

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 4, 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 5:10 pm.

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

Commission Members Absent: Mr. Leo Gonzalez.

Staff Members Present: Mr. Randy Haynes, Senior Planner; 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 September 18, October 2, and November 6.**
- b. **No meeting on 3rd Thursday in October (Texas APA conference).**
- c. **Health and Wellness Master Plan website www.bryanwellnessplan.com**

Mr. Haynes reminded Commissioners of upcoming meetings, discussed the Health and Wellness Master Plan meeting.

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).
Zoning/Land and Site Development Ordinance Updates (Hardeman/Madison).**

No updates were presented.

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

No questions were directed toward staff.

**5. STAFF PRESENTATION, DISCUSSION, AND POSSIBLE DIRECTION TO STAFF
CONCERNING POSSIBLE CHANGES TO THE ZONING ORDINANCE THAT WOULD
RESTRICT OFFICE USE ON THE FIRST FLOOR LEVEL OF BUILDINGS IN
DOWNTOWN ZONING DISTRICTS.**

Mr. Haynes gave the staff presentation. Commissioners discussed office uses versus retail uses on the first floor of downtown buildings, offering incentives to retail, and directed questions to staff. A subcommittee to address first floor use downtown was proposed. It was reported that a subcommittee of the Downtown Bryan Association Board of Trustees was investigating the issue of parking problems, and how that subject is closely related to the one of retail vs. office uses. Commissioners decided that rather than duplicate efforts, the Commission would wait to hear the findings of the DBA Trustees before taking further action in this matter.

**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).**

No future agenda items were requested.

7. ADJOURN.

Without objection, Chairperson Hickle adjourned the meeting at 5:55 pm.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the 18th day of **September, 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