



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
APRIL 9, 2025**

**This meeting was live streamed on Manor's YouTube channel at:
<https://www.youtube.com/@cityofmanorsocial/stream>**

PRESENT:

COMMISSIONERS:

Felix Paiz, Chair, Place 4 (Absent)
Prince Chavis, Vice Chair, Place 2
Julie Leonard, Place 1 (Absent)
Gabriel Nila, Place 3
Jeffrey Stensland, Place 5
Cecil Meyer, Place 6
James Terry, Place 7

CITY STAFF:

Michael Burrell, Development Services Director
Veronica Rivera, Assistant City Attorney
Mandy Miller, Development Services Supervisor
Scott Jones, Economic Development Director

REGULAR SESSION: 6:30 P.M.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With a quorum present, the regular session of the Manor Planning and Zoning (P&Z) Commission was called to order by Vice Chair Chavis at 6:39 p.m. on Wednesday, April 9, 2025, 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.

Vice Chair Chavis announced that he was pulling Item # 3 and Item # 8 from the agenda.

- 3. Conduct a public hearing on a Specific Use Permit for a Commercial gas station development to include 8 MPD's and 4 EV charging stations in the Okra Subdivision, one (1) lot on 4.111 acres, more or less, and being located at the northwest intersection of Old Manor Taylor Rd and FM 973, Manor, TX. Applicant: Sotol Ventures. Owner: Okra Land Inc.**

8. **Consideration, discussion, and possible action on a Specific Use Permit for a Commercial gas station development to include 8 MPD's and 4 EV charging stations in the Okra Subdivision, one (1) lot on 4.111 acres, more or less, and being located at the northwest intersection of Old Manor Taylor Rd and FM 973, Manor, TX.** Applicant: Sotol Ventures. Owner: Okra Land Inc.

PUBLIC HEARING

1. **Conduct a public hearing on a Rezoning application for two (2) lots on 23.809 acres, more or less, and being TCAD parcel 236885 also known as 12522 and 12542 Old Kimbro Rd., Manor, TX from (A) Agricultural to (IN-2) Heavy Industrial.** Applicant: Jiwon Jung. Owner: Wonik Materials North America LLC.

The City Staff recommended that the Planning and Zoning Commission conduct the public hearing on a Rezoning application for two (2) lots on 23.809 acres, more or less, and being TCAD parcel 236885 also known as 12522 and 12542 Old Kimbro Rd., Manor, TX from (A) Agricultural to (IN-2) Heavy Industrial.

Vice Chair Chavis opened the public hearing.

Director Burrell gave a summary of this item. He reminded the Commission that this item was postponed from the last meeting to give time for the applicant to provide additional data. There was an information gathering meeting. He stated the individuals in attendance at that meeting were asked to attend tonight's meeting to answer any additional questions the Commissioner may have regarding this item.

Natalino Camilleri submitted written comments regarding this item via email. – *see attached*

Anthony Callaway with ACS Group LLC, 11035 Lavender Hill Drive, Suite 160-433, Las Vegas, Nevada, submitted a speaker card to speak in support of this item. He stated ACS Group was the author of the Chemical Hazardous Analysis Report. He stated he was available for any questions relating to this project.

Bo Hyun Chang with Wonik Materials North America LLC, 19392 Edison Drive Germantown, Wisconsin, submitted a speaker card in support of this item. Mr. Chang did not wish to speak; however, he was available for any questions.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to close the public hearing.

There was no further discussion.

Motion to Close carried 5-0.

REGULAR AGENDA

6. **Consideration, discussion, and possible action on a Rezoning application for two (2) lots on 23.809 acres, more or less, and being TCAD parcel 236885 also known as 12522 and 12542 Old Kimbro Rd., Manor, TX from (A) Agricultural to (IN-2) Heavy Industrial.** Applicant: Jiwon Jung. Owner: Wonik Materials North America LLC.

The City Staff recommended that the Planning and Zoning Commission approve the Rezoning application for two (2) lots on 23.809 acres, more or less, and being TCAD parcel 236885 also known as 12522 and 12542 Old Kimbro Rd., Manor, TX from (A) Agricultural to (IN-2) Heavy Industrial.

Anthony Callaway with ACS Group LLC, 11035 Lavender Hill Drive, Suite 160-433, Las Vegas, Nevada, submitted a speaker card to speak in support of this item.

Bo Hyun Chang with Wonik Materials North America LLC, 19392 Edison Drive Germantown, Wisconsin, submitted a speaker card in support of this item. Mr. Chang did not wish to speak; however, he was available for any questions.

