

CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
April 24, 2017

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 April 24, 2017 at 5:15 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
Leroy Jefferson
Charlie Pyle
Lynnette Sheffield

Commissioners absent:

None

Staff present:

Erik Smith, Development Services Manager
Kim Hodde, Planning Technician
Jennifer Eckermann

Citizens present:

Richard Heiges
Callie Korth
Patti Owens
Darren Heine

1. Call Meeting to Order

Chairman Schoenvogel called the meeting to order at 5:15 pm with a quorum of seven (7) Commissioners present.

CONSENT AGENDA

2. 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.

- 2-a. Minutes from the March 23, 2017 Special Joint Planning and Zoning Commission/City Council Meeting**
- 2-b. Minutes from the March 27, 2017 Planning and Zoning Commission Meeting**
- 2-c. Minutes from the April 10, 2017 Special Planning and Zoning Commission Meeting**

Chairman Schoenvogel asked for any corrections or additions to the minutes as presented. Commissioner Alfred noted that on the March 27th minutes, she was not in attendance. Kim Hodde noted that she would make that correction. Commissioner Sheffield noted that on page two of those same minutes, the third paragraph from the bottom, in the first sentence the last "there" should be changed to "their". A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to approve the minutes from the March 23, 2017, March 27, 2017 and the April 10, 2017 meeting with the corrections as noted. The motion carried unanimously.

REGULAR AGENDA

- 3. Public Hearing, discussion and possible action concerning a request for approval of a Replat of the Ed. Roessler Tract (1118 and 1200 W. Main Street) of Elwood Estates Addition, consisting of 2 residential lots, containing 0.660 acres of land, in Brenham, Washington County, Texas**

Erik Smith, Development Services Manager, stated that this is a request for a replat of the Ed. Roessler Tract of Elwood Estates Addition, consisting of 2 existing residential lots located at 1118 and 1200 W. Main Street in Brenham, Washington County, Texas. There is a 20' wide private road providing access to these lots. A variance to Chapter 23, Section 23-22(5)a), which requires each lot to be provided with adequate access to an existing or proposed public street by frontage on such street, was recommended by the Planning and Zoning Commission and approved by City Council on February 16, 2017 per Ordinance O-17-002. This replat creates Lot 1 (0.266 acres) and Lot 2 (0.394 acres). Staff has reviewed the replat and finds that, with the variance, it meets all applicable ordinances and regulations and thereby, recommends approval of this replat as presented.

Commissioner Sheffield asked if the Board had already seen the preliminary plat for this. Mr. Smith stated that the P & Z had previously approved a recommendation for a variance to the subdivision ordinance for the access road. The recommendation then went to City Council who approved the variance. This is the plat to complete the process since the lots were previously divided by metes and bounds and not actually replatted. The building permit cannot be issued until the entire process is finalized.

A motion was made by Commissioner Sheffield and seconded by Commissioner Alfred to approve the Replat of the Ed. Roessler Tract (1118 and 1200 W. Main Street) of Elwood Estates Addition, consisting of 2 residential lots, containing 0.660 acres of land as presented. The motion carried unanimously.

4. Discussion concerning the proposed change of zoning for the various tracts of land bounded by and/or adjacent to S. Austin Street, W. First Street, S. Market Street, S. Baylor Street, S. Park Street, and S. Church Street currently zoned Commercial, Research, and Technology District (B-2) and a portion being Industrial District (I) with the proposed district named as the Neighborhood Business District (B-4) including the Downtown Business/Residential Overlay, in Brenham, Washington County, Texas

Erik Smith, Development Services Manager, stated that this has been in discussion since before he started working here. He stated that City staff was approached by multiple individuals from the community who expressed interest in redeveloping the Southside of the downtown B-3 Central Historical Business District. Staff formed a committee with staff and two local architects Darren Heine and Tommy Upchurch. These individuals were able to give us insight into what was desired by the private development community and helped us draft wording that would benefit those who wished to invest into this area of the community as well as give staff the opportunity to see how we could word the ordinance in a way that might help alleviate some of the variance requests and also add some uses into the ordinance that would create a unique but related feel to the neighboring B-3 Central Historical Business District.

Staff invited all of the property owners to a Town Hall style meeting to review the proposed changes and to give us an opportunity to hear any comments or feedback. There was not a significant amount of new input that was generated from this meeting.

This is only a discussion topic for the Planning and Zoning Commission to hear the proposed changes. Once we have had an opportunity to hear any comments/concerns from the Planning and Zoning Commission and finalize the document, we will begin the formal rezoning process which will include notifying the property owners once again. We will then hold a public hearing with the Planning and Zoning Commission and City Council before City Council takes action on this item.

Erik stated that many of the structures have been there for many years and do not comply with the current ordinance standards. Many of the structures and lots in the district have compliance issues such as parking, setbacks/bufferyards, impervious coverage, and area regulations. Variances and Special Exceptions would be the only course of action for anyone interested in redeveloping the area. This is a timely process and it is not guaranteed. For instance, the proposed incubator kitchen at the old radiator shop location had (4) variance requests on one building. The committee was looking for ways to help redevelop the area and get many of the structures into compliance and back into use. Revitalization of this area is very important. The B-4 area would be a transitional zone between the B-3 and B-2 Districts. The goal is to create an area around the B-3 District where it is desirable for people to spend money for revitalization. It should help alleviate a number of potential variance and special exception requests for applicants wanting to revitalize the property, create parking requirements that fit the district, create a fund to earmark money for future satellite parking to serve this area, and create a walkable community.

Mr. Smith stated that some uses will be allowed in B-3 but not in B-4 such as automobile parts sales, new or rebuilt (over counter), banks, bowling alleys, hotels and motels, mortuaries, and pet shops. Some uses will be allowed in the B-4 District but not in the B-3 such as distillery and breweries, musical instruments assembly and manufacture design, production, and sales, open (outdoor) display or storage or retail merchandise as an accessory use to uses permitted in the B-4 District since the B-4 District will also be kind of an entertainment district. Commissioner Low asked if residential would be allowed on 2nd floor with retail on the 1st floor. Erik Smith replied that B-4 gives them more of a choice since it allows for residential on either the 1st or 2nd floor and B-3 only allows residential upstairs. This district would encompass a Neighborhood Business/Residential Overlay District. The Overlay District would allow single family detached dwellings, townhouses, two-family dwellings or duplexes, multi-family dwellings. There will be parking and setback requirements for residential uses.

Council directed staff to do a donut-hole around the B-3 district with regards to the sign ordinance and the donut-hole may also encompass the B-4 district.

Erik asked the Commissioners to review the proposed B-4 District regulations and requested that any comments be provided within 10 days so that we can proceed with the notification process to put the Zone Change request on the next Planning and Zoning Commission meeting agenda. Commissioner Sheffield stated that this will enhance and protect the Downtown area from future deterioration.

5. Administrative Report

Erik Smith presented the Administrative report for March 2017, including building permit/inspection/code enforcement information. He stated that permitting is going in a good direction and the department is very busy.

6. Adjourn

Chairman Schoenvogel adjourned the Planning and Zoning Commission meeting at 5:55 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:

_____	<u>Walt Schoenvogel</u>	_____
Planning and Zoning Commission	Chairman	Meeting Date
_____	<u>Kim Hodde</u>	_____
Attest	Staff Secretary	Meeting Date