

NOTICE OF REGULAR MEETING

January 27, 2020

MONTGOMERY PLANNING AND ZONING COMMISSION

STATE OF TEXAS

AGENDA

COUNTY OF MONTGOMERY

CITY OF MONTGOMERY

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Montgomery Planning and Zoning Commission will be held on **Monday, January 27, 2020 at 6:00 p.m.** at the City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas for the purpose of considering the following:

CALL TO ORDER

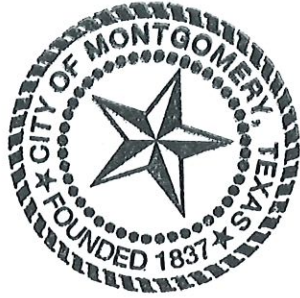
VISITOR/CITIZENS FORUM

Any citizen with business not scheduled on the agenda may speak to the Commission. Prior to speaking, each speaker must be recognized by the Chairman. The Commission may not discuss or take any action on any item but may place the issue on a future agenda. The number of speakers along with the time allowed per speaker may be limited.

CONSIDERATION AND POSSIBLE ACTION:

1. Consideration and possible action regarding special meeting minutes of December 2, 2019.
2. Consideration and possible action regarding a wall sign application for RE/MAX Distinction located at 21012 Eva Street in the Historic Preservation District as submitted by RE/MAX Distinction.
3. Consideration and possible action regarding calling a Public Hearing for a rezoning request from R1—Single-Family Residential to B—Commercial for Lot 16, Area D, Montgomery Townsite Section Four, a vacant lot behind 21123 Eva Street, as submitted by Cheatham Management.
4. Consideration and possible action regarding a proposed garage structure at 309 Pond Street in the Historic Preservation District, as submitted by Living Savior Lutheran Church.
5. Consideration and possible action regarding moving the regular monthly Planning & Zoning Commission meeting from 6:00 p.m. on the 4th Monday of the month to an alternate date or time.

ADJOURNMENT



Susan Hensley

Susan Hensley, City Secretary

I certify that the attached notice of meeting was posted on the bulletin board at City of Montgomery, City Hall, 101 Old Plantersville Road, Montgomery, Texas, on the 24th day of January 2020 at 4:20 o'clock p.m. I further certify that the following news media was notified of this meeting as stated above: The Courier

This facility is wheelchair accessible and accessible parking spaces are available. Please contact the City Secretary's office at 936-597-6434 for further information or for special accommodations.

MINUTES OF SPECIAL MEETING

December 2, 2019

MONTGOMERY PLANNING AND ZONING COMMISSION

CALL TO ORDER

Chairman Cox declared a quorum was present and called the meeting to order at 6:00 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 October 28, 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 wall sign application for The Modern Skein at 208 McCown Street in the Historic Preservation District.**

Staff spoke to the submittal and explained that the signs matched the smaller shingle signs that currently hang under the eave of the front porch. The applicant conveyed to staff at the time of submittal that the intent of the signs is to have greater visibility from FM 149. Jeffrey Waddell clarified the graphic submitted looked to be scaled properly and the proposed signs looked to be in scale with the building.

Motion by William Simpson to approve the wall sign application. Carol Langley seconded the motion, the motion carried unanimously. (5-0)

3. Consideration and possible action regarding a wall sign application for The Westmont Gallery and Boutique at 208 McCown Street in the Historic Preservation District.

Staff confirmed the proposed sign in this application matched the previous item in size and design with a different business name and logo.

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

Adjournment

Arnette Easley moved to adjourn the meeting at 6:10 p.m. Jeffrey Waddell seconded the motion, the motion carried unanimously. (5-0)

Prepared by:  Date approved: _____
Dave McCorquodale

Chairman Nelson Cox

Attest: _____
Susan Hensley, City Secretary

Montgomery Planning and Zoning Commission
AGENDA REPORT

Meeting Date: January 27, 2020	Budgeted Amount: N/A
Department: Administrative	
Prepared By: Dave McCorquodale	Exhibits: Sign Permit Application, mock up image of sign on building

Subject

Consideration and possible action regarding a sign application for RE/MAX Distinction at 21012 Eva Street in the Historic Preservation District.

