

**CITY OF BRENHAM**  
**PLANNING AND ZONING COMMISSION MINUTES**  
**May 22, 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 May 22, 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  
Keith Behrens  
Calvin Kossie  
Leroy Jefferson  
Lynnette Sheffield

Commissioners absent:

None

Staff present:

Erik Smith, Development Services Manager  
Wende Ragonis, Director of Community Development  
Kim Hodde, Planning Technician

Citizens present:

Arthur Hahn, Brenham Banner Press  
Mark Whitehead, KWHI-KTTX  
Bettye Honerkamp  
David & Kerrie Nowowievski  
Russell Honerkamp  
Pressley & Annette Walcik  
Leon Mantey  
Donald W. Lampe  
Thomas Meier

William Plummer  
Megan Runge  
Marjorie Stark  
Mimi Wied  
Keith Hankins  
Gary Crocker  
Darren Heine  
John Young

**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 April 24, 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 Low and seconded by Commissioner Alfred to approve the minutes from the April 24, 2017 meeting, as presented. The motion carried unanimously.

**PUBLIC HEARING**

Erik Smith informed the Board that the format of the meetings would be a little different. They will be more in line with City Council meetings. All of the public hearings will be held at one time then then the public hearings will be closed and the regular agenda will be opened and the items will be considered at that point.

**3. Public Hearing to consider a request for approval of a Replat of Lot 5, Block 2 of the Ralston Creek Estates, Phase I, to form Lot 5-R, in the City of Brenham, Washington County, Texas**

Erik Smith, Development Services Director stated that this is a request for a replat of Lot 5, Block 2, of the Ralston Creek Estates Subdivision, Phase I, to form Lot 5-R, consisting of approximately 0.204 acres of land. This error was discovered during the form survey. There is also a 5' common area on this property so it appears to have a large setback. A variance was granted by the Board of Adjustments on March 13, 2017 granting a 6' south side building setback. Bluebonnet Electric has also reduced their public utility easement to 6' at this location. The purpose of this replat is to properly reflect this amended south setback and public utility easement. The plat meets the other PDD standards that were adopted previously. Staff recommends approval of the replat. There were no citizen comments.

**4. Public Hearing to consider a request for approval of a Replat of Lots 1 and 2, Block 2 and Lots 1 and 2, Block 3 of the Oak Alley Subdivision, Phase I, to form Lot 1-R, Block 2 and Lot 1-R, Block 3, in the City of Brenham, Washington County, Texas**

Commissioner Sheffield recused herself from this item. Erik Smith, Development Services Director stated that this is a request for a replat of Lots 1 and 2, Block 2, and Lots 1 and 2, Block 3 of the Oak Alley Subdivision, Phase I, to form Lot 1-R, Block 2, consisting of approximately .382 acres of land and Lot 1-R, Block 3, consisting of approximately .418 acres of land. The purpose of the plat is to combine two lots into one for a larger residential lot in each of the blocks, so basically reducing four (4) lots into two (2) lots by removing the interior lot lines. The plat meets the PDD standards that were adopted previously. Staff recommends approval of the replat. There were no citizen comments.

**5. Public Hearing to consider a request for an Amendment to the Official Zoning Map of the Code of Ordinances, to change the zoning of 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. (Commission makes recommendation; City Council has Discussion and Possible Action)**

Erik Smith, Development Services Director stated that City staff was approached by multiple individuals from the community who expressed interest in redeveloping south of the downtown B-3 Central Historical Business District. Staff formed a committee consisting of 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.

This is a City initiated Zone Change request. Staff sent out postcards and 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 item was brought before the Planning and Zoning Commission last month as a discussion item to hear the proposed changes.

Mr. Smith gave a power point presentation and stated out by saying that many of the structures have been there for many years (most before zoning was adopted in the 60's) 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 properties, 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 uses in the B-4 District will be similar to those allowed in the B-3 Historical Central Business District and B-1 Local Business/Residential Mixed Use District such as:

- Restaurants
- Retail
- Arts and crafts
- Amusement and entertainment
- Offices

Mr. Smith stated there would not be a limit on lot coverage. The height requirement would be 45 feet. And there would be no parking requirement in lieu of a fee being paid (this will help fund future satellite parking for the area). 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.

