



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
JULY 9, 2025**

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PRESENT:

COMMISSIONERS:

Felix Paiz, Chair, Place 4
Prince Chavis, Vice Chair, Place 2 (Absent)
Vacant, Place 1
Gabriel Nila, Place 3 (Absent)
Jeffrey Stensland, Place 5
Cecil Meyer, Place 6
James Terry, Place 7

CITY STAFF:

Michael Burrell, Development Services Director
Paige Saenz, Assistant City Attorney
Mandy Miller, Development Services Supervisor
Brittney Lopez, Deputy City Secretary

REGULAR SESSION: 6:30 P.M.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With a quorum present, the regular session of the Manor Planning and Zoning (P&Z) Commission was called to order by Chair Paiz At 6:34 p.m. on Wednesday, July 9, 2025, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

PUBLIC COMMENTS

PUBLIC HEARING

No one appeared at this time. An email from a concerned citizen was received. Chair Paiz encouraged the Commissioners to read the email.

1. **Conduct a public hearing on a Concept Plan amendment for Manor Heights adding phases 7 & 8 with two hundred and fifty-six (256) lots on 71.567 acres, more or less, and being located to the northeast of the intersection of US Highway 290 and Old Kimbro Rd., Manor, TX.**
Applicant: Forestar (USA) Real Estate Group, Inc. Owner: Forestar (USA) Real Estate Group, Inc.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing on a Concept Plan amendment for Manor Heights adding phases 7 & 8 with two hundred and fifty-six (256) lots on 71.567 acres, more or less, and being located to the northeast of the intersection of US Highway 290 and Old Kimbro Rd., Manor, TX.

Chair Paiz opened the public hearing.

Director Burrell spoke regarding the Amendment for the Manor Heights Concept Plan.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to close the public hearing.

There was no further discussion.

Motion to Close carried 4-0.

2. **Conduct a public hearing on a Specific Use Permit for 10,000 square feet of Medical Office space being generally located near the eastern corner of Bois D Arc and the North of US HWY 290 also referred to as 13400 E US HWY 290 Manor, TX.** Applicant: Advantage Construction, LLC. Owner: Advantage Construction, LLC.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing on a Specific Use Permit for 10,000 square feet of Medical Office space being generally located near the eastern corner of Bois D Arc and the North of US HWY 290 also referred to as 13400 E US HWY 290 Manor, TX.

Chair Paiz opened the public hearing.

Darrell Knight with Advantage Construction, LLC., 2221 Lakeside Blvd, Suite 1260, Richardson, Texas, submitted a speaker card in support of this item. Mr. Knight did not wish to speak; however, he was available for any questions.

Director Burrell gave details pertaining to the Specific Use Permit for the 10,000 square feet of Medical Office.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to close the public hearing.

There was no further discussion.

Motion to Close carried 4-0.

3. **Conduct a public hearing on a Specific Use Permit for a Commercial Gas Station development to include 8 MPD's and 4 EV charging stations in the Okra Subdivision, one (1) lot on 4.111 acres, more or less, and being located at the northwest intersection of Old Manor Taylor Rd and FM 973, Manor, TX.** Applicant: Sotol Ventures. Owner: Okra Land Inc.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing on a Specific Use Permit for a Commercial Gas Station development to include 8 MPD's and 4 EV charging stations in the Okra Subdivision, one (1) lot on 4.111 acres, more or less, and being located at the northwest intersection of Old Manor Taylor Rd and FM 973, Manor, TX.

Chair Paiz opened the public hearing.

Rachel Shanks with Sotol Ventures, 9505 Johnny Morris Road, Austin, Texas, submitted a speaker card in support of this item. Ms. Shanks did not wish to speak; however, she was available for any questions.

Director Burrell gave a recap of the Specific Use Permit request. He reminded the Commission of the presentation at a prior meeting.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to close the public hearing.

There was no further discussion.

Motion to Close carried 4-0.

CONSENT AGENDA

4. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes for:

- May 14, 2025, Planning and Zoning Commission Regular Session; and
- June 11, 2025, Planning and Zoning Commission Regular Session.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Meyer to approve the consent agenda.

There was no further discussion.

Motion to Approve carried 4-0.

