



**CITY COUNCIL  
CALLED SPECIAL SESSION MINUTES  
JUNE 17, 2024**

**This meeting was live-streamed on Manor's YouTube Channel  
<https://www.youtube.com/@cityofmanorsocial/streams>**

**PRESENT:**

Dr. Christopher Harvey, Mayor (Absent)

**COUNCIL MEMBERS:**

Emily Hill, Mayor Pro Tem, Place 1 (Absent)  
Anne Weir, Place 2  
Maria Amezcua, Place 3  
Sonia Wallace, Place 4  
Aaron Moreno, Place 5  
Deja Hill, Place 6

**CITY STAFF:**

Scott Moore, City Manager  
Lluvia T. Almaraz, City Secretary  
Scott Dunlop, Development Services Director  
Ryan Phipps, Chief of Police  
Veronica Rivera, Assistant City Attorney

**SPECIAL SESSION – 7:00 P.M.**

With a quorum of the Council Members present, the special session of the Manor City Council was called to order by Council Member Moreno at 7:00 p.m. on Monday, June 17, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

**INVOCATION**

Council Member Wallace gave the invocation.

## PLEDGE OF ALLEGIANCE

Councilman Moreno led the Pledge of Allegiance.

## PUBLIC COMMENTS

No one appeared at this time.

## PUBLIC HEARINGS

1. **Second and Final Public Reading: Conduct a public hearing on an Ordinance of the City of Manor, Texas annexing a 1.222 acre, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits, making findings of fact, providing severability clause and an effective date, and providing for open meetings and other related matters.**

The city staff recommended that the City Council conduct the public hearing.

Councilman Moreno opened the Public Hearing.

Development Services Director Dunlop discussed the proposed annexation.

There were no public comments.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to close the public hearing.

There was no further discussion.

### **Motion to close carried 5-0**

2. **Conduct a public hearing on an Ordinance rezoning one (1) lot on 4.475 acres, more or less, and being located at 16011 E US Hwy 290, Manor, TX from (A) Agricultural to (C-3) Heavy Commercial. Applicant: Phantastic Endeavor LLC; Owner: Kimley-Horn**

The city staff recommended that the City Council conduct the public hearing.

Councilman Moreno opened the Public Hearing.

Jonathan Sosebee with Kimley Horn submitted a speaker card; however, he did not wish to speak but was available to answer any questions posed by the City Council.

Jeremy Rogers with Kimley Horn presented the attached PowerPoint Presentation.

The topic of discussion was the following:

- Location
- Zoning
- Future Land Use Map
- NED Business Operations
- Building Rendering Samples
- City Staff and P&Z Commission Recommendations
- Definition of Uses
- Additional Prohibited Uses
- Updated Rezoning Request

There were no public comments.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to close the public hearing.

There was no further discussion.

**Motion to close carried 5-0**

- 3. Conduct a public hearing on a Subdivision Concept Plan for three hundred and twenty-five (325) lots on 113.415 acres, more or less, and being located at the intersection of N. FM 973 and Old Manor Taylor Rd, Manor, TX. Applicant: Jamison Civil Engineering LLC; Owner: Okra Land Incorporated**

The city staff recommended that the City Council conduct the public hearing.

Councilman Moreno opened the Public Hearing.

Rachel Shanks with Okra presented the attached PowerPoint presentation.

The topic of discussion was the following:

- Location
- Land Use Summary
- Park Land Dedication
- 2.5 Acre Park Amenities
- 1.0 Acre Dog Park
- Pocket Park

There were no public comments.

**City Council Called Special Session Minutes  
June 17, 2024**

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Weir to close the public hearing.

There was no further discussion.

**Motion to close carried 5-0**

- 4. Conduct a public hearing on the submission of a Specific Use Permit to permit up to 3,860 square feet of medical office and medical clinic in Manor Crossing Block A, Lot 7, being one (1) acre, more or less, and located at the northwest intersection of FM 973 and US HWY 290, Manor, TX. Applicant: Development Collaborative LLC; Owner: Endeavor Real Estate Group, Inc.**

The city staff recommended that the City Council conduct the public hearing.

Councilman Moreno opened the Public Hearing.

Development Services Director Dunlop discussed the proposed Special Use Permit.

A discussion was held regarding the proposed medical building and the handicap spaces allowed.

There were no public comments.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to close the public hearing.

There was no further discussion.

**Motion to close carried 5-0**

**ADJOURNMENT**

The Manor City Council Special Session was Adjourned at 7:39 p.m. on Monday, June 17, 2024.

These minutes were approved by the Manor City Council on July 3, 2024.

**City Council Called Special Session Minutes  
June 17, 2024**

**APPROVED:**

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Dr. Christopher Harvey,  
Mayor

**ATTEST:**

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Lluvia T. Almaraz, TRMC  
City Secretary

