

Chairperson Scott Hickle
Vice-Chairperson Pete Bienski
Parliamentarian Nancy Hardeman



Commissioners
Leo Gonzalez
Bobby Gutierrez
Kyle Incardona
Kevin Krolczyk
Prentiss Madison
Robert Swearingen

MINUTES

**BRYAN PLANNING AND ZONING COMMISSION
WORKSHOP MEETING
THURSDAY, MARCH 5, 2015 – 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 4:32 p.m.

Commission Members Present: Mr. Scott Hickle, Mr. Pete Bienski, Mr. Robert Swearingen, Mr. Bobby Gutierrez, Ms. Nancy Hardeman, Mr. Kevin Krolczyk, Mr. Kyle Incardona, and Mr. Leo Gonzalez.

Commission Members Absent: Mr. Prentiss Madison.

Staff Members Present: Mr. Martin Zimmermann, Planning Manager; Ms. Lauren Crawford, First Assistant City Attorney; Mr. Scott Perkes Planning Intern; Randy Haynes, Senior Planner; Mr. Cody Cravatt, Development Manager; Ms. Maggie Dalton, Staff Planner; Mr. Matthew Hilgemeier, Staff Planner; and Ms. Janis Hampton, City Attorney

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

- a. **Upcoming regular meeting dates: April 16 and May 7 (no meetings on March 19 and on April 2)**
- b. **Joint meeting with City of College Station's Planning and Zoning Commission on May 18**

Mr. Zimmermann presented the staff announcements.

3. STAFF PRESENTATION CONCERNING THE CITY COUNCIL'S ETHICS POLICY (Questions may be directed to staff, no action will be taken).

Ms. Hampton presented information concerning the City Council's ethics policy. Questions were directed to staff, no action was taken.

Commissioner Incardona entered the meeting at 4:49 p.m.

4. UPDATE AND DISCUSSION CONCERNING COUNCIL-PROPOSED AMENDMENTS TO THE ZONING ORDINANCE (Questions may be directed to staff, no action will be taken).

Ms. Hampton presented information concerning Council-proposed amendments to the Zoning Ordinance. Questions were directed to staff, no action was taken.

5. REVIEW OF AGENDA ITEMS FOR REGULAR MEETING OF MARCH 5, 2015 (Questions may be directed to staff, no action will be taken).

Mr. Zimmermann informed the Commission of the withdrawal of regular consent agenda item 5.b. by request of the applicant due to necessary changes required by Brazos County prior to the Planning and Zoning Commission's consideration.

Commissioner Incardona discussed his possible conflict of interest with deliberation and voting on regular agenda item 6.a. due to his personal business being located within the boundaries of the Health and Wellness Area Plan. Ms. Crawford confirmed Commissioner Incardona's conflict of interest and advised him to file an affidavit for agenda item 6.a.

The remaining agenda items were reviewed with questions directed to staff. No action was taken.

6. 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 (Gonzalez/Gutierrez).**
- d. **Zoning/Land and Site Development Ordinance Updates (Hardeman/Madison).**

No updates were presented. No action was taken.

7. STAFF PRESENTATION, DISCUSSION AND DIRECTION TO STAFF CONCERNING PLANNING AND ZONING COMMISSION SUBCOMMITTEE WORK AND THE COMMISSION'S PLAN OF WORK FOR 2015.

Mr. Zimmermann presented information concerning the Planning and Zoning Commission's subcommittees and Plan of Work for 2015.

Commissioner Gonzalez entered the meeting at 5:25 p.m.

The Commission took a recess at 5:30 p.m. The Commission reconvened at 5:37 p.m.

The Commission discussed possible subcommittee and Plan of Work items for 2015. Questions were directed to staff.

By consensus, the Commission decided to continue the discussion of its Plan of Work during the next scheduled workshop meeting.

8. 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 items were requested.

9. ADJOURN.

Without objection, Chairperson Hickle adjourned the meeting at 5:58 pm.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the 16th day of **April, 2015**.

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

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