



**PLANNING AND ZONING COMMISSION  
REGULAR SESSION MINUTES  
JULY 14, 2021**

**PRESENT:**

Philip Tryon, Chair, Place 3

**COMMISSIONERS:**

Julie Leonard, Place 1  
Tasha Green, Place 2  
Philip Tryon, Place 3  
Prince John Chavis, Place 4  
Grant E. loveless, Place 5  
Cecil Meyer, Place 6  
Lakesha Small, Place 7

**CITY STAFF:**

Scott Dunlop, Development Services Director  
Pauline Gray, City Engineer  
Mandy Miller, Administrative Assistant

**REGULAR SESSION – 6:30 P.M.**

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 Tryon at 6:32 p.m. on Wednesday, July 14, 2021, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

**PUBLIC COMMENTS**

No one appeared to speak at this time.

**PUBLIC HEARING**

1. **Public Hearing:** Conduct a public hearing on a Concept Plan for the Palomino Subdivision, one hundred twenty-one (121) lots on 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 and Edward Wolf.*

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

Chair Tryon opened the public hearing.

Development Services Director Dunlop discussed the proposed Concept Plan for the Palomino Subdivision.

**MOTION:** Upon a motion made by Commissioner Meyer and Seconded by Commissioner Loveless to close the public hearing.

There was no further discussion.

**Motion to close carried 7-0**

2. **Public Hearing: Conduct a public hearing on a Concept Plan for the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: FM 973 Building Hope, LLC.**

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

Chair Tryon opened the public hearing.

Development Services Director Dunlop discussed the proposed Concept Plan for the Compass Rose Academy Subdivision. He informed the Commission the Site Plans were currently under review.

Brandon Hammann with Kimley-Horn, 10814 Jollyville Rd., Ste 200, Austin, Texas, submitted a speaker card in support of this time but did not wish to speak; however, he was available to answer any questions.

Mark Reagan with Migl Engineering, 20109 Clare Island Bend, Pflugerville, Texas, submitted a speaker card in support of this time but did not wish to speak; however, he was available to answer any questions.

The discussion was held regarding parking and traffic concerns.

Vice Chair Leonard expressed her concerns regarding parking.

Chair Tryon expressed his concerns regarding traffic flow in the area.

**MOTION:** Upon a motion made by Commissioner Small and Seconded by Commissioner Green to close the public hearing.

There was no further discussion.

**Motion to close carried 7-0**

3. **Public Hearing:** Conduct a public hearing upon a rezoning request for 19.81 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 11000 block of Hill Lane, Manor, TX from Light Commercial (C-1) to Light Industrial (IN-1). *Applicant: Doucet & Associates, Inc. Owner: Las Entradas Development Corp.*

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

Chair Tryon opened the public hearing.

Development Services Director Dunlop discussed the proposed rezoning request.

The discussion was held regarding Light Industrial Zoning.

Robbye Kirkpatrick with Rubi Crown Commercial Real Estate, 2121 Lohmans Crossing #850, Austin, Texas, submitted a speaker card in support of this item. He gave an overview on Transpact, Transpact's purpose, the job growth and tax revenue for Manor area as a result of them moving a location to Manor.

Tracy Bratton with Doucet & Associates, 7401 W. Hwy 71, Austin, Texas, submitted a speaker card to speak in support of this item. Mr. Bratton answered questions regarding improvements mandated by the PID agreement with the Los Entradas Developer.

Mrs. Kirkpatrick detailed the *Pipeline to Work* program and answered questions from the Commissioners regarding the program, the company's building layout and impact on the geography and environment.

**MOTION:** Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Green to close the public hearing.

There was no further discussion.

**Motion to close carried 7-0**

#### **CONSENT AGENDA**

4. **Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of June 9, 2021, Regular Session.**

**MOTION:** Upon a motion made by Commissioner Meyer and Seconded by Commissioner Small to approve the consent agenda.

There was no further discussion.

**Motion to approve carried 7-0**

## REGULAR AGENDA

5. **Consideration, discussion, and possible action on a Concept Plan for the Palomino Subdivision, one hundred twenty-one (121) lots on 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 and Edward Wolf.**

The City staff recommended that the P&Z Commission approve the Concept Plan for the Palomino Subdivision, one hundred twenty-one (121) lots on 50.34 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX.

Development Services Director Dunlop discussed the Concept Plan for the Palomino Subdivision.

The discussion was held regarding the zoning requirements for the lot sizes for the concept plan.

**MOTION:** Upon a motion made by Commissioner Meyer and Seconded by Commissioner Loveless to approve the Concept Plan for the Palomino Subdivision, one hundred twenty-one (121) lots on 50.34 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX.

There was no further discussion.

### **Motion to approve carried 7-0**

6. **Consideration, discussion, and possible action on a Concept Plan for the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: FM 973 Building Hope, LLC**

The City staff recommended that the P&Z Commission approve the Concept Plan for the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX.

Development Services Director Dunlop discussed the proposed Concept Plan for the Compass Rose Academy Subdivision.

Brandon Hammann with Kimley-Horn, 10814 Jollyville Rd., Ste 200, Austin, Texas, submitted a speaker card in support of this time but did not wish to speak; however, he was available to answer any questions.

Mark Reagan with Migl Engineering, 20109 Clare Island Bend, Pflugerville, Texas, submitted a speaker card in support of this time but did not wish to speak; however, he was available to answer any questions.