Description

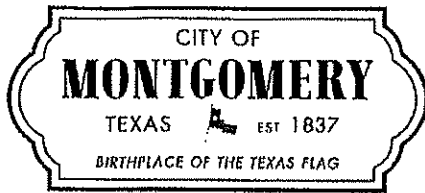
The proposed wall signs are for the realtor office located in the Old Schoolhouse building at the corner of SH105 and McCown Street. Wall signs are allowed to be up to 60% of the building wall. The proposed sign meets this criterion. The business currently has a free-standing sign located along SH105 and two previously-approved wall signs on the south and east side of the building. The owner of the business states she would like to increase business identity from downtown. The Commission should consider the overall design aesthetic of the sign for appropriateness in the Historic Preservation District. The sign is compliant with the Sign Ordinance and is less than the 60% allowable area of the wall.

Recommendation

Consider the proposed sign and act as you see fit.

Approved By

Asst. to City Admin.	Dave McCorquodale 	Date: 1/24/20
City Administrator	Richard Tramm 	Date: 1/24/20



WWW.MONTGOMERYTEXAS.GOV

Sign Permit Application

CITY OF MONTGOMERY
 101 Old Plantersville Road
 Montgomery, Texas 77356
 936-597-6434
 permits@ci.montgomery.tx.us

SIGN PERMIT APPLICATION EXPIRES IN
 180 DAYS (NON-TRANSFERABLE)

TEMPORARY SIGN?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
PERMANENT SIGN?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Pre-Existing OR New	Pre-Existing <input type="checkbox"/>	NEW <input checked="" type="checkbox"/>

Permit: _____

Date: 01/15/2020

JOB ADDRESS: 21012 Eva St., Montgomery, TX 77356		BUSINESS NAME: RE/MAX Distinction	
BUSINESS OWNER: Michelle Cannon	MAILING ADDRESS: 21012 Eva St., Montgomery, TX 77356	TELEPHONE: 281-936-0005	
APPLICANT: Michelle Cannon	MAILING ADDRESS: 21012 Eva St., Montgomery, TX 77356	TELEPHONE: 832-818-6621	
CONTRACTOR LICENSE (if electrical):			
IS THE SIGN IN THE HISTORIC PRESERVATION DISTRICT?		IS THE SIGN ILLUMINATED?	
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
SIGN PLACEMENT: On the back wall of the building facing John A Butler & McCown		VALUATION: \$750.00	
SIGN DESIGN & COLOR SCHEME: Individual Acrylic Letters - red, white, blue & black colors			
SIGN TYPE		SIGN DIMENSIONS	
FREESTANDING MONUMENT SIGN <input type="checkbox"/>		SIGN HEIGHT	1.5 feet
BUILDING WALL SIGN <input checked="" type="checkbox"/>		SIGN WIDTH	6 feet
BANNER <input type="checkbox"/>		TOTAL SQ FT	9
OTHER <input type="checkbox"/>		SET BACK	
		LOT LINEAR FOOTAGE	110.44

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether or not specified herein. The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction.

NAME: Michelle Cannon	SIGNATURE:
--------------------------	----------------

OFFICE USE ONLY			
APPROVED		TOTAL FEE:	\$
DATE			
COMMENTS:			

PROOF

- Proof APPROVED as is
- OK with changes
- NEW Proof needed

READ PROOF CAREFULLY

Please review the layout(s) below and advise whether approved or changes for production.
Please reply via this email noting order is approved or noting any changes.

****Production will not begin until approval is emailed or fax back stating APPROVED.****



E

MADE FROM EARTH-FRIENDLY DURABLE PLASTIC,
Our Cellulose Acetate Butyrate (CAB) formed plastic letters and logos are tough, weather-resistant, earth-friendly, and the first dimensional letters.

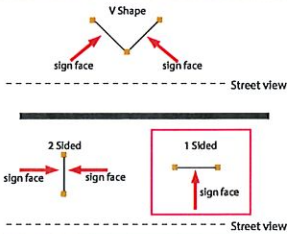
Standard black, red and blue colors



6ft
13ft

18in

DATE 12/30/19
 ORDER NUMBER 19-3 2358
 QUANTITY 1
 STOCK acrylic
 INK red,blue,white,black
 SIZE 18"x6'
 SIDES 1
 INSTALL _____



YOU MUST CHECK THE FOLLOWING:

- WORDING - SPELLING:** Is everything spelled correctly? Check all names and words.
 - LAYOUT:** Do all components correlate to each other?
 - SIZE:** Check the size noted on the drawing.
- Changes may have been necessary to meet the size requirements.