Draft Minutes

# 16011 E US HWY 290 Rezoning

2024-P-1643-ZO

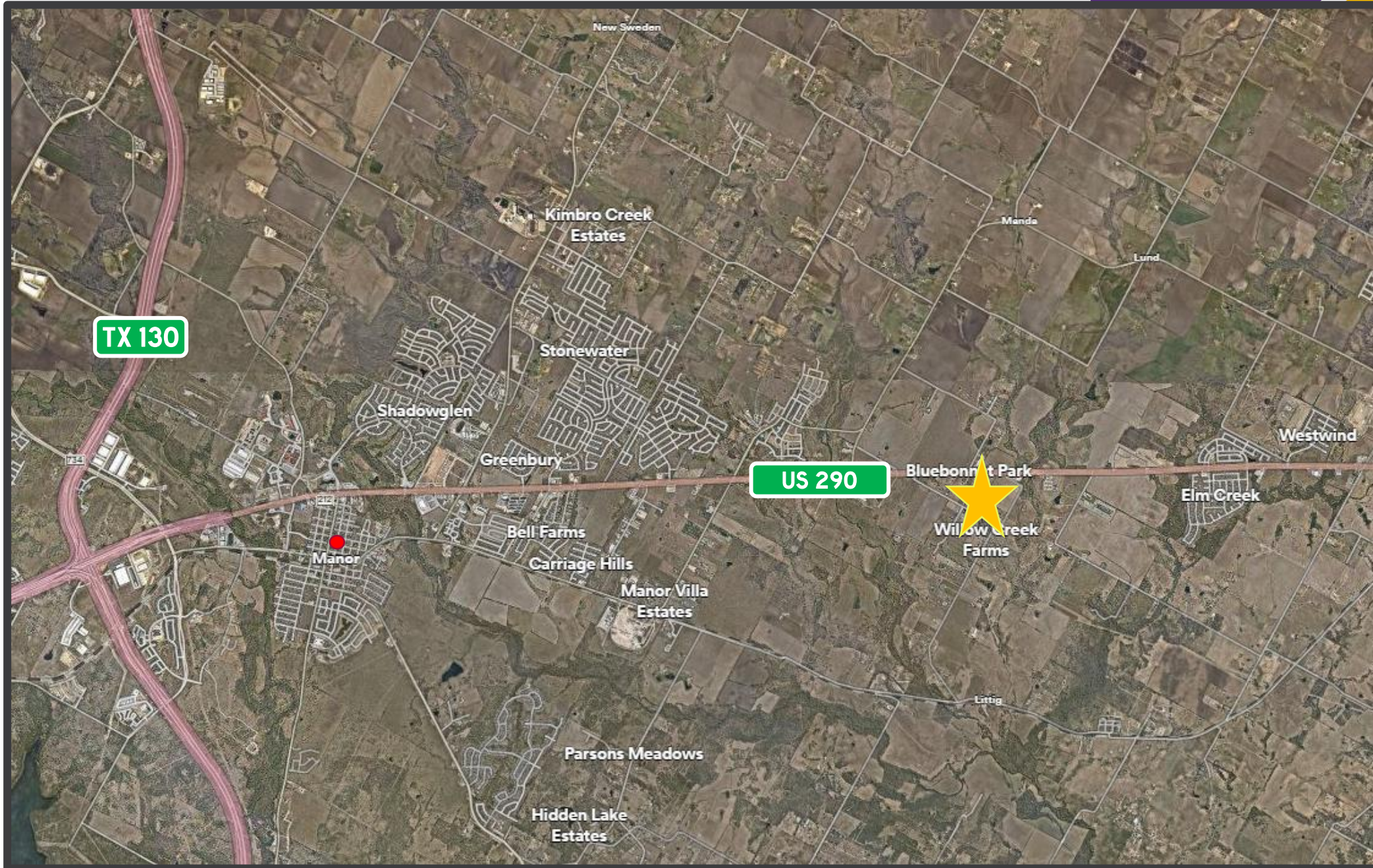
June 17, 2024



290

Ballerstedt Rd

# Location



# Zoning

## Existing:

Agricultural (A)

## Requesting:

Heavy Commercial  
(C-3)

