



**NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, JULY 3, 2025 AT 1:00 PM
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN STREET
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags - Mayor Atwood C. Kenjura**
- 3. Special Presentation by the City of Brenham Community Services Grant Recipient - Brenham Pregnancy Center**
- 4. Citizen Comments**

CONSENT AGENDA

5. Statutory Consent Agenda

The Statutory Consent Agenda includes non-controversial and routine items that Council may act on with one single vote. A councilmember may pull any item from the Consent Agenda in order that the Council discuss and act upon it individually as part of the Regular Agenda.

- 5.a. Approve Ordinance No. O-25-008 on Its Second Reading Amending the Rate Tariff Schedules for the City of Brenham Water Utility Services**

PUBLIC HEARING AND ASSOCIATED ACTION ITEM

- 6. Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Lizeth Andrade and Jorge Mendez Vite for the Property Located at 1306 Ewing Street, to Allow an Accessory Dwelling Unit (ADU) Use in an R-1 Single-Family Residential Zoning District on Approximately 0.33 Acres of Land Addressed as 1306 Ewing Street, Being Further Described as Washington Terrace, Block 16, Lot PT 3, All 5 & 7, in Brenham, Washington County, Texas (Case Number SPCUSE-25-0008)**
- 7. Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Korbin Scott for the Property Located at 1604 Eldon Street, to Allow an Accessory Dwelling Unit (ADU) Use in an R-1 Single-Family Residential Zoning District on Approximately 0.24 Acres of Land Addressed as 1604 Eldon Street, Being Further Described as Meadow Park Sec II, Lot 23, in Brenham, Washington County, Texas (Case Number SPCUSE-25-0006)**

REGULAR SESSION

8. **Discuss and Possibly Act Upon RFP No. 25-010 for the Annual Wood Pole Inspection and Reinforcement Project and Authorize the Mayor to Execute Any Necessary Documentation**
9. **Administrative/Elected Officials Report**

Administrative/Elected Officials Reports: Reports from City Officials or City staff regarding items of community interest, including expression of thanks, congratulations or condolences; information regarding holiday schedules; honorary or salutory recognitions of public officials, public employees or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that have arisen after the posting of the agenda.

EXECUTIVE SESSION

10. **Section 551.071, Texas Government Code - Consultation with Attorney - Consultation with City Attorney Regarding Dustyn Banik, Alma Sanchez and Gerran Banik v. City of Brenham, Texas; Civil Action No. 4:25-cv-2487; United States District Court, Southern District of Texas, Houston Division**
11. **Section 551.071, Texas Government Code - Consultation with Attorney - Consultation with City Attorney Concerning Claims of Illegality of the Downtown Parklet Located in the 200 Block of Park Street, and Associated Matters**
12. **Section 551.072, Texas Government Code - Deliberation Regarding Real Property - Discussion Regarding the Purchase, Exchange and/or Acquisition of Real Property for the City of Brenham Electric Department Improvements and Facilities**

ADJOURN

Executive Sessions: The City Council for the City of Brenham reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, including but not limited to §551.071 - Consultation with Attorney, §551.072 - Real Property, §551.073 - Prospective Gifts, §551.074 - Personnel Matters, §551.076 - Security Devices, §551.086 - Utility Competitive Matters, and §551.087 - Economic Development Negotiation

CERTIFICATION

I certify that a copy of the agenda of items to be considered by the City of Brenham City Council on Thursday, July 3, 2025 was posted to the City Hall bulletin board at 200 W. Vulcan St., Brenham, TX on Monday, June 30, 2025 at 12:30 p.m.

Jeana Bellinger, TRMC, CMC
City Secretary

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested seventy-two (72) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the _____ day of _____, 2025 at _____ a.m./p.m.

Signature

Title

ORDINANCE NO. O-25-008

AN ORDINANCE AMENDING THE WATER RATE TARIFF SCHEDULES FOR WATER SERVICES FOR THE CITY OF BRENHAM, TEXAS; AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE:

WHEREAS, the City Council for the City of Brenham, Texas ("City Council") deems it necessary to change the rates charged for water distribution services to its customers in order to provide for conditions of utility service which promote health, safety, and welfare of the citizens of Brenham, Texas.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS:

SECTION I

The City Council of the City of Brenham, Texas does hereby adopt the Water Rate Schedules for water services set forth in the attached Exhibit "A" is made a part hereof for all purposes pertinent, to be effective with utility billing occurring on or after July 3, 2025.

SECTION II

This Ordinance shall take effect as provided by the Charter of the City of Brenham, Texas. The implementation of rates as forth herein and on the attached Exhibit "A" shall be effective with utility billing occurring on and after July 3, 2025.

PASSED AND APPROVED, on its first reading this the 26th day of June 2025.

PASSED AND APPROVED, on its second reading this the 3rd day of July 2025.

Atwood C. Kenjura
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

CITY OF BRENHAM
200 WEST VULCAN STREET P. O. BOX 1059
BRENHAM, WASHINGTON COUNTY, TEXAS 77834-1059

ALL SERVICES	600	642
TARIFF	SECTION NO.	SHEET NO.
WATER RATE SCHEDULES	July 3, 2025	
SECTION TITLE	EFFECTIVE DATE	
	(Supersedes Rate Change effective-May1, 2025)	

YARD SPRINKER SYSTEM SERVICE – URBAN

RATE SCHEDULE W-I

APPLICABILITY

This rate is applicable to all commercial and industrial customers receiving water service through a permanent meter installation, which serves only a yard sprinkler system.

AVAILABILITY

This rate is available to all customers located inside the corporate limits of the City of Brenham, Texas.

RATES

0 – 10,000 gallons	\$7.87/1,000 gallons
10,001 – 25,000 gallons	\$9.84/1,000 gallons
25,001 and above	\$12.32/1,000 gallons

MINIMUM CHARGES

No minimum monthly bill

TERMS OF PAYMENT

All rates specified herein are net, and the gross rates for delinquent payments are ten percent (10%) higher. Each bill for service is due within fifteen (15) days after issuance unless such day falls on a holiday or weekend, in which case payment is due on the next workday. If full payment is not received at the City's offices or other approved payment location on or before the due date, all of the customer's utility services will be considered delinquent and subject to disconnection.

CHARACTER OF SERVICE

Water supplied under this rate is normally treated surface water approved for public water supply by the Texas Commission on Environmental Quality.

CITY OF BRENHAM
200 WEST VULCAN STREET P. O. BOX 1059
BRENHAM, WASHINGTON COUNTY, TEXAS 77834-1059

ALL SERVICES	600	643
TARIFF	SECTION NO.	SHEET NO.
WATER RATE SCHEDULES	July 3, 2025	
SECTION TITLE	EFFECTIVE DATE	
	(Supersedes Rate Change effective -May 1, 2025)	

SPECIAL CONDITIONS OF SERVICE

1. Service rendered under this schedule is subject to the City's Rules and Regulations in effect from time to time.
2. Bills will be adjusted by the proportionate part of any tax or charge levied or assessed against the City or upon its water business as a result of any new or amended laws becoming effective after the effective date of this rate schedule.
3. Service will be rendered under this schedule when the City has facilities immediately adjacent to the customer's premises. If a main line extension is required to provide service to the customer, the customer's cost of the line extension will be determined in accordance with the City's extension policy in effect at the time of the extension.
4. If the installation of a service tap and meter is necessary to provide the customer with service, the cost of such installation is the responsibility of the customer.
5. The customer will be billed for metered water when City personnel find the water meter on.
6. Abnormally high water bills caused when a customer has a water leak (break in line, leaking commode, etc) will be adjusted a maximum of \$150 for a maximum of two billing periods. A customer whose current water bill is abnormally high because of a water leak must bring or mail a receipt to the Utility Billing Department showing that the problem has been fixed or a written and signed statement from the customer if the customer repaired the problem himself. Utility Billing will require the completion of one additional full billing cycle in order to be certain that the problem has been fixed. If the customer's water bill returns to normal, they will be credited for one-half of the water that leaked for a total maximum adjustment of \$150. If necessary, this adjustment/credit may be made for a maximum of two billing periods if the customer experienced an abnormally high water bill for more than one billing period.
7. Minimum water bills will be assessed based on the number of electric meters. Apartments will be billed one minimum for each rental unit on the premises.



City Council Regular Meeting **AGENDA ITEM 6**

Agenda Item: **Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Lizeth Andrade and Jorge Mendez Vite for the Property Located at 1306 Ewing Street, to Allow an Accessory Dwelling Unit (ADU) Use in an R-1 Single-Family Residential Zoning District on Approximately 0.33 Acres of Land Addressed as 1306 Ewing Street, Being Further Described as Washington Terrace, Block 16, Lot PT 3, All 5 & 7, in Brenham, Washington County, Texas (Case Number SPCUSE-25-0008)**

Meeting Date: July 3, 2025

Department: Development Services

Staff Contact: Shauna Laauwe, City Planner
Stephanie Doland, Director of Development Services

SUMMARY STATEMENT:

Lizeth Andrade and Jorge Mendez Vite, the property owners and applicants are requesting approval of a Specific Use Permit to construct an 18'x22', 1-story (396 sq.ft.), detached accessory dwelling unit (ADU). The proposed detached ADU is intended to be utilized as accommodation for guests and family. In addition to meeting the building codes and the requirements for structures and uses within the R-1 District, Section 10.02(4) of the Zoning Regulations lists six additional development standards for ADUs. The proposed ADU met or exceeded each of the additional development standards.

The purpose of the SUP process is to identify those uses which might be appropriate within a zoning district but, due to either their location, function, or operation, could have a potentially harmful impact on adjacent properties or the surrounding area; and to provide for a procedure whereby such uses might be permitted by further restricting or conditioning them to mitigate or eliminate such adverse impacts. Staff finds that no adverse impacts to adjacent properties or surrounding area is anticipated due to the proposed compatible residential use, site plan, and compliance of the additional development standards.

During a site visit, it was found that the subject property was currently nonconforming to the off-street parking requirements for a existing single-family home. Thus, a Condition that the subject property be brought up to the zoning code for off-street parking for the principal structure is recommended for approval of the Specific Use Permit.

On Monday, June 23, 2025, after conducting a Public Hearing, the Planning and Zoning Commission **voted unanimously to recommend approval** of the SUP request as presented in the Staff Report, with the following condition:

1. Provide required two (2) off-street parking spaces for the principal dwelling unit per zoning regulation Section 16.01(1).

ATTACHMENTS:

1. Staff Report - Case No. SPCUSE-25-0008 Andrade ADU
2. Ordinance on its first reading - 1306 Ewing Street

RECOMMENDATION:

Approve an Ordinance on its first reading amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham granting a Specific Use Permit to Lizeth Andrade and Jorge Mendez for the property located at 1306 Ewing Street, to allow an Accessory Dwelling Unit (ADU) use in an R-1 Single-Family Residential Zoning District on approximately 0.33 acres of land addressed as 1306 Ewing Street, being further described as Washington Terrace, Block 16, Lot PT 3, All 5 & 7, in Brenham, Washington County, Texas (Case Number SPCUSE-25-0008).



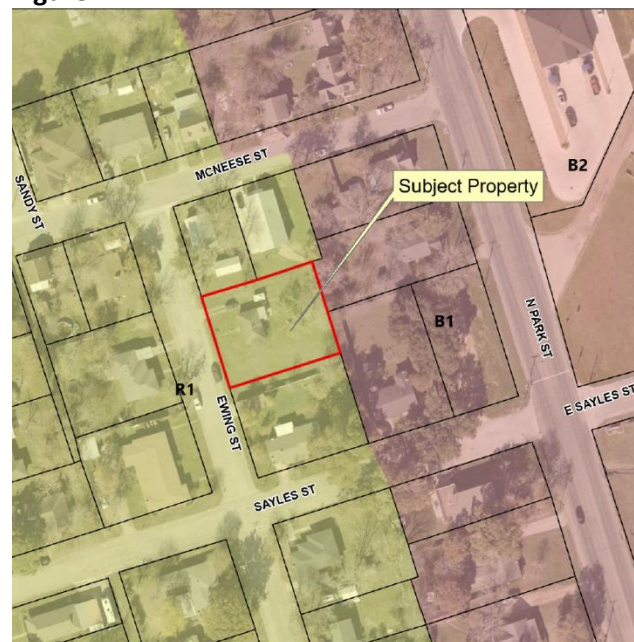
CASE NUMBER SPCUSE-25-0008
1306 EWING STREET
SPECIFIC USE PERMIT REQUEST – ACCESSORY DWELLING UNIT

STAFF CONTACT:	Shauna Laauwe AICP, City Planner
APPLICANT/OWNER:	Lizeth Andrade and Jorge Mendez Vite
ADDRESS/LOCATION:	1306 Ewing Street
LEGAL DESCRIPTION:	Washington Terrace, Block 16, Lot PT 3, All 5 & 7
LOT AREA:	14,331 square feet, approximately 0.33-acres
ZONING DISTRICT/USE:	R-1 Single-Family Residential District (Exhibit B)
FUTURE LAND USE:	Single-Family Residential (Exhibit C)
REQUEST:	A request for a Specific Use Permit to allow a proposed Accessory Dwelling Unit (ADU) in a R-1 Single-Family Residential Zoning District (Exhibit B).

