



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**

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Wednesday, February 12, 2020

6:30 p.m.

Manor City Hall – Council Chambers  
105 E. Eggleston Street

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**COMMISSIONERS**

**PRESENT:**

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

**ABSENT:**

**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 6:33 p.m. on Wednesday, February 12, 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 to approve the Planning and Zoning Commission Minutes of the January 8, 2020, Regular Meeting.**

**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 the Consent Agenda. The motion carried unanimously.

## PUBLIC HEARINGS

- 2. Public Hearing: Conduct a public hearing on a Short Form Final Plat for the Victor Garcia Subdivision, three (3) lots on 4.55 acres, more or less, located at 15506 Schmidt Loop, Manor, TX.**

Chairperson Tryon opened the public hearing.

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

Vladimar Mavial, who did not provide an address, spoke in opposition to this item. They were concerned about how the property would be used.

Carlos Garcia, 15425 FM 973, spoke in opposition to this item. They were concerned about how the property would be used.

Staff explained this property is located in Manor's extraterritorial jurisdiction and the city could not regulate land use. The city can only review proposed subdivisions and development permits are issued by Travis County.

**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 close the Public Hearing. The motion carried unanimously.

- 3. Public Hearing: Conduct a public hearing on a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres, more or less, located near Hill Lane 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.

**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 close the Public Hearing. The motion carried unanimously.

## REGULAR AGENDA

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

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

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

- 5. Consideration, discussion, and possible action on a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres, more or less, located near Hill Lane and Gregg Manor Road, Manor, TX. Applicant: Migl Engineering and Consulting Owner: Catholic Diocese of Austin**

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

**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 deny per comments a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres, more or less, located near Hill Lane and Gregg Manor Road, Manor, TX. The motion carried unanimously.

- 6. Consideration, discussion, and possible action on a Rezoning Application from Light Commercial (C-1) to Medium Commercial (C-2) on 0.675 acres, more or less, located at 10814 US Hwy 290 East, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: Cottonwood Holdings, LTD.**

The City staff spoke that the applicant has request the consideration of this item be pulled and no action taken.

Chairperson Tryon acknowledged the applicant's request and pulled the item without action.

7. **Consideration, discussion, and possible action on Short Form Final Plat for the Las Entradas North Section 2 Subdivision, one (1) lot on 12.60 acres, more or less, located near Gregg Manor Road and Hill Lane, Manor, TX. Applicant: Kimley-Horn & Associates Owner: CLX Ventures, LLC**

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

**MOTION:** Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Stutsman the P&Z Commission voted seven (7) For and none (0) Against to approve a Short Form Final Plat for the Las Entradas North Section 2 Subdivision, one (1) lot on 12.60 acres, more or less, located near Gregg Manor Road and Hill Lane, Manor, TX. The motion carried unanimously.

8. **Consideration, discussion, and possible action on a variance request from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 41(b)(1) with specific reference to City of Austin, Drainage Criteria Manual, Section 4.1.0 General, D for Shadowglen Phase 2, Section 17, and being located in various locations on Sugar Bush Path and Arbor Hill Cove, Manor, TX, to reduce curb inlet transitions from 9' 8" to 5'. Applicant: Stantec Owner: M/I Homes**

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

**MOTION:** Upon a motion made by Commissioner Stutsman and seconded by Commissioner Rowe the P&Z Commission voted five (5) For and two (2) Against to approve a variance request from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 41(b)(1) with specific reference to City of Austin, Drainage Criteria Manual, Section 4.1.0 General, D for Shadowglen Phase 2, Section 17, to reduce curb inlet transitions from 9' 8" to 5' at the five locations shown on the provided exhibits. The motion carried with Commissioner Lakesha and Commission Meyer opposing.

9. **Consideration, discussion, and possible action on a variance from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 42(e) Sidewalks to defer construction of sidewalks on US Hwy 290 East across Lots 1, 2, and 3 Grassdale Subdivision located at 12601 US Hwy 290 East, Manor, TX, until such time as Lots 1 and 2 Grassdale Subdivision are developed. Applicant: Development Engineering Consultants, LLC Owner: The Grassdale at Manor, LLC**

The City staff recommended that the P&Z Commission approve deferral of the sidewalks across the frontage of lots 1 and 2 until site development plans are filed upon them and require sidewalks across the frontage of lot 3.

Daniel Stewart, 2591 Dallas Parkway STE 300, Frisco, TX, of DEC spoke in support of this item. They spoke of the constraints providing a sidewalk across the portions of lot 3.

Staff spoke that the city did not have the authority to require the future owner(s) of lots 1 and 2 to develop sidewalks across lot 3, a lot they would not own, so the portions of sidewalks

across lot 3 should be constructed with the proposed development.

**MOTION:** Upon a motion made by Commissioner Stutsman and seconded by Commissioner Small the P&Z Commission voted six (6) For and one (1) Against to approve a variance from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 42(e) Sidewalks to defer construction of sidewalks on US Hwy 290 East across Lots 1 and 2 Grassdale Subdivision, located at 12601 US Hwy 290 East, Manor, TX, until such time as Lots 1 and 2 Grassdale Subdivision are developed and require sidewalks across Lot 3 Grassdale Subdivision with the proposed development. The motion carried with Vice-Chair Leonard opposing.

**10. Consideration, discussion, and possible action on the removal of seven (7) trees 18 inches or larger on Lot 3 Grassdale Subdivision and being located at 12601 US Hwy 290 East, Manor, TX. Applicant: Development Engineering Consultants, LLC Owner: The Grassdale at Manor, LLC**

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

Daniel Stewart, 2591 Dallas Parkway STE 300, Frisco, TX, of DEC spoke in support of this item.

Staff spoke that the proposed number of trees to be planted with the development would meet the requirements of the Landscaping Ordinance.

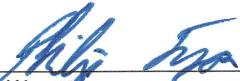
**MOTION:** Upon a motion made by Commission Hammersmith and seconded by Commissioner Rowe the P&Z Commission voted five (5) For and two (2) Against to approve the removal of seven (7) trees 18 inches or larger on Lot 3 Grassdale Subdivision and being located at 12601 US Hwy 290 East, Manor, TX. The motion carried with Vice-Chair Leonard and Commission Stutsman opposing.

**ADJOURNMENT**


**MOTION:** Upon a motion made by Commissioner Stutsman and seconded by Commissioner Meyer the P&Z Commission voted seven (7) For and none (0) Against to adjourn the regular session of the Manor P&Z Commission at 7:10 p.m. on Wednesday, February 12, 2020. The motion carried unanimously.

These minutes approved by the Manor P&Z Commission on the 11<sup>th</sup> day of March 2020.

**APPROVED:**

  
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Philip Tryon  
Chairperson

ATTEST:

  
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Luvia T. Almaraz, TRMC  
City Secretary

