



**PLANNING AND ZONING COMMISSION
CALLED SPECIAL SESSION MINUTES
MARCH 17, 2021
Via Telephone/Video Conference
(Zoom Meeting)**

The meeting was live streamed on Manor Facebook Live beginning at 6:30 p.m.
<https://www.facebook.com/cityofmanor/>

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in person meetings that assemble large groups of people the Planning and Zoning Commission meeting scheduled for Wednesday, March 17th, was only open to the public via remote access.

The following instructions were provided to the general public.

Instructions for Public Speaking:

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

Upon receiving instructions to join zoom meeting the following rules will apply:

- All speakers must address their comments to the Chairperson rather than to individual Commission Members or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed three (3) minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

All votes were conducted by a Roll Call Vote, meaning each Commissioner would be called on separately to cast their vote.

PRESENT VIA ZOOM:

Philip Tryon, Chair, Place 3

COMMISSIONERS:

Julie Leonard, Vice Chair, Place 1
Jacob Hammersmith, Place 2
Prince John Chavis, Place 4
Ruben J. Cardona, Place 5 (Absent)
Cecil Meyer, Place 6
Lakesha Small, Place 7

CITY STAFF:

Scott Dunlop, Assistant Development Services Director

REGULAR SESSION – 6:30 P.M.

With a quorum of the Planning and Zoning (P&Z) Commission present via video/telephone conference, the called special session of the Manor P&Z Commission was called to order by Chair Tryon at 6:32 p.m. on Wednesday, March 17, 2021.

PUBLIC COMMENTS

There were no public comments received prior to the meeting.

PUBLIC HEARING

1. **Conduct a public hearing on a Concept Plan for the Manor Wolf Subdivision, one hundred twenty-five (125) lots and being 50.34 acres, more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX. Applicant: BGE, Inc.; Owner: Geraldine & Edward Wolf.**

Item pulled; no action taken.

2. **Public Hearing: Conduct a public hearing on a Preliminary Plat for Presidential Glen Commercial Subdivision, three (3) lots on 5.38 acres, more or less, and being located near the intersection of US Hwy 290 E and Paseo de Presidente Blvd., Manor, TX. Applicant: Kimley Horn & Associates; Owner: West Elgin Development Corp.**

The City staff recommended that the P&Z Commission conduct the public hearing.

Chair Tryon opened the public hearing.

Assistant Development Services Director Dunlop gave a summary of the item at the request of the P&Z Commission.

Stephanie Andrews, 19412 Tayshas Street, Manor, Texas, submitted a speaker card and spoke regarding her concerns for the stone structure at the entrance to the neighborhood. Ms. Andrews stated the developer had not been in communication with HOA, so she is unsure what changes are planned. Ms. Andrews stated that she would like the developer to know that she is in favor of keeping the structure as is.

Kevin Burks, P.E. with Kimley-Horn & Associates, 10814 Jollyville Rd., Suite 200, Austin, Texas, submitted a speaker card in support of this item and was available to answer questions. Mr. Burks stated that he was unaware of plans to change the structure at the entrance. Mr. Burks also answered questions from Commissioners regarding traffic and road conditions.

The discussion was held by the Commissioners regarding the Preliminary Plat for Presidential Glen Commercial Subdivision.

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Vice Chair Leonard to close the Public Hearing.

There was no further discussion.

Motion to close carried 6-0

3. **Public Hearing: Conduct a public hearing on a Short Form Final Plat for Riata Ford Manor, one (1) lot on 19.011 acres, more or less, and being located at 10507 US Hwy 290 E, Manor. TX. Applicant: Mahoney Engineering; Owner: River City Partners, LTD.**

The City staff recommended that the P&Z Commission conduct the public hearing.

Chair Tryon opened the public hearing.

Assistant Development Services Director Dunlop was available to answer questions regarding the Short Form Final Plat for Riata Ford Manor.

MOTION: Upon a motion made by Commissioner Chavis and seconded by Commissioner Small, to close the Public Hearing.

There was no further discussion.

Motion to close carried 6-0

CONSENT AGENDA

4. **Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of February 10, 2021, Regular Session.**

MOTION: Upon a motion made by Vice Chair Leonard and seconded by Commissioner Hammersmith, to approve the Consent Agenda.

There was no further discussion.

Motion to approve carried 6-0.

REGULAR AGENDA

5. **Consideration, discussion, and possible action on a Concept Plan for the Manor Wolf Subdivision, one hundred twenty-five (125) lots and being 50.34 acres, more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX. Applicant: BGE, Inc.; Owner: Geraldine & Edward Wolf.**

Item pulled; no action taken.

6. **Consideration, discussion, and possible action on a Preliminary Plat for Presidential Glen Commercial Subdivision, three (3) lots on 5.38 acres, more or less, and being located near the intersection of US Hwy 290 E and Paseo de Presidente Blvd., Manor, TX. Applicant: Kimley Horn & Associates; Owner: West Elgin Development Corp.**

The City staff recommended that the P&Z Commission approve the Preliminary Plat for Presidential Glen Commercial Subdivision.

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Meyer, to approve the Preliminary Plat for Presidential Glen Commercial Subdivision, three (3) lots on 5.38 acres, more or less, and being located near the intersection of US Hwy 290 E. and Paseo de Presidente Blvd., Manor, Texas.

There was no further discussion.

Motion to approve carried 6-0

7. **Consideration, discussion, and possible action on a Short Form Final Plat for Riata Ford Manor, one (1) lot on 19.011 acres, more or less, and being located at 10507 US Hwy 290 E, Manor, TX. Applicant: Mahoney Engineering; Owner: River City Partners, LTD.**

The City staff recommended that the P&Z Commission approve the Short Form Final Plat for Riata Ford Manor.

MOTION: Upon a motion made by Vice Chair Leonard and seconded by Commissioner Small to approve a Short Form Final Plat for Riata Ford Manor, one (1) lot on 19.011 acres, more or less, and being located at 10507 US Hwy 290 E., Manor, Texas.

There was no further discussion.

Motion to approve carried 6-0

At the direction of Assistant Development Services Director Dunlop Item No. 8 and Item No. 9 were conducted in one motion.

8. **Consideration, discussion, and possible action on a setback waiver for Lot 4, Block 18 Town of Manor to reduce the front setback to 20', rear setback to 10' and side setback to 5'. Applicant: Brenda Perez; Owner: Brenda Perez**

9. Consideration, discussion, and possible action on a setback waiver for Lot 5, Block 18 Town of Manor to reduce the front setback to 20', rear setback to 10' and side setback to 5'. Applicant: Brenda Perez; Owner: Brenda Perez

The City staff recommended that the P&Z Commission approve the setback waivers of Lot 4 and Lot 5, Block 18 Town of Manor to reduce the front setback to 20', rear setback to 10' and side setback to 5'.

Assistant Development Services Director Dunlop gave a summary and was available to answer questions by Commissioners.

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Chavis, to approve Agenda Item No. 8 and Item No. 9.

There was no further discussion.

Motion to approve carried 6-0

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Small and seconded by Commissioner Meyer, to adjourn the regular session of the P&Z Commission at 6:58 p.m. on Wednesday, March 17, 2021.

There was no further discussion.

Motion to adjourn carried 6-0

These minutes approved by the P&Z Commission on the 14th day of April 2021.

APPROVED:

Philip Tryon
Chair

ATTEST:

Scott Dunlop
Assistant Development Services Director