



The City of Liberty

Planning & Zoning Commission

1829 Sam Houston
Liberty, TX 77575
www.cityofliberty.org

Meeting

~ Agenda ~

April Gilliland
City Secretary
936-336-3684

Wednesday, March 22, 2023

12:00 PM

City Council Chambers

The Planning and Zoning Commission of Liberty, Texas reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code.

I. CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
President Tyler Jackson				
Commission Member Ryan Daniel				
Commission Member Rick Jenner				
Commission Member Emily Cook				
Commission Member Lindsay Lawrence				
Commission Member Cody Abshier				
Commission Member Janet Pavlock				

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

The Citizen's Forum is reserved for members of the public who would like to address the Planning and Zoning Commission Members regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Commissioners may not deliberate or take any action during citizens' comments about items not on the agenda. In some situations, City Staff may be able to respond to the public's comments with a factual statement or clarification. The Commissioners may have the item placed on a future agenda for action or refer the item to Management and Staff for study or conclusion.

III. CONSENT AGENDA

All consent items listed are considered to be routine by the Planning and Zoning Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commission Member so requests, and if such a request is made, the item will be removed from the Consent Agenda and considered in a normal sequence on the agenda.

A. Minutes Approval

1. February 22, 2023

IV. REGULAR AGENDA

A. Regular Session

1. Consider approving a replat of Lot 2 of Outer Block 31 of the East Liberty Town League

V. ADJOURNMENT**A. Motion To: Adjourn**

I certify that the attached Notice of Meeting was posted on the bulletin board and in the Message Centers located on the east and west sides of the City Hall Administration Building, located at 1829 Sam Houston on the 17th day of March, 2023 at 5:00 p.m. This notice will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

April Gilliland

April Gilliland, City Secretary

NOTICE

In compliance with the Americans with Disabilities Act, the City of Liberty will provide reasonable accommodation for persons attending and/or participating in this Meeting. To better serve you, requests must be made at least 24 hours prior to the meeting. Contact the City at (936) 336-3684 or by Fax at (936) 336-9846. The building is wheelchair accessible, with parking available, on the west side of the building.

I certify that the attached Notice and Agenda of items to be considered by the Planning & Zoning Commission was removed by me from the bulletin board at the City Hall on the _____ day of _____, _____.



The City of Liberty

Planning & Zoning Commission

Meeting

~ Minutes ~

1829 Sam Houston
Liberty, TX 77575
www.cityofliberty.org

April Gilliland
City Secretary
936-336-3684

Wednesday, February 22, 2023

12:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on February 22, 2023 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 12:00 p.m. by President Tyler Jackson.

Attendee Name	Present	Absent	Late	Arrived
President Tyler Jackson	X			
Commission Member Ryan Daniel		X		
Commission Member Rick Jenner	X			
Commission Member Emily Cook	X			
Commission Member Lindsay Lawrence	X			
Commission Member Cody Abshier		X		
Commission Member Janet Pavlock	X			

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / CITIZENS FORUM

The Citizen's Forum is reserved for members of the public who would like to address the Planning and Zoning Commission Members regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Commissioners may not deliberate or take any action during citizens' comments about items not on the agenda. In some situations, City Staff may be able to respond to the public's comments with a factual statement or clarification. The Commissioners may have the item placed on a future agenda for action or refer the item to Management and Staff for study or conclusion.

President Jackson welcomed guests and visitors in attendance, opening the floor for public comment to those individuals wishing to address the board. There were no comments.

III. CONSENT AGENDA

All consent items listed are considered to be routine by the Planning and Zoning Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commission Member so requests, and if such a request is made, the item will be removed from the Consent Agenda and considered in a normal sequence on the agenda.

A motion was made by Commission Member Lawrence to approve all items on the consent agenda. The motion was seconded by Commission Member Jenner. The motion passed 5 to 0.

A. Minutes Approval

1. October 12, 2022

IV. REGULAR AGENDA**A. Regular Session**

1. Consider approving a replat of Lot 2 and the West ½ of Lot 1 of the Baillio Subdivision. Isaac Basha has applied to replat his lot at 3014 Grand. The replat is necessary to incorporate a small tract of land into the existing property. With the replat, the size of the lot will increase by .1355 acres.

A motion was made by Commission Member Cook to approve the replat of Lot 2 and the West 1/2 of Lot 1 of the Baillio Subdivision (3014 Grand). The motion was seconded by Commission Member Jenner. The motion passed 5 to 0.

V. ADJOURNMENT**A. Motion To: Adjourn**

With no further business to discuss, President Jackson adjourned the meeting at 12:03 p.m.

Tyler Jackson, President

ATTEST:

April Gilliland, City Secretary

CITY OF LIBERTY

Planning & Zoning Commission Agenda Item Form

Meeting Date: March 22, 2023

Agenda Wording: Consider approving a replat of Lot 2 of Outer Block 31 of the East Liberty Town League

Department: Community Development

Subject: Minor Plat

Background: Ron McClain, registered agent for REM Funding LLC, has applied to replat a lot on Washington Avenue (LCAD Property ID 56958). The replat is necessary to turn one .5029-acre lot into two .2514-acre lots.

Funding Source: n/a

Staff Recommendation: Approval of the replat



PLAT APPLICATION

City of Liberty Community Development Department
1829 Sam Houston, Liberty, Texas 77575

Phone: 936-336-3684 | Fax: 936-336-9846 | Email: permits@cityofliberty.org

APPLICATION FOR

☒ *Minor Plat (2 or fewer lots) - \$300.00

☐ Preliminary Plat - \$100.00

☐ *Short Form Final Plat (4 or fewer lots) - \$300.00

☐ *Final Plat - \$300.00

PROPERTY INFORMATION

Subdivision Name: PEM + Kokenes Minor Plat Address/Location: Washington Ave
Lot(s): 2 Block(s): 1
of Acres: .5029 # of Lots: 2 # of Units: 0

APPLICANT INFORMATION

Name: Deanna Braussard Company: Wells Land Survey
Mailing Address: 712 FM 562 City: Anahuac State: TX Zip: 77514
Email Address: dbraussard@wellslandsurvey.com Phone: 409-267-3002

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

Name: Pon McClain Company: PEM Funding LLC
Mailing Address: 13711 Berry Springs City: Houston State: TX Zip: 77070
Email Address: a2sell@aol.com Phone: _____

