



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, July 12, 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 Emily Cook				
Commission Member Lindsay Lawrence				
Commission Member Janet Pavlock				
Commission Member Barry Jones				
Commission Member Lauren Lozano				

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. May 24, 2023

IV. REGULAR AGENDA

A. Regular Session

1. Oath of Office to be administered to appointed Board Members
2. Consider approving the Richardson Minor Plat.

B. Work Session

- 1. Review and discuss the status of 116 McManus.

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 7th day of July, 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 and 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

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

Meeting ~ Minutes ~

April Gilliland
City Secretary
936-336-3684

Wednesday, May 24, 2023

12:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on May 24, 2023 in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 12:01 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 Jenner. The motion passed 3 to 0.

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.

A motion was made by Commission Member Jenner to approve amending section 10.02.122 of the Code of Ordinances related to lot sizes. The motion was seconded by Commission Member Lawrence. The motion passed 3 to 0.

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

A motion was made by Commission Member Lawrence to deny the zone change for 116 McManus to allow manufactured homes to be placed on the lot. The motion was seconded by Commission Member Jenner. The motion passed 3 to 0.

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

With no further business to discuss, President Jackson adjourned the meeting at 12:16 p.m.

Tyler Jackson, President

ATTEST:

April Gilliland, City Secretary

CITY OF LIBERTY

Planning & Zoning Commission Agenda Item Form

Meeting Date: July 12, 2023

Agenda Wording: Oath of Office to be administered to appointed Board Members

Department: Community Development

Subject: Oath of Office

Background: Oath of Office will be administered to newly appointed/re-appointed Planning and Zoning Commission Members.

Funding Source: n/a

Staff Recommendation: n/a

CITY OF LIBERTY

Planning & Zoning Commission Agenda Item Form

Meeting Date: July 12, 2023

Agenda Wording: Consider approving the Richardson Minor Plat.

Department: Community Development

Subject: Minor Plat

Background: Wells Land Survey, on behalf of Darlene Wickliff, has applied to replat two lots out of an existing 8-acre tract (LCAD Property ID 203801). Each lot will be 1-acre in size and both lots will have road access via Private Road 164A.

Funding Source: n/a

Staff Recommendation: Approve the minor plat



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: Richardson Estates Minor Plat Address/Location: PR 164 # Paywood

Lot(s): 2 Block(s): 1

of Acres: 2.0000 # of Lots: 2 # of Units: _____

APPLICANT INFORMATION

Name: Deanna Broussard Company: Wells Land Survey

Mailing Address: 712 FM 562 City: Anahuac State: TX Zip: 77514

Email Address: dbroussard@wellslandsurvey.com Phone: 409-267-3002

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

Name: Darlene Wickliff Company: _____

Mailing Address: 132 Malcolm St City: Liberty State: TX Zip: 77575

Email Address: darlenewickliff@yahoo.com Phone: 936-402-6345

SIGNATURE

Darlene Wickliff
Owner's Signature

6/20/23
Date

Deanna Broussard
Applicant Signature

6/20/23
Date

CITY OF LIBERTY

Planning & Zoning Commission Agenda Item Form

Meeting Date: July 12, 2023

Agenda Wording: Review and discuss the status of 116 McManus.