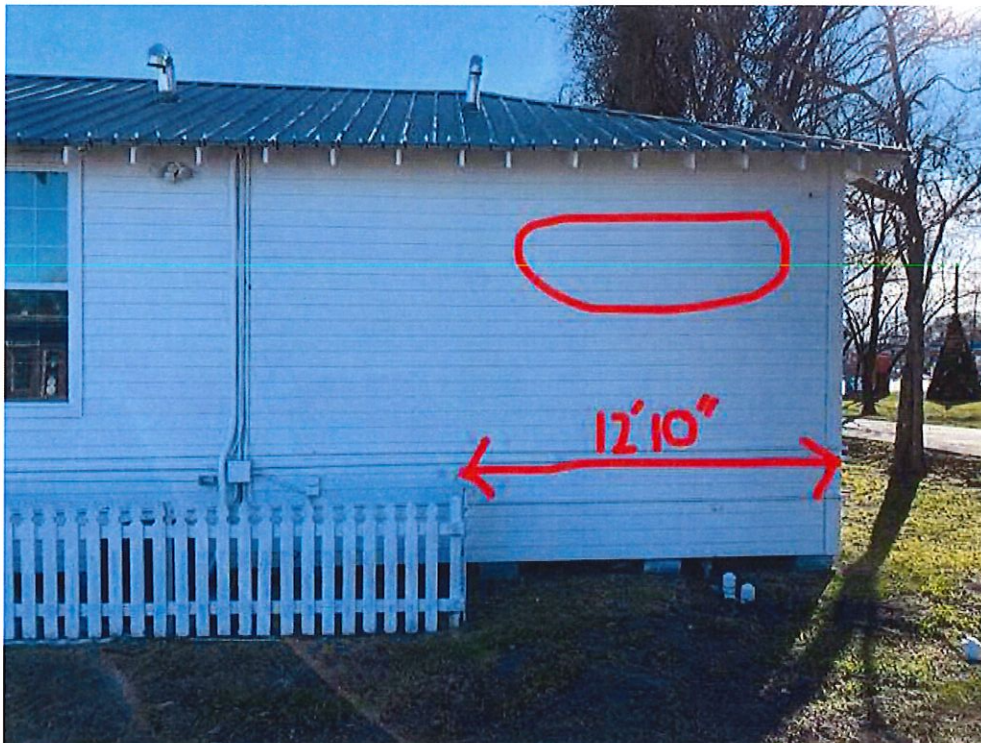
***ONCE APPROVED, YOU ARE RESPONSIBLE FOR 1/2 OF THE REMAKE COST SHOULD ANY ERRORS BE FOUND AFTER PRODUCTION BEGINS. NO EXCEPTIONS.**

www.jkgraphicsinc.com
 281-351-1111 (Tomball 249)
 832-559-8697 (Tomball Kobs)
 936-447-1869 (Montgomery)
 281-356-2167 (Magnolia)
 936-372-8299 (Waller)

This is the wall that I want to put it on – the entire wall is 53'2"



But this is the section I want to put it at – it is 12'10" from the end of the wall to the start of the picket fence.



Montgomery Planning and Zoning Commission
AGENDA REPORT

Meeting Date: January 27, 2020	Budgeted Amount: N/A
Department: Administrative	
Prepared By: Dave McCorquodale	Exhibits: Rezoning Application, owner request letter, proposed site plan, map of current zoning surrounding property

Subject

Consideration and possible action regarding calling Public Hearings for a rezoning request from R1—Single-Family Residential to B—Commercial for Lot 16, Area D, Montgomery Townsite Section Four, a vacant lot behind 21123 Eva Street, as submitted by Cheatham Management.

Description

The request is for the vacant lot with Pond Street frontage behind the Heritage Place building nearest to the Valero fueling station. The property currently lies equally in two zoning districts: B—Commercial on the eastern half and R1—Single-Family Residential on the western half. The owner has applied to rezone the entire property to B—Commercial and construct additional parking to serve the Heritage Place development.

You are asked to consider the rezoning request only, while the site plan shows improvements, building lines, etc. for reference, any action will be on the rezoning request.

Recommendation

Consider the request and act as you see fit.

Should the Commission decide to move forward with the rezoning process, staff recommends calling two Public Hearings: February 24th & Tuesday March 3rd. Both at 6:00 p.m. at City Hall, which will allow for publication and notification deadlines to be met.

