



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
JANUARY 13, 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, January 13th, 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 (Absent)
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 regular session of the Manor P&Z Commission was called to order by Chairman Tryon at 6:30 p.m. on Wednesday, January 13, 2021.

PUBLIC COMMENTS

There were no public comments received prior to the meeting.

PUBLIC HEARINGS

- 1. Conduct a public hearing on a Concept Plan for the Manor-OZ Subdivision and being 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX. Applicant: Carlson, Brigance, & Doering, Inc. Owner: Manor Apartments, LLC**

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

Chairman Tryon opened the public hearing.

Assistant Development Services Director Dunlop discussed the proposed Concept Plan for the Manor-OZ Subdivision.

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

There was no further discussion.

Motion to close carried 5-0

- 2. Conduct a public hearing regarding a Concept Plan for the Manor Downs Multi-Family Subdivision and being 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX. Applicant: Kimley-Horn & Associates, Inc. Owner: 2020 Adelante, LLC**

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

Chairman Tryon opened the public hearing.

Jason Reece with Kimley Horn & Associates, 10814 Jollyville Rd., Bldg. 4, Suite 200, Austin, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available for any questions.

Assistant Development Services Director Dunlop discussed the proposed Concept Plan for the Manor Downs Multi-Family Subdivision.

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

There was no further discussion.

Motion to close carried 5-0

CONSENT AGENDA

- 3. Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of December 9, 2020, Regular Session.**

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

There was no further discussion.

Motion to approve carried 5-0

REGULAR AGENDA

- 4. Consideration, discussion, and possible action on a Concept Plan for the Manor-OZ Subdivision, one (1) lot on 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX. Applicant: Carlson, Brigance, & Doering, Inc. Owner: Manor Apartments, LLC**

The City staff recommended that the P&Z Commission approve a Concept Plan for the Manor-OZ Subdivision being 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.

The discussion was held regarding the extension of streets.

MOTION: Upon a motion made by Vice Chair Leonard and seconded by Commissioner Small, to approve the Concept Plan for the Manor-OZ Subdivision being 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.

There was no further discussion.

Motion to approve carried 4-1 (Commissioner Meyer voted against)

- 5. Consideration, discussion, and possible action on a Concept Plan for the Manor Downs Multi-Family Subdivision and being 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX. Applicant: Kimley-Horn & Associates, Inc. Owner: 2020 Adelante, LLC**

The City staff recommended that the P&Z Commission approve a Concept Plan for the Manor Downs Multi-Family Subdivision and being 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX.

The discussion was held regarding traffic concerns.

MOTION: Upon a motion made by Commissioner Chavis and seconded by Commissioner Small, to approve a Concept Plan for the Manor Downs Multi-Family Subdivision and being 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX.

There was no further discussion.

Motion to approve carried 5-0

At the direction of Assistant Development Services Director Dunlop Agenda Item 6, Item 7, and Item 8 were conducted in one motion.

6. **Consideration, discussion, and possible action on a setback waiver for Lot 1, Block 16 Town of Manor to allow for a 20-foot front setback, 10-foot rear setback and 5-foot side setback. Applicant: Barbara White Owner: Barbara White**
7. **Consideration, discussion, and possible action on a setback waiver for Lot 2, Block 16 Town of Manor to allow for a 20-foot front setback, 10-foot rear setback and 5-foot side setback. Applicant: Barbara White Owner: Barbara White**
8. **Consideration, discussion, and possible action on a setback waiver for Lot 3, Block 16 Town of Manor to allow for a 20-foot front setback, 10-foot rear setback and 5-foot side setback. Applicant: Barbara White Owner: Barbara White**

The City staff recommended that the Planning and Zoning Commission approve Item No. 6; Item No. 7; and Item No. 8.

MOTION: Upon a motion made by Vice Chair Leonard and seconded by Commissioner Meyer, to approve Item No. 6, Item No. 7, and Item No. 8.

There was no further discussion.

Motion to approve carried 5-0

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Small and seconded by Commissioner Chavis, to adjourn the regular session of the P&Z Commission at 6:55 p.m. on Wednesday, January 13, 2021.

There was no further discussion.

Motion to adjourn carried 5-0

These minutes approved by the P&Z Commission on the 10th day of February 2021.

APPROVED:

Philip Tryon
Chair

ATTEST:

Scott Dunlop
Assistant Development Services Director