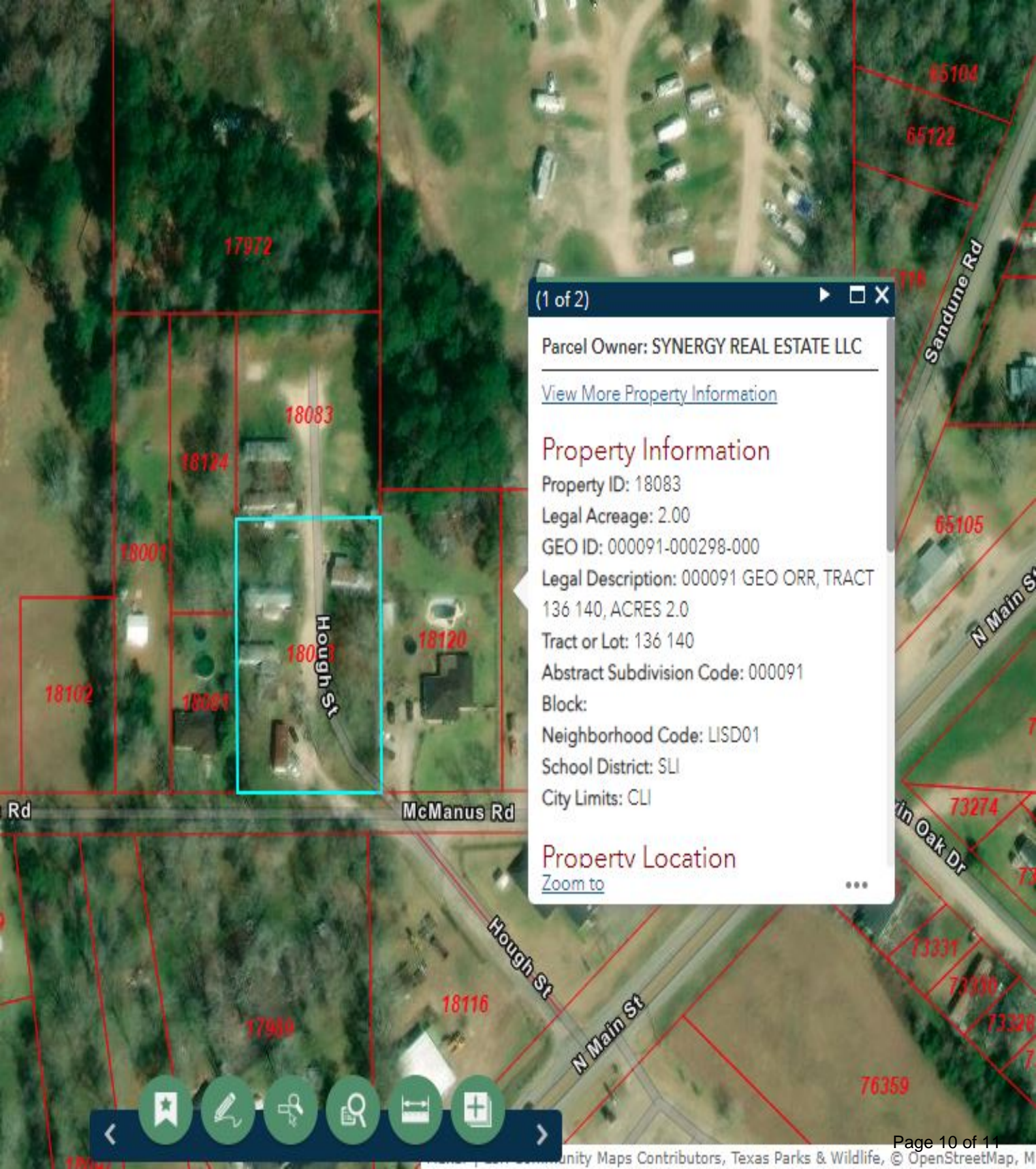
Department: Community Development

Subject: Variance Request

Background: Prior to engaging a surveyor, Brant Phillips would like to discuss a potential re-plat and his vision for the property at 116 McManus.

Funding Source: n/a

Staff Recommendation: n/a



(1 of 2) ▶ □ ✕

Parcel Owner: SYNERGY REAL ESTATE LLC

[View More Property Information](#)

Property Information

Property ID: 18083

Legal Acreage: 2.00

GEO ID: 000091-000298-000

Legal Description: 000091 GEO ORR, TRACT 136 140, ACRES 2.0

Tract or Lot: 136 140

Abstract Subdivision Code: 000091

Block:

Neighborhood Code: LISD01

School District: SLI

City Limits: CLI

Property Location

[Zoom to](#) ⋮



FENCE CORNER POST

5/8" CIRCF

N 84°03'50" E 184.76'

1.9394 Acres
84482 Sq. Feet

- 10 Manufactured Home Sites
- Individually Platted

FOUND 144.73'
(DALE HARRYMAN ENTERPRISES, LLC
29.077 ACRE DEED CALL 144.84')
LOPEZ DEED CALL 150.00')

MARIO VILLEGAS MARTINEZ
& KAREN LARITZA VILLEGAS
CALLED 1.6694 ACRES
CLERK'S FILE NO.
2017-015480 OPRLC

RUBEN GARCIA-LOPEZ
& JOSEFINA LOPEZ
CALLED 1.0 ACRES
CLERK'S FILE NO.
2019-013110 OPRLC

460.20'

N 01°51'45" W

472.36'

S 01°07'19" E

GRAVEL

1.8'

4.5'

49.7'

5/8" CIRCF

S 87°48'51" W 178.19'

MCMANUS RD.
(30' RIGHT-OF-WAY)

POB

1 1/2" IPF

159.57'

3/4" IPF