

MINUTES
SPECIAL PLANNING AND ZONING COMMISSION
201 E. PARSONS STREET
MANOR, TEXAS 78653
FEBRUARY 16, 2005 AT 7:30 P.M.

Commission Members Present:

Nancy Boatright, Chairman
Michael Hill
Janie Poteet

Commission Members Not Attending:

Thomas Bolt
Juan Coronado

City Staff:

Michael Tuley, Public Works Director
Frank Phelan, Jay Engineering

JOINT PUBLIC HEARING WITH CITY COUNCIL:

A public hearing before the Manor City Council and the planning and zoning Commission at the Manor City Hall, in regard to proposed changes to the 620.1 acre Cottonwood Planned Unity Development; the moving of boundary lines, and development standards to the Cottonwood Planned Unit Development as previously approved on December 20th 2000 (herein submitted as the ShadowGlen Planned Unit Development). The 620.1 acre Planned Unit Development is located north of U.S. 290, east of F.M. 973 and west of Gregg Manor Road, Rector Loop and Fuchs Grove Road in Manor, Texas. The purpose of this meeting is to allow citizens an opportunity to discuss the potential impact on surrounding landowners.

The public hearing was called to order by Mayor Turner at 7:30 p.m. Attending were Council Members: Beauchamp, Boatright, Samaripa, Snowden and Taylor and Commission Members Hill, Poteet, and Boatright.

Pete Dwyer, representing Cottonwood/ShadowGlen reviewed the proposed changes to the PUD plan. Questions were also put forth by persons attending the hearing related to zoning and were answered by City Attorney Shelia Limon.

Motion: Upon a motion by Mayor Pro tem Beauchamp, seconded by Council Member Samaripa, the Council and Commission voted eight (8) for and none (0) opposed to adjourn the public hearing. The motion carried and the hearing was adjourned at 7:55 p.m.

Special Called Meeting:

Call to Order and Announce a Quorum is Present:

**Minutes
Planning and Zoning Commission
February 16, 2005**

With a quorum of the Commission present, the Special meeting of the Planning and Zoning Commission was called to order by Chairman Boatright at 8:00 p.m. on February 16, 2005.

1. **Discuss, consider and act on the amendment of the Cottonwood Development Agreement to amend development standards for ShadowGlen Development located north of U.S. 290.**

Upon a motion by Commission Member Poteet, seconded by Commission Member Hill the Commission voted three (3) for and none (0) against to recommend adoption of the amendment proposed. The motion carried

2. **Discuss, consider and act on the ShadowGlen Planned Unit Development located north of U.S. 290.**

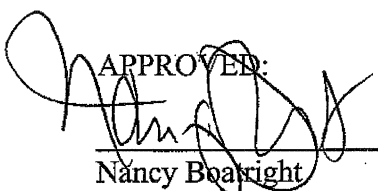
Upon a motion by Commission Member Hill and seconded by Commission Member Poteet to approve the revisions to the ShadowGlen Planned Unit Development, the Commission voted three (3) for and none (0) opposed. The motion carried.

3. **Adjourn**

Upon a motion by Commission Member Poteet, seconded by Commission Member Hill the Commission voted three (3) for and none (0) opposed to adjourn. The motion carried and the meeting adjourned at 8:15 p.m.


These minutes were approved by the Manor Planning and Zoning Commission on the 9th day of March, 2005.

APPROVED:



Nancy Boatright
Chairman

ATTEST:



Phil Tate
City Secretary

**MINUTES
REGULAR COUNCIL MEETING
201 E. PARSONS STREET
MANOR, TEXAS 78653
FEBRUARY 16, 2005 at 7:30 P.M.**

Present:

Jeff Turner, Mayor

Council Members:

Jimmy Beauchamp, Mayor Pro-Tem
Ben Boatright
Matildy Samaripa, Jr.
Sharon Snowden
Maud Taylor

City Staff:

Dennis Jones, City Administrator
Phil Tate City Secretary
Michael Tuley, Public Works Director
Frank Phelan, City Engineer
Sheila Limon, City Attorney

**PLANNING AND ZONING COMMISSION AND CITY COUNCIL
JOINT PUBLIC HEARING**

A public hearing before the Manor City Council and the Planning and Zoning Commission at Manor City Hall, 201 E. Parsons Street, in regard to proposed changes to the 620.1 acre Cottonwood Planned Unit Development; the moving of boundary lines, and development standards to the Cottonwood Planned Unit Development as previously approved on December 20th 2000 (herein submitted as the ShadowGlen Planned Unit Development). The 620.1 acre Planned Unit Development is located north of U.S. 290, west of F.M. 973 and east of Gregg Manor Road, Rector Loop and Fuchs Grove Road in Manor, Texas. The purpose of this meeting is to allow citizens an opportunity to discuss the potential impact on surrounding landowners

The public hearing was called to order by Mayor Turner at 7:30 p.m. Attending were Council Members: Beauchamp, Boatright, Samaripa, Snowden and Taylor and Commission Members Hill, Poteef, and Boatright.

