

Chairperson Scott Hickle
Vice-Chairperson Pete Bienski
Parliamentarian Nancy Hardeman



Commissioners
Michael Beckendorf
Leo Gonzalez
Bobby Gutierrez
Kevin Krolczyk
Prentiss Madison
Robert Swearingen

MINUTES

**BRYAN PLANNING AND ZONING COMMISSION
WORKSHOP MEETING
THURSDAY, SEPTEMBER 18, 2014 – 5:00 P.M.
ROOM 305, BRYAN MUNICIPAL BUILDING
300 SOUTH TEXAS AVENUE, BRYAN, TEXAS**

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

1. CALL TO ORDER.

Chairperson Hickle called the meeting to order at 5:07 pm.

Commission Members Present: Mr. Scott Hickle, Mr. Pete Bienski, Mr. Michael Beckendorf, Mr. Kevin Krolczyk, Mr. Robert Swearingen, and Ms. Nancy Hardeman.

Commission Members Absent: Mr. Leo Gonzalez, Mr. Prentiss Madison and Mr. Bobby Gutierrez.

Staff Members Present: Mr. Martin Zimmermann, Planning Administrator; Ms. Lauren Crawford, First Assistant City Attorney; Ms. Maggie Dalton, Staff Planner; Mr. Matthew Hilgemeier, Staff Planner; Mr. Cody Cravatt, Development Manager; and Ms. Megan Hancock, Staff Assistant.

2. STAFF ANNOUNCEMENTS (This item includes introductions of new employees, meeting reminders, upcoming events, and staff recognition).

- a. Upcoming regular meeting dates are October 2, November 6, and November 20.
- b. No meeting on 3rd Thursday in October (Texas APA conference).
- c. Health and Wellness Master Plan website www.bryanwellnessplan.com

Mr. Zimmermann proposed that the Commission's regular meeting on October 2 be cancelled as there were no cases pending consideration. There were no objections.

3. PLANNING AND ZONING COMMISSION SUBCOMMITTEE UPDATES (Questions may be directed to staff; no action will be taken).

- a. Subdivision Ordinance Update (Hardeman/Krolczyk).
- b. Comprehensive Plan Update (Bienski/Hardeman/Hickle).

- c. **Off-Street Parking for Multi-Family Developments (Beckendorf/Gonzalez/Gutierrez).**
- d. **Zoning/Land and Site Development Ordinance Updates (Hardeman/Madison).**

Mr. Zimmermann provided subcommittee updates. He advised that the City Council voted to fund a Comprehensive Plan Update and that the off-street parking subcommittee met last week and will meet again before the end of the year. Mr. Zimmermann also advised that staff is in the process of hiring a consultant to help identify and correct redundancies in Bryan Code of Ordinances Chapters 62 and 130.

4. REVIEW OF AGENDA ITEMS FOR REGULAR MEETING OF SEPTEMBER 18, 2014 (Questions may be directed to staff; no action will be taken).

Questions were directed to staff. No action was taken.

5. STAFF PRESENTATION, DISCUSSION, AND POSSIBLE DIRECTION TO STAFF CONCERNING POSSIBLE CHANGES TO THE ZONING ORDINANCE CONCERNING APPEALS OF CONDITIONAL USE PERMITS AND AMENDMENTS TO THE ZONING ORDINANCE, DISTRICT, AND ADMINISTRATIVE PROCEDURES.

Mr. Zimmermann provided background information. This item was referred to the Commission by the City Council. By consensus, Commissioners agreed to form a subcommittee for further study. Commissioners Krolczyk, Gutierrez, and Hardeman were appointed to the subcommittee.

6. FUTURE AGENDA ITEMS (A Planning and Zoning Commission member may request that a subject for which notice has not been given be placed on an agenda for a future meeting).

Mr. Swearingen requested a workshop presentation regarding parliamentary procedure and cases that the Commission considers. Mr. Hickle suggested that the Commission have a workshop on parliamentary procedures annually. Commissioners expressed the desire to discuss parliamentary procedures using specific case examples.

7. ADJOURN.

Without objection, Chairperson Hickle adjourned the meeting at 5:47 pm.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the 6th day of **November, 2014**.

A. S. Hickle, Chairperson
Planning and Zoning Commission
City of Bryan, Texas

Martin Zimmermann, AICP
Planning Administrator and Secretary to the
Planning and Zoning Commission