

**CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
March 23, 2017**

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

A special joint meeting of the Brenham Planning and Zoning Commission and Brenham City Council was held on March 23, 2017 at 1:00 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

Walt Schoenvogel, Chairman
Nancy Low, Vice Chairman
Deanna Alfred
Calvin Kossie
Charlie Pyle
Lynnette Sheffield

Commissioners absent:

Leroy Jefferson

Staff present:

Erik Smith, Development Services Manager
Kim Hodde, Planning Technician

Citizens present:

| | |
|-----------------|---------------------|
| Christi Flicker | Debbie Bender |
| Doug French | Sam Vernon |
| Randy French | Marie Surovik |
| Matt Childers | David Bennett |
| Chris Surface | Robert Grabarschick |
| Fred Sumbera | |

1. Call Meeting to Order

Chairman Schoenvogel called the meeting to order at 1:15 pm with a quorum of six (6) Commissioners present.

**JOINT SESSION OF THE CITY OF BRENHAM PLANNING AND ZONING (P&Z)
COMMISSION AND THE BRENHAM CITY COUNCIL**

JOINT SESSION – PUBLIC HEARING

2. Public Hearing to Consider Amending Appendix A – “Zoning” of the Code of Ordinances to Change the Residential Single Family (R-1) Zoning District Classification to a Planned Development (PD) Zoning District Regarding the Property Being Annexed into the City of Brenham, Said Property Being More Specifically Described Below:

Section 2017-1: Approximately 86.664 Acres of Land Situated in Washington County, Texas, out of the Phillip Coe Survey, Abstract No. A0031 Generally Consisting of Tracts with Frontage Along State Highway 36 North; Land Located West of and Adjacent to Dixie Street that is not Currently within the City Limits and Approximately 1,500 Feet from the “Cloverleaf” Intersection of Highway 290 West and State Highway 36 North, said property being more particularly described in Exhibit “A” attached to the Ordinance annexing the 86.664 acres.

Mayor Tate opened the Public Hearing. Erik Smith presented a slide show explaining the purpose of a planned development, the process of this planned development and the proposed variations from the standard R-1 District for this Planned Development. He stated that three (3) Councilmembers and staff met with Stylecraft over the last year and one-half. There was compromise on both sides resulting in this document. The proposed development will be a mix of single family residential, mixed residential (Townhomes) and commercial along the highway. Mr. Smith stated that the current minimum square footage for a home is 750 square feet. The homes in this development will be as follows:

100% of the homes will be 1,200 SF
95% of the homes will be 1,300 SF
90% of the homes will be 1,400 SF
30% of the homes will be 2,000 SF

Mr. Smith stated that this PD request varies from the standard R-1 District in the following ways:

- Minimum lot widths have been reduced from the required 60 feet to 55 feet
- Minimum lot depths have increased to 120 feet from the required 115 feet
- The applicants are requesting 7.5 foot side building setbacks instead of the required 10 feet
- The applicants are requesting a rear setback of 20 feet instead of the required 25 feet
- The applicants are requesting a front setback of 20 feet instead of the required 25 feet
- Minimum lot area would be reduced to 6,600 square feet instead of the required 7,000 square feet
- Minimum masonry requirements are required for residential (City currently doesn't have a masonry ordinance)
- Certain percentages of homes built with a minimum square footage of livable area allowed are defined throughout the development
- Minimum of two trees to be planted in the front of each residence
- Brick columns at property corners for privacy fencing along certain thoroughfares
- Road deemed minor arterial that is shown on the future thoroughfare plan will be required to be built of concrete
- Interior pathway plans (maintained by HOA)
- Common areas owned and maintained by a Homeowner's Association are to be dedicated with amenities such as common area landscaping and trails in the development

This PD request varies from the standard R-2 District in the following ways:

- Limited number of allowed uses permitted in the R-2 area with the intent of Townhouse style development

This PD request varies from the standard B-1 District in the following ways:

- Masonry standards that are adopted by Council at the time the property is permitted will apply to the future development

Erik Smith stated that Randy French, Doug French, and Matt Childress are here to answer any questions.

Claire Land stated that she lives at 360 Westwood Lane. She asked how this development will affect her other than having to endure all the construction. Erik Smith stated that all zoning change requests are treated the same, regardless if they are large or small. He further stated that Ms. Land received the notice because she owns property that lies within 200 feet of the proposed project. By law, we have to provide notice to all property owners within 200' of the proposed zone change. This notice gives them an opportunity to attend the public hearing and voice their concerns or simply hear the details of the zone change.