BACKGROUND:

The subject property is a 14,331 square foot (0.33-acre) lot that is addressed as 1306 Ewing Street and located on the east side of Ewing Street, north of Sayles Street and south of McNeese Street. The subject property is owned by Lizeth Andrade and Jorge Mendez Vite and is a rectangular lot that is approximately 100 feet in width and 141 feet in depth that is developed with an 845 square foot single-family dwelling. As shown in Figure 1, the subject and adjacent properties to the west, north and south are currently zoned R-1, Single-Family Residential District and developed with single-family dwelling units. The properties to the east are zoned B-1, Local Business Mixed Use Zoning and mostly developed with single-family dwelling units. However, an adjacent property to the east did receive a variance on June 9, 2025, for a reduced front yard setback for a proposed multifamily townhome type development, however no building plans have been submitted or approved. The

Figure 1



applicant would like to build an accessory dwelling unit on this property to accommodate family members and guests.

The existing principal structure meets the current required front, rear, and side street setbacks for a single-family home. As shown in Figure 2, the proposed ADU will have ample setbacks and would be situated to the south and rear of the principal structure and setback 40-feet from the front property line, 57-feet from the rear property line, approximately 77-feet from the north side property line and 15'-4" from the south side property line.

The proposed 18-foot by 22-foot (396 square feet) ADU structure is to be built on pier and beam foundation with a metal roof and have hardy plank siding. The existing principal home was likely constructed in the 1950s and has a slab foundation with composition roof shingles. The applicant states that they are currently waiting on insurance claims regarding the roof on the existing home and plan to replace the shingle roof with metal that will match the proposed ADU. The proposed floor plan, as shown in Figure 3, consists of a living and kitchen space, a bedroom with a closet, a bathroom, and a covered porch area. The proposed ADU will also have its own 10-foot x 40-foot driveway for the required off-street parking. The existing and proposed off-street parking will provide sufficient parking for the residents and guests of both the principal structure and accessory dwelling unit.

The R-1 District allows accessory dwelling units (ADUs) with prior approval of a Specific Use Permit (SUP). Thus, the applicant and property owner are seeking a SUP for construction of a 396 square foot accessory dwelling unit on a 0.33-acre tract of land in a R-1, Single-Family Residential Use District.

Figure 2

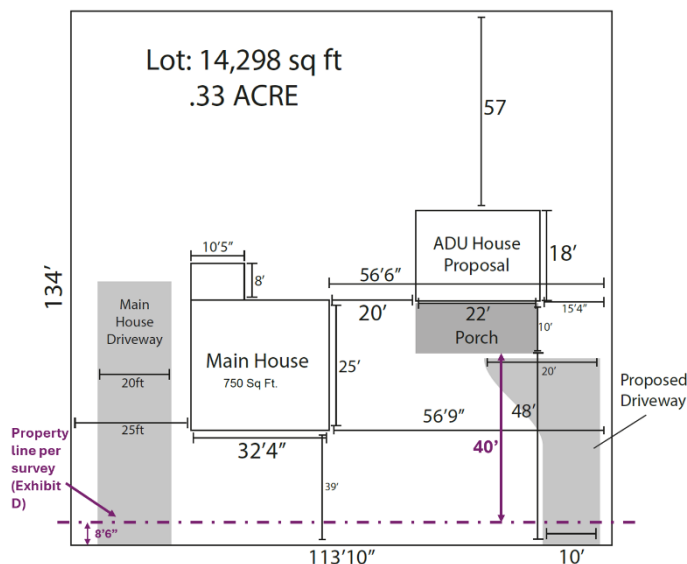
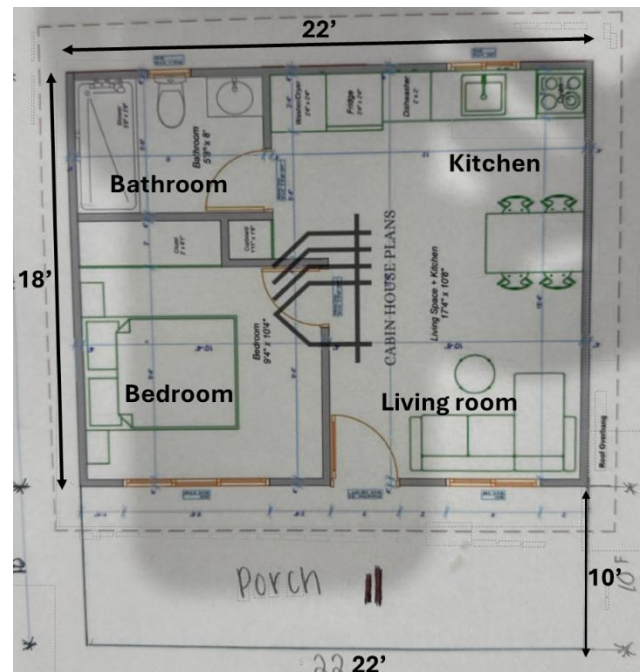


Figure 3



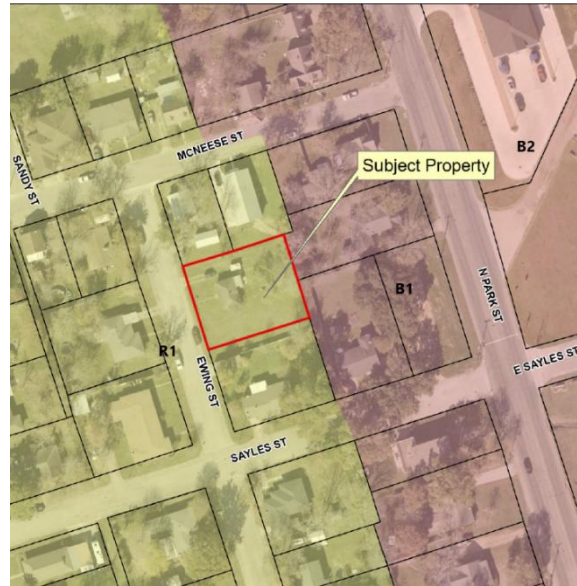
ANALYSIS OF CITY OF BRENHAM ZONING POLICIES:

The purpose of zoning policies is to provide guidelines for considering future amendments to the zoning ordinance (Part 1, Section 4 of Appendix A – “Zoning” of the Brenham Code of Ordinances). They are as follows:

- (1) The city's zoning should recognize and seek to preserve the small-town attributes that make Brenham a special place for its citizens to live, work and play.

The subject property is a 14,331 square foot, 0.33-acre lot that is located midblock, south of McNeese Street and north of Sayles Street. As shown in Figure 1, the subject property, and adjacent and neighboring properties to the north, south, and west are located within an R-1, Single-Family Residential District. The subject property and surrounding residential properties to the north, south and west are developed as single-family homes that were predominately built in the 1940-1950s. The adjacent properties to the east are located within a B-1, Local Business, Residential Mixed Use District along the N. Park Street corridor. The properties to the east are developed with a mix of single-family homes, duplexes, multifamily and commercial uses.

Figure 1



The applicant is requesting a SUP to allow the construction of a 18' x 22' (396 square feet), one-story ADU near the south property line of the subject lot. The allowance and standards for ADUs were adopted within in the Zoning Regulations with Ordinance No. O-19-012 that was approved on March 7, 2019. The adopted regulations allow any homeowner living in the R-1 District to build an ADU with prior approval of a Specific Use Permit and a building permit. Any homeowner or business owner located in an R-2 or B-1 zoning district may build an ADU with a building permit. Section 10.02(4) of the Zoning Regulations lists additional development standards that pertain to ADUs:

- a) Should the primary use be a single-family dwelling, the property owner's primary residence shall be the single-family dwelling or ADU.

The property owner plans to continue to reside in the principal home and proposes to utilize the ADU as a guest house for family and friends.

- b) An ADU must be designed and constructed in keeping with the general architecture and building material of the principal structure.

The proposed addition will be in the same general architecture style and building material of the principal structure.

- c) An attached ADU shall be subject to the regulations affecting the principal structure. A detached ADU shall have side yards of not less than the required side yard for the principal structure and rear yards of not less than ten (10) feet.

The proposed ADU meets the rear and side yard setback requirements with a rear yard setback of 57-feet, a north side yard setback of approximately 77-feet and a south side yard setback of approximately 15-feet 4-inches.

- d) One (1) on-site parking space, located to the side or rear of the primary structure, shall be provided for the ADU in addition to the required parking for the principal structure.

The proposed site plan (Figure 2 and Exhibit "D") shows a 10'x40' driveway to be constructed on the south side of the subject property for the use of the ADU. The subject property meets the minimum 80-foot lot width for an additional driveway and the proposed driveway will meet the requirement for a dedicated parking space for the ADU. The subject property, however, is currently nonconforming in terms of off-street parking for the principal structure. Single-family homes are required to provide two off-street parking spaces, and the existing property does not have any impervious parking. With a condition that both driveways are to be constructed with impervious material, the off-street parking will meet the two (2) required parking spaces for the principal home and one (1) dedicated parking space for the ADU.

- e) The maximum habitable area of an ADU is limited to either one-half (1/2) of the habitable area of the principal structure, or one thousand (1,000) square feet, whichever is smaller.

The principal structure is 845 square feet in area and the proposed ADU is 396 square feet, less than ½ of the habitable area of the principal structure.

- f) ADUs shall not be HUD-code manufactured home or mobile home.

The proposed ADU will not be a HUD-code manufactured home or mobile home.

The SUP process allows staff to identify additional land uses, which may be appropriate in special circumstances. The proposed structure is to be utilized as guest accommodation for the property owner. As described before, the subject property is a large 0.33-acre lot, and the site plan provided indicates that the proposed ADU structure will exceed all required setbacks. The proposed development complies with the development standards for accessory dwelling units, and the SUP request promotes the initiatives of the housing task force.

- (2) The city's zoning should be guided by the future land use plan and other applicable guidelines found in the Comprehensive Plan.

The future land use map portion of the Historic Past, Bold Future 2040 Comprehensive Plan suggests the subject property and the area to the west of N. Park Street are envisioned as Single-Family Uses, with the properties to the east of N. Park being envisioned as commercial uses (Exhibit "C"). The subject property and the surrounding properties to the west of N. Park Street are developed as a variety of uses to include single-family homes, duplexes, and neighborhood commercial, whereas the uses to the west of N. Park Street are developed as commercial uses such as IQ car wash, and institutional uses such Adult and Teen Challenge Center and the BISD Hasskarl Tennis Courts. The requested SUP would not deter from the uses envisioned. Staff finds that the proposed request aligns with the goals and land use policies established in the Comprehensive Plan.

- (3) The city's zoning should be designed to facilitate the more efficient use of existing and future city services and utility systems in accordance with the Comprehensive Plan.

The subject property has existing utilities available along Ewing Street, as well as a sewer line within an adjacent alley to the east. ADUs are an opportunity to increase density in a compatible manner within a residential area as they do not require additional infrastructure to be built to accommodate the new dwelling unit.

- (4) The city's zoning should be organized and as straight forward as possible to minimize use problems and enforcement problems.

The proposed SUP, if approved, will be reflected on the City of Brenham zoning map available for citizen viewing on the City of Brenham homepage.

- (5) The city's zoning process should be fair and equitable, giving all citizens adequate information and the opportunity to be heard prior to adoption of zoning amendments.

Property owners within 200 feet of the project site were mailed notifications of this request on June 12, 2025 and the Notice of Public Hearing was published in the Brenham Banner on June 12, 2025. As of June 18, 2025, Staff have received no written citizen comment forms regarding the proposed ADU. Any public comments submitted to staff will be provided in the Planning & Zoning Commission and City Council packets or during the public hearing.

- (6) The city's zoning should ensure that adequate open space is preserved as residential and commercial development and redevelopment occur.

If approved, the property will be required to adhere to the regulations of the R-1 District to include, the accessory dwelling unit development standards, minimum building setbacks and maximum impervious coverage requirements. The applicant has submitted a site plan (Exhibit D) which depicts the proposed location of the ADU and access. The subject property has a lot size of 14,331 square feet and is comparable in area to many of the lots on Ewing Street and within the surrounding neighborhood. The existing 845 square foot principal home and proposed 396 square foot ADU are of modest size. The maximum impervious lot coverage allowed in an R-1 District is 55 percent. As discussed previously, both the principal home and the ADU meet or exceed all R-1 setback requirements. Staff finds that the site development requirements will ensure that adequate open space is preserved on the subject property.

- (7) The city's zoning should ensure Brenham's attractiveness for the future location of business and housing by preserving an attractive and safe community environment in order to enhance the quality of life for all residents.

Staff finds that the requested land use is appropriate in this location given the existing development in the vicinity and conformance with the City's adopted Comprehensive Plan and Future Land Use Plan.

- (8) The city's zoning ordinance should preserve neighborhood culture by retaining and promoting land uses consistent with the community's plan for the development and/or redevelopment of its neighborhoods.

The subject property and all surrounding properties to the north, south, and west are located within an R-1 District, with adjacent property to the east being within a B-1 District. The Future Land Use Map, as part of the Comprehensive Plan adopted in September 2019, envisions the subject property and the adjacent properties as single-family use, with properties to the east of N. Park Street envisioned as commercial uses. As such, the area has a variety of uses within the nearby zoning districts. The subject property and the adjacent properties to the north, south, and west are currently developed as single-family uses, while adjacent to the east there are a mix of single-family, two-family, institutional, and commercial uses along N. Park Street.

