

MINUTES OF REGULAR MEETING

March 1, 2022

MONTGOMERY PLANNING AND ZONING COMMISSION

CALL TO ORDER

Chairman Waddell declared a quorum was present and called the meeting to order at 6:08 p.m.

Present: Jeffrey Waddell, Britnee Ghutzman, Bill Simpson, Merriam Walker

Absent: Allyson Clark

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

VISITOR/CITIZENS FORUM

No comments given.

1. **Consideration and possible action regarding a proposed balcony roof for the Kemifer Building located at 401 College Street in the Historic Preservation District.**

Staff reviewed the included information and noted Mr. Barnes was in attendance to answer questions. Mr. Barnes spoke about the need for rain protection above the emergency access stairs at the upper balcony to prevent the balcony wood from rotting at this location. He also stated his intent is to match the existing building materials as closely as possible. Commissioners Waddell and Walker asked if the new roof would match the existing and if the height of an existing door would allow the roof to be the same height as the existing roof on the other side of the façade. Mr. Barnes said they would match and his intent is to use the same lumber sizes and roof material to maintain a consistent look. Merriam Walker asked Mr. Barnes what the timeline is for his project and Mr. Barnes stated he was talking to contractors now to determine costs. Mrs. Walker also asked to ensure that he consider overhead safety when working above the entrances to the lower businesses on the ground floor. Mr. Barnes appreciated the advice and will talk to the affected businesses to coordinate construction timing. He also stated that he understood the requirements for obtaining a building permit for the work.

Britnee Ghutzman moved to approve the proposed exterior modifications contingent on the applicant obtaining a building permit and staff ensuring final details were consistent with the information presented to the Commission. Bill Simpson seconded the motion, the motion carried unanimously. (4-0)

2. **Consideration and possible action regarding a Report for City Council concerning a Special Use Permit application for Tony Jackson related to firewood sales at 22868 FM 1097 East, Montgomery, Texas 77356.**

Staff reviewed the packet information and explained how a Special Use Permit would bring the applicant into compliance with the City's zoning requirements and why it was needed. Although the firewood business had been in operation for a number of years, the property was zoned R1-Single Family Residential and commercial activity is not allowed. Staff provided options on possible conditions to include in the recommendation and the Commission was in favor of conditions that would ensure safety of patrons, employees, and motorists in the immediate vicinity of the business. The Commission discussed the points they felt were necessary and came to consensus on which to include in the recommendation to City Council.

Merriam Walker moved to recommend to City Council approval of the Special Use Permit for firewood sales to Mr. Tony Jackson at 22868 FM 1097 East, Montgomery, Texas 77356 with the following conditions:

- ensuring an all-weather entry and exit for vehicles,
- all activity must be located out of the road right-of-way
- equipment used must be behind the 35-foot building line applicable to commercial properties in the City
- annual review by the City to ensure compliance

Britnee Ghutzman seconded the motion, the motion carried unanimously (4-0)

Commission Inquiry

Jeffrey Waddell asked staff to follow up on whether there should be a standard for number of homes per neighborhood entrance. Staff will follow up next month after consulting with the city engineer and researching neighborhood design standards.

Adjournment

Britnee Ghutzman moved to adjourn the meeting at 6:57 p.m. Merriam Walker seconded the motion, the motion carried unanimously. (4-0)

Prepared by: _____ Date approved: _____
Dave McCorquodale

Chairman Jeffrey Waddell

Attest: _____
Nici Browe, City Secretary