*“Heavy commercial uses should have direct frontage along major highways.”*

§ 14.02.015(a) Manor Code of Ordinances

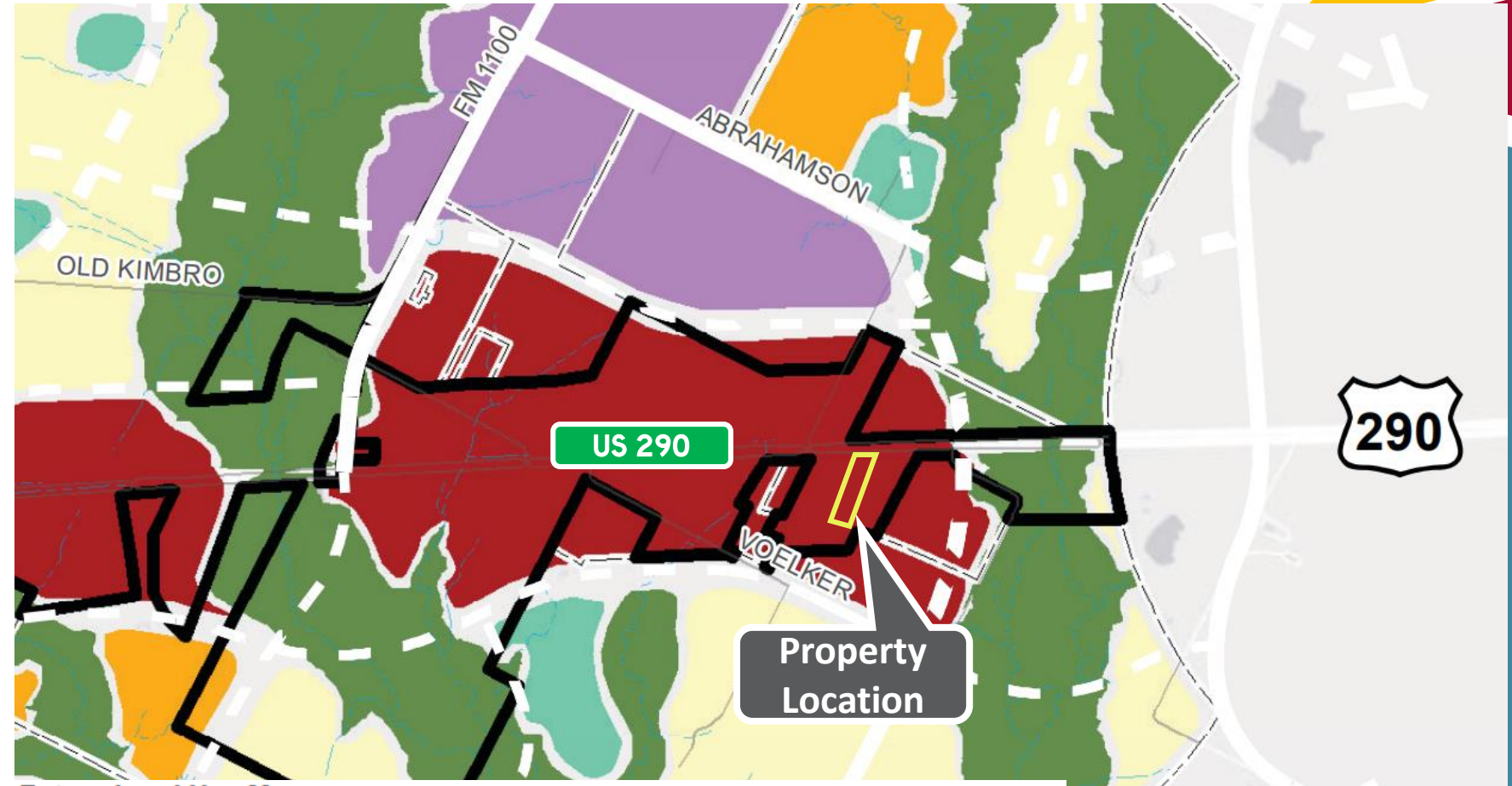




# Future Land Use Map

## Commercial Corridor

*“This category consists of nonresidential land uses that meet the needs of both local and regional residents”*



**Future Land Use Map**

**Land Use Descriptions**

- |                            |                      |                     |                   |
|----------------------------|----------------------|---------------------|-------------------|
| Neighborhoods              | Downtown Mixed-Use   | Employment          | Manor City Limits |
| Mixed-Density Neighborhood | Public/Semi-Public   | Commercial Corridor | Manor ETJ         |
| Neighborhood Mixed-Use     | Parks and Open Space | Community Mixed-Use |                   |

- National Equipment Dealers (NED) has over 30 years of industry experience in equipment sales, rentals, and customer support
- Approximately 20-30 employees at this site
- Offers a variety of services including equipment rental, sales, sales of equipment parts, and customer support.

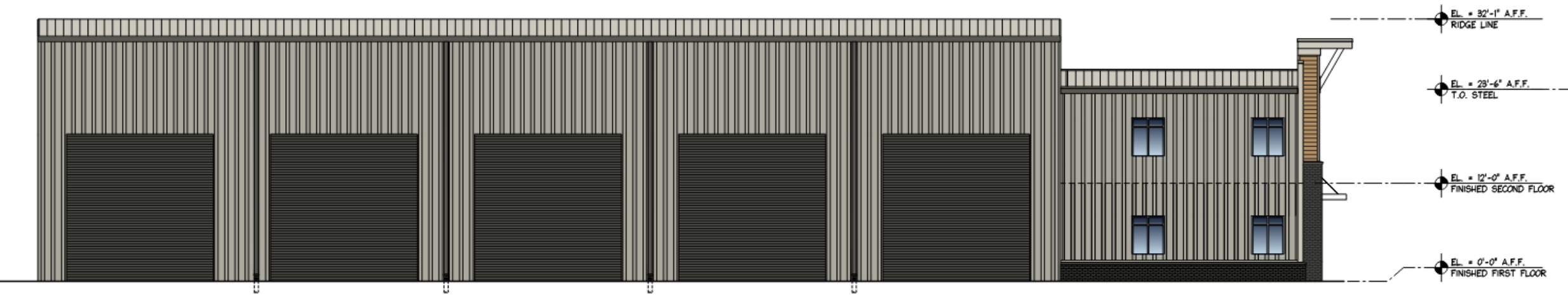


## NED Business Operations





# Example Building Rendering



# Example Building Rendering

# June 12 P&Z Meeting Results

Received a positive recommendation with prohibited uses

## Staff's recommended prohibited uses:

- *Adult-Oriented Businesses*
- *Data Center*
- *Light Industrial*
- *Offices, Warehouse*
- *Product Development Services*
- *Research Services*
- *Truck stop or Travel Center*
- *Vehicle Storage Facility*

## P&Z's recommended prohibited uses:

- *Gas Station (full service)*
- *Gas Station (limited);*
- *Alcohol Beverage Establishment Brewery (micro)*
- *Brewery (regional)*
- *Brewpub*
- *Distillery (micro)*
- *Distillery(regional)*
- *Liquor store*