Approved By

Asst. to City Admin.	Dave McCorquodale <i>DM</i>	Date: 1/24/20
City Administrator	Richard Tramm <i>RT</i>	Date: 1/24/20



Rezoning Application

City of Montgomery
101 Old Plantersville Road
Montgomery, Texas 77316
(936) 597-6434

Upon completion return application to shensley@ci.montgomery.tx.us

Contact Information

Property Owner(s): Chris Cheatham, Cheatham Management

Address: PO Box 234 Montgomery, TX

Zip Code: 77356 Phone: 936-449-5400

Email Address: ccheatham@consolidated.net

Applicants: Jonathan White, L Squared Engineering

Address: 21123 Eva Street, Suite 200 Montgomery, TX

Zip Code: 77356 Phone: 936-647-0420

Email Address: Jwhite@L2engineering.com

Parcel Information

Property Identification Number (MCAD R#): R124021

Legal Description: Lot 16 Area D, Montgomery Townsite Section 4

Street Address or Location: Vacant lot adjacent to 21123 Eva Street

Acreeage: 0.576 Present Zoning: Residential Present Land Use: Vacant

Proposed Zoning: Commercial Proposed Land Use: Additional parking for 21123 Eva Street

Is the proposed use in compliance with the Future Land Use Plan? YES NO

Additional Information

Owner(s) of record for the above described parcel:

Signature:  Date: 1/13/20

Signature: _____ Date: _____

Signature: _____ Date: _____

Note: Signatures are required for all owners of record for the property proposed for Special Use Permit. Attach additional signatures on a separate sheet of paper.

Date Received
Office Use

Additional Information

The following information must also be submitted:

Cover letter on company letterhead stating what is being asked.

Metes and Bounds.

All applicable fees and payments.

Copies of all deeds or a title opinion from a licensed attorney establishing current ownership of the property for which the zoning change is sought.

A site plan. If there are existing structures, parking, curb cuts and drainage they must be shown.

The application from must be signed by the owner/applicant. If the applicant is not the owner, written authorization from the owner authorizing the applicant to submit the rezoning request shall be submitted.

Payment of all Indebtedness Attributable to the subject property.

Public Hearings

Parties in interest and citizens shall have an opportunity to be heard at public hearings conducted by the Planning and Zoning Commission and the City Council before any amendment to a district regulation, restriction, or boundary shall become effective. Regularly scheduled meetings are as follows and will be held accordingly unless public notice has been given of a change of dates:

Planning and Zoning Commission: **4th Monday of every month at 6:00 p.m.**

City Council: **2nd and 4th Tuesday of every month at 6:00 p.m.**

Protests

If a protest against a proposed zoning change including PDD and SUP requests has been filed with the City Secretary, duly signed and acknowledged by the owners of twenty percent (20%) or more, either of the area of the land included in such a proposed change or those owners of property immediately adjacent to the subject property and extending two hundred feet (200) there from, such zoning change shall not become effective except by a three-fourths (3/4) vote of governing body in accordance with the provisions of Section 211.006 of the Texas Local Government Code.

Resubmission

Rezoning requests which have been heard and decided by the Council of the City of Montgomery may not be re-filed with the City for six (6) months after the date of such decision by the Council, absent a change in circumstances.

Rezoning requests for the same property to a different classification than the denied request may be re-filed prior to the expiration of six (6) months.



January 7, 2020

City of Montgomery
Dave McCorquodale
101 Old Plantersville Road
Montgomery, TX 77386

RE: Re-Zoning of approximate 0.571 acres of land along Pond Street

Mr. McCorquodale,

The purpose of this letter is to formally request the re-zoning of the attached property being proposed to be developed as a commercial parking lot to service the existing Heritage Place Medical Plaza located at 21123 Eva Street. The subject tract is current zoned commercial and residential; however, we proposed the property be rezoned entirely as commercial.

If you have any questions or concerns, please feel free to contact me at (936) 647-0420 or Jwhite@L2engineering.com

Thank you,

Jonathan White, PE
Senior Project Manager

Enclosure: Site Plan



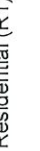
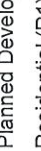
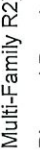


VICINITY MAP
1 INCH = 5 MILES

LEGEND

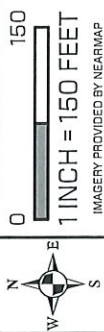


Zoning Classification



**HERITAGE PLACE
PARKING**

CITY OF MONTGOMERY
MONTGOMERY COUNTY, TEXAS



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JONES & CARTER
Texas Board of Professional Engineers Registration No. F-489



Montgomery Planning and Zoning Commission
AGENDA REPORT

Meeting Date: January 27, 2020	Budgeted Amount: N/A
Department: Administrative	
Prepared By: Dave McCorquodale	Exhibits: proposed plans and picture of church post-renovations

Subject

Consideration and possible action regarding a proposed garage structure at 309 Pond Street in the Historic Preservation District as submitted by Living Savior Lutheran Church.

