



**City of Montgomery  
Planning and Zoning Commission  
Regular Meeting Agenda  
June 11, 2025**

**OPENING AGENDA**

**1. Call meeting to order.**

Chairman Simpson called the meeting to order at 6:00 p.m.

Present: Commission Members: John Fox, Daniel Gazda, Merriam Walker  
and Chairman Bill Simpson

Absent: None

**2. Pledges of Allegiance.**

Chairman Simpson led the Pledge of Allegiance and Pledge of Allegiance to the Texas State Flag.

**PUBLIC FORUM:**

Cheryl Fox, 821 Stewart Street, addressed the Commission to request that no action be taken on the Special Use Permit for a fast food restaurant currently under consideration, citing a public hearing scheduled for the 24th and noting that no noticeable traffic impact has been observed or permission granted from the adjacent store for additional access. She emphasizes her desire to wait for further developments before any decision is made.

**REGULAR AGENDA**

**3. Consideration and possible action on the election of Vice Chairman.**

The Commission Members discussed the election of a new Vice Chair, following Tom Czulewicz's departure from the position, with questions about the potential for a fifth member to join the board and the timing of that appointment, which is linked to item four on the agenda. Commission Member Walker expressed interest in considering a specific individual for the Board of Director recommendation and suggested voting on that person first before collectively deciding on the Vice Chair, emphasizing the importance of filling the Vice Chair position promptly.

**Motion:** Commission Member Walker made a motion to TABLE the item until the July 01, 2025 meeting. Commission Member Gazda seconded the motion. Motion carries with all present voting in favor.

**4. Consideration and possible action regarding the Board of Directors.**

Jeff Glazer, addressed the Commission in reference to volunteering for a position on the Planning and Zoning Commission for the Board of Directors vacancy. He explained he is a resident with prior law enforcement experience and familiarity with the city.

The Commission unanimously nominated Jeff Glazer for a recommendation for an appointment to go to the city council for final approval.

**Motion:** Commission Member Gazda made a motion to recommend approval of the request to the City Council. Commission Member Fox seconded the motion. Motion carries with all present voting in favor.

**5. Update on request for special use permit for a temporary construction/sales trailer at The Hills of Town Creek, 235 South Rose Marie Lane.**

Code Enforcement Officer/Planning Administrator Corinne Tilley presented the update on the Special Use Permit for the construction sales trailer at Town Hills of Town Creek. The City Council initially approved the permit, scheduled a public hearing for May 20th, but then canceled the hearing after the model home was completed in time, allowing sales staff to use it instead of the trailer.

No action taken.

**6. Consideration and possible action on the Regular Meeting Minutes of May 06, 2025.**

**Motion:** Commission Member Gazda made a motion to approve the Regular Meeting Minutes of May 06, 2025. Commission Member Fox seconded the motion. Motion carries with all present voting in favor.

**7. Consideration and possible action regarding follow up documents submitted in support of the approved installation of a roof over the existing patio area located at 14335 Liberty Street in the Historic Preservation District.**

Code Enforcement Officer/Planning Administrator Corinne Tilley presented the follow-up on the installation of a roof over the patio at 14335 Liberty Street in the historic district, with progress made on verifying material specifications, permits, and inspections. They agreed to wait for the building inspector's review of the proposed roofing materials and plans, including the use of commercial-grade panels, before making a final decision, and thus, they motioned to table item number seven until further information is received.

**Motion:** Commission Member Walker made a motion to TABLE the item until July 01, 2025 meeting. Commission Member Gazda seconded the motion. Motion carries with all present voting in favor.

**8. Consideration and possible action regarding a request for a special use permit for a fast-food restaurant with drive-through service at 21049 Eva Street.**

Code Enforcement Officer/Planning Administrator Corinne Tilley presented the follow-up request for a special use permit for a fast-food drive-thru restaurant at 211-049 Eva Street, citing the absence of a traffic impact analysis as required and non-compliance with the city's comprehensive plan. The Commission discussed recommendation for denial to be forwarded to the City Council, emphasizing adherence to planning guidelines and the need for proper documentation before approval.

**Motion:** Commission Member Gazda made a motion to recommend to deny to the City Council for absence of requested information. Commission Member Walker seconded the motion. Motion carries with all present voting in favor.

**9. Consideration and possible action regarding the installation of five new business signs (four wall and one hanging post sign) located at 21012 Eva Street in the Historic Preservation District.**

Code Enforcement Officer/Planning Administrator Corinne Tilley presented the installation of five new signs at 211-012 Eva Street in the historic district, noting that while the signs meet signage limits, concerns were raised about the sidewalk-hanging sign's location, weather durability, and its compatibility with the historic aesthetic. The Commission agreed to proceed with the signs, with a request to convert the hanging sign into a monument sign in the future, emphasizing the importance of maintaining the district's preservation standards.

**Motion:** Commission Member Gazda made a motion to approve the installation of five new business signs (four wall and one hanging post sign) located at 21012 Eva Street in the Historic Preservation District with the caveat to convert the hanging sign into a monument sign in the future. Commission Member Fox seconded the motion. Motion carries with 3-Ayes and 1-Nay vote by Commission Member Walker.

