

**CITY OF BRENHAM
PLANNING AND ZONING COMMISSION MINUTES
June 22, 2020**

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 June 22, 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
Dr. Deanna Alfred, Vice Chair
Calvin Kossie
Cayte Neil
Lynnette Sheffield
Marcus Wamble

Commissioners absent:

Leroy Jefferson (resigned)

Staff present:

Stephanie Doland, Director of Development Services
Shauna Laauwe, Project Planner
Kim Hodde, Planning Technician

Citizens present:

Mikayla Knight	Josh Blaschke, KWHI
Mark Marz	Alyssa Faykus, Brenham Banner Press

1. Call Meeting to Order

Chairman Behrens called the meeting to order at 5:15 pm with a quorum of six (6) Commissioners present.

2. Public Comments

There were no public comments.

3. Reports and Announcements

- Kim Hodde informed the Planning and Zoning membership that Leroy Jefferson submitted his letter of resignation due to some health issues. Ms. Hodde stated that a celebration for Nancy Low and Mr. Jefferson will be held at some time in the future when the COVID-19 virus is less severe.
- Stephanie Doland informed the Commission that the City of Brenham's Comprehensive Plan received the Comprehensive Planning Award from the Central Texas Section of the American Planning Association. A banquet is tentatively planned for September.

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 May 26, 2020 Planning and Zoning Commission Meeting

Chairman Behrens called for a motion for the statutory consent agenda. A motion was made by Commissioner Sheffield and seconded by Commissioner Kossie to approve the Statutory Consent Agenda Item 4-a (minutes from previous meeting), as presented. The motion carried unanimously.

REGULAR MEETING

5. Public Hearing, Discussion and Possible Action on Case No. P-20-024: A request to Replat Lot 2, Block 1 of the Siemsglusz Subdivision and a 1.62-acre tract, being Tract 87 of the Isaac Lee Survey, to create Lot 2-R, Block 1, containing 0.92 acres of land and Lot 3, Block 1, containing 1.54 acres of land located at 2411 E. Rosedale Drive and 2506 Gun & Rod Road, respectively, in Brenham, Washington County, Texas.

Kim Hodde, Planning Technician, presented the staff report for Case No. P-20-024 (on file in the Development Services Department). Ms. Hodde stated that the Siemsglusz Subdivision was originally platted in 2005 as Lot 1 and Lot 2. The property owners are requesting this replat to formalize a deed line that was exchanged between family members after the original 2005 plat was recorded. Additionally, the proposed replat includes the addition of a third lot known as Lot 3. Notices were mailed to property owners within 200-feet of the subject property on June 5, 2020. Two citizen comments were received in support of the replat.

Development Services staff has reviewed the proposed replat for compliance with the City of Brenham's regulations and ordinances and recommends approval of the proposed replat.

Chairman Behrens opened the Public Hearing at 5:20 pm and asked for any public comments. There were no citizen comments.

Chairman Behrens closed the Public Hearing at 5:20 pm.

A motion was made by Commissioner Kossie and seconded by Commissioner Sheffield to approve a request to Replat Lot 2, Block 1 of the Siemsglusz Subdivision and a 1.62-acre tract, being Tract 87 of the Isaac Lee Survey, to create Lot 2-R, Block 1, containing 0.92 acres of land and Lot 3, Block 1, containing 1.54 acres of land, as presented. The motion carried unanimously.

6. Public Hearing, Discussion and Possible Action on Case No. P-20-025: A request by Alexander and Mikayla Knight for a Specific Use Permit to allow an Accessory Dwelling Unit (ADU) in an R-2 Mixed Residential Use Zoning District on property addresses as 501 Crockett Street, and described as Lot L1-A, Block E of the Woodlawn Heights Addition in Brenham, Washington County, Texas.

