



**PLANNING AND ZONING COMMISSION  
REGULAR SESSION MINUTES  
DECEMBER 14, 2022**

**PRESENT:**

**COMMISSIONERS:**

Julie Leonard, Chair, Place 1  
LaKesha Small, Vice Chair, Place 7  
Anthony Butler, Place 2  
Cresandra Hardeman, Place 3  
Felix Paiz, Place 4  
Jennifer Wissmann, Place 5 (Absent)  
Cecil Meyer, Place 6

**CITY STAFF:**

Scott Dunlop, Development Services Director  
Pauline Gray, City Engineer  
Mandy Miller, Permit Technician

**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 Chair Leonard at 6:37 p.m. on Wednesday, December 14, 2022, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

**PUBLIC COMMENTS**

Robert Battaile, 502 E. Eggleston St., Manor, Texas, submitted a speaker card to speak during public comment regarding Monarch Ranch. Mr. Battaile read a portion of the city code relating to Parkland Dedication. He expressed his opposition to the city accepting in lieu fees instead of land for the parkland dedication responsibility of the developers.

## **PUBLIC HEARING**

- 1. Conduct a public hearing on a Short Form Final Plat for the Manor Commercial Park III - Lone Star Electric Subdivision Lots 7R and 8R, Block 5, two lots (2) lots on 13.987 acres, more or less, and being located at Easy Jet Street, Manor, TX.** Applicant: Pacheco Koch Consulting Engineering. Owner: Lone Star Electric.

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

Chair Leonard opened the public hearing.

No one signed up to speak on this item.

Director Dunlop gave background information on this item. He stated this property was currently located in our ETJ near Manor Commercial Park.

**MOTION:** Upon a motion made by Vice Chair Small and seconded by Commissioner Butler to close the public hearing.

There was no further discussion.

**Motion to Close carried 6-0**

- 2. Conduct a public hearing on a Short Form Final Plat for the Las Entradas North Sec 1 Lot 1 Blk B, one (1) lot on 1.912 acres, more or less, and being located at the intersection of US Highway 290 and Gregg Manor Rd, Manor, TX.** Applicant: Kimley-Horn. Owner: Las Entradas Development Corporation.

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

Chair Leonard opened the public hearing.

No one signed up to speak on this item.

Director Dunlop detailed the splitting of this lot for sale by the owner. He explained there would be a replat of some of the adjacent property at a later time.

**MOTION:** Upon a motion made by Commissioner Butler and seconded by Commissioner Paiz to close the public hearing.

There was no further discussion.

**Motion to Close carried 6-0**

## CONSENT AGENDA

Director Dunlop informed the Commission that the email comments that were obtained from the Commissioners for the November 30<sup>th</sup> P&Z Commission Meeting were provided to City Council. The Comprehensive Plan Consultant gave their presentation which was the same as the presentation given to the P&Z Commission on November 9, 2022. The Comprehensive plan will go before the Council at their next meeting for approval.

Director Dunlop suggested the Commissioners email him directly with any other comments needing to go to Council. He stated that the Manor 2050 Comprehensive Plan was available online at [www.Manor2050.com](http://www.Manor2050.com)

Director Dunlop confirmed for the Commissioners that editing corrections have been taken care of regarding typo error on the Comprehensive Plan Documents.

- 3. Consideration, discussion, and possible action to approve the P&Z Commission minutes for: - November 9, 2022, P&Z Commission Regular Session  
- November 30, 2022, P&Z Commission Called Special Session**

**MOTION:** Upon a motion made by Vice Chair Small and seconded by Commissioner Hardeman to approve the Consent Agenda.

There was no further discussion.

**Motion to Close carried 6-0**

## REGULAR AGENDA

- 4. Consideration, discussion, and possible action on a Short Form Final Plat for the Manor Commercial Park III - Lone Star Electric Subdivision Lots 7R and 8R, Block 5, two lots (2) lots on 13.987 acres, more or less, and being located at Easy Jet Street, Manor, TX.** Applicant: Pacheco Koch Consulting Engineering. Owner: Lone Star Electric.

City Staff recommended that the Planning and Zoning Commission approve the Short Form Final Plat for the Manor Commercial Park III - Lone Star Electric Subdivision Lots 7R and 8R, Block 5, two lots (2) lots on 13.987 acres, more or less, and being located at Easy Jet Street, Manor, TX.

