

**CITY OF BRENHAM  
PLANNING AND ZONING COMMISSION MINUTES  
December 18, 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 December 18, 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  
Leroy Jefferson  
Calvin Kossie  
Lynnette Sheffield  
Marcus Wamble

Commissioners absent:

None

Staff present:

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

Citizens present:

Richard Heiges

**1. Call Meeting to Order**

Marcus Wamble was introduced and welcomed as the newest member of the Planning and Zoning Commission.

Chairman Low called the meeting to order at 5:17 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 November 27, 2017 Planning and Zoning Commission Meeting**

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

**REGULAR MEETING**

**3. Discuss and possibly act upon a Recommendation to City Council on a Variance Request by Solution Builders, LLC (Dara Childs) from Section 23-22(1), Subdivision Ordinance of the Code of Ordinances to allow a 15-foot side yard setback where a 25-foot side setback is required adjacent to an arterial street at 1303 Simon Avenue, specifically described as Post Oak Grove, Block 1, Lot PT 1, in the City of Brenham, Washington County, Texas**

Lori Lakatos stated that this is a variance request for 1303 Simon Avenue. The Owner is Solution Builders, LLC/Dara Childs and the applicant is Hodde & Hodde Surveying, Inc. – Richard Heiges. The property is zoned R-2, Mixed Residential District, with R-2 zoning to the south, east, and west, and B-1 zoning to the north (City of Brenham Street Department facility). The land is currently undeveloped, and the future land use is designated as single family residential. The owner would like to construct a single-family home. The owner has requested a variance from Chapter 23 Subdivisions, Article III, Section 23-22(1) of the City of Brenham Zoning Ordinance to allow a 15’ building setback line on a corner lot where a 25’ building setback

line from the side of a lot which abuts a collector, or an arterial street is required. Ms. Lakatos stated that staff has reviewed the request and recommends approval. She further stated that the request would not be out of character for the area and that the burden of the building set back line could be detrimental to the development of this property.

Richard Heiges, representative for the applicant, stated that the lot was divided a long time ago and it just does not meet today's criteria. He has been working with the owner to find the best floor plan to minimize the need for variances but since the lot was divided a long time ago, it just does not meet today's criteria. Commissioner Alfred asked if the home would have a garage. Mr. Heiges replied that they haven't really discussed it but that it probably would not have a garage. Commissioner Sheffield stated that the Board had recently approved a variance for the Thielemann subdivision for lots on an arterial road. Commissioner Behrens stated that it appears that the original lot line was over until the road was widened and the part of the lot was taken. Richard Heiges stated that in the 1980's, the Urban Renewal retained part of the lot when it was conveyed to the Williams so that affects the size of the lot as well as its irregular shape.

A motion was made by Commissioner Behrens and seconded by Commissioner Kossie to make a recommendation to City Council to approve the variance request by Solution Builders, LLC (Dara Childs) from Section 23-22(1), Subdivision Ordinance of the Code of Ordinances to allow a 15-foot side yard setback where a 25-foot side setback is required adjacent to an arterial street at 1303 Simon Avenue, as presented. The motion carried unanimously.

**4. Discuss and possibly act upon approval of the 2018 Planning and Zoning Commission calendar for meeting dates and submittal deadlines**

Lori Lakatos, City Engineer, stated that the proposed 2018 P & Z calendar for meeting dates and submittal deadlines fall on regular Monday meeting dates except for Memorial Day and Christmas Eve so those dates have been proposed as Tuesday, May 29, 2018 and Monday, December 17, 2018.

A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to approve the 2018 Planning and Zoning Commission calendar for meeting dates and submittal deadlines, as presented. The motion carried unanimously.

**5. Administrative Report**

Lori Lakatos stated that the administrative report for November was included in the packet and that she would be happy to answer any questions. Chairman Low asked about the status of the shopping center that was supposed to go in around the Salem Road area. Ms. Lakatos stated that to her knowledge, it is still in the review process.

**6. Adjourn**

Chairman Low adjourned the Planning and Zoning Commission meeting at 5:27 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>Nancy Low</u>	_____
Planning and Zoning Commission	Chairman	Meeting Date
_____	<u>Kim Hodde</u>	_____
Attest	Staff Secretary	Meeting Date