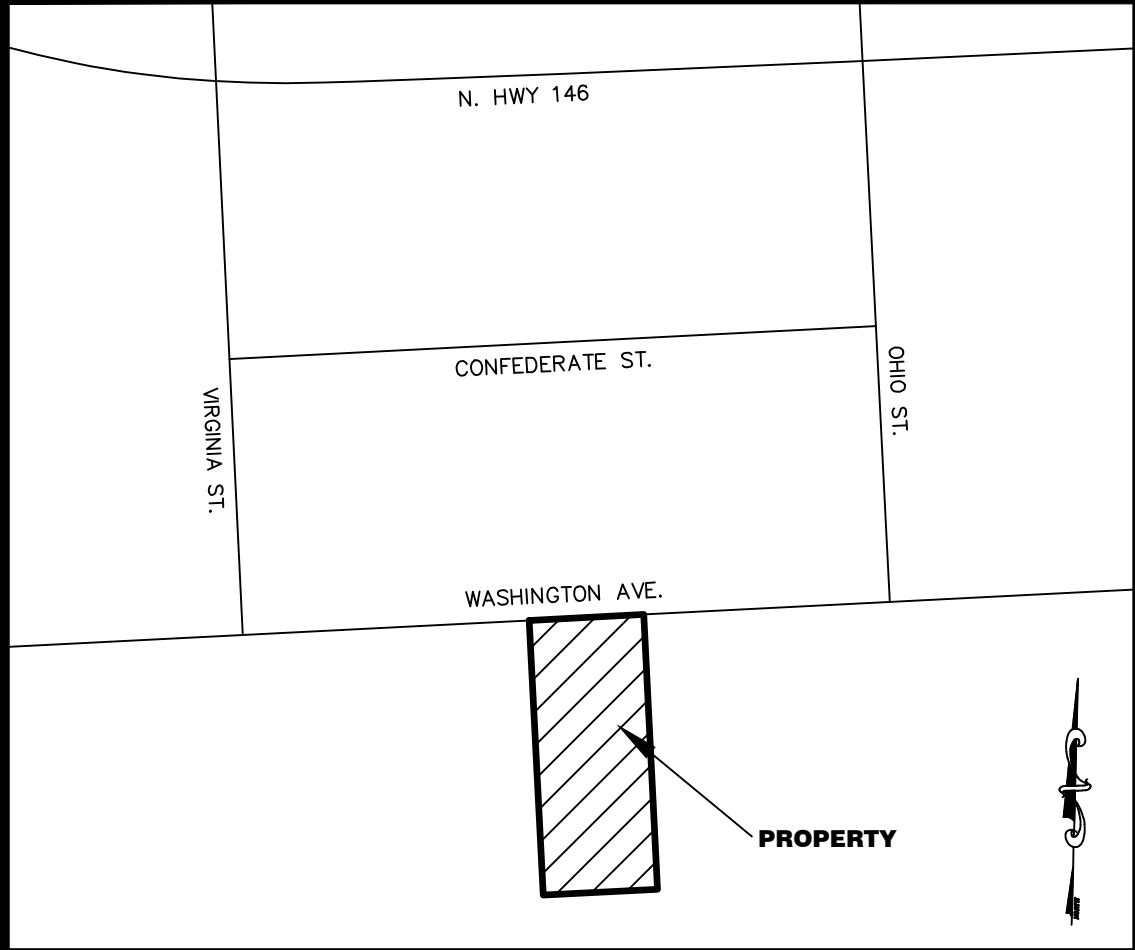
SIGNATURE

Pon McClain
Owner's Signature

2/28/23
Date

Deanna Braussard
Applicant Signature

2/28/23
Date



VICINITY MAP: NOT TO SCALE

WE, **RON MCLAIN, REGISTERED AGENT FOR REM FUNDING, LLC** AND **CHAD KOKENES, PRESIDENT OF KOKENES & ASSOCIATES, INC.**, OWNERS OF SAID 0.5029 ACRES, BEING THE **REM AND KOKENES MINOR PLAT** DO HEREBY MAKE AND ESTABLISH SAID SUBDIVISION OF SAID PROPERTY, ACCORDING TO ALL LINES, DEDICATIONS, RESTRICTIONS, AND NOTATIONS ON SAID MAP OR PLAT AND HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL EASEMENTS SHOW THEREON AND DO HEREBY BIND MYSELF, MY SUCCESSORS AND ASSIGNS TO WARRANT AND FOREVER DEFEND THE TITLE TO THE LAND SO DEDICATED.

FURTHER, WE, OWNERS DO HEREBY COVENANT AND AGREE THAT ALL OF THE PROPERTY WITHIN THE BOUNDARIES OF THIS PLAT AND ADJACENT TO ANY DRAINAGE EASEMENT, DITCH, GULLY, CREEK OR NATURAL DRAINAGE WAY SHALL HEREBY BE RESTRICTED TO KEEP SUCH DRAINAGE WAYS AND EASEMENTS CLEAR OF FENCES, BUILDINGS, PLANTING AND OTHER OBSTRUCTIONS TO THE OPERATIONS AND MAINTENANCE OF THE DRAINAGE FACILITY AND THAT SUCH ABUTTING PROPERTY SHALL NOT BE PERMITTED TO DRAIN DIRECTLY INTO THIS EASEMENT EXCEPT BY MEANS OF AN APPROVED DRAINAGE STRUCTURE.

FURTHER, WE, OWNERS CERTIFY AND COVENANT THAT I HAVE COMPLIED WITH OR WILL COMPLY WITH SUBSECTIONS 13.504 D AND ALL OTHER REGULATIONS HERETOFORE ON FILE WITH THE LIBERTY COUNTY ENGINEER AND ADOPTED BY THE COMMISSIONERS' COURT OF LIBERTY COUNTY.