Vice Chair Chavis stated that Chair Paiz, Deputy Fire Marshall, City Staff and himself attended a meeting with the representatives for this item. He summarized the topics of discussion for the meeting.

Deputy Fire Marshall Bill Carlson with Travis County ESD12 answered questions about the data being reviewed by ESD12. He stated ESD12 was currently reviewing reports being presented by Experts in various field, such as Chemical Engineers. The main focus of review will be the chemicals being stored and different mitigation strategies. He summarized the steps that would need to taken to get a Fire Site Permit Approval.

Deputy Fire Marshall Carlson answered questions pertaining to jurisdiction authority and the specific agencies responsible for responding in the event of an incident. He gave details on the Emergency Response Plan process. He clarified ESD12 could not give a definitive answer on the level of safety at this time. He explained the jurisdictional authority of the Fire Department as it related to this or similar projects.

Director Burrell answered questions about the zoning request.

Discussion was held regarding the items addressed at the meeting with the representatives of this item. Vice Chair Chavis stated that the questions from the prior meeting were presented and adequately addressed.

Deputy Fire Marshall Carlson stated that he would be available to any member of the Commission or the public to address safety concerns and emergency response protocol.

Commissioner Meyer stated that he would be willing to entertain a rezoning designation of IN-1 (light industrial).

Director Burrell addressed the feasibility of this project moving forward with the lesser designation.

Economic Development Director Jones stated there were Industrial zoned properties near this site where similar chemicals were being stored.

Commissioner Stensland expressed concerns about this site being located near a heavily populated residential area that contains close to a thousand homes with plans to build hundreds more. He stated a zoning of industrial would be in line with the 2050 Comprehensive Plan, however, he felt IN-1 (light industrial) would be more suitable in this area.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Meyer to approve the Rezoning application for two (2) lots on 23.809 acres, more or less, and being TCAD parcel 236885 also known as 12522 and 12542 Old Kimbro Rd., Manor, TX from (A) Agricultural to (IN-1) Light Industrial.

Assistant City Attorney Rivera clarified that in accordance with the City Charter - Section 105.037, a motion passes with a majority vote of the members present when not all members are present at the time of the vote.

Vice Chair Chavis restated the motion and the vote count for this item.

Motion to Approve carried 3-2. Vice Chair Chavis and Commissioner Nila opposed.

- 2. Conduct a public hearing on a rezoning application for one (1) lot on 0.3156 acres, more or less, and being TCAD parcel 238781 also known as 309 Lexington St., Manor, TX from (SF-1) Single Family Suburban to (NB) Neighborhood Business.** Applicant: Jeff Turner. Owner: Jeff Turner.

The City Staff recommended that the Planning and Zoning Commission conduct the public hearing on a rezoning application for one (1) lot on 0.3156 acres, more or less, and being TCAD parcel 238781 also known as 309 Lexington St., Manor, TX from (SF-1) Single Family Suburban to (NB) Neighborhood Business.

Vice Chair Chavis opened the public hearing.

Director Burrell gave background information for this item.

Jeff Turner, 309 N. Lexington Street, Manor, Texas, submitted a speaker card in support of this item. Mr. Turner did not wish to speak; however, he was available for any questions.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Nila to close the public hearing.

There was no further discussion.

Motion to Close carried 5-0.

- 4. Conduct a public hearing on a Concept Plan Amendment for the Monarch Ranch Subdivision, four hundred (400) lots on 120.833 acres, more or less, and being located at the southwest corner of the intersection of Gregg Lane and FM 973, Manor, TX.** Applicant: Jamison Civil Engineering LLC. Owner: Blackburn Communities LLC.

The City Staff recommended that the Planning and Zoning Commission conduct the public hearing on a Concept Plan Amendment for the Monarch Ranch Subdivision, four hundred (400) lots on 120.833 acres, more or less, and being located at the southwest corner of the intersection of Gregg Lane and FM 973, Manor, TX.

Vice Chair Chavis opened the public hearing.

City Engineer Pauline Gray submitted an overview of the Concept Plan Amendment for Monarch Ranch via email. – *see attached*.

Director Burrell gave reasons for the amendment to the Monarch Ranch Concept Plan.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Stensland to close the public hearing.

There was no further discussion.

Motion to Close carried 5-0.

CONSENT AGENDA

5. Consideration, discussion, and possible action to approve the minutes for March 12, 2025, Planning and Zoning Commission Regular Session.

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

There was no further discussion.

Motion to Approve carried 5-0.

