

**CITY OF BRENHAM  
PLANNING AND ZONING COMMISSION MINUTES  
April 27, 2020**

*The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription.*

Due to COVID-19 recommendations from the CDC and Texas Governor Greg Abbot's Executive Order signed on March 16, 2020, this Regular Meeting of the Brenham Planning and Zoning Commission was conducted virtually via teleconference and/or videoconference. The meeting was audible to members of the public and allowed for two-way communication for those desiring to participate in the meeting.

A regular meeting of the Brenham Planning and Zoning Commission was held on April 27, 2020 at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

M. Keith Behrens, Chair (on site at City Hall)  
Dr. Deanna Alfred, Vice Chair (via video/teleconference)  
Calvin Kossie (via video/teleconference)  
Cayte Neil (via video/teleconference)  
Lynnette Sheffield (via video/teleconference)  
Marcus L. Wamble (via video/teleconference)

Commissioners absent:

Leroy Jefferson (excused)

Staff present:

Jeana Bellinger, City Secretary (on site at City Hall)  
Stephanie Doland (via video/teleconference)  
Shauna Laauwe (on site at City Hall)  
Kim Hodde (on site at City Hall)

Citizens present by vide/teleconference:

Darren Huckert (via video/teleconference)  
Jeff Robertson (via video/teleconference)  
Stephen Grove (via video/teleconference)  
Tom Gutierrez (via video/teleconference)  
Richard J. O'Malley (via video/teleconference)  
Jim Ripple (via video/teleconference)  
Keith Herring, City Councilmember (via video/teleconference)  
Alyssa Faykus, Brenham Banner Press (via video/teleconference)

**1. Call Meeting to Order**

Chairman Behrens called the meeting to order at 5:20 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 March 23, 2020 Planning and Zoning Commission Meeting

Chairman Behrens asked for any corrections or additions to the minutes as presented. A motion was made by Commissioner Alfred and seconded by Commissioner Neil to approve the minutes from the March 23, 2020 meeting, as presented. The motion carried unanimously.

## REGULAR MEETING

### 5. Public Hearing, Discussion and Possible Action on Case No. P-20-012: A request by Rainer & Son Development Company for an Amendment to the City of Brenham's Official Zoning Map of the Code of Ordinances to assign a zoning classification of Planned Development District (PDD) on approximately 52.428 acres of land located south and west of Dixie Road, being further described as Tract 7 of the Phillip Coe Survey, A-31, in Brenham, Washington County, Texas.

Stephanie Doland, Development Services Director, presented the staff report for Case No. P-20-012 (on file in the Development Services Department). Ms. Doland stated that the subject property is located generally south and west of Dixie Road and north of Muscadine Trail. The property is currently vacant land and is not assigned a zoning classification because it is in the City of Brenham's ETJ. The applicant has requested that the subject 52.428 acres be annexed into the City of Brenham and assigned a Planned Development District zoning for the development of a single-family home subdivision. The subject tract is north of the existing Vintage Farms Subdivision which is currently under construction by Stylecraft Builders. Stylecraft intends to connect the existing subdivision to the subject tract and identify additional phases of development known as the Lakes at Vintage Farms, and the Cove at Vintage Farms.

In response to Commissioner questions, Ms. Doland stated:

- The Cove portion is planned to have approximately 15 patio homes at roughly 1,200 square feet of heating and cooled area.
- The maximum impervious lot coverage is 55%, as established in the zoning ordinance.
- The developer intends to install fences between all homes.
- The proposal includes sidewalks on one side of the street
- The proposal includes a 15-acre green space and a 4-acre lake plus parks and trails amenities
- The proposal includes tree preservation as shown in the PDD Exhibit.
- Adherence with city drainage requirements will be reviewed once the civil plans have been submitted; however, all drainage will be required to be contained on-site.

Jeff Robertson with McClure and Browne Engineering stated that the existing pond is the low point of the property and that everything drains to the pond. The existing pond will be enhanced to handle the stormwater and detention post-development.

Chairman Behrens asked if the patio homes would vary in widths. Stephen Grove of Stylecraft Builders replied that there would be a 40-foot pad for all the lots with house plans ranging from 35-feet to 39-feet. Commissioner Neil asked whether the home architecture will match the existing subdivision. Mr. Grove replied that the single-family homes will match the existing subdivision; however, the patio homes will look slightly different.

Staff recommends approval contingent upon approval of the owner-requested annexation.

Chairman Behrens opened the Public Hearing at 5:50 pm and asked for any public comments. Keith Herring asked if the spillway would be reinforced and if there are any homes in the floodplain. Stephen Grove replied that there are no homes in the floodplain and that a full review and analysis of the spillway would be done during the design stage.

Chairman Behrens closed the Public Hearing at 5:52 pm.

A motion was made by Commissioner Sheffield and seconded by Commissioner Alfred to approve the request by Rainer & Son Development Company to assign a zoning classification of Planned Development District (PDD) on approximately 52.428 acres of land located south and west of Dixie Road, as presented. The motion carried unanimously.