Description

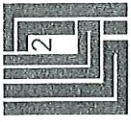
The church has submitted a building permit application for an 850 sqft garage to be used for storage. The architecture of the proposed structure will match the renovation details recently completed by the church.

Recommendation

Consider the request, especially the design, scale, and form of the proposed structure in the context of the Historic Preservation District and act as you see fit.

Approved By

Asst. to City Admin.	Dave McCorquodale	Date: 1/24/20
City Administrator	Richard Tramm <i>R7</i>	Date: 1/24/20



L SQUARED ENGINEERING
 ARCHITECTURAL, COMMERCIAL, RESIDENTIAL,
 MECHANICAL, ELECTRICAL, PLUMBING,
 ENVIRONMENTAL ENGINEERING

SEVEN EIGHT SEVEN
 NORTH AVENUE
 MONTICELLO, TN 37136
 PROJECT ADDRESS
 MONTICELLO, TN 37136

LIVING SAVIOR LUTHERAN CHURCH

DIMENSIONAL CONTROL & PAVING PLAN

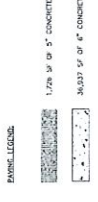
DRAWING DATA			
NO.	DATE	BY	COMMENT
1.	11/01/17	JTW	FOR REVIEW ONLY

GENERAL INFORMATION	
PROJECT	DATE
LIVING SAVIOR LUTHERAN CHURCH	11/01/17
SCALE	SHEET
1" = 30' (PLAN)	05
1" = 60' (ELEV)	



note:
 HATCHING INDICATES
 REPAVED SHOP
 PORTION. SEE 0518

1. DIMENSIONS ARE NOT COMPLETELY ADVANCED
2. DIMENSIONS ARE NOT COMPLETELY ADVANCED
3. DIMENSIONS ARE NOT COMPLETELY ADVANCED
4. DIMENSIONS ARE NOT COMPLETELY ADVANCED
5. DIMENSIONS ARE NOT COMPLETELY ADVANCED
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7. DIMENSIONS ARE NOT COMPLETELY ADVANCED
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9. DIMENSIONS ARE NOT COMPLETELY ADVANCED
10. DIMENSIONS ARE NOT COMPLETELY ADVANCED