Director Dunlop answered questions from the Commissioners about the location of the property.

**MOTION:** Upon a motion made by Commissioner Meyer and seconded by Commissioner Paiz to approve the Short Form Final Plat for the Manor Commercial Park III - Lone Star Electric Subdivision.

There was no further discussion.

**Motion to Close carried 6-0**

**5. Consideration, discussion, and possible action on a Short Form Final Plat for the Las Entradas North Sec 1 Lot 1 Blk B, one (1) lot on 1.912 acres, more or less, and being located at the intersection of US Highway 290 and Gregg Manor Rd, Manor, TX.**

Applicant: Kimley-Horn. Owner: Las Entradas Development Corporation.

City Staff recommended that the Planning and Zoning Commission approve the Short Form Final Plat for the Las Entradas North Sec 1 Lot 1 Blk B, one (1) lot on 1.912 acres, more or less, and being located at the intersection of US Highway 290 and Gregg Manor Rd, Manor, TX.

Director Dunlop gave a summary of the Short Form Final Plat. He described the sale of this property and its potential commercial development. Director Dunlop explained no information has been filed with the city in regard to the types of commercial development that is planned.

**MOTION:** Upon a motion made by Commissioner Meyer and seconded by Vice Chair Small to approve the Short Form Final Plat for the Las Entradas North Sec 1 Lot 1 Blk B, one (1) lot on 1.912 acres, more or less, and being located at the intersection of US Highway 290 and Gregg Manor Rd, Manor, TX.

There was no further discussion.

**Motion to Close carried 6-0**

**6. Consideration, discussion, and possible action on a Final Planned Use Development for the New Haven Subdivision, two hundred and seventy-two (272) lots on 90.3 acres, more or less, and being located near the intersections of Gregg Ln and N. FM 973, Manor, TX.** Applicant: Drenner Group. Owner: Ashton Grey Development.

Robert Battaile, 502 E. Eggleston St., Manor, Texas, submitted a speaker card to speak in favor of this item. He stated that he would like to see final development plans for the park. He expressed a desire for 20 parking spaces, lights, picnic tables, and 2 ping-pong tables.

Charlie Dorsaneo with the Drenner Group gave a presentation to the P&Z Commission. (See attached). Mr. Dorsaneo reminded the Commission of the location for this development located in the ETJ with plans to annexation. He stated he felt that this development was in line with the City's proposed Comprehensive Plan. He detailed the amenities and roadway improvements planned. He did clarify the development would be providing both parkland and in lieu fees. Mr. Dorsaneo pointed out the changes that were made to the development that was requested by the Commission.

Mr. Dorsaneo answered questions from the commissioners regarding the single family detached homes.

Discussion was held by the Commissioners regarding the throughfare routes and roadway layout for the area in and around this development. Amenity items were also discussed including the layout of the trail system. The Commissioners expressed their continued concerns regarding the safety of the children due to the visibility of Park B stating the location was too tucked away and out of sight. Lighting for the park was discussed.

Mr. Dorsaneo answered questions regarding the layout of the park. He stated a list of items has been created but the layout of the park is still in planning stages.

City Staff recommended that the Planning and Zoning Commission approve the Final Planned Use Development for the New Haven Subdivision, two hundred and seventy-two (272) lots on 90.3 acres, more or less, and being located near the intersections of Gregg Ln and N. FM 973, Manor, TX.

**MOTION:** Upon a motion made by Commissioner Butler and seconded by Vice Chair Small to approve the Final Planned Use Development for the New Haven Subdivision, two hundred and seventy-two (272) lots on 90.3 acres, more or less, and being located near the intersections of Gregg Ln and N. FM 973, Manor, TX, with the condition of two (2) table tennis tables.

There was no further discussion.

**Motion to Close carried 5-1 – Commissioner Meyer opposed**

#### **ADJOURNMENT**

**MOTION:** Upon a motion made by Vice Chair Small and seconded by Commissioner Butler to adjourn the Regular Session of the P&Z Commission at 9:11 p.m. on Wednesday December 14, 2022.

There was no further discussion.

