

Chairperson Bobby Gutierrez  
Vice-Chairperson Leo Gonzalez  
Parliamentarian Kevin Krolczyk

Commissioners  
John Bush  
Cathy Conlee  
Kyle Incardona  
Prentiss Madison  
Reuben Marin  
Robert Swearingen



## MINUTES

**BRYAN PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
THURSDAY, SEPTEMBER 15, 2016 – 6:00 P.M.  
COUNCIL CHAMBERS, BRYAN MUNICIPAL BUILDING  
300 SOUTH TEXAS AVENUE, BRYAN, TEXAS**

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

### **1. CALL TO ORDER.**

Chairperson Gutierrez called the meeting to order at 6:03pm.

Commissioners	Present	2016 Regular Meetings Held	2016 Regular Meetings Attended	Regular Meetings Held During Last 6 Months	Regular meetings Attend During Last 6 Months
John Bush	Y	15	15	12	12
Cathy Conlee	Y	15	14	12	11
Leo Gonzalez	Y	15	12	12	9
Bobby Gutierrez	Y	15	15	12	12
Kyle Incardona	Y	15	13	12	10
Kevin Krolczyk	Y	15	13	12	10
Prentiss Madison	Y	15	14	12	12
Reuben Marin	Y	15	15	12	12
Robert Swearingen	Y	15	11	12	10

### **2. PLEDGE OF ALLEGIANCE TO THE U.S. FLAG.**

Chairperson Gutierrez led the pledge.

**3. HEAR CITIZENS.**

No citizens came forward.

**4. RECOGNITION OF AFFIDAVITS FILED IN RESPONSE TO STATE LAW ON DISCLOSURE OF LOCAL OFFICIAL'S CONFLICT OF INTEREST.**

No affidavits were filed.

**5. CONSENT AGENDA.**

**a. Approval of minutes from the workshop and regular meetings on September 1, 2016.**

**b. Final Plat FP15-08: Miramont Subdivision – Section 8**

*Proposed Final Plat of Miramont Subdivision – Section 8, being 11.19 acres of land out of the J. W. Scott League, A-49, adjoining the north side of Boonville Road (FM 158) between Miramont Circle and Copperfield Drive in Bryan, Brazos County, Texas. (R. Haynes)*

**c. Final Plat FP16-13: AAA & Family Addition**

*Proposed Final Plat of AAA & Family Addition, being 0.963 acres of land out of the Steven F. Austin League, Abstract 62, adjoining the northwestern corner of the intersection of Graham Drive and West 28<sup>th</sup> Street in Bryan, Brazos County, Texas. (R. Haynes)*

**d. Right-of-way Abandonment RA16-06: parts of West 23<sup>rd</sup> Street and N. Parker Avenue and part of alley in Block 121 of Bryan Original Townsite**

*A request to abandon approximately 2,039 square feet of public street rights-of-way for West 23<sup>rd</sup> Street and North Parker Avenue adjoining the north and west sides of Block 121 of the Bryan Original Townsite at the southeast corner of North Parker Avenue and West 23<sup>rd</sup> Street, and the north half of a 20-foot wide alley right-of-way that extends east from North Parker Avenue between West 23<sup>rd</sup> and West 24<sup>th</sup> Streets, being a total of 0.06 acres (2,614 square feet) of land in Bryan, Brazos County, Texas. (R. Haynes)*

**Commissioner Krolczyk moved to approve the Consent Agenda. Commissioner Gonzalez seconded the motion, and the motion passed unanimously.**

**6. PROPOSED UPDATE OF THE BRYAN COMPREHENSIVE PLAN – A PUBLIC HEARING WILL BE HELD FOR EACH ITEM (Commission makes recommendation; City Council has final approval.)**

**a. Blueprint 2040: City of Bryan 2016 Comprehensive Plan Update**

*Proposed update to the Bryan Comprehensive Plan, including the Future Land Use Plan and Thoroughfare Plan, the Parks, Recreation and Trails Master Plan, and the West Area Plan, intended to guide growth and development in the City of Bryan and its extraterritorial jurisdiction. (M. Zimmermann)*

Mr. Martin Zimmermann, Planning Manager, thanked the CPAC members for their involvement in this Comprehensive Planning process and introduced Mr. Dan Sefko, of Freese and Nichols,

Inc. who presented an overview of the Comprehensive Plan.

