



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, June 24, 2026

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 Barry Jones				
Commission Member David Reidland				
Commission Member Carson Leonard				
Commission Member Linda Spacek				
Commission Member Emily Cook				

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT

Public Comment is reserved for members of the public who would like to address the Planning and Zoning Commission regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Commission Members may not deliberate or take any action during public comments for items not on the agenda. In some situations, City Staff may be able to respond to the public comment with a factual statement or clarification. The Commission Members 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. January 28, 2026

IV. REGULAR AGENDA

A. Regular Session

1. Consideration and possible action on a variance request to the setback requirements at 1710 Kipling St.

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 June 2026. This notice will remain posted continuously for at least three (3) business days preceding the scheduled day 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

1829 Sam Houston
Liberty, TX 77575
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Meeting
~ Minutes ~

April Gilliland
City Secretary
936-336-3684

Wednesday, January 28, 2026

12:00 PM

City Council Chambers

I. CALL TO ORDER

This meeting was called to order on January 28, 2026, in the City Council Chambers, 1829 Sam Houston Street, Liberty, Texas at 12:00 p.m. by President Tyler Jackson.

A.

Table with 5 columns: Attendee Name, Present, Absent, Late, Arrived. Rows include President Tyler Jackson, Commission Member Barry Jones, Commission Member David Reidland, Commission Member Carson Leonard, Commission Member Linda Spacek, Commission Member Lauryn Lozano, and Commission Member Emily Cook.

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT

Public Comment is reserved for members of the public who would like to address the City Council regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Council may not deliberate or take any action during Citizen's comments for items not on the agenda.

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 makes 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 Leonard to approve all items on the consent agenda. The motion was seconded by Commission Member Spacek. The motion passed 5 to 0.

A. Minutes Approval

- 1. December 17, 2025

IV. REGULAR AGENDA

A. Regular Session

- 1. Consider approving a variance request for Store Master Funding XXXIII, LLC at 3109 N Main St.

Store Master Funding XXXIII, LLC (the "Applicant") is the owner of approximately 4.489 acres of real property located at 3109 North Main Street, Liberty, Texas. The Applicant proposes to subdivide the tract into two lots: Lot 1 (2.487 acres, currently undeveloped rear lot) and Lot 2 (2.003 acres, improved with the existing Tidal Wave car wash). Section 10.02.123 of the City of Liberty Subdivision Ordinance requires that all lots have frontage on and direct access to a public street. Due to TxDOT access restrictions, intersection alignment requirements, and the existing development configuration, creation of a separate public street access point for the rear lot is not feasible without compromising traffic safety or violating state highway standards. The proposed plat provides for a permanent recorded shared access easement over the existing TxDOT-approved driveway on Lot 2 to serve Lot 1, thereby maintaining safe and legal ingress and egress for both lots while avoiding additional curb cuts on North Main Street.

The variance request satisfies the criteria of the Subdivision Ordinance in that:

- 1. The variance will not be detrimental to the public health, safety, or welfare, nor injurious to surrounding properties;
- 2. The request is consistent with the intent and purpose of the ordinance to ensure safe and orderly access;
- 3. The hardship is not self-imposed and is not based solely on financial considerations; and
- 4. The circumstances are unique to this property due to existing development, site geometry, and TxDOT access requirements, and are not common to other properties in the area.

A motion was made by Commission Member Cook to approve the variance request for Store Master Funding XXXIII, LLC at 3109 N Main St. The motion was seconded by Commission Member Lozano. The motion passed 3 to 2.

V. ADJOURNMENT

A. Motion To: Adjourn

With no further business the meeting was adjourned at approximately 12:23 p.m.

Tyler Jackson, President

ATTEST:

April Gilliland, City Secretary

CITY OF LIBERTY

Planning & Zoning Commission Agenda Item Form

Meeting Date: June 24, 2026

Agenda Wording: Consideration and possible action on a variance request to the setback requirements at 1710 Kipling St.

