



**Planning and Zoning Commission
Regular Meeting Minutes
August 4, 2026**

OPENING AGENDA

1. Call Meeting to Order.

The Planning and Zoning Commission Regular Meeting of the City of Montgomery was called to order by President Bill Simpson at 6:00 p.m. on August 4, 2026, at City Hall, 101 Old Plantersville Rd., Montgomery, TX and live video streaming.

With Commission Members present a quorum was established.

Present: P&Z Chairman Bill Simpson
P&Z Member Lisa Gregory
P&Z Vice Chairman Daniel Gazda
P&Z Member Merriam Walker

Absent: P&Z Member Danielle Pelton

2. Pledges of Allegiance.

President Bill Simpson led the pledges of allegiance.

3. Citizen Comments.

No citizen comments presented for this meeting.

PRESENTATION

4. Presentation and discussion regarding a proposed residential development located at 900 Caroline Street in the Historic Preservation District, including a proposed lot split, rezoning from R-1 Single-Family Residential to R-2 Multifamily Residential, setback variance request, and construction of two new two-family dwellings.

Commissioners received a presentation from Chris Cheatham of CMC Partnership Limited regarding a proposed development consisting of two one-story duplex buildings that would provide four long-term rental units near the Historic District and city park. Mr. Cheatham explained that the duplexes are designed to resemble single-family homes, utilizing a Southern Living architectural style intended to complement the historic character of Montgomery while offering more affordable housing options. Each unit would be approximately 1,120 square feet and include access to a two-car garage, with rear-loaded parking accessed by a single driveway. The applicant noted that a variance request may be necessary to preserve two mature trees on the western side of the property, as strict compliance with setback requirements could require their removal. Commissioners discussed parking, green space, fencing, utilities, and compatibility with surrounding historic homes, and expressed general support for the concept, design, and location of the project. No action was taken, as future discussions will address rezoning, the setback variance, and other development details.

REGULAR AGENDA

5. Consideration and possible action on the Planning & Zoning Meeting Minutes of July 07, 2026.

Motion: Vice President Daniel Gazda made a motion to approve the Planning & Zoning Meeting Minutes of July 07, 2026. Commission Member Merriam Walker seconded the motion. Motion carried with all present voting in favor.

6. Consideration and possible action on a request for approval of the proposed design for two new two-family dwellings to be constructed on the property located at 900 Caroline Street (legally described as MONTGOMERY TOWNSITE 07, LOT 8A-1), within the Historic Preservation District (Dev. No. 2608).

City staff presented the application submitted by CMC Partnership Limited for review and approval of the proposed architectural design for two new two-family dwellings at 900 Caroline Street, located within the Historic Preservation District. Staff explained that the review was conducted in accordance with Section 98-347 of the City Code and the Historic Preservation Design Guidelines. The proposed design, building placement, architectural style, and site layout were found to be compatible with the historic character of the surrounding neighborhood and reflective of architectural elements common to Montgomery's historic era. Staff noted that the project will require a future lot split, rezoning from R-1 Single-Family Residential to R-2 Multifamily Residential, and a variance request to allow setbacks that preserve two mature trees on the property. Commissioners discussed setbacks, parking, driveway access, building materials, landscaping, fencing, and the relationship of the development to adjacent properties. The applicant confirmed plans for rear-loaded garages, Hardie-type exterior materials, landscaping along the frontage, and pier-and-beam construction. Staff recommended approval of the architectural design, emphasizing that such approval would apply only to the design review and would not constitute approval of the rezoning, variance, platting, or building permits, which will be considered separately through future review processes.

Motion: Vice President Daniel Gazda made a motion to approve the proposed design for two new two-family dwellings to be constructed on the property located at 900 Caroline Street (legally described as MONTGOMERY TOWNSITE 07, LOT 8A-1), within the Historic Preservation District (Dev. No. 2608). Commission Member Merriam Walker seconded the motion. Motion carried with all present voting in favor.

7. Discussion regarding the Capital Improvements Advisory Committee (CIAC) requirements and the recent Texas Impact Fee legislative changes.