This B-4 District would encompass a new Neighborhood Business/Residential Overlay District that would allow for additional uses not allowed in the remaining portion of the B-4. Uses allowed in the B-4 District would all be allowed in the 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.

This is the first step in the process. Staff will hold this public hearing and get a recommendation from the Planning and Zoning Commission then on June 1<sup>st</sup>, City Council will hold a public hearing and act on P & Z's recommendation. After the Zone Change has been approved, the fee schedule for the parking will be established and approved by City Council.

Mr. Smith stated that if someone is operating a business that is not listed as a permitted use in the proposed zone, it is grandfathered and no action will be taken by the City. The business may continue to exist and operate and can be sold. It just cannot be expanded.

Commissioner Sheffield asked about the "fee paid parking". Mr. Smith stated that if a use is changed, parking has to be brought into compliance. Since this isn't possible, persons would need to "pay" for the parking cost [currently estimated at \$3,500 per space] and this money would be put into a "fund". This fund would help pay for satellite parking. This "parking fund" concept is something that City Council would have to decide if they want to. He reiterated that this would just be an option in lieu of having to provide the on-site parking. If the need outpaces the fund, then General Fund money may have to fund the parking with this fund off-setting the cost. Commissioner Sheffield stated that this zone change is a wonderful concept but she just sees the parking as a potential issue. Mr. Smith stated that this area is showing signs of life. Commissioner Sheffield asked what the turnout of the town hall meeting was. Mr. Smith replied that there were about seven (7) property owners present.

Tommy Traylor stated that he owns property near the area and he is concerned about the parking. He stated that it needs to be looked at very closely before any proposal is made. This parking fee might kill development in the area. He stated that the City of Brenham used to put in parking lots and now they want to charge the property owners for parking. He asked how many parking spaces are typically required. Mr. Smith stated that the most common uses are office which require 1 space per 300 sf of space and retail which requires 1 space per 250 sf of space. Mr. Traylor stated that 4-5 spaces would add \$14,000 to \$15,000 per development and he wondered if this would halt the development in the area. Mr. Smith commented that this parking fund would simply be an option to not have to put in the on-site parking as required by the ordinance. The City is not taking away that option – you can still put in the required on-site parking and not have to pay any parking fund fee. The parking fee would simply be an option to not have to put in the on-site parking due to the smaller lot sizes, etc.

Bill Plummer stated that currently impervious coverage is limited to 80% and asked if this would change under the proposed ordinance. Mr. Smith replied that it would go to 100% impervious coverage in the B-4 District. Darren Heine stated that there may be some implications regarding detaining water on your property for paving more area than currently exists. Erik Smith stated that if you are planning to add to existing impervious coverage, you will need to submit plans to the City Engineer and she will provide comments back to you prior to approval of any permitting. Mr. Plummer stated that he is having driveway issues and asked if he would be able to remove and replace his driveway even though he is over the 80% impervious coverage maximum without having to go before the Board and get a variance. Mr. Smith stated that he is grandfathered and he would be allowed to repair (remove and replace) his driveway without any issues. He would not be able to expand it any unless the new ordinance were in effect.

Gary Crocker asked for clarification that banks are NOT allowed in the B-4 District. Mr. Smith stated that this is correct. Mr. Crocker stated that their satellite building at 401 S. Austin Street is part of the bank and therefore, could not be expanded. Mr. Smith commented that if this is something that needs to be looked into – that is the purpose of this public hearing. Mr. Crocker stated that it is really hard to change the location of a bank and it really ties their hands if banks are excluded from this B-4 District. He also pointed out that the Bank is one of the few businesses in the area that actually has off-street parking available.