The surrounding single-family properties in the area consist predominately of homes built in the early 1940s and 1950s before Zoning and Subdivision Regulations were adopted in the City of Brenham in 1968. Many of the neighboring properties have either a garage or other accessory structure within the rear yard. While no other ADUs are currently within the immediate area, Staff finds that the proposed ADU is consistent with the land use policies established in the Comprehensive Plan and the existing neighborhood culture.

- (9) The city's zoning should protect existing and future residential neighborhoods from encroachment by incompatible uses.

Staff finds that approval of the proposed SUP to allow for further development of the property with an ADU will promote the orderly development of the community. This request, to allow a proposed 18' x 22' (396 square foot) detached accessory structure to be located on the south portion of the 0.33-acre lot, will not adversely affect health, safety, morals, or general welfare of properties in the general vicinity or the community in general.

- (10) The city's zoning should assist in stabilizing property values by limiting or prohibiting the development of incompatible land uses or uses of land or structures which negatively impact adjoining properties.

The proposed development will not have an adverse effect on the surrounding area and will be compatible with the anticipated uses surrounding this property. The applicant proposes utilizing the ADU as accommodation for both visiting guests and family members. The proposed structure meets the development standards set forth in the zoning ordinance and is proposed to be in character with both the principal structure and nearby residential properties. The applicant would be required to provide both the driveway shown on the site plan for the proposed ADU and to construct an additional driveway/parking area to meet the two off-street parking space requirements for the principal dwelling unit as well. If the SUP is approved, the applicant would be required to submit a building permit for the ADU showing that it meets all applicable building and fire code requirements.

- (11) The city's zoning should make adequate provisions for a range of commercial uses in existing and future locations that are best suited to serve neighborhood, community, and regional markets.

If approved, the proposed specific use permit will allow the construction of a 396 square foot ADU to be situated near the south property line to provide accommodation for both family members and guests. The nearest commercial district is to the east along N. Park Street, which is a B-1, Local Business Mixed Residential Use District corridor. While mostly developed, vacant commercial property is in the vicinity along N. Park Street. Staff finds that the proposed SUP, if approved, will not negatively affect vacant land classified for commercial uses.

- (12) The city's zoning should give reasonable accommodation to legally existing incompatible uses, but it should be fashioned in such a way that over time, problem areas will experience orderly change through redevelopment that gradually replaces the nonconforming uses.

The property is currently developed as a single-family home within an R-1, Single-Family Residential District. The existing principal structure was likely built in the 1940s or 1950s like many homes of the Washington Terrace neighborhood, before the Subdivision and Zoning Regulations were adopted in 1968. The property owner states that they recently bought their home and did not know that the existing grass-over driveway was nonconforming. By improving the existing driveway to

accommodate the required two off-street parking spaces for the principal residence, as well as constructing the proposed driveway for the ADU parking space, the subject property will come into compliance with the zoning regulations. With the improvement of the existing property, the applicant's request will allow the subject property to develop in a compatible, legally conforming manner.

(13)The city's zoning should provide for orderly growth and development throughout the city.

Staff finds approval of the proposed SUP will allow for orderly growth and development in the general vicinity and throughout the city.

STAFF RECOMMENDATION:

Staff recommends ***approval*** of a Specific Use Permit to allow a detached accessory dwelling unit to be located within a R-1 Mixed Residential Use Zoning District for the subject 0.33-acre tract of land that is located at 1306 Ewing Street and legally described as Washington Terrace, Block 16, Lot PT 3, All 5 & 7, with the following condition:

1. Provide required two (2) off-street parking spaces for the principal dwelling unit per zoning regulations Section 16.01(1).

EXHIBITS:

- A. Aerial Map
- B. Zoning Map
- C. Future Land Use Map
- D. Property Survey
- E. Site Plan
- F. Floor Plan
- G. Site photos

EXHIBIT "A"
AERIAL MAP



Location Map
Specific Use Permit for ADU
1306 Ewing Street

City Parcels
City Roads

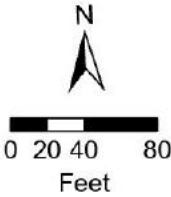
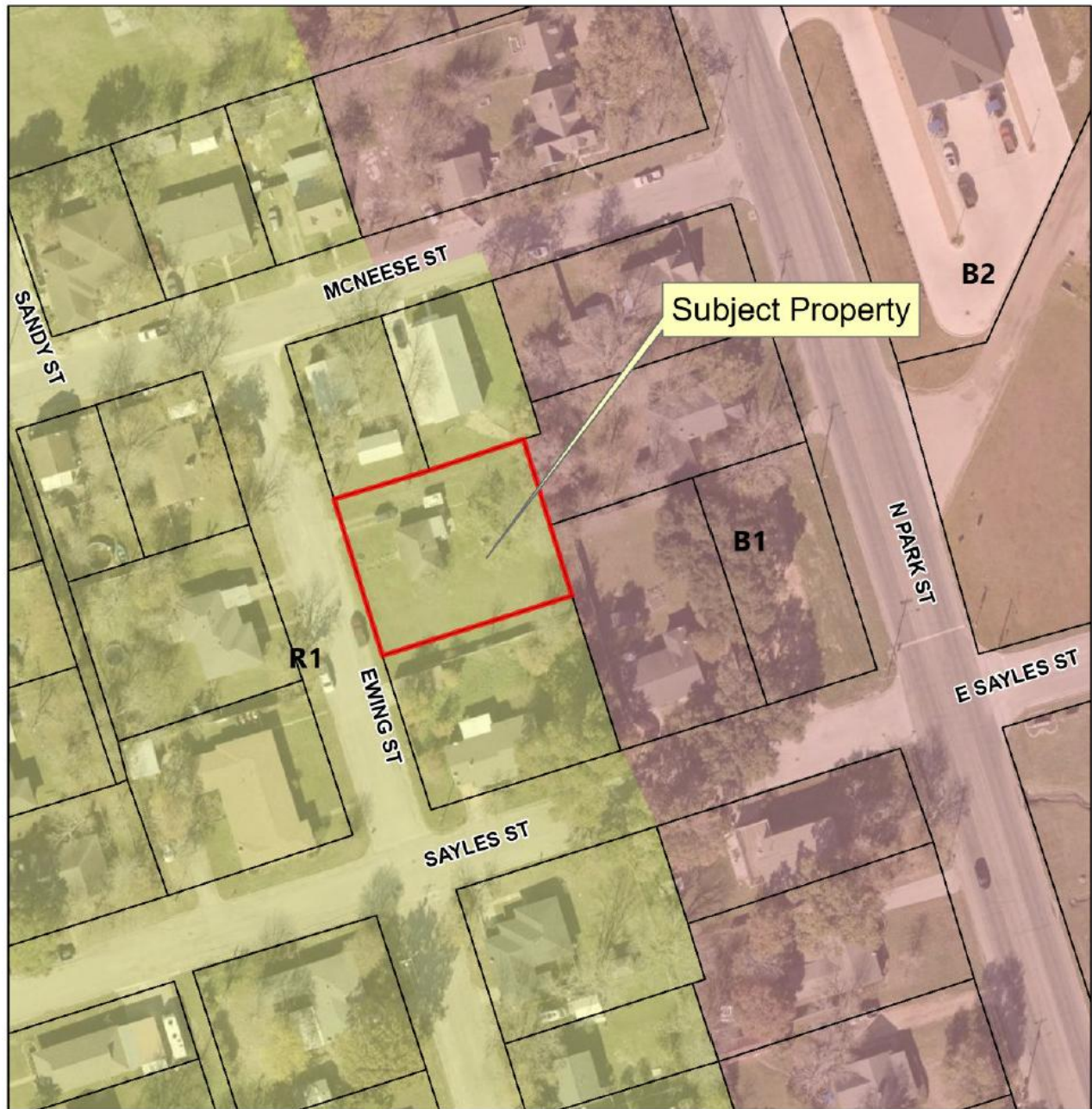


EXHIBIT "B"
ZONING MAP



Legend

-  City Parcels
-  B1 Local Business Mixed
-  B2 Commercial Research and Technology
-  R1 Residential Single Family
-  City Roads

**Zoning Map
Specific Use Permit for ADU
1306 Ewing Street**

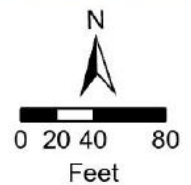
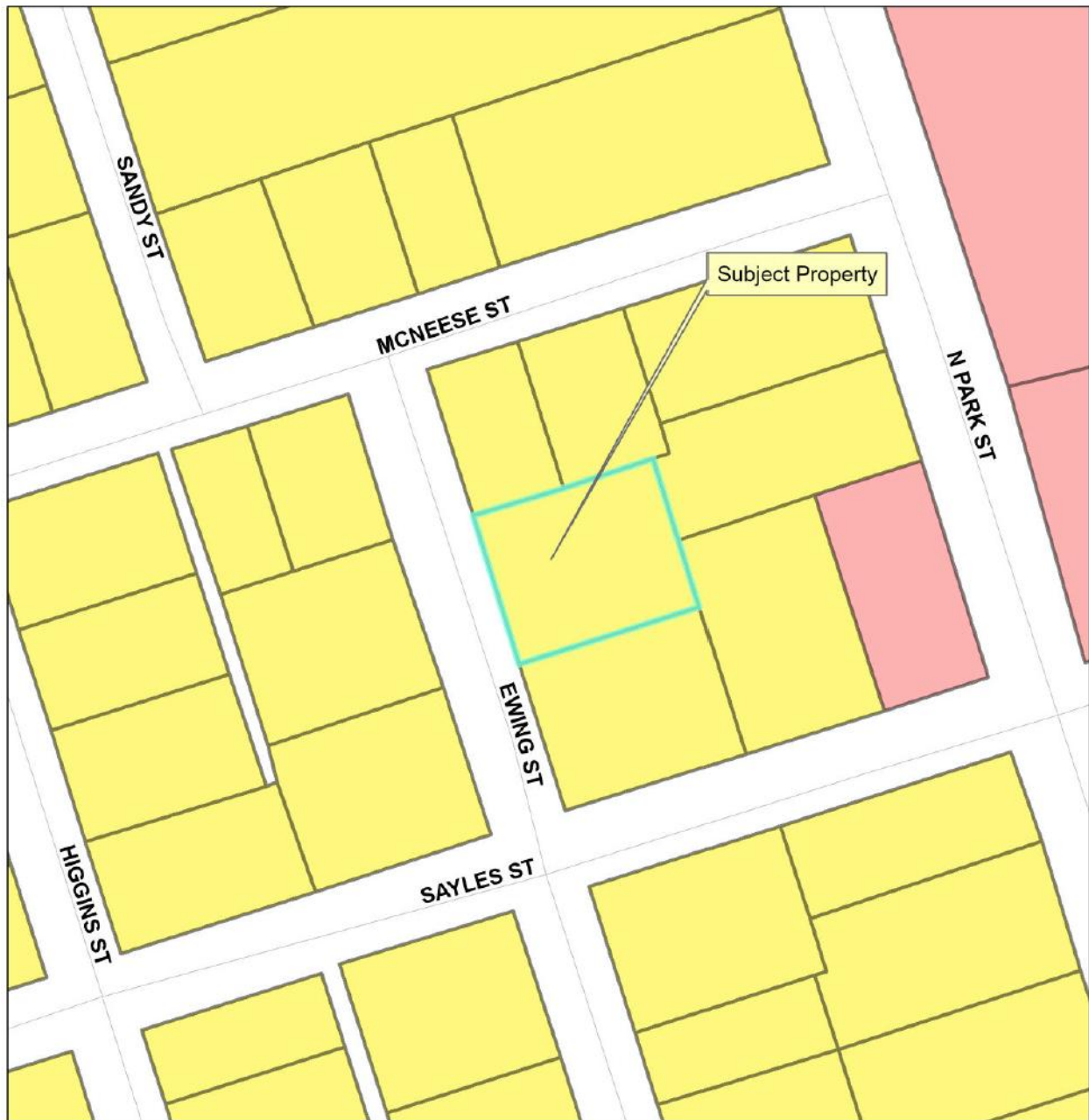