IN TESTIMONY WHEREOF, I, **RON MCLAIN, REGISTERED AGENT FOR REM FUNDING, LLC.**, BEING THE OWNER OF SAID PROPERTY, HAVE CAUSED THESE PRESENTS TO BE SIGNED BY ME THIS ____ DAY OF _____, 20____.

RON MCLAIN, REGISTERED AGENT FOR REM FUNDING, LLC., OWNER

STATE OF TEXAS
COUNTY OF CHAMBERS

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED **RON MCLAIN, REGISTERED AGENT FOR REM FUNDING, LLC.**, OWNER, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS ____ DAY OF _____, 20____.

NOTARY PUBLIC FOR THE STATE OF TEXAS

IN TESTIMONY WHEREOF, I, **CHAD KOKENES, PRESIDENT OF KOKENES & ASSOCIATES, INC.**, BEING THE OWNER OF SAID PROPERTY, HAVE CAUSED THESE PRESENTS TO BE SIGNED BY ME THIS ____ DAY OF _____, 20____.

CHAD KOKENES, PRESIDENT OF KOKENES & ASSOCIATES, INC., OWNER

STATE OF TEXAS
COUNTY OF CHAMBERS

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED **CHAD KOKENES, PRESIDENT OF KOKENES & ASSOCIATES, INC.**, OWNER, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS ____ DAY OF _____, 20____.

NOTARY PUBLIC FOR THE STATE OF TEXAS

I, **CHRIS JARMON, ASSISTANT CITY MANAGER OF THE CITY OF LIBERTY**, CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THIS CITY WHEREIN MY APPROVAL IS REQUIRED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS ____ DAY OF _____, 2023.

CHRIS JARMON, ASSISTANT CITY MANAGER

STATE OF TEXAS
COUNTY OF LIBERTY

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED **CHRIS JARMON, ASSISTANT CITY MANAGER**, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS ____ DAY OF _____, 20____.

NOTARY PUBLIC FOR THE STATE OF TEXAS

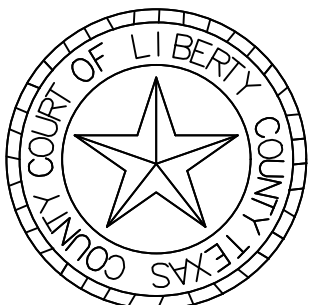
STATE OF TEXAS
COUNTY OF LIBERTY

I, **LEE H. CHAMBERS, COUNTY CLERK OF LIBERTY COUNTY**, DO HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED FOR REGISTRATION IN MY OFFICE ON ____ 20____, A.D. AND DULY RECORDED ON ____ 20____, A.D. IN THE PLAT RECORDS OF LIBERTY COUNTY, TEXAS UNDER

INSTRUMENT # _____

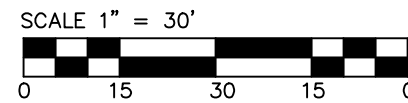
WITNESS MY HAND AND SEAL OF OFFICE, THIS ____ DAY OF _____, 20____.