REGULAR AGENDA

7. Consideration, discussion, and possible action on a rezoning application for one (1) lot on 0.3156 acres, more or less, and being TCAD parcel 238781 also known as 309 Lexington St., Manor, TX from (SF-1) Single Family Suburban to (NB) Neighborhood Business. Applicant: Jeff Turner. Owner: Jeff Turner.

Jeff Turner, 309 N. Lexington Street, Manor, Texas, submitted a speaker card in support of this item. Mr. Turner did not wish to speak; however, he was available for any questions.

The City Staff recommended that the Planning and Zoning Commission approve the rezoning application for one (1) lot on 0.3156 acres, more or less, and being TCAD parcel 238781 also known as 309 Lexington St., Manor, TX from (SF-1) Single Family Suburban to (NB) Neighborhood Business.

Mr. Turner addressed questions regarding the intended use for the residential home if rezoning was approved.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to approve the rezoning application for one (1) lot on 0.3156 acres, more or less, and being TCAD parcel 238781 also known as 309 Lexington St., Manor, TX from (SF-1) Single Family Suburban to (NB) Neighborhood Business.

There was no further discussion.

Motion to Approve carried 5-0.

9. Consideration, discussion, and possible action a Concept Plan Amendment for the Monarch Ranch Subdivision, four hundred (400) lots on 120.833 acres, more or less, and being located at the southwest corner of the intersection of Gregg Lane and FM 973, Manor, TX. Applicant: Jamison Civil Engineering LLC. Owner: Blackburn Communities LLC.

The City Staff recommended that the Planning and Zoning Commission approve the Concept Plan Amendment for the Monarch Ranch Subdivision, four hundred (400) lots on 120.833 acres, more or less, and being located at the southwest corner of the intersection of Gregg Lane and FM 973, Manor, TX.

Guillermo Calvillo with Jamison Civil Engineering, 13812 Research Blvd, Suite B-2TX, Austin, Texas, submitted a speaker card in support of this item. Mr. Calvillo did not wish to speak; however, he was available for any questions.

Director Burrell gave a recap for this item.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Stensland to approve the Concept Plan Amendment for the Monarch Ranch Subdivision, four hundred (400) lots on 120.833 acres, more or less, and being located at the southwest corner of the intersection of Gregg Lane and FM 973, Manor, TX.

There was no further discussion.

Motion to Approve carried 5-0.

10. Consideration, discussion, and possible action on accepting the resignation of Planning and Zoning Commission Chair Felix Paiz from the Tree Committee.

The City Staff recommended that the Planning and Zoning Commission accept Commissioner Paiz's request to resign from the Tree Committee.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Meyer to accept the resignation from the Tree Committee of Chair Paiz.

There was no further discussion.

Motion to Approve carried 5-0.

11. Consideration, discussion, and possible action on recommending a new Commissioner for appointment to the Tree Committee.

The City Staff recommended that the Planning and Zoning Commission nominate a Commissioner for appointment to the Tree Committee.

Assistant City Attorney Rivera stated recommendations from Commissioners not present could be made known; however, the motion would need to come from a Commissioner who was present.

Director Burrell stated that Chair Paiz recommended Vice Chavis for the Tree Committee. He answered questions pertaining to current members on the Committee.

Vice Chair Chavis stated he was willing to hold the position if appointed. He spoke on the reasons he felt he would be a good candidate for the position.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Stensland to recommend Vice Chair Chavis for the Tree Committee.

There was no further discussion.

Motion to Approve carried 5-0.

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Stenland and seconded by Commissioner Terry to adjourn the Regular Session of the Manor Planning and Zoning Commission at 7:42 p.m. on Wednesday April 9, 2025.

There was no further discussion.

Motion to Adjourn carried 5-0.

The Planning and Zoning Commission approved these minutes on May 14, 2025.

APPROVED:

Felix Paiz
Chairperson

ATTEST:

Mandy Miller
Development Services Supervisor

Michael Burrell

From: Natalino Camilleri <natalinoc@yahoo.com>
Sent: Thursday, April 3, 2025 12:00 AM
To: Michael Burrell
Subject: Manor Permit application to zone as Heavy Industrial
Attachments: IMG_7350.jpg; IMG_7349.jpg

You don't often get email from natalinoc@yahoo.com. [Learn why this is important](#)

Dear Michael Burrell,

I received this notice from the city regarding the application by Wonik Materials to convert their parcel to Heavy Industrial.

After researching Wonik Materials I realize that they make very dangerous chemicals for the semiconductor industry.

Also the processes to make these chemicals also use more dangerous chemicals.

This is a concern for ground water contamination as well as gas fumes that can effect close by residents in the City of Manor.

Such companies will try to convince you that all their processes are safe and comply with EPA regulations.

