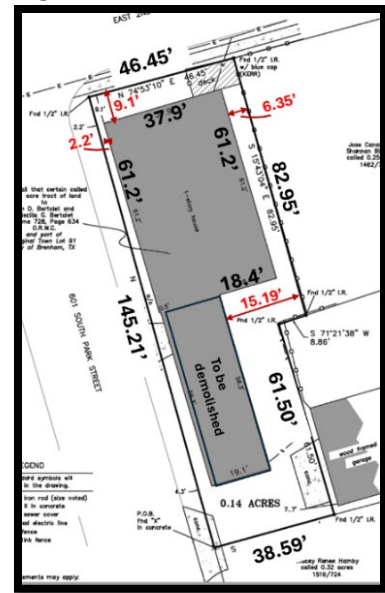
(DIVISION 2. VARIANCES Sec. 1. Limitations.) The Board of Adjustment shall have the authority to grant variances in accordance with the standards and procedures provided herein, from any and all technical requirements of the zoning ordinance, but may not grant variances to use requirements or procedural requirements or for procedural requirements for hearing or notice, provided that:

- (1) *Such modifications are necessary to accommodate appropriate development of a particular parcel of land that is restricted by attributes inherent in the land such as area, shape or slope to the extent that it cannot otherwise be appropriately developed.*

**The subject property consists of an approximate 3600 SF two-story structure dated to at least the early 1960s that was used as a florist business in the late 1960's to the early 1970's to most recently as a single-family home. The existing structure and property have been in disrepair for several years. The applicant has recently purchased the property and wishes to redevelop the main two-story portion of the existing structure into four (4), 2 bedroom /2 bathroom units. The subject property is a 0.14-acre (6,142 SF), irregular shaped lot that has a legally nonconforming lot width of 46.45-feet to the north along E. 2<sup>nd</sup> Street and 38.59-feet to the south and a length of 145.21-feet. Additionally, at about 83-feet from the north property line on the east side of the lot, the property has an approximate 9-foot indention to the west. Given the narrow lot width, the existing structure is legally nonconforming to required setbacks. The existing structure has a 2.2-front yard setback along S. Park Street, a 9.1-foot side-street setback along E. Second Street, a 6.35-foot rear yard setback to the east at the narrowest point and an 18.4 south side yard setback.**

The R-2 district does allow all residential types of development however given the narrow lot width and unique shape of the property, redevelopment of the property to meet the current zoning regulations would be difficult to accommodate. The zoning regulations do allow for lots with a width of less than 50 feet to have a reduced side yard setback to provide a minimum buildable width of 30 feet, however the subject property is currently addressed off S. Park Street, meaning that it is the front and rear yard setbacks that are extremely reduced and the zoning regulations do not have any provisions other than variances/exceptions for those occurrences. Due to the subject property having a unique lot shape and only a 46.45-foot width, it would not be possible to appropriately redevelop the existing structure or lot for multifamily use that could meet the current bufferyard requirement of 20-feet.

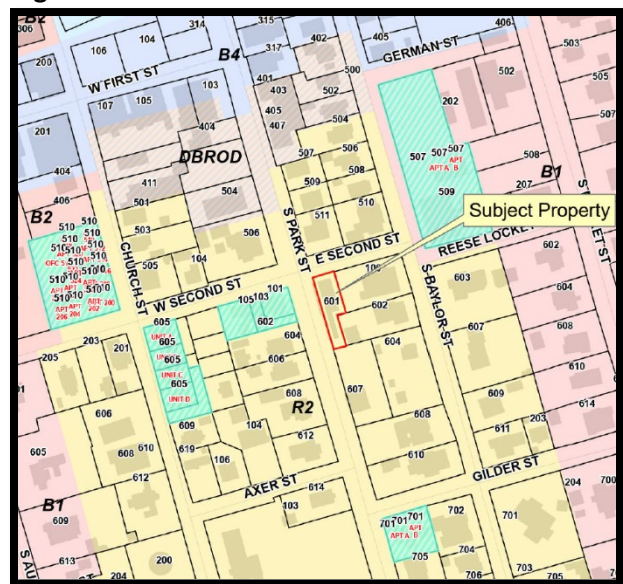
Figure 6



- (2) *The granting of the variance will not be materially detrimental or injurious to other property or improvements in the neighborhood in which the subject property is located, nor impair an adequate supply of light or air to adjacent property, nor substantially increase the congestion in the public streets, nor increase the danger of fire, or in any way endanger the public health, safety and well-being of the neighborhood in which the subject property is located.*

As shown in Figure 7, the surrounding area is near downtown and is one of the original core areas of Brenham. Most of the properties were developed before the zoning and subdivision regulations were adopted, and as can be shown by the different colors of the zoning map in Figure 7, it is a mixed-use area of commercial, downtown, and residential uses. The properties highlighted in light blue are townhome or multifamily developments within the vicinity. The applicant desires to rehabilitate the existing structure in character with similar surrounding uses and setbacks such as the townhomes across the street. Giving this, granting the variance to the bufferyard setback will not be materially detrimental or injurious to other property or improvements in the neighborhood in which the subject property is located, nor impair

Figure 7



an adequate supply of light or air to the adjacent property. Bufferyard requirements that include additional setbacks, landscaping, and screening are established to provide adequate separation and openness between different intensity of land uses. The existing structure was constructed before the Zoning Regulations were adopted in 1968 and was originally a commercial floral business. If the current bufferyards had been in place, the former floral business would have also had a 20-foot bufferyard requirement. While the setback to the adjacent single-family use located at 100 E. Second Street is only 6.35-feet, ArcGIS building layer data indicates that the structures are approximately 48-feet apart at the nearest point. The adjacent single-family home located to the southeast at 602 S. Baylor Street is approximately 71.5-feet from the existing subject structure. Due to the applicant proposing to keep the

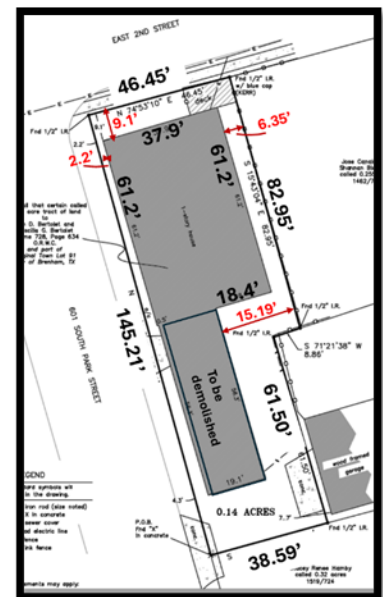
structure in its original configuration on the subject lot and that the proposed off-street parking will be along E. Second Street, opposite of the single-family properties, Staff finds that granting the variance will not be materially detrimental or injurious to other property or improvements in the neighborhood.

