



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 13, 2025

PREPARED BY: Michael Burrell, Director

DEPARTMENT: Development Services

**AGENDA ITEM DESCRIPTION:**  
Consideration, discussion, and possible action on a Coordinated Sign Plan Amendment for the Mini-Max Gas Station located at 13320 E US HWY 290 Manor, TX.  
*Applicant: Inayat Marediya*  
*Owner: Inayat Marediya*

**BACKGROUND/SUMMARY:**  
The original coordinated sign plan was approved by the Planning and Zoning Commission on December 11, 2024. This amendment seeks to add signage to the fuel canopy which was an area not previously included in the coordinated sign plan.

LEGAL REVIEW: No

FISCAL IMPACT: No

PRESENTATION: No

ATTACHMENTS: Yes

- Letter of intent
- Amended coordinated sign plan

ACTIONS:	
Discretion	Discretionary
Subdivision Review Type	Not Applicable
Actions	Approve, Approve with conditions, Deny

**STAFF RECOMMENDATION:**  
It is the City Staff’s recommendation that the Planning and Zoning Commission approve a Coordinated Sign Plan Amendment for the Mini-Max Gas Station located at 13320 E US HWY 290 Manor, TX.

PLANNING & ZONING COMMISSION:

Recommend Approval

Disapproval

None