# Definition of Uses

- *Offices, Warehouse:* a building, or a portion of a building which is a structurally separate and functionally distinct unit, primarily devoted to storage, warehousing and distribution of goods, merchandise, supplies, and equipment. Accessory uses may include retail and wholesale sales areas, sales offices, and display areas for products sold and distributed from the storage and warehousing areas.
- *Product Development Services:* development and testing of non-hazardous products related to research services.
- *Research Services:* establishments engaged in research of an industrial or scientific nature not involving or requiring the use of any biological, chemical or other agent that could cause a hazard to adjacent property. Typical uses include electronics research laboratories, and development and testing of computer software packages

# Additional Prohibited Uses

*“The P&Z Commission felt that alcohol sales were not appropriate for the area and next to heavy machinery sales.”*

- We respectfully request to allow these uses to remain in C-3
  - Alcohol-related uses requires separate TABC permit
  - Alcohol-related uses must meet certain conditions at time of Site Plan
  - There is no intent to provide alcohol-related uses in combination with this proposed use
    - ✓ Allowing these uses supports entertainment and commercial redevelopment opportunities in the future

# Updated Rezoning Request

## Existing:

Agricultural (A)

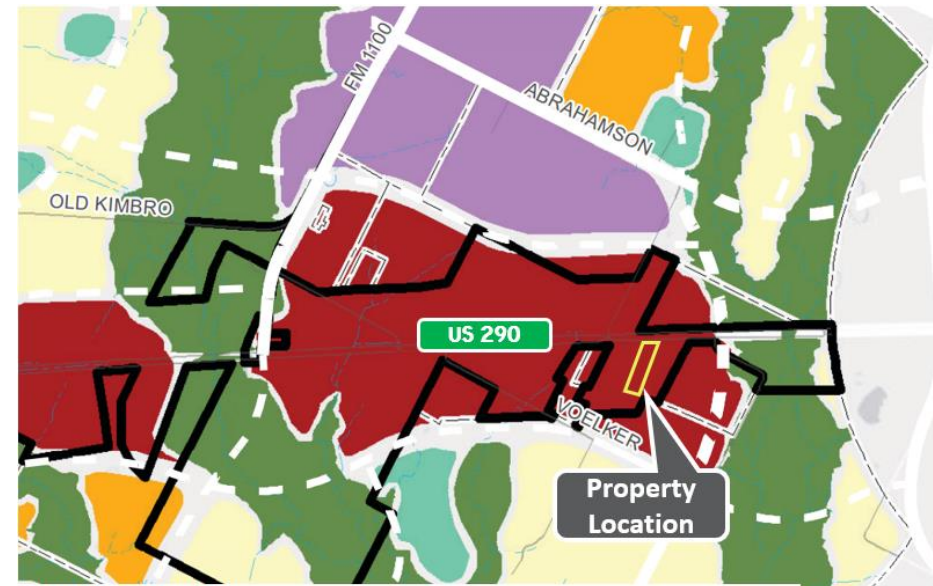
## Requesting:

Heavy Commercial (C-3) with the removal of:

- Adult-Oriented Businesses
- Truck Stop or Travel Center
- Vehicle Storage Facility

*“Heavy commercial uses should have direct frontage along major highways.”*

§ 14.02.015(a) Manor Code of Ordinances



Future Land Use Map

| Land Use Descriptions      |                      |
|----------------------------|----------------------|
| Neighborhoods              | Employment           |
| Mixed-Density Neighborhood | Public/Semi-Public   |
| Neighborhood Mixed-Use     | Parks and Open Space |
|                            | Commercial Corridor  |
|                            | Community Mixed-Use  |
|                            | Manor City Limits    |
|                            | Manor ETJ            |



