



JULIE LEONARD, PLACE 1
DEJA HILL, PLACE 2
RAUL HERNANDEZ, VICE-CHAIR, PLACE 3
CHARLES RUSSELL JR., PLACE 4
LIAN STUTSMAN, PLACE 5
KEITH MILLER, PLACE 6
BILL MYERS, CHAIRPERSON, PLACE 7

PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES

WEDNESDAY, NOVEMBER 8, 2017

6:00 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

COMMISSIONERS:

PRESENT:

Place 1: Julie Leonard

Place 2: Deja Hill

Place 5: Lian Stutsman

Place 6: Keith Miller

Place 7: Bill Myers, Chairperson

ABSENT:

Place 3: Raul Hernandez, Vice-Chair

Place 4: Charles Russell

CITY STAFF PRESENT:

Scott Dunlop, Planning Coordinator

CALL REGULAR SESSION TO ORDER

Chairperson Myers announced a quorum and called the meeting to order at 6:03 PM

PRESENTATIONS

PUBLIC COMMENTS

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three minutes per person. Comments on specific agenda items must be made when the item comes before the Commission. To address the Planning Commission please register on the speaker sign-in sheet at least five-minutes prior to the scheduled meeting time. NO ACTION MAY BE TAKEN BY THE PLANNING COMMISSION DURING PUBLIC COMMENTS.

CONSENT AGENDA

The following items will be denied as submitted by one motion. There will be no separate discussion of these items unless requested by a Commission Member; in which event, the item will be removed from the consent agenda and considered separately.

REGULAR AGENDA

1. Consideration, discussion, and possible action on the October 11, 2017 Planning and Zoning Commission meeting minutes. Scott Dunlop
Planning Coordinator

Motion to approve the October 11, 2017 Planning and Zoning Commission Minutes by Commissioner Leonard, Seconded by Commissioner Miller. 5 – 0 to approve.
2. Consideration, discussion, and possible action on a concept plan for Stonewater North Subdivision, approximately three hundred seventy-one (371) single family lots on 68.96 acres more or less, located near FM 973 N and Johnson Road, and the Fourth Amendment to the Development Agreement for the Stonewater Subdivision. Owner: Continental Homes of Texas. Applicant: Continental Homes of Texas. Scott Dunlop
Planning Coordinator

Motion to recommend approval at the November 8th Special City Council meeting by Commissioner Miller, Seconded by Commissioner Stutsman. 4 – 1 to recommend approval.

At the request of Planning Coordinator Scott Dunlop item 3 was presented after agenda item 6. Scott Dunlop
Planning Coordinator
4. Consideration, discussion, and possible action on a Final Plat for Shadowview Section 3, three (3) commercial lots on 16 acres more or less, located near Gregg Manor Road and Hill Lane. Owner: Cottonwood Holdings LTD. Applicant: Kimley-Horn and Associates. Scott Dunlop
Planning Coordinator

Motion to conditionally approve the Shadowview Section 3 Final Plat on the Conditions Precedent described in the Agreement Letter dated August 16, 2017 by Commissioner Stutsman, Seconded by Commissioner Leonard. 5 – 0 to conditionally approve.
5. Consideration, discussion, and possible action on a Final Plat for Shadowglen Section 9, fifty-five (55) single family lots on 13 acres more or less, located near Shadowglen Blvd. and Shadowglen Trace. Owner: SG Land Holdings. Applicant: AECOM. Scott Dunlop,
Planning Coordinator

Motion to approve by Chairperson Myers, Seconded by Chairperson Miller. 5 – 0 to approve.
6. Consideration, discussion, and possible action on a rezoning application for 3 lots, totaling 22.7 acres more or less, Lot 1 Block A KST/Voelker Tract Resub of Lot 2 Block A and Abstract 315 Survey 63 Gates G, locally known as 14215 Suncrest Road, from Interim Agricultural (A) district zoning to Light Industrial (IN-1) district zoning. Scott Dunlop
Planning Coordinator

Motion to recommend approval at the November 15th City Council meeting by Commissioner Stutsman, Seconded by Commissioner Miller. 5 – 0 to recommend approval.
3. Consideration, discussion, and possible action on a recommendation to the City Council regarding the terms of a development agreement with U-Pull-It Auto Parts. Scott Dunlop
Planning Coordinator

Owner Gary Johnson went over the proposal and UPI business practices.