**6. Public Hearing, Discussion and Possible Action on Case No. P-20-013: A request by Blinn Jr. College for an Amendment to the City of Brenham's Official Zoning Map of the Code of Ordinances to change the zoning from a Mixed Residential Use District (R-2) to a Commercial, Research and Technology Use District (B-2) on approximately 0.997 acres of land addressed as 811 W. Fifth Street, and further described as Lot 1, Block 2 of the Blinn Fifth Street Subdivision, in Brenham, Washington County, Texas.**

Shauna Laauwe, Project Planner, presented the staff report for Case No. P-20-013 (on file in the Development Services Department). Ms. Laauwe stated that the subject property is owned by Blinn Jr. College and zoned as R-2, Mixed Residential Use Zoning District. The subject property consists of a 0.997-acre vacant tract of land located at 811 W. Fifth Street. The property owner/applicant is requesting to rezone the property to B-2, Commercial Research and Technology Use District to be consistent with adjacent Blinn properties and to utilize this property as a parking lot for the needs of the college. The subject property has R-2 zoning to the south and east (single family, two-family and multi-family residential to the southeast, B-2 to the north and west. The maximum impervious coverage limit is 85% and there will be additional buffer yard requirements between the subject property and the adjacent residential uses. Fencing and 20% of the buffer yard is required to be landscaped. This will lessen any adverse impacts to the neighborhood.

No citizen comments were received for or against the rezoning request.

Chairman Behrens opened the Public Hearing at 6:06 pm and asked for any public comments. In response to questions from Keith Herring, Ms. Laauwe responded that:

- There are currently 104 parking spaces proposed for this property; however, the site plan is still under review so this number could be reduced due to dumpster location and landscaping requirements.

- One point of access off W. Fifth Street and one point of access off High Street is proposed.
- The lighting standards will be reviewed during plan review to minimize any adverse effects on the neighboring properties.

Chairman Behrens closed the Public Hearing at 6:09 pm.

A motion was made by Commissioner Wamble and seconded by Commissioner Sheffield to approve the request by Blinn Jr. College to change the zoning from a Mixed Residential Use District (R-2) to a Commercial, Research and Technology Use District (B-2) on approximately 0.997 acres of land addressed as 811 W. Fifth Street, as presented. The motion carried unanimously.

**7. Discussion and Possible Action on Case No. P-20-014: Preliminary Plat of the WGW Compound Division No. 1 consisting of a 60-foot wide private road containing 1.680 acres, Tract 1 and Tract 2, being a total of 4.680 acres of land out of the James Walker Survey in Washington County, Texas**

Shauna Laauwe presented the staff report for Case No. P-20-014 (on file in the Development Services Department). Ms. Laauwe stated that this is a Preliminary Plat of 1.680 acres of land in the City of Brenham ETJ, located on Old Chappell Hill Road east of its intersection with Old Navasota Road, currently addressed as 2930 Old Chappell Hill Road. The subject property to be platted is owned by Carolyn Warmke and Michael J. Ganske who desire to create Lot 1 containing 1.50 acres, Lot 2 containing 1.50 acres and a 60-foot wide private road containing 1.680-acres of land. A Maintenance Agreement for this road has been provided in perpetuity and has been recorded at the Washington County Courthouse.

Development Services and Engineering have reviewed the proposed Preliminary Plat for compliance with the City of Brenham’s applicable regulations and ordinances and recommends approval of this plat as presented.

Commissioner Sheffield asked if the plat also meets the County regulations. Stephanie Doland replied that the County requested to review the civil plans prior to approval of the Final Plat.

A motion was made by Commissioner Wamble and seconded by Commissioner Alfred to approve the Preliminary Plat of the WGW Compound Division No. 1, as presented. The motion carried unanimously.

**8. Discussion and Possible Action on Case No. P-20-005: Final Plat of the Prairie Lea Cemetery, being 29.30 acres of land out of the Phillip H. Coe Survey, A-31 in Brenham, Washington County, Texas.**

Shauna Laauwe presented the staff report for Case No. P-20-014 (on file in the Development Services Department). Ms. Lauuwe stated that this is a Final Plat of Prairie Lea Cemetery that comprise 29.30 acres in order to allow for the expansion of the existing Brenham Cemetery. The Preliminary Plat was approved at the December 16, 2019 Planning and Zoning meeting. The Final Plat was approved by the Planning and Zoning Commission on February 24, 2020; however, the applicant chose not to record the approved plat due to Note #8 that stated “No building or structure shall be constructed across any pipelines, building lines, and/or easements. Building setback lines will be required adjacent to oil/gas pipelines. The setback at a minimum should be 15 feet off centerline of low-pressure gas lines , and 30 feet off centerline of high-pressure gas lines.” Although not required by the City, the general note

is typically found on plats in case a gas line is placed within a public utility easement. This note has been removed from the Final Plat and the original note has been revised to allow only electric, sanitary sewer and drainage within the 20-foot wide public utility easement.

Development Services and Engineering have reviewed the proposed Final Plat for compliance with the City of Brenham's applicable regulations and ordinances and recommends approval of this plat as presented.

A motion was made by Commissioner Neil and seconded by Commissioner Sheffield to approve the Final Plat of the Prairie Lea Cemetery, as presented. The motion carried unanimously.

**9. Adjourn.**

A motion was made by Commissioner Alfred and seconded by Commissioner Sheffield to adjourn the meeting at 6:20 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

May 26, 2020  
Meeting Date

Kim Hodde  
Attest

Kim Hodde  
Staff Secretary

May 26, 2020  
Meeting Date