# Thank you

**Jeremy Rogers**

Jeremy.Rogers@kimley-horn.com

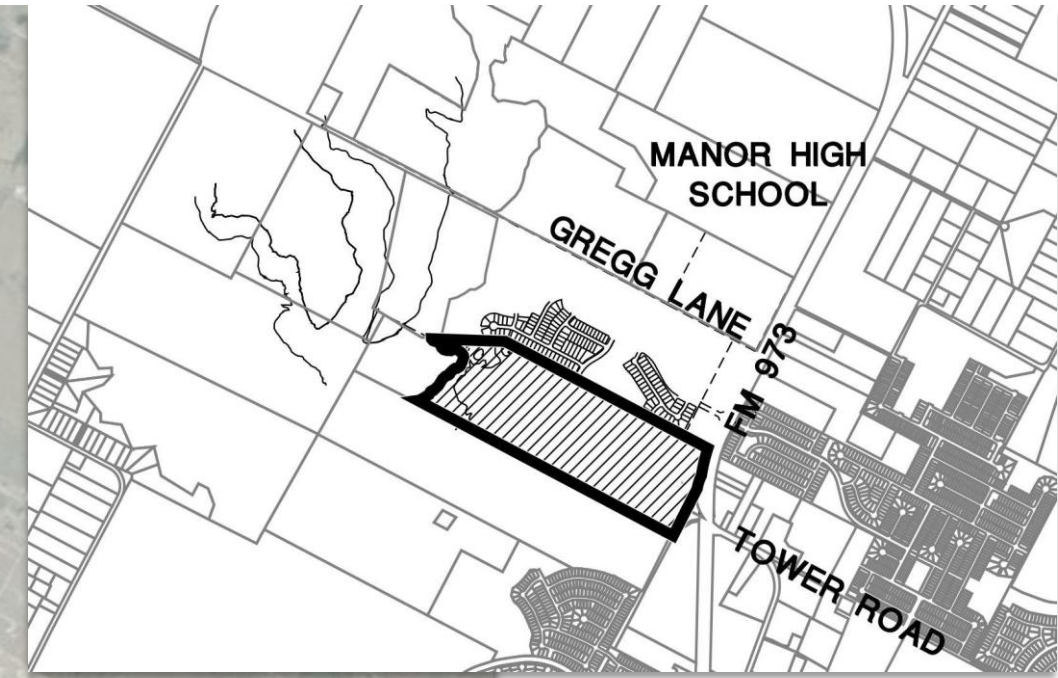
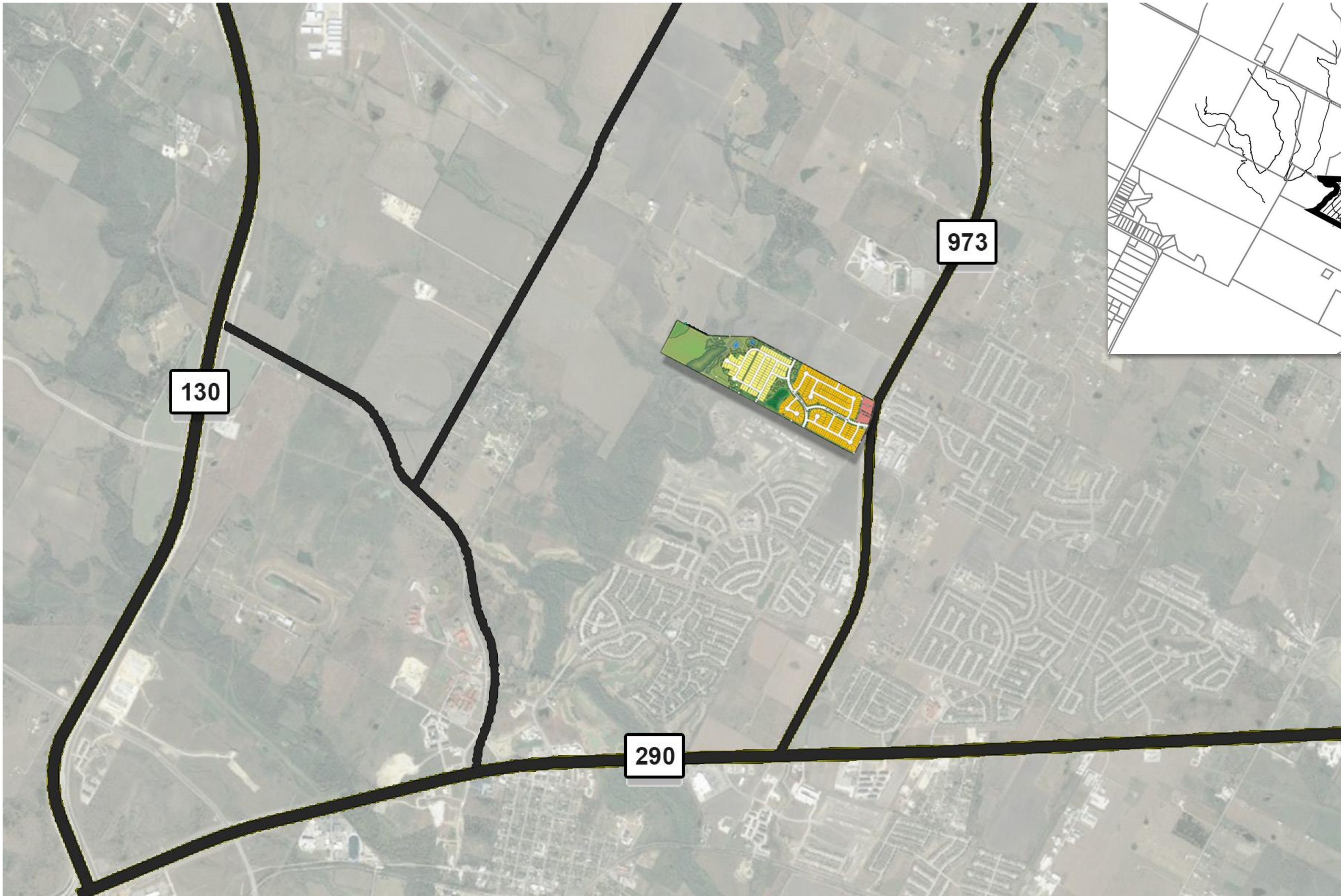
**Jonathan Sosebee, AICP**

Jonathan.Sosebee@kimley-horn.com





**OKRA**  
PLANNED UNIT DEVELOPMENT



The Okra Tract Planned Unit Development (PUD) is comprised of approximately 136.3 acres. The development of this property is a combination of light commercial along FM 973 at the eastern edge of the property and a single-family detached residential community of the remainder of the property.

## REGIONAL CONTEXT / PROPERTY LOCATION

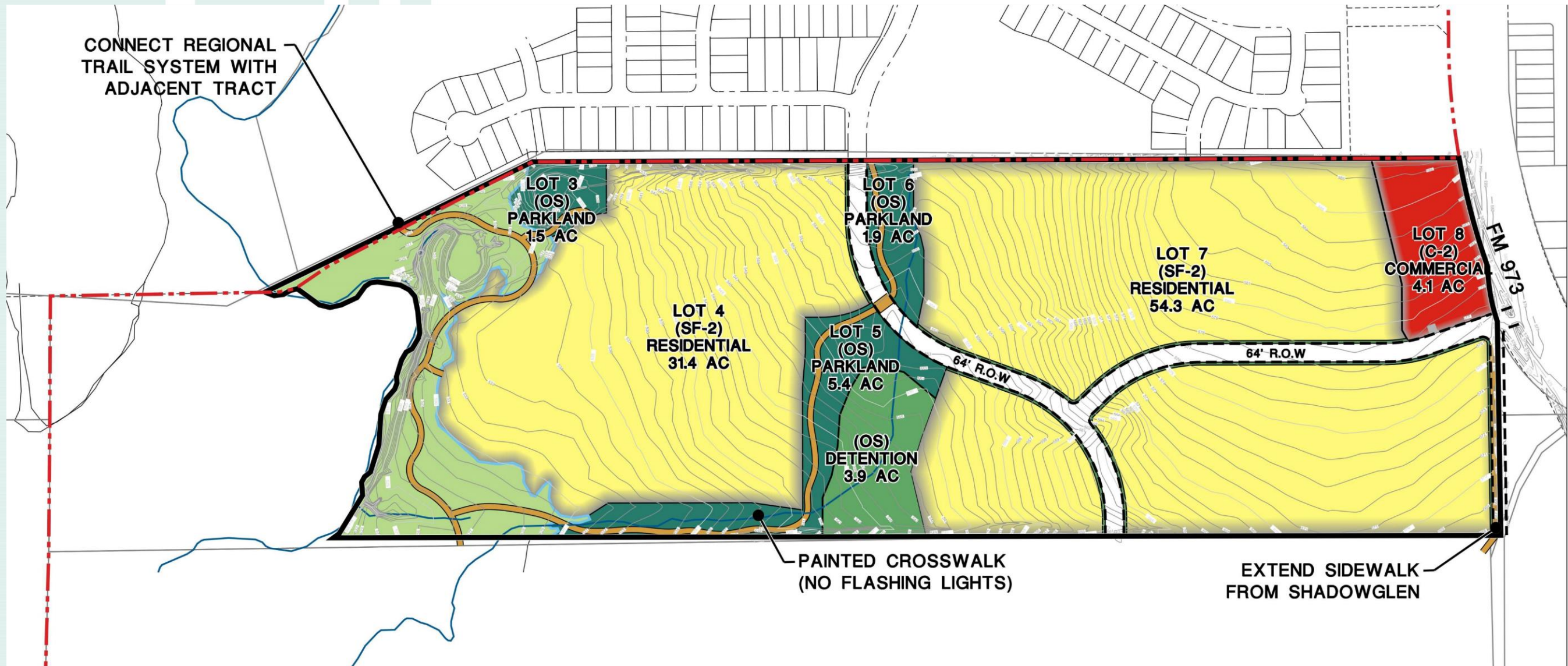


| LAND USE SUMMARY       |            |           |
|------------------------|------------|-----------|
|                        | ACRES      | UNITS     |
| 50' x 125' RESIDENTIAL | 45.4 acres | 208 units |
| 60' x 125' RESIDENTIAL | 25.5 acres | 101 units |
| COMMERCIAL             | 4.1 acres  |           |
| MAJOR R.O.W.           | 5.5 acres  |           |
| FLOODPLAIN             | 31.4 acres |           |
| OPEN SPACE             | 24.4 acres |           |