EXHIBIT "C"
FUTURE LAND USE MAP



Legend

Future Land Use
Plan

FLU_FINAL

- Single Family
Residential
- Commercial

**Future Land Use Map
Specific Use Permit - ADU
1306 Ewing Street**



BLOCK NO. 16,
WASHINGTON TERRACE ADDITION,
CITY OF BRENHAM
PLAT CABINET
FILE NO. 2A, PRWCT



11

EXHIBIT "E"
PROPOSED SITE PLAN

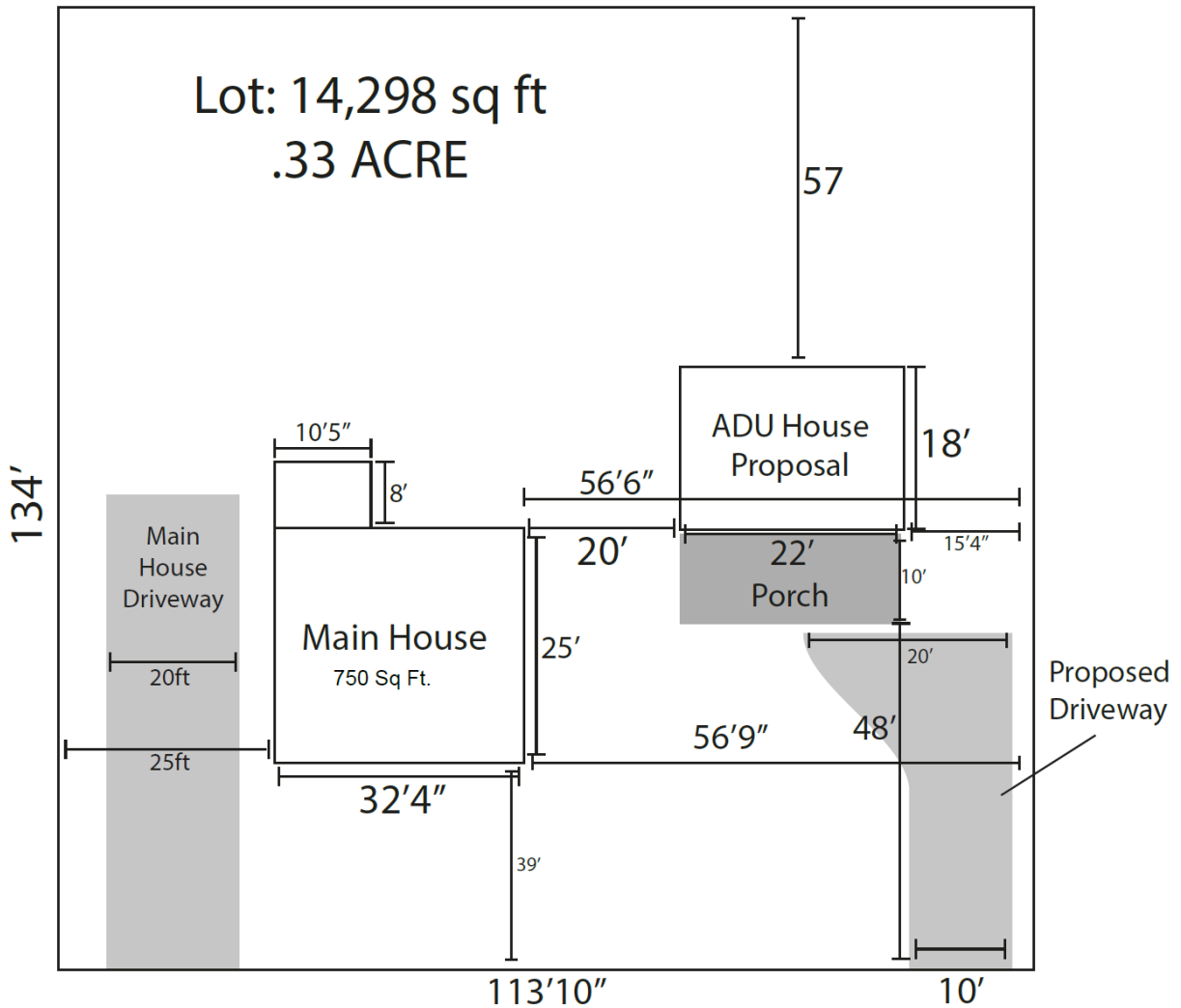


EXHIBIT "F"
FLOOR PLAN

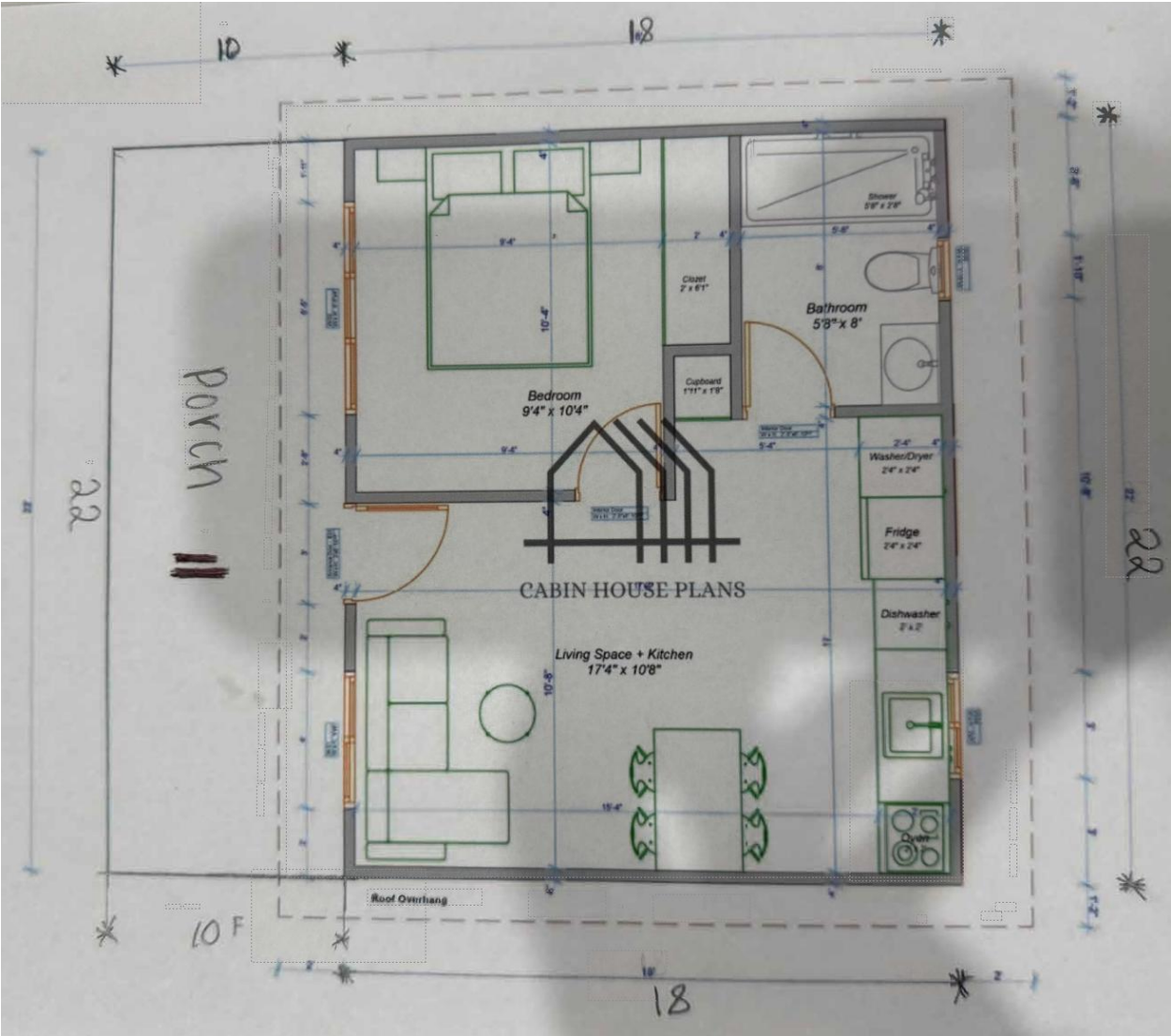


EXHIBIT "G"
SITE PHOTOS



1306 Ewing Street



South side yard – Proposed location of Accessory Dwelling Unit and new driveway



North side yard – existing unimproved driveway



Adjacent property to the north – several accessory structures



Looking north on Ewing Street.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF BRENHAM GRANTING A SPECIFIC USE PERMIT TO ALLOW AN ACCESSORY DWELLING UNIT (ADU) USE IN AN R-1 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT ON APPROXIMATELY 0.33 ACRES OF LAND ADDRESSED AS 1306 EWING STREET, BEING FURTHER DESCRIBED AS WASHINGTON TERRACE SUBDIVISION, BLOCK 16, LOT PART 3, LOT 5 & 7, IN BRENHAM, WASHINGTON COUNTY, TEXAS.

WHEREAS, Lizeth Andrade and Jorge Mendez Vite, the property owners of the 0.33 acres of land generally located on the east side of Ewing Street, north of Sayles Street and south of McNeese Street and addressed as 1306 Ewing Street, being further described as Washington Terrace Subdivision Block 16, Lot PT 3, All 5 & 7, in Brenham, Washington County, Texas (the “Property”), have requested that the Property be issued a Specific Use Permit for an Accessory Dwelling Unit; and

WHEREAS, the City of Brenham has adopted Appendix A – “Zoning” of the City of Brenham Code of Ordinances, as amended, which divides the City of Brenham into various zoning districts; and

WHEREAS, Appendix A – “Zoning” of the City of Brenham Code of Ordinances authorizes the City Council to grant specific use permits for specific uses within the various zoning districts; and

WHEREAS, at least ten (10) days after publication in the official newspaper of the City of the time and place of a public hearing and at least ten (10) days after written notice of that hearing was mailed to the owners of land within two hundred feet of the Property in the manner required by law, the Planning & Zoning Commission held a public hearing on the requested Specific Use Permit; and

WHEREAS, this amendment was recommended unanimously for approval by the Brenham Planning and Zoning Commission during its regular meeting on June 23, 2025; and

WHEREAS, the City Council desires to approve this Ordinance granting the specific use permit, as described herein below; and

WHEREAS, at least fifteen (15) days after publication in the official newspaper of the City of the time and place of a public hearing for the requested rezoning, the City Council held the public hearing for the requested Specific Use Permit and the City Council considered the final report of the Planning & Zoning Commission;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, THAT:

SECTION 1. The Official Zoning Map of the City of Brenham is hereby amended to grant a Specific Use Permit to Lizeth Andrade and Jorge Mendez Vite for an accessory dwelling unit (ADU), more particularly described in Exhibit “B”, in an R-1 Single-Family Residential use zoning district on approximately 0.33 acres of land addressed as 1306 Ewing Street, being further described as Washington Terrace Subdivision, Block 16, Lot PT 3, All 5 & 7, in Brenham, Washington County, Texas, said 0.33 acres of land being shown on Exhibit “A” attached hereto and incorporated herein for all purposes.

SECTION 2. The development of the ADU shall be in accordance with the following special condition on the subject 0.33-acre tract: 1) Provide required two (2) off-street parking spaces for the principal dwelling per zoning regulations Section 16.01(1).

SECTION 3. Upon holding a properly notified public hearing, the City Council may amend, change, or rescind the Specific Use Permit granted by this Ordinance if:

- a. There is a violation and conviction of any of the provisions of this Ordinance, or any ordinance of the City of Brenham, that occurs on the Property;
- b. The premises, or Property, used pursuant to the Specific Use Permit granted by this Ordinance are enlarged, modified, structurally altered, or otherwise significantly changed unless a separate Specific Use Permit is granted for such enlargement, modification, structural alteration, or change;
- c. As otherwise permitted by law and/or Brenham’s Zoning Ordinance, as it exists or may be amended.

SECTION 4. This Ordinance shall take effect as provided by the Charter of the City of Brenham, Texas.

PASSED and APPROVED on its first reading this the ____ day of July 2025.

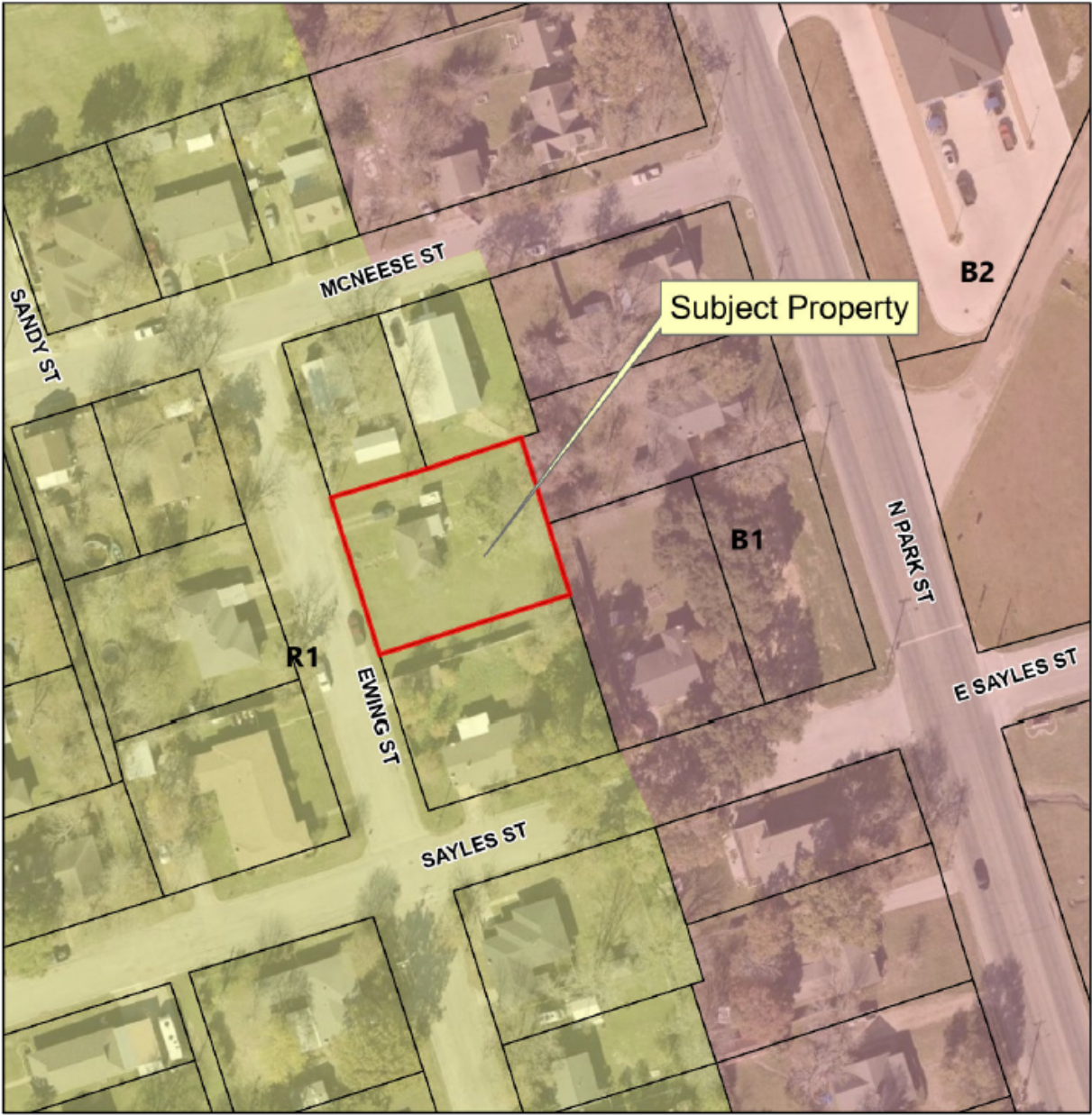
PASSED and APPROVED on its second reading this the ____ day of July 2025.

