

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, FEBRUARY 6, 2014 – 4:30 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 5:10 pm.

Commission Members Present: Mr. Scott Hickle, Mr. Bobby Gutierrez, Mr. Pete Bienski, Ms. Nancy Hardeman, Mr. Kevin Krolczyk, Mr. Prentiss Madison, and Mr. Robert Swearingen.

Commission Member Absent: Mr. Michael Beckendorf and Mr. Leo Gonzalez.

Staff Members Present: Mr. Martin Zimmermann, Planning Administrator; Ms. Janis Hampton, City Attorney; Ms. Maggie Dalton, Staff Planner; Mr. Randy Haynes, Senior Planner; Mr. Matthew Hilgemeier, Staff Planner; and Ms. Annette Denton, Planning Intern.

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

- a. Upcoming regular meeting dates are March 6 and March 20.**
- b. Joint meeting with the City Council on April 8.**

Mr. Zimmermann reminded Commissioners of upcoming meetings.

### **3. REVIEW OF AGENDA ITEMS FOR REGULAR MEETING OF FEBRUARY 20, 2014 (Questions may be directed to staff, no action will be taken).**

Questions were directed to staff. No action was taken

- 4. 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).**

Subcommittee updates were given as part of the discussion about the Commission's Plan of Work (item #6 below).

**5. PRESENTATION, DISCUSSION, AND POSSIBLE DIRECTION TO STAFF CONCERNING THE FINDINGS AND RECOMMENDATIONS OF THE PLANNING AND ZONING COMMISSION'S SUBCOMMITTEE ON MINIMUM BUILDING SETBACKS.**

Mr. Haynes gave the staff presentation (on file in the Development Services Department). The subcommittee found that side setback requirements should not be altered in the interest of public safety.

Commissioners discussed:

- that keeping 7.5 ft. side setbacks is important for safety
- if developers want 5 ft. setbacks, they should provide improved fire safety for those projects and still have a profitable project
- that only a few cases of requests for smaller setbacks
- that improved safety is added value for buyers

The Commission directed staff to draft a resolution for the next regular meeting adopting the findings of the subcommittee.

**6. STAFF PRESENTATION, DISCUSSION AND POSSIBLE DIRECTION TO STAFF CONCERNING THE PLANNING AND ZONING COMMISSION'S PLAN OF WORK.**

Mr. Zimmermann gave the staff presentation (on file in the Development Services Department). He discussed current items on the Commission's plan of work, including updates on current subcommittees.

Commissioners discussed:

- keeping the subdivision ordinance update, zoning ordinance update, and comprehensive plan update as part of the plan of work
- the building design standards the Commission recommended in the past
- updating the Comprehensive plan
- the Health and Wellness District
- Chairperson's Hickle's presentation to City Council
- including the number of subcommittee meetings for presentation to the City Council
- moving towards completion on the items from last year's plan of work

Chairperson Hickle requested that this item be placed on the next workshop agenda in order to give Commissioners more time to discuss the plan of work.

**7. 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).**

No future agenda items were requested.

**8. ADJOURN.**

Without objection, Chairperson Hickle adjourned the meeting at 5:57 pm.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the 6<sup>th</sup> day of **March, 2014**.

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

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