

**CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
March 25, 2019**

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 March 25, 2019 at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

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

Commissioners absent:

Leroy Jefferson - ill

Staff present:

Lori Sanguedolce, City Engineer/Director of Development Services
Stephanie Doland, Assistant Director of Development Services
Lowell Ogle, ACM – Public Utilities/Development
Kim Hodde, Planning Technician

Citizens present:

Mark Feldhake, Blinn College
Wayne Winkelmann

1. Call Meeting to Order

Chairman Behrens called the meeting to order at 5:17 pm with a quorum of six (6) Commissioners present.

2. Public Comments

There were no public comments.

3. Reports and Announcements

There were no reports or announcements.

CONSENT AGENDA

4. 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.

- 4-a. Minutes from the February 25, 2019 Planning and Zoning Commission Meeting**
- 4-b. Minutes from the March 18, 2019 Special Planning and Zoning Commission Meeting**

Chairman Behrens asked for any corrections or additions to the minutes as presented.

A motion was made by Commissioner Sheffield and seconded by Commissioner Alfred to approve the minutes from the February 25, 2019 Planning and Zoning Commission meeting. The motion carried unanimously.

A motion was made by Commissioner Kossie and seconded by Commissioner Alfred to approve the minutes from the March 18, 2019 Special Planning and Zoning Commission meeting. The motion carried unanimously.

REGULAR MEETING

5. **Public Hearing, Discussion and Possible Action on Case No. P-19-007: A request by Blinn College for a Specific Use Permit to allow and Educational Institution (Colleges and Universities) in a B-1 Local Business/Residential Mixed Use Zoning District on approximately 43.387 acres at 405 S. Saeger Street, described as Block 1, Lot 1, Blinn College Saeger Street Subdivision, in Brenham, Washington County, Texas.**

Stephanie Doland presented the staff report for Case No. P-19-007 (on file in the Development Services Department). She stated that a college and university is allowed with a specific use permit in the B-1 Zoning District. The northern portion of the property is developed with student housing apartments. Blinn College desires to expand the use of this property by having an agriculture building on the property.

Staff received one phone call requesting additional information but no comment for or against the request was stated.

In response to questions from Commissioners, Ms. Doland stated that

- This property has been platted as part of the Blinn College Saeger Street Subdivision and recent changes to the Saeger Street alignment are south of the subject tract. The Comprehensive and Thoroughfare Plan consultants are evaluating all proposed roads on the existing thoroughfare plan, including the Saeger Street extension adjacent to the subject property.

Chairman Behrens opened the Public Hearing at 5:26 pm and asked for any comments. There were no citizen comments.

Chairman Behrens closed the Public Hearing at 5:27 pm and re-opened the Regular Session.

A motion was made by Commissioner Low and seconded by Commissioner Wamble to a request by Blinn College for a Specific Use Permit to allow and Educational Institution (Colleges and Universities) in a B-1 Local Business/Residential Mixed Use Zoning District on approximately 43.387 acres at 405 S. Saeger Street. The motion carried unanimously.

6. **Discussion and Update on the Proposed Sign Ordinance Revisions.**

Stephanie Doland stated that staff is still finalizing the second draft of the proposed sign ordinance. She stated that initial draft feedback received included the following:

- Open/closed signs
- Construction or real estate signs on larger property
- Larger size allotment for electronic signs
- Window sign allotment Downtown
- Sandwich boards on street corners Downtown
- Larger height and size allotment for freestanding commercial signs
- Request to increase allotment of residential entry monuments
- Revisions to clarify certain definitions
- Request to tighten application of Downtown Signage section
- Clarification on temporary signs
- "Spirit flags"

Draft two changes include:

- Definition revisions; added portable sign and sign copy, revised window sign, clarified "sidewalk sign"
- Added window sign exemption for restaurant menus, "open", etc.
- Existing CEVMS shall be brought into compliance within 120 days
- Fuel/gas price sign clarifications
- Off-premise directional sign placement clarification
- Increased residential entry monument signage allotment (up to two (2) sign faces with cumulative allotment of 120 square feet in sign area)
- Sidewalk signs
 - Pilot program – placement of City-owned directional sidewalk signs at major street corners. May take up to nine (9) months to evaluate effectiveness.
 - One (1) per business adjacent to building occupancy frontage (12 square feet cumulatively with 2 sign faces)
- Clarified maintenance of existing signs

Ms. Doland stated that after public input, the draft will be presented to the Main Street Board and the Planning and Zoning Commission then the City Council.

Ms. Doland was thanked for her work on this sign ordinance and it was noted that the pilot program is a good compromise.

7. Adjourn

A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to adjourn the meeting at 5:45 pm. The motion carried unanimously.

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:

M. Keith Behrens
Planning and Zoning Commission

M. Keith Behrens
Chairman

April 22, 2019
Meeting Date

Kim Hodde
Attest

Kim Hodde
Staff Secretary

April 22, 2019
Meeting Date