



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
SEPTEMBER 10, 2025**

This meeting was live-streamed on Manor's Webpage.
You can access the meeting at <https://www.manortx.gov/171/Public-Meetings-Livestreams>
or by scanning the QR Code



PRESENT:

COMMISSIONERS:

Felix Paiz, Chair, Place 4
Prince Chavis, Vice Chair, Place 2
Nathan Aubert, Place 1
Gabriel Nila, Place 3
Jeffrey Stensland, Place 5
Cecil Meyer, Place 6
James Terry, Place 7

CITY STAFF:

Michael Burrell, Development Services Director
Scott Jones, Economic Development Director
Scott Dunlop, Development Services Assistant Director
Annemarie Felfe, Development Services Planner
Veronica Rivera, Assistant City Attorney
Shruti Vanaparthi, Assistant City Attorney
Pauline Gray, City Engineer
Mandy Miller, Development Services Supervisor

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 6:37 p.m. on Wednesday, September 10, 2025, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

PUBLIC COMMENTS

Robert Battaile, 502 E. Eggleston Street, Unit B, Manor, Texas, submitted a speaker card to speak regarding his concerns, Regular Agenda Item #11, and Regular Agenda Item #12. He spoke on multiple topics including his recent arrest, letters to the city, the last election, James Manor's Homestead, Manor's Historical homes, Manor's character, HEB, and the City's cemeteries.

PUBLIC HEARING

- 1. Conduct the public hearing on a Subdivision Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.**
Applicant: Bowman Consulting Group, LTD. Owner: Tim Kraftson.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing.

Chair Paiz opened the public hearing.

Director Burrell spoke about the Manor Downs Industrial lots.

Assistant City Attorney Rivera clarified that individuals could speak at each "public hearing" item for a length of time of 2 (two) minutes if they are signed up to do so.

Robert Battaile, 502 E. Eggleston Street, Unit B, Manor, Texas, submitted a speaker card to speak on this item. He asked questions about the industrial park and what if any of the original Manor Downs would remain.

Director Burrell stated the applicant for this item was present.

Maggie Carrion with Bowman Consulting Group, 807 Los Cimas, Building 2, Suite 350, Austin, Texas, submitted a speaker card in support of this item. Ms. Carrion did not wish to speak; however, she was available for questions.

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 7-0.

- 2. Conduct a public hearing on a Subdivision Preliminary Plat for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.**
Applicant: Bowman Consulting Group, LTD. Owner: Tim Kraftson.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing.

Chair Paiz opened the public hearing.

Maggie Carrion with Bowman Consulting Group, 807 Las Cimas, Building 2, Suite 350, Austin, Texas, submitted a speaker card in support of this item. Ms. Carrion did not wish to speak; however, she was available for questions.

Robert Battaile, 502 E. Eggleston Street, Unit B, Manor, Texas, submitted a speaker card to speak on this item. He complained about no discussion during public hearings. He questioned the layout of the maps and the lack of details of the park and other structures.

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

There was no further discussion.

Motion to Close carried 4-0.

Assistant City Attorney Rivera answered procedural questions related to tabling items on the agenda.

Chair Paiz tabled Agenda Item 3 and 4:

3. **Conduct a public hearing on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.** Applicant: Cristian Garcia. Owner: Maqil Inc.
4. **Conduct a public hearing on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.** Applicant: Cristian Garcia. Owner: Maqil Inc.

CONSENT AGENDA

5. **Consideration, discussion, and possible action to approve the minutes for August 13, 2025, Planning and Zoning Commission Regular Session.**

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

There was no further discussion.

Motion to Approve carried 7-0.

REGULAR AGENDA

6. **Consideration, discussion, and possible action on a Subdivision Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.** Applicant: Bowman Consulting Group, LTD. Owner: Tim Kraftson.

City Staff recommended that the Planning and Zoning Commission approve the Subdivision Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.

Maggie Carrion with Bowman Consulting Group, 807 Las Cimas, Building 2, Suite 350, Austin, Texas, submitted a speaker card in support of this item. Ms. Carrion did not wish to speak; however, she was available for questions.

Director Burrell gave a recap for this item. He informed the Commission the alternate maps suggested by the audience could be made available if needed. He clarified the item was in beginning phases of development, however, a development agreement was in the works for the Manor Downs project that would cover items such as the park.

