



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
AUGUST 11, 2021**

PRESENT:

Philip Tryon, Chair, Place 3 (Absent)

COMMISSIONERS:

Julie Leonard, Vice Chair, Place 1
Tasha Green, Place 2
Prince John Chavis, Place 4
Grant E. loveless, Place 5
Cecil Meyer, Place 6
Lakesha Small, Place 7 (Absent)

CITY STAFF:

Scott Dunlop, Development Services Director
Pauline Gray, City Engineer
Mandy Miller, Administrative Assistant

REGULAR SESSION – 6:30 P.M.

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 Leonard at 6:33 p.m. on Wednesday, August 11, 2021, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PUBLIC COMMENTS

No one appeared to speak at this time.

PUBLIC HEARING

1. **Public Hearing:** Conduct a public hearing on a rezoning request for 1.103 acres, more or less, out of the Greenbury Gates Survey No. 63 and being near the intersection of N. FM 973 and Johnson Road, Manor, TX from Two-Family (TF) to Medium Commercial (C-2). *Applicant: BGE, Inc. Owner: DR Horton.*

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

Vice Chair Leonard opened the public hearing.

Development Services Director Dunlop discussed the proposed rezoning request.

The discussion was held regarding the proposed Medium Commercial Zoning.

Bill Pohl with Pohl Partners, 10800 Pecan Park Blvd, Suite 125, Austin, Texas, submitted a speaker card in support of this item but did not wish to speak; however, he was available to answer any questions.

Ed Wolf, 2868 CR 267, Cameron, Texas, submitted a speaker card in support of this item but did not wish to speak; however, he was available to answer any questions.

Jennie Braasch with Pohl Partners, 10800 Pecan Park Blvd, Suite 125, Austin, Texas, submitted a speaker card in support of this item but did not wish to speak; however, he was available to answer any questions.

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

There was no further discussion.

Motion to close carried 5-0

2. **Public Hearing:** Conduct a public hearing on a rezoning request for 39.995 acres, more or less, out of the Greenbury Gates Survey No. 63 and being near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Light Industrial (IN-1) to Institutional Large (I-2). *Applicant: ADM Group. Owner: Manor Independent School District.*

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

Vice Chair Leonard opened the public hearing.

Development Services Director Dunlop discussed the proposed rezoning request.

The discussion was held regarding traffic flow, road conditions, future TxDOT development plans, and development time frames.

Commissioner Loveless expressed his concerns regarding traffic and requested to see recommendations from TxDOT once they are available.

Commissioner Green expressed her concerns regarding traffic and the increased risk of accidents with injuries or fatalities as the result of the rise in traffic.

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

There was no further discussion.

Motion to close carried 5-0

3. **Public Hearing:** Conduct a public hearing on a rezoning request for 75.37 acres, more or less, out of the Sumner Bacon Survey No. 62, and being located at 14832 N. FM 973, Manor, TX from Agricultural (A) to Institutional Large (I-2). *Applicant: Claycomb Associates. Owner: Manor Independent School District.*

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

Vice Chair Leonard opened the public hearing.

Development Services Director Dunlop discussed the proposed rezoning request and the areas on campus that would benefit from the approval of this item.

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

There was no further discussion.

Motion to close carried 5-0

4. **Public Hearing:** Conduct a public hearing on a rezoning request for 1.004 acres, more or less, Lot 2A, Block 1, Knoll-Lundgren Acres Lot 2 Revised Plat, and being located at 14409 N. FM 973, Manor, TX from Medium Commercial (C-2) to Heavy Commercial (C-3). *Applicant: CLGann, LC. Owner: LEKCAM Communications, LLC.*

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

Vice Chair Leonard opened the public hearing.

Development Services Director Dunlop stated that the applicant for this item withdrew the request.

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

There was no further discussion.

Motion to close carried 5-0

5. **Public Hearing:** Conduct a public hearing on a Preliminary Plat for the Cottages at Manor Subdivision, one (1) lot on 24.810 acres, more or less, and being located at 9910 Hill Lane, Manor, TX. *Applicant: Kimley-Horn and Associates. Owner: 2020 Adelante, LLC.*

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

Vice Chair Leonard opened the public hearing.

Development Services Director Dunlop discussed the Preliminary Plat for the Cottages at Manor Subdivision. Director Dunlop answered questions about the history and location of the non-discretionary preliminary plat.

MOTION: Upon a motion made by Commissioner Green and Seconded by Commissioner Loveless to close the public hearing.

There was no further discussion.

Motion to close carried 5-0

6. **Public Hearing:** Conduct a public hearing on a Preliminary Plat for the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres, more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX. *Applicant: Kimley-Horn and Associates. Owner: FM 973 Building Hope, LLC.*

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

Vice Chair Leonard opened the public hearing.

Development Services Director Dunlop discussed the proposed Preliminary Plat for the Compass Rose Academy Subdivision.

Stephanie Ward, 13915 Sun Crest Rd., Manor, Texas, submitted a speaker card in opposition of this item and requested to speak. Ms. Ward expressed her concerns regarding the rapid new development in Manor, her frustration with traffic flow as a result of the growth, and her confusion regarding the exact order in which changes would occur to correct the problems that arise as a result of the growth.

Commissioner Green address Ms. Ward's concerns ensuring her that the city would be working with TxDOT to assist with any issues as they arrived. She encouraged everyone to contact TxDOT directly with emails and phone calls about any questions or concerns so the appropriate party will be aware of the community's concerns and hardships.

Vice Chair Leonard informed the audience of the Comprehensive Plan that the City is currently working on.

Commissioner Chavis informed the audience of the Comprehensive Plan Advisory Committee meetings that were currently being held and encouraged them to attend the next meeting scheduled for August 12, 2021, at 6:30 p.m. for more information about what the committee is discussing for the future of Manor.

MOTION: Upon a motion made by Commissioner Loveless and Seconded by Commissioner Green to close the public hearing.

There was no further discussion.

Motion to close carried 5-0

7. **Public Hearing: Conduct a public hearing on a Preliminary Plat for the Manor Commons SE Commercial Revision 2 Subdivision, nineteen (19) lots on 73.248 acres, more or less, and being located near the intersection of US Hwy 290 E and N. FM 973, Manor, TX. Applicant: ALM Engineering, Inc. Owner: Greenview Development 973, LP.**

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

Vice Chair Leonard opened the public hearing.

Development Services Director Dunlop discussed the Preliminary Plat for the Manor Commons SE Commercial Revision 2 Subdivision.

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

There was no further discussion.

Motion to close carried 5-0

CONSENT AGENDA

8. **Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of July 14, 2021, Regular Session.**

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

There was no further discussion.

Motion to approve carried 5-0

REGULAR AGENDA

- 9. Consideration, discussion, and possible action on a rezoning request for 1.103 acres, more or less, out of the Greenbury Gates Survey No. 63 and being near the intersection of N. FM 973 and Johnson Road, Manor, TX from Two-Family (TF) to Medium Commercial (C-2). Applicant: BGE, Inc. Owner: DR Horton.**

The City staff recommended that the P&Z Commission approve the rezoning request for 1.103 acres, more or less, out of the Greenbury Gates Survey No. 63 and being near the intersection of N. FM 973 and Johnson Road, Manor, TX from Two-Family (TF) to Medium Commercial (C-2).

Jennie Braasch with Pohl Partners, 10800 Pecan Park Blvd, Suite 125, Austin, Texas, submitted a speaker card in support of this item. Ms. Braasch stated that she represents the landowner who is still under contract with the applicant and developer and the purpose of the rezoning request is to be able to come into compliance with TxDOT's requirements for access points.

Ed Wolf, 2868 CR 267, Cameron, Texas, submitted a speaker card in support of this item but did not wish to speak; however, he was available to answer any questions.

Bill Pohl with Pohl Partners, 10800 Pecan Park Blvd, Suite 125, Austin, Texas, submitted a speaker card in support of this item. Mr. Pohl answered questions from the Commission regarding the requirements being issued by TxDOT and Travis County as well as future plans of development to assist with traffic flow.

Development Services Director Dunlop discussed multijurisdictional traffic impact analysis, who has the most control over the requirements, and how that can impact the development of the project.

MOTION: Upon a motion made by Commissioner Myer and Seconded by Commissioner Loveless to approve the rezoning request.

There was no further discussion.

Motion to approve carried 5-0

- 10. Consideration, discussion, and possible action a rezoning request for 39.995 acres, more or less, out of the Greenbury Gates Survey No. 63 and being near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Light Industrial (IN-1) to Institutional Large (I-2). Applicant: ADM Group. Owner: Manor Independent School District.**

The City staff recommended that the P&Z Commission approve the rezoning request for 39.995 acres, more or less, out of the Greenbury Gates Survey No. 63 and being near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Light Industrial (IN-1) to Institutional Large (I-2).

Development Services Director Dunlop discussed the rezoning request and the appropriateness of the request for the change in current zoning.

MOTION: Upon a motion made by Commissioner Green and Seconded by Commissioner Loveless to approve the rezoning request.

There was no further discussion.

Motion to approve carried 4-1 (Vice Chair Leonard voted against)

- 11. Consideration, discussion, and possible action on a rezoning request for 75.37 acres, more or less, out of the Sumner Bacon Survey No. 62, and being located at 14832 N. FM 973, Manor, TX from Agricultural (A) to Institutional Large (I-2). Applicant: Claycomb Associates. Owner: Manor Independent School District.**

The City staff recommended that the P&Z Commission approve a rezoning request for 75.37 acres, more or less, out of the Sumner Bacon Survey No. 62, and being located at 14832 N. FM 973, Manor, TX from Agricultural (A) to Institutional Large (I-2).

The discussion was held regarding the rezoning of item and the impact to traffic around the area.

MOTION: Upon a motion made by Commissioner Myer and Seconded by Commissioner Loveless to approve the rezoning request.

There was no further discussion.

Motion to approve carried 5-0

- 12. Consideration, discussion, and possible action on a rezoning request for 1.004 acres, more or less, Lot 2A, Block 1, Knoll-Lundgren Acres Lot 2 Revised Plat, and being located at 14409 N. FM 973, Manor, TX from Medium Commercial (C-2) to Heavy Commercial (C-3). Applicant: CLGann, LC. Owner: LEKCAM Communications, LLC.**

The City staff recommended that the P&Z Commission approve the motion of withdrawal by the applicant.

MOTION: Upon a motion made by Commissioner Green and Seconded by Commissioner Loveless to approve the request for withdrawal.

There was no further discussion.

Motion to approve carried 5-0

13. Consideration, discussion, and possible action on a Preliminary Plat for the Cottages at Manor Subdivision, one (1) lot on 24.810 acres, more or less, and being located at 9910 Hill Lane, Manor, TX. Applicant: Kimley-Horn and Associates. Owner: 2020 Adelante, LLC.

The City staff recommended that the P&Z Commission approve the Preliminary Plat for the Cottages at Manor Subdivision, one (1) lot on 24.810 acres, more or less, and being located at 9910 Hill Lane, Manor, TX

Jason Reece with Kimley-Horn and Associates, 10814 Jollyville Rd., Bldg. 4, Suite 200, Austin, Texas, submitted a speaker card in support of this item but did not wish to speak; however, he was available to answer any questions.

The discussion was held regarding the Preliminary Plat and the location of the development.

Development Services Director Dunlop discussed the traffic control devices planned for the area around Hill Lane.

MOTION: Upon a motion made by Commissioner Myer and Seconded by Commissioner Green to approve the Preliminary Plat.

There was no further discussion.

Motion to approve carried 5-0

14. Consideration, discussion, and possible action on a Preliminary Plat for the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres, more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX. Applicant: Kimley-Horn and Associates. Owner: FM 973 Building Hope, LLC.