The public hearing was opened.

Ms. Sharon Anderson, 2304 Cindy Lane, Bryan, Texas in Bryan stated her concerns about the Comprehensive Plan, including perceived insufficient recognition of agricultural use and too many proposed limitations on manufactured and affordable housing options.

The public hearing was closed.

**Commissioner Swearingen moved to recommend approval of the Comprehensive Plan (“Blueprint 2040”) to the Bryan City Council, and Commissioner Incardona seconded the motion.**

Commissioners thanked the community for their involvement in the planning process.

**The motion passed unanimously.**

**7. REQUESTS FOR APPROVAL OF REPLATS – A PUBLIC HEARING WILL BE HELD FOR EACH ITEM (Commission has final approval).**

**a. Replat RP16-25: Bryan Original Townsite**

*Proposed Replat of Lot 7, the west 7.5 feet of Lot 6, and the north half of the 20-foot wide alley in Block 121 of the Bryan Original Townsite, being a total of 0.23 acres of land located at the southeast corner of the intersection of North Parker Avenue and West 23<sup>rd</sup> Street in Bryan, Brazos County, Texas. (R. Haynes)*

Mr. Haynes presented the staff report (on file in the Development Service Department). Staff recommends approval of the request.

The Commission had no questions.

The public hearing was opened.

No one came forward.

The public hearing was closed.

**Commissioner Marin moved to approve Replat RP16-25, based on staff’s recommendations and review which considers adherence to all pertinent state and local requirements for replatting. Commissioner Krolczyk seconded the motion.**

Commissioners stated that this property has been vacant for a long time and that redevelopment will be beneficial to the area.

**The motion passed unanimously.**

**b. Replat RP16-26: Kazmeier Gardens**

*Proposed Replat of Block 4 (Reserve Tract) and Lot 1 in Block 5 (Reserve Tract) in the Kazmeier Gardens Subdivision, being a total of 9.28 acres of land adjoining the north side of Beason Street, approximately 600 feet to 1,000 feet west from its intersection with South College Avenue in Bryan, Brazos County, Texas. (S. Doland)*

Ms. Doland presented the staff report (on file in the Development Service Department). Staff recommends approval of the request.

The public hearing was opened.

No one came forward.

The public hearing was closed.

**Commissioner Madison moved to approve Replat RP16-26, based on staff's recommendations and review which considers adherence to all pertinent state and local requirements for replatting. Commissioner Marin seconded the motion.**

Commissioners stated that this property has been vacant for a long time, just like the previous case, and that redevelopment will be beneficial to the area.

**The motion passed unanimously.**

**8. REQUESTS FOR APPROVAL OF CONDITIONAL USE PERMITS – A PUBLIC HEARING WILL BE HELD FOR EACH ITEM (Commission has final approval; appeals may be directed to City Council).**

**a. Conditional Use Permit CU16-04: Steven Sweet**

*A request for approval of a Conditional Use Permit, to allow a new single-family detached dwelling on land zoned Commercial District (C-3), specifically on property located at 2000 East 29<sup>th</sup> Street, located approximately 450 feet west of the intersection of Joseph Drive and East 29<sup>th</sup> Street, being 1.14 acres out of John Austin League, A-2 in Bryan, Brazos County, Texas. (R. Haynes)*

Mr. Haynes presented the staff report (on file in the Development Service Department). Staff recommends approving the request.

In response to questions from the Commission, Mr. Haynes stated that sufficient off-street parking is already available.