Atwood C. Kenjura
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

EXHIBIT "A"



Legend

- City Parcels
- B1 Local Business Mixed
- B2 Commercial
- Research and Technology
- R1 Residential Single Family
- City Roads

**Zoning Map
Specific Use Permit for ADU
1306 Ewing Street**

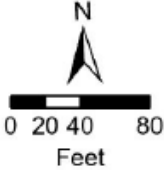
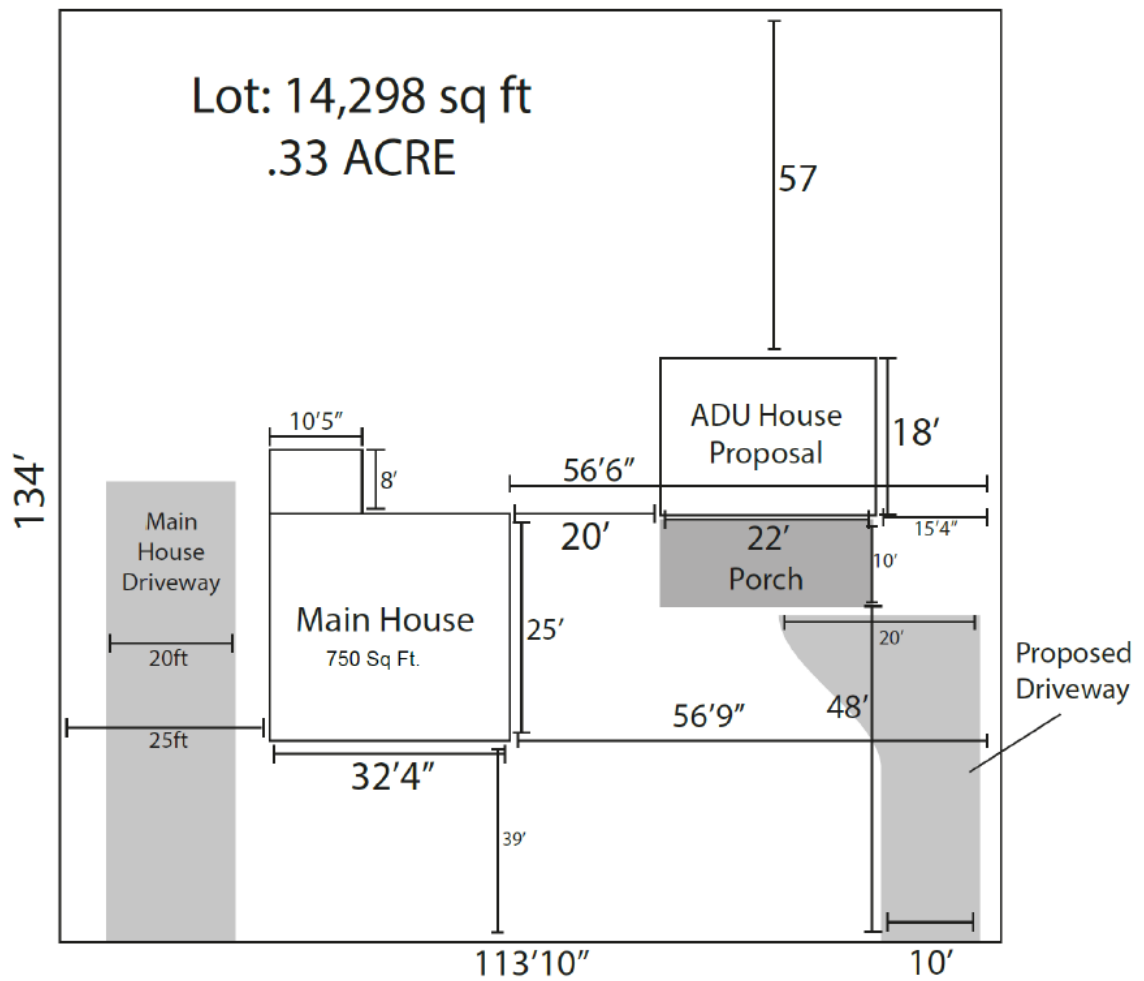


EXHIBIT "B"
Site Plan





City Council Regular Meeting **AGENDA ITEM 7**

Agenda Item: **Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Korbin Scott for the Property Located at 1604 Eldon Street, to Allow an Accessory Dwelling Unit (ADU) Use in an R-1 Single-Family Residential Zoning District on Approximately 0.24 Acres of Land Addressed as 1604 Eldon Street, Being Further Described as Meadow Park Sec II, Lot 23, in Brenham, Washington County, Texas (Case Number SPCUSE-25-0006)**

Meeting Date: July 3, 2025

Department: Development Services

Staff Contact: Shauna Laauwe, City Planner

SUMMARY STATEMENT:

Korbin Scott, the property owner and applicant, is requesting approval of a Specific Use Permit to construct a 18'x30', 1-story (540 sq.ft.), detached accessory dwelling unit (ADU). The proposed detached ADU is intended to be utilized as a home for his father. (See Attached Staff Report Exhibit G). In addition to meeting the building codes and the requirements for structures and uses within the R-1 District, Section 10.02(4) of the Zoning Regulations lists six additional development standards for ADUs. As described in the attached Staff Report, the proposed ADU met or exceeded each of the additional development standards, except that the proposed site does not provide a designated off-street parking space for the ADU as required. The subject property meets the criteria for an additional driveway and there is space to widen the existing driveway. Thus, a condition to provide the required off-street parking space for the ADU is recommended.

The purpose of the SUP process is to identify those uses which might be appropriate within a zoning district but, due to either their location, function, or operation, could have a potentially harmful impact on adjacent properties or the surrounding area; and to provide for a procedure whereby such uses might be permitted by further restricting or conditioning them to mitigate or eliminate such adverse impacts. Staff finds that no adverse impacts to adjacent properties or surrounding area is anticipated due to the proposed compatible residential use, site plan, and compliance of the additional development standards.

On Monday, June 23, 2025, after conducting a Public Hearing, the Planning and Zoning Commission **voted unanimously to recommend approval** of the SUP request as presented in the Staff Report, with the following condition:

1. A dedicated off-street parking space of concrete or asphalt shall be provided for the Accessory Dwelling Unit.

ATTACHMENTS:

1. Staff Report - Case No. SPCUSE-25-0006 Scott ADU
2. Ordinance on its first reading - 1604 Eldon St

RECOMMENDATION:

Approve an Ordinance on its first reading amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham granting a Specific Use Permit to Korbin Scott for the property located at 1604 Eldon Street, to allow an Accessory Dwelling Unit (ADU) use in an R-1 Single-Family Residential Zoning District on approximately 0.24 acres of land addressed as 1604 Eldon Street, being further described as Meadow Park Sec II, Lot 23, in Brenham, Washington County, Texas (Case Number SPCUSE-25-0006).



CASE NUMBER SPCUSE-25-0006
1604 ELDON STREET
SPECIFIC USE PERMIT REQUEST – ACCESSORY DWELLING UNIT

STAFF CONTACT:	Shauna Laauwe AICP, City Planner
APPLICANT/OWNER:	Korbin Scott
ADDRESS/LOCATION:	1604 Eldon Street
LEGAL DESCRIPTION:	Meadow Park Sec II, Lot 23
LOT AREA:	10,585 square feet, approximately 0.24-acres
ZONING DISTRICT/USE:	R-1 Single-Family Residential District (Exhibit B)
FUTURE LAND USE:	Single-Family Residential District (Exhibit C)
REQUEST:	A request for a Specific Use Permit to allow a proposed Accessory Dwelling Unit (ADU) in a R-1 Single-Family Residential Zoning District (Exhibit B).

BACKGROUND:

The subject property is a 10,585 square foot (0.24-acre) lot that is addressed as 1604 Eldon Street and generally located at the north side of Eldon Street, west of Edward Street and east of N. Drumm Street. The subject property is owned by Korbin Scott and is an irregular rectangular shaped lot that varies in width from approximately 80 feet along the south property line at Eldon Street to 88.7 feet at the north property line, while the lot is approximately 133 feet in depth on the east property line and 134 feet along the west property line. The subject property is developed with a 1,110 square foot single-family dwelling (living area only) and associated garage, porch and patio areas in the amount of 1,246 square feet that was constructed in 1978. As shown in Figure 1, the subject and adjacent properties are currently zoned R-1,

Figure 1

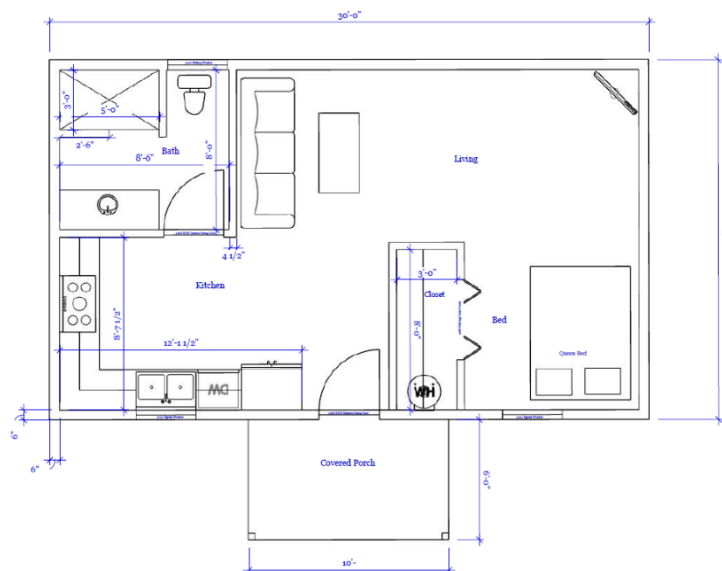
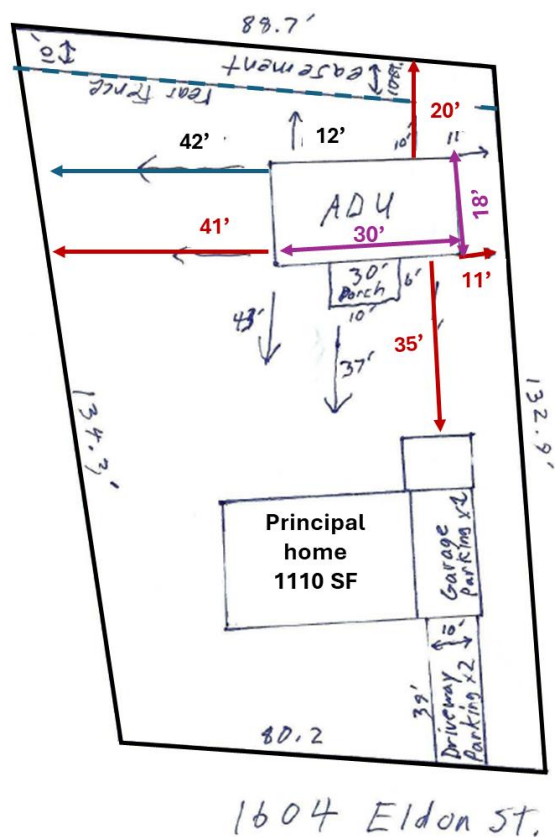


Single-Family Residential District and developed with single-family dwelling units. The existing principal

structure meets the current required front, rear, and side street setbacks for a single-family home. The applicant would like to build an accessory dwelling unit (ADU) on his property for his father to live in.

The applicant proposes to construct an 18-foot by 30-foot (540 SF) ADU structure on the rear northeast side of the subject property. As shown in Figure 2, the proposed ADU will be 35-feet from the principal structure, 20-feet from the rear property line to the north, 41-feet from the west side property line, and 11-feet from the east side property line. The applicant states that the exterior building material will consist of hardy siding and a metal roof, materials that he intends to utilize on the principal home in the future for their durability and long-term benefits (See Exhibit F). The proposed floor plan, as shown in Figure 3, would comprise of a combined bedroom/living room area, a kitchen and a bathroom. The subject property currently has three existing off-street parking spaces to include one space in the one-car garage and two in the driveway.

The R-1 District allows accessory dwelling units (ADUs) with prior approval of a Specific Use Permit (SUP). Thus, the applicant and property owner are seeking a SUP for construction of a 540 square foot accessory dwelling unit on a 0.24-acre tract of land in a R-1, Single-Family Residential Use District.



ANALYSIS OF CITY OF BRENHAM ZONING POLICIES:

The purpose of zoning policies is to provide guidelines for considering future amendments to the zoning ordinance (Part 1, Section 4 of Appendix A – “Zoning” of the Brenham Code of Ordinances). They are as follows:

- (1) The city's zoning should recognize and seek to preserve the small-town attributes that make Brenham a special place for its citizens to live, work and play.

The subject property is a 10,585 square foot lot that is located on the north side of Eldon Street and mid-block between N. Drumm Street to the west and Edward Street to the east. As shown in Figure 1, the subject property, and all adjacent and neighboring properties are located within an R-1, Single-Family Residential District. The subject property and adjacent properties to the north and south are developed as single-family homes within the Meadow Park Subdivision that were predominately built in the 1970s-1980s.

The applicant is requesting a SUP to allow for the construction of an 18' x 30' (540 square feet), one-story detached accessory structure near the northeast property line of the subject lot. The allowance and standards for ADUs were adopted within in the Zoning Regulations with Ordinance No. O-19-012 that was approved on March 7, 2019. The adopted regulations allow any homeowner living in the R-1 District to build an ADU with prior approval of a Specific Use Permit and a building permit. Any homeowner or business owner located in an R-2 or B-1 zoning district may build an ADU with a building permit. Section 10.02(4) of the Zoning Regulations lists additional development standards that pertain to ADUs:

- a) Should the primary use be a single-family dwelling, the property owner's primary residence shall be the single-family dwelling or ADU.

The property owner plans to continue to reside in the principal home and proposes to utilize the ADU as home for his father.

- b) An ADU must be designed and constructed in keeping with the general architecture and building material of the principal structure.

The proposed addition will be in the same general architecture style and building material of the principal structure.

- c) An attached ADU shall be subject to the regulations affecting the principal structure. A detached ADU shall have side yards of not less than the required side yard for the principal structure and rear yards of not less than ten (10) feet.

The proposed ADU exceeds the rear and side yard setback requirements with a rear yard setback of 20-feet, a west side yard setback of 41-feet and an east side yard setback of 11-feet.

- d) One (1) on-site parking space, located to the side or rear of the primary structure, shall be provided for the ADU in addition to the required parking for the principal structure.

The subject property is required to have two (2) parking spaces for the principal home and one (1) dedicated parking space for the ADU. The subject site has a one-car garage and a 10-foot x 39-foot driveway that combined, accommodates 3 vehicles. However, there is not

a parking space to the rear or side of the primary structure dedicated to the ADU. The applicant may construct a second driveway or circular drive, as the subject property has a lot width of 80-feet, that meets the minimum width to have a second driveway access. Another option is to widen the existing driveway to allow for a parking space that would not be potentially blocked.

- e) The maximum habitable area of an ADU is limited to either one-half (1/2) of the habitable area of the principal structure, or one thousand (1,000) square feet, whichever is smaller.

The principal structure is 1,110 square feet in area and the proposed ADU is 540 square feet, less than ½ of the habitable area of the principal structure.

- f) ADUs shall not be HUD-code manufactured home or mobile home.

The proposed ADU will not be a HUD-code manufactured home or mobile home.

The SUP process allows staff to identify additional land uses, which may be appropriate in special circumstances. The proposed structure is to be utilized for the property owner's family member. The site plan provided by the applicant indicates that the structure will have ample setbacks, with proposed setbacks of approximately 60 feet from Eldon Street, 20 feet from the rear property line to the north, an 11-foot side yard setback to the east property line, and a 41-foot setback from the west side property line. While the site plan does not currently show a dedicated off-street parking space, the site does currently have three off-street parking spaces and width to widen the existing driveway. The proposed development complies with the development standards for accessory dwelling units and the SUP request promotes the initiatives of the housing task force.

- (2) The city's zoning should be guided by the future land use plan and other applicable guidelines found in the Comprehensive Plan.

The future land use map portion of the Historic Past, Bold Future 2040 Comprehensive Plan suggests the subject property and the area to the north and south of Eldon Street is envisioned as single-family use (Exhibit "C"). Properties further south, along W. Main Street are envisioned as Corridor Mixed-Use, while properties to the west, along N. Dixie Street, are envisioned as commercial. The subject property and the surrounding properties are developed as single-family homes with the area transitioning to mixed commercial and residential uses to the south along W. Main Street. The requested SUP would not deter from the envisioned use. Staff finds that the proposed request aligns with the goals and land use policies established in the Comprehensive Plan.

- (3) The city's zoning should be designed to facilitate the more efficient use of existing and future city services and utility systems in accordance with the Comprehensive Plan.

The subject property has existing utilities available along Eldon Street in addition to a sewer line that is also located within a 10-foot easement along the north property line. ADUs are an opportunity to increase density in a compatible manner within a residential area as they do not require additional infrastructure to be built to accommodate the new dwelling unit.

- (4) The city's zoning should be organized and as straight forward as possible to minimize use problems and enforcement problems.

The proposed SUP, if approved, will be reflected on the City of Brenham zoning map available for citizen viewing on the City of Brenham homepage.

- (5) The city's zoning process should be fair and equitable, giving all citizens adequate information and the opportunity to be heard prior to adoption of zoning amendments.

Property owners within 200 feet of the project site were mailed notifications of this request on June 12, 2025 and the Notice of Public Hearing was published in the Brenham Banner on June 12, 2025. As of June 18, 2025, Staff have received no written citizen comment forms regarding the proposed ADU. Any public comments submitted to staff will be provided in the Planning & Zoning Commission and City Council packets or during the public hearing.

- (6) The city's zoning should ensure that adequate open space is preserved as residential and commercial development and redevelopment occur.

If approved, the property will be required to adhere to the regulations of the R-1 District to include, the accessory dwelling unit development standards, minimum building setbacks and maximum impervious coverage requirements. The applicant has submitted a site plan (Exhibit D) which shows the proposed location of the ADU. As discussed previously, both the principal home and the ADU meet or exceed all R-1 setback requirements. The subject property has a lot size of 10,585 square feet and is comparable in area to the lots along Eldon Street and within the Meadow Park Subdivision. The existing principal structure is 1,110 square feet and the proposed ADU is 540 square foot ADU, for a total living space of 1,650 square feet on the subject property. While not including the driveways and covered porches, the impervious cover of the subject property is less than the maximum lot coverage of 55 percent allowed within the R-1 District. Staff finds that the site development requirements will ensure that adequate open space is preserved on the subject property.

- (7) The city's zoning should ensure Brenham's attractiveness for the future location of business and housing by preserving an attractive and safe community environment in order to enhance the quality of life for all residents.

Staff finds that the requested land use is appropriate in this location given the existing development in the vicinity and conformance with the City's adopted Comprehensive Plan and Future Land Use Plan.

- (8) The city's zoning ordinance should preserve neighborhood culture by retaining and promoting land uses consistent with the community's plan for the development and/or redevelopment of its neighborhoods.

The subject property and all surrounding properties are located within an R-1 District. The Future Land Use Map, as part of the Comprehensive Plan adopted in September 2019, envisions the subject property as single-family residential. The subject property, adjacent properties, and surrounding area to the north are currently developed as single-family uses, while neighborhood commercial uses are to the south along W. Main Street.

The surrounding single-family properties in the area consist predominately of ranch style homes built in the 1970-1980s and have attached garages. While no other ADUs are currently within the immediate area, Staff finds that the proposed ADU is consistent with the land use policies established in the Comprehensive Plan and the existing neighborhood culture.

- (9) The city's zoning should protect existing and future residential neighborhoods from encroachment by incompatible uses.

Staff finds that approval of the proposed SUP to allow for further development of the property with an ADU will promote the orderly development of the community. This request, to allow a proposed 18' x 30' (540 square foot) detached accessory structure to be located on the north portion of the 10,585 square foot lot, will not adversely affect health, safety, morals, or general welfare of properties in the general vicinity or the community in general.

- (10) The city's zoning should assist in stabilizing property values by limiting or prohibiting the development of incompatible land uses or uses of land or structures which negatively impact adjoining properties.

Staff finds that the proposed development will not have an adverse effect on the surrounding area and will be compatible with anticipated uses surrounding this property. The applicant proposes utilizing the ADU as a home for his father. The proposed ADU will meet the architectural character of the existing home and the adjoining properties. The proposed structure meets the development standards set forth in the zoning ordinance and is proposed to be in character with both the principal structure and nearby residential properties. If approved, the applicant is required to submit a building permit for the ADU showing that it meets all applicable building and fire code requirements.

- (11) The city's zoning should make adequate provisions for a range of commercial uses in existing and future locations that are best suited to serve neighborhood, community, and regional markets.

If approved, the proposed SUP will allow for the construction of a one-bedroom, 540 square foot ADU that will be utilized as living quarters for the property owner's father. Commercial districts are located to the south along W. Main Street, and to the west along N. Dixie Road. While W. Main Street is mostly developed, vacant commercial property is available for future development. The nearby commercial zoned land along N. Dixie Road is predominately unusable State right-of-way. Staff finds that the proposed SUP, if approved, will not negatively affect vacant land classified for commercial uses.

- (12) The city's zoning should give reasonable accommodation to legally existing incompatible uses, but it should be fashioned in such a way that over time, problem areas will experience orderly change through redevelopment that gradually replaces the nonconforming uses.

The property is currently developed as a single-family home within an R-1, Single-Family Residential District. The existing principal structure was built in 1978 and according to documents provided, appears to be in conformance with all the of the zoning requirements in terms of lot size, setbacks and uses.

- (13) The city's zoning should provide for orderly growth and development throughout the city.

Staff finds that approval of the proposed SUP will allow for orderly growth and development in the general vicinity and throughout the city.

STAFF RECOMMENDATION:

Staff recommends ***approval*** of a Specific Use Permit to allow a detached accessory dwelling unit to be located within a R-1 Mixed Residential Use Zoning District for the subject 0.24-acre tract of land that is located at 1604 Eldon Street and legally described as Meadow Park Sec. II, Lot 23, with the following condition:

1. That a dedicated off-street parking space of concrete or asphalt be provided for the Accessory Dwelling Unit.

EXHIBITS:

- A. Aerial Map
- B. Zoning Map
- C. Future Land Use Map
- D. Applicant Cover Letter
- E. Site Plan
- F. Floor Plan
- G. Site photos

EXHIBIT "A"
AERIAL MAP



Location Map
Specific Use Permit for ADU
1604 Eldon Street

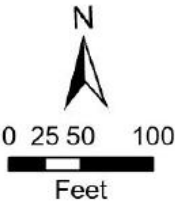


EXHIBIT "B"
ZONING MAP



Zoning Map
Specific Use Permit for ADU
1604 Eldon Street

Legend

- City Parcels
- B1 Local Business Mixed
- P1 Planned Development
- R1 Residential Single Family
- City Roads

