



Julie Leonard, Place 1  
Jacob Hammersmith, Place 2  
Raul Hernandez, Vice-Chair, Place 3  
Mike Burke, Place 4  
Lian Stutsman, Place 5  
Keith Miller, Place 6  
Bill Myers, Chairperson, Place 7

**PLANNING AND ZONING COMMISSION  
REGULAR MEETING MINUTES**

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Wednesday, December 12, 2018

6:30 P.M.

Manor City Hall – Council Chambers  
105 E. Eggleston Street

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**COMMISSIONERS**

**PRESENT:**

Place 1: Julie Leonard  
Place 2: Jacob Hammersmith  
Place 4: Mike Burke  
Place 5: Lian Stutsman  
Place 7: Bill Myers, Chairperson

**ABSENT:**

Place 3: Raul Hernandez, Vice-Chair  
Place 6: Keith Miller

**CITY STAFF PRESENT:**

Scott Dunlop – Assistant Development Director

**REGULAR SESSION – 6:30 P.M.**

With a quorum of the Planning and Zoning Commissioners present, the regular session of the Manor Planning and Zoning Commission was called to order by Chairperson Myers at 6:30 p.m. on Wednesday, December 12, 2018, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

**PUBLIC COMMENTS**

No one appeared to speak at this time.

**CONSENT AGENDA**

All of the following items on the Consent Agenda are considered to be self-explanatory by the Commission and action will be taken in 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.

1. **Consideration, discussion, and possible action on denying a Preliminary Plat for Manor Heights Section 2, two hundred seventy-eight (278) lots on 111 acres, more or less, located near US Hwy 290 E and Old Kimbro Road, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: Sky Village Kimbro Estates, LLC.** Scott Dunlop,  
Assistant  
Development  
Director
  
2. **Consideration, discussion, and possible action on denying a Final Plat for Shadowglen Phase 2 Sections 25 & 26, one hundred sixty-six (166) lots on 32 acres, more or less, located near Shadowglen Trace and Stonebridge Meadow Drive, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: SG Land Holdings.** Scott Dunlop,  
Assistant  
Development  
Director
  
3. **Consideration, discussion, and possible action on denying a Final Plat for Shadowglen Phase 2 Section 28, one hundred eight (108) lots on 41 acres, more or less, located near Misty Grove Blvd. and Silent Falls Way, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: SG Land Holdings.** Scott Dunlop,  
Assistant  
Development  
Director

Scott Dunlop, Assistant Development Director, was available to address any questions posed by the P&Z Commission.

**MOTION:** Upon a motion made by P&Z Commissioner Stutsman and seconded by P&Z Commissioner Hammersmith, the Planning and Zoning Commission voted five (5) For and none (0) Against and to approve denial as submitted for consent agenda items 1, 2, and 3. The motion carried unanimously.

#### **REGULAR AGENDA**

4. **Consideration, discussion, and possible action on the Planning and Zoning Commission Minutes of the November 14, 2018 Regular Meeting.**

Scott Dunlop, Assistant Development Director, was available to address any questions posed by the P&Z Commission.

**MOTION:** Upon a motion made by P&Z Commissioner Hammersmith and seconded by Commissioner Leonard, the Planning and Zoning Commission voted five (5) For and none (0) Against to approve the Planning and Zoning Commission Minutes of the November 14, 2018 Regular Meeting. The motion carried unanimously.

- 5. Consideration, discussion, and possible action on a Preliminary Plat for Shadowglen Phase 2, Section 18A, 22, 23A, 25, 26, 27A, 27B, and 28, five hundred seventy-nine (579) single family homes on 147 acres, more or less, located near Shadowglen Trace and Misty Grove Blvd., Manor, TX. Applicant: Kimley-Horn & Associates. Owner: SG Land Holdings.**

Scott Dunlop, Assistant Development Director, was available to address any questions posed by the P&Z Commission.

