

CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
October 23, 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 October 23, 2017 at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

Nancy Low, Chairman
Deanna Alfred, Vice Chairman
Keith Behrens
Calvin Kossie
Lynnette Sheffield

Commissioners absent:

Leroy Jefferson (knee surgery)

Staff present:

Lori Lakatos, City Engineer
Ryan Rapelye, Assistant City Manager
Kim Hodde, Planning Technician

Citizens present:

Marie Surovik
Matt Childers
Chris Surface
Sam Vernon
Jay T. Alexander

1. Call Meeting to Order

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

Commissioner Low informed the Board that the minutes from the last meeting were not completed in time to be considered at this meeting and will be available at the next meeting.

REGULAR MEETING

2. Discuss and possibly act upon a request for approval of a Preliminary Plat to form the Vintage Farms Subdivision, Phase I, a Planned Development [per Ordinance No. O-17-005] being a subdivision of 86.664 acres of land containing 102 residential lots, 3 Blocks, and Reserves A-F, located on State Highway 36 N and Dixie Road, situated in the Phillip Coe Survey, A-31, in the City of Brenham, Washington County, Texas

Lori Lakatos, City Engineer, stated that the Engineering and Development Services Department have reviewed this plat for compliance with the City of Brenham's ordinances and recommends approval of this plat. The only note to be made on this plat is that the City will determine the name of the Major Thoroughfare. For the preliminary plat this name is fine, but the City may change the name on the Final Plat.

Chairman Low asked if this is the same plat that P & Z looked at with the zone change. Ms. Lakatos confirmed that it is the same plat.

A motion was made by Commissioner Behrens and seconded by Commissioner Kossie to approve the preliminary plat to form the Vintage Farms Subdivision, Phase I, as presented. The motion carried unanimously.

3. Discuss and possibly act upon a request for approval of a Preliminary Plat to form The MCJ Division, being a subdivision of 50.96 acres of land containing 4 lots, located on State Highway 36 South and currently addressed as 4350 State Highway 36 South, situated in the J. Carrington Survey, A-120, in Brenham's Extraterritorial Jurisdiction (ETJ), Washington County, Texas

Lori Lakatos, City Engineer, stated that the Engineering and Development Services Department have reviewed this plat for compliance with the City of Brenham's ordinances and recommends approval of this plat.

A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to approve the preliminary plat to form the MCJ Division, as presented. The motion carried unanimously.

4. **Discuss and possibly act upon a request for approval of a Preliminary Plat to form the Heritage Oaks Subdivision, Section 1, being a subdivision of 23.822 acres of land consisting of 37 residential lots, 3 Blocks, and Reserves A-E, located at the SE Corner of Cantey Street and Gun and Rod Road, situated in the Isaac Lee Survey, A-77 and the John Long Survey, A-156, in the City of Brenham, Washington County, Texas**

Lori Lakatos, City Engineer, stated that the Engineering and Development Services Department have reviewed this plat for compliance with the City of Brenham's ordinances and recommends approval of this plat.

Commissioner Sheffield asked if there was anything out of the ordinary for this development other than the 15' side setbacks that were approved. Ms. Lakatos replied that the setback variances approved were the only changes. Chairman Low asked if Lori or Erik had talked to the property owner that was here at the last meeting concerned about the drainage. Ms. Lakatos stated that she had talked with the property owner and told her that the drainage will be addressed so it shouldn't be a concern; however, if there is any increased drainage on her property to please advise the City so that it can be addressed. Commissioner Behrens asked if the drainage concerns were with the front or the rear. Ms. Lakatos stated that she was just concerned about the drainage in general.

A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to approve the preliminary plat to form the Heritage Oaks Subdivision, Section 1, as presented. The motion carried unanimously.

5. **Discuss and possibly act upon a request for approval of a Final Plat to form the Heritage Oaks Subdivision, Section 1, being a subdivision of 23.822 acres of land consisting of 37 residential lots, 3 Blocks, and Reserves A-E, located at the SE Corner of Cantey Street and Gun and Rod Road, situated in the Isaac Lee Survey, A-77 and the John Long Survey, A-156, in the City of Brenham, Washington County, Texas**

Lori Lakatos, City Engineer, stated that the Engineering and Development Services Department have reviewed this plat for compliance with the City of Brenham's ordinances and recommends approval of this plat.