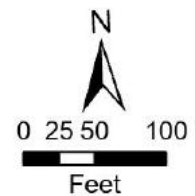
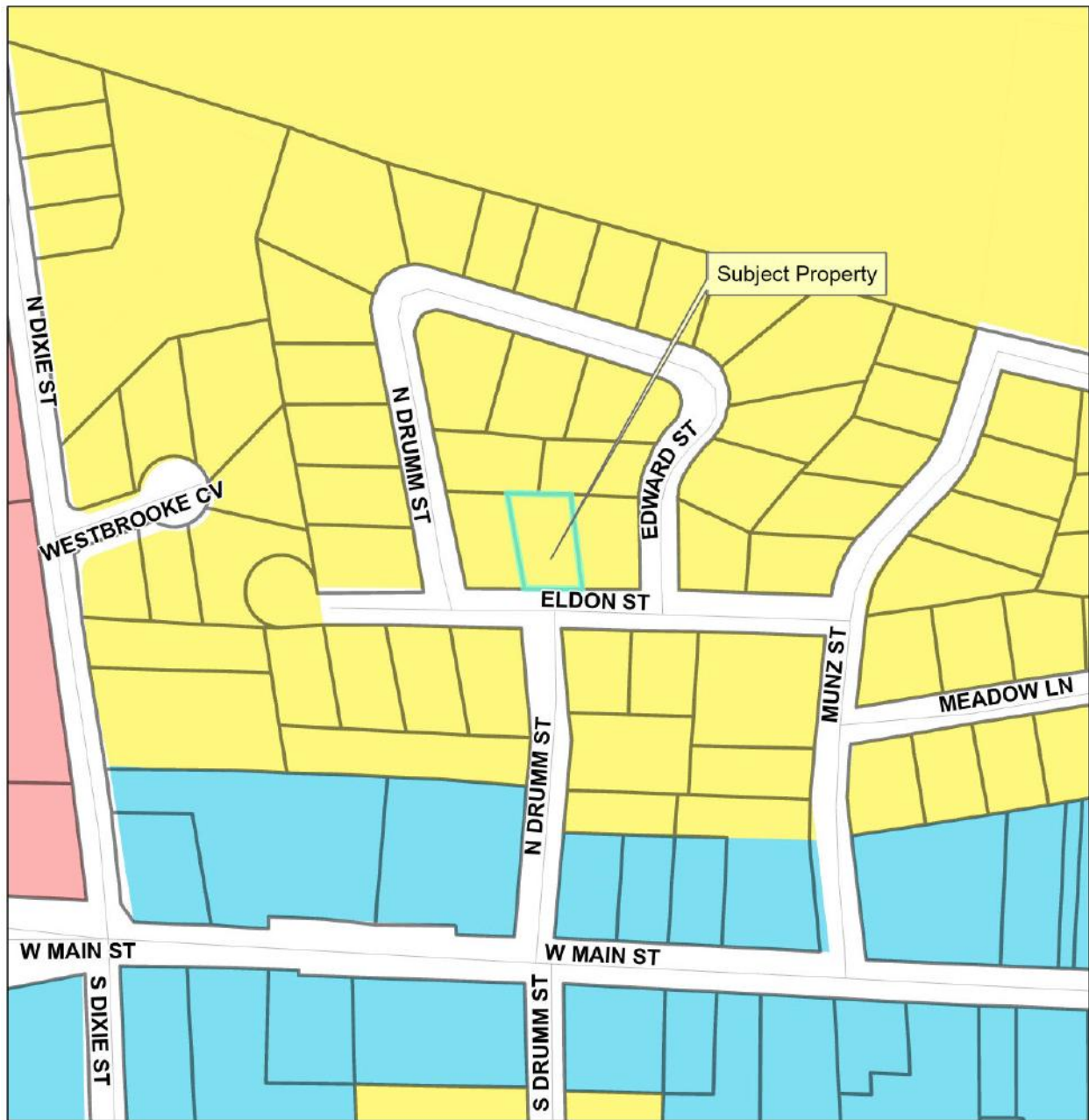


EXHIBIT "C"
FUTURE LAND USE MAP



Legend

- Future Land Use
Plan
FLU_FINAL
- Single Family
Residential
 - Corridor Mixed Use
 - Commercial

**Future Land Use Map
Specific Use Permit - ADU
1604 Eldon Street**



EXHIBIT "D"
COVER LETTER

Cover Letter to Brenham Planning and Zoning Commission

Korbin Scott, 1604 Eldon Street. Brenham, Texas, 77833

To the Members of the Brenham Planning and Zoning Commission,

Good afternoon, I hope you are all doing well. I'm writing to explain the reasoning behind my request to construct an Additional Dwelling Unit (ADU) on my property.

The proposed structure will be an 18'x30' single-story unit, located on the right side of my backyard. Despite the addition, there will still be plenty of yard space remaining due to the size of the lot. The exterior building material will consist of hardy siding and a metal roof, materials I also intend to use on the main home in the future for their durability and long-term benefits.

My property currently includes three parking spaces: one in the garage and two in the driveway, all easily accessible from the proposed ADU. The unit is intended as a single occupant dwelling for my father, and will include a kitchen, bathroom, and combined bedroom/living area. If any additional information or clarification is needed, I'm more than happy to provide it.

The reason behind my request is that my father had been living with my grandmother, assisting her with expenses, property upkeep, and companionship after the loss of her husband. Sadly, she passed earlier this year, and my father's siblings have decided to sell the home, leaving him in need of a new place to live.

As someone who has experienced the challenges of single-person housing firsthand, I understand how difficult it can be to secure affordable and stable housing. I was fortunate to rent from a family member before purchasing my own home. Now that I am in a position to help, I want to support my father as he has always supported me. Beyond the practical benefits, having him nearby would be a source of comfort as I navigate homeownership, and would bring both of us peace of mind knowing we have a stable, long-term living arrangement.

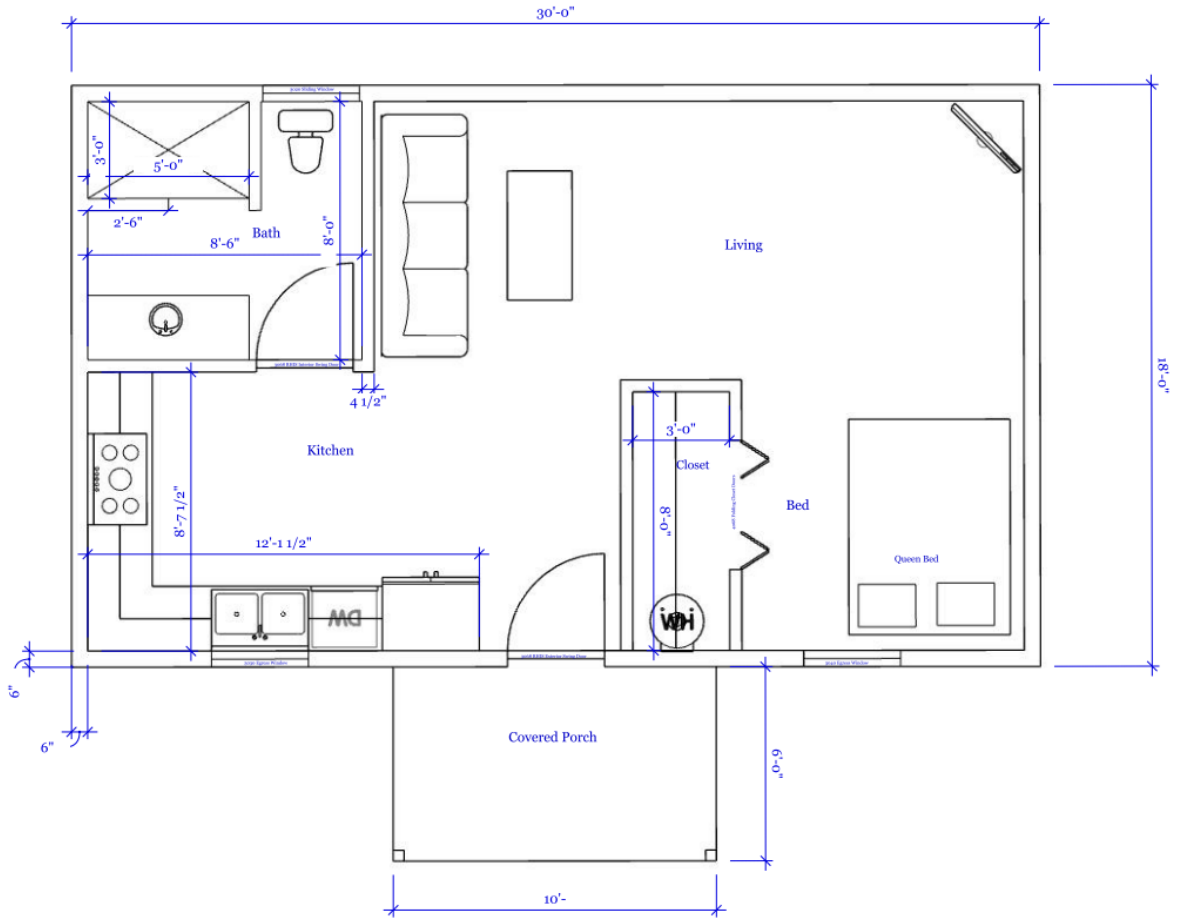
Thank you for taking the time to read my request. I truly appreciate your consideration, and I hope you all have a wonderful day.

Sincerely,
Korbin Scott

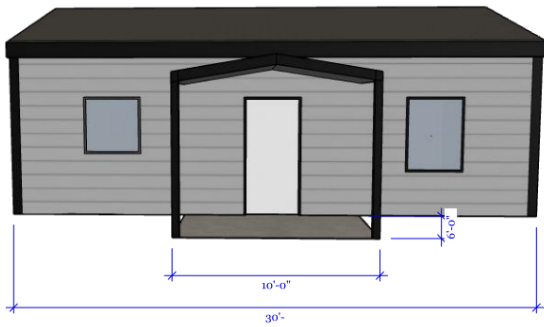
Hand-drawn site plan of a property. The overall dimensions are 89.7' (top) and 132.9' (right). The left boundary is 134.2' and the bottom boundary is 80.2'. The plan includes a main rectangular area labeled 'ADU' with dimensions 42' x 18'. To the left of the ADU is a 'Rear Fence' with a '42' easement' indicated. Below the ADU is a 'Porch' measuring 30' x 10'. To the right of the ADU is a 'Garage' measuring 30' x 10'. Below the garage is a 'Driveway' measuring 30' x 10'. The plan also shows various setbacks and dimensions: 12' and 10' setbacks from the top boundary, 11' setbacks from the right boundary, 41' and 43' setbacks from the left boundary, 37' and 35' setbacks from the bottom boundary, and 6' and 11' setbacks from the right boundary. The bottom boundary is labeled '80.2' and the right boundary is labeled '132.9'.

Page 41 of 56

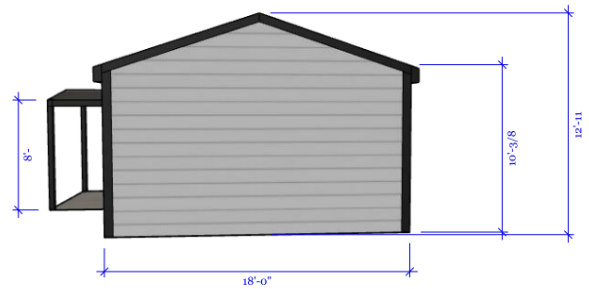
EXHIBIT "F" **FLOOR PLAN & ELEVATIONS**



Front



Left



Back



Right

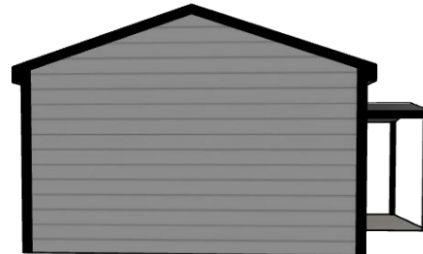


EXHIBIT "G"
SITE PHOTOS



1604 Eldon Street



East side yard, potentially placement of widened driveway



Adjacent neighbor's secondary driveway- disallows property owner to place a drive on west side yard.



Looking East on Eldon Street



Looking West on Eldon Street

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF BRENHAM GRANTING A SPECIFIC USE PERMIT TO ALLOW AN ACCESSORY DWELLING UNIT (ADU) USE IN AN R-1 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT ON APPROXIMATELY 0.24 ACRES OF LAND ADDRESSED AS 1604 ELDON STREET, BEING FURTHER DESCRIBED AS MEADOW PARK SUBDIVISION SECTION II, LOT 23, IN BRENHAM, WASHINGTON COUNTY, TEXAS.

WHEREAS, Korbin Scott, the owner of the 0.24 acres of land generally located on the north side of Eldon Street, west of Edward Street and east of N. Drumm Street and addressed as 1604 Eldon Street, being further described as Meadow Park Subdivision Section II, Lot 23, in Brenham, Washington County, Texas (the “Property”), have requested that the Property be issued a Specific Use Permit for an Accessory Dwelling Unit; and

WHEREAS, the City of Brenham has adopted Appendix A – “Zoning” of the City of Brenham Code of Ordinances, as amended, which divides the City of Brenham into various zoning districts; and

WHEREAS, Appendix A – “Zoning” of the City of Brenham Code of Ordinances authorizes the City Council to grant specific use permits for specific uses within the various zoning districts; and

WHEREAS, at least ten (10) days after publication in the official newspaper of the City of the time and place of a public hearing and at least ten (10) days after written notice of that hearing was mailed to the owners of land within two hundred feet of the Property in the manner required by law, the Planning & Zoning Commission held a public hearing on the requested Specific Use Permit; and

WHEREAS, this amendment was recommended unanimously for approval by the Brenham Planning and Zoning Commission during its regular meeting on June 23, 2025; and

WHEREAS, the City Council desires to approve this Ordinance granting the specific use permit, as described herein below; and

WHEREAS, at least fifteen (15) days after publication in the official newspaper of the City of the time and place of a public hearing for the requested rezoning, the City Council held the public hearing for the requested Specific Use Permit and the City Council considered the final report of the Planning & Zoning Commission;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, THAT:

SECTION 1. The Official Zoning Map of the City of Brenham is hereby amended to grant a Specific Use Permit to Korbin Scott for an accessory dwelling unit (ADU), more particularly described in Exhibit “B”, in an R-1 Single-Family Residential use zoning district on approximately 0.24 acres of land addressed as 1604 Eldon Street, being further described as Meadow Park Subdivision Section II, Lot 23 in Brenham, Washington County, Texas, said 0.24 acres of land being shown on Exhibit “A” attached hereto and incorporated herein for all purposes.

SECTION 2. The development of the ADU shall be in accordance with the following special condition on the subject 0.24-acre tract: 1) That a dedicated off-street parking space of concrete or asphalt be provided for the Accessory Dwelling Unit.

SECTION 3. Upon holding a properly notified public hearing, the City Council may amend, change, or rescind the Specific Use Permit granted by this Ordinance if:

- a. There is a violation and conviction of any of the provisions of this Ordinance, or any ordinance of the City of Brenham, that occurs on the Property;
- b. The premises, or Property, used pursuant to the Specific Use Permit granted by this Ordinance are enlarged, modified, structurally altered, or otherwise significantly changed unless a separate Specific Use Permit is granted for such enlargement, modification, structural alteration, or change;
- c. As otherwise permitted by law and/or Brenham’s Zoning Ordinance, as it exists or may be amended.

