



Julie Leonard, Vice-Chair, Place 1
Jacob Hammersmith, Place 2
Philip Tryon, Chairperson, Place 3
Isaac Rowe, Place 4
Lian Stutsman, Place 5
Cecil Meyer, Place 6
LaKesha Small, Place 7

PLANNING AND ZONING COMMISSION REGULAR SESSION MINUTES

Wednesday, May 13, 2020

6:30 p.m.

Manor City Hall – Council Chambers
105 E. Eggleston Street

NOTICE WAS HEREBY GIVEN in accordance with an order of the Office of the Governor issued March 16, 2020, the Planning and Zoning Commission will conduct this meeting by video conference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the COVID-19. There will be no public access to the location described above.

This meeting was live streamed on Facebook live beginning at 6:30 p.m.
You can access the meeting at <https://www.facebook.com/cityofmanor/>

Instructions for Public Speaking:

- *Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.*

Upon receiving instructions to join Zoom meeting the following rules will apply:

- *Speakers addressing non-agenda related items under public comments must address their comments to the Chairperson rather than to individual Commission Members or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed 3 minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.*

COMMISSIONERS

PRESENT VIA ZOOM:

Place 1: Julie Leonard, Vice-Chair
Place 2: Jacob Hammersmith
Place 3: Philip Tryon, Chairperson
Place 4: Isaac Rowe
Place 5: Lian Stutsman
Place 6: Cecil Meyer
Place 7: Lakesha Small

CITY STAFF PRESENT:

Scott Dunlop, Assistant Development Services Director

REGULAR SESSION – 6:30 P.M.

With a quorum of the Planning and Zoning (P&Z) Commission present, the regular session of the Manor P&Z Commission was called to order by Chairperson Tryon at 6:30 p.m. on Wednesday, May 13, 2020.

PUBLIC COMMENTS

There were no public comments received prior to the meeting.

CONSENT AGENDA

1. **Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of the March 11, 2020 Regular Meeting.**
2. **Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of the April 08, 2020 Regular Meeting.**

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Myer the P&Z Commission voted seven (7) For and none (0) Against to approve the Consent Agenda. The motion carried unanimously.

PUBLIC COMMENTS

3. **Conduct a public hearing upon a Concept Plan for the Las Entradas Subdivision, one (1) lot on 9.973 acres more or less, located near US Hwy 290 E and Gregg Manor Road, Manor, TX.**

Chairperson Tryon opened the public hearing.

The City staff recommended that the P&Z Commission conduct the Public Hearing.

The City staff recommended that the P&Z Commission conduct the Public Hearing.

Danny Burnett of Dwyer Realty Companies was available for questions and supported this item.

MOTION: Upon a motion made by Vice-Chair Leonard and seconded by Commissioner Rowe the P&Z Commission voted seven (7) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

8. Conduct a public hearing upon a Rezoning Application for Lots 4 and 5, Block 43, Town of Manor, locally known as 101 West Boyce Street from Single Family (SF-1) to Neighborhood Business (NB).

Chairperson Tryon opened the public hearing.

The City staff recommended that the P&Z Commission conduct the Public Hearing.

MOTION: Upon a motion made by Commissioner Small and seconded by Commissioner Meyer the P&Z Commission voted seven (7) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

REGULAR AGENDA

9. Consideration, discussion, and possible action on a Rezoning Application for Lots 4 and 5, Block 43, Town of Manor, locally known as 101 West Boyce Street from Single Family (SF-1) to Neighborhood Business (NB). Applicant: Michael Benitez Owner: AZ General Contractors, LLC

The City staff recommended that the P&Z Commission approve the item.

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Rowe the P&Z Commission voted seven (7) For and none (0) Against to approve a Rezoning Application for Lots 4 and 5, Block 43, Town of Manor, locally known as 101 West Boyce Street from Single Family (SF-1) to Neighborhood Business (NB). The motion carried unanimously.

10. Consideration, discussion, and possible action on a Coordinated Sign Plan for 13903 US Hwy 290 East. Applicant: U.S. Signs. Owner: Texas State Rentals.

The City staff recommended that the P&Z Commission approve the item with conditions.

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commissioner Hammersmith the P&Z Commission voted seven (7) For and none (0) Against to approve a Coordinated Sign Plan for 13903 US Hwy 290 East, Manor, TX with the requirement either the sign not be illuminated, or if internally illuminated that white/light colored background be opaque, or if externally illuminated that lights be fully-shielded and placed above the sign.. The motion carried unanimously.