The public hearing was opened.

No one came forward.

The public hearing was closed.

**Commissioner Krolczyk moved to approve Conditional Use Permit CU 16-04, as requested, subject to the following conditions:**

1. That the residential development shall specifically conform to the site plan on page 4 of the staff report. No future expansion of the structure will be permitted without prior approval by the Planning and Zoning Commission of an amended site plan.
2. That recording of a formal plat of the property into two new lots be required prior to the issuance of any building permits.
3. That all building permits and inspections shall be obtained and a Certificate of Occupancy be issued before the building is to be occupied by a residential use.

and to adopt the written staff report and analysis as the report, findings, and evaluation of this Commission. Commissioner Madison seconded the motion, and the motion passed unanimously.

**9. REQUESTS FOR APPROVAL OF VARIANCE TO STANDARDS OF ARTICLE IV (BUILDING SETBACKS AND LOT STANDARDS) OF THE LAND AND SITE DEVELOPMENT ORDINANCE (BRYAN CODE OF ORDINANCES CHAPTER 62) – A PUBLIC HEARING WILL BE HELD FOR EACH ITEM (Commission has final approval; applicants may direct appeals to City Council).**

**a. Planning Variance PV16-18: NN Out Properties**

*A request for approval of a 9-inch variance to the minimum 25-foot front building setback generally required on property zoned Residential District – 5000 (RD-5), to legitimize the construction of a single-family home within 24'3" from the front property line on property at 1011 East 28<sup>th</sup> Street, located approximately 150 feet west of the intersection of South Ennis and East 28<sup>th</sup> Streets, being Lot 4 in Block 6 of the Buchanan Subdivision in Bryan, Brazos County, Texas. (L. Hackett)*

Ms. Hackett presented the staff report (on file in the Development Service Department). Staff recommends approval of the request.

In response to questions from the Commission, Ms. Hackett stated that only the vertical support structures for the porch are in the front setback area.

The public hearing was opened.

No one came forward.

The public hearing was closed.

**Commissioner Bush moved to approve Planning Variance PV16-18, and to adopt the written staff report and analysis, as the report, findings and evaluation of the Commission. Chairperson Gutierrez seconded the motion.**

Commissioners stated that:

- Minor construction errors have been a re-occurring issue with developers within the last year.
- An item could be placed on a future agenda that addresses how to approach construction errors.

**The motion passed unanimously.**

**10. REQUESTS FOR APPROVAL OF ZONING CHANGES – A PUBLIC HEARING WILL BE HELD FOR EACH ITEM (Commission makes recommendation; City Council has final approval).**

**a. Rezoning RZ16-16: 318 Bryan Capital, LP.**

*A request to change the zoning classification from Agricultural – Open District (A-O) to Office District (C-1) on 5.5 acres of land out of the Steven F. Austin Survey No. 9, Abstract 62, adjoining the southwest side of West Martin Luther King Street between Dean Street and Harlem Road, and currently addressed as 1401 West Martin Luther King Street, in Bryan, Brazos County, Texas. (L. Hackett)*

Ms. Hackett presented the staff report (on file in the Development Service Department). Staff recommends approval of the request.

The public hearing was opened.

No one came forward.

The public hearing was closed.

**Commissioner Madison moved to recommend approval of Rezoning RZ16-16 to the Bryan City Council, and to adopt the written staff report and analysis, as the report, findings and evaluation of the Commission. Commissioner Swearingen seconded the motion.**

Commissioners stated that this zoning change would be good for the west side of Bryan.

**The motion passed unanimously.**

**11. ADJOURN.**

Without objection, Chairperson Gutierrez adjourned the meeting at 6:50 p.m.

These minutes shall serve as the official findings of the City of Bryan Planning and Zoning Commission, as approved on this the 6<sup>th</sup> day of **October, 2016**.

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Bobby Gutierrez, Chairperson  
Planning and Zoning Commission  
City of Bryan, Texas

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