

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, JUNE 2, 2016 – 6:00 P.M.  
COUNCIL CHAMBERS, 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 Gutierrez called the meeting to order at 6:07pm.

<b>Commissioners</b>	<b>Present</b>	<b>2016 Regular Meetings Held</b>	<b>2016 Regular Meetings Attended</b>	<b>Regular Meetings Held During Last 6 Months</b>	<b>Regular meetings Attend During Last 6 Months</b>
<b>John Bush</b>	<b>Y</b>	<b>9</b>	<b>9</b>	<b>11</b>	<b>10</b>
<b>Cathy Conlee**</b>	<b>Y</b>	<b>9</b>	<b>8</b>	<b>11</b>	<b>7</b>
<b>Leo Gonzalez</b>	<b>Y</b>	<b>9</b>	<b>9</b>	<b>11</b>	<b>10</b>
<b>Bobby Gutierrez</b>	<b>Y</b>	<b>9</b>	<b>9</b>	<b>11</b>	<b>11</b>
<b>Kyle Incardona</b>	<b>N</b>	<b>9</b>	<b>9</b>	<b>11</b>	<b>11</b>
<b>Kevin Krolczyk</b>	<b>Y</b>	<b>9</b>	<b>8</b>	<b>11</b>	<b>10</b>
<b>Prentiss Madison</b>	<b>Y</b>	<b>9</b>	<b>8</b>	<b>11</b>	<b>10</b>
<b>Reuben Marin**</b>	<b>Y</b>	<b>9</b>	<b>9</b>	<b>11</b>	<b>7</b>
<b>Robert Swearingen</b>	<b>Y</b>	<b>9</b>	<b>6</b>	<b>11</b>	<b>8</b>

**\*\*appointed to the Commission effective 1/1/2016**

### **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.**

Mr. Leeper advised that Commissioner Marin has filed an affidavit for regular agenda item 6.b. (case no. RP16-14) and will not participate in discussion and voting on that item.

**5. CONSENT AGENDA.**

**a. Approval of minutes from the workshop and regular meetings on May 19, 2016.**

**b. Final Plat FP15-34: Gutierrez Place Subdivision**

*Proposed Final Plat of 1.03 acres of land out of Stephen F. Austin League No. 9 located at the southwest corner of West 28<sup>th</sup> Street and Palasota Drive and currently addressed as 2117 Palasota Drive in Bryan, Brazos County, Texas. (S. Doland)*

**Commissioner Gutierrez moved to approve the Consent Agenda. Commissioner John Bush seconded to motion, and the motion passed unanimously.**

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

**a. Replat RP16-13: Bryan Original Townsite – Block 32**

*Proposed Replat of parts of Lots 1 and 2 in Block 32 of the Bryan Original Townsite Subdivision as well as a 0.064-acre portion of public street rights-of-way which have been requested to be abandoned and located at the northeast corner of the intersection of North Washington Avenue and East Pruitt Street, in Bryan, Brazos County, Texas. (M. Hilgemeier)*

Mr. Hilgemeier 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 Gonzalez moved to approve Replat RP16-13, based on staff's recommendations and review which considers adherence to all pertinent state and local requirements for replatting. Commissioner Marin seconded the motion, and the motion passed unanimously.**

**b. Replat RP16-14: Henderson Addition**

*Proposed Replat of Lots 6 and 7 in Block 5 of the Henderson Addition, being 0.274 acres of land at the northeast corner of State Highway 21 and Sandy Point Road and currently addressed as 1504 and 1506 Sandy Point Road, in Bryan, Brazos County, Texas. (S. Doland)*

Ms. Stephanie 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.

Responding to question from the Commission, Ms. Doland informed that this replat will legitimize the previous re-configuration of two platted lots.

**Commissioner Gonzalez moved to approve Replat RP16-14, based on staff's recommendations and review which considers adherence to all pertinent state and local requirements for replatting. Commissioner Bush seconded the motion, and the motion passed unanimously. Commissioner Marin abstained from deliberation and vote due to a conflict of interest**

**c. Replat RP16-16: Woodson Hills Subdivision – First Installment**

*Proposed Replat of Lot 14 and parts of Lots 13 and 15 in Block 3 of the Woodson Hills Subdivision – First Installment, being 0.384 acres of land at the southern tip of the intersection of Hilltop Drive and Olive Street and currently addressed as 601 Olive Street, in Bryan, Brazos County, Texas. (S. Doland)*

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

Responding to question from the Commission, Ms. Doland stated that the lots were 62 ft. wide and 69 ft. wide by 130 ft. deep respectively.

The public hearing was opened.

No one came forward.

The public hearing was closed.

**Commissioner Madison moved to approve Replat RP16-16, based on staff's recommendations and review which considers adherence to all pertinent state and local requirements for replatting. Commissioner Krolczyk seconded the motion, and the motion passed unanimously.**

**d. Replat RP16-17: Country Club Estates Subdivision – No. 2**

*Proposed Replat of Lot 4 in Block A of the Country Club Estates Subdivision – Number 2, being 0.412 acres of land located approximately 670 feet southwest from the intersection of Fairway Drive and Green Street and currently addressed as 316 Fairway Drive, in Bryan, Brazos County, Texas. (S. Doland)*

Ms. Stephanie 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 Gonzalez moved to approve Replat RP16-17, based on staff's recommendations and review which considers adherence to all pertinent state and local requirements for replatting. Commissioner Bush seconded the motion, and the motion passed unanimously.**

**e. Replat RP16-18: Highland Park Addition – Second Installment**

*Proposed Replat of parts of Lots 22 and 24, and Lot 23 in Block 9B of the Highland Park Addition – Second Installment, being 0.443 acres of land located approximately 140 feet southeast of the intersection of Jefferson Street and Aspen Street and currently addressed as 4307 Aspen Street, in Bryan, Brazos County, Texas. (M. Hilgemeier)*

Mr. Hilgemeier 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 Gonzalez moved to approve Replat RP16-18, based on staff's recommendations and review which considers adherence to all pertinent state and local requirements for replatting. Commissioner Swearingen seconded the motion, and the motion passed unanimously.**

**7. ADJOURN.**

Without objection, Chairperson Gutierrez adjourned the meeting at 6:19pm.

These minutes shall serve as the official findings of the City of Bryan Planning and Zoning Commission, as approved on this the **16<sup>th</sup>** day of **June, 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