*(3) The literal enforcement of the ordinance would work on unnecessary hardship.*

Staff finds that the literal enforcement of this ordinance would not allow for the existing structure and site to be redeveloped into a multifamily development. The surrounding area is near downtown and is one of the original core areas of Brenham. Most of the properties were developed before the zoning and subdivision regulations were adopted, resulting in many properties having legal nonconformities, irregular lot sizes. The complexity of the unique lot shape and size, either utilizing the existing structure or vacant, would result in the subject property to be difficult to redevelop into a residential property to the literal standards of the Zoning Ordinance. Thus, granting a variance for a reduction to the bufferyard setback is reasonable and would work on an unnecessary hardship.

*(4) The piece of property is unique and contains properties or attributes not common to other similarly situated properties.*

The subject property was configured and developed before the zoning and subdivision regulations were adopted in 1968. The subject property is a 0.14-acre (6,142 SF), irregular shaped lot that has a legally nonconforming lot width of 46.45-feet to the north along E. 2<sup>nd</sup> Street and 38.59-feet to the south and a length of 145.21-feet. Additionally, at about 83-feet from the north property line on the east side of the lot, the property has an approximate 9-foot indentation to the west. The subject property consists of an approximate 3600 SF two-story structure dated to at least the early 1960s, that has been in disrepair for several years. The applicant recently purchased the property and wishes to convert the existing main two-story portion of the structure into 4-dwelling units. Given the narrow lot width, the existing structure is legally nonconforming to required setbacks. The existing structure has a 2.2-front yard setback along S. Park Street, a 9.1-foot side-street setback along E. Second Street, a 6.35-foot rear yard setback to the east at the narrowest point and an 18.4 south side yard setback. The standard residential lot width in the City of Brenham is 60-feet, whereas the subject property has an average lot width of 42.52-feet.



*(5) The need for the variance was not created by the applicant.*

The need for the variance was not solely created by the applicant. The subject property and surrounding area is zoned R-2, which allows medium density uses by right. Were the variance denied the property could only be used for single-family or duplex use, in an area with a mixture of medium density residential and non-residential uses. The applicant is proposing to use the property in line with the zoning and adjacent uses, within the constraint of the existing structures placement on the unique lot.



(6) *The hardship to be suffered through the literal enforcement of the ordinance would not be financial alone.*

**The hardship suffered through the literal enforcement of the ordinance would not be financial alone. Without the bufferyard variance, it would reduce the ability to redevelop the subject property that has been in disrepair for several years.**

(7) *The granting of the variance would not be injurious to the public health, safety and welfare or defeat the intent of the philosophy contained in the Zoning Ordinance.*

**Bufferyard requirements that include additional setbacks, landscaping, and screening are established to provide adequate separation and openness between different intensity of land uses that may be deemed incompatible. Bufferyard requirements between multifamily uses and single-family uses include, 20-foot bufferyard setback in addition to the minimum setback, 20% of the buffer to be landscaped, and 6-feet of screening either by fence or vegetation to separate the properties. The subject property has a legally nonconforming rear yard setback of 6.35-feet (minimum 15-feet) and thus is requesting a variance for a reduction in the full 20-foot bufferyard setback amount. The subject property currently has existing vegetation along the property line that meets the 20% requirement and a 6-foot fence, these items would be verified as part of the building permit and inspection if the variance is granted. With the existing separation between the existing structure and adjacent single-family homes, granting a 20-foot variance to the bufferyard setback would still allow for necessary open space, and would not be injurious to the public health, safety, and welfare, nor would it defeat the intent of the philosophy contained in the zoning ordinance. If approved, the structure and site would be required to obtain a building permit and necessary reviews and approvals by the Building Official to ensure adherence to adopted Building Codes.**

#### **SPECIAL EXCEPTIONS:**

Part IV, Division 4, Section 1.01 of the Zoning Ordinance states that that Board of Adjustment shall have the authority to grant Special Exceptions in accordance with the procedures and standards here provided to permit:

(2) The extension or enlargement of a nonconforming structure, provided that the structure or portion thereof being extended or enlarged is not for the purpose of a nonconforming use.

(5) To waive or reduce off-street parking and loading requirements when the board finds that the same are unnecessary for the proposed use of the buiding or structure for which the special exception request applies.

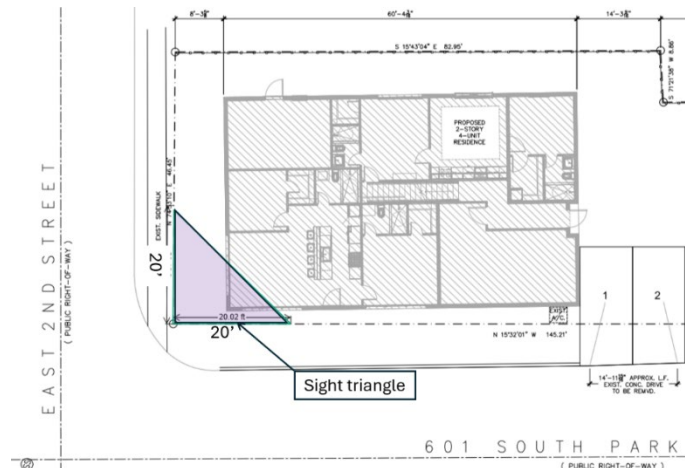
#### **(2) HEIGHT EXCEPTION**

#### **STAFF ANALYSIS & RECOMMENDATION:**

The existing structure has suffered neglect and is in disrepair. The applicant has recently purchased the property and plans to demolish the southern elongated one-story portion of the existing structure and rehabilitate the exterior and interior of the northern two-story portion of the existing structure into four (4) dwelling units. The existing structure currently has 2,220 square feet on the first floor and 1,404 square feet on the second floor. Each floor is proposed to have two dwelling units, that will each have two bedrooms and two bathrooms. The applicant plans to keep the existing stone exterior of the structure where able, to add windows, and to add egress doors to the south, west and east. To provide additional height to the upstairs units, the applicant is proposing to increase the existing height of the nonconforming structure from a maximum height of 25-feet to an overall height of 30-feet 4-inches. As discussed in the variance, the existing structure is nonconforming due to a 2.2-foot front yard