**MOTION:** Upon a motion made by P&Z Commissioner Burke and seconded by P&Z Commissioner Stutsman, the Planning and Zoning Commission voted five (5) For and none (0) Against to approve a Preliminary Plat for Shadowglen Phase 2, Section 18A, 22, 23A, 25, 26, 27A, 27B, and 28, five hundred seventy-nine (579) single family homes on 147 acres, more or less, located near Shadowglen Trace and Misty Grove Blvd., Manor, TX. The motion carried unanimously.

- 6. Consideration, discussion, and possible action on a Uniform Sign Plan for the Studios at Shadowglen Trace located at 13700 N. FM 973, Manor, TX Applicant: Dwyer Realty Companies Owner: Dwyer Realty Companies**

Scott Dunlop, Assistant Development Director, was available to address any questions posed by the P&Z Commission.

**MOTION:** Upon a motion made by P&Z Commissioner Stutsman and seconded by P&Z Commissioner Hammersmith, the Planning and Zoning Commission voted five (5) For and none (0) Against to approve a Uniform Sign Plan for the Studios at Shadowglen Trace located at 13700 N. FM 973, Manor, TX. The motion carried unanimously.

- 7. Consideration, discussion, and possible action on a Uniform Sign Plan for 203 West Murray, Manor, TX. Applicant: Rolando Elizando. Owner: Rolando Elizando**

Scott Dunlop,  
Assistant  
Development  
Director

**MOTION:** Upon a motion made by P&Z Commissioner Hammersmith and seconded by P&Z Commissioner Stutsman, the Planning and Zoning Commission voted five (5) For and none (0) Against to approve a Uniform Sign Plan for 203 West Murray, Manor, TX. The motion carried unanimously.

- 8. Consideration, discussion, and possible action on a Setback Waiver for Block 35, Lot 1, Town of Manor, locally known as 600 Samaripa Street, Manor, TX, to reduce the front setback to 20 feet and the rear setback to 10 feet. Applicant: Brenda Perez. Owner: Brenda Perez.**

Scott Dunlop,  
Assistant  
Development  
Director

**MOTION:** Upon a motion made by P&Z Commissioner Leonard and seconded by P&Z Commissioner Burke, the Planning and Zoning Commission voted five (5) For and none (0) Against to approve a Setback Waiver for Block 35, Lot 1, Town of Manor, locally known as 600 Samaripa Street, Manor, TX, to reduce the front setback to 20 feet and the rear setback to 10 feet. The motion carried unanimously.

- 9. Consideration, discussion, and possible action on a Setback Waiver for Block 11, Lot 1, Town of Manor, locally know as 901 ½ N. Burnet Street, Manor, TX to reduce the front setback to 20 feet, the rear setback to 10 feet, and the side setback to 5 feet. Applicant: Jeff Martella, CMI Acquisitions. Owner: City of Manor.**
- Scott Dunlop,  
Assistant  
Development  
Director

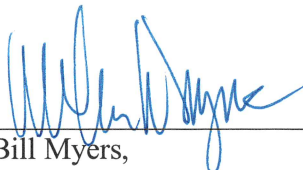
**MOTION:** Upon a motion made by P&Z Commissioner Burke and seconded by P&Z Commissioner Stutsman, the Planning and Zoning Commission voted five (5) For and none (0) Against to approve a Setback Waiver for Block 11, Lot 1, Town of Manor, locally know as 901 ½ N. Burnet Street, Manor, TX to reduce the front setback to 20 feet, the rear setback to 10 feet, and the side setback to 5 feet. The motion carried unanimously.

**ADJOURNMENT**

The Regular Session of the Manor Planning and Zoning Commission adjourned at 6:48 PM on Wednesday, December 12, 2018.

These minutes approved by the Planning and Zoning Commission on the 9<sup>th</sup> day of January 2019.

**APPROVED:**

  
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Bill Myers,  
Chairperson

**ATTEST:**

  
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Scott Dunlop,  
Assistant Development Director