Pete Dwyer, representing the Cottonwood/ShadowGlen development reviewed the proposed changes to the PUD plan. Questions were also put forth by persons attending the hearing related to zoning and were answered by City Attorney Sheila Limon.

Upon a motion by Mayor Pro Tem Beauchamp, seconded by Council Member Samaripa, the Council and Commission voted eight (8) for and none (0) opposed to adjourn the public hearing. The motion carried and the hearing was adjourned at 7:55 p.m.

BOARD OF ADJUSTMENTS MEETING

Call to order

Mayor Turner called the Board of Adjustments meeting to order at 8:00 p.m. and with all members of the City Council in attendance, a quorum was declared present.

Agenda Items

- (1) **Discuss, consider and act upon a set back variance request for Lot 6 and the eastern half of Lot 7 Block 57 commonly known as 501 E. Lampassas.**

Upon a motion by Council Member Boatright, seconded by Council Member Snowden, to a grant a set-back variance of 12 foot for the Lampassas side of the property, the Board voted five (5) for and none (0) against. The motion carried.

- (2) **Adjourn.**

Upon a motion by Council Member Taylor, seconded by Council Member Samaripa to adjourn, the council voted five (5) for and (0) against. The motion carried and the meeting adjourned at 8:10 p.m.

CITY COUNCIL REGULAR SESSION

Call to order and announce a quorum is present.

With a quorum of the council members present, the Regular Meeting of the Manor City Council was called to order by Mayor Turner at 8:12 p.m. on Wednesday, February 16, 2005.

Pledge of Allegiance.

A. VISITORS/CITZENS FORUM:

No citizens spoke.

B. CONSENT AGENDA:

Upon a motion by Mayor Pro tem Beauchamp, seconded by Council Member Taylor to approve the consent agenda, the council voted five (5) for and none (0) opposed to approve the Financial Reports, the Department Reports and the following Minutes:

- a. July 28, 2004 Special Council Meeting
- b. September 1, 2004 Council Workshop
- c. September 14, 2004 Budget Workshop
- d. September 15, 2004 Council Meeting
- e. October 6, 2004 Workshop Meeting
- f. October 7, 2004 Special Called Meeting
- g. October 20, 2004 Council Meeting
- h. November 3, 2004 Special Called Meeting
- i. November 3, 2004 Workshop Meeting
- j. November 17, 2004 Council Meeting
- k. January 19, 2005 Council Workshop
- l. January 26, 2005 Special Called Meeting
- m. February 2, 2005 Council Workshop

C. REGULAR ITEMS:

- 4. Presentation by James Conquest on HOME Program Grant.**

James Conquest of Leo Woods and Associates updated the council on the status of the HOME Grant program and indicated that in late April or early May the bidding process should begin. Mayor Turner asked that Mr. Conquest report on the project at all future council meetings. No action was taken.

- 5. Discuss, consider and act on an easement for Bluebonnet Electric.**

After discussion on the location of the easement, a motion was made by Council Member Samaripa and seconded by Council Member Taylor to table the item until Bluebonnet Electric Coop, the City, and Pete Dwyer can agree on a route for the easement that would be less intrusive should Gregg Manor Road be shifted through that area. The council voted five (5) for and none (0) against and the item was tabled.

6. Discuss, consider and act on the Preliminary Plat for Phase 1-A Presidential Glen Subdivision located on US 290 at Bois D' Arc Lane.

A motion by Mayor Pro-Tem Beauchamp, seconded by Council Member Samaripa, to approve the Preliminary Plat for Phase 1-A of the Presidential Glen Subdivision conditional upon sufficient information being provided to the City Manager that the Gunn property access situation had been resolved and to direct the City Engineer to provide notice to Manville Water of the City's intent to serve the subdivision. The Council voted five (5) for and none (0) opposed to approve the motion. The motion carried unanimously.

7. Discuss, consider and act on the Preliminary Plat for Wildhorse Creek Commercial Subdivision located along the west side of FM 973 south of Blake Manor Road.

Upon a motion by Council Member Boatright, seconded by Council Member Taylor, to approve the Wildhorse Creek Commercial Subdivision Preliminary Plat, the council voted five (5) for and none (0) opposed. The motion carried unanimously.

8. Discuss, consider and act on the amendment of the Cottonwood Development Agreement to amend development standards for ShadowGlen Development located north of US 290, west of F.M. 973 and east of Gregg Manor Road, Rector Loop and Fuchs Grove Road in Manor, Texas.

9. Discuss, consider and act on the ShadowGlen Planned Unit Development located north of U.S. 290, west of F.M. 973 and east of Gregg Manor Road, Rector Loop and Fuchs Grove Road in Manor, Texas.

10. Discuss, consider and act on the ShadowGlen Master Land Plan located north of U.S. 290, west of F.M. 973 and east of Gregg Manor Road, Rector Loop and Fuchs Grove Road in Manor, Texas.

Nancy Boatright, Chairman of the Planning and Zoning Commission informed the Council that the Commission had voted to recommend approval of all three items related to Cottonwood-ShadowGlen PUD. The council then discussed items 8, 9 and 10, particularly in reference to the minimum size of lots and the agreement which had been reached between the developer and the Planning and Zoning Commission.

Upon a motion by Mayor Pro-Tem Beauchamp, seconded by Council Member Boatright, to approve the amendments to the development standards to the Cottonwood Development Agreement, to approve the ShadowGlen Planned Unit Development, and to approve the ShadowGlen Master Land Plan, the Council voted four (4) for and one (1) opposed. The motion carried with Council Members Beauchamp, Boatright, Snowden and Taylor voting for and Council Member Samaripa voting against.

11. Discuss, consider and act on a Utility Adjustment Agreement with Lone Star Infrastructure.

Upon a motion by Council Member Boatright, seconded by Council Member Snowden to approve the Utility Adjustment Agreement with Lone Star Infrastructure for the relocation of the city water storage facility on F.M. 973, the council voted five (5) for and none (0) opposed. The motion carried.

12. Engineer's Report

City Engineer Frank Phelan reported that the survey work related to the street and drainage project had been received in their office earlier in the week and that they are still on tract to complete the final design on the project during the first quarter with construction to begin in the first half of the second quarter. The design phase of the Manor Town Apartments ORCA Grant improvements is underway and advertising for bids should occur in the next few weeks. Easements are still pending for the Bell Farms Offsite utility project and Mr. Phelan asked for authorization from the City to start condemnation proceedings if the easements can no be obtained within the next week. The sidewalk project will be designed as part of the street and drainage design and completed after that project is completed.

13. City Manager's Report

City Manager, Dennis Jones and Frank Phelan discussed the progress on the resolution of the school district LUE issue. The City has asked for an accounting of facilities added by the school since April 1996 but has not received a complete breakdown. Also discussed were the differences between what the district anticipates it is due versus what the amount the City Engineer has estimated may be due. The wastewater line easement remains an outstanding issue.

A number of responses have been received from architects for design of the City Hall and firms have until the 25th of February to respond. The land lease issue with Capital Metro has not yet been resolved. Mr. Jones informed the Council that he had received a letter from Manville's attorney regarding CCN issues and that he intended to respond with a letter to their board. No response has been received from the Texas Parks and Wildlife in regard to the resubmittal of the appraisal for the community park project. It was also noted that the easement agreement between the school district and the City needed to be signed by the district.

14. Executive Session: The Council will convene into Executive Session to consult with the City Attorney pursuant to '551.071, Government Code regarding Cause No. GN 500251, W. Gault v. City of Manor, in the 201st Judicial District Court of Travis County, Texas.

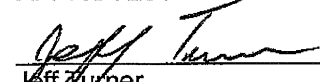
The council elected not to go into executive session since the city attorney was not present. Dennis Jones discussed the facts related to the lawsuit filed by William Gault against the City of Manor. No action was taken.

15. Adjourn

Upon a motion by Council Member Taylor, seconded by Council Member Snowden to adjourn, the council voted five (5) for and none (0) opposed. The meeting adjourned at 10:50 p.m.

These minutes approved by the Manor City Council on March 16, 2005.

APPROVED:



Jeff Turner
Mayor

ATTEST:



Phil Tate
City Secretary