

CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
August 29, 2019

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

A regular meeting of the Brenham Planning and Zoning Commission was held on August 29, 2019 at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

Leroy Jefferson
Calvin Kossie
Nancy Low
Lynnette Sheffield
Marcus Wamble

Commissioners absent:

M. Keith Behrens, Chair (excused)
Deanna Alfred, Vice Chair (excused)

Staff present:

Lowell Ogle, Assistant City Manager
Stephanie Doland, Development Services Director
Kim Hodde, Planning Technician
Caz Muske
Jennifer Eckermann

Citizens present:

Meredith Dang, KKC	Shirley Harris Jackson
Roslyn Bradford	Seleste Esparza
Susan Gilbert	Teddy Boehm
Mary Thornhill	Cordelia Cummings
Pat & Mike Kilpatrick	DeeAnna Marek
Perry Thomas	Elizabeth Price
Geraldine Johnson	Jo Ann Wolf
Lu Hollander	Arthur Hahn, Brenham Banner Press
Melinda Faubion	Joshua Blaschke, KWHI

1. Call Meeting to Order

In the absence of the Chairman and Vice Chairman, Kim Hodde called the meeting to order at 5:16 pm with a quorum of five (5) Commissioners present. A motion was made by Commissioner Kossie and seconded by Commissioner Sheffield to appoint Commissioner Low as Acting Chairman for this meeting. The motion carried unanimously.

2. Public Comments

There were no public comments.

3. Reports and Announcements

Stephanie Doland informed the Board that Shauna Laauwe has been hired as a Project Planner and will be starting her employment on September 9, 2019. She will be introduced to the Board at the September P & Z meeting.

CONSENT AGENDA

4. Statutory Consent Agenda

The Statutory Agenda includes non-controversial and routine items that the Commission may act on with one single vote. A Commissioner may pull any item from the Consent Agenda in order that the Commission discuss and act upon it individually as part of the Regular Agenda.

4-a. Minutes from the July 22, 2019 Planning and Zoning Commission Meeting

Acting Chairman Low asked for any corrections or additions to the minutes as presented. A motion was made by Commissioner Sheffield and seconded by Commissioner Wamble to approve the minutes from the July 22, 2019 meeting, as corrected. The motion carried unanimously.

REGULAR MEETING

5. Public Hearing, Discussion and Possible Action on Case Number P-19-030: Preliminary Plat of the BK Stringer Development Subdivision, Lot 1 and Lot 2, being 49.083 acres of land out of the Hiram Lee Survey, Abstract-76, the Moses Combs Survey, Abstract-124, and the John Long Survey, Abstract-156 in Brenham, Washington County, Texas.

Kim Hodde presented the staff report for Case No. P-19-026 (on file in the Development Services Department). Ms. Hodde stated that this property is owned by BK Stringer, LTD and that the applicant desires to divide this tract into two (2) lots to begin development of the land. Proposed Lot 1 will contain 38.8013-acres and proposed Lot 2 will contain 9.1887-acres of land. Engineering and Development Services have reviewed this preliminary plat for compliance with applicable City of Brenham regulations and ordinance and recommends approved of this preliminary plat as presented.

A motion was made by Commissioner Kossie and seconded by Commissioner Wamble to approve the Preliminary Plat of the BK Stringer Development Subdivision, as presented. The motion carried unanimously.

6. Public Hearing, Discussion and Possible Action on Case Number P-19-031: Final Plat of the BK Stringer Development Subdivision, Lot 1 and Lot 2, being 49.083 acres of land out of the Hiram Lee Survey, Abstract-76, the Moses Combs Survey, Abstract-124, and the John Long Survey, Abstract-156 in Brenham, Washington County, Texas.

Kim Hodde presented the staff report for Case No. P-19-031 (on file in the Development Services Department). Ms. Hodde stated that this final plat is the companion document to the preliminary that was discussed and approved in the preceding item. Engineering and Development Services have reviewed this final plat for compliance with applicable City of Brenham regulations and ordinance and recommends approved of this final plat as presented.

A motion was made by Commissioner Kossie and seconded by Commissioner Sheffield to approve the Final Plat of the BK Stringer Development Subdivision, as presented. The motion carried unanimously.

7. Public Hearing, Discussion and Possible Action on Case Number P-19-029: A City initiated request to approve an Ordinance of the City of Brenham, Texas Adopting the 2019 Comprehensive Plan, entitled "Historic Past, Bold Future: Plan 2040," as the City's Comprehensive Plan and repealing all ordinances or parts of ordinances in conflict herewith and providing for an effective day.

Stephanie Doland presented the staff report for Case No. P-19-029 (on file in the Development Services Department). Ms. Doland stated that this Comprehensive Plan process has been a yearlong process. She thanked the Planning and Zoning Commission, the Board of Adjustment and the Comprehensive Plan Action Committee (CPAC), and City Council members for all their hard work and input. Ms. Doland introduced Meredith Dang from Kendig Keast Collaborative and stated that the City of Brenham has been very lucky to have Ms. Dang and Gary

Mitchell guiding the City through this process. She also stated that Meredith was just recently promoted to Practice Leader of Community Planning, so congratulations are given.