**MOTION:** Upon a motion made by Commissioner Small and Seconded by Vice Chair Leonard to approve the Concept Plan for the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX.

There was no further discussion.

**Motion to approve carried 7-0**

7. **Consideration, discussion, and possible action on a rezoning request for 19.81 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 11000 block of Hill Lane, Manor, TX from Light Commercial (C-1) to Light Industrial (IN-1). Applicant: Doucet & Associates, Inc. Owner: Las Entradas Development Corp.**

The City staff recommended that the P&Z Commission approve the rezoning request for 19.81 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 11000 block of Hill Lane, Manor, TX from Light Commercial (C-1) to Light Industrial (IN-1).

**MOTION:** Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Loveless to approve the rezoning request for 19.81 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 11000 block of Hill Lane, Manor, TX from Light Commercial (C-1) to Light Industrial (IN-1).

There was no further discussion.

**Motion to approve carried 7-0**

8. **Consideration, discussion, and possible action on a Preliminary Plat for Manor Heights Subdivision Phase 4 & 5, four hundred sixty-three (468) lots on 140.66 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX. Applicant: Kimley-Horn and Associates. Owner: Forestar (USA) Real Estate Group, Inc.**

The City staff recommended that the P&Z Commission approve the Preliminary Plat for Manor Heights Subdivision Phase 4 & 5, four hundred sixty-three (468) lots on 140.66 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX.

Development Services Director Dunlop discussed the Preliminary Plat for Manor Heights Subdivision.

The discussion was held regarding changes made and approved by the City Engineers to the Preliminary Plat to increase the access points to the development.

Alex Granado with Kimley-Horn, 10814 Jollyville Rd., Austin, Texas, submitted a speaker card in support of this time but did not wish to speak; however, he was available to answer any questions.

**MOTION:** Upon a motion made by Commissioner Green and Seconded by Commissioner Chavis to approve the Preliminary Plat for Manor Heights Subdivision Phase 4 & 5, four hundred sixty-three (468) lots on 140.66 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX.

There was no further discussion.

**Motion to approve carried 7-0**

- 9. Consideration, discussion, and possible action on a Final Plat for the St. Joseph Subdivision, one (1) lot on 24.77 acres, more or less, and being located at 10104 Hill Lane, Manor, TX. Applicant: Migl Engineer and Consulting. Owner: Catholic Diocese of Austin.**

The City staff recommended that the P&Z Commission approve the Final Plat for the St. Joseph Subdivision, one (1) lot on 24.77 acres, more or less, and being located at 10104 Hill Lane, Manor, TX.

Development Services Director Dunlop discussed the Final Plat for the St. Joseph Subdivision. He confirmed there were no changes with the plans from the concept plan, preliminary plat, and final plat.

**MOTION:** Upon a motion made by Commissioner Chavis and Seconded by Commissioner Loveless to approve the Final Plat for the St. Joseph Subdivision, one (1) lot on 24.77 acres, more or less, and being located at 10104 Hill Lane, Manor, TX.

There was no further discussion.

**Motion to approve carried 7-0**

- 10. Consideration, discussion, and possible action on a Coordinate Sign Plan for the Shadowglen Medical Tower and being located at 14008 Shadowglen Blvd., Manor, TX. Applicant: Executive Signs. Owner: Perardi Development**

The City staff recommended that the P&Z Commission approve the Coordinate Sign Plan for the Shadowglen Medical Tower and being located at 14008 Shadowglen Blvd., Manor, TX.

Development Services Director Dunlop discussed the Coordinate Sign Plan for the Shadowglen Medical Tower.

Mr. Dunlop confirmed there was no public hearing held for this item.

The discussion was held by the Commission regarding the sign plan and possibly having an amendment to the motion to exclude the elevation facing the neighborhood.

**MOTION:** Upon a motion made by Commissioner Small and Seconded by Commissioner Loveless to approve Coordinate Sign Plan for the Shadowglen Medical Tower and being located at 14008 Shadowglen Blvd., Manor, TX, with the amendment to exclude the signs located on the east side of the building.

There was no further discussion.

**Motion to approve carried 7-0**

**11. Consideration, discussion, and possible action on a Setback Waiver for Lot 8, Block 46, Town of Manor, locally known as 306 West Wheeler to reduce the front setback to 20' and side setbacks to 5'. Applicant: Epifanio Delgado. Owner: Epifanio Delgado**

The City staff recommended that the P&Z Commission approve the approve the Setback Waiver for Lot 8, Block 46, Town of Manor, locally known as 306 West Wheeler to reduce the front setback to 20' and side setbacks to 5'.

**MOTION:** Upon a motion made by Commissioner Chavis and Seconded by Commissioner Green to approve the approve the Setback Waiver for Lot 8, Block 46, Town of Manor, locally known as 306 West Wheeler to reduce the front setback to 20' and side setbacks to 5'.

There was no further discussion.

**Motion to approve carried 7-0**

**ADJOURNMENT**

**MOTION:** Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Green to adjourn the regular session of the P&Z Commission at 7:23 p.m. on Wednesday, July 14, 2021.

There was no further discussion.

**Motion to approve carried 7-0**

These minutes approved by the P&Z Commission on the 11<sup>th</sup> day of August 2021.

**APPROVED:**

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Philip Tryon  
Chair

**ATTEST:**

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Scott Dunlop  
Development Services Director