Director Jones explained what was planned and agreed upon for the Manor Downs Industrial project. He cited 850,000 square feet of industrial buildings and a 9-acre lot for parkland with an amphitheater. He stated the music venue, the park name, and other effects were planned to pay tribute to Manor Down's history.

Engineer Gray answered questions regarding the easements and utility services for the Manor Downs Project. She stated Manville would supply water. Manor would supply wastewater. Travis County owns the road; therefore, the city would be working with multiple agencies for this project. There would be agreements and easements in place.

Director Jones answered questions about future annexations in this area of the city. He spoke at length regarding the negotiation process of annexing Manor Downs into the city and the future plans of development for this property. He briefly addressed concerns about agreements between the property owner and the city for cross parking.

Director Burrell and Director Jones addressed calculations for parking questions.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to approve the Subdivision Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.

There was no further discussion.

Motion to Approve carried 6-1. Opposed by Vice Chair Chavis.

- 7. Consideration, discussion, and possible action on a Subdivision Preliminary Plat for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX. Applicant: Bowman Consulting Group, LTD. Owner: Tim Kraftson.**

City Staff recommended that the Planning and Zoning Commission approve the Subdivision Preliminary Plat for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.

Maggie Carrion with Bowman Consulting Group, 807 Las Cimas, Building 2, Suite 350, Austin, Texas, submitted a speaker card in support of this item. Ms. Carrion did not wish to speak; however, she was available for questions.

Director Burrell stated this was the preliminary plat for Manor Downs Industrial. He stated the maps were consistent throughout the related projects.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to approve the Subdivision Preliminary Plat for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX

There was no further discussion.

Motion to Approve carried 6-1. Opposed by Vice Chair Chavis.

Chair Paiz tabled Agenda Item 8 and 9:

8. **Consideration, discussion, and possible action on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889, also known as 100/102 E Parsons St, Manor, TX, from (DB) Downtown Business to (C-1) Light Commercial.** Applicant: Cristian Garcia. Owner: Maqil Inc.
9. **Consideration, discussion, and possible action on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.** Applicant: Cristian Garcia. Owner: Maqil Inc.

Chair Paiz pulled Agenda Item #11 after recommendation by staff to allow for an address correction for this item.

11. **Consideration, discussion, and possible action on a setback waiver for 306 E Wheeler St., Manor, TX.** Applicant: German Chaverria. Owner: German Chaverria.
10. **Consideration, discussion, and possible action on a coordinated sign plan amendment for HEB.** Applicant: Stratus Unlimited, LLC. Owner: HEB.

City Staff recommended that the Planning and Zoning Commission approve the coordinated sign plan amendment for HEB.

Rebecca Wang with HEB, 646 South Main Street, San Antonio, Texas, submitted a speaker card in support of this item. Ms. Wang did not wish to speak; however, she was available for any questions.

Lindsey Patrick with Stratus Unlimited, LLC, 5003 Stout Drive, San Antonio, Texas, submitted a speaker card in support of this item. Ms. Partrick did not wish to speak; however, she was available for any questions.

Director Burrell stated changes were made to the initial design that brought about the need to amend the sign locations and sizes. He answered questions about code and original agreement variations.

Assistant City Attorney Rivera addressed concerns related to items included in this amendment request verses what was previously approved.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Aubert to approve the coordinated sign plan amendment for HEB.

There was no further discussion.

Motion to Approve carried 7-0.

12. Consideration, discussion, and possible action of a Subdivision Final Plat for Phase 3, section 1 of Shadowglen, one hundred and eighty-three (183) lots on 55.833 acres, more or less, and being generally located to the northeast of the intersection of Gregg Manor Rd. and Rector Loop, Manor, TX. Applicant: Kimley-Horn. Owner: Meritage Homes Corporation.

City Staff recommended that the Planning and Zoning Commission approve the Subdivision Final Plat for Phase 3, section 1 of Shadowglen, one hundred and eighty-three (183) lots on 55.833 acres, more or less, and being generally located to the northeast of the intersection of Gregg Manor Rd. and Rector Loop, Manor, TX.

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

Director Burrell gave background information on this item. He stated this agenda item was non-discretionary.

MOTION: Upon a motion made by Commissioner Nila and seconded by Commissioner Meyer to approve the Subdivision Final Plat for Phase 3, section 1 of Shadowglen, one hundred and eighty-three (183) lots on 55.833 acres, more or less, and being generally located to the northeast of the intersection of Gregg Manor Rd. and Rector Loop, Manor, TX.

There was no further discussion.

Motion to Approve carried 7-0.

PUBLIC HEARING

3. Conduct a public hearing on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial. Applicant: Cristian Garcia. Owner: Maqil Inc.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing.

Chair Paiz opened the public hearing.

Alauddin Morediya with Manor Grocery, 102 E. Parsons Street, Manor, Texas, submitted a speaker card in support of this item. Mr. Morediya did not wish to speak; however, he was available for any questions.

Nasruddin Ari with Manor Grocery, 102 E. Parsons Street, Manor, Texas, submitted a speaker card in support of this item. Mr. Ari did not wish to speak; however, he was available for any questions.

Robert Battaile, 502 E. Eggleston Street, Unit B, Manor, Texas, submitted a speaker card to speak on this item. Mr. Battaile voiced complaints about public information available for this item, the cost of the information, and this rezoning request. He requested age of building on the lot. He gave recommendations for uses of the current structures.

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

There was no further discussion.

Motion to Close carried 4-0.

- 4. Conduct a public hearing on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.** Applicant: Cristian Garcia. Owner: Maqil Inc.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing.

Chair Paiz opened the public hearing.

Alauddin Morediya with Manor Grocery, 102 E. Parsons Street, Manor, Texas, submitted a speaker card in support of this item. Mr. Morediya did not wish to speak; however, he was available for any questions.

Nasruddin Ari with Manor Grocery, 102 E. Parsons Street, Manor, Texas, submitted a speaker card in support of this item. Mr. Ari did not wish to speak; however, he was available for any questions.

Robert Battaile, 502 E. Eggleston Street, Unit B, Manor, Texas, submitted a speaker card to speak on this item. Mr. Battaile voiced complaints about the proposed renovations for this project, the approved Comprehensive Plan, and the approved Downtown Plan. He requested owner information for the property.

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

There was no further discussion.

Motion to Close carried 4-0.

REGULAR AGENDA

- 8. Consideration, discussion, and possible action on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889, also known as 100/102 E Parsons St, Manor, TX, from (DB) Downtown Business to (C-1) Light Commercial.** Applicant: Cristian Garcia. Owner: Maqil Inc.

City Staff recommended that the Planning and Zoning Commission approve the Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889, also known as 100/102 E Parsons St, Manor, TX, from (DB) Downtown Business to (C-1) Light Commercial.

Director Burrell gave background and history for this item. He stated city staff have been working with Manor Grocery to come to an agreement on how to move forward with this project.

Alauddin Morediya with Manor Grocery, 102 E. Parsons Street, Manor, Texas, submitted a speaker card in support of this item. Mr. Morediya did not wish to speak; however, he was available for any questions.

Nasruddin Ari with Manor Grocery, 102 E. Parsons Street, Manor, Texas, submitted a speaker card in support of this item. Mr. Ari did not wish to speak; however, he was available for any questions.

Cristian Garcia, 102 E. Parsons Street, Manor, Texas, submitted a speaker card to speak in support of this item. Mr. Garcia stated he was the architect for this project. He gave a presentation. *(see attached)*

Mr. Garcia answered questions about the presentation and proposed improvements.

Discussion was held and concerns were expressed about the property improvements, specifically the layout including the ingress and egress.

Director Burrell answered questions pertaining to allowed uses for the different types of zoning.

Mr. Garcia stated purpose of the zoning change was to allow for gas pumps which is a requirement for the owner to move forward with the improvements.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Nila to approve the Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889, also known as 100/102 E Parsons St, Manor, TX, from (DB) Downtown Business to (C-1) Light Commercial.

There was no further discussion.

Motion to Approve Failed 3-4. Opposed by Commissioner Aubert, Vice Chair Chavis, Commissioner Stensland, and Commissioner Meyer.

Commissioner Stensland requested a roll call for clarification. Votes FOR: Chair Paiz, Commissioner Nila, and Commissioner Terry. Votes AGAINST: Vice Chair Chavis, Commissioner Aubert, Commissioner Stensland, and Commissioner Meyer.

Assistant City Attorney Rivera recommended the Planning and Zoning Commission postpone Agenda Item #9 until next meeting to allow City Council time to vote on the rezoning request or pull Agenda Item #9 which would require the applicant to renotify the public.

9. **Consideration, discussion, and possible action on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.** Applicant: Cristian Garcia. Owner: Maqil Inc.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Aubert to postpone the Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX.

Vice Chair Chavis requested clarification on next steps for this item.

Assistant City Attorney Rivera explained the process for if City Council approves the rezoning request and what would happen if they denied.

Motion to Postpone carried 6-1. Opposed by Commissioner Meyer.

ADJOURNMENT

MOTION: Upon a motion made by Vice Chair Chavis and seconded by Commissioner Stensland to Adjourn the Regular Session of the Manor Planning and Zoning Commission at 7:57 p.m. on Wednesday September 10, 2025.

There was no further discussion.

Motion to Close carried 7-0.

The Planning and Zoning Commission approved these minutes on October 8, 2025.

APPROVED:

Felix Paiz
Chairperson

ATTEST:

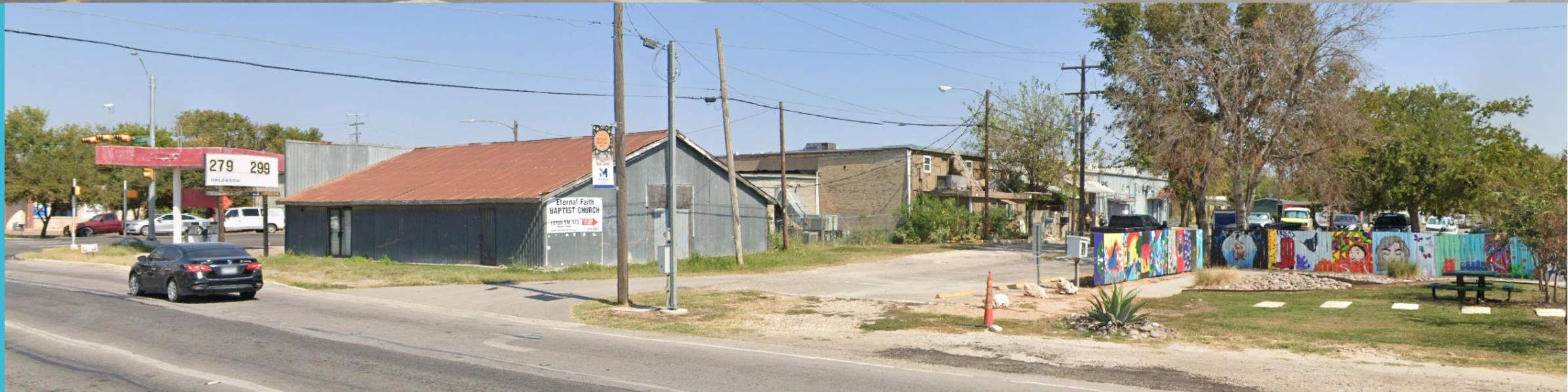
Mandy Miller
Development Services Supervisor



Manor Texas

Manor Grocery





NOTES:

1. Surveyor makes no expressed warranty as to the property shown.
2. No subsurface utility investigation was conducted. Mapping for the benefit of this survey only.
3. Bearings and directional control are based on the NAD 83 System, Central Zone (4203).
4. This survey was performed with the understanding that easements, restrictions, agreements, or other property may exist that are not shown.

ON:
et of Lot 17, and all of Lots 18, 19, and 20
according to plat of record in Volume 104 of the Public Records.

raphic plotting only, this property is not to be used for Flood Insurance purposes. Surveyed 18, 2014.

PARSONS STREET
80' R.O.W. (PER PLAT)

LEXINGTON STREET
80' R.O.W. (PER PLAT)

20' ALLEY (PER PLAT)

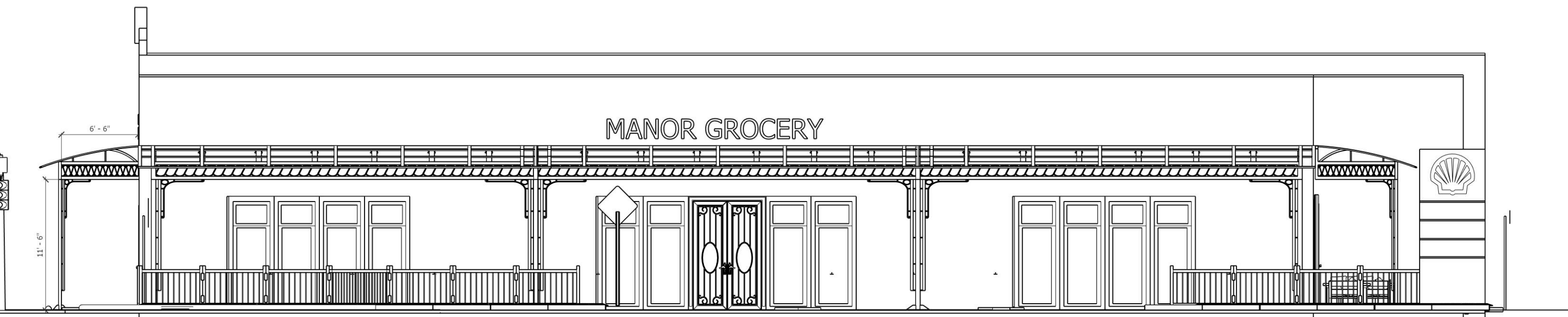
SURVEYORS CERTIFICATION:

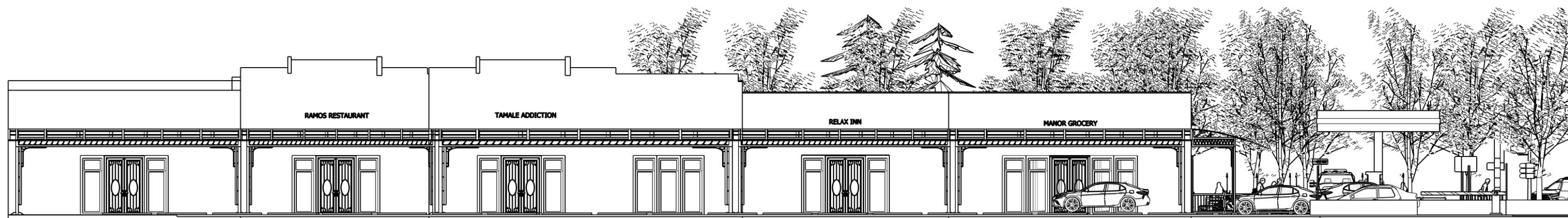
I hereby certify that this survey plat is true and correct to the best of my knowledge and belief, and is based on an on the ground survey performed under my direct supervision in the month of December, 2016.