Ms. Dang opened by stating that the Comprehensive Plans is a guidance document for the City. The Comprehensive Plan does not automatically trigger any changes and that City Council approval is required. Ms. Dang stated that the plan is divided into two sections: Brenham Today, which is the existing City Report, and Historic Past, Bold Future Plan 2040, which is the future City report. Each aspect of the plan focuses on five (5) key areas: Land Use and Development, Transportation, Growth Capacity, Economic Opportunity, and Parks & Recreation. Public input is a vital aspect in preparation of this document. Various methods were used to gather data including Surveys, Town Hall meetings, Open Houses, Listening Sessions, and Advisory Committee meetings. Ms. Dang reviewed the Plan's strategic action priorities and their implementation including capital investments, programs and initiatives, regulations and standards, partnerships and coordination and additional studies.

Ms. Dang stated that that Future Land Use Map does not necessarily match up with what is on the ground today but reflects projected growth. The Future Land Use map may influence future development but it is not a zoning map. Ms. Dang also discussed the top priority action agenda for the City to focus on within the next 1-3 years. She stated that Appendix A shows all of the strategic action initiatives as well as what entity/department is involved as well as a possible timeline for implementation. Ms. Dang closed by saying that through annual progress reports and minor updates, this plan is intended to be a living document and not sit on the shelf for ten years.

Public notice for the public hearing was published in the Banner Press on August 16, 2019.

Acting Chairman Low opened the Public Hearing at 5:39 pm and asked for any comments. Perry Thomas, 150 Kuehn Lane, asked if the plan discusses the Family Park on the south side of town. Meredith replied that the plan does recognize it, but it doesn't have specifics for the development.

Acting Chairman Low stated that a very good response was received from the community regarding Brenham's future. She thanked Ms. Dang and KKC for their work and professionalism during this process.

Acting Chairman Low closed the Public Hearing at 5:40 pm and re-opened the Regular Session.

A motion was made by Commissioner Kossie and seconded by Commissioner Wamble to recommend approval to the Brenham City Council of an Ordinance Adopting the 2019 Comprehensive Plan, entitled "Historic Past, Bold Future: Plan 2040," as the City's Comprehensive Plan and repealing all ordinances or parts of ordinances in conflict herewith and providing for an effective, as presented. The motion carried unanimously.

8. Public Hearing, Discussion and Possible Action on Case No. 19-028: A City initiated request to amend the City of Brenham's Code of Ordinances to repeal Ordinance Number O-19-017 and to remove Appendix A: Zoning, Part II, Division 1, Section 18 – Exterior Construction Materials for Selected Districts.

Stephanie Doland presented the staff report for Case No. P-19-028 (on file in the Development Services Department). Ms. Doland stated that earlier this year staff received a citizen request for an ordinance regulating metal facades. The P & Z amended the ordinance that was presented by staff then recommended approval to City Council. The ordinance prohibiting the use of metal façade on residential property was approved by City Council on May 2, 2019. Subsequently, HB2439 was passed by the Legislature and takes effect on September 1, 2019 stating that a City may not adopt or enforce a regulation that limits the use of a building material allowed by a National Model Code. This item is to repeal the ordinance that was approved in May and remove the restriction on the exterior construction materials.

Public notice for the public hearing was published in the Banner Press on August 16, 2019

Acting Chairman Low opened the Public Hearing at 5:47 pm and asked for any comments. There were no citizen comments.

Acting Chairman Low closed the Public Hearing at 5:47 pm and re-opened the Regular Session.

A motion was made by Commissioner Sheffield and seconded by Commissioner Kossie to recommend approval to the Brenham City Council to amend the City of Brenham’s Code of Ordinances to repeal Ordinance Number O-19-017 and to remove Appendix A: Zoning, Part II, Division 1, Section 18 – Exterior Construction Materials for Selected Districts, as presented. The motion carried unanimously.

9. Discussion and Possible Direction to Staff regarding a Historic Preservation Ordinance

Stephanie Doland stated that this a workshop item and the Board could give staff direction as to how they want to proceed forward; however, no formal action will be taken. Ms. Doland then introduced Mary Thornhill who stated that she lives on E. Main Street near S. Market Street. Ms. Thornhill stated that she began researching historic preservation ordinances when an historic home nearby her residence was recently alleged to be considered for demolition. She said the owner of the home, which was built in 1862, was frustrated because the home had experienced a break-in/burglary and the owner commented that he should just tear it down and build a parking lot. Ms. Thornhill researched and found that Brenham does not have a Historic Preservation Ordinance. She then began researching historic preservation ordinances from surrounding cities. Ms. Thornhill stated that historic ordinances are not meant to restrict what can be done to a historic building but rather a guideline to help preserve the historic look and feel of existing buildings. Property values and quality of life increase with a viable downtown. Everyone loses if Brenham’s landmarks are not preserved. She stated that you cannot plan for the unforeseen actions that someone will take. The goal is not to make Brenham a museum but to preserve our landmarks.

In response to Commissioner’s questions, Ms. Doland stated that:

- HB 2439 has exceptions for historic preservation ordinances
- This video and information will be presented to the Main Street Board at their upcoming September meeting. Many different community stakeholders will have the opportunity to be involved, i.e. Main Street, Downtown, P & Z, etc.

The consensus of the Board was to have staff move forward with setting up a workshop where additional information can be provided.

10. Adjourn

A motion was made by Commissioner Sheffield and seconded by Commissioner Wamble to adjourn the meeting at 6:18 pm. The motion carried unanimously.

The City of Brenham appreciates the participation of our citizens, and the role of the Planning and Zoning Commissioners in this decision-making process.

Certification of Meeting Minutes:

M. Keith Behrens

Planning and Zoning Commission

M. Keith Behrens
Chairman

October 28, 2019
Meeting Date

Kim Hodde

Attest

Kim Hodde
Staff Secretary

October 28, 2019
Meeting Date