Shauna Laauwe, Project Planner, presented the staff report for Case No. P-20-025 (on file in the Development Services Department). Ms. Laauwe stated that the applicant requests to construct a 25-foot by 26-foot, 4-inch (658 square feet) ADU attached to the north side of an existing garage. The subject property is a fairly large lot with a very low impervious cover ratio. The proposed ADU meets or exceeds the required additional development standards. Public notice of the proposed rezoning was posted in the Banner Press and sent to property owners within 200-feet of the subject property. Staff received numerous phone calls but did not receive any formal comments regarding the proposed request.

Staff recommends approval of the requested specific use permit for construction of an accessory dwelling unit at 501 Crockett Street, as presented.

Chairman Behrens opened the Public Hearing at 5:37 pm and asked for any public comments. There were no citizen comments. Mikayla Knight, owner/applicant, thanked everyone at the City for helping them through this process.

Chairman Behrens closed the Public Hearing at 5:38 pm.

A motion was made by Commissioner Kossie and seconded by Commissioner Alfred to recommend approval of a request by Alexander and Mikayla Knight for a Specific Use Permit to allow an Accessory Dwelling Unit (ADU) in an R-2 Mixed Residential Use Zoning District on property addresses as 501 Crockett Street, as presented. The motion carried unanimously.

WORKSHOP MEETING

7. Discussion and Possible Direction to Staff Concerning the Commission's Plan of Work for 2020.

The City of Brenham's Plan, Historic Past, Bold Future: Plan 2040 was adopted on September 19, 2019 with over 130 Strategic Action Priorities identified in the adopted plan. Implementation is a continuous work in progress. Staff is requesting feedback from the Planning and Zoning Commission for specific projects or regulations they would like to see worked on in the next 6-12 months. Stephanie Doland presented a list of projects that could be considered as action items in the remaining calendar year and/or into the next year and a discussion was held:

- Requirement for sidewalk construction at the time of development (residential and/or commercial).
A suggestion was made that maybe under a certain square footage, sidewalks would not be required so as not to make a development cost prohibitive. Another option is to pay into a fund in lieu of constructing the sidewalk.
- Clarification of Mixed-Use definition and development in the B-3, B-4, PD, and DBROD Districts.
In the context of the City's Zoning Ordinance, mixed-use refers to zones where either single-family, multi-family or residential is allowed but only one use per property. In the planning context, mixed-use refers to mixed uses being allowed on the same property. A clearer definition and development standards are necessary.
- Historic Preservation Ordinance.
A Historic Preservation Committee meeting was scheduled prior to COVID-19 and was subsequently placed on hold.
- Bufferyard standards.
Current bufferyard standards need to be updated to clarify when buffer yards are required and what uses are the most appropriate to install buffer yards.

- **Market Street Study.**
 During the Comprehensive Planning project Market Street was expressed as one of the thoroughfares in most need of additional planning due to the number of vacant buildings, mixture of uses and need for additional pedestrian and bicycle provisions. While budget constraints limit additional consulting budgets, staff is exploring grant opportunities through the CARES Act to fund a Corridor Master Plan for Market Street.

Similarly, in the recent past City staff has discussed with the Commission amendments to the Code of Ordinances based on either citizen requests or items identified as unclear or contradictory:

- Addition of RV Parks as an allowed use in certain Zoning Districts.
- Revisions to the definitions and standards pertaining to public, institutional, and philanthropic uses.

Staff is requesting direction regarding these and/or other plan of work items so that these items can be brought before the Commission for consideration at a future meeting.

Commissioner Wamble stated that costs/time appropriation for each project would be helpful. Chairman Behrens stated that all of these projects are important; some have already been started. Commission members directed Staff to establish a list of priorities and resources needed for implementation and bring back to the Commission for further discussion.

8. Adjourn.

A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to adjourn the meeting at 6:04 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:

<p><i>M. Keith Behrens</i> <hr/> Planning and Zoning Commission</p>	<p><u>M. Keith Behrens</u> Chairman</p>	<p><u>July 27, 2020</u> Meeting Date</p>
<p><i>Kim Hodde</i> <hr/> Attest</p>	<p><u>Kim Hodde</u> Staff Secretary</p>	<p><u>July 27, 2020</u> Meeting Date</p>