Wende Ragonis, the Director overseeing the Main Street Program, stated that this all came about because several people were buying property in this district and looking to re-purpose them. She stated that this process was driven by the public coming to the City and saying that they wanted to make some investment in this somewhat blighted and underdeveloped area. The Main Street planning committee, Darren Heine, Tommy Upchurch, Keith Hankins and various others have met and discussed

ways that this area could best be utilized and developed. The City understands the concerns of the parking. The parking fee fund is an ordinance that is already in place for the B-3 District. The City has not taken advantage of that part of the ordinance but if you have done any development in the B-3 District, the City could have asked you to participate because that part of the ordinance has been on the books for quite a long time. The Main Street Board is supportive of this zone change and looks forward to the future growth of this area.

Tommy Meier, asked for clarification of the grandfathering of a business. Erik Smith stated that the business can continue to operate as is, it can be sold, or it can discontinue operation for up to a period of one year without losing its grandfathered status but it cannot be changed or expanded.

Chairman Schoenvogel asked when the City Council would act on this zone change. Mr. Smith stated that if a recommendation is made tonight. On June 1<sup>st</sup>, City Council would hold a public hearing then after the public hearing they would act upon the zone change request ordinance on its 1<sup>st</sup> reading, and then the 2<sup>nd</sup> and final reading of the zone change ordinance would be held on June 15<sup>th</sup> (consent reading). Mr. Schoenvogel asked if between now and the time that it is adopted, could the "use" issues that have been brought up tonight be fixed? Mr. Smith stated that when the P & Z makes their recommendation, banks could just be included by right or they could be permitted by specific use permits, which would have to be recommended by P & Z and approved by City Council. Wende Ragonis stated that Main Street would be supportive of that use. Chairman Schoenvogel stated that since they do have a very large amount of parking in the area, he would like to try to include them, if possible. Mr. Smith stated that he would like to talk to the Committee that drafted the Ordinance and advise them of whatever recommendation P & Z makes regarding the bank use.

Commissioner Jefferson asked if the City Council could change whatever decision that the Planning and Zoning Commission makes. Mr. Smith stated that the Planning and Zoning Commission is a recommending body and that City Council would ultimately make the final decision on the Zone Change request.

Commissioner Sheffield stated there will always be something that comes up that was unforeseen. She further stated that she would favor banks being allowed by a specific use permit. She stated that there were some issues with water standing and she assumes that the City will address those concerns. Mr. Smith replied that there are three (3) areas that have been identified as having drainage issues and targeted for improvements.

Russell Honerkamp stated that he previously owned a vacant lot in this area and his concern is that it wasn't zoned where he could build residential where it greatly reduced what you could do with it. Mr. Honerkamp asked about how his mother's business will be impacted with this change? Will the uses be the same as it was when it was B-2? Mr. Smith replied that it the list wasn't a comprehensive list. He suggested either going to the website and looking for the full ordinance or coming in and getting a copy of the ordinance. Mr. Honerkamp asked if the B-4 is going to be more restrictive or less restrictive than the current zoning. Mr. Smith stated that the B-4 is a transitional district from the B-3 into the residential district.

Chairman Schoenvogel closed the Public Hearings and opened the Regular Session.

## **REGULAR AGENDA**

**Chairman Schoenvogel skipped to Item number 13 so that the citizens in attendance could leave after action on the item if they so choose.**

- 13. Discuss and possibly act upon a request for an Amendment to the Official Zoning Map of the Code of Ordinances, to change the zoning of 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. (Commission makes recommendation; City Council has Discussion and Possible Action)**

## **ANALYSIS OF CITY OF BRENHAM ZONING POLICIES:**

**The purpose of zoning policies is to provide guidelines for considering future amendments to the zoning ordinance (Part 1, Section 4 of Appendix A – "Zoning" of the Brenham Code of Ordinances). They are as follows:**

- (1) The city's zoning should recognize and seek to preserve the small town attributes that make Brenham a special place for its citizens to live, work and play.**  
Rezoning this property would actually create uses compatible the existing neighborhood. Staff has heard from a number of the property owners in this area and has tried to incorporate those uses into the ordinance.
- (2) The city's zoning should be guided by the future land use plan and other applicable guidelines found in the Comprehensive Plan.**  
The Envision 20/20 Comprehensive Plan states these properties as Commercial/Retail, Warehouse/Industrial, Public Use, Agriculture/Undeveloped and Single-Family. This is a mix of uses much like the proposed B-4 Neighborhood/Business District.