LEE H. CHAMBERS COUNTY CLERK
LIBERTY COUNTY, TEXAS



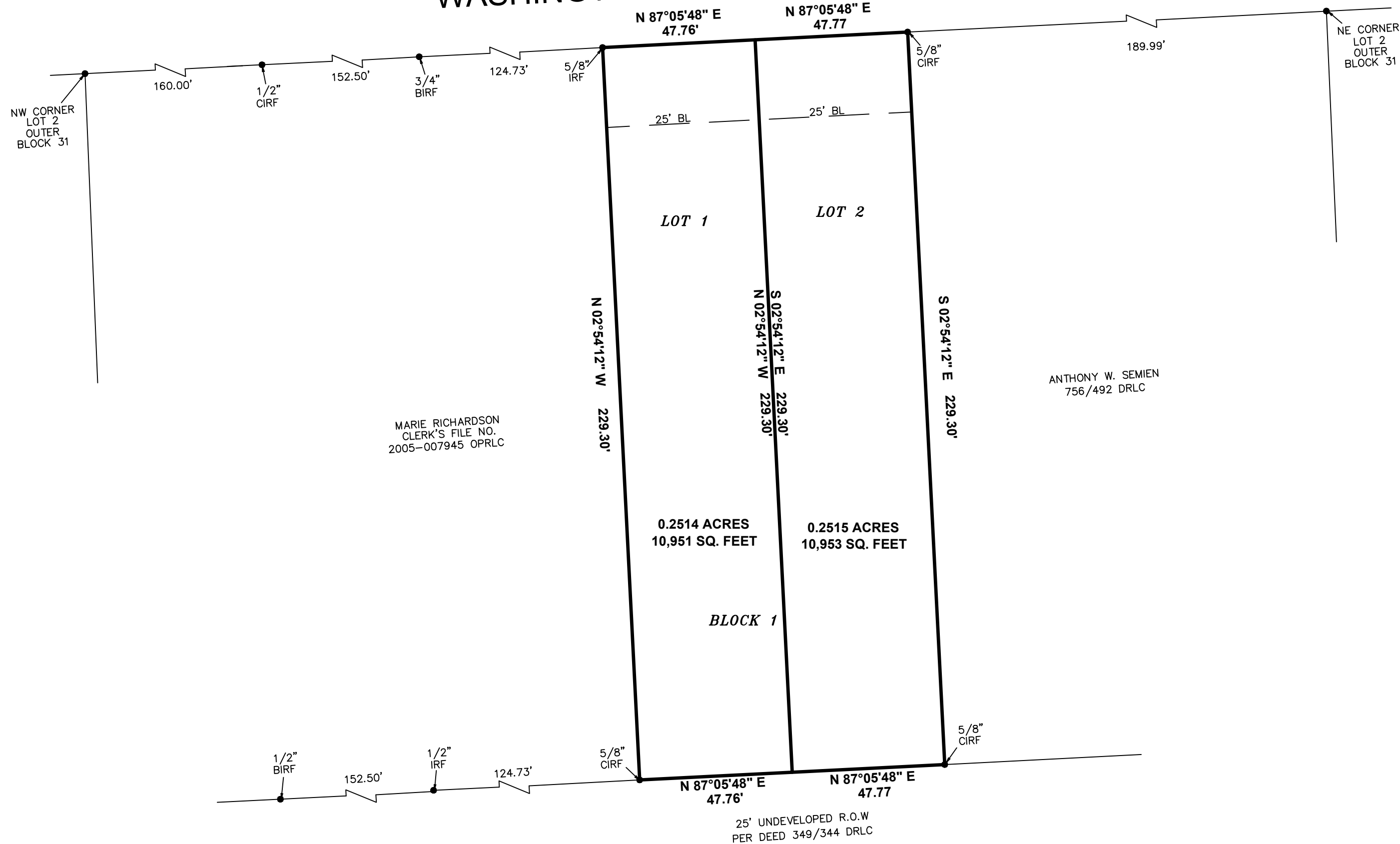
REM AND KOKENES MINOR PLAT

BEING A TRACT OR PARCEL CONTAINING 0.5029 OF AN ACRE (21,905 SQUARE FEET) OF LAND SITUATED IN THE EAST LIBERTY TOWN LEAGUE ABSTRACT NO. 359, LIBERTY COUNTY, TEXAS, BEING OUT OF AND A PART OF LOT 2, OUTER BLOCK 31 OF THE CITY OF LIBERTY, RECORDED IN VOLUME 1, PAGE 137 OF THE MAP RECORDS OF LIBERTY COUNTY, AND BEING THAT SAME TRACT CONVEYED FROM JAMES EDWARD COUGHLIN AND JOSEPH DAVID COUGHLIN TO JOE DAVID COUGHLIN SR. AND DALEENA COUGHLIN RECORDED IN CLERKS FILE NO. 2022-012670 OF THE OFFICIAL PUBLIC RECORDS OF LIBERTY COUNTY.



VIRGINIA ST.