Ammad Saleem went through the presentation detailing the business model, customer safety, and EPA standards.

Commissioner Leonard asked what the base material will consist of for the stored vehicles.

Ammad said the base would be flex base.

Commissioner Miller asked what happened to the other 8 facilities Gary had mentioned owning.

Gary said he sold them to steel recycling entities.

Commissioner Miller asked how high fencing would be and the base materials on the site.

Developer's engineer Travis Robinson said the sales and customer parking areas would be paved, the stored vehicle area would be compacted limestone, and fencing would be 9' tall.

Commissioner Miller asked how many buildings were proposed and the amount of landscaping.

Travis said there will 3 buildings, 2 existing and a new metal building and the site would follow current landscaping standards.

Commissioner Leonard asked if there would be car repair on the property

Gary replied no customer repairs, only minor repair by UPI employees on cars for sale.

Commissioner Stutsman asked what types of jobs would be available.

Gary said there would be sales reps, mechanics, and processing jobs.

Commissioner Leonard asked how the recycling process worked.

Gary said the cars are prepared, sold to companies by weight, then taken to the company's facility for processing.

Chairperson Myers asked if the cars are crushed on site.

Gary said the cars are crushed/pressed on site then hauled to the facility for more processing and this happens 4 days per month usually.

Commissioner Miller asked how many trucks come per month.

Gary said about 20 trucks per month as well as 2 small tow trucks that collect cars from the area.

Commissioner Miller asked how the site is accessed.

Travis said the seller retains 5 acres of the site so an access road down the middle will serve both properties.

Commissioner Miller asked how often the cars are crushed.

Gary said it was once a month for 4 days.

Commissioner Miller asked if the processing is noisy.

Gary said the crushing will only occur between 8 AM and 5 PM and be within the allowable decibel range set in the agreement and there are no houses nearby.

Chairperson Myers asked if the crusher was mobile.

Gary replied it was a mobile crusher.

Chairperson Myers adjourned the regular session of the Manor Planning and Zoning Commission into Executive Session at 6:44 p.m. Wednesday, November 8, 2017, in accordance with the requirements of the Open Meeting Law.

EXECUTIVE SESSION

The Planning and Zoning Commission entered into Executive Session pursuant to the provisions of Chapter 551.071 Consultation with Attorney at 6:44 p.m. on Wednesday, November 8, 2017 City Council Conference Room of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

The Executive Session was adjourned at 7:07 p.m. on Wednesday, November 8, 2017.

OPEN SESSION

The Planning and Zoning Commission reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code at 7:07 p.m., Wednesday, November 8, 2017, in the Council Chambers of the Manor City Hall.

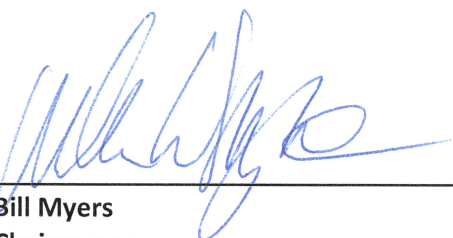
Motion by Commissioner Stutsman to recommend approval of the U-Pull-It Development Agreement terms at the November 15th City Council Meeting, Seconded by Commissioner Miller. 4 – 1 to recommend approval.

ADJOURNMENT

Motion to adjourn by Commissioner Hill, Seconded by Commissioner Miller. 5 – 0 to adjourn at 7:10

In addition to any executive session already listed above, the Planning and Zoning Commission for the City of Manor 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 for the following purposes:

- §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
- §551.087 Deliberations regarding Economic Development Negotiations



Bill Myers
Chairperson

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 special marked parking is available. Persons with disabilities who plan to attend this meeting and who may need assistance are requested to contact the City Secretary at 512-272-5555. Provide a 48-hour notice when feasible.