TOTAL: 136.3 acres 309 units

\*INCLUDES PARKS, DETENTION, EASEMENTS, DRAINAGE CHANNELS AND LANDSCAPE BUFFERS

## LAND USE SUMMARY

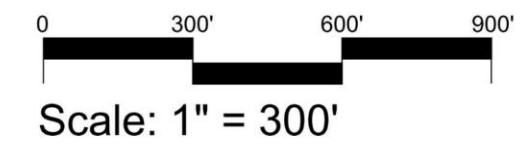


LAND USE PARCEL TABLE

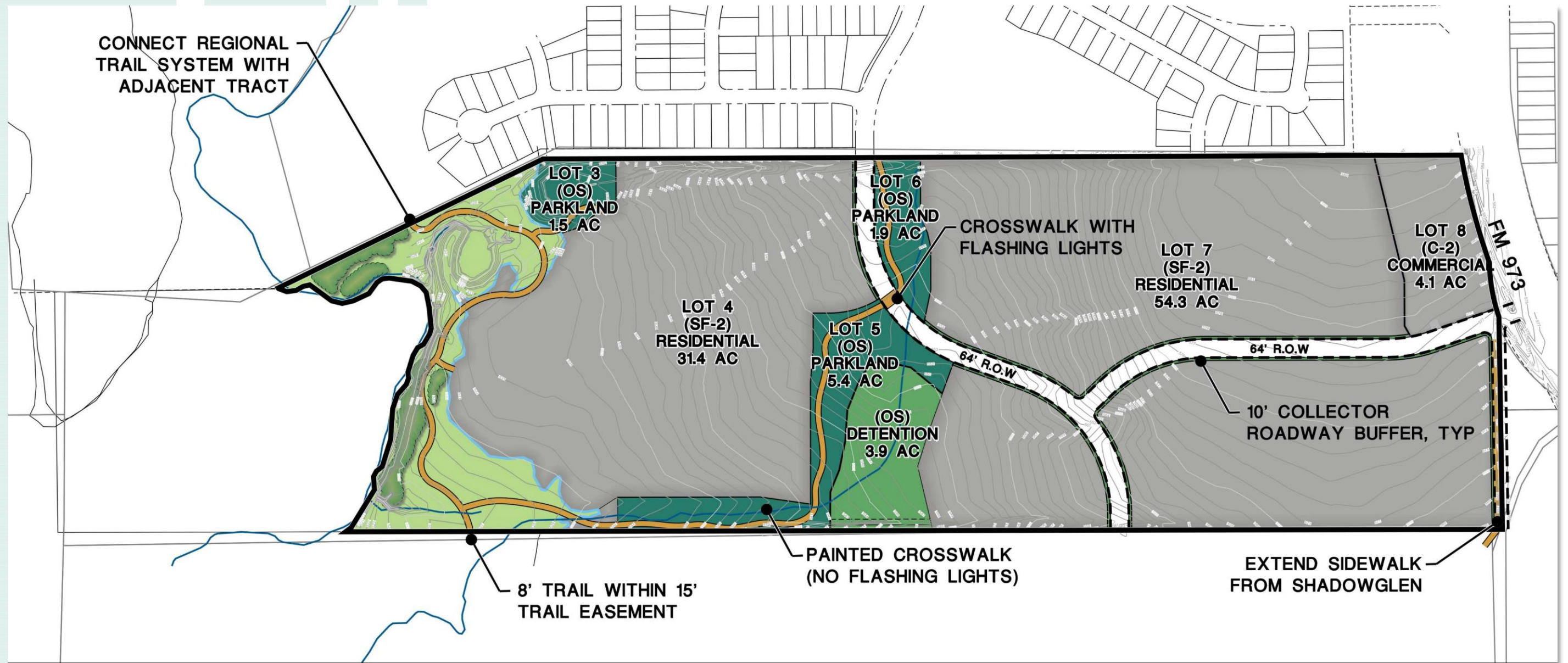
| LAND USE                       | ACREAGE            | LOTS     | DENSITY          |
|--------------------------------|--------------------|----------|------------------|
| (SF-2) RESIDENTIAL             | 86.0 ACRES         | 325 LOTS | 3.7 DU/AC        |
| (C-2) MEDIUM COMMERCIAL        | 4.1 ACRES          | 1 LOTS   |                  |
| FLOODPLAIN (RETAINED BY OWNER) | 10.9 ACRES         | 1 LOTS   |                  |
| (OS) PARKLAND                  | 8.8 ACRES          | 3 LOTS   |                  |
| (OS) DETENTION                 | 3.9 ACRES          | 1 LOTS   |                  |
| <b>TOTAL</b>                   | <b>113.4 ACRES</b> |          | <b>2.9 DU/AC</b> |

LEGEND

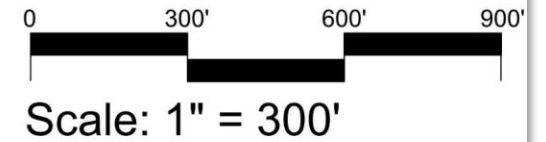
- PLAN BOUNDARY
- PROPOSED RIGHT-OF-WAY
- CITY LIMITS
- 8' TRAILS



# LAND USE



**PARK PLAN**  
**PARK LAND DEDICATION:**



$$\frac{325}{(\text{number of dwelling units})} / 66 \times 1 = \frac{4.9}{(\text{required park acreage})} \quad \frac{8.8}{(\text{proposed park acreage})}$$

— 8' CONCRETE TRAILS 4,733 L.F

**PARK LAND DEDICATION**

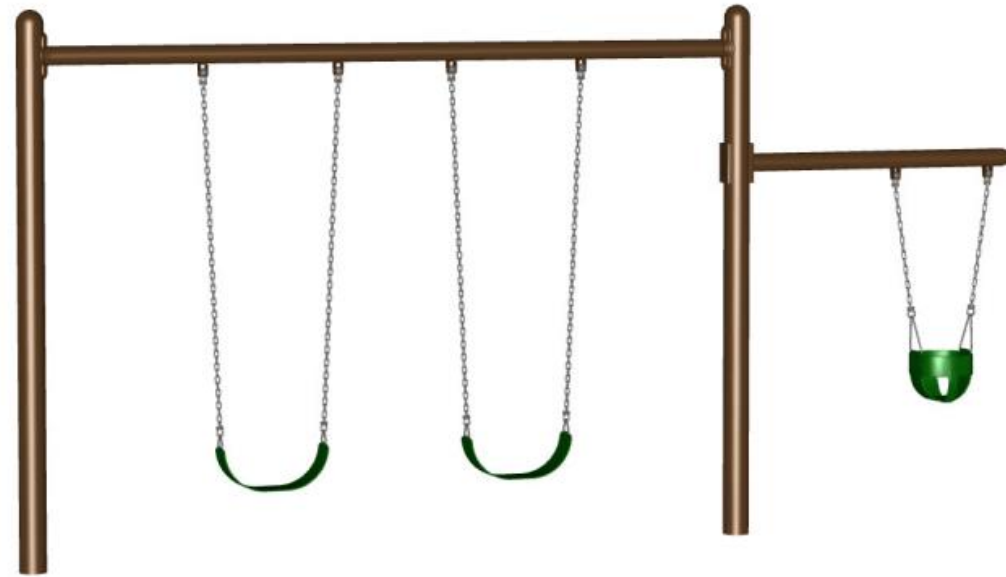


## 2.5 ACRE PARK

- Age 5-12  
Playground with shade structure
- Age 2-5  
Playground with shade structure
- 20'x30' Pavilion
- Basketball Court