Marie Surovik stated that she lives at 1030 Dixie. She asked if any consideration has been given to flooding or water moving across Dixie. Mr. Smith replied that what is being considered is a zoning issue. Once the zoning has been established, then the platting and civil design work can be done. The drainage will be reviewed and designed as part of the civil work but it will have to be designed to City specifications. Ms. Surovik asked if this will be a gated community. Mr. Smith replied that at this time, it is not proposed to be a gated community.

There were no other comments. Mayor Tate closed the Public Hearing at 1:30 pm.

JOINT SESSION – REGULAR AGENDA

3. **Discuss and Possibly Act Upon A Recommendation to City Council Concerning Amendment of Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham to Change the Residential Single Family (R-1) Zoning District Classification to a Planned Development (PD) Zoning District Regarding the Property Being Annexed into the City of Brenham and More Specifically Described Below: (*Planning & Zoning Commission Action Item Only*)**

Section 2017-1: **Approximately 86.664 Acres of Land Situated in Washington County, Texas, out of the Phillip Coe Survey, Abstract No. A0031 Generally Consisting of Tracts with Frontage Along State Highway 36 North; Land Located West of and Adjacent to Dixie Street that is not Currently within the City Limits and Approximately 1,500 Feet from the “Cloverleaf” Intersection of Highway 290 West and State Highway 36 North, said property being more particularly described in Exhibit “A” attached to the Ordinance annexing the 86.664 acres.**

Chairman Schoenvogel stated that this item would be for the Planning and Zoning Commission only. Mayor Tate reminded everyone that then Public Hearing was over and that the P & Z was in regular session so no public comments would be taken.

Erik Smith stated that this item is for the P & Z to make a recommendation to City Council regarding the Zone Change request for the Planned Development (PD) District according to the proposed ordinance. Commissioner Sheffield stated that she was concerned about the long streets and that with the standard road width and smaller lot widths, there is limited parking in the driveway so people park on the street. With people parking on the street, traffic can be inhibited. She asked if there is anything that can be done such as making one side of the street as no-parking or possibly widening the road by five (5) feet.

Commissioner Low stated that this is the first real development on this side of town and it will be very visible. She stated that the Planning and Zoning Commission had not been involved in the process of putting this together and she didn't feel they have had adequate time to review the information. Commissioner Low made a motion to table any action on this item until their next meeting on Monday, March 27th, so that the P & Z can do their due diligence on this item. Commissioner Kossie seconded the motion. The motion carried unanimously.

4. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham to Change the Residential Single Family (R-1) Zoning District Classification to a Planned Development (PD) Zoning District Regarding the Property Being Annexed into the City of Brenham and More Specifically Described Below: (City Council Action Item Only)

Section 2017-1: Approximately 86.664 Acres of Land Situated in Washington County, Texas, out of the Phillip Coe Survey, Abstract No. A0031 Generally Consisting of Tracts with Frontage Along State Highway 36 North; Land Located West of and Adjacent to Dixie Street that is not Currently within the City Limits and Approximately 1,500 Feet from the “Cloverleaf” Intersection of Highway 290 West and State Highway 36 North; said property being more particularly described in Exhibit “A attached to the Ordinance annexing the 86.664 acres.

Mayor Tate stated that since there was not a recommendation to consider, the City Council would not take any action on this item.

The City of Brenham Planning & Zoning Commission recessed at this time and reconvened at 1:45 pm in Conference Room 2A, 2nd Floor of City Hall to discuss and consider the remaining agenda items)

CONSENT AGENDA

5. 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.

5-a. Minutes from the February 27, 2017 Planning and Zoning Commission Meeting

Chairman Schoenvogel asked for any corrections or additions to the minutes as presented. A motion was made by Commissioner Sheffield and seconded by Commissioner Kossie to approve the minutes from the February 27, 2017 meeting as presented. The motion carried unanimously.

REGULAR AGENDA

6. Public Hearing, Discussion and Possible Action concerning a request for approval for the Bennett Replat, a Division of Lot 1 of the F. W. Wood Second Addition creating Lot 1 and Lot 2, 0.634 acres, in Brenham, Washington County, Texas

Erik Smith, Development Services Manager, stated that this is a request for approval of a replat of a division of Lot 1 of the F.W. Wood Second Addition in the City of Brenham, Washington County, Texas to form Lot 1 (.330 AC) and Lot 2 (.305 AC). Staff has reviewed this replat and finds that it meets all applicable ordinances and regulations.

STAFF RECOMMENDATION:

Staff recommends approval of this replat.

Mr. Smith commented that David Bennett is selling his property and it was discovered that some of structure encroached onto the neighboring lot. Mr. Bennett is purchasing some property from the neighbor and that is why this property needs to be replatted to bring it into compliance.

