



William D. Mann, Place 1
Chase Mitchell, Place 2
Aaron Moreno, Chairperson, Place 3
James D. Sulcer, Place 4
Karen S. Mazerac, Place 5
Vacant, Alternate Place 1
Vacant, Alternate Place 2

**BOARD OF ADJUSTMENT
REGULAR MEETING
AGENDA**

Wednesday, March 25, 2020

6:30 p.m.

Manor City Hall – Council Chambers
105 E. Eggleston Street

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person. Comments on specific agenda items must be made when the item comes before the Board. To address the Board of Adjustment, please complete the white card and present it to city staff prior to the meeting. **No Action May be Taken by the Board of Adjustment During Public Comments**

CONSENT AGENDA

1. Consideration, discussion, and possible action on the February 26, 2020 Board of Adjustment Minutes

Scott Dunlop,
Asst. Dev. Services
Director

ADJOURNMENT

In addition to any executive session already listed above, the Board of Adjustment reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, March 20, 2020, by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Lluvia T. Almaraz, TRMC
City Secretary for the City of Manor, Texas

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail lalmaraz@cityofmanor.org



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 25, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the February 26, 2020 Board of Adjustment Minutes

BACKGROUND/SUMMARY:

PRESENTATION: YES NO

ATTACHMENTS: YES (IF YES, LIST IN ORDER TO BE PRESENTED) NO

Draft Minutes

STAFF RECOMMENDATION:

It is City staff's recommendation that the Board of Adjustment approve the February 26, 2020 Board of Adjustment Minutes

PLANNING & ZONING COMMISSION: RECOMMENDED APPROVAL DISAPPROVAL NONE



William D. Mann, Place 1
Chase Mitchell, Place 2
Aaron Moreno, Chairperson, Place 3
James D. Sulcer, Place 4
Karen Mazarac, Place 5
Vacant, Alternate 1
Vacant, Alternate 2

**BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

Wednesday, February 26, 2020

6:30 p.m.

Manor City Hall – Council Chambers
105 E. Eggleston Street

BOARD MEMBERS

PRESENT:

Place 1: William D. Mann
Place 3: Aaron Moreno, Chairperson
Place 4: James D. Sulcer
Place 5: Karen Mazarac

ABSENT:

Place 2: Chase Mitchell

CITY STAFF PRESENT:

Scott Dunlop, Assistant Development Services Director

REGULAR SESSION – 6:30 P.M.

With a quorum of the Board of Adjustment (BOA) present, the regular session of the Manor Board of Adjustment was called to order by Chairperson Moreno at 6:33 p.m. on Wednesday, February 26, 2020, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

PUBLIC COMMENTS

No one appeared to speak at this time

CONSENT AGENDA

1. **Consideration, discussion, and possible action on the January 22, 2020 Board of Adjustment Minutes**

MOTION: Upon a motion made by Board Member Sulcer and seconded by Board Member Mazarac the Board of Adjustment voted four (4) For and none (0) Against to approve the January 22, 2020 Board of Adjustment Minutes. The motion carried unanimously.

PUBLIC HEARINGS

2. **Public Hearing:** Conduct a public hearing on a variance request from Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 34(b)(iv)(C) and Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(m) for 14.22 acres of land more or less and located at 12601 US Hwy 290 E, Manor, TX, to reduce the required number of parking stalls to 1.8 stalls per unit. Applicant: Development Engineering Consultants, LLC. Owner: The Grassdale at Manor, LLC

Chairperson Moreno opened the public hearing.

No one appeared to speak.

MOTION: Upon a motion made by Board Member Mann and seconded by Board Member Mazarac the Board of Adjustment voted four (4) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

REGULAR AGENDA

3. **Consideration, discussion and possible action on a variance request from Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 34(b)(iv)(C) and Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(m) for 14.22 acres of land more or less and located at 12601 US Hwy 290 E, Manor, TX, to reduce the required number of parking stalls to 1.8 stalls per unit. Applicant: Development Engineering Consultants, LLC. Owner: The Grassdale at Manor, LLC**

John Taylor, Callaway Architecture, 1207 Hampshire Lane, Richardson, TX 75080 recorded his support for this item.

Staff explained that this request had been made before on other project and granted by the City Council and Board of Adjustment. As a result of the approved variances the parking requirements were amended by City Council to allow a 1.8 ratio depending on the unit mix. Staff further clarified this project was applied for while the previous code was still in effect and still subject to the previous rules.

Board Member Sulcer asked the applicant the applicant about the number of spaces provided

Mr. Taylor explained they are requesting to go to 1.8 spaces per unit minimum and they will be have a couple additional spaces above that minimum

Board Member Mazarac said that if each 1 bedroom had 2 people the project would need 684 spaces and asked how this request was approved before

Staff answered that prior to the Board of Adjustment forming the City Council had granted a waiver and after the Board was formed in October they granted a request

Board Member Mazarac expressed concern that the project would be under-parked

Mr. Taylor said most places have 1.8 spaces per unit and it's very common

Board Member Mann asked how many guest parking spaces there would be

Mr. Taylor said the guest parking was included in the 1.8 per unit total, that there would not be separate guest only parking and parking would be within the gate area.

Staff explained how much parking would be required under the previous code

MOTION: Upon a motion made by Board Member Mann and seconded by Chairperson Moreno the Board of Adjustment voted three (3) For and one (1) Against to approve a variance request from Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 34(b)(iv)(C) and Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(m) for 14.22 acres of land more or less and located at 12601 US Hwy 290 E, Manor, TX, to reduce the required number of parking stalls to 1.8 stalls per unit.. The motion failed with Board Member Mazarac voting Against.

ADJOURNMENT

With no business remaining, Chairperson Moreno adjourned the Regularly Scheduled Board of Adjustment meeting at 6:50 PM.

These minutes approved by the Manor Board of Adjustment on the 25th day of March 2020.

APPROVED:

Aaron Moreno
Chairperson

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary