



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
MAY 8, 2024**

This meeting was live streamed on Manor's YouTube Channel at:
<https://www.youtube.com/@cityofmanorsocial/streams>

PRESENT:

COMMISSIONERS:

Felix Paiz, Chair, Place 4 (Absent)
Prince Chavis, Vice Chair, Place 2
Julie Leonard, Place 1
Cresandra Hardeman, Place 3 (Absent)
Celestine Sermo, Place 5 (Absent)
Cecil Meyer, Place 6
Jim Terry, Place 7
Gabriel Nila, Alternate No. 1
Gabrielle Orion, Alternate No. 2

CITY COUNCIL:

Maria Amezcua, Council Member, Place 3
Sonia Wallace, Council Member, Place 4

CITY STAFF:

Scott Dunlop, Development Services Director
Michael Burrell, Planning Coordinator
Mandy Miller, Development Services Supervisor
Officer Stone

REGULAR SESSION: 6:30 P.M.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With a quorum of the Planning and Zoning (P&Z) Commission present, the Regular Session of the Manor P&Z Commission was called to order by Vice Chair Chavis at 6:37 p.m. on Wednesday, May 08, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

Vice Chair Chavis requested Alternate P&Z Commissioner Orion join the Commissioners on the dais in the position of Place 3. Vice Chair Chavis requested Alternate P&Z Commissioner Nila join the Commissioners on the dais in the position of Place 4.

PUBLIC COMMENTS

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card to speak during public comments regarding his concerns. Mr. Battaile spoke regarding the recent ManorPalooza Event, the New Downtown Plan, and the Comprehensive Plan. He expressed his discontentment with the Commission for allowing the demolition of 104 Towns, their lack of action as a Commission, and the meeting guidelines and procedures the Commission follows. Mr. Battaile criticized the City Council, P&Z Commission, and City Staff for not safeguarding the history of Manor.

PUBLIC HEARING

- 1. Conduct a public hearing on a Rezoning Application for one (1) lot on 0.26 acres, more or less, and being located at 310 W. Murray St., Manor, TX from (SF-1) Single-Family Suburban to (NB) Neighborhood Business.** Applicant: Carilu Texas Realty LLC. Owner: Carilu Texas Realty LLC

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

Chair Paiz opened the public hearing.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card to speak in support of this item. He stated he felt it was more consistent with what is needed and wanted in Manor.

Director Dunlop detailed the location of the property and the current zoning of the property. He gave a brief history of the occupancy use of the building explaining it had been used as a law office for many years. He stated the zoning request was consistent with the Comprehensive Plan. City Staff would recommend approval of the rezoning request.

Director Dunlop answered questions regarding the vested use of the property. He stated the property was built in the 1990s prior to the City regulating land use through zoning.

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

There was no further discussion.

Motion to Close carried 6-0.

- 2. Conduct a public hearing on a Rezoning Application for one (1) lot on 3.75 acres, more or less, and being located at the 14122 FM 1100, Manor, TX from (SF-1) Single-Family Suburban to (C-2) Medium Commercial.** Applicant: Rocio Velazquez. Owner: Rocio Velazquez.

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

Vice Chair Chavis opened the public hearing.

Director Dunlop gave background on this item, including location, zoning. He stated the Comprehensive Plan designates this area for employment center which is a mix of commercial and industrial. This zoning request is consistent with the Comprehensive Plan.

Janet Sherman, 14204 FM 1100, Manor, Texas, submitted a speaker card to speak in opposition of this item. Ms. Sherman stated this property borders her owner and use to belong to her mother. She explained this area is mostly farmers or landowners who use the property for agricultural uses. She expressed her concerns for the activities an event center can bring to the area and create traffic issues on the small two lane road while increasing noise and light pollution.

Director Dunlop explained allowable uses under the (C-2) Medium Commercial zoning. He explained that a less zoning like (C-1) Light Commercial would still allow for an event center with a specific use permit with a restriction on hours due to the adjacent residential properties. He gave alternate zoning options for commercial that could be recommended.

Rocio Velazquez, 14122 FM 1100, Manor, Texas submitted a speaker card to speak in support of this item. She answered questions regarding the planned event center. Ms. Velazquez stated that they were still in planning stages but were looking to have small events with a maximum of 300 people for the largest gathering. Most events being held indoors to start with. She answered questions regarding structures, both current and future, setbacks, square footage of the potential event space. She addressed why they choose this location in Manor.

Director Dunlop answered questions regarding future roadway improvements.

Discussion was held regarding the days and hours of use for the event center.

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

There was no further discussion.

Motion to Close carried 6-0.

- 3. Conduct a public hearing on a Subdivision Concept Plan for Manor Commons Northeast Commercial, eighteen (18) lots on 33.93 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and FM 973, Manor, TX.** Applicant: ALM Engineering, Inc. Owner: Timmermann Commercial Investments, LP.

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

Vice Chair Chavis opened the public hearing.

Director Dunlop gave background for this property. He explained this item was for the Concept Plans for Manor Commons Phase 3 located in front of Greenbury Subdivision which contains 17 commercial lots and a drainage lot. He stated the developer was working with FEMA to modify the floodplain areas on the property. He gave brief details about the roadway improvements associated with this development.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card to speak regarding this item. Mr. Battaile stated that he felt it was important to point out that he owner of this property sits on the CIF Advisory Committee for the city which he felt was a conflict of interest. He also stated with this size of a development, the city should require the developer to put in a plaza.

Vice Chair Chavis stated the applicant was present if there were any questions for this item.

Director Dunlop confirmed this item was non-discretionary. He answered questions about the content for the concept plan. He explained this would create the layout of the lots within the development. He detailed the phase of the development such as site, concept, and construction plans.

Director Dunlop answered questions regarding the city roads and other traffic improvements that would be created because of this development.

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

There was no further discussion.

Motion to Close carried 6-0.

- 4. Conduct a public hearing on a Revised Subdivision Concept Plan for New Haven, two hundred sixty-one (261) lots on 91 acres, more or less, and being located near the intersection of Gregg Lane and FM 973, Manor, TX.** Applicant: Quiddity Engineering. Owner: Ashton Grey.

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

Vice Chair Chavis opened the public hearing.

Director Dunlop gave background for this item. He gave reasons for modifications to the PUD Concept Plan were to bring the PUD into line with the zoning modifications that were approved last month. He recapped the changes that were approved. He explained the updates required to be made to the Concept Plan and Preliminary Plat for the New Haven PUD.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card to speak in support of this item. He expressed his disappointment with the lack of detailed information for the parks and the parking availability within the development. He stated he agreed with the In Lieu Parkland fees being paid. Mr. Battaile suggested requiring more parking near the parks and trail system.

Director Dunlop reviewed the changes being made which included additional parking near the trails and Nature Preserve. He reminded the Commission of the enhanced safety measures at the main intersection that would be included in the construction plans for this project.

Discussion was held regarding the lighting for the parks. Director Dunlop informed the Commission that the applicant was present. He also explained more details were available on the Preliminary Plat which was the next item on the agenda.

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

There was no further discussion.

Motion to Close carried 6-0.

- 5. Conduct a public hearing on a Revised Subdivision Preliminary Plat for New Haven, two hundred sixty-one (261) lots on 91 acres, more or less, and being located near the intersection of Gregg Lane and FM 973, Manor, TX.** Applicant: Quiddity Engineering. Owner: Ashton Grey.

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

Vice Chair Chavis opened the public hearing.

Director Dunlop summarized this item for the Commission.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card to speak in support of this item. He spoke regarding the park and ways to create a safer environment within the parks while allowing them to be utilized in the late afternoon hours year-round. He commented on the parking near the water storage tank.

Discussion was held regarding lighting in and near the park areas. Director Dunlop explained different stages of negotiations where implementation of parking and lighting enhancements would be considered.

Brad Carvajal with Quiddity Engineering, 3100 Alvin Devane Blvd., Suite 130, Austin, Texas, submitted a speaker card to speak in support of this item. Mr. Carabajal addressed the lighting concerns. He stated this development was proposing lights where the main playground and ping pong tables are located.

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

There was no further discussion.

Motion to Close carried 6-0.

CONSENT AGENDA

6. Consideration, discussion, and possible action to approve the minutes for the April 10, 2024, Planning and Zoning Commission Regular Session.

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

There was no further discussion.

Motion to Approve carried 6-0.

REGULAR AGENDA

7. Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on 0.26 acres, more or less, and being located at 310 W. Murray St., Manor, TX from (SF-1) Single-Family Suburban to (NB) Neighborhood Business. Applicant: Carilu Texas Realty LLC. Owner: Carilu Texas Realty LLC.

City Staff recommended that the P&Z Commission approve the Rezoning Application for one (1) lot on 0.26 acres, more or less, and being located at 310 W. Murray St., Manor, TX from (SF-1) Single-Family Suburban to (NB) Neighborhood Business.

Director Dunlop summarized this item and reiterated this request was consistent with the previous, current, and future land use map as laid out in the Comprehensive Plan.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Leonard to approve the Rezoning Application for one (1) lot on 0.26 acres, more or less, and being located at 310 W. Murray St., Manor, TX from (SF-1) Single-Family Suburban to (NB) Neighborhood Business.

There was no further discussion.

Motion to Approve carried 6-0.

- 8. Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on 3.75 acres, more or less, and being located at the 14122 FM 1100, Manor, TX from (SF-1) Single-Family Suburban to (C-2) Medium Commercial.** Applicant: Rocio Velazquez. Owner: Rocio Velazquez.

City Staff recommended that the P&Z Commission approve the Rezoning Application for one (1) lot on 3.75 acres, more or less, and being located at the 14122 FM 1100, Manor, TX from (SF-1) Single-Family Suburban to (C-2) Medium Commercial.

Director Dunlop recapped the details of this rezoning application.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card to speak regarding this item. He stated that he did not feel the applicant was adequately prepared to make this request. He recommended postponement of this item.

Director Dunlop detailed all the different options for approval.

Rocio Velazquez answered questions regarding the square footage of the proposed event center.

Discussion was held regarding the different zoning options available for approval. Director Dunlop answered questions about the differences between C-1 and C-2 zoning. He clarified this request was for the zoning only and not the site or concept plans for this property. He explained, if approved, the developer could develop anything within the approved list of uses for that specific zoning and did not have to create the event center.

MOTION: Upon a motion made by Commissioner Meyer to deny the Rezoning Application for one (1) lot on 3.75 acres, more or less, and being located at the 14122 FM 1100, Manor, TX from (SF-1) Single-Family Suburban to (C-2) Medium Commercial.

Motion to Deny – Mr. Meyer withdrew his motion.

Additional discussion was held regarding the different zoning options available for approval. Director Dunlop answered questions regarding the ability to motion on a C-1 or any less zoning. He explained the recommendation would be sent to City Council for consideration. He made clear City Council had the discretion to approve the P&Z recommendation or change the zoning to originally requested C-2 or even approve a lesser zoning.

MOTION: Upon a motion made by Commissioner Orion and seconded by Commissioner Terry to approve the Rezoning Application for one (1) lot on 3.75 acres, more or less, and being located at the 14122 FM 1100, Manor, TX from (SF-1) Single-Family Suburban to (C-1) Light Commercial

There was no further discussion.

Motion to Approve failed 3-3. Opposed by Vice Chair Chavis, Commissioner Leonard and Commissioner Meyer.

- 9. Consideration, discussion, and possible action on a Subdivision Concept Plan for Manor Commons Northeast Commercial, eighteen (18) lots on 33.93 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and FM 973, Manor, TX.**
Applicant: ALM Engineering, Inc. Owner: Timmermann Commercial Investments, LP.

City Staff recommended that the P&Z Commission approve the Subdivision Concept Plan for Manor Commons Northeast Commercial, eighteen (18) lots on 33.93 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and FM 973, Manor, TX.

Director Dunlop stated this Subdivision Concept Plan was approved by City Engineers and reminded the commissioners that this item was non-discretionary. He recounted the details for this item and answered questions regarding the location of the drainage and retention areas.

Mike Hoffman, 18201 Maxa Drive, Manor, Texas, submitted a speaker card to speak in opposition of this item. He stated that he resides in the Greenbury Subdivision. He expressed concerns for the types of commercial businesses that would occupy this development.

Director Dunlop answered questions pertaining to the different types of businesses that could potentially occupy this development. He gave information regarding buffer yard requirements that would be used to shield the property from nearby residents.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Nila to approve the Subdivision Concept Plan for Manor Commons Northeast Commercial, eighteen (18) lots on 33.93 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and FM 973, Manor, TX.

There was no further discussion.

Motion to Approve carried 6-0.

- 10. Consideration, discussion, and possible action on a Revised Subdivision Concept Plan for New Haven, two hundred sixty-one (261) lots on 91 acres, more or less, and being located near the intersection of Gregg Lane and FM 973, Manor, TX.** Applicant: Quiddity Engineering. Owner: Ashton Grey.

Brad Carvajal with Quiddity Engineering, 3100 Alvin Devane Blvd., Suite 130, Austin, Texas, submitted a speaker card in support of this item. Mr. Carabajal did not wish to speak; however, He was available for any questions.

City Staff recommended that the P&Z Commission approve the Revised Subdivision Concept Plan for New Haven, two hundred sixty-one (261) lots on 91 acres, more or less, and being located near the intersection of Gregg Lane and FM 973, Manor, TX.

Travis Janik with Ashton Gray Development, 101 Parkland Blvd., Sugar Land, Texas, submitted a speaker card to speak in support of this item. He stated the purpose of the request was to bring the Concept Plan and Preliminary Plat into compliance with the PUD Agreement.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Terry to approve the Revised Subdivision Concept Plan for New Haven, two hundred sixty-one (261) lots on 91 acres, more or less, and being located near the intersection of Gregg Lane and FM 973, Manor, TX.

There was no further discussion.

Motion to Approve carried 6-0.

- 11. Consideration, discussion, and possible action on a Revised Subdivision Preliminary Plat for New Haven, two hundred sixty-one (261) lots on 91 acres, more or less, and being located near the intersection of Gregg Lane and FM 973, Manor, TX.** Applicant: Quiddity Engineering. Owner: Ashton Grey.

Brad Carvajal with Quiddity Engineering, 3100 Alvin Devane Blvd., Suite 130, Austin, Texas, submitted a speaker card in support of this item. Mr. Carabajal did not wish to speak; however, He was available for any questions.

Travis Janik with Ashton Gray Development, 101 Parkland Blvd., Sugar Land, Texas, submitted a speaker card in support of this item. Mr. Carabajal did not wish to speak; however, He was available for any questions

City Staff recommended that the P&Z Commission approve the Revised Subdivision Preliminary Plat for New Haven, two hundred sixty-one (261) lots on 91 acres, more or less, and being located near the intersection of Gregg Lane and FM 973, Manor, TX.

Director Dunlop stated that this related to the prior item. He reiterated this was to bring the Preliminary Plat into compliance with the PUD Agreement.

- MOTION:** Upon a motion made by Commissioner Meyer and seconded by Commissioner Orion to approve the Revised Subdivision Preliminary Plat for New Haven, two hundred sixty-one (261) lots on 91 acres, more or less, and being located near the intersection of Gregg Lane and FM 973, Manor, TX.

There was no further discussion.

Motion to Approve carried 6-0.

- 12. Consideration, discussion, and possible action on a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a that includes a 14,020sf general retail / Mexican market building, six MPDs, three diesel MPDs, and associated parking and drive aisles.** Applicant: Professional StruCIVIL Engineers Inc. Owner: Najib Wehbe.

City Staff recommended that the P&Z Commission approve a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for and includes a 14,020 sf general retail / Mexican market building, _(specify)_ MPDs, _(specify)_ diesel MPDs, and associated parking and drive aisles.

Director Dunlop gave background information on this item. He recapped the reasons for postponement and detailed the changes that were made for the project explaining whether the developer was compliant with the Commissioner's requests.

Director Dunlop answered questions about the backup information presented to the Commissioners for the meeting. He stated the owner had an annexation petition in with the city as indicated on the map. The annexation would be contingent upon the approval of the Specific Use Request. Director Dunlop warned the commission of the potential to see this item again if the developer chooses not to proceed with the annexation.

Discussion was held regarding the adjustments made by the developer to work with the City's requests.

Mirra Tahir Balg with PSCE, Inc., 2205 W. Parmer Lane, Austin, Texas, submitted a speaker card in support of this item. Mr. Balg answered questions about the reasons for leaving the diesel pumps when asked to remove them. He stated the developer felt the roadway improvements that would be made as part of this project would offset most of the traffic issues created by this type of project. Mr. Balg stated the developer wanted to annex into the city due to a decrease in out-of-pocket costs for the project but would still be able to develop without these changes if he did not annex. He explained the developer felt removing the diesel would be detrimental to the project.

Discussion was held regarding the road improvements. Mr. Balg pointed out on the map the areas where the improvements would be made.

Consideration was given to the increase in the fueling stations for this project.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Nila to approve the Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a that includes a 14,020sf general retail / Mexican market building, 8 (eight) MPDs, 4 (four) diesel MPDs, 3 (three) EV Charging Stations, associated parking and drive aisles, a shifted canopy, traffic improvements per TXDOT Traffic Improvement Analysis requirements, with special condition of No Overnight Parking as shown in the backup.

There was no further discussion.

Motion to Approve carried 4-2. Opposed by Vice Chair Chavis and Commissioner Leonard.

13. Consideration, discussion, and possible action on a Final Plat for the Shadowglen Subdivision Phase 3, Section 2, one-hundred sixty four (164) lots on 45.32 acres, more or less, and being located near the intersection of Gregg Manor Road and Rector Loop, Manor, TX. Applicant: Kimley-Horn and Associates. Owner: Meritage Homes of Texas, LLC.

Jonathan Sosebee with Kimley-Horn, 10814 Jollyville Road, Austin, Texas, submitted a speaker card in support of this item. Mr. Sosebee did not wish to speak; however, He was available for any questions.

City Staff recommended that the P&Z Commission approve the Final Plat for the Shadowglen Subdivision Phase 3, Section 2, one-hundred sixty-four (164) lots on 45.32 acres, more or less, and being located near the intersection of Gregg Manor Road and Rector Loop, Manor, TX.

Director Dunlop summarized this item. He confirmed this item was non-discretionary.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Nila to approve the Final Plat for the Shadowglen Subdivision Phase 3, Section 2, one-hundred sixty-four (164) lots on 45.32 acres, more or less, and being located near the intersection of Gregg Manor Road and Rector Loop, Manor, TX

There was no further discussion.

Motion to Approve carried 6-0.

14. Consideration, discussion, and possible action on a Joined Lot Affidavit for Lots 3 and 4, Block 35, Town of Manor, and being in the 600 Block of Samaripa Street, Manor, TX. Applicant: Pedro Lopez. Owner: Pedro Lopez.

City Staff recommended that the P&Z Commission approve the Joined Lot Affidavit for Lots 3 and 4, Block 35, Town of Manor, and being in the 600 Block of Samaripa Street, Manor, TX.

Director Dunlop gave information regarding the two lots the applicant is requesting to join. He explained one of the lots is only a portion of a lot and too small to develop. The owner is requesting to join the lots to have a slightly larger lot to build on.