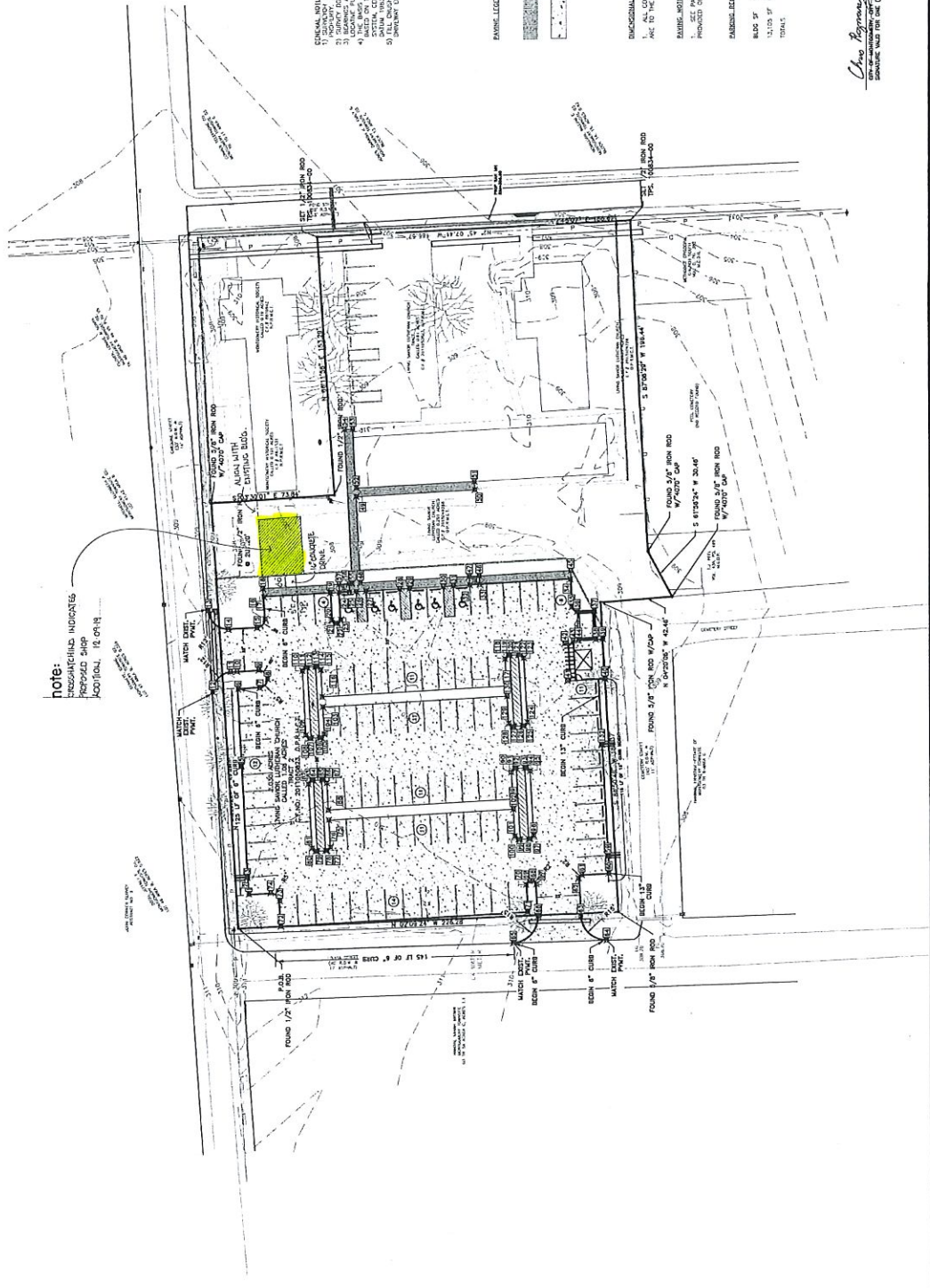


DIMENSIONAL CONTROL NOTES:
 ALL DIMENSIONS ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.

PAVING NOTES:
 SEE PAVING DIMENSIONS AND SPECIFICATIONS PROVIDED ON OTHER SHEETS

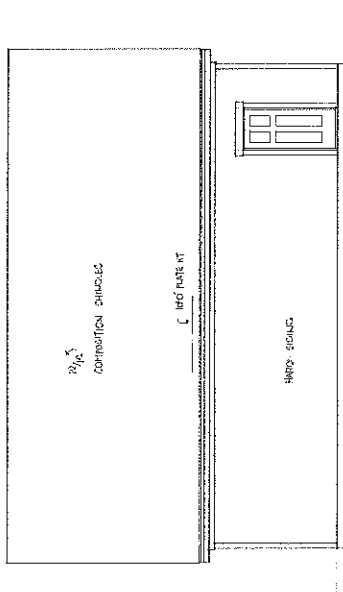
PAVING ESTIMATES:

ITEM NO.	DESCRIPTION	QTY	UNIT	PRICE	TOTAL
1.	1.75\"/>				

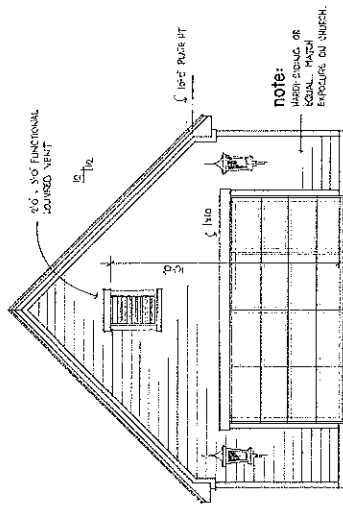


Chad R. Bergmann
 CHAD R. BERGMANN
 LICENSE NO. 177058
 STATE OF TENNESSEE

LIZZALLS
 INC.



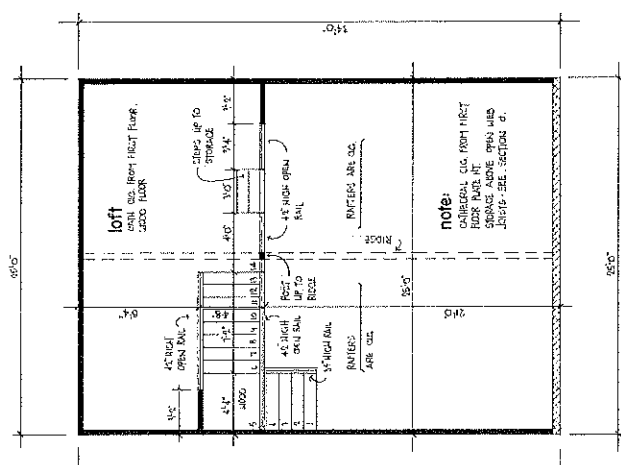
finish note:
 MATCH FACIA, SHIMMERS SHOULD
 CORNER, CHIMNEY, ETC...
 WITH CHURCH.



note:
 MATCH SIDING OR
 EQUAL. MATCH
 ENCLOSURE ON CHURCH.