- (3) **The city's zoning should be designed to facilitate the more efficient use of existing and future city services and utility systems in accordance with the Comprehensive Plan.**  
The intention of this item is met with the proposed district. City services and utility systems can handle this district. There are also proposed drainage improvements to this area at this time.
- (4) **The city's zoning should be organized and as straight forward as possible to minimize use problems and enforcement problems.**  
This is not an issue at this time. There are no outstanding zoning issues in this area. Any existing use is “grandfathered” with no interference from the city so long the use stays the same unless an extension of an abandoned nonconforming use is requested by the property owner.
- (5) **The city's zoning process should be fair and equitable, giving all citizens adequate information and opportunity to be heard prior to adoption of zoning amendments.**  
All City of Brenham notification requirements have been met. In addition to the standard requirements staff held a town hall style meeting to discuss the proposed changes with the property owners affected. We did have problems with the required signage staying intact on the corners of the boundaries whether it was wind blowing them away or people removing them. We did replace them as often as we could.
- (6) **The city's zoning should insure that adequate open space is preserved as residential and commercial development and redevelopment occur.**  
Numerous property owners approached staff to explore options to make it easier to redevelop this area. This is the reason the changes and committee were formed in the first place.
- (7) **The city's zoning should insure Brenham's attractiveness for the future location of business and housing by preserving an attractive and safe community environment in order to enhance the quality of life for all of its residents.**  
The proposed zoning district is designed to help facilitate new development with the existing properties. This area is currently developed and was largely done so prior to zoning ordinances. The proposed changes will hopefully accommodate new development/redevelopment and make the process more straight forward for property owners who want to create new businesses.
- (8) **The city's zoning ordinance should preserve neighborhood culture by retaining and promoting land uses consistent with the community's plan for the development and/or redevelopment of its neighborhoods.**  
This is a mixed use district. There will be a mix of residential, retail and office in this district. The majority of the district will only allow for residential on the second floor similar to what is currently allowed in the B-4 Historical Central Business District. There will be an overlay that will allow for residential on the first floor.
- (9) **The city's zoning should protect existing and future residential neighborhoods from encroachment by incompatible uses.**  
The existing district(s) for this area is mainly B-2 – Commercial, Research and Technology. This district in certain ways creates a higher impact on neighboring residential. There are different parking requirements for this district that need to be done correctly where any new business would pay into a fund if they do not put required parking onsite. This money would go into a fund to help build satellite parking in the area for the new business. This would be similar to the various satellite parking areas in our historical district.
- (10) **The city's zoning should assist in stabilizing property values by limiting or prohibiting the development of incompatible land uses or uses of land or structures which negatively impact adjoining properties.**  
The purpose of the rezone is to help redevelop the area from mostly vacant or deteriorating buildings into something that would create more of a compatible and occupied area.
- (11) **The city's zoning should make adequate provisions for a range of commercial uses in existing and future locations that are best suited to serve neighborhood, community and regional markets.**  
This is a mixed use zoning district. The wording is specifically designed to try and achieve this goal.
- (12) **The city's zoning should give reasonable accommodation to legally existing incompatible uses, but it should be fashioned in such a way that over time, problem areas will experience orderly change through redevelopment that gradually replaces the nonconforming uses.**  
All properties that are non-compliant will be allowed to continue with no interference from the City of Brenham. There is also a prevision in our ordinance that if a nonconforming use stops operating they can still restart that business for one year and also ask for an additional extension from the Board of Adjustments.
- (13) **The city's zoning should provide for orderly growth and development throughout the city.**  
Staff feels this proposed zoning ordinance will assist in orderly growth.

A motion was made by Commissioner Sheffield and seconded by Kossie to make a recommendation to City Council to approve the request for an Amendment to the Official Zoning Map of the Code of Ordinances, to change the zoning of 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 with the condition that banks will be allowed by right in this district. The motion carried unanimously.