**10. Consideration and possible action regarding a proposal to make improvements to a property located at 826 College Street, in the Historic Preservation District.**

The Commission and the property owner discussed and stage one improvements for 826 College Street, including landscaping, a two-tier cedar deck with weather treatment, gutters, rain barrels, fencing, a garden, and tree removal, with emphasis on maintaining historical integrity and safety. They also agreed to review details about the dead trees and the potential for a small dry riverbed to manage water flow, while encouraging parking in the driveway and grass areas to reduce street congestion. The Commission agreed unanimously to stage one improvement, approving the proposed modifications with conditions for further information on tree removal.

**Motion:** Commission Member Walker made a motion approving the request to make improvements to a property located at 826 College Street, in the Historic Preservation District with conditions for further information on tree removal. Commission Member Gazda seconded the motion. Motion carries with all present voting in favor.

**11. Consideration and possible action on the variance request related to the required utility easement and vegetative setback for the HEB development (Dev. No. 2402).**

Chris Roznosky, WGA City Engineer, addressed the Commission and reviewed the variance requests for the HEB Development No. 2402, including relief from utility easements to keep utilities in the TxDOT right-of-way, a reduction of the landscape setback from 25 to 20 feet due to retaining walls, and other associated modifications. They discussed the utility placement, traffic flow, and site design details, including the proposed entrance points and truck movement plans, emphasizing safety and compliance with regulations. The motion to recommend approval of these variances to the City Council was approved, with the understanding that further coordination with TxDOT and adherence to future permits will be necessary.

**Motion:** Commission Member Gazda made a motion to approve the variance request related to the required utility easement and vegetative setback for the HEB development (Dev. No. 2402). Commission Member Walker seconded the motion. Motion carries with all present voting in favor.

**12. Consideration and possible action on the acceptance of the Bi-Annual Water and Wastewater Impact Fees.**

Chris Roznosky, WGA City Engineer, addressed the Commission, acting as the Capital Impact Advisory Commission, and reviewed the updated bi-annual water and wastewater impact fees,

which reflect an approximately 17% increase driven by rising project costs and increased development demands projected through 2035. The presentation detailed the need for infrastructure improvements, including the second phase of the wastewater plant and water line enhancements, with the fees set to help fund these projects, potentially through impact fee-backed debt issuance. The motion to recommend approval to the city council was passed, emphasizing the importance of aligning infrastructure growth with ongoing development and planning efforts.

**Motion:** Commission Member Gazda made a motion to approve the acceptance of the Bi-Annual Water and Wastewater Impact Fees for recommendation to City Council. Commission Member Walker seconded the motion. Motion carries with all present voting in favor.

### **13. Presentation regarding the MEDC wayfinding project in the Historic Preservation District.**

Code Enforcement Officer/Planning Administrator Corinne Tilley presented the presentation outlined the upcoming wayfinding signage project for the historic district, with an estimated cost of approximately \$1.5 million across three phases, primarily focused on fabricating and installing signs that align with the City's historic aesthetic. The project aims to enhance navigation and tourism while being mindful of installation timing, especially considering street and utility work, and will not include electronic message boards. Concerns about the high-cost relative to street repair needs were expressed, but the project is funded through the City's development budget. The signs are designed for ease of updating text if needed, and the City is in the process of selecting a reliable vendor to ensure durability and ongoing maintenance, with oversight from the county and TxDOT to meet installation standards.

### **COMMISSION INQUIRY**

The commission's inquiry included concerns about the lack of enclosure or covering for the outdoor garbage area, which remains exposed on the street and behind businesses, prompting discussions about installing a three-sided cover for sanitation and aesthetic reasons. Additionally, significant concern was raised about hazardous and disorderly street parking along Eva Street, especially on weekends at night, which creates safety issues and congestion; the commission suggested investigating parking regulations and enforcement with the city or public safety departments to address illegal or unsafe parking practices and improve overall safety and appearance in the area.

### **EXECUTIVE SESSION**

#### **14. Closed Session**

**Planning & Zoning Commission will meet in Closed Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:**

**A. Section 551.071 Consultation with Attorney regarding a request for a special use permit for a fast-food restaurant with drive-through service.**

At 7:21 p.m. Chairman Simpson convened the Planning & Zoning Commission into closed session pursuant to provision of Chapter 551 of the Texas Government Code, in accordance with the authority contained in Section 551.071 Consultation with Attorney regarding a request for a special use permit for a fast-food restaurant with drive-through service.

#### **15. Open Session**

**Planning & Zoning Commission will reconvene in Open Session at which time action on the matter(s) discussed in Closed Session may be considered.**

**A. Section 551.071 Consultation with Attorney regarding a request for a special use permit for a fast-food restaurant with drive-through service.**

At 7:41 p.m. Chairman Simpson reconvened the Planning & Zoning Commission into an open session pursuant to provision of Chapter 551 of the Texas Government Code to take any action necessary related to the executive session noted herein, or regular agenda items, noted above, and/or related items.

Item A: No action taken.

**CLOSING AGENDA**

**16. Items to consider for placement on future agendas.**

No items presented for consideration.

**17. Adjourn.**

**Motion:** Commission Member Gazda made a motion to adjourn the regular meeting of the Planning and Zoning Commission at 7:47 p.m. Commission Member Walker seconded the motion. Motion carries with all present voting in favor.

**APPROVED**

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Bill Simpson, Commission Chairman

**ATTEST:**

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Ruby Beaven, City Secretary