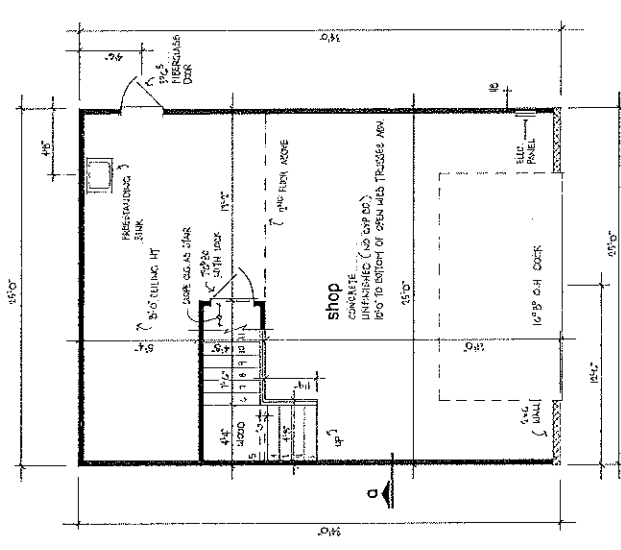
right side elevation

front elevation
 SCALE: 1/4" = 1'-0"

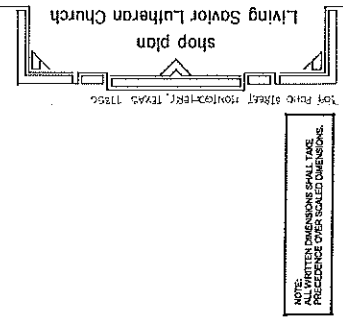


note:
 CORRELATE TO FIRST FLOOR
 FLOOR PLAN. IT
 SHOWS ABOVE OPEN AND
 JOIST-SEE SECTION d.

second floor plan
 SCALE: 1/4" = 1'-0"



first floor plan
 SCALE: 1/4" = 1'-0"



NOTE:
 DIMENSIONS SHALL TAKE
 PRECEDENCE OVER SCALED DIMENSIONS.

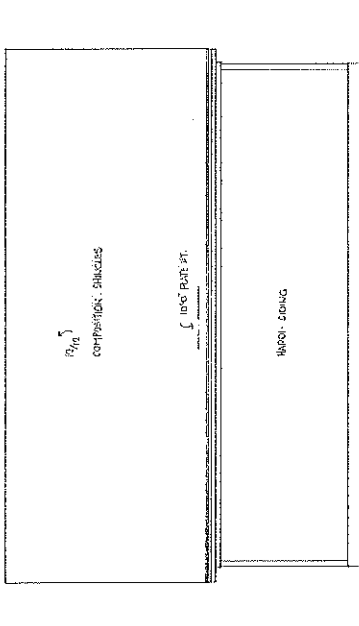
square footages

FIRST FLOOR	117.0
SECOND FLOOR	117.0
TOTAL	234.0

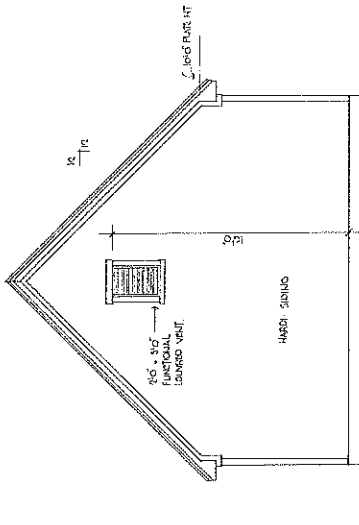
**Living Savior
 Lutheran Church**
 121. POND STREET, HOUSTON, TX
 77004

CONTRACT NO. 1000000000000000
 DATE: 10/10/2020

shop plan
 SCALE: 1/4" = 1'-0"