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commissioner Hammersmith the P&Z Commission voted seven (7) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

4. Conduct a public hearing upon a Short Form Final Plat for Ramirez Addition Subdivision, four (4) lots on 5.00 acres more or less, and being located at 13800 Rector Loop, Manor, TX.

Chairperson Tryon opened the public hearing.

The City staff recommended that the P&Z Commission conduct the Public Hearing.

MOTION: Upon a motion made by Vice Chair Leonard and seconded by Commissioner Small the P&Z Commission voted seven (7) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

5. Conduct a public hearing upon a Preliminary Plat for St. Joseph Subdivision, one (1) lots on 24.77 acres more or less, and being located near Gregg Manor Road and Hill Lane, Manor, TX.

Chairperson Tryon opened the public hearing.

The City staff recommended that the P&Z Commission conduct the Public Hearing.

MOTION: Upon a motion made by Commissioner Small and seconded by Commissioner Rowe the P&Z Commission voted seven (7) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

6. Conduct a public hearing upon a Preliminary Plat for Lagos Subdivision Phases 2 – 4, three hundred fifty-three (353) lots on 96.06 acres more or less, and being located near N FM 973 and Brenham Road, Manor, TX.

Chairperson Tryon opened the public hearing.

The City staff recommended that the P&Z Commission conduct the Public Hearing.

Danny Burnett of Dwyer Realty Companies was available for questions and supported this item.

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Rowe the P&Z Commission voted seven (7) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

7. Conduct a public hearing upon a Preliminary Plat for Lagos Subdivision Phase 5, forty-four (44) lots on 28.62 acres more or less, and being located near N FM 973 and Murchison Street, Manor, TX.

Chairperson Tryon opened the public hearing.

11. Consideration, discussion, and possible action on a Coordinated Sign Plan for Manor Commons East. Applicant: Facility Solutions Group Owner: Greenview Development 973, LP.

The City staff recommended that the P&Z Commission approve the item.

Bob Strobek of Facility Solutions Group spoke in support of this item.

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commissioner Hammersmith the P&Z Commission voted seven (7) For and none (0) Against to approve a Coordinated Sign Plan for Manor Commons East. The motion carried unanimously.

12. Consideration, discussion, and possible action on a Setback Waiver for Lot 9, Block 7, Town of Manor, locally known as 207 West Brenham Street to reduce the side setbacks to 5 feet, the rear setback to 10 feet, and the front setback to 20 feet. Applicant: Ruben Coronado Owner: Ruben Coronado

The City staff recommended that the P&Z Commission approve the item.

MOTION: Upon a motion made by Commissioner Small and seconded by Vice-Chair Leonard the P&Z Commission voted seven (7) For and none (0) Against to approve a Setback Waiver for Lot 9, Block 7, Town of Manor, locally known as 207 West Brenham Street to reduce the side setbacks to 5 feet, the rear setback to 10 feet, and the front setback to 20 feet. The motion carried unanimously.

13. Consideration, discussion, and possible action on a Joined Lot Affidavit for Lot 1 and Lot 2, Block 25, Town of Manor, locally known as 104 South Bastrop Street, Manor, TX. Applicant: Village Homes, LTD. Owner: Patrick Sneed

The City staff recommended that the P&Z Commission approve the item.

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commissioner Rowe the P&Z Commission voted seven (7) For and none (0) Against to approve a Joined Lot Affidavit for Lot 1 and Lot 2, Block 25, Town of Manor, locally known as 104 South Bastrop Street, Manor, TX. The motion carried unanimously.

14. Consideration, discussion, and possible action on a Concept Plan for the Las Entradas Subdivision, one (1) lot on 9.973 acres more or less, located near US Hwy 290 E and Gregg Manor Road, Manor, TX. Applicant: Carlson, Brigance, & Doering, Inc. Owner: Manor Apartments, LLC

The City staff recommended that the P&Z Commission deny per engineer comments the item.

MOTION: Upon a motion made by Commissioner Rowe and seconded by Commissioner Hammersmith the P&Z Commission voted seven (7) For and none (0) Against to deny per engineer comments a Concept Plan for the Las Entradas Subdivision, one (1) lot on 9.973 acres more or less, located near US Hwy 290 E and Gregg Manor Road, Manor, TX. The motion carried unanimously.

