

## MINUTES OF REGULAR MEETING

November 3, 2020

### MONTGOMERY PLANNING AND ZONING COMMISSION

#### CALL TO ORDER

Commissioner Waddell, acting as interim Chairman of the Commission, declared a quorum was present and called the meeting to order at 6:04 p.m.

Present: Britnee Ghutzman, Jeffrey Waddell, Keri May

Absent: Merriam Walker, Carol Langley

Also Present: Dave McCorquodale, Assistant City Admin. / Director of Planning & Development

Katherine Vu, Jones & Carter, City Engineer

#### VISITOR/CITIZENS FORUM

No comments given.

**1. Introduction of new members to the Planning & Zoning Commission.**

Commissioner Waddell introduced Keri May to the Commission. Merriam Walker was not able to attend the meeting.

**2. Consideration and possible action regarding regular meeting minutes of October 6, 2020.**

The minutes were not prepared in time for the meeting. Britnee Ghutzman moved to the table the item until the December 1, 2020 regular meeting. Keri May seconded the motion, the motion carried unanimously (3-0).

**3. Consideration and possible action regarding a recommendation to City Council for a proposed Special Use Permit for Cornerstone Community Church (tabled at the October 6, 2020 regular meeting).**

Staff explained the property had been leased to someone else and that the item was no longer under consideration. No action was taken.

4. **Consideration and possible action regarding a recommendation to City Council for a requested variance to the Subdivision Ordinance related to the proposed parking lot surface for a proposed food truck park to be located at 21806 Eva Street, Montgomery, Texas.**

Staff introduced the item and Katherine Vu provided a project overview and an explanation of the TrueGrid porous paving system. She explained they have no objection to the parking surface in lieu of the required concrete or asphalt surface with the caveat that the developer extend the concrete approach from SH 105 approximately 25 additional feet for a total of 75-feet from SH 105 to accommodate the higher wear and deceleration zone of vehicles entering the site. Jonathan White of L-Squared Engineering, the developer's civil engineer, discussed the concept and some of the details involved in the project. Jeffrey Waddell inquired about the backfill of the paving system and whether it would be gravel or sod. Mr. White said it would be gravel backfill and most would be the heavy-duty version of the TrueGrid system. Mr. Waddell clarified that the system doesn't absolve the developer of addressing drainage requirements. Mr. White stated that was correct, and that this system provides detention as well, reducing overall runoff during storm events. Britnee Ghutzman asked about traction on the paving system in wet conditions. Mr. White said the system still functions well when wet.

Britnee Ghutzman moved to recommend approval of the variance request for parking lot surface of the proposed food truck parking lot contingent on including the recommendation from the city engineer to extend the concrete or asphalt approach to 75-feet from SH 105. Jeffrey Waddell seconded the motion, the motion carried unanimously. (3-0)

5. **Consideration and possible action regarding a recommendation to City Council for a requested variance to the Subdivision Ordinance related to driveway spacing for Moon Over Montgomery located at 1062 Clepper Street.**

Staff introduced the item and explained the spacing requirements in the ordinance and the location of the adjacent existing driveways would prevent the property from having a driveway. Katherine Vu stated the city engineer has no objections to the request.

Britnee Ghutzman moved to recommend approval of the variance request for driveway spacing for Moon Over Montgomery located at 1062 Clepper Street. Keri May seconded the motion, the motion carried unanimously. (3-0)

6. **Consideration and possible action regarding two sign applications for The Kemifer Building located at 401 College Street in the Historic Preservation District:**
- a. **Whitley Vineyards, Suite 150 (submitted by Gina Whitley).**
  - b. **Kemifer Atrium Directory Sign, north building entrance (submitted by Kevin Barnes).**

Staff introduced the item and pointed out that one of the signs was a digital screen and that staff would ensure that the building owner understands the City's requirements for electronic signs.

Britnee Ghutzman moved to approve the two sign applications for 401 College Street as presented provided the sign adhere to City electronic sign requirements. Jeffrey Waddell seconded the motion, the motion carried unanimously. (3-0)

7. **Consideration and possible action regarding a recommendation to City Council for a requested variance to the Subdivision Ordinance related to platting for the property located at the northeast corner of Liberty & Caroline Streets in the Historic Downtown District for Texas Twist and Shakes, LLC.**

Staff introduced the item and stated that the ordinance requires that any property requesting water and sewer taps be platted. Staff's interpretation of the situation is that the applicant is not developing the site by only requesting utility taps to facilitate operation of a mobile food trailer. Staff stated that the applicant would not be subject to impact fees but would fall under the current cost structure for taps, and that the two costs are roughly similar.

The proposed use of the property and site improvements were also discussed. Britnee Ghutzman asked to clarify that the applicant is not proposing any permanent structures or changes to the property. Bill Clevenger, property owner and operator of the mobile food trailer, gave an overview of his ice cream trailer operation and confirmed he was not permanently altering the property. Mr. Clevenger described the graphics on his trailer and believed it would be an asset to the downtown area. Jeffrey Waddell asked if Mr. Clevenger had spoken with any of the businesses downtown about the potential loss of parking now that the property is privately owned. Mr. Clevenger stated

that The Cozy Grape would be most affected, and he has spoken with Mr. Cronin and has an agreement in principle to work together and on keeping the parking available as much as practical.

[See Item #8 for Action]

**8. Consideration and possible action regarding exterior modifications for the property located at the northeast corner of Liberty & Caroline Streets in the Historic Downtown District.**

Discussion of the property and proposed use continued from the previous agenda item and the proposed site plan was discussed. Details of site furnishings and layout of the site was also explained by the applicant.

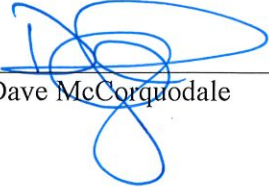
Britnee Ghutzman moved to recommend approval of the variance request for platting requirements and approval of exterior modifications as presented. Keri May seconded the motion, the motion carried unanimously. (3-0)

**Commission Inquiry**

Commissioner Waddell asked to revisit the sign ordinance and look at banners that are appearing around the Historic District that are not approved. Mr. McCorquodale stated he would bring information back to the Commission on that item for the next meeting.

**Adjournment**

Britnee Ghutzman moved to adjourn the meeting at 7:14 p.m. Keri May seconded the motion, the motion carried unanimously. (3-0)

Prepared by:  Date approved: 12/01/2020  
Dave McCorquodale

  
Interim Chairman Jeffrey Waddell

Attest:   
Susan Hensley, City Secretary