**Motion to Approve carried 6-0**

These minutes approved by the Planning and Zoning Commission on the 11<sup>th</sup> day of January 2023. (*Recording Archived*)

#### **APPROVED:**

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LaKesha Small  
Chairperson

#### **ATTEST:**

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Scott Dunlop  
Development Services Director

# Newhaven PUD

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Gregg Lane

Planning & Zoning Commission – December 14, 2022

2022-P-1480-ZO (Final PUD) – *Item 6*

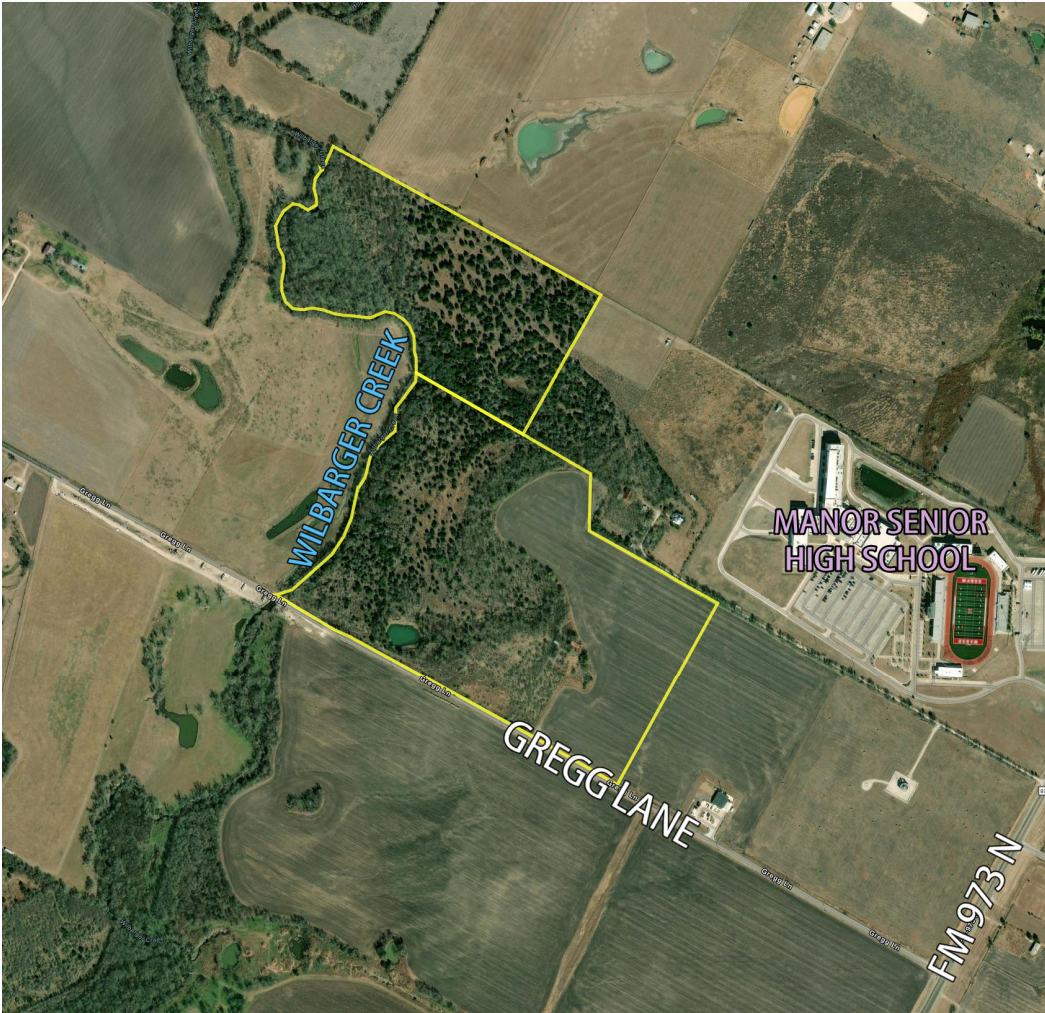


# Site Aerial



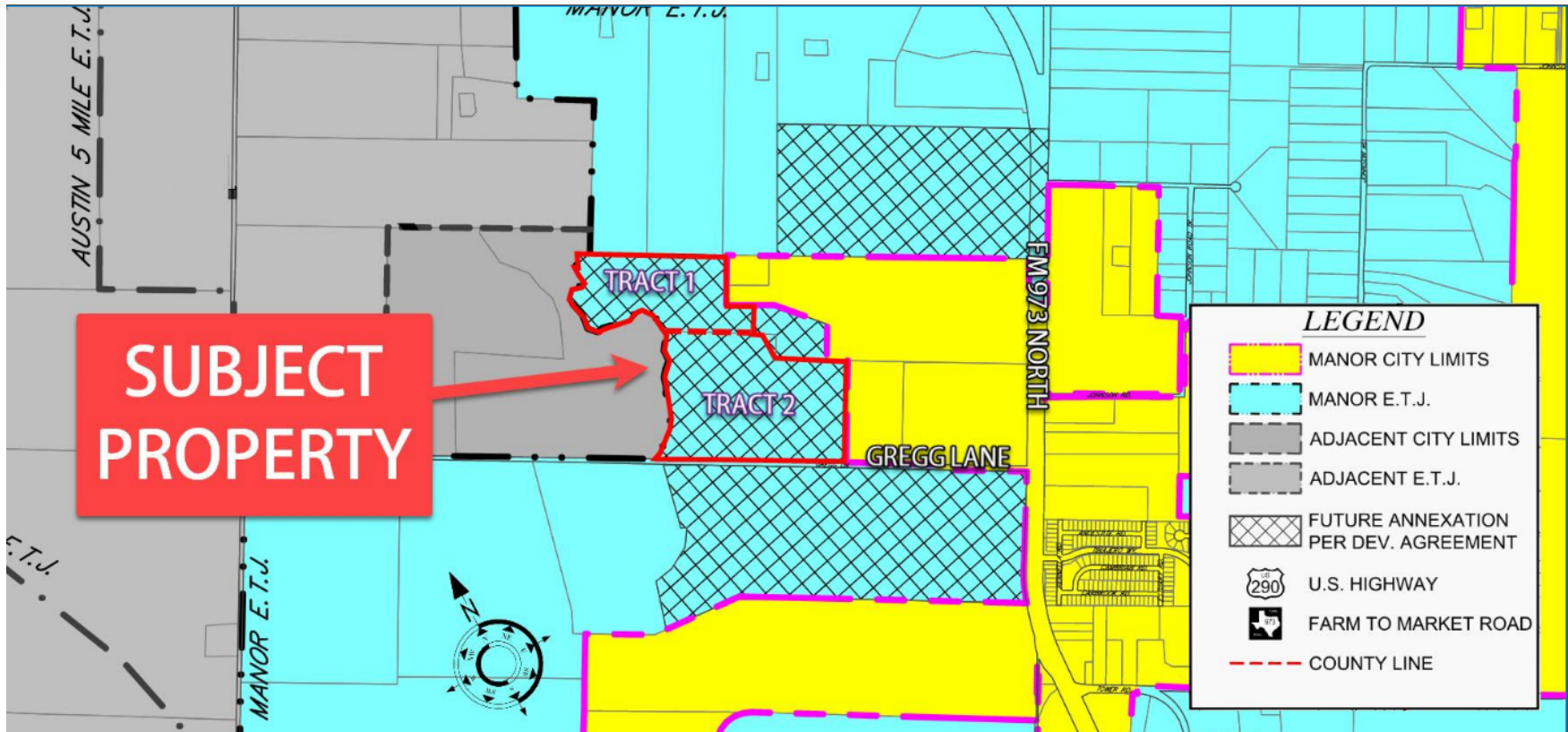


# Site Aerial - Existing

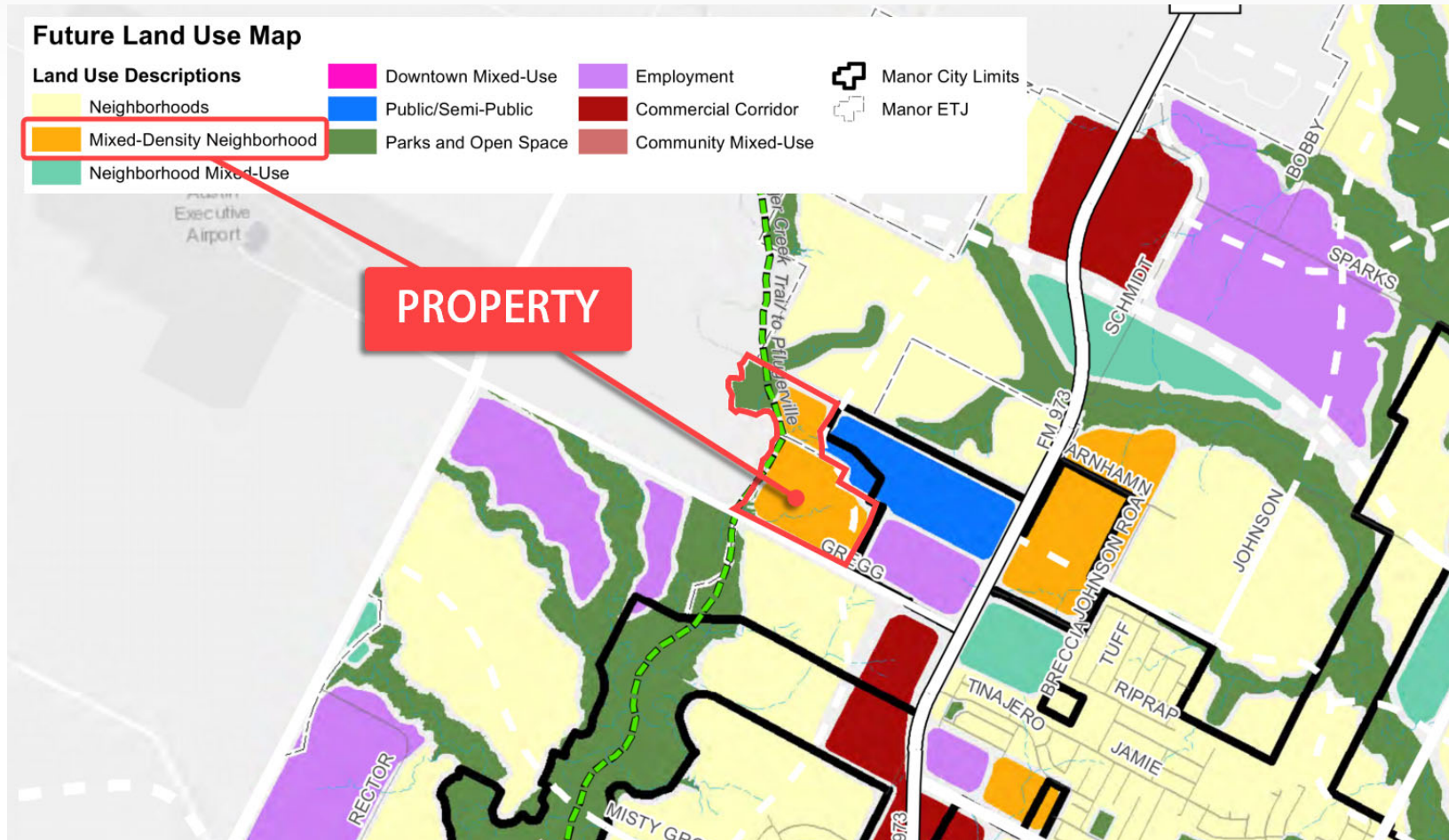