The City staff recommended that the P&Z Commission approve the Preliminary Plat for the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres, more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX

Brandon Hammann with Kimley-Horn, 10814 Jollyville Rd., Bldg. 4, Suite 200, Austin, Texas, submitted a speaker card in support of this item but did not wish to speak; however, he was available to answer any questions.

Development Services Director Dunlop discussed the traffic impact analysis.

The discussion was held regarding the traffic impact studies.

Commissioner Loveless stated that he would like to review the TIA studies once they are available. The discussion was held regarding the traffic impact studies.

Stephanie Ward, 13915 Sun Crest Rd., Manor, Texas, submitted a speaker card in opposition of this item. Ms. Ward questioned the general makeup of the traffic type the school would be generating and the impact this development would have on Sun Crest Road.

Development Services Director Dunlop discussed the expected traffic impact for the roads and neighborhoods around the school.

MOTION: Upon a motion made by Commissioner Loveless and Seconded by Commissioner Green to approve the rezoning request.

There was no further discussion.

Motion to approve carried 5-0

- 15. Consideration, discussion, and possible action on a Preliminary Plat for the Manor Commons SE Commercial Revision 2 Subdivision, nineteen (19) lots on 73.248 acres, more or less, and being located near the intersection of US Hwy 290 E and N. FM 973, Manor, TX. Applicant: ALM Engineering, Inc. Owner: Greenview Development 973, LP.**

The City staff recommended that the P&Z Commission approve the Preliminary Plat for the Manor Commons SE Commercial Revision 2 Subdivision, nineteen (19) lots on 73.248 acres, more or less, and being located near the intersection of US Hwy 290 E and N. FM 973, Manor, TX.

Development Services Director Dunlop discussed the Preliminary Plat and the planned development for this section of land.

MOTION: Upon a motion made by Commissioner Myer and Seconded by Commissioner Loveless to approve the rezoning request.

There was no further discussion.

Motion to approve carried 5-0

- 16. Consideration, discussion, and possible action on a Short Form Final Plat for the Ryper Subdivision, one (1) lot on 8.834 acres, more or less, and being located at 13300 US Hwy 290 E, Manor, TX. Applicant: Professional StruCIVIL Engineers, Inc. Owner: Timmermann Properties, Inc.**

The City staff recommended that the P&Z Commission deny the Short Form Final Plat for the Ryper Subdivision, one (1) lot on 8.834 acres, more or less, and being located at 13300 US Hwy 290 E, Manor, TX, based on Engineer's Comments.

Development Services Director Dunlop discussed the recommendation of denial stating that the plat needed changes and was not ready to be approved.

MOTION: Upon a motion made by Commissioner Green and Seconded by Commissioner Loveless to deny the Short Form Final Plat for the Ryper Subdivision.

There was no further discussion.

Motion to deny carried 5-0

- 17. Consideration, discussion, and possible action on a Final Plat for the Manor Commons SE Commercial Lots 1 & 3, Block A Subdivision, two (2) lots on 2.759 acres, more or less, and being located near the intersection of US Hwy 290 E and N. FM 973, Manor, TX. Applicant: ALM Engineering, Inc. Owner: Greenview Development 973, LP.**

The City staff recommended that the P&Z Commission approve the Final Plat for the Manor Commons SE Commercial Lots 1 & 3, Block A Subdivision, two (2) lots on 2.759 acres, more or less, and being located near the intersection of US Hwy 290 E and N. FM 973, Manor, TX.

Development Services Director Dunlop discussed the Final Plat and confirmed the plat was for the Mexican Food Market.

MOTION: Upon a motion made by Commissioner Myer and Seconded by Commissioner Green to approve the Final Plat for the Manor Commons SE Commercial Lots 1 & 3, Block A Subdivision.

There was no further discussion.

Motion to approve carried 5-0

- 18. Consideration, discussion, and possible action on a Final Plat for Lagos Subdivision Phases 4 & 5, one hundred and eighteen (118) lots on 43.70 acres, more or less, and being located near the intersection of N. FM 973 and Brenham Street, Manor, TX. Applicant: Kimley-Horn and Associates, Inc. Owner: 706 Development Corporation.**

The City staff recommended that the P&Z Commission approve the Final Plat for Lagos Subdivision Phases 4 & 5, one hundred and eighteen (118) lots on 43.70 acres, more or less, and being located near the intersection of N. FM 973 and Brenham Street, Manor, TX, with conditions.

Michaelann Durden with Kimley-Horn and Associates, 10814 Jollyville Rd. Bldg 4, Suite 200, Austin, Texas, submitted a speaker card in support of this item but did not wish to speak; however, he was available to answer any questions.

Development Services Director Dunlop restated the recommendations and requirements needed to be in compliance with the development agreement with the city. These changes were made, and the plat is pending approval from the City's Engineer. The changes made were slight modifications to park land and adding plat notes.

MOTION: Upon a motion made by Commissioner Green and Seconded by Commissioner Loveless to approve the Final Plat for the Lagos Subdivision Phases 4 & 5 with the conditions of added plat notes and Engineer recommended modifications to the park land area.

There was no further discussion.

Motion to approve carried 5-0

- 19. Consideration, discussion, and possible action on a Final Plat for Manor Heights Phase 2 Section 1A, one hundred and sixteen (116) lots on 50.62 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 (USA) Real Estate Group.**

The City staff recommended that the P&Z Commission conditionally approve the Final Plat for Manor Heights Phase 2 Section 1A, one hundred and sixteen (116) lots on 50.62 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX, pending legal review and approval of the License Agreement.

Development Services Director Dunlop confirmed the Final Plat was in compliance with the development agreement with the city, however, it is still under legal review pending approval.

Alex Granados with Kimley-Horn, 10814 Jollyville Rd., Bldg. 4, Suite 200, Austin, Texas, submitted a speaker card in support of this item. Mr. Granados answered questions from Commissioners regarding Fire Department reviewed and approved access points.

The discussion was held regarding roadway and access points. Commissioner Meyer expressed his displeasure with the limited access points for this development.

MOTION: Upon a motion made by Commissioner Green and Seconded by Commissioner Loveless to conditionally approve the Final Plat for the Manor Heights Phase 2 Section 1A pending legal approval for the licensing agreement.

There was no further discussion.

Motion to approve carried 4-1 (Commissioner Myer voted against)

- 20. Consideration, discussion, and possible action on a Final Plat for Manor Heights Phase 2 Section 1B, fifty-three (53) lots on 27.69 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 (USA) Real Estate Group.**

The City staff recommended that the P&Z Commission conditionally approve the Final Plat for Manor Heights Phase 2 Section 1B, fifty-three (53) lots on 27.69 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX, pending legal review and approval of the license agreement.

Development Services Director Dunlop confirmed the Final Plat was in compliance with the development agreement with the city, however, it is still under legal review pending approval.

Alex Granados with Kimley-Horn, 10814 Jollyville Rd., Bldg. 4, Suite 200, Austin, Texas, submitted a speaker card in support of this item. but did not wish to speak; however, he was available to answer any questions.

The discussion was held regarding the points of access.

MOTION: Upon a motion made by Commissioner Green and Seconded by Commissioner Loveless to conditionally approve the Final Plat for the Manor Heights Phase 2 Section 1B pending legal approval for the licensing agreement.

There was no further discussion.

Motion to approve carried 4-1 (Commissioner Meyer voted against)

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Green and Seconded by Commissioner Loveless to adjourn the regular session of the P&Z Commission at 8:00 p.m. on Wednesday, August 11, 2021.

There was no further discussion.

Motion to approve carried 5-0

These minutes approved by the P&Z Commission on the 8th day of September 2021.

APPROVED:

Philip Tryon
Chairperson

ATTEST:

Scott Dunlop
Interim City Manager
Development Services Director