**6. Discuss and possibly act upon Appointment of a Secretary for the Planning and Zoning Commission**

Erik Smith, Development Services Director, stated that Charlie Pyle has served as Secretary to the Planning and Zoning Commission since February 2015. Since he has been elected to a City Council position and has had to vacate his position on the Planning and Zoning Commission, a Secretary will need to be appointed/elected by the P & Z at this meeting. The Secretary, along with the Chairman, will sign plats after their approval by the Commission and prior to their recordation.

Chairman Schoenvogel appointed Commissioner Lynnette Sheffield as Secretary to Planning and Zoning Commission. All Commissioners voted unanimously.

**7. Discuss and possibly act upon a request for approval of a Replat of Lot 5, Block 2 of the Ralston Creek Estates, Phase I, to form Lot 5-R, in the City of Brenham, Washington County, Texas**

Erik Smith, Development Services Director, stated that this is a request for a replat of Lot 5, Block 2, of the Ralston Creek Estates Subdivision, Phase I, to form Lot 5-R, consisting of approximately 0.204 acres of land. A variance was granted by the Board of Adjustments on March 13, 2017 granting a 6' south side building setback. Bluebonnet Electric has also reduced their public utility easement to 6' at this location. The purpose of this replat is to properly reflect this amended south setback and public utility easement. The plat meets the other PDD standards that were adopted previously. 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.

A motion was made by Commissioner Low and seconded by Commissioner Alfred to approve the Replat of Lot 5, Block 2 of the Ralston Creek Estates, Phase I, to form Lot 5-R as presented. The motion carried unanimously.

**8. Discuss and possibly act upon a request for approval of a Replat of Lots 1 and 2, Block 2 and Lots 1 and 2, Block 3 of the Oak Alley Subdivision, Phase I, to form Lot 1-R, Block 2 and Lot 1-R, Block 3, in the City of Brenham, Washington County, Texas**

Lynnette Sheffield recused herself from the Board for this item. She stated that lots 4 & 5 have previously been combined into one lot and re-platted. Due to a portion of the area at the end of the cul-de-sac also being re-platted into the HOA, It made lot 1 smaller so she decided to combine lots 1 and 2, block 1 to make a larger lot and to be consistent, she would like to combine lots 1 and 2, block 2 as well. This is a request for a replat of Lots 1 and 2, Block 2, and Lots 1 and 2, Block 3 of the Oak Alley Subdivision, Phase I, to form Lot 1-R, Block 2, consisting of approximately .382 acres of land and Lot 1-R, Block 3, consisting of approximately .418 acres of land. The purpose of the plat is to combine two lots into one for a larger residential lot in each of the blocks. The plat meets the PDD standards that were adopted previously. Staff recommends approval of the replat.

A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to approve the Replat of Lots 1 and 2, Block 2 and Lots 1 and 2, Block 3 of the Oak Alley Subdivision, Phase I, to form Lot 1-R, Block 2 and Lot 1-R, Block 3 as presented. The motion carried unanimously.

**9. Discuss and possibly act upon a request for approval of a Preliminary Plat to form the BWG 2.0 Subdivision, consisting of 2 lots, being a subdivision of 3.905 acres of land bounded by W. First Street, Key Street, and W. Second Street, situated in the A. Harrington Survey, A-55, in the City of Brenham, Washington County, Texas**

Erik Smith, Development Services Director stated that this is a preliminary plat consisting of 2 lots on 3.905 acres of land bounded by W. First Street, Key Street and W. Second Street. Lot one contains 2.186 acres of land, is owned by Brenham Wholesale Grocery and is addressed as 411 W. First Street in Brenham, Washington County, Texas. Lot two contains 1.719 acres of land, is owned by the City of Brenham and is addressed as 410 W. Second Street in Brenham, Washington County, Texas. This plat is being done to correct some existing encroachments and bring the properties into compliance with local ordinance. Staff has reviewed this plat and finds that it meets the applicable ordinances and recommends approval of the preliminary plat as presented.