# City Limits Map



# City of Manor Comprehensive Plan *(Not yet adopted)*



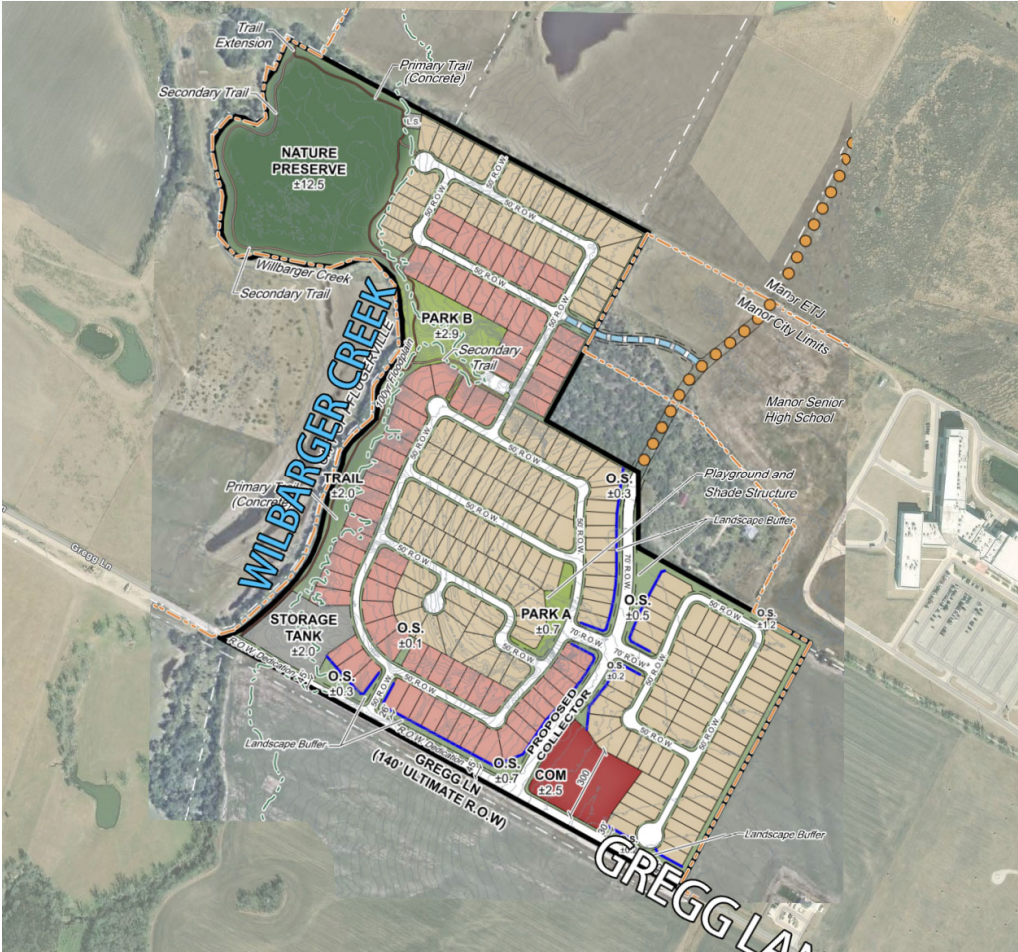
# Planned Unit Development (PUD)

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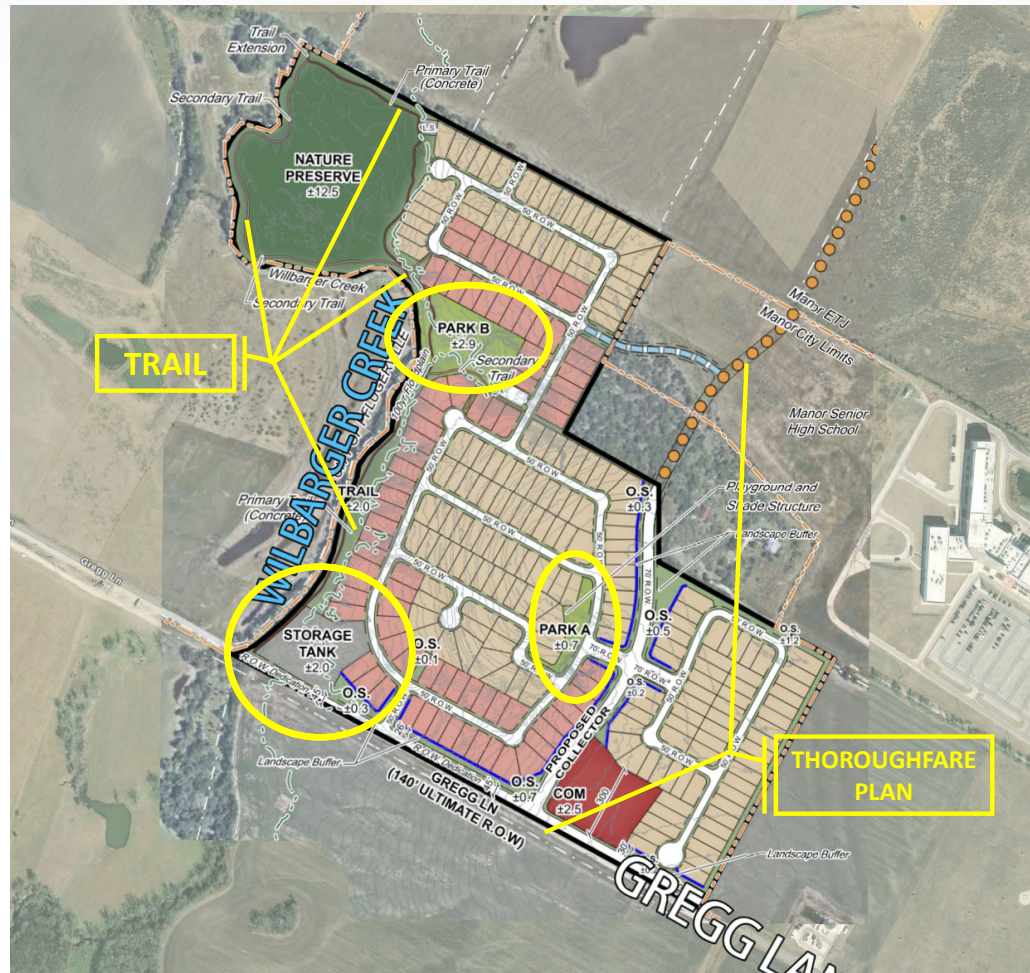
- Mix of Uses:
  - Single Family Residential – mix of 50' & 60' lots
  - Commercial
  - Utility (future water tower)
- Landscaping:
  - Gregg Lane: 15' wide buffer; four 3" caliper trees & fifteen 3 gal shrubs for every 200 linear feet
  - Single Family Lots: Two 2" trees & six 2 gal shrubs per lot
  - Collector Road : 10' wide buffer; one 3" caliper tree & five 3 gal shrubs for every 50 linear feet
- Parkland:
  - Fee-in-lieu
  - Creek-side trail
  - 2 amenitized parks
- Utility Lot:
  - Dedication of 2.0 acres to City of Manor for Water Storage



