



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, January 31, 2024

12:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on January 31, 2024, in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 12:03 p.m. by President Tyler Jackson.

Attendee Name	Present	Absent	Late	Arrived
President Tyler Jackson	X			
Commission Member Emily Cook	X			
Commission Member Lindsay Lawrence	X			
Commission Member Barry Jones	X			
Commission Member Lauren Lozano	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. Minutes Approval

1. July 12, 2023

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 5 to 0.

IV. REGULAR AGENDA

A. Regular Session

1. Consider a variance request from ETEC Realty to allow more than one dwelling unit per lot in the McManus Manufactured Home Park.

The McManus Manufactured Home Park was recently purchased by ETEC Realty. The park is limited to 16 spaces, of which no more than six can be manufactured homes. The owner intends to use a one-time change out to replace the six manufactured homes and install tiny homes (416 sf) on the remaining 10 spaces.

Due to their small size, ETEC Realty is requesting approval to install two tiny homes per space. The proposed property layout is attached for your review.

The Planning Commission has previously denied a request to allow more than six manufactured homes on the property.

A motion was made by Commission Member Lawrence to deny the variance request to install two tiny homes per lot. The motion was seconded by Commission Member Cook. The motion passed 5 to 0.

2. Consider amending the Code of Ordinances by adding section 3.01.009 to require a primary structure to be built before an accessory structure can be built.

On April 12, 2023, the Planning Commission held 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 recommending an amendment to the code of ordinances to require a primary structure to be built before an accessory structure can be built.

A motion was made by Commission Member Cook to amend the presented language to read that no accessory Storage/Garage building shall be permitted in the absence of a main building, unless a variance request is approved. The motion was seconded by Commission Member Lozano. The motion passed 5 to 0. The Ordinance change will move to the City Council for final approval.

V. ADJOURNMENT

A. Motion To: Adjourn

With no further business to discuss, President Jackson adjourned the meeting at 12:23 p.m.

Tyler Jackson, President

ATTEST:

April Gilliland, City Secretary