A motion was made by Commissioner Kossie and seconded by Commissioner Jefferson to approve the Preliminary Plat to form the BWG 2.0 Subdivision, as presented. The motion carried unanimously.

**10. Discuss and possibly act upon a request for approval of a Final Plat to form the BWG 2.0 Subdivision, consisting of 2 lots, being a subdivision of 3.905 acres of land bounded by W. First Street, Key Street, and W. Second Street, situated in the A. Harrington Survey, A-55, in the City of Brenham, Washington County, Texas**

Erik Smith, Development Services Director stated that this is a final plat consisting of 2 lots on 3.905 acres of land bounded by W. First Street, Key Street and W. Second Street. Lot one contains 2.186 acres of land, is owned by Brenham Wholesale Grocery and is addressed as 411 W. First Street in Brenham, Washington County, Texas. Lot two contains 1.719 acres of land, is owned by the City of Brenham and is addressed as 410 W. Second Street in Brenham, Washington County, Texas. This plat is being done to correct some existing encroachments and bring the properties into compliance with local ordinance. Staff has reviewed this plat and finds that it meets the applicable ordinances and recommends approval of the final plat as presented.

A motion was made by Commissioner Alfred and seconded by Commissioner Low to approve the Final Plat to form the BWG 2.0 Subdivision, as presented. The motion carried unanimously.

**11. Discuss and possibly act upon a request for approval of a Preliminary Plat to form the Draehn Division, being a subdivision of 54.46 acres of land containing 2 tracts, located at the intersection of FM 389 and FM 332, situated in the P.H. Coe Survey, A-31, in Brenham, Washington County, Texas (ETJ)**

Erik Smith, Development Services Director stated that this is a preliminary plat consisting of 2 tracts on approximately 54.46 acres located at the intersection of FM Highway 389 and FM Highway 332, in the City of Brenham’s Extra Territorial Jurisdiction (E.T.J.), out of the P.H. Coe Survey, A-31, being a portion of a called 58.469 acre tract described in that deed dated April 18, 2008, from Walter Richter, et al to Norman W. Draehn, et ux, recorded in Volume 1276, Page 069, of the Official Records of Washington County, Texas. Due to this plat being located within the City’s ETJ, no building lines are required for this plat. This land is being divided for residential purposes. Staff has reviewed this plat and finds that it meets the applicable ordinances and recommends approval of the preliminary plat as presented.

A motion was made by Commissioner Kossie and seconded by Commissioner Low to approve the Preliminary Plat to form the Draehn Division, as presented. The motion carried unanimously.

**12. Discuss and possibly act upon a request for approval of a Final Plat to form the Draehn Division, being a subdivision of 54.46 acres of land containing 2 tracts, located at the intersection of FM 389 and FM 332, situated in the P.H. Coe Survey, A-31, in Brenham, Washington County, Texas (ETJ)**

Erik Smith, Development Services Director stated that this is a final plat consisting of 2 tracts on approximately 54.46 acres located at the intersection of FM Highway 389 and FM Highway 332, in the City of Brenham’s Extra Territorial Jurisdiction (E.T.J.), out of the P.H. Coe Survey, A-31, being a portion of a called 58.469 acre tract described in that deed dated April 18, 2008, from Walter Richter, et al to Norman W. Draehn, et ux, recorded in Volume 1276, Page 069, of the Official Records of Washington County, Texas. Due to this plat being located within the City’s ETJ, no building lines are required for this plat. This land is being divided for residential purposes. Staff has reviewed this plat and finds that it meets the applicable ordinances and recommends approval of the final plat as presented.

A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to approve the Final Plat to form the Draehn Division, as presented. The motion carried unanimously.

**14. Administrative Report**

Erik Smith presented the Administrative report for May 2017, including building permit/inspection/code enforcement information.

**15. Adjourn**

Chairman Schoenvogel adjourned the Planning and Zoning Commission meeting at 6:35 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

Lynnette Sheffield  
Acting Chairman

\_\_\_\_\_  
Meeting Date

\_\_\_\_\_  
Attest

Kim Hodde  
Staff Secretary

\_\_\_\_\_  
Meeting Date