A motion was made by Commissioner Alfred and seconded by Commissioner Sheffield to approve the final plat to form the Heritage Oaks Subdivision, Section 1, as presented. The motion carried unanimously.

6. **Discuss and possibly act upon a request for approval of a Preliminary Plat to form the FBC Brenham Subdivision, being a subdivision of 33.337 acres of land consisting of 1 lot located at the NE Intersection of South Market Street and Cantey Street, situated in the Isaac Lee Survey, A-77 and the John Long Survey, A-156, in the City of Brenham, Washington County, Texas**

Lori Lakatos, City Engineer, stated that the Engineering and Development Services Department have reviewed this plat for compliance with the City of Brenham's ordinances and recommends approval of this plat.

Commissioner Low asked why they needed to plat this property since it is a church. Ms. Lakatos replied that since the property is being developed, it must be platted regardless of the use. The property is zoned R-1 and B-2 but a specific use permit was approved for use as a church back in 2014.

A motion was made by Commissioner Kossie and seconded by Commissioner Behrens to approve the preliminary plat to form the FBC Brenham Subdivision, as presented. The motion carried unanimously.

7. **Discuss and possibly act upon a request for approval of a Final Plat to form the FBC Brenham Subdivision, being a subdivision of 33.337 acres of land consisting of 1 lot located at the NE Intersection of South Market Street and Cantey Street, situated in the Isaac Lee Survey, A-77 and the John Long Survey, A-156, in the City of Brenham, Washington County, Texas**

Lori Lakatos, City Engineer, stated that the Engineering and Development Services Department have reviewed this plat for compliance with the City of Brenham's ordinances and recommends approval of this plat.

A motion was made by Commissioner Sheffield and seconded by Commissioner Alfred to approve the final plat to form the FBC Brenham Subdivision, as presented. The motion carried unanimously.

8. Discuss and possibly act upon a request for approval of a Replat of Lots 3 & 4, Block 6 of the Post Oak Grove Addition, and a portion of a called 0.843 acre tract, to form Lot 1 (0.573 acres) and Lot 2 (0.229 acres) of the Alexander Division containing 0.803 acres of land bounded by State Highway 105, E. Blue Bell Road, Simon Avenue and Williams Avenue, situated in the A. Harrington Survey, A-55, in the City of Brenham, Washington County, Texas

Lori Lakatos, City Engineer, stated that the Engineering and Development Services Department have reviewed this plat for compliance with the City of Brenham’s ordinances. The following comments are being made:

- This is a replat based on information provided by the Surveyor. All improvements and contours to be removed.

Engineering and Development Services recommends approval of this plat contingent on the comments being addressed.

Commissioner Behrens asked if this was just a clean-up of an existing survey. Ms. Lakatos stated that when the lots were initially described, there was some confusion as to whether it was a preliminary/final plat or a replat. After some research, it was determined that these lots are part of the platted Post Oak Grove Addition. Therefore, the Surveyor is going to clean up the wording on the final version of the replat. Kim Hodde stated that it is her understanding that Lot 3 was too small to develop and the Applicant just recently acquired Lot 4 so he is replatting the entire tract so that the lot can be developed. All the lots are zoned B-1. She further stated that the Applicant, Jay Alexander is here if anyone has any questions.

A motion was made by Commissioner Alfred and seconded by Commissioner Sheffield to approve the replat to form Lot 1 and Lot 2 of the Alexander Division with the contingencies as presented. The motion carried unanimously.

9. Administrative Report

Lori Lakatos asked if there were any questions on the administrative report that is in the packet. She reminded the Board that the December meeting was set for the 27th due to the Christmas holidays. She asked if the Board would want to move the meeting back a week to December 18th since some people will be off the week during Christmas and New Year’s. It was the unanimous decision of the Board to move the December regular meeting to December 18th.

Ryan Rapelye informed the Board that the City is in the process of filling the position of Development Services Manager; however, in the interim Lori Lakatos has graciously agreed to fill in. Work will continue as usual

10. Adjourn

Chairman Low adjourned the Planning and Zoning Commission meeting at 5:45 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

Nancy Low
Chairman

Meeting Date

Attest

Kim Hodde
Staff Secretary

Meeting Date