15. Consideration, discussion, and possible action on a Short Form Final Plat for Ramirez Addition Subdivision, four (4) lots on 5.00 acres more or less, and being located at 13800 Rector Loop, Manor, TX. Applicant: Moncada Enterprises, LLC Owner: Reyes Ramirez

The City staff recommended that the P&Z Commission deny per engineer comments the item.

MOTION: Upon a motion made by Vice-Chair Leonard and seconded by Commissioner Small the P&Z Commission voted seven (7) For and none (0) Against to deny per engineer comments a Short Form Final Plat for Ramirez Addition Subdivision, four (4) lots on 5.00 acres more or less, and being located at 13800 Rector Loop, Manor, TX. The motion carried unanimously.

16. Consideration, discussion, and possible action on a Short Form Final Plat for Victor Garcia Subdivision, three (3) lots on 4.55 acres more or less, and being located at 15506 Schmidt Loop, Manor, TX. Applicant: M&S Engineering Owner: Victor Garcia

The City staff recommended that the P&Z Commission approve the item.

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commissioner Hammersmith the P&Z Commission voted seven (7) For and none (0) Against to approve a Short Form Final Plat for Victor Garcia Subdivision, three (3) lots on 4.55 acres more or less, and being located at 15506 Schmidt Loop, Manor, TX. The motion carried unanimously.

17. Consideration, discussion, and possible action on a Preliminary Plat for St. Joseph Subdivision, one (1) lots on 24.77 acres more or less, and being located near Gregg Manor Road and Hill Lane, Manor, TX. Applicant: Migl Engineering and Consulting Owner: Catholic Diocese of Austin

The City staff recommended that the P&Z Commission approve the item.

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Small the P&Z Commission voted seven (7) For and none (0) Against to approve a Preliminary Plat for St. Joseph Subdivision, one (1) lots on 24.77 acres more or less, and being located near Gregg Manor Road and Hill Lane, Manor, TX. The motion carried unanimously.

18. Consideration, discussion, and possible action on a Preliminary Plat for Lagos Subdivision Phases 2 – 4, three hundred fifty-three (353) lots on 96.06 acres more or

less, and being located near N FM 973 and Brenham Road, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: 706 Investment Partnership, LTD

The City staff recommended that the P&Z Commission approve the item.

Danny Burnett of Dwyer Realty Companies was available for questions and supported this item.

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commissioner Hammersmith the P&Z Commission voted seven (7) For and none (0) Against to approve a Preliminary Plat for Lagos Subdivision Phases 2 – 4, three hundred fifty-three (353) lots on 96.06 acres more or less, and being located near N FM 973 and Brenham Road, Manor, TX. The motion carried unanimously.

19. Consideration, discussion, and possible action on a Preliminary Plat for Lagos Subdivision Phase 5, forty-four (44) lots on 28.62 acres more or less, and being located near N FM 973 and Murchison Street, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: 706 Investment Partnership, LTD

The City staff recommended that the P&Z Commission approve the item.

Danny Burnett of Dwyer Realty Companies was available for questions and supported this item.

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commissioner Hammersmith the P&Z Commission voted seven (7) For and none (0) Against to approve a Preliminary Plat for Lagos Subdivision Phase 5, forty-four (44) lots on 28.62 acres more or less, and being located near N FM 973 and Murchison Street, Manor, TX. The motion carried unanimously.

20. Consideration, discussion, and possible action on a Final Plat for Manor Commons SE Commercial, Lot 4, Block A, one (1) lot on 1.147 acres, more or less, and being located near US Hwy 290 East and N. FM 973, Manor, TX. Applicant: ALM Engineering, Inc. Owner: Greenview Development 973, LP.

The City staff recommended that the P&Z Commission approve the item.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Vice-Chair Leonard the P&Z Commission voted seven (7) For and none (0) Against to approve a Final Plat for Manor Commons SE Commercial, Lot 4, Block A, one (1) lot on 1.147 acres, more or less, and being located near US Hwy 290 East and N. FM 973, Manor, TX. The motion carried unanimously.

21. Consideration, discussion, and possible action on a Final Plat for Manor Heights Phase 1, Section 2, eight-two (82) lots on 16.85 acres, more or less, and being located near US Hwy 290 E and Old Kimbro Road, Manor, TX. Applicant: Kimley-Horn & Associates Owner: Forestar (USA) Real Estate Group, Inc.