setback along S. Park Street (25-foot required) and a 9.1-foot north side street setback along E. Second Street (15-foot required). Although, the R-2 District allows a maximum building height of forty (40) feet with the exception that multifamily buildings are allowed to be a maximum height of 45-feet, the proposed increase of height is an extension or enlargement of a nonconforming structure.

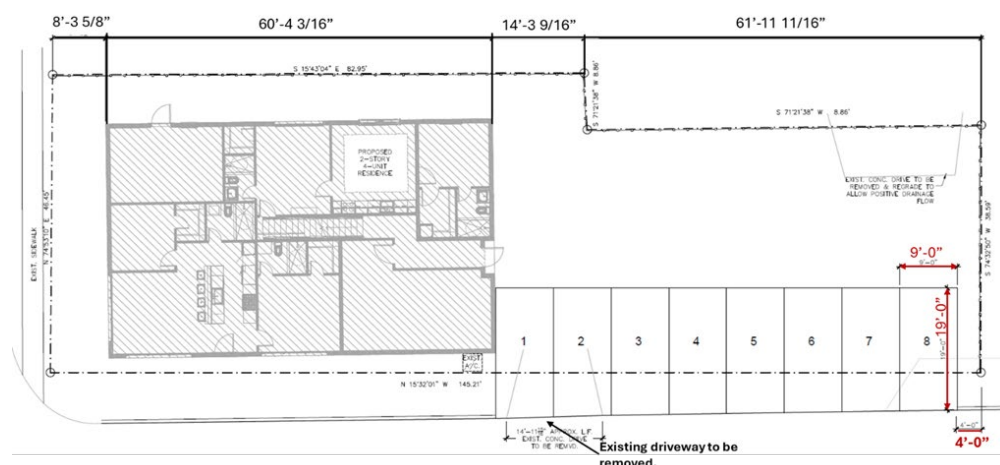
The nonconforming setbacks of the structure are a concern regarding the height request. The subject property is a corner lot and a structure at 30.3-feet in height with setbacks of 2.2-foot and 9.1-foot at the corner of S. Park Street and E. Second Street may be a sight vision safety risk at the intersection. Generally, the sight vision safety of an intersection is measured by a "sight triangle" measured at 20-feet at a property along the intersection at the



property line. As shown in the figure above, the northwest corner of the existing structure does appear to be already within the sight vision triangle. Additional height will not reduce the safety of the intersection, but the illustration does emphasize the bulk of building that will be close to both roadways. As stated previously, many properties in this historic area of Brenham are nonconforming to front setbacks and are closer to the roadway than modern construction, including the townhomes directly to the west across South Park Street. Staff finds however, that the proposed 30-foot 4-inch height and bulk at a 2.2-foot front setback is out of character with the area and is concerned with the additional obstruction to light and air to the adjacent single-family homes to the east.

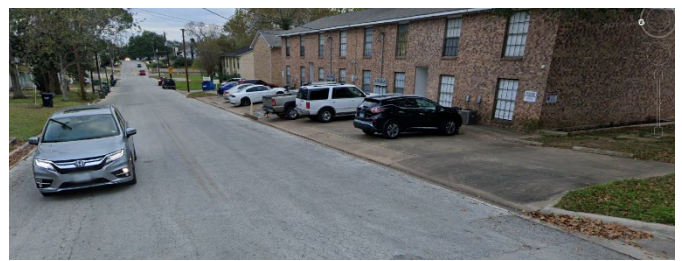
## (5) PARKING EXCEPTION

The proposed 4-dwelling unit residential use is required by the parking regulations to provide two (2) parking spaces for each dwelling unit, for a total of eight (8) off-street parking spaces. As shown below, the applicant proposes to place the required parking directly along the S. Park Street right of way.



In Section 16.01(1) of Zoning Regulations for the provisions of driveways it states “Required parking spaces shall be all-weather surfaced, off-street parking spaces and shall have direct access to a public street or ally by a surfaced driveway with sufficient maneuvering space to ***preclude the backing of any vehicle into any street right-of-way.*** There is an exception within the provision to allow single-family residential units and duplexes to permit the required on-site parking spaces to be connected to the public street or alley within a standard 18-foot width driveway, however this does not pertain to the proposed redevelopment to a 4-dwelling unit structure. Maximum driveway widths are generally 20-feet for residential uses and 40-feet for commercial uses. With eight (8) parking spaces at the minimum (9’x19’) stall size, the proposed parking would equate to a 72-foot-in-length driveway along S. Park Street. An alternative could be to switch the parking to the east with angled parking so that the residents could make a 3-point turnout onto the roadway. However, that would greatly increase the impervious cover to an extent that may require an additional variance, and it would also place the parking along the shared property lines of the adjacent single-family residences.

The intent of prohibiting cars from directly backing out onto the street for multifamily and commercial uses that require numerous off-street parking spaces is for traffic safety and potential drainage concerns. Staff reached out to the Dane Rau, Public Works Director and he stated that such parking is utilized successfully in a few areas in the City without traffic concerns or drainage problems. He stated that if the parking was proposed along West Second Street, it would not be recommended as the traffic can be bad when both sides of the street are parked with cars. He stated that South Park Street is less travelled and drainage has not been a concern in the immediate area. See below for pictures of similar multifamily uses in Brenham utilizing street parking along the right-of-way.