SECTION 4. This Ordinance shall take effect as provided by the Charter of the City of Brenham, Texas.

PASSED and APPROVED on its first reading this the ____ day of July 2025.

PASSED and APPROVED on its second reading this the ____ day of July 2025.

Atwood C. Kenjura
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

EXHIBIT "A"

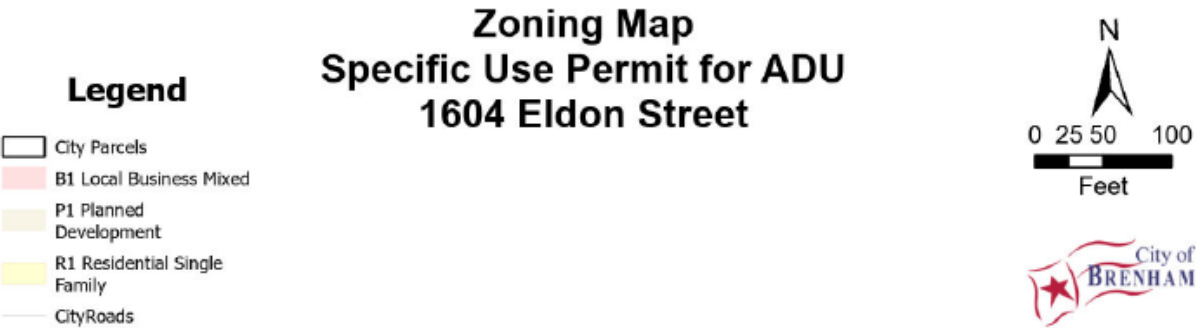
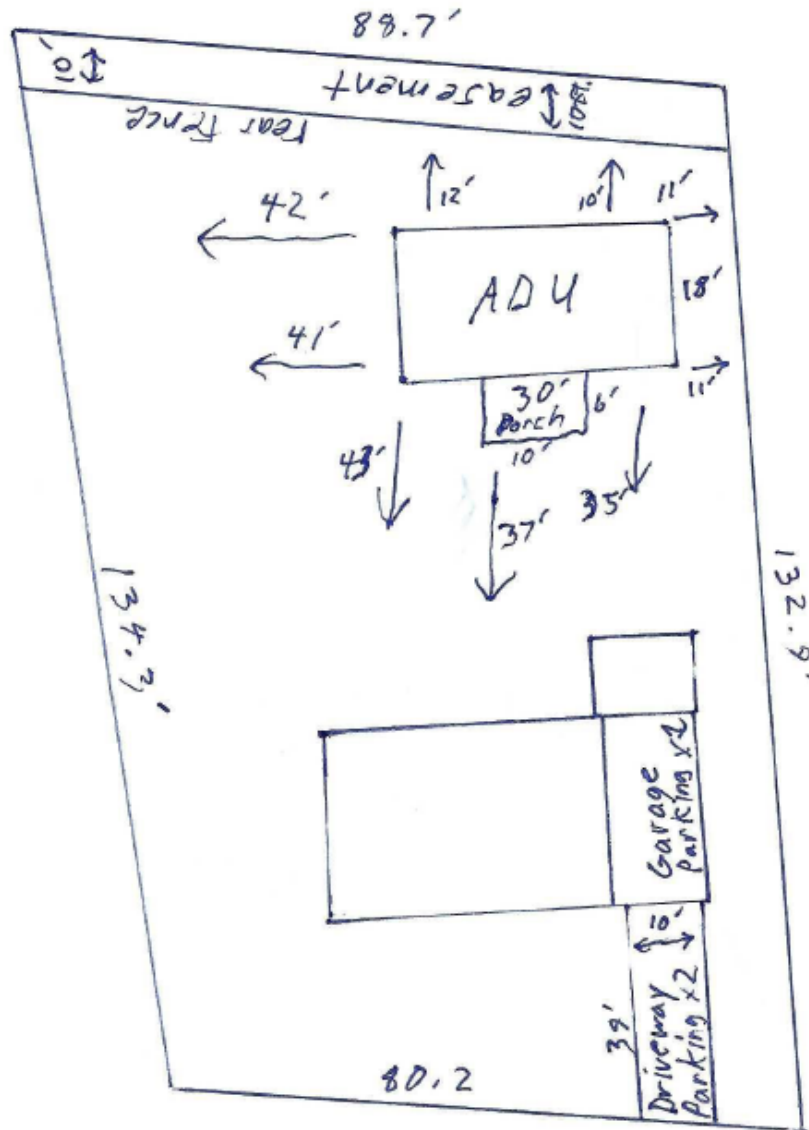


EXHIBIT "B"
Site Plan



1604 Eldon St.



City Council Regular Meeting **AGENDA ITEM 8**

Agenda Item: Discuss and Possibly Act Upon RFP No. 25-010 for the Annual Wood Pole Inspection and Reinforcement Project and Authorize the Mayor to Execute Any Necessary Documentation

Meeting Date: July 3, 2025

Department: Public Utilities

Staff Contact: Jason Lange, Electric Superintendent

SUMMARY STATEMENT:

On June 16, 2025, the Purchasing Department opened bids for the 2025 Wood Pole Inspection Project. This project will allow for inspection of 641 wood poles. These poles typically have integrity issues at the ground level. The contractor will re-inspect the poles and verify that they can be reinforced and then will attach the reinforcing mechanism. This process will make these poles safe and extend their life for another 10 to 15 years.

We have budgeted \$61,000.00 for this project and will inspect as many poles as possible with the available funds.

Bids were advertised and two bids were received for the project.

Staff are recommending that Council approve the bid from Entrust Solutions Group for the Wood Pole Inspection Project with the total cost not to exceed \$61,000.00.

ATTACHMENTS:

1. Bid Tabulation Form-25-010
2. BN-52 Circuit
3. BN-92 Circuit
4. Pole Inspection Map

RECOMMENDATION:

Award RFP No. 25-010 for the Annual Wood Pole Inspection and Reinforcement Project to Entrust Solutions Group in an amount not to exceed \$61,000.00 and authorize the Mayor to execute any necessary documentation.



BID TABULATION FORM

BID OPENING DATE:

Monday, June 16, 2025

BID OPENING TIME:

10AM

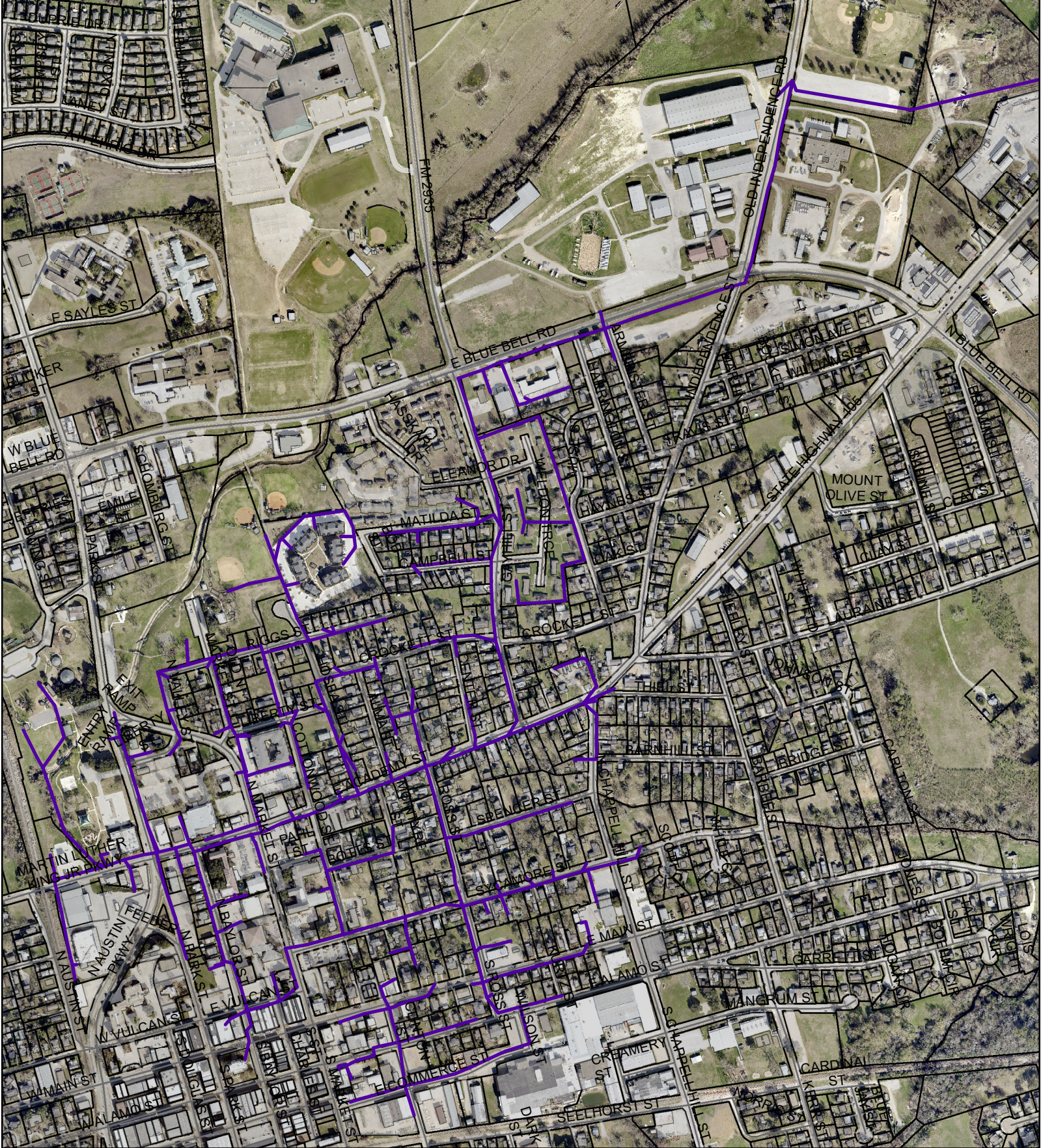
BID NAME/NO:

RFP 25-010 Electric Pole Inspection & Treatment

WITNESSED BY:

Jason Lange (COB), Kyle Branham (COB)

ITEM	BIDDERS		
	KOPPERS	ENTRUST	
Visual Inspection	\$6.75	\$8.77	
Resistograph Density Test	\$30.00	\$18.72	
Full Excavation (18 inches)	\$24.95	\$66.65	
Partial Excavation (6 inches)	\$10.50	\$33.32	
Internal Treatment	\$15.00	\$18.79	
External Groundline Preservative Treatment	\$15.00	\$26.71	
Insect Treatment	\$15.00	N/A	
Excavation of Pole with Cable attachment	\$24.95	\$66.65	
	\$4.00		
Pole Number Installed (optional)	\$1.25	\$5.27	
GPS Pole Location (optional)	NO CHARGE	\$4.13	
Pole Attachment Identification (Optional)	NO CHARGE	\$3.72	
Picture of Foreign Poles that Fail Inspection	NO CHARGE	\$3.72	
Ground Wire Repair (Owner-supplied materials)(Optional)	\$25.00	\$17.26	
Guy Guard Installation (Owner-supplied materials) (Optional)	\$6.00	\$2.69	
Pole Inspection Update in GIS Mapping System	NO CHARGE	\$4.51	



City of Brenham Electric

BN-52

1 inch = 700 feet







City Council Regular Meeting
AGENDA ITEM 10

Agenda Item: **Section 551.071, Texas Government Code - Consultation with Attorney - Consultation with City Attorney Regarding Dustyn Banik, Alma Sanchez and Gerran Banik v. City of Brenham, Texas; Civil Action No. 4:25-cv-2487; United States District Court, Southern District of Texas, Houston Division**

Meeting Date: July 3, 2025

Department: Administration

Staff Contact: Carolyn Miller, City Manager

SUMMARY STATEMENT:

To be discussed in Executive Session.

ATTACHMENTS:

None

RECOMMENDATION:

No action - Executive Session discussion only.



City Council Regular Meeting
AGENDA ITEM 11

Agenda Item: **Section 551.071, Texas Government Code - Consultation with Attorney - Consultation with City Attorney Concerning Claims of Illegality of the Downtown Parklet Located in the 200 Block of Park Street, and Associated Matters**

Meeting Date: July 3, 2025

Department: Administration

Staff Contact: Carolyn Miller, City Manager

SUMMARY STATEMENT:

To be discussed in Executive Session.

ATTACHMENTS:

None

RECOMMENDATION:

No action - Execustive Session discussion only.



City Council Regular Meeting
AGENDA ITEM 12

Agenda Item: **Section 551.072, Texas Government Code - Deliberation Regarding Real Property - Discussion Regarding the Purchase, Exchange and/or Acquisition of Real Property for the City of Brenham Electric Department Improvements and Facilities**

Meeting Date: July 3, 2025

Department: Administration

Staff Contact: Carolyn Miller, City Manager

SUMMARY STATEMENT:

To be discussed in Executive Session.

ATTACHMENTS:

None

RECOMMENDATION:

No action - Executive Session discussion only.