



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
DECEMBER 09, 2020
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 Regular Meeting scheduled for Wednesday, December 9th, 2020, was only be open to the public via remote access.

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.*

ROLL CALL VIA ZOOM:

Philip Tryon, Chairperson, Place 3

COMMISSIONERS:

Julie Leonard, Vice Chairperson, Place 1

Jacob Hammersmith, Place 2 (Absent)

Isaac Rowe, Place 4 (Absent)

Ruben J. Cardona, Place 5

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 Chairperson Tryon at 6:31 p.m. on Wednesday, December 9, 2020.

PUBLIC COMMENTS

No one appeared to speak at this time.

PUBLIC HEARING

- 1. Conduct a public hearing on an ordinance amending Chapter 14, Zoning, of the Manor Code of Ordinances of the City of Manor, Texas by providing for the amendment of definitions; residential land uses, and land use conditions; modifying general development regulations for two-family, townhome, and multi-family districts; amending non-residential and mixed-use districts land uses, amending non-residential and mixed-use districts conditions; amending development standards for outdoor storage and display, single family detached and two-family; and amending planned unit development procedures.**

Chairperson Tryon opened the public hearing.

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

Assistant Development Services Director Dunlop gave a detailed summary and answered questions posed by the P&Z Commission.

MOTION: Upon a motion made by Commissioner Cardona and Seconded by Vice Chairperson Leonard, the P&Z Commission voted five (5) For and none (0) Against to close the public hearing. The motion carried unanimously.

CONSENT AGENDA

- 2. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes of the November 12, 2020, Called Special Session.**

MOTION: Upon a motion made by Commissioner Meyer and Seconded by Commissioner Small, the P&Z Commission voted five (5) For and none (0) Against to approve the consent agenda. The motion carried unanimously.

REGULAR AGENDA

- 3. Consideration, discussion, and possible action on an ordinance amending Chapter 14, Zoning, of the Manor Code of Ordinances of the City of Manor, Texas by providing for the amendment of definitions; residential land uses, and land use conditions; modifying general development regulations for two-family, townhome, and multi-family districts; amending non-residential and mixed-use districts land uses, amending non-residential and mixed-use districts conditions; amending development standards for outdoor storage and display, single family detached and two-family; and amending planned unit development procedures.**

The City staff recommended that the Planning and Zoning Commission approve an ordinance amending Chapter 14, Zoning, of the Manor Code of Ordinances of the City of Manor, Texas by providing for the amendment of definitions; residential land uses, and land use conditions; modifying general development regulations for two-family, townhome, and multi-family districts; amending non-residential and mixed-use districts land uses, amending non-residential and mixed-use districts conditions; amending development standards for outdoor storage and display, single family detached and two-family; and amending planned unit development procedures.

MOTION: Upon a motion made by Vice Chairperson Leonard and Seconded by Commissioner Meyer, the P&Z Commission voted five (5) For and none (0) Against to approve an ordinance amending Chapter 14, Zoning, of the Manor Code of Ordinances of the City of Manor, Texas by providing for the amendment of definitions; residential land uses, and land use conditions; modifying general development regulations for two-family, townhome, and multi-family districts; amending non-residential and mixed-use districts land uses, amending non-residential and mixed-use districts conditions; amending development standards for outdoor storage and display, single family detached and two-family; and amending planned unit development procedures. The motion carried unanimously.

- 4. Consideration, discussion, and possible action on appointing a Planning and Zoning Commission Chairperson to serve a 1-year term.**

The City staff recommended that the P&Z Commission appoint a Chairperson to serve a 1-year term.

MOTION: Upon a motion made by Commissioner Meyer and Seconded by Commissioner Cardona, the P&Z Commission voted five (5) For and none (0) Against to appoint Commissioner Tryon to serve a 1-year term as P&Z Chairperson. The motion carried unanimously.

- 5. Consideration, discussion, and possible action on appointing a Planning and Zoning Commission Vice-Chair to serve a 1-year term.**

The City staff recommended that the P&Z Commission appoint a Vice Chairperson to serve a 1-year term.

MOTION: Upon a motion made by Commissioner Cardona and Seconded by Commissioner Small, the P&Z Commission voted five (5) For and none (0) Against to appoint Commissioner Leonard to serve a 1-year term as P&Z Vice Chairperson. The motion carried unanimously.

6. Consideration, discussion, and possible action on appointing two Planning and Zoning Commission members to serve 1-year terms on the Tree Advisory Committee.

The City staff recommended that the P&Z Commission appoint two members to serve a 1-year term on the Tree Advisory Committee.

Commissioner Small and Vice Chairperson Leonard volunteered to serve on the committee.

MOTION: Upon a motion made by Commissioner Meyer and Seconded by Chairperson Tryon, the P&Z Commission voted five (5) For and none (0) Against to appoint Vice Chairperson Leonard and Commissioner Small to serve a 1-year term as Tree Advisory Committee Members. The motion carried unanimously.

7. Consideration, discussion, and possible action on a Subdivision Calendar for 2021.

The City staff recommended that the P&Z Commission approve the 2021 Subdivision Calendar.

MOTION: Upon a motion made by Commissioner Small and Seconded by Commissioner Cardona, the P&Z Commission voted five (5) For and none (0) Against to approve the Subdivision Calendar for 2021. The motion carried unanimously.

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Meyer and Seconded by Commissioner Small, the P&Z Commission voted five (5) For and none (0) Against to adjourn the regular session of the P&Z Commission at 7:11 p.m. on Wednesday, December 09, 2020. The motion carried unanimously.

These minutes approved by the Manor P&Z Commission on the 13th day of January 2021.

APPROVED:

Philip Tryon
Chairperson

ATTEST:

Scott Dunlop
Assistant Development Services Director