REGULAR AGENDA

5. Consideration, discussion, and possible action on a Concept Plan amendment for Manor Heights adding phases 7 & 8 with two hundred and fifty-six (256) lots on 71.567 acres, more or less, and being located to the northeast of the intersection of US Highway 290 and Old Kimbro Rd., Manor, TX. Applicant: Forestar (USA) Real Estate Group, Inc. Owner: Forestar (USA) Real Estate Group, Inc.

City Staff recommended that the Planning and Zoning Commission approve the Concept Plan amendment for Manor Heights adding phases 7 & 8 with two hundred and fifty-six (256) lots on 71.567 acres, more or less, and being located to the northeast of the intersection of US Highway 290 and Old Kimbro Rd., Manor, TX.

Director Burrell stated this item was non-discretionary. He answered questions from the Commissioners about the Pond and Parkland details.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Nila to approve the Concept Plan amendment for Manor Heights adding phases 7 & 8 with two hundred and fifty-six (256) lots on 71.567 acres, more or less, and being located to the northeast of the intersection of US Highway 290 and Old Kimbro Rd., Manor, TX.

There was no further discussion.

Motion to Approve carried 4-0.

- 6. Consideration, discussion, and possible action on a Specific Use Permit for 10,000 square feet of Medical Office space being generally located near the eastern corner of Bois D Arc and the North of US HWY 290 also referred to as 13400 E US HWY 290 Manor, TX. Applicant: Advantage Construction, LLC. Owner: Advantage Construction, LLC.**

City Staff recommended that the Planning and Zoning Commission deny the Specific Use Permit for 10,000 square feet of Medical Office space being generally located near the eastern corner of Bois D Arc and the North of US HWY 290 also referred to as 13400 E US HWY 290 Manor, TX.

Darrell Knight with Advantage Construction, LLC., 2221 Lakeside Blvd, Suite 1260, Richardson, Texas, submitted a speaker card in support of this item. Mr. Knight did not wish to speak; however, he was available for any questions.

Director Burrell stated this property is currently zoned Commercial therefore eligible for sales tax. He reminded the Commission that if used as Medical Office it would not offer the opportunity to claim any sales taxes.

Discussion was held regarding the allowable uses and the potential layout for the property. The business next to this purposed development is self-storage, which would not generate sales taxes.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Meyer to deny the Specific Use Permit for 10, 000 square feet of Medical Office space being generally located near the eastern corner of Bois D Arc and the North of US HWY 290 also referred to as 13400 E US HWY 290 Manor, TX.

There was no further discussion.

Motion to Deny carried 4-0.

- 7. Consideration, discussion, and possible action on a Specific Use Permit for a Commercial Gas Station development to include 8 MPD's and 4 EV charging stations in the Okra Subdivision, one (1) lot on 4.111 acres, more or less, and being located at the northwest intersection of Old Manor Taylor Rd and FM 973, Manor, TX. Applicant: Sotol Ventures. Owner: Okra Land Inc.**

City Staff recommended that the Planning and Zoning Commission deny the Specific Use Permit request for a Commercial Gas Station development to include 8 MPD's and 4 EV charging stations in the Okra Subdivision, one (1) lot on 4.111 acres, more or less, and being located at the northwest intersection of Old Manor Taylor Rd. and FM 973, Manor, TX.

Director Burrell stated the recommendation to deny was due to the number of other like-use businesses near the proposed development.

Rachel Shanks with Sotol Ventures, 9505 Johnny Morris Road, Austin, Texas, submitted a speaker card in support of this item. Ms. Shanks answered questions pertaining to allowable uses, impervious coverage, ingress and egress for the property, and the potential connectivity to the future commercial properties.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Meyer to deny the Specific Use Permit for a Commercial Gas Station development to include 8 MPD's and 4 EV charging stations in the Okra Subdivision, one (1) lot on 4.111 acres, more or less, and being located at the northwest intersection of Old Manor Taylor Rd and FM 973, Manor, TX.

There was no further discussion.

Motion to Deny carried 4-0.

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Meyer to Adjourn the Regular Session of the Manor Planning and Zoning Commission at 7:01 p.m. on Wednesday July 9, 2025.

There was no further discussion.

Motion to Adjourn carried 4-0.

The Planning and Zoning Commission approved these minutes on August 13, 2025.

APPROVED:

Felix Paiz
Chairperson

ATTEST:

Mandy Miller
Development Services Supervisor