The City of Liberty

Planning & Zoning Commission

Meeting

~ Agenda ~

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

April Gilliland
City Secretary
936-336-3684

Wednesday, May 24, 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

A.

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. April 12, 2023

IV. REGULAR AGENDA

A. Regular Session

1. Consider amending section 10.02.122 of the Code of Ordinances related to lot sizes.

2. Consider rezoning 116 McManus to allow a manufactured home to be placed on the lot.

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 19th day of May, 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 City Council 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
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April Gilliland
City Secretary
936-336-3684

Wednesday, April 12, 2023 | **12:00 PM** | **City Council Chambers**

I. CALL TO ORDER

This meeting was called to order on April 12, 2023 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 12:03 p.m. by President Tyler Jackson.

A.

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 Cook. The motion passed 3 to 0.

A. Minutes Approval

1. March 22, 2023

IV. REGULAR AGENDA

A. Regular Session

1. Consider approving a replat of Lot 32 of the Westwood Acres Subdivision

Mark Sherley, on behalf of Patriot Group Holdings, LLC, has applied to replat a lot on Westwood Avenue (LCAD Property ID 74181). The replat is necessary to turn one .25-acre lot into two .125-acre lots. One lot will have access to Westwood and the other lot will have access to FM 563. Because the replatted lots do not meet the City's subdivision standards, the owner is requesting the following variances:

	REQUIRED	PROPOSED
LOT SIZE	6,000 sq ft	5,418 sq ft
LOT DEPTH	100 feet	70 feet

A motion was made by Commission Member Cook to approve the variance request of lot 32 of the Westwood Acres Subdivision. The motion was seconded by Commission Member Lawrence. The motion passed 2 to 0 to 1, with an abstention from President Jackson.

B. Work Session

1. Consider holding a work session to review lot sizes and setback requirements

Currently, the city's lot sizes vary based on the use of the property. The standard lot size for a residential lot is 6,000 square feet (60 x 100). The city is proposing lot size adjustments to better meet the demands of developers and to foster more economic growth. The proposed lot size is 5,000 square feet (50 x 100).The commission members are good with the proposed changes.

2. Consider holding a work session to review accessory building requirements.

Currently, the city allows accessory buildings to be constructed on vacant lots as stand-alone structures. Staff is proposing to amend the code of ordinances to require a primary structure to be built before an accessory structure can be built. The commission members were good with the proposed changes.

V. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Jackson adjourned the meeting at 12:22 p.m.

_____
Tyler Jackson, President

ATTEST:

_____
April Gilliland, City Secretary

CITY OF LIBERTY

Planning & Zoning Commission
Agenda Item Form

Meeting Date: May 24, 2023

Agenda Wording: Consider amending section 10.02.122 of the Code of Ordinances related to lot sizes.

Department: Community Development

Subject: Lot Size

Background: Currently, the city's lot sizes vary based on the use of the property. The standard lot size is 6,000 square feet (60 x 100) for a single family detached lot, 5,000 square feet (50 x 100) for a manufactured home and 4,500 square feet (45 x 100) for a patio home. The proposed ordinance changes simplify the city's lot size requirements by making nearly all residential lots 5,000 square feet (50 x 100).

The Planning Commission held a work session on April 12, 2023 to review and discuss this item. If approved, this item will need final approval from the City Council.

Funding Source: n/a

Staff Recommendation: Approval

§ 10.02.122. Lot improvements.

(b)

Lot dimensions shall comply with the following minimum standards (see figure 5).

Figure 5. Minimum Lot Requirements

Residential Type	Minimum Lot Areas	Minimum Lot Dimensions		Front Setback	Side Yard	Back Yard	
		Inside Lot	Corner Lot				Outside Side Yard/Corner Lot
Accessory structures	6,000 SF	60'(W) 100'(D)	75'(W) 100'(D)	20'	3'	3'	10'
Manufactured home	5,000 SF	50'(W) 100'(D)	65'(W) 100'(D)	20'	7.5'	10'	10'
Standard single-family residential detached	6,000 SF	60'(W) 100'(D)	75'(W) 100'(D)	20'	7.5' 15'***	10'	10'
Duplex	11,500 SF (see footnote B)	105'(W) 110'(D)	120'(W) 110'(D)	20'	7.5' 15'***	10'	10'
Townhouse or garden apartments	2,000 SF	20'(W) 100'(D)	35'(W) 100'(D)	5'	N/A	10'	10'
Patio homes	4,500 SF	45'(W) 100'(D)	55'(W) 100'(D)	5'	10'	10'	10'
Apartment complexes (5 or more dwelling units)	8,000 SF	80'(W) 100'(D)	95'(W) 100'(D)	5'	N/A	10'	10'
Commercial type	6,500 SF	65'(W) 100'(D)	80'(W) 100'(D)	5'	N/A	10'	10'

*Exception - Corner lots are required to be larger.