# PLAYGROUND CONCEPT

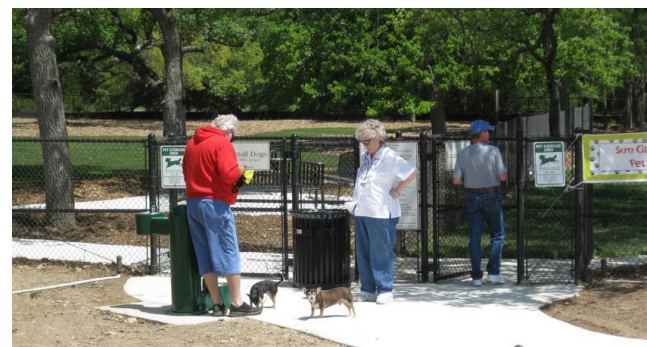




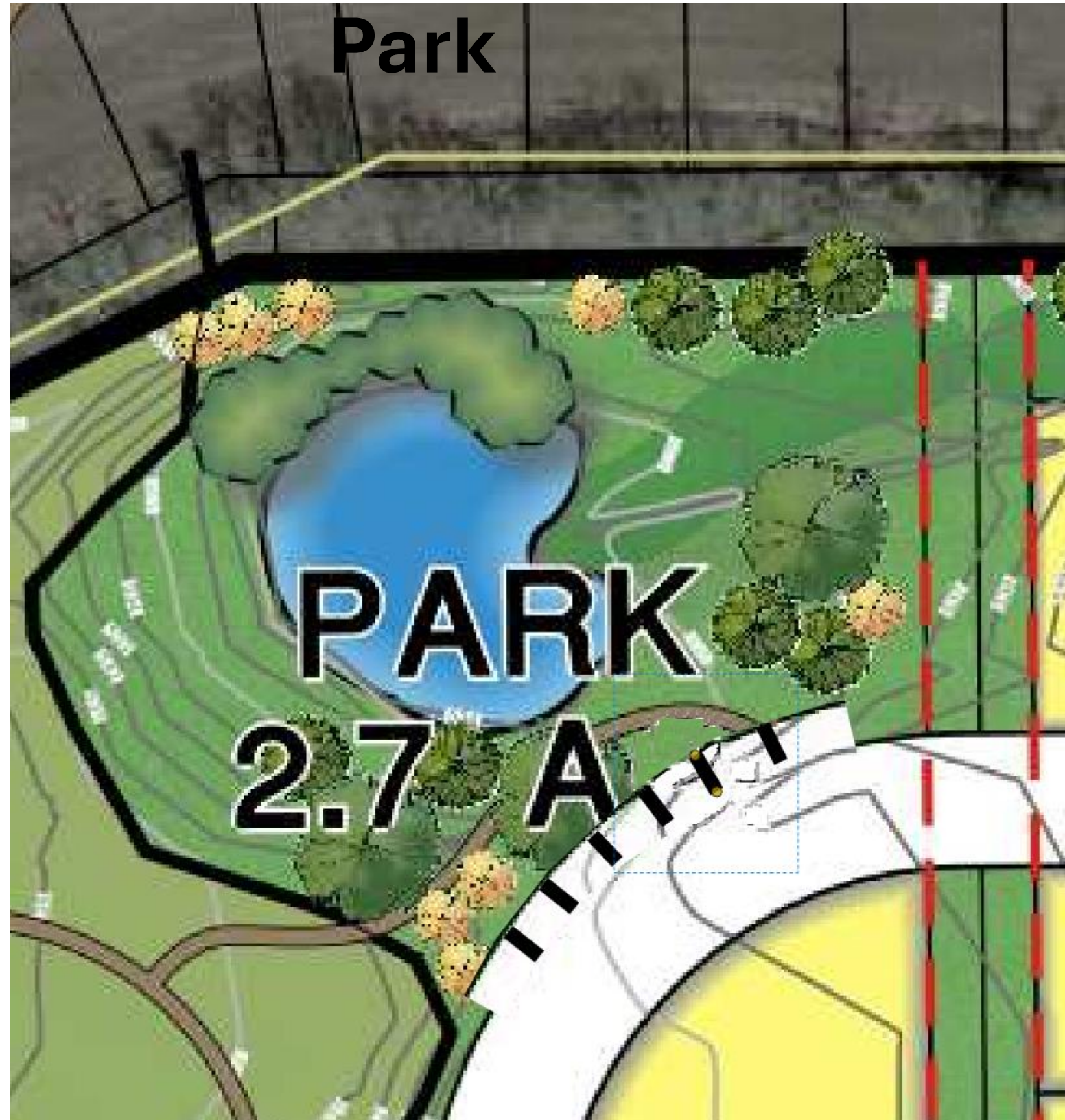


## 1.0 ACRE DOG PARK

- Minimum 10,000 sf fenced in dog park for large and small dogs
- An 8' concrete trail providing pedestrian / bicycle access



# Pocket Park





# QUESTIONS

PLANNED UNIT DEVELOPMENT