Staff finds that the proposed parking layout will not be injurious to neighboring properties or to the public health, safety or welfare. The proposed parking along South Park Street will allow for more pervious cover on the subject property and have less impact on adjacent single-family uses to the east.

#### **STAFF RECOMMENDATIONS:**

##### Variance:

Staff has reviewed the request and ***recommends approval*** of the requested variance to allow a 20-foot reduction in the minimum required 20-foot east bufferyard setback for the remodel of an existing nonconforming structure to a 4-unit multifamily dwelling to be located at the existing site at 601 S Park Street.

##### Special Exceptions:

Staff has reviewed the requests and ***recommends denial*** of the requested special exception to allow an extension of a nonconforming structure to allow for an extension/expansion of a nonconforming structure from a height of 25-feet to a maximum overall height of 30-feet 4 inches for the proposed remodel and conversion to a 4-unit multifamily dwelling to be located at the existing site at 601 S Park Street.

Staff has reviewed the requests and ***recommends approval*** of the requested special exception to allow on-site parking to back into the street right-of-way of South Park Street for a proposed remodel and conversion of an existing nonconforming structure to a 4-unit multifamily dwelling to be located at the existing site at 601 S Park Street.

**PUBLIC COMMENTS:**

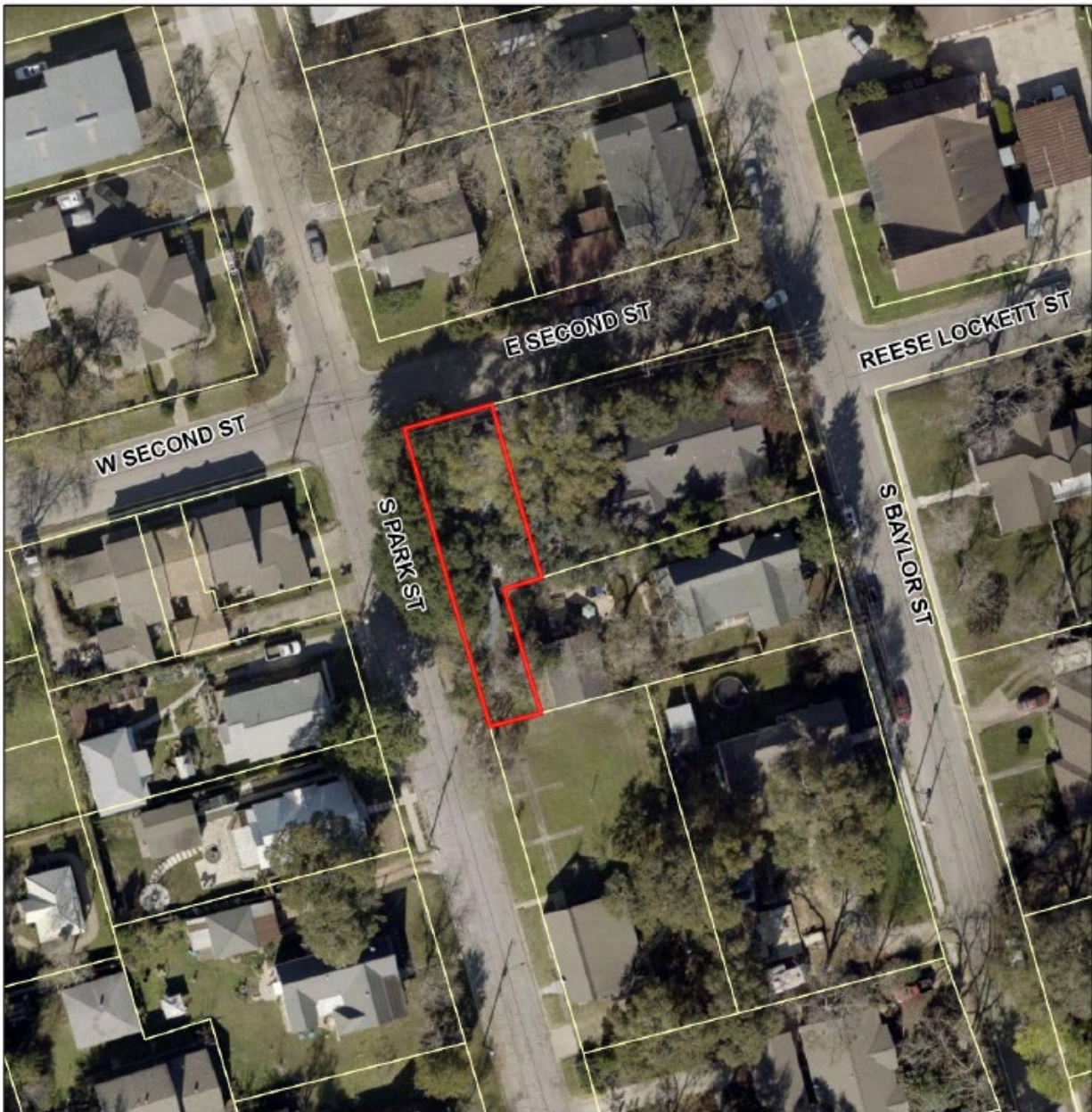
Property owners within 200 feet of the subject property were mailed notifications of this proposal on July 2, 2025. Any public comments will be provided in the Board of Adjustment Packet or during the public hearing.

