



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
AUGUST 10, 2022**

PRESENT:

COMMISSIONERS:

Julie Leonard, Chair, Place 1
LaKesha Small, Vice Chair, Place 7
Anthony Butler, Place 2
Cresandra Hardeman, Place 3
Vacant, Place 4
Jennifer Wissmann, Place 5 (Absent)
Cecil Meyer, Place 6

CITY STAFF:

Scott Dunlop, Development Services Director
Michael Burrell, Planning Coordinator
Mandy Miller, Permit Technician

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

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 Chair Leonard at 6:35 p.m. on Wednesday, August 10, 2022, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PUBLIC COMMENTS

Robert Battaile, 502 E. Eggleston St. Manor, Texas, submitted a speaker card to speak during public comment. Mr. Battaile presented a hand-out with information regarding website information on how to access *Manor Country Club presents: Manor Parks Master Plan*. He gave a summary of the information that could be found on the website as suggestions for the city and requested for the city to hire a recreation / park's person.

A brief discussion was held regarding the Comprehensive Plan Advisory Committee. Director Dunlop announced no time or date had been set yet for the next upcoming meeting.

PUBLIC HEARING

- 1. Conduct a public hearing on a Zoning Application for the 16023 US-290 General Office Rezoning, one (1) lot on 4.7874 acres, more or less, and being located at 16023 US-290, Elgin, TX. Applicant: Henderson Professional Engineers. Owner: 16023 HWY 290 LLC.**

Jen Henderson with Henderson Professional Engineers, 600 Round Rock West Dr., Suite 604, Round Rock, Texas, submitted a speaker card to speak in support of this item. Ms. Henderson stated she did not have new information to add, however, would like to thank the P&Z Commission, staff, and Director Dunlop for all the work done for this request.

Director Dunlop gave details regarding the location of this property. He gave general background information on the property, its history, and the current zoning.

Jen Henderson with Henderson Professional Engineers answered questions from the Commissioners regarding the development plans for the property. Ms. Henderson stated that shell industrial buildings were currently being discussed with the intention of creating storage, manufacturing, and distribution type shell buildings.

Discussion was held regarding the rezoning of the property to General Office. Director Dunlop explained *General Office* zoning and answered questions regarding the types of business uses that would be allowed under the zoning type.

MOTION: Upon a motion made by Vice Chair Small and seconded by Commissioner Butler to close the public hearing.

There was no further discussion.

Motion to Close carried 5-0

CONSENT AGENDA

2. Consideration, discussion, and possible action to approve the minutes of July 13, 2022, P&Z Commission Regular Meeting.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Hardeman to accept the consent agenda.

There was no discussion.

Motion to Accept carried 5-0

REGULAR AGENDA

3. Consideration, discussion, and possible action city goals and vision.

Robert Battaile, 502 E. Eggleston St. Manor, Texas, submitted a speaker card requesting to speak in opposition of this item. Mr. Battaile expressed his dislike of the wording of the visions and goals statements. He stated he felt it was counterproductive and used wording that was misleading and unconcise. He gave specific examples regarding his standings that he felt applied to this item.

Mayor Harvey introduced himself and greeted the P&Z Commission. He expressed his desire to increase the relationship and interaction between the City Council and the P&Z Commission. He stated he felt Council and P&Z are charged with things that need to be addressed within the city and should have better communication.

Mayor Harvey explained to the Commissioners and audience that the purpose of the goals and vision statement is a strategic vision statement of where we want to be. Mayor Harvey gave the research background that went into the creation of the statement. He stated that the words included in the vision statement reflected the values of the individual in the community. He explained the use of the words that involved the following items:

- Diversity within the community
- sustainable community in environment and development
- strategic regional leadership,
- quality of life enhanced by working with others like the county or TxDot, and
- the safe environment of all the citizens of the community.

Mayor Harvey referred to his *State of the City Address* where he emphasized his intentions to Build Manor Strong. He expressed his desire to increase opportunities for families, increasing businesses in the community, and improving our infrastructure within the city. He expressed his understanding and concern for issues within the community such as road conditions and traffic. He assured the Commission that Council was working with others in and around Manor to address the concerns of the community.

Mayor Harvey answered questions from the Commissioners regarding the inaction between the Council and Commission. Discussion was held regarding the focus of the City Council. Mayor Harvey stated that Council has set up a measurable focus through the City Manager and his contract.

Mayor Harvey stated he has been researching ways to alleviate or decrease the issues with traffic by better understanding the underlying cause and taking appropriate action. He explained the necessity of creating more jobs in Manor.

Mayor Harvey addressed the expressed concerns regarding the local school district. He informed the Commission of the accomplishments of the schools. He highlighted the success of the programs in place within Manor ISD that enables direct hire of the graduates to major corporations in our area.

There was no further discussion.

No Action Was Taken

- 4. Consideration, discussion and possible action on a Zoning Application for the 16023 US-290 General Office Rezoning, one (1) lot on 4.7874 acres, more or less, and being located at 16023 US-290, Elgin, TX. Applicant: Henderson Professional Engineers. Owner: 16023 HWY 290 LLC.**

City staff recommended that the P&Z Commission approve the zoning request for the 16023 US-290 General Office Rezoning, one (1) lot on 4.7874 acres, more or less, and being located at 16023 US-290, Elgin, TX.,

MOTION: Upon a motion made by Vice Chair Small and seconded by Commissioner Hardeman to approve the zoning application for the zoning application for the 16023 US-290 General Office located at 16023 US 290, Elgin, TX.

There was no further discussion.

Motion to Approve carried 5-0

5. Consideration, discussion, and possible action on a Coordinated Sign Plan Amendment for the Shadowglen Medical Tower located at 14008 Shadowglen Blvd., Manor, TX. Applicant: Executive Signs. Owner: Perardi Development.

City Staff recommend that the P&Z Commission deny the Coordinated Sign Plan Amendment for the Shadowglen Medical Tower located at 14008 Shadowglen Blvd., Manor, TX.

Director Dunlop explained this was the third amendment request for this building. He detailed the history of the prior amendments. He stated the request by the applicant was to amend the areas of the sign locations. He expressed concerns that approval of the amendment would create an uncoordinated look for the building.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Butler to deny the Coordinated Sign Plan Amendment for the Shadowglen Medical Tower.

There was no further discussion.

Motion to Deny carried 5-0

6. Consideration, discussion, and possible action on a Final Plat for Presidential Glen Townhomes Subdivision, one (1) lot on 10.237 acres, more or less, and being located near Paseo de Presidente and Tayshas Street, Manor, TX. Applicant: Kimley-Horn & Associates Owner: CW-WP Two, LLC.

Robert Battaile, 502 E. Eggleston St. Manor, Texas, submitted a speaker card in opposition to this item. He expressed his dislike of the detail location on the plat. He stated he felt more back up information should have been provided.

Director Dunlop and Commissioners explained the definition of a plat. An explanation of the information provided was given to the audience. Topics were addressed regarding parkland fees, in lieu fees and previous meeting dates that contained more information regarding the site development plans for the property.

City staff recommended that the P&Z Commission approve the Final Plat for Presidential Glen Townhomes Subdivision, one (1) lot on 10.237 acres, more or less, and being located near Paseo de Presidente and Tayshas Street, Manor, TX

MOTION: Upon a motion by Vice Chair Small and seconded by Commissioner Meyer to approve the Final Plat for the Presidential Glen Townhomes subdivision, one (1) lot on 10.237 acres, more or less, and being located near Paseo de Presidente and Tayshas Street, Manor, TX.

There was no further discussion.

Motion to Approve carried 5-0

7. Consideration, discussion, and possible action to change the Planning and Zoning Commission regular meeting time from 6:30pm to 7:00 pm on the second Wednesday of each month.

Discussion was held by the Commission regarding the meeting time change.

MOTION: Upon a motion made by Commissioner Butler and seconded by Vice Chair Small to deny the proposed start time change from 6:30 pm to 7:00 pm.

There was no further discussion.

Motion to Deny carried 5-0

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Butler and seconded by Commissioner Hardeman to adjourn the Regular Session of the P&Z Commission at 7:48 pm on Wednesday, August 10, 2022.

There was no further discussion.

Motion to Adjourn carried 5-0

These minutes approved by the P&Z Commission on the 12th of October 2022. (Audio Recording Archived)

APPROVED:

Julie Leonard
Chairperson

ATTEST:

Scott Dunlop
Development Services Director