Staff provided an informational overview of the City's impact fee program and the role of the Planning and Zoning Commission as the Capital Improvements Advisory Committee. The presentation explained that impact fees were adopted in 2016 and implemented in 2017 to ensure new development contributes to the cost of expanding water and wastewater infrastructure, rather than placing the financial burden on existing residents. To date, approximately \$3 million in impact fees has been collected, with projections reaching approximately \$6.5 million within the next year. Staff reviewed recent state legislative changes affecting impact fees, including requirements for independent financial audits before fee increases, limiting fee increases to once every three years, requiring a two-thirds approval vote, extending public review periods, and increasing development industry representation on advisory committees. Commissioners were informed that future meetings will include a formal review of collected fees, associated capital projects, development assumptions, and project costs. Staff emphasized that impact fees may only be used for infrastructure projects that expand system capacity to accommodate future growth. Commissioners also discussed infrastructure replacement practices, the disposition of abandoned utility lines, and potential future annexations, with staff noting that no west-side annexations are currently planned. No action was taken, as the item was presented for informational and educational purposes only.

8. Discussion on the findings of the Utility and Economic Feasibility Study on the Cottage Green development (Dev. No. 2605).

Staff provided an informational update on a proposed 19-acre multifamily residential development located at the northeast corner of Lone Star Parkway and Buffalo Springs Drive. The project proposes 211 cottage-style and townhome-style multifamily units, ranging from one- and two-bedroom layouts, with buildings limited to two stories in height. An updated site plan was submitted to increase parking capacity to 426 spaces, addressing prior concerns regarding parking adequacy. Staff explained that the property is already zoned Planned Development (PD) with a mixed-use designation, allowing multifamily residential development without the need for rezoning. The feasibility analysis found that existing water and wastewater infrastructure projects, including Water Plant No. 4 and the wastewater treatment plant expansion, are intended to provide the capacity necessary to support the development and other anticipated growth. The development is expected to generate approximately \$500,000 to \$550,000 in impact fees and have an estimated build-out value of \$31.5 million. Access will be provided from Buffalo Springs Drive, and the developer will be required to submit traffic and drainage impact analyses as part of the development review process. Commissioners discussed infrastructure capacity, parking, traffic impacts, roadway improvements, drainage coordination with adjacent developments, and the project's compatibility with surrounding residential areas. Staff noted that no variances are currently anticipated and emphasized that the feasibility study does not constitute approval of the development, which must still undergo all required permitting and review processes.

9. Consideration and possible action on the Preliminary Plat for HEB development (Dev. No. 2402).

Staff presented the preliminary plat for the H-E-B development, noting that the project is already under construction and remains on schedule for a targeted opening in November 2026. The preliminary plat encompasses the entire development tract extending from the creek to SH 105 and FM 2854 and is divided into seven reserve areas. Staff reported that the plat complies with all applicable regulations, construction plans have been approved, and no objections were identified. Commissioners discussed the relocation of the historical marker, which will be placed at the base of a new 150-foot flagpole along FM 2854, where it will be maintained and illuminated as part of the site landscaping. Additional updates included ongoing roadway improvements at the FM 2854 intersection, installation of public water and sewer infrastructure funded entirely by the developer, and coordination with TxDOT on turn lane improvements. Staff clarified that approval of the preliminary plat only acknowledges the overall subdivision layout and does not authorize recording of the plat; a final plat will be presented for future approval and recording.

Motion: Vice President Daniel Gazda made a motion to approve the Preliminary Plat for HEB development (Dev. No. 2402). Commission Member Lisa Gregory seconded the motion. Motion carried with all present voting in favor.

10. Consideration and possible action on a variance request regarding the required tree assessment for the Legacy Grove Section 2 development (Dev. No. 2501).

Staff presented a variance request for Legacy Grove Section 2 related to the City's interim tree ordinance requirements. Staff explained that the original tree ordinance included extensive tree survey, preservation, and planting requirements, but subsequent amendments removed portions of those provisions and later reinstated the tree survey requirement through an interim ordinance. The applicant requested a variance from the tree assessment requirement only, noting that much of Section 2 had already been cleared following approvals for Section 1 before the interim ordinance was adopted. Staff stated that the required tree survey would be costly and burdensome, requiring documentation of every tree over six inches in diameter, while providing limited benefit to the development review process. The applicant emphasized that although relief from the survey requirement was requested, the development would continue to incorporate landscaping, tree preservation areas, and replanting efforts consistent with prior standards. Commissioners discussed the City's ongoing efforts to revise the tree ordinance through the Unified Development Ordinance

update, which is expected to restore clearer tree preservation and canopy requirements while eliminating the extensive survey requirement.