WASHINGTON AVE. (27.75' RIGHT-OF-WAY)



LEGAL DESCRIPTION 0.5029 ACRES
EAST LIBERTY TOWN LEAGUE, ABSTRACT NO. 359
LIBERTY COUNTY, TEXAS

BEING A TRACT OR PARCEL CONTAINING 0.5029 OF AN ACRE (21,905 SQUARE FEET) OF LAND SITUATED IN THE EAST LIBERTY TOWN LEAGUE ABSTRACT NO. 359, LIBERTY COUNTY, TEXAS, BEING OUT OF AND A PART OF LOT 2, OUTER BLOCK 31 OF THE CITY OF LIBERTY, RECORDED IN VOLUME 1, PAGE 137 OF THE MAP RECORDS OF LIBERTY COUNTY, AND BEING THAT SAME TRACT CONVEYED FROM JAMES EDWARD COUGHLIN AND JOSEPH DAVID COUGHLIN TO JOE DAVID COUGHLIN SR. AND DALEENA COUGHLIN RECORDED IN CLERKS FILE NO. 2022-012670 OF THE OFFICIAL PUBLIC RECORDS OF LIBERTY COUNTY, SAID 0.5029 OF AN ACRE BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS: THE BEARINGS SHOWN HEREON ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, NAD 83:

COMMENCING AT A 1/2 INCH CAPPED IRON ROD FOUND IN THE SOUTH RIGHT OF WAY LINE OF WASHINGTON AVENUE (27.75 FOOT RIGHT OF WAY) FOR THE NORTHWEST CORNER OF SAID LOT 2, AND BEING THE NORTHWEST CORNER OF THE THANH QUYNH DAO AND PHAM VAN CALLED 1.571 ACRE TRACT DESCRIBED IN CLERKS FILE NO. 2020-011761 OF THE OFFICIAL PUBLIC RECORDS OF LIBERTY COUNTY:

THENCE NORTH 87 DEGREES 05 MINUTES 48 SECONDS EAST, ALONG THE SOUTH LINE OF SAID WASHINGTON AVENUE, A DISTANCE OF 437.23 FEET TO A 5/8 INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF MARIA RICHARDSON TRACT DESCRIBED IN CLERKS FILE NO. 2005-007945 OF THE OFFICIAL PUBLIC RECORDS OF LIBERTY COUNTY, AND BEING THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT AND POINT OF BEGINNING.

THENCE NORTH 87 DEGREES 05 MINUTES 48 SECONDS EAST, CONTINUING ALONG THE SOUTH LINE OF SAID WASHINGTON AVENUE, A DISTANCE OF 95.53 FEET TO A 5/8 INCH CAPPED IRON ROD SET FOR THE NORTHWEST CORNER OF THE ANTHONY W. SEMEN TRACT DESCRIBED IN VOLUME 756, PAGE 492 OF THE DEED RECORDS OF LIBERTY COUNTY, AND BEING THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE SOUTH 02 DEGREES 54 MINUTES 12 SECONDS EAST, ALONG THE WEST LINE OF SAID ANTHONY W. SEMEN TRACT, A DISTANCE OF 229.30 FEET TO A 5/8 INCH CAPPED IRON ROD SET IN THE NORTH LINE OF A 25 FOOT UNDEVELOPED RIGHT OF WAY AS SHOWN ON PARTITION MAP RECORDED IN VOLUME 349, PAGE 344 OF THE DEED RECORDS OF LIBERTY COUNTY FOR THE SOUTHWEST CORNER OF SAID ANTHONY W. SEMEN TRACT, AND BEING THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 02 DEGREES 54 MINUTES 12 SECONDS WEST, ALONG THE NORTH LINE OF SAID 25 FOOT UNDEVELOPED RIGHT OF WAY, A DISTANCE OF 95.53 FEET TO A 5/8 INCH CAPPED IRON ROD SET FOR THE SOUTHEAST CORNER OF SAID MARIA RICHARDSON TRACT, AND BEING THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 02 DEGREES 54 MINUTES 12 SECONDS WEST, ALONG THE EAST LINE OF SAID MARIA RICHARDSON TRACT, A DISTANCE OF 229.30 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.5029 OF AN ACRE OF LAND, MORE OR LESS.