However accidents do happen for example a fire, and that can become a major disaster to the whole Manor City area.

Natalino Camilleri
408-504-1664

----- Forwarded Message -----

From: Natalino Camilleri <natalinoc@yahoo.com>
To: Natalino Camilleri <natalinoc@yahoo.com>
Sent: Wednesday, April 2, 2025 at 09:38:40 PM PDT
Subject: Manor

Natalino
(408) 504-1664

Michael Burrell

From: Pauline Gray <pgray@gbateam.com>
Sent: Wednesday, April 9, 2025 10:45 AM
To: Michael Burrell; Mandy Miller
Subject: Re: P&Z Commission - April 9, 2025

Michael,

For the Monarch Ranch Concept Plan revision, the plans had to be revised in order to adjust the ROW dedication along Gregg Lane. The developer is providing additional ROW to the City to expand Gregg Lane in the future. This revision affected the boundary of the project as well as the lot layouts for Phase 2 and Phase 3.

The number of lots remained the same, however, some of the lot sizes were adjusted due to the ROW increase. The lots still meet all City requirements as set forth in the DA.

The only other change was to a street name. They had two streets with the same name. Snap Dragon Lane was used twice. Snap Dragon Lane remains on one of the roads and the other road is being proposed to be named Grayling Drive.

Thanks,
Pauline

Pauline Gray, P.E., Lead AES

d 737.247.7557

From: Michael Burrell <mburrell@manortx.gov>
Sent: Tuesday, April 8, 2025 10:39 AM
To: Pauline Gray <pgray@gbateam.com>; Mandy Miller <mmiller@manortx.gov>
Subject: Re: P&Z Commission - April 9, 2025

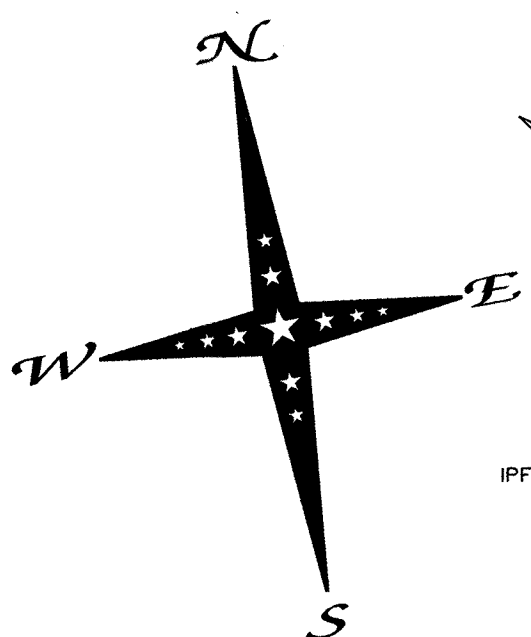
CAUTION: This email originated from outside the organization. Do not click or open attachments unless you recognize the sender and know the content is safe.

I agree. However, could you provide a brief overview of the concept plan amendment for monarch ranch? I imagine it'll be painless, but I would prefer an "engineer's" explanation in the event the back up isn't sufficient.

Thank you!

Get [Outlook for iOS](#)