**W =Width; D = Depth; width is measured at the front setback line.

***Structure cannot be any closer than fifteen (15) feet to adjacent structures (e.g. house or business building).

Footnote A: Five (5) feet or (15'***) side yard is required for unit(s) adjacent to single-family residence, manufactured/mobile home, or duplex unit.

Footnote B: Lot for duplex residential unit (two (2) dwellings).

Footnote C: Accessory structures may only be installed in the side or rear yard.

§ 10.02.122. Lot improvements.

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Figure 5. Minimum Lot Requirements

Residential Type	Minimum Lot Areas	Minimum Lot Dimensions		Front Setback	Side Yard	Back Yard	
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Accessory structures	~~6,000~~ 5,000 SF	~~60~~50'(W) 100'(D)	~~75~~65'(W) 100'(D)	20'	3'	3'	10'
Manufactured home	5,000 SF	50'(W) 100'(D)	65'(W) 100'(D)	20'	~~7.5~~ 5'	10'	10'
Standard single-family residential detached	~~6,000~~ 5,000 SF	~~60~~50'(W) 100'(D)	~~75~~65'(W) 100'(D)	20'	~~7.5~~ 5' ~~15~~10'***	10'	10'
Duplex	~~11,500~~ 5,000 SF (see footnote B)	~~105~~ 50'(W) ~~110~~ 100'(D)	~~120~~ 65'(W) ~~110~~ 100'(D)	20'	~~7.5~~ 5' ~~15~~10'***	10'	10'
Townhouse or garden apartments	2,000 SF	20'(W) 100'(D)	35'(W) 100'(D)	5'	N/A	10'	10'
Patio homes / Garden homes	~~4,500~~ 5,000 SF	~~45~~ 50'(W) 100'(D)	~~55~~ 65'(W) 100'(D)	5'	~~10~~ 5'	10'	10'
Apartment complexes (5 or more dwelling units)	8,000 SF	80'(W) 100'(D)	95'(W) 100'(D)	5'	N/A	10'	10'
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*Exception - Corner lots are required to be larger.

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***Structure cannot be any closer than ten (10) ~~fifteen (15)~~ feet to adjacent structures (e.g. house or business building).

Footnote A: Five (5) feet or (~~15~~10'***) side yard is required for unit(s) adjacent to single-family residence, manufactured/mobile home, or duplex unit.

Footnote B: Lot for duplex residential unit (two (2) dwellings).

Footnote C: Accessory structures may only be installed in the side or rear yard.

CITY OF LIBERTY

Planning & Zoning Commission
Agenda Item Form

Meeting Date: May 24, 2023

Agenda Wording: Consider rezoning 116 McManus to allow a manufactured home to be placed on the lot.

Department: Community Development

Subject: Rezoning Request

Background: Brant Phillips has applied to rezone the property located at 116 McManus (Property ID 18083). Mr. Phillips to proposing to subdivide the lot into 10 individual lots. These lots will have a mix of manufactured homes and tiny homes. In order for Mr. Phillips to place new manufactured homes on the property, he is requesting a zoning change.