Discussion was held regarding the location and current zoning of the property. Director Dunlop confirmed that the zoning was currently (SF-1) Single Family Residential. He stated that he was unaware of any desires to rezone; therefore, the owner would be allowed to build a single residential unit on the property.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Terry to approve the Joined Lot Affidavit for Lots 3 and 4, Block 35, Town of Manor, and being in the 600 Block of Samaripa Street, Manor, TX.

There was no further discussion.

Motion to Approve carried 6-0.

15. Consideration, discussion, and possible action on a Setback Waiver for Lot 2, Block 15, Town of Manor, located in the 400 Block of East Carrie Manor, to allow a 20' front setback, 10' rear setback, and 5' side setback. Applicant: Uriel Ocampo Lopez. Owner: Uriel Ocampo Lopez.

City Staff recommended that the P&Z Commission approve the Setback Waiver for Lot 2, Block 15, Town of Manor, located in the 400 Block of East Carrie Manor, to allow a 20' front setback, 10' rear setback, and 5' side setback.

Director Dunlop gave explanations for waivers of this type. He described the City Code requirements for residential new build. He outlined the difficulties with conforming to the code on the smaller lots in town.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Nila to approve the Setback Waiver for Lot 2, Block 15, Town of Manor, located in the 400 Block of East Carrie Manor, to allow a 20' front setback, 10' rear setback, and 5' side setback.

There was no further discussion.

Motion to Approve carried 6-0.

16. Consideration, discussion, and possible action on a Setback Waiver for Lot 3, Block 15, Town of Manor, located in the 400 Block of East Carrie Manor, to allow a 20' front setback, 10' rear setback, and 5' side setback. Applicant: Uriel Ocampo Lopez. Owner: Uriel Ocampo Lopez.

City Staff recommended that the P&Z Commission approve the Setback Waiver for Lot 3, Block 15, Town of Manor, located in the 400 Block of East Carrie Manor, to allow a 20' front setback, 10' rear setback, and 5' side setback

Director Dunlop stated that this is the same owner as the previous agenda item and the rationale is the same for both item numbers.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Orion to approve the Setback Waiver for Lot 3, Block 15, Town of Manor, located in the 400 Block of East Carrie Manor, to allow a 20' front setback, 10' rear setback, and 5' side setback

There was no further discussion.

Motion to Approve carried 6-0.

17. Consideration, discussion, and possible action on a Coordinated Sign Plan for 10800-10804 US Hwy 290 E and being Lots 1 and 2, Block A, Las Entradas North 9900 Subdivision. Applicant: ES&A Sign & Awning. Owner: Llano Las Entradas, LLC.

City Staff recommended that the P&Z Commission approve the Coordinated Sign Plan for 10800-10804 US Hwy 290 E and being Lots 1 and 2, Block A, Las Entradas North 9900 Subdivision.

Director Dunlop described the sign plan. He explained the plan was only for the pylon sign. The owner wanted to keep the wall sign as per City of Manor Code. The coordinated sign plan would allow for multiple tenants to utilize the pylon sign.

Discussion was held regarding the sign plan. Director Dunlop answered questions regarding the current sign locations on the property along this section of U S Hwy 290 East. Consideration was given to safety concerns.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Orion to approve the Coordinated Sign Plan for 10800-10804 US Hwy 290 E and being Lots 1 and 2, Block A, Las Entradas North 9900 Subdivision.

There was no further discussion.

Motion to Approve carried 6-0.

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Meyer to adjourn the Regular Session of the Manor P&Z Commission at 8:39 p.m. on Wednesday, May 8, 2024.

There was no further discussion.

Motion to Adjourn carried 6-0.

These minutes were approved by the Planning and Zoning Commission on the 12th day of June 2024.

APPROVED:

Felix Paiz
Chairperson

ATTEST:

Mandy Miller
Development Services Supervisor