# Site Aerial - Proposed



# Proposal Highlights





## Nature Preserve and Trail

- 5,300 linear feet of trail,
- Connected to and consistent with trail to south, stubbed out to connect to north
- Concrete trail and park bench amenities along trail



## Interior Parks

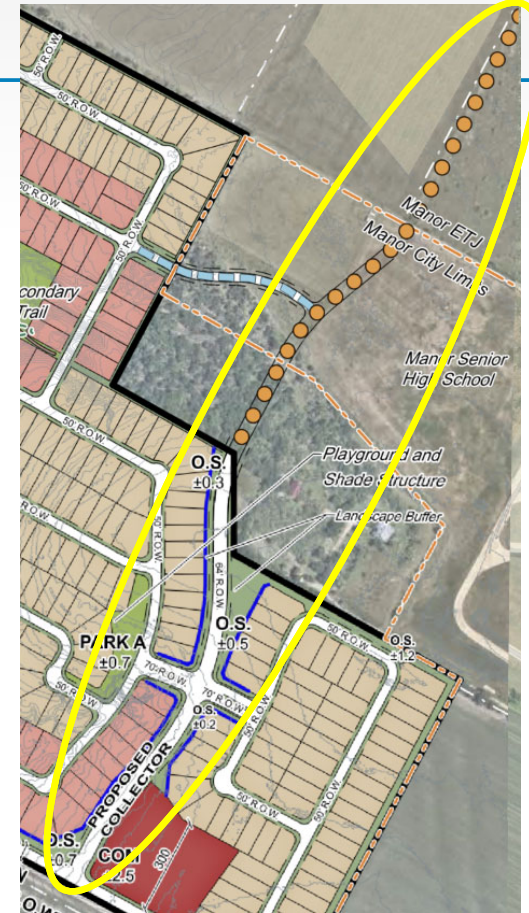
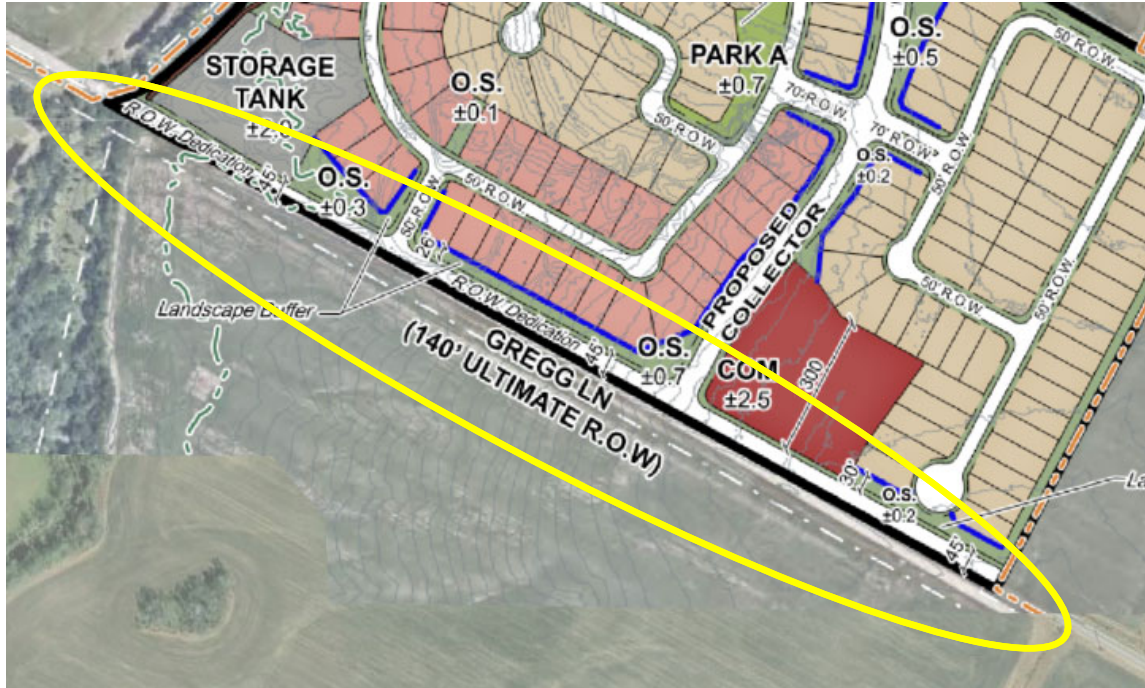
- Amenitized with shade structures, playgrounds, swing set, gazebo, benches, & picnic tables
- Complementary to parkland dedication fee
- Off-Street Parking