Motion: Vice President Daniel Gazda made a motion to approve a variance request regarding the required tree assessment for the Legacy Grove Section 2 development (Dev. No. 2501). Commission Member Merriam Walker seconded the motion. Motion carried with all present voting in favor.

11. Consideration and possible action on a variance request regarding the required tree assessment for the Crossing at Montgomery development (Dev. No. 2403).

Staff presented a variance request for the Crossings at Montgomery development, an approximately 86.425-acre residential project located along the railroad corridor between Old Plantersville Road and Plantersville Road. Similar to the previous request for Legacy Grove, the applicant sought relief from the interim ordinance requirement to complete a detailed tree survey, while retaining all applicable landscaping, tree planting, and green space requirements. The developer explained that the project is being platted in phases, with the current preliminary plat covering approximately 27 acres, but requested that the variance apply to the entire development tract due to planned mass grading activities across the site. Commissioners discussed the scope of the variance, existing tree coverage, development density, topography, and anticipated preservation efforts, noting that the property contains a mix of open pasture and wooded areas with some challenging terrain requiring retaining walls. Staff reiterated that the request pertained only to the tree assessment requirement and did not exempt the development from future landscaping and tree mitigation obligations.

Motion: Vice President Daniel Gazda made a motion to approve a variance request regarding the required tree assessment for the Crossing at Montgomery development (Dev. No. 2403). Commission Member Lisa Gregory seconded the motion. Motion carried with all present voting in favor.

12. Consideration and possible action regarding a request for a special use permit to construct and maintain a temporary paved parking area on a residentially zoned lot located at 611 Ruby Bend Lane, in the Montgomery Bend Development.

Staff presented a request for a Special Use Permit to allow a temporary paved parking area on a residentially zoned lot at 611 Ruby Bend Lane within the Montgomery Bend development. The parking area is intended to support the nearby model home by providing off-street parking for visitors and reducing parking congestion along neighborhood streets. Staff recommended approval due to the temporary nature of the use and suggested several conditions, including establishing an expiration date, prohibiting outdoor storage, maintaining the site free of debris, limiting lighting, and restoring the lot to its original residential condition upon permit expiration. Commissioners discussed the proposed layout, parking capacity, hours of operation, accessibility requirements, and the anticipated buildout schedule of the subdivision. The applicant explained that the site would consist of four parking spaces, including one ADA-accessible space, with access directly from the street and use limited to model home visitors during normal business hours. Commissioners expressed concerns regarding an indefinite expiration tied to substantial completion of the subdivision and instead favored a defined term. Following discussion, the Planning and Zoning Commission unanimously recommended approval of the Special Use Permit for a two-year period beginning upon City Council approval, with use restricted to model home operating hours, no overnight parking permitted, and the parking area limited to the configuration shown on the site plan. The recommendation was forwarded to City Council for final consideration.

Motion: Commission Member Merriam Walker made a motion to approve a special use permit to construct and maintain a temporary paved parking area on a residentially zoned lot located at 611 Ruby Bend Lane, in the Montgomery Bend Development, lot 2, for a two-year

period after City Council approval, and only to be used during the hours of the model home, seven days a week, with no overnight parking. Vice President Daniel Gazda seconded the motion. Motion carried with all present voting in favor.

CLOSING AGENDA

13. Commission Inquiry.

Vice President Danile Gazda asked if City Hall is still intended to be completed next summer. City Administrator Brent Walker said it is still on schedule. He stated that at the next Council meeting on August 11th Tellepsen will be here to discuss the project.

14. Items to consider for placement on future agendas.

President Bill Simpson requested rescheduling the Planning and Zoning meeting from October 06, 2026, to October 08, 2026, at 6:00 p.m. to allow for people to attend the Faith & Blue event held at Cedar Brake Park on October 06, 2026.

15. Adjourn.

Motion: Vice President Daniel Gazda made a motion to adjourn the Planning and Zoning Commission Meeting at 7:34 p.m. Commission Member Merriam Walker seconded the motion. Motion carried with all present voting in favor.

APPROVED:


William Simpson, Chairman

ATTEST:


Ruby Beaven, City Secretary

