

Chairperson Scott Hickle
Vice-Chairperson Bobby Gutierrez
Parliamentarian Nancy Hardeman



Commissioners
John Bush
Leo Gonzalez
Kyle Incardona
Kevin Krolczyk
Prentiss Madison
Robert Swearingen

MINUTES
BRYAN PLANNING AND ZONING COMMISSION
WORKSHOP MEETING
THURSDAY, NOVEMBER 19, 2015 – 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 p.m.

Commission members present: Mr. Scott Hickle, Ms. Nancy Hardeman, Mr. Robert Swearingen, Mr. Bobby Gutierrez, Mr. Kevin Krolczyk, Mr. Kyle Incardona, and Mr. Prentiss Madison, Mr. Leo Gonzalez, and Mr. Ruben Marin (future commissioner)

Commission members absent: John Bush.

Staff members present: Ms. Janice Hampton, City Attorney; Mr. Matthew Hilgemeier, Staff Planner; Mrs. Stephanie Doland, Staff Planner; Mr. Randy Haynes, Senior Planner; Mr. Cody Cravatt, Development Manager; Mr. Martin Zimmermann, Planning Manager; and Mr. Paul Kaspar, City Engineer

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

- a. Upcoming regular meeting dates: December 3 and 17, and January 7, 2016**
- b. City Council action regarding Planning Variance PV15-12: 2305 E. Villa Maria Road**
- c. Comprehensive Plan/Parks Master Plan Update.**

Mr. Zimmermann presented the staff announcements including reminders of future meeting dates, potential action regarding PV15-12, and an update on the November 17, 2015 Comprehensive Plan/Parks Master Plan public meeting. Mr. Zimmermann also notified the commissioners of a mailing error that caused improper notification for three cases: RZ15-21, PV15-24, and PV15-16. These cases will be bumped to the next Planning and Zoning Commission meeting on December 3, 2015.

Mr. Zimmermann also introduced Mr. Ruben Marin, who will serve as the Planning and Zoning Commission Chairperson beginning next year.

3. REVIEW OF AGENDA ITEMS FOR REGULAR MEETING ON November 19, 2015 (Questions may be directed to staff, no action will be taken).

Commissioners reviewed the regular meeting agenda items. Questions were directed to staff. No action was taken.

4. REVIEW OF PROPOSED 2016 PLANNING AND ZONING COMMISSION REGULAR MEETING DATES (Questions may be directed to staff, no action will be taken).

Mr. Martin Zimmermann provided the proposed meeting dates for the 2016 Planning and Zoning Commission Regular Meetings. Questions were directed to staff. No action was taken.

5. STAFF PRESENTATION AND DISCUSSION REGARDING THE CITY'S STANDARDS FOR CHANGE OF OWNER/USE/TENANT AND THE APPEARANCE OF STRIP CENTERS (Agenda item requested by Commissioner Incardona).

Mr. Martin Zimmermann presented information on the redevelopment process, landscaping, and city standards regarding change of owner/use/tenant. Mr. Zimmermann discussed some alternative options for redevelopment processes.

Mr. Prentiss Madison entered the meeting at 5:26 p.m.

Mr. Kevin Krolczyk entered the meeting at 5:39 p.m.

Mr. Leo Gonzalez entered the meeting at 5:49 p.m.

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).

An update on the possible establishment of maximum structure age standards for regulating the installation of manufactured homes and more discussion of ordinance options for redevelopment and landscaping will be discussed in future workshop meetings. Next week will include a discussion on Local Area Traffic Management Programs.

7. ADJOURN.

The next workshop meeting of the Planning and Zoning Commission is tentatively scheduled for Thursday, December 3, 2015 at 5:00 p.m.

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

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the 3rd day of **December, 2015**.

Scott Hickle, Chairperson
Planning and Zoning Commission
City of Bryan, Texas

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

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