NOTES:

1. THE BEARINGS SHOWN ARE GRID BEARINGS AND THE COORDINATES SHOWN HEREON ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE, NAD 83. ALL DISTANCES ARE ACTUAL DISTANCES. COMBINED SCALE FACTOR = 0.9982213890.
2. THIS SURVEY WAS PERFORMED WITHOUT BENEFIT OF A TITLE REPORT. CERTAIN EASEMENTS AND/OR BUILDING LINES MAY HAVE BEEN GRANTED WHICH ARE NOT REFLECTED HEREON. THIS SURVEY IS SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.
3. THE PURPOSE OF THIS FACILITY SHALL NOT INDUCE THE SURFACE FLOW FROM ADJACENT LAND, NOR CAUSE FLOODING TO ADJACENT PROPERTY.

LEGEND:

DRLC - DEED RECORDS LIBERTY COUNTY
IRF - IRON ROD FOUND
CIRF - CAPPED IRON ROD FOUND
CIR - CAPPED IRON ROD SET
BIRF - BENT IRON ROD FOUND
F.I.R.M. - FLOOD INSURANCE RATE MAP
OPRLC - OFFICIAL PUBLIC RECORDS OF LIBERTY COUNTY

PROPERTY LIES WITHIN FLOOD ZONE "V-SHADED/AC" ACCORDING TO F.I.R.M. NO. 4829104450, DATED JAN. 19, 2015, BY GRAPHIC PLOTTING ONLY. WELLS LAND SURVEY DOES NOT ASSUME RESPONSIBILITY FOR EXACT DETERMINATION BEFORE ANY DEVELOPMENT PLANNING, DESIGN, OR CONSTRUCTION IS STARTED. THE COMMUNITY, CITY, AND COUNTY IN WHICH SUBJECT TRACT EXISTS SHOULD BE CONTACTED. SAID ENTITIES MAY IMPOSE GREATER FLOOD PLAIN AND FLOODWAY RESTRICTIONS THAN SHOWN BY THE F.I.R.M. THAT MAY AFFECT DEVELOPMENT.

REM AND KOKENES MINOR PLAT

BEING A TRACT OR PARCEL CONTAINING 0.5029 ACRES (21,905 SQUARE FEET) OF LAND SITUATED IN THE EAST LIBERTY TOWN LEAGUE ABSTRACT NO. 359, LIBERTY COUNTY, TEXAS, BEING OUT OF AND A PART OF LOT 2, OUTER BLOCK 31 OF THE CITY OF LIBERTY RECORDED IN VOLUME 1, PAGE 137 OF THE MAP RECORDS OF LIBERTY COUNTY, AND BEING THAT SAME TRACT CONVEYED FROM JAMES EDWARD COUGHLIN AND JOSEPH DAVID COUGHLIN TO JOE DAVID COUGHLIN SR. AND DALEENA COUGHLIN RECORDED IN CLERKS FILE NO. 2022-012670 OF THE OFFICIAL PUBLIC RECORDS OF LIBERTY COUNTY.

SURVEYORS CERTIFICATION

I, TIM WELLS WHITE AM REGISTERED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT THE ABOVE SUBDIVISION IS TRUE AND ACCURATE, WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND, THAT EXCEPT AS SHOWN ALL BOUNDARY CORNERS, ANGLE POINTS, POINTS OF CURVATURE AND OTHER POINTS OF REFERENCE HAVE BEEN MARKED WITH IRON OR OTHER OBJECTS OF A PERMANENT NATURE) PIPES OR RODS HAVING AN OUTSIDE DIAMETER OF NOT LESS THAN FIVE EIGHTHS (5/8) INCH AND A LENGTH OF NOT LESS THAN THREE (3) FEET; AND THAT THE PLAT BOUNDARY CORNERS HAVE BEEN TIED TO THE TEXAS COORDINATE SYSTEM OF 1983 CENTRAL ZONE.

Tim Wells White, Registered Professional Land Surveyor No. 5742

ADDRESS: WASHINGTON AVE. LIBERTY, TX 77675	PLATTED FOR: REM FUNDING, LLC
TBPLS LICENSE # 10193909	
712 F.M. 562 ANAHUAC, TX 77514 (409) 267-3002	
www.wellslandsurvey.com	
JOB NO: 836-22	DATE: 11-17-22
DRAWN BY: AL	SCALE: 1"= 30'