

Chairperson Scott Hickle  
Vice-Chairperson Bobby Gutierrez  
Parliamentarian Nancy Hardeman



CITY OF BRYAN  
*The Good Life, Texas Style.™*

**MINUTES**

Commissioners  
Leo Gonzalez  
Kyle Incardona  
Kevin Krolczyk  
Prentiss Madison  
Robert Swearingen

**BRYAN PLANNING AND ZONING COMMISSION  
WORKSHOP MEETING  
THURSDAY, AUGUST 6, 2015 – 5:15 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 5:15 p.m.

Commission members present: Mr. Scott Hickle, Mr. Bobby Gutierrez, Mr. Kevin Krolczyk, Mr. Kyle Incardona, and Mr. Prentiss Madison.

Commission member absent: Mr. Robert Swearingen, Ms. Nancy Hardeman, and Mr. Leo Gonzalez.

Staff members present: Mr. Martin Zimmermann, Planning Manager; Ms. Lauren Crawford, First Assistant City Attorney; Mr. Scott Perkes, Planning Intern, Mr. Randy Haynes, Senior Planner; Mr. Matthew Hilgemeier, Staff Planner; Ms. Stephanie Killam, Staff Planner; Mr. Cody Cravatt, Development Manager; and Mr. Ross Brady, Executive Management Intern.

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

**a. Upcoming regular meeting dates: August 20, September 3, and September 17.**

Mr. Zimmermann presented the staff announcements in addition to:

- reminded the Commission of the departure of Ms. Lauren Crawford from the City of Bryan.
- the Bryan City Council appointed a 27 member Comprehensive Plan Advisory Committee in which Commissioners Hickle and Hardeman will be representing the Planning and Zoning Commission.
- The first meeting of this newly appointed Comprehensive Plan Advisory Committee will be on August 26<sup>th</sup> 2015; and
- a consultant site visit and stakeholder interviews will be held on both the 26<sup>th</sup> and 27<sup>th</sup> of August 2015.

**3. REVIEW OF AGENDA ITEMS FOR REGULAR MEETING OF AUGUST 6, 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. DISCUSSION AND POSSIBLE DIRECTION TO CHAIR REGARDING PERCEPTION OF BOARD INTERACTION WITH CITIZENS AND APPLICANTS DURING PUBLIC HEARINGS AND PUBLIC COMMENT.**

Chairperson Hickle suggested that this agenda item be rescheduled for discussion during another workshop meeting to allow for higher Commissioner Attendance.

**5. PLANNING AND ZONING COMMISSION SUBCOMMITTEE UPDATES (Questions may be directed to staff, no action will be taken).**

- a. Subdivision Ordinance Update (Hardeman/Krolczyk).**
- b. Zoning/Land and Site Development Ordinance Updates (Hardeman/Madison).**

Mr. Zimmermann informed the Commission that a review of development codes will be done over the next few months in an effort to bring forward proposed amendments that will improve and update the City's existing development regulations.

**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).**

Commissioner Gutierrez requested a future agenda item to receive an after-action debriefing of activity occurring in the Westside Historic District.

Commissioner Incardona requested a future agenda item to discuss possible property maintenance and appearance regulations.

**7. ADJOURN.**

Without objection, Chairperson Hickle adjourned the meeting at 5:45 pm.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the 20<sup>th</sup> day of **August, 2015.**

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Bobby Gutierrez, Vice-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