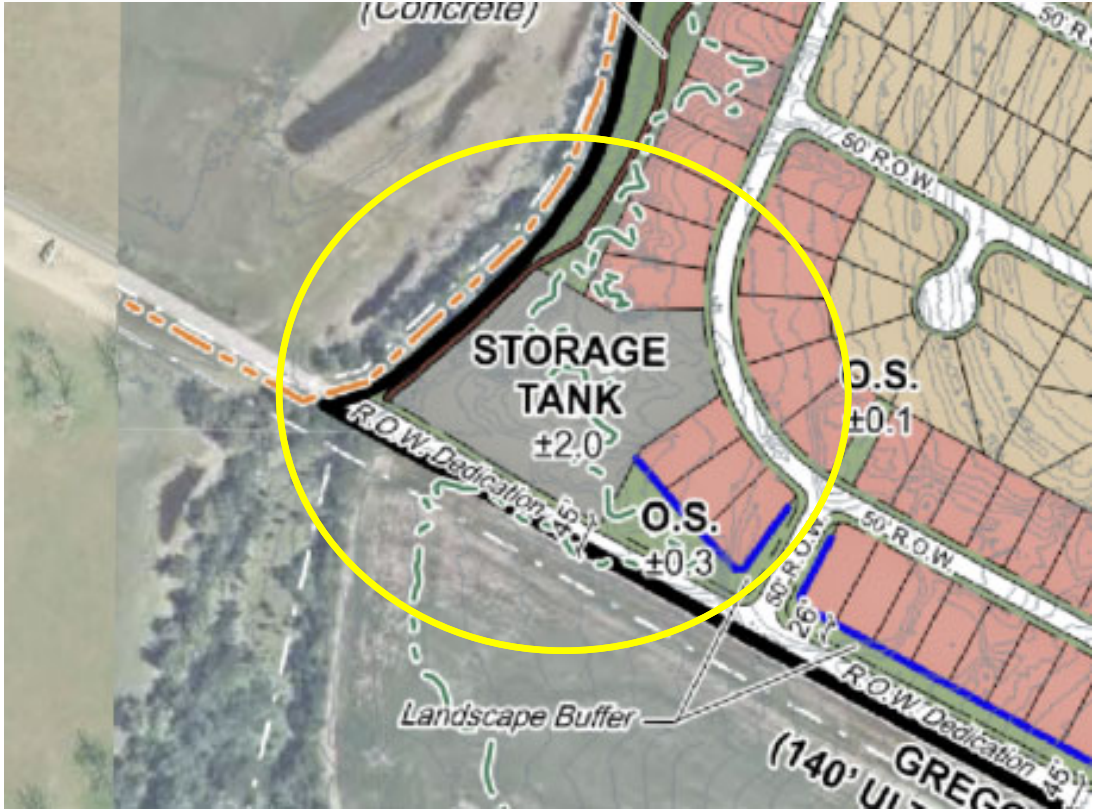


# Streets and Right of Way

- In compliance with City's Thoroughfare Plan