The City staff recommended that the P&Z Commission approve the item.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Small the P&Z Commission voted seven (7) For and none (0) Against to approve a Final Plat for Manor Heights Phase 1, Section 2, eight-two (82) lots on 16.85 acres, more or less, and being located near US Hwy 290 E and Old Kimbro Road, Manor, TX. The motion carried unanimously.

22. Consideration, discussion, and possible action on a Final Plat for Manor Heights Phase 2, Section 1, one hundred seventy (170) lots on 78.33 acres, more or less, and being located near US Hwy 290 E and Old Kimbro Road, Manor, TX. Applicant: Kimley-Horn & Associates Owner: Forestar (USA) Real Estate Group, Inc.

The City staff recommended that the P&Z Commission deny the item.

MOTION: Upon a motion made by Commissioner Rowe and seconded by Vice-Chair Leonard the P&Z Commission voted seven (7) For and none (0) Against to deny a Final Plat for Manor Heights Phase 2, Section 1, one hundred seventy (170) lots on 78.33 acres, more or less, and being located near US Hwy 290 E and Old Kimbro Road, Manor, TX. The motion carried unanimously.

23. Consideration, discussion, and possible action on a Final Plat for Manor Heights Phase 2, Section 2, one hundred eight (108) lots on 27.30 acres, more or less, and being located near US Hwy 290 E and Old Kimbro Road, Manor, TX. Applicant: Kimley-Horn & Associates Owner: Forestar (USA) Real Estate Group, Inc.

The City staff recommended that the P&Z Commission deny the item.

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commission Small the P&Z Commission voted seven (7) For and none (0) Against to deny a Final Plat for Manor Heights Phase 2, Section 2, one hundred eight (108) lots on 27.30 acres, more or less, and being located near US Hwy 290 E and Old Kimbro Road, Manor, TX. The motion carried unanimously.

24. Consideration, discussion, and possible action on a Final Plat for Presidential Heights Phase 5, one hundred twenty two (122) lots on 34.35 acres, more or less, and being located near Samuel Welch Way and George Mason Avenue, Manor, TX. Applicant: Kimley-Horn & Associates Owner: West Elgin Development Corp.

The City staff recommended that the P&Z Commission approve the item.

Danny Burnett of Dwyer Realty Companies was available for questions and supported this item.
Pete Dwyer of Dwyer Realty Companies was available for questions.
Josh Miksch of Kimley-Horn was available for questions.
Rob Smith of Kimley-Horn was available for questions.

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Meyer the P&Z Commission voted seven (7) For and none (0) Against to approve a Final Plat for Presidential Heights Phase 5, one hundred twenty two (122) lots on 34.35 acres, more or less, and being located near Samuel Welch Way and George Mason Avenue, Manor, TX. The motion carried unanimously.

25. Consideration, discussion, and possible action on a Final Plat for Shadowglen Section 22, seventy (70) lots on 13.72 acres, more or less, and being located near Misty Grove Boulevard and Silent Falls Way, Manor, TX. Applicant: Kimley-Horn & Associates Owner: SG Land Holdings, LLC

The City staff recommended that the P&Z Commission approve the item.

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commissioner Hammersmith the P&Z Commission voted seven (7) For and none (0) Against to a Final Plat for Shadowglen Section 22, seventy (70) lots on 13.72 acres, more or less, and being located near Misty Grove Boulevard and Silent Falls Way, Manor, TX. The motion carried unanimously.

26. Consideration, discussion, and possible action on a Final Plat for Shadowglen Section 23A. eighty four (84) lots on 21.76 acres, more or less, and being located near Misty Grove Boulevard and Silent Falls Way, Manor, TX. Applicant: Kimley-Horn & Associates Owner: SG Land Holdings, LLC

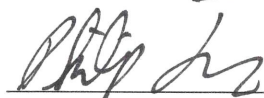
The City staff recommended that the P&Z Commission approve the item.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Stutsman the P&Z Commission voted seven (7) For and none (0) Against to approve a Final Plat for Shadowglen Section 23A. eighty four (84) lots on 21.76 acres, more or less, and being located near Misty Grove Boulevard and Silent Falls Way, Manor, TX. The motion carried unanimously.

ADJOURNMENT

These minutes approved by the Manor P&Z Commission on the 10th day of June 2020.

APPROVED:



Philip Tryon
Chairperson

ATTEST:



Lluvia T. Almaraz, TRMC
City Secretary