**EXHIBITS:**

- A. Aerial Map
- B. Zoning Map
- C. Survey
- D. Site Plan
- E. Elevations
- F. Floor Plan
- G. Site Photos



**EXHIBIT "A"**  
**AERIAL MAP**



**Location Map**  
**Variance & Special Exceptions**  
**601 S. Park Street**

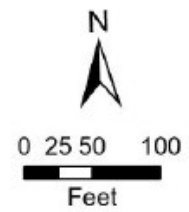
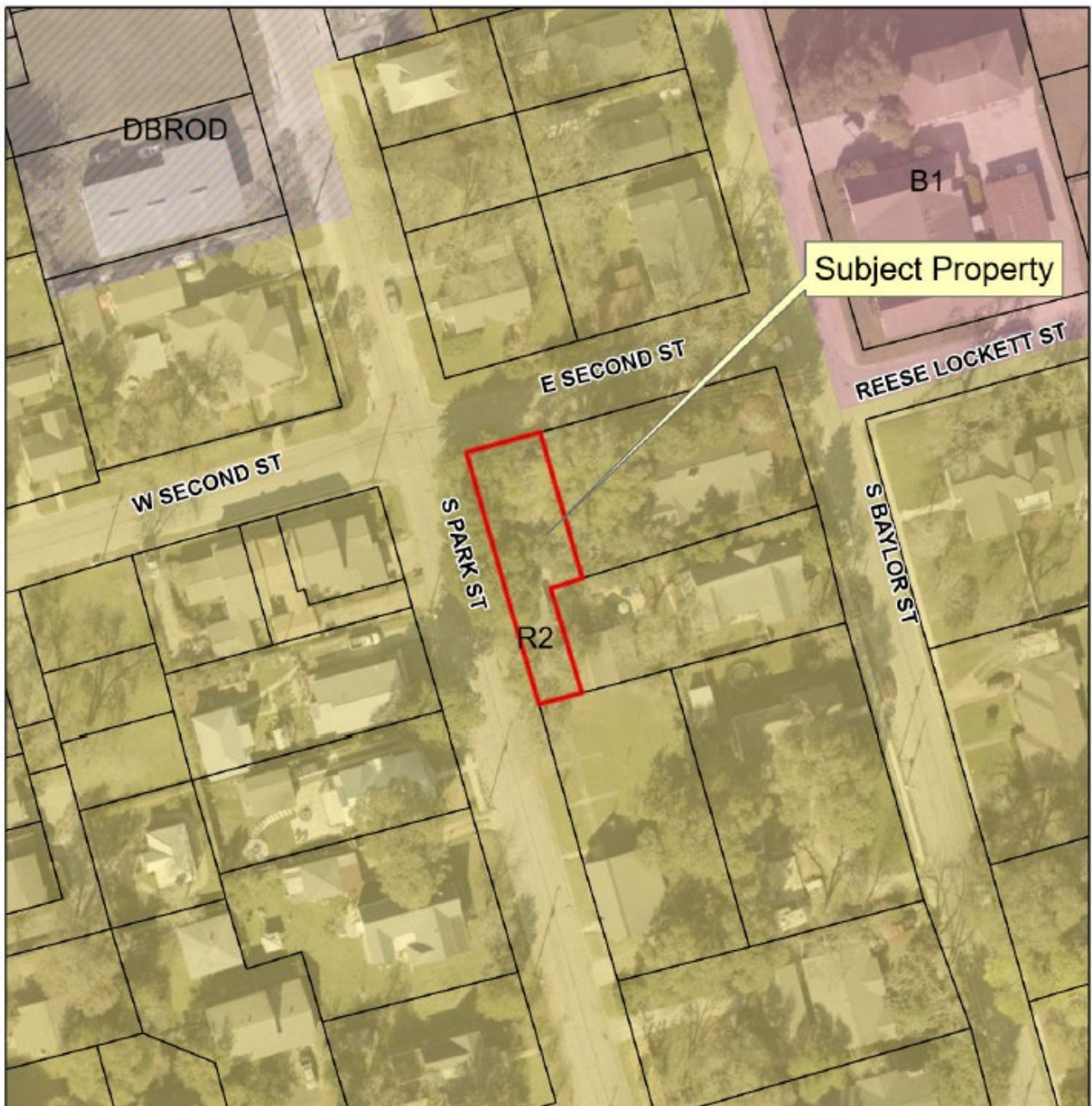




EXHIBIT "B"  
ZONING MAP



**Zoning Map**  
**Variance & Special Exception Requests**  
**601 S Park Street**

**Zoning**

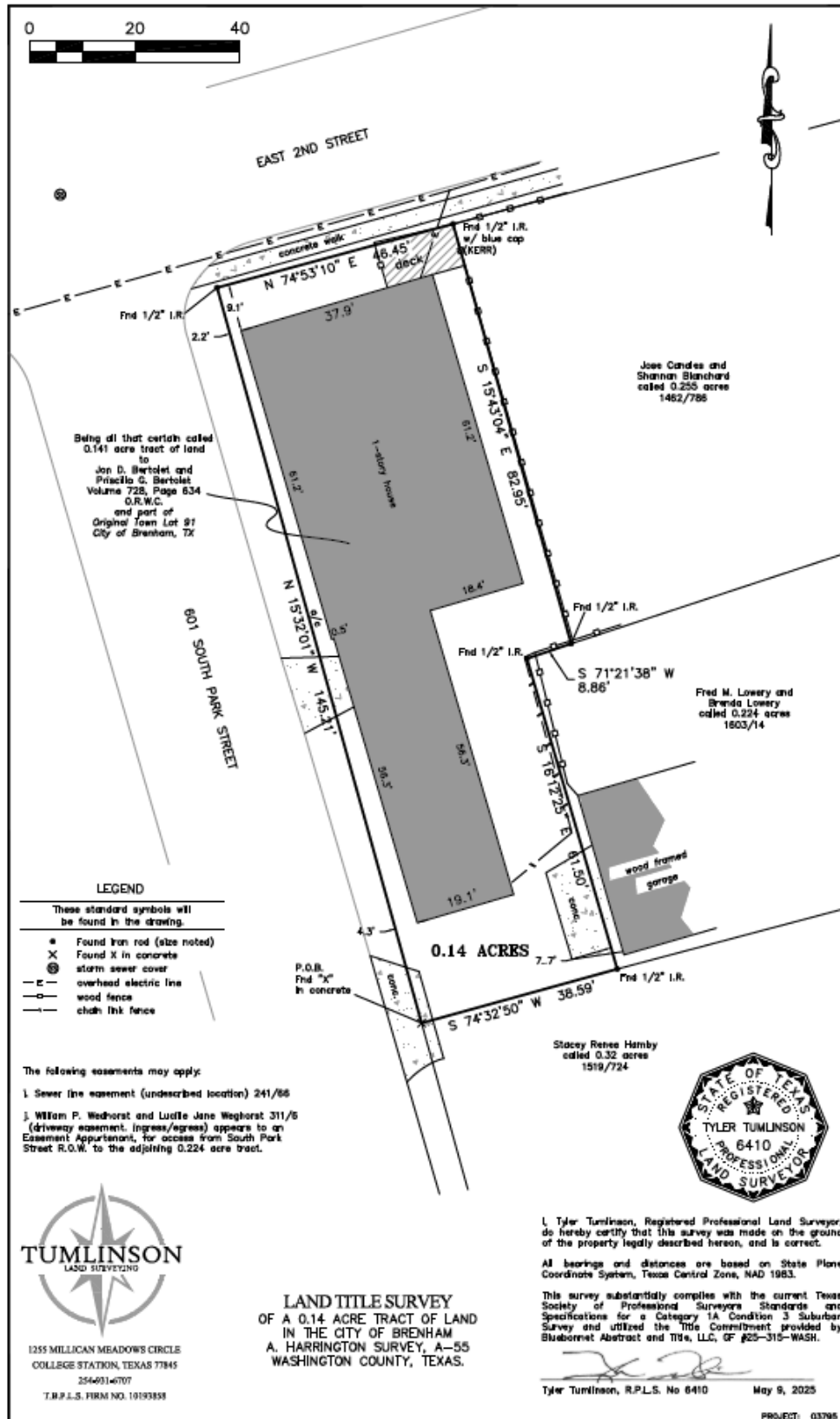
-  B1 Local Business Mixed
-  Downtown Business/  
Residential Overlay  
District
-  R2 Mixed Residential



0 20 40 80 Feet



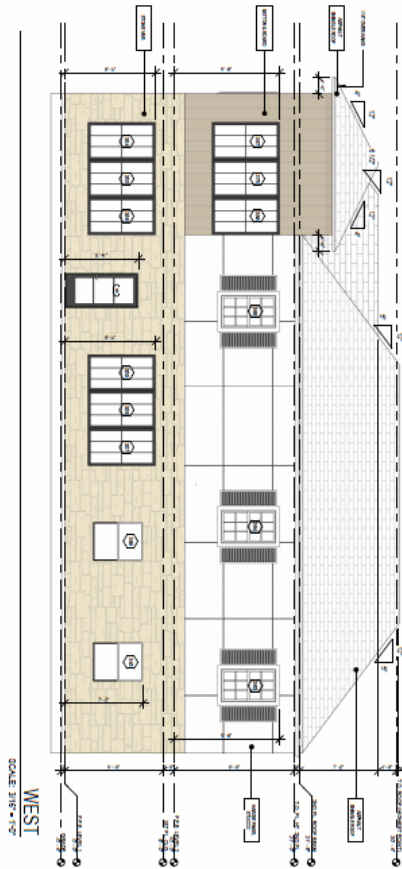
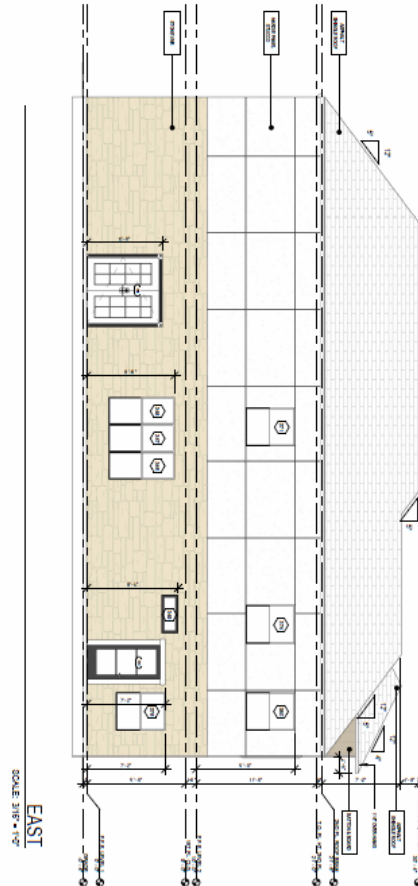
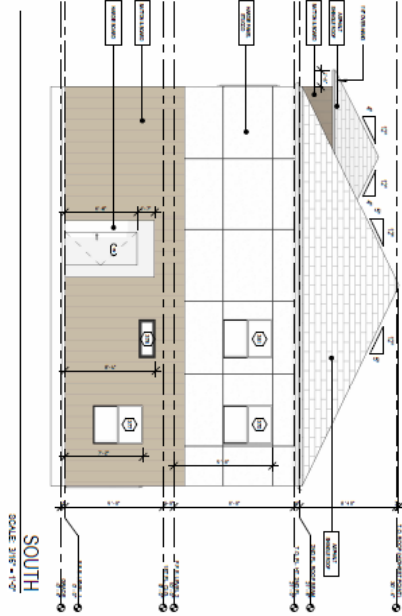
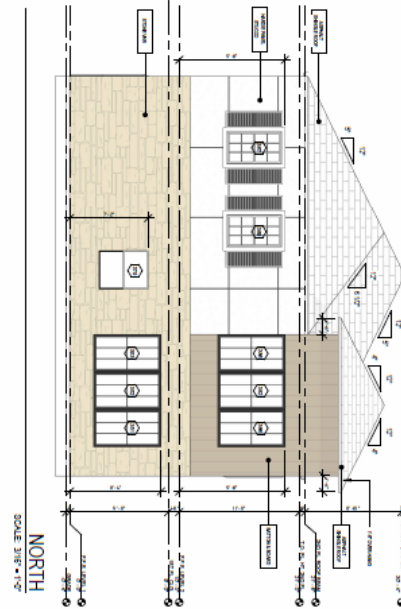
# EXHIBIT "C" SURVEY

