



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
APRIL 14, 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, April 14th, 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
Vacant, Place 5
Cecil Meyer, Place 6 (Absent)
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 6:33 p.m. on Wednesday, April 14, 2021.

PUBLIC COMMENTS

There were no public comments received prior to the meeting.

PUBLIC HEARING

- 1. Conduct a public hearing on a rezoning request for 2.13 acres, more or less, Lot 4, Bluebonnet Business Park, Section One, and being located at 15721 US Hwy 290 E from Agricultural (A) to Heavy Commercial (C-3). *Applicant: Keepers Land Planning. Owner: Lisa Nehring***

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

Chair Tryon opened the public hearing.

Assistant Development Service Director Dunlop gave a summary of the item.

Assistant Development Service Director Dunlop stated 2 letters addressed to the P&Z Commission was received and gave a summary of the letters. Mr. James Mercer, 15710 Voelker Lane, Elgin, Texas, expressed in his letter that he was opposed to rezoning to any commercial type. Mr. Brent Wesley Amos who is Director of Bluebonnet Neighborhood Association, P.O. Box 1034, Manor, Texas, expressed in his letter that he was opposed to rezoning to a Heavy Commercial (C-3), but not opposed to a Medium Commercial (C-2).

Assistant Development Service Director Dunlop answered questions from the Commissioners regarding the location of the property, intended use of the property, environment impact and how the C-2 and C-3 zoning would affect the purposed plan of the business.

Ricca Keeper with Keepers Land Planning, 3712 Apple Vista Circle, Pflugerville, Texas, answered questions presented by the P&Z Commission regarding the rezoning request.

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

There was no further discussion.

Motion to close carried 4-0

2. **Conduct a public hearing on a Preliminary Plat for Manor Heights Subdivision Phase 3 Revision, two hundred ninety-seven (297) lots on 146.46 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**

City Staff recommended that the P&Z Commission conduct a public hearing.

Chair Tryon opened the public hearing.

Assistant Development Service Director Dunlop gave a summary of the item.

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 4-0

CONSENT AGENDA

3. **Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of March 17, 2021, Called Special Session.**

City staff recommended that the P&Z Commission approve the consent agenda.

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

There was no further discussion.

Motion to approve carried 4-0

REGULAR AGENDA

4. **Consideration, discussion, and possible action on a rezoning request for 2.13 acres, more or less, Lot 4, Bluebonnet Business Park, Section One, and being located at 15721 US Hwy 290 E from Agricultural (A) to Heavy Commercial (C-3). Applicant: Keepers Land Planning. Owner: Lisa Nehring.**

City staff recommended that the P&Z Commission approve C-2 Medium Commercial on a rezoning request for 2.13 acres, more or less, Lot 4, Bluebonnet Business Park, Section One, and being located at 15721 US Hwy 290 E.

Assistant Development Service Director Dunlop gave a summary of the item.

Ricca Keepers with Keepers Land Planning, 3712 Apple Vista Circle, Pflugerville, TX 78660, submitted a speaker card in support of this item and spoke on this item during the public hearing.

Discussion was held regarding the options available for approval.

MOTION: Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Chavis to approve the rezoning request for 2.13 acres, more or less, Lot 4, Bluebonnet Business Park, Section One, and being located at 15721 US Hwy 290 E from Agricultural (A) to Medium Commercial (C2).

There was no further discussion.

Motion to approve carried 4-0

5. **Consideration, discussion, and possible action on a Preliminary Plat for Manor Heights Subdivision Phase 3 Revision, two hundred ninety-seven (297) lots on 146.46 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.**

City staff recommended that the P&Z Commission approve the Preliminary Plat for Manor Heights Subdivision Phase 3 Revision, two hundred ninety-seven (297) lots on 146.46 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX.

Assistant Development Service Director Dunlop gave a summary of the item.

Alex Granados with Kimley-Horn and Associates, 10814 Jollyville Road, Building 4, Suite 200, Austin, Texas, submitted a speaker card that he was available for questions; however, did not wish to speak.

MOTION: Upon a motion made by Commissioner Chavis and Seconded by Vice Chair Leonard to approve the Preliminary Plat for Manor Heights Subdivision Phase 3 Revision, two hundred ninety-seven (297) lots on 146.46 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 4-0

- 6. Consideration, discussion, and possible action on a Final Plat for Lagos Subdivision Phase 2, 123 lots on 37.12 acres, more or less, and being located near the intersection of N. FM 973 and East Brenham Street, Manor, TX. Applicant: Kimley-Horn and Associates. Owner: 706 Development Corp.**

City staff recommended that the P&Z Commission approve the Final Plat for Lagos Subdivision Phase 2, 123 lots on 37.12 acres, more or less, and being located near the intersection of N. FM 973 and East Brenham Street, Manor, TX.

Jacob Kondo with Kimley-Horn, 10814 Jollyville Rd., Campus IV, STE 200, Austin, Texas, submitted a speaker card; however, he did not wish to speak but was available to answer any questions.

Assistant Development Service Director Dunlop gave a summary of the item and answered questions from the P&Z Commissioners regarding the designated commercial use property.

Discussion was held regarding the location, accessibility, number of units being built of the property.

MOTION: Upon a motion made by Commissioner Small and Seconded by Commissioner Chavis to approve the Final Plat for Lagos Subdivision Phase 2, 123 lots on 37.12 acres, more or less, and being located near the intersection of N. FM 973 and East Brenham Street, Manor, TX.

There was no further discussion.

Motion to approve carried 4-0

- 7. Consideration, discussion, and possible action on a Final Plat for the Manor Apartments Subdivision, one (1) lot on 10.74 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX. Applicant: Carlson, Brigrance & Doering Inc. Owner: Manor Apartments, LLC.**

City staff recommended that the P&Z Commission approve a Final Plat for the Manor Apartments Subdivision, one (1) lot on 10.74 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.

Assistant Development Service Director Dunlop gave a summary of the item and answered questions about location of property.

MOTION: Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Chavis to approve the Final Plat for the Manor Apartments Subdivision, one (1) lot on 10.74 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.

There was further discussion.

Motion to approve carried 4-0

- 8. Consideration, discussion, and possible action on a Coordinated Sign Plan for Lexington Center located at 11211 US Hwy 290 E., Manor, TX. Applicant: Austin Sign Builders. Owner: Latipac Property Management, Inc.**

City staff recommended that the P&Z Commission approve the Coordinated Sign Plan for Lexington Center located at 11211 US Hwy 290 E., Manor, TX.

Assistant Development Service Director Dunlop gave a summary of the item and answered questions from the Commission.

Discussion was help regarding this sign location, compliance with city code, and how it affects present and future tenants.

MOTION: Upon a motion made by Commissioner Small and Seconded by Vice Chair Leonard to approve the Coordinated Sign Plan for Lexington Center located at 11211 US Hwy 290 E., Manor, TX.

There was no further discussion.

Motion to approve carried 4-0

- 9. Consideration, discussion, and possible action on a Joined Lot Affidavit for Lots 1 and 2, Block 25, Town of Manor, locally known as 104 S. Bastrop Street. Applicant: Tegwen Sneed Owner: Tegwen Sneed**

City staff recommended that the P&Z Commission approve the Joined Lot Affidavit for Lots 1 and 2, Block 25, Town of Manor, locally known as 104 S. Bastrop Street.

Assistant Development Service Director Dunlop gave a summary of the item.

MOTION: Upon a motion made by Commissioner Chavis and Seconded by Commissioner Small to approve the Joined Lot Affidavit for Lots 1 and 2, Block 25, Town of Manor, locally known as 104 S. Bastrop Street.

There was no further discussion.

Motion to approve carried 4-0

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Chavis and Seconded by Commissioner Small to adjourn the regular session of the P&Z Commission at 7:13 p.m. on Wednesday, April 14, 2021.

There was no further discussion.

Motion to approve carried 4-0

These minutes approved by the P&Z Commission on the 12th day of May 2021.

APPROVED:

Philip Tryon
Chair

ATTEST:

Scott Dunlop
Assistant Development Services Director