

## MINUTES OF REGULAR MEETING

October 28, 2019

### MONTGOMERY PLANNING AND ZONING COMMISSION

#### CALL TO ORDER

Chairman Cox declared a quorum was present and called the meeting to order at 6:01 p.m.

Present: Arnette Easley, William Simpson, Nelson Cox, Jeffrey Waddell, and Carol Langley

Absent: None

Also Present: Dave McCorquodale, Assistant to the City Administrator

**1. Consideration and possible action regarding approval of minutes for a Regular Meeting held on September 23, 2019.**

Jeffrey Waddell moved to approve the minutes as presented. Arnette Easley seconded the motion, the motion carried unanimously. (5-0)

**2. Consideration and possible action regarding a sign application for Perfect Home Décor at 304 John A. Butler Street in the Historic Preservation District.**

The Commission asked for clarification on the sign material, which the owner stated to be aluminum, and asked if the size of the sign met the requirements of the sign ordinance. Staff confirmed the proposed sign complied with the sign ordinance. Jeffrey Waddell, along with the rest of the Commission, felt the total number of images on the sign detracted from the aesthetic intent of the downtown area. William Simpson asked the owner if he would consider eliminating the four smaller images to streamline the design of the sign. It was suggested that the wording of the services provided would have room to be larger. The owner was in agreement with the proposed revisions.

Motion by William Simpson to approve the sign application with the condition of the four smaller images being removed and the wording be allowed to remain on the sign. Arnette Easley seconded the motion, the motion carried unanimously. (5-0)

**3. Consideration and possible action regarding two wall sign applications for RE/MAX Distinction at 21012 Eva Street in the Historic Preservation District.**

Staff confirmed the proposed signs met the wall sign requirements in the ordinance. Jeffrey Waddell said he understood the rationale behind the signs to provide more visibility from the highway intersection. William Simpson asked for clarification that the letters were individual. The applicant stated they were separate letters.

Arnette Easley moved to approve the two wall sign applications as submitted. Jeffrey Waddell seconded the motion, the motion carried unanimously. (5-0)

**4. Consideration and possible action regarding rear façade improvements for Jacobs Properties at 207 McCown Street in the Historic Preservation District.**

Staff introduced the item and Mr. Larry Jacobs discussed the changes in more detail. Mr. Jacobs explained the two windows shown in the rendering may be reduced to one window. Staff requested the Commission consider approving the proposed sign as shown in details provided by the applicant conditional on the sign being permitted properly.

William Simpson moved to approve the proposed façade improvements and sign conditional to the necessary permits being obtained from the City. Arnette Easley seconded the motion, the motion carried unanimously. (5-0)

**5. Consideration and possible action regarding proposed exterior painting of 14348 Liberty Street in the Historic Preservation District.**

The Commission stated the proposed colors would greatly improve the look of the building and downtown area.

William Simpson moved to approve the exterior painting as submitted. Jeffrey Waddell seconded the motion, the motion carried unanimously. (5-0)

**6. Discussion for a Special Use Permit for Moon Over Montgomery, a proposed rental cottage project located at 1062 Clepper Street.**

Staff provided an overview of the project and process and explained the next step was for the Commission to determine the conditions of the SUP and make a recommendation to City Council on the SUP. Staff also mentioned that while the agenda item is listed as a discussion item, the city attorney is comfortable with the Commission acting on the item. Carol Langley asked for confirmation that the Council preferred the SUP over a rezoning of the property to Commercial. Staff acknowledged this was correct. The applicant, Larry Jacobs, stated he has reservations about City Council's proposal that the SUP be non-transferable. The Commission agreed that the non-transferable requirement did not seem to be a necessary part of the SUP.