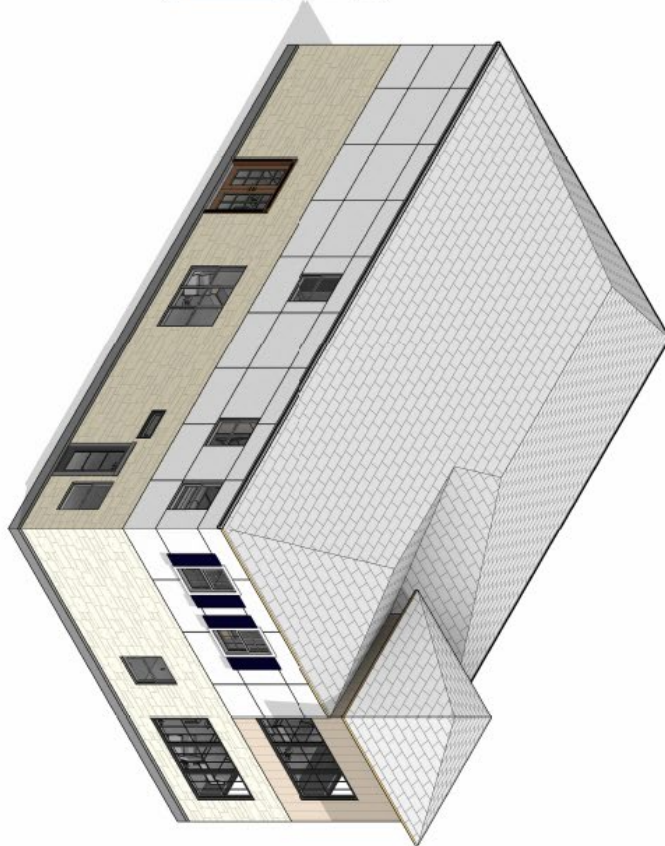
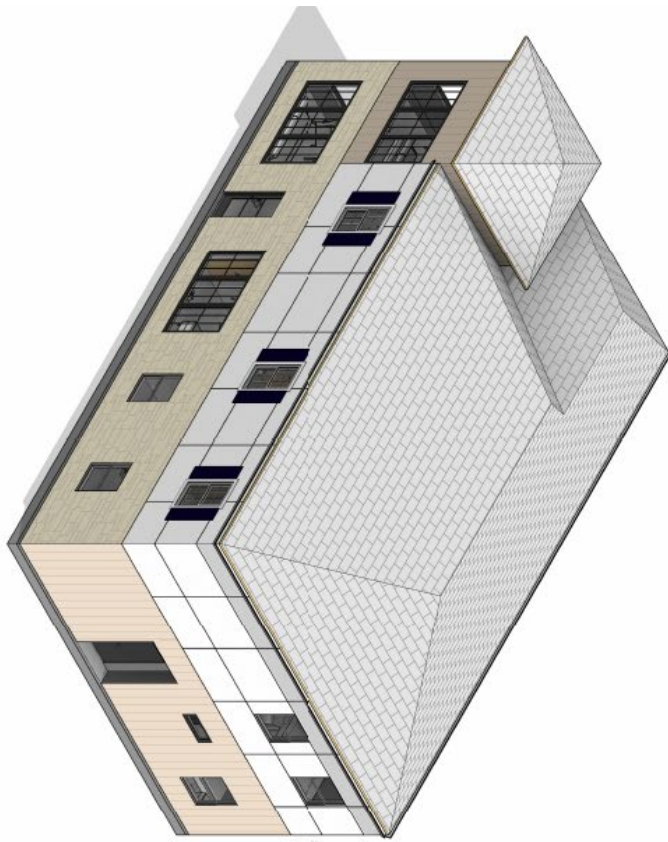


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# EXHIBIT "E" BUILDING ELEVATIONS





DRAWING TITLE:

AXONOMETRIC VIEWS

REVISION:

DATE:

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|  |  |
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KEY PLAN

10

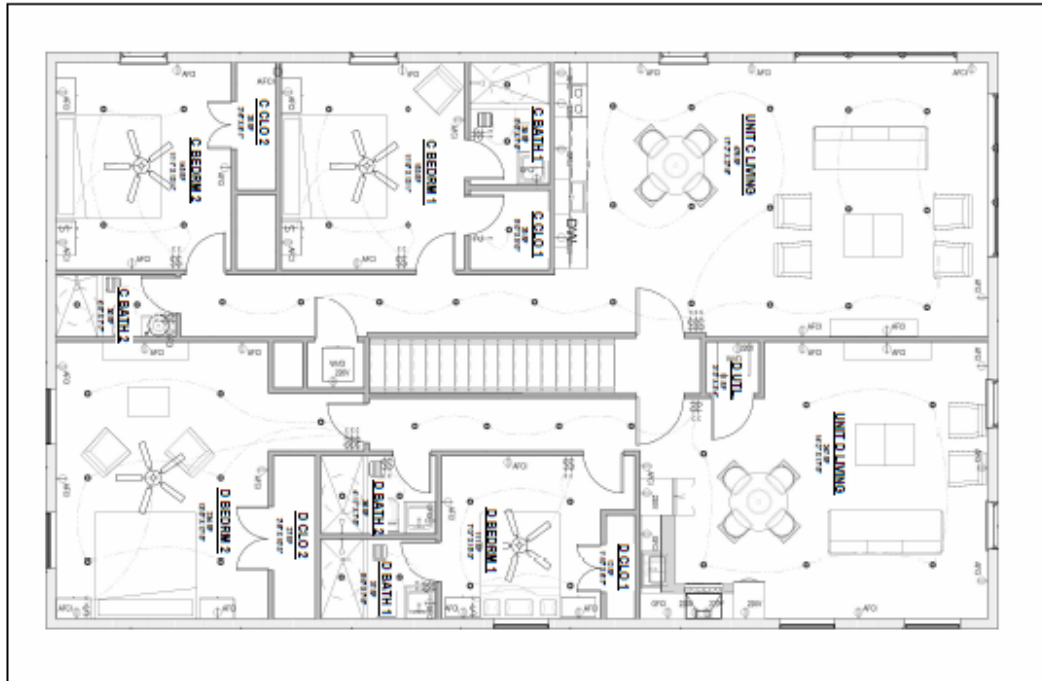
PROJECT ADDRESS:

601 S PARK, STREET  
BRENHAM, TX 77338

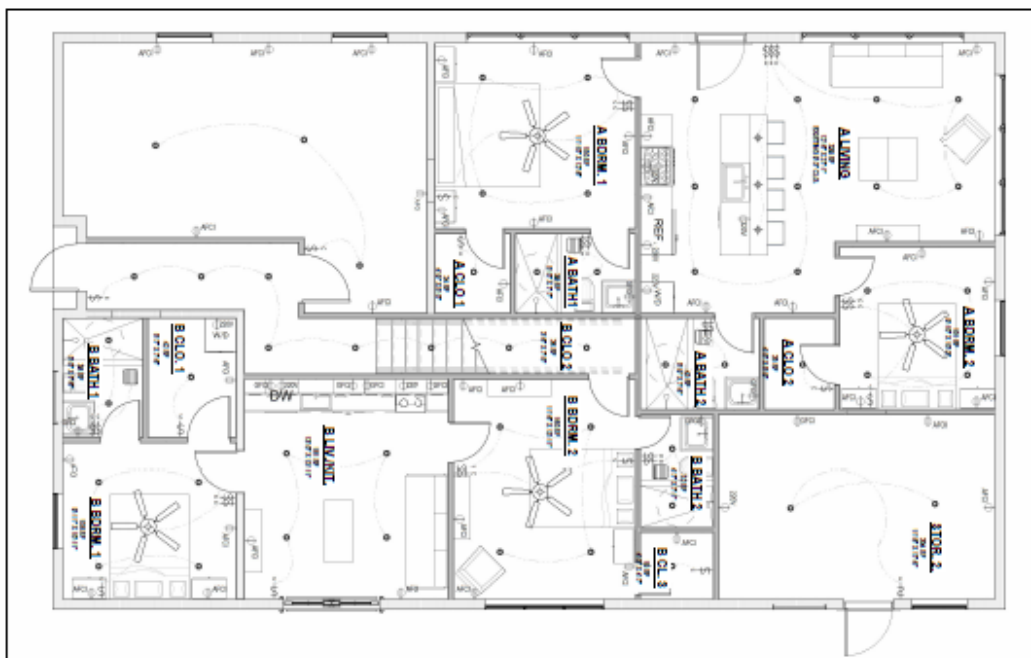


# EXHIBIT "F"

## FLOOR/ELECTRICAL PLANS



LEVEL 2 ELECTRICAL PLAN  
SCALE: 3/8" = 1'-0"



LEVEL 1 ELECTRICAL PLAN  
SCALE: 3/8" = 1'-0"



**EXHIBIT "G"**  
**SITE PHOTOS**



601 S Park Street at intersection of E. Second Street & S. Park Street



601 S Park Street from E. Second Street





601 S Park Street from S. Park Street looking north



One-story section to be removed. Looking south.



2-story main building to be rehabilitated. Setback to S. Park shown





601 S Park Street from S. Park Street.



Townhomes on the southwest corner of W. Second Street & S. Park Street.



Adjacent single-family home at 100 E. Second Street



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: Development Services Dept., Case VARIANCE-25-0008

P.O. Box 1059

Brenham, Texas 77834-1059

Name:  
(please print)  
Address:

ANDREA HAND

606 S Park

Brenham Tx 77833

Signature:

Andrea Hand

Date:

7-7-25

I am FOR the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-0008. (Please state reasons below)

  X  

I am AGAINST the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-0008. (Please state reasons below)

Date, Location, & Time of **Board of Adjustment** meeting:

**Monday, July 14, 2025, 5:15 PM**

City Council Chambers, 2<sup>nd</sup> Floor, City of Brenham City Hall

200 West Vulcan Street, Brenham, Texas 77833

COMMENTS/REASONS:

Don't understand how 4 ply can work  
Parking a problem

You may also submit comments via email to [khodde@cityofbrenham.org](mailto: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

Attn: Development Services Dept., Case VARIANCE-25-0008

P.O. Box 1059

Brenham, Texas 77834-1059

Name:

(please print)

Address:

ATWOOD KENTURA

1802 LEE ST.

BRENHAM, TX

Signature:

Atwood Kentura

Date:

7/8/25

☐ I am FOR the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-0008. (Please state reasons below)

☒ I am AGAINST the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-0008. (Please state reasons below)

Date, Location, & Time of **Board of Adjustment** meeting:

**Monday, July 14, 2025, 5:15 PM**

City Council Chambers, 2<sup>nd</sup> Floor, City of Brenham City Hall

200 West Vulcan Street, Brenham, Texas 77833

COMMENTS/REASONS:

NOT ENOUGH LAND FOR 4 HOUSING UNITS

You may also submit comments via email to [khodde@cityofbrenham.org](mailto: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**

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Please return to:

City of Brenham

Attn: Development Services Dept., Case VARIANCE-25-0008

P.O. Box 1059

Brenham, Texas 77834-1059

Name:

(please print)

Address:

GILBERT JAPKO

604 S PARK ST

BRENHAM TX 77833

Signature:

Date:

*Gil Jap*

7/7/2025

\_\_\_\_\_

I am FOR the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-0008. (Please state reasons below)

☒ \_\_\_\_\_

I am AGAINST the requested variance as explained on the attached public notice for BOA Case VARIANCE-25-0008. (Please state reasons below)

Date, Location, & Time of Board of Adjustment meeting:

**Monday, July 14, 2025, 5:15 PM**

City Council Chambers, 2<sup>nd</sup> Floor, City of Brenham City Hall

200 West Vulcan Street, Brenham, Texas 77833

COMMENTS/REASONS:

A 4-plex is too much development on that tiny lot!

You may also submit comments via email to [khodde@cityofbrenham.org](mailto: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.

7/9/25

To: City of Brenham

Development Services Department

From: Poo & Robbie Michalak 608 S. Park St.

Re: Variance-25-0000

We are not in favor of this variance. That space is too small for a 4 unit multifamily development. With so many occupants, there could be too much parking on the street. That could pose traffic issues since it's a corner lot with a stop sign there.

Poo Michalak  
Robbie Michalak