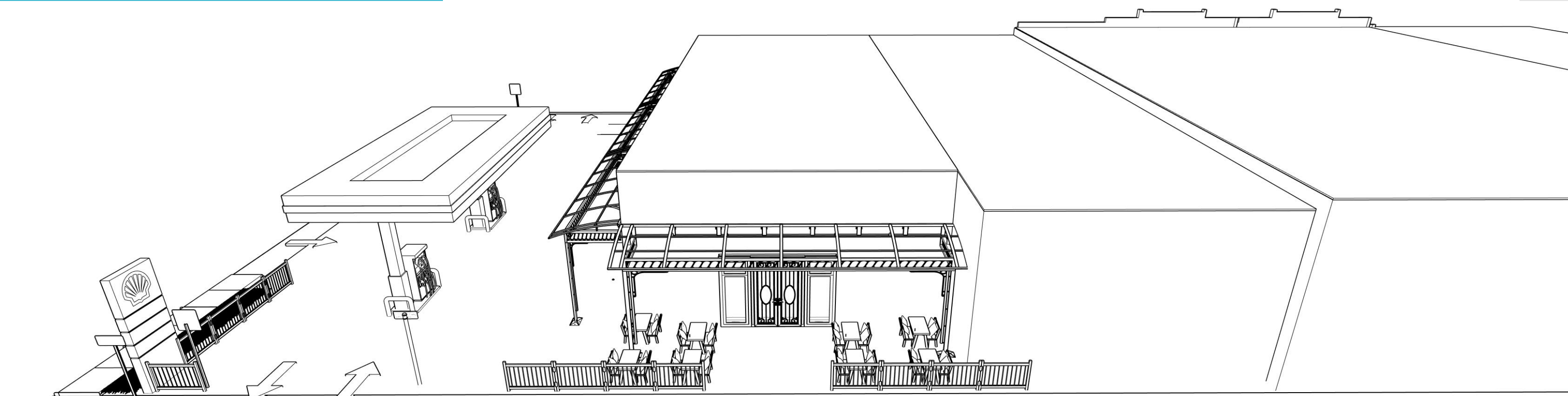
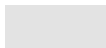
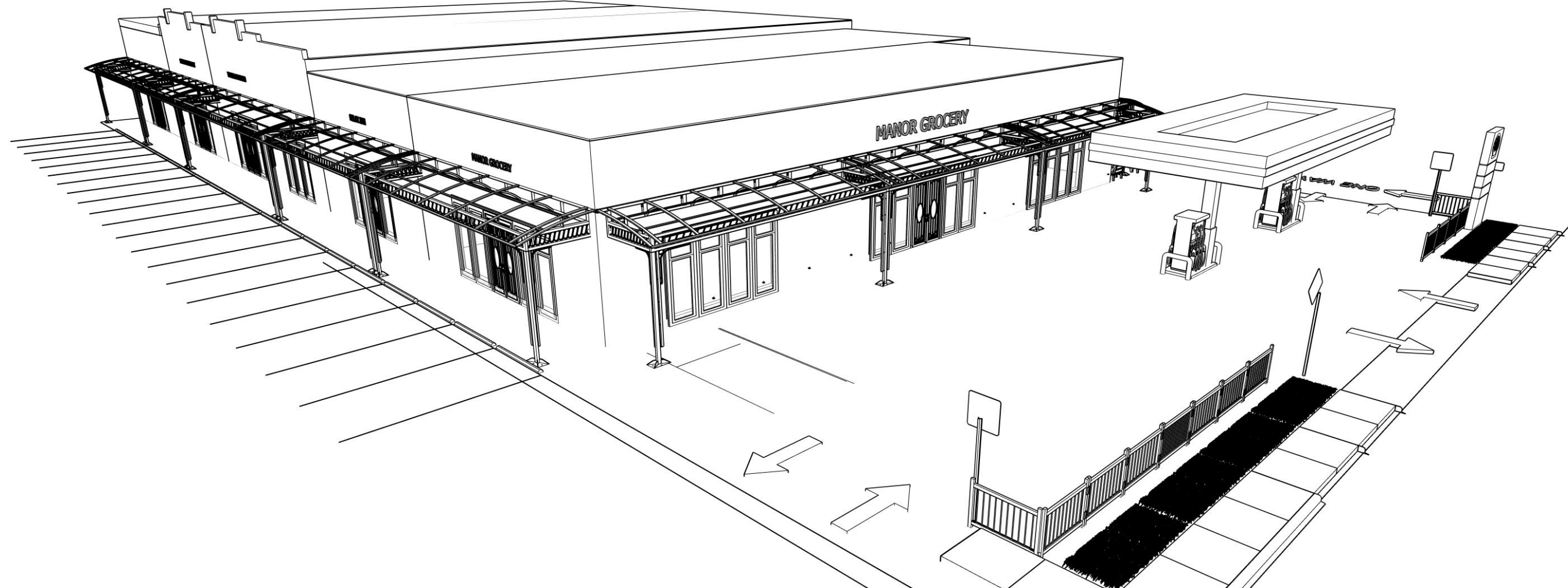
Jeffrey J. Curci 1/5/2017
Jeffrey J. Curci
Registered Professional Land Surveyor
No. 5516 - State of Texas

BOUNDARY SURVEY
WEST 15' OF LOT 17, LOT 18, 19, AND 20
BLOCK 23 - THE CITY OF MANOR
INCORPORATED MARCH 10, 1913
VOL. V, PG. 796 - P.R.T.C.T.

0' 30'
GRAPHIC SCALE: 1" = 30'







➡ ONE WAY ONLY