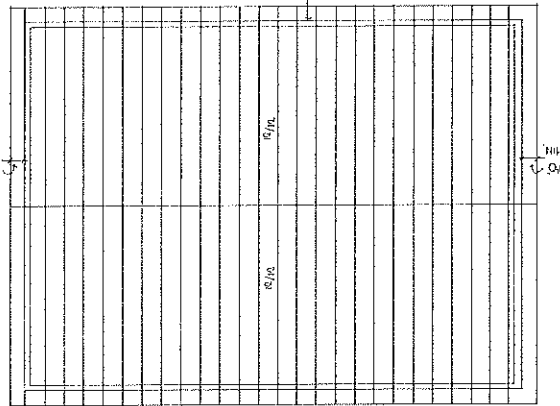


left side elevation

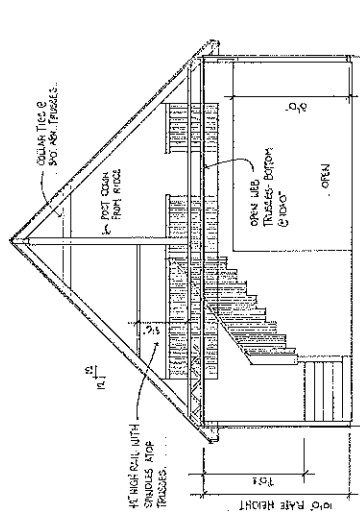


rear elevation

- Code Section - Rafter Dimensions/Notes**
 Verify all with engineer.
1. Minimum bearing area for steel inside at brick openings is 4" or 14 sq. in. (4" x 3 1/2" with side).
 2. All steel shall be galvanized.
 3. Connectors 3" x 3" x 3/8" (min), with fasteners at 4" o.c. Max. per R319 (IRC 2003).
 4. Hanging portion of these brackets shall be not less than 1 1/2" not less than 1/2" from the edge of the wall. The fasteners shall provide an equivalent gripping surface per R319.2 (IRC 2003).
 5. Wall fasteners in contact with slab to be corrosion resistant.
 6. All exterior walls and main cross stud partitions shall be braced at 10' o.c. and end braced once every 27' of wall. Sec. 2017 (5).
 7. All exterior walls and main cross stud partitions shall be braced at 10' o.c. and end braced once every 27' of wall. Sec. 2017 (5).
 8. This is not under parallel partitions.
 9. All exterior walls and main cross stud partitions shall be braced at 10' o.c. and end braced once every 27' of wall. Sec. 2017 (5).
 10. All exterior walls and main cross stud partitions shall be braced at 10' o.c. and end braced once every 27' of wall. Sec. 2017 (5).
 11. All exterior walls and main cross stud partitions shall be braced at 10' o.c. and end braced once every 27' of wall. Sec. 2017 (5).
 12. Where ceiling joists and rafters are perpendicular apply string brace bearing walls.
 13. Where ceiling joists and rafters are perpendicular apply string brace bearing walls.
 14. Where joist hangers are used - secure joist ends to insure full bearing.



rafter plan



section a

NOTES:
 1. ALL BRACKETS TO BE GALVANIZED.
 2. PROVIDE BRACKETS WITH 20M NAILS.
 3. MATCH FRONT CHIMNEY HOLD CORNICE, ETC. WITH CHIMNEY.
 RAIN DIVING SAVORS ISRAELI 11-10-19



Montgomery Planning and Zoning Commission
AGENDA REPORT

Meeting Date: January 27, 2020	Budgeted Amount: N/A
Department: Administrative	
Prepared By: Dave McCorquodale	Exhibits: N/A

Subject

Consideration and possible action regarding moving the regular monthly Planning & Zoning Commission meeting from 6:00 p.m. on the 4th Monday of the month to an alternate date or time.

Description

City staff would like to gauge the interest and ability of the Commission to move the regular monthly meeting to better fit into the schedule of other city meetings. As happens this month, P&Z and City Council meetings are often one day apart. This doesn't allow time to get items from P&Z to the City Council without preemptively putting the item on the council agenda before P&Z action (since the council agenda is published before the P&Z meeting is held).



Moving the meeting to Tuesday is part of a larger effort to hold all city meetings on Tuesday to provide regularity and allow the public to have a better idea of city meeting days—since they would all occur on Tuesdays.

Another point of consideration is to hold the meeting earlier in the day. Many of the applicants for P&Z action are acting as a business and typically bring their consultants to the meetings. This would allow their work to be done during business hours. Staff has considered late afternoon hours (e.g. 3:00 or 4:00 p.m.). Realizing this may conflict with Commissioner's work schedules, staff would like to get your input on the idea.

Recommendation

Consider the meeting date and time change and act as you deem appropriate.

Approved By

Asst. to City Admin.	Dave McCorquodale 	Date: 1/24/20
City Administrator	Richard Tramm 	Date: 1/24/20