A motion was made by Commissioner Sheffield and seconded by Commissioner Alfred to approve the Bennett Replat, a Division of Lot 1 of the F. W. Wood Second Addition creating Lot 1 and Lot 2, 0.634 acres as presented. The motion carried unanimously.

7. Public Hearing, Discussion and Possible Action Concerning a Recommendation of an Amendment to the Official Zoning Map of the Code of Ordinances for approval of a Specific Use Permit to allow a church and its auxiliary uses on property located at 1100 Niebuhr Street in an R-1, Single Family Residential Zoning District, and being described as Tract 241 of the Arrabella Harrington Survey, Abstract 55, in Brenham, Washington County, Texas

Erik Smith, Development Services Manager, stated that this is a request for approval of a specific use permit to allow a church and its auxiliary uses to be located within a Single Family Residential (R-1) zoning district. Staff recommends approval of this request. The applicant in this case is Calvary Baptist Church. This church exists today. There was never a specific use permit (SUP) granted for this church. This particular use is a legal nonconforming use which is allowed. The applicant is restricted from expanding the footprint of the legal nonconforming use. To expand they need to request and receive an SUP. If the SUP is granted the applicant would then have a compliant use and be able to expand the footprint of the building.

Chairman Schoenvogel opened the Public Hearing and asked for any citizen comments. Bob Grabarschick stated that there are currently two outbuildings on the property at this location and the proposed garage would replace both of the existing structures. There were no other comments.

Chairman Schoenvogel closed the Public Hearing. A motion was made by Commissioner Kossie and seconded by Commissioner Low to recommend approval of an Amendment to the Official Zoning Map of the Code of Ordinances for approval of a Specific Use Permit to allow a church and its auxiliary uses on property located at 1100 Niebuhr Street in an R-1, Single Family Residential Zoning District as presented. The motion carried unanimously.

8. Discussion and Possible Action concerning a request for approval of a Preliminary Plat to form the Salem V.F.D. Subdivision, consisting of 1 lot, being a subdivision of 1.281 acres of land located at 251 Salem Road, situated in the John Carrington Survey, Abstract 120, in Brenham, Washington County, Texas

Erik Smith, Development Services Manager, stated that this is a preliminary plat to form the Salem V.F.D. Subdivision, consisting of 1 lot, being a subdivision of 1.281 acres of land located at 251 Salem Road, situated in the John Carrington Survey, Abstract 120, in Brenham, Washington County, Texas. An east buffer yard variance was granted by the Board of Adjustments on January 9, 2017. Since the property hasn't previously been platted, no improvements can be permitted until the platting is completed. Staff has reviewed this plat and finds that it meets all of the required ordinances and specifications.

STAFF RECOMMENDATION:

Staff recommends approval of this preliminary plat.

A motion was made by Commissioner Pyle and seconded by Commissioner Alfred to approve the Preliminary Plat to form the Salem V.F.D. Subdivision, consisting of 1 lot, being a subdivision of 1.281 acres of land located at 251 Salem Road as presented. The motion carried unanimously.

9. Discussion and Possible Action concerning a request for approval of a Final Plat to form the Salem V.F.D. Subdivision, consisting of 1 lot, being a subdivision of 1.281 acres of land located at 251 Salem Road, situated in the John Carrington Survey, Abstract 120, in Brenham, Washington County, Texas

Erik Smith, Development Services Manager, stated that this is a final plat to form the Salem V.F.D. Subdivision, consisting of 1 lot, being a subdivision of 1.281 acres of land located at 251 Salem Road, situated in the John Carrington Survey, Abstract 120, in Brenham, Washington County, Texas. Staff has reviewed this plat and finds that it meets all of the required ordinances and specifications.

STAFF RECOMMENDATION:

Staff recommends conditional approval. There are a couple minor changes that need to be made prior to filing the plat.

A motion was made by Commissioner Kossie and seconded by Commissioner Sheffield to approve the Final Plat to form the Salem V.F.D. Subdivision, consisting of 1 lot, being a subdivision of 1.281 acres of land located at 251 Salem Road as presented. The motion carried unanimously.

10. Administrative Report

Erik Smith presented the Administrative report for February 2017, including building permit/inspection/code enforcement information. He stated that the year has started off busy and the inspection department has been overwhelmed due to several of the larger projects.

11. Adjourn

Chairman Schoenvogel adjourned the Planning and Zoning Commission meeting at 1:56 p.m.

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

Certification of Meeting Minutes:

Planning and Zoning Commission

Walt Schoenvogel
Chairman

Meeting Date

Attest

Kim Hodde
Staff Secretary

Meeting Date