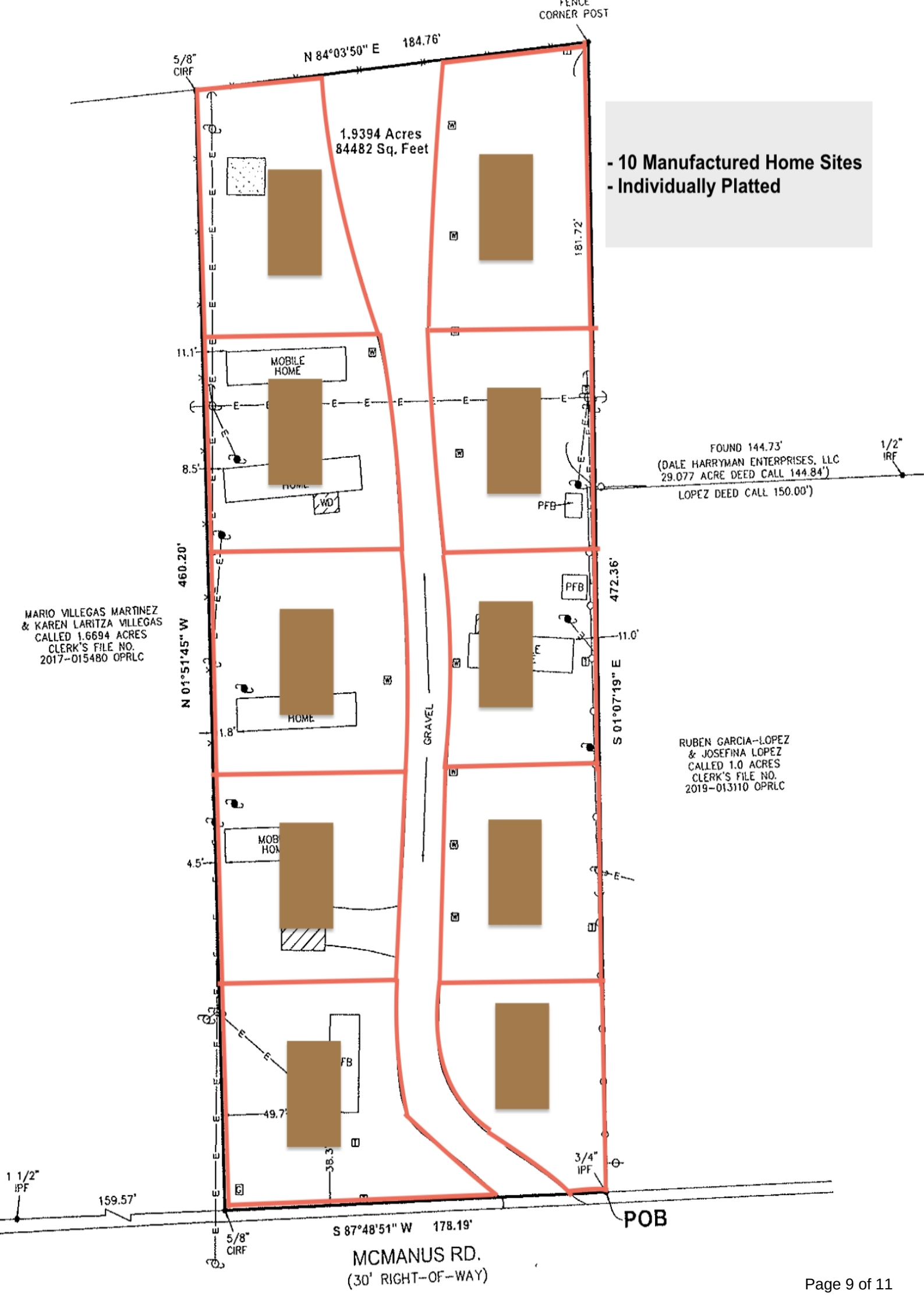
A site plan of the proposed layout is attached along with an example of the proposed housing.

If the zone change is approved, Mr. Phillips will have to come back to the Planning Commission for a plat approval.

Mr. Phillips previously spoke to the Planning Commission on December 22, 2021 regarding a proposed manufactured home park at 116 McManus.

Funding Source: n/a

Staff Recommendation: Approval of the zone change


FENCE CORNER POST
N 84°03'50" E 184.76'
5/8" CIRF
1.9394 Acres
84482 Sq. Feet
- 10 Manufactured Home Sites
- Individually Platted
181.72'
MOBILE HOME
11.1'
8.5'
WD
PFB
FOUND 144.73'
(DALE HARRYMAN ENTERPRISES, LLC
29.077 ACRE DEED CALL 144.84')
LOPEZ DEED CALL 150.00')
1/2" IRF
460.20'
N 01°51'45" W
472.36'
S 01°07'19" E
11.0'
MARIO VILLEGAS MARTINEZ
& KAREN LARITZA VILLEGAS
CALLED 1.6694 ACRES
CLERK'S FILE NO.
2017-015480 OPRLC
HOME
1.8'
GRAVEL
RUBEN GARCIA-LOPEZ
& JOSEFINA LOPEZ
CALLED 1.0 ACRES
CLERK'S FILE NO.
2019-013110 OPRLC
4.5'
49.7'
38.3'
3/4" IPF
1 1/2" IPF
159.57'
S 87°48'51" W 178.19'
POB
5/8" CIRF
MCMANUS RD.
(30' RIGHT-OF-WAY)