William Simpson moved to direct staff to draft the document and recommend approval of the Special Use Permit for Moon Over Montgomery to City Council with the following conditions: 1) The SUP is transferable to new owners and all conditions are binding to future successors, 2) Provide for a maximum rental timeframe of two weeks to prevent the structures from becoming used as permanent dwellings, 3) Require the structures to not be on permanent foundations, 4) Require the owner to maintain a vegetative buffer of 25 feet along the rear of the property, 5) Require each unit to be equipped with a smoke detector that meets applicable fire regulations, 6) Require each unit to have one fire extinguisher which meets applicable fire regulations as to size and quality and be prominently and

accessibly placed in each unit, 7) Require adequate parking of 1.25 spaces per unit to be provided, 8) Require an annual certificate of occupancy for each cottage or a similar provision that would ensure fire safety requirements are in place. Carol Langley seconded the motion, the motion carried unanimously. (5-0)

7. **Consideration and possible action regarding the regular meeting schedule for November & December.**

Staff reviewed the upcoming meetings and their relation to the Thanksgiving and Christmas holidays. Staff asked for input on the Commission's personal schedules to know whether rescheduling these meetings would allow for members to attend the meetings. The Commission generally liked staff's recommendation of moving the November meeting to one week later and cancelling the December meeting and calling a Special Meeting in early January if needed.

Jeffrey Waddell moved to cancel the Regular Meetings of the Planning & Zoning Commission for November and December and to call a Special Meeting for December 2, 2019. Carol Langley seconded the motion, the motion carried unanimously. (5-0)

8. **Discussion regarding a future infrastructure funding project to be coordinated by the Planning & Zoning Commission.**

Staff explained the anticipated completion timeline for several projects, including the Texas A&M student design work, the Comprehensive Plan update, and the planned joint City Council/Planning & Zoning workshop. Once completed, these projects will provide valuable insight in prioritizing efforts on this project. Staff recommended letting these projects come to completion before taking significant steps to proceed. The Commission agreed with the proposed direction and provided additional project goals.

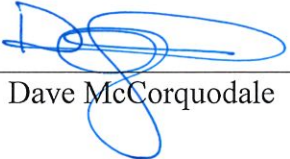
William Simpson requested the City look at additional opportunities to install storm drainage pipe & fill in the ditches around downtown for more pedestrian space adjacent to

streets. Arnette Easley and William Simpson asked that city-wide cleanup efforts and enhancements be considered as part of the project. Mr. Simpson also suggested pursuing grants to improve the look of the Community Building downtown. Arnette Easley identified several areas that are overgrown and have dilapidated buildings that are in need of code enforcement action.

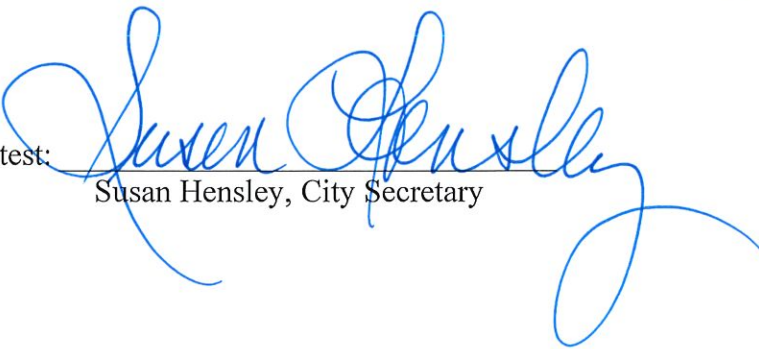
Merrily Thompson, a city resident, asked to comment on the need to bury power lines underground to improve aesthetics of the community. Arnette Easley asked for an update on TxDOT's 149 project and staff relayed information from a previous meeting with TxDOT.

**Adjournment**

Carol Langley moved to adjourn the meeting at 6:58 p.m. Arnette Easley seconded the motion, the motion carried unanimously. (5-0)

Prepared by:  Date approved: 12/02/2019  
Dave McCorquodale

  
Chairman Nelson Cox

Attest:   
Susan Hensley, City Secretary