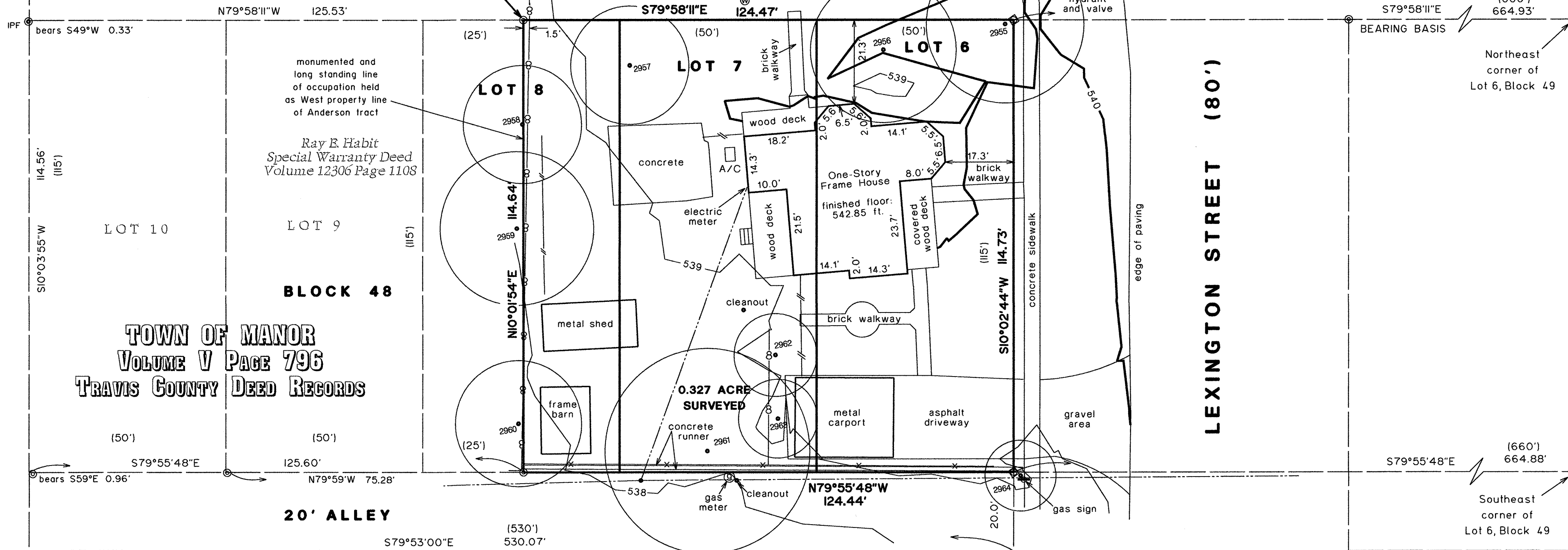
From: Pauline Gray <pgray@gbateam.com>
Sent: Monday, April 7, 2025 11:18:02 AM
To: Mandy Miller <mmiller@manortx.gov>
Cc: Michael Burrell <mburrell@manortx.gov>
Subject: Re: P&Z Commission - April 9, 2025



©capped "JE Garon"
S10°03'54"W
329.82'
(330')

TREE LIST	
TAG No.	DESCRIPTION
2955	20" Tallow
2956	18.5" Catalpa
2957	15" Arizona Ash
2958	15" Hackberry
2959	19.5" Arizona Ash
2960	12" and 8" Hackberry
2961	9", 9", 8", 8" 5" and 4" Arizona Ash
2962	10.5" Hackberry
2963	10" Hackberry
2964	9" Hackberry

WHEELER STREET (80')



TOWN OF MANOR
VOLUME V PAGE 796
TRAVIS COUNTY DEED RECORDS

SURVEY MAP OF
0.327 ACRE OF LAND, BEING COMPRISED OF ALL OF
LOT 6, ALL OF LOT 7, AND THE EAST ONE-HALF OF LOT 8,
BLOCK 48, TOWN OF MANOR, ACCORDING TO THE MAP
OR PLAT THEREOF RECORDED IN VOLUME V PAGE 796
OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS,
AND HAVING BEEN CONVEYED TO JEFFREY TURNER
BY WARRANTY DEED RECORDED IN DOCUMENT No.
2024091338 OF THE OFFICIAL PUBLIC RECORDS OF
TRAVIS COUNTY, TEXAS, AND ALSO BEING THAT
SAME TRACT OF LAND AS CONVEYED TO HILDA
ANDERSON AND HUSBAND OSCAR ANDERSON BY
DEED DATED FEBRUARY 20, 1911, AND RECORDED
IN VOLUME 244 PAGE 636 OF THE DEED RECORDS
OF TRAVIS COUNTY, TEXAS.
LOCATED AT 309 LEXINGTON STREET.

see accompanying field note description

TOPOGRAPHIC NOTES:
1. This map was prepared without the benefit of a current title commitment,
and therefore these lots may be subject to easements and/or restrictions in
addition to the ones shown hereon.
2. NAVD 1988 Elevations shown hereon are based upon Trimble RTKNET VRS
Network GPS observations.
3. Tree "crowns" shown hereon are drawn as a function of one inch of trunk
diameter equals one foot of "crown" radius. Tree "crowns" for trees with multiple
trunks are calculated by adding the diameter of the largest trunk plus half the
diameter of the smaller trunks.

Legend

- ⊙ 1/2" Iron Rod Found
- IPF ⊙ 3/4" Iron Pipe Found
- ⊙ 1/2" Iron Rod Set with plastic cap imprinted with "Holt Carson, Inc."
- Chain Link Fence
- Wire Fence
- Wood Board Fence
- Overhead Utility Line (Record Dimension)

guy wire

PREPARED: January 14, 2025

BY: *Holt Carson*

Holt Carson
Registered Professional Land Surveyor No. 5166
HOLT CARSON, INC.
www.hciaustin.com FIRM 10050700

EGGLESTON STREET (80')

A 1166114