Department: Administration

Subject: Variance Request

Background: Thomas and Michelle Dingler are requesting a variance to the setback requirements to allow construction of a carport over the existing driveway and handicap-accessible ramp. The purpose of the carport is to provide covered access for their mother (mother-in-law), enabling her to safely exit a vehicle and use the ramp without being exposed to rain or other inclement weather.

Funding Source: n/a

Staff Recommendation: n/a

VARIANCE APPLICATION

Instructions:

1. Please type or print with ink.
2. Applications must be completed, and accompanied by all required materials at the time of submittal. Incomplete submittals will be returned to the applicant. The City of Liberty cannot guarantee a deadline extension to allow for the submittal of omitted information or materials.
3. Application must be signed by all legal owners of the subject property or by the legally authorized agent for the property owner(s). If the request will be processed by an agent, the application must be accompanied by a notarized "Designation of Agent Form" signed by all legal owners of the property.
4. The Following items shall accompany the application:
 - a. A copy of the deed(s) to the subject property verifying legal ownership.
 - b. A Legible site plan or plot plan of the subject property.
 - c. A letter describing in detail the reason(s) for the request and the hardship on which the request is based.
 - d. Other materials, as appropriate (i.e. photos, slides, drawings, plats, petitions, etc.)

Owner/Agent Information:

Name of Owner(s): Thomas Dingler / Michella Dingler

Name of Agent, if applicable: _____

Phone Number: [REDACTED]

Fax Number: _____

Mailing Address: 1710 Kipling Street Liberty, TX 77575

Property Data:

Street address: 1710 Kipling Street Liberty, TX 77575

Legal Description: _____

Variance Request:

I/ We, being the legal owner(s) or the agent for the legal owner(s) of the property described above, hereby request that the Planning and Zoning commission and City Council of the City of Liberty consider the following variance request to the City of Liberty Code of Ordinances:

List brief description and ordinance(s)

My mother-in-law will be moving in and the carport needs to extend to the end of the ramp. She has been recently widowed and cannot afford to maintain her own home. We are requesting 9 feet of the public access to ensure that my mother-in-law can exit the vehicle and use the ramp without getting wet from the rain. Also on the side of our house we are requesting to come 3 feet inside property line and will install a gutter.

Reason/Hardship for the Variance:

In order to recommend approval of a variance, the Planning and Zoning Commission must make a finding of hardship. As noted in the instructions, **you must attach a letter** describing the reason for the request and the hardship on which the request is based, stating the grounds for the variance and all of the facts relied upon for the case.

Variance Review Criteria:

In order to make a finding of hardship, the Planning and Zoning Commission must determine that **all** of the following criteria are met. **State how your variance request meets these four criteria. Please note that the hardship cannot be based solely on financial or self-imposed conditions.** (Attach additional pages for multiple variance requests or if additional space is needed.)

- 1. The granting of the variance will not be detrimental to the public safety health, or welfare, be injurious to surrounding property, or violate the intent and purpose of the regulation:

- 2. The granting of the variance is not based on a hardship which is self-imposed:

- 3. The hardship is not based solely on the cost of complying with the regulation:

4. The hardship is based on circumstances which are unique to the property for which the variance is sought, and not circumstances common to other properties:

Notice: The City of Liberty does not enforce deed restrictions and cannot grant variances to deed restrictions. Any variance granted pursuant to this application and any building permit issued pursuant to such variance does not constitute or represent approval or authority to violate deed restrictions. A plat vacation and replat pursuant to Chapter 212, Texas Local Government Code may be required for such authority.

Signature(s) of Owner(s)/ Agent:

This is to certify that the information provided above is true and correct and that I am the owner of record of the property or the owner(s)' legally authorized agent.

Signature: Monna Ojeda Date: 6/14/26
Signature: Michelle M. Alving Date: 6/4/26

For Office Use Only

Submittal Date: _____

Planning and Zoning Meeting Date: _____

City Council Meeting Date: _____

Received By: _____

For Office Use Only

Planning & Zoning Approval/Denial: _____

City Council Approval/Denial: _____

PROPERTY LINE

HOUSE

3 ft set back

21 FT

RAMP

20 FT

9 FT

20 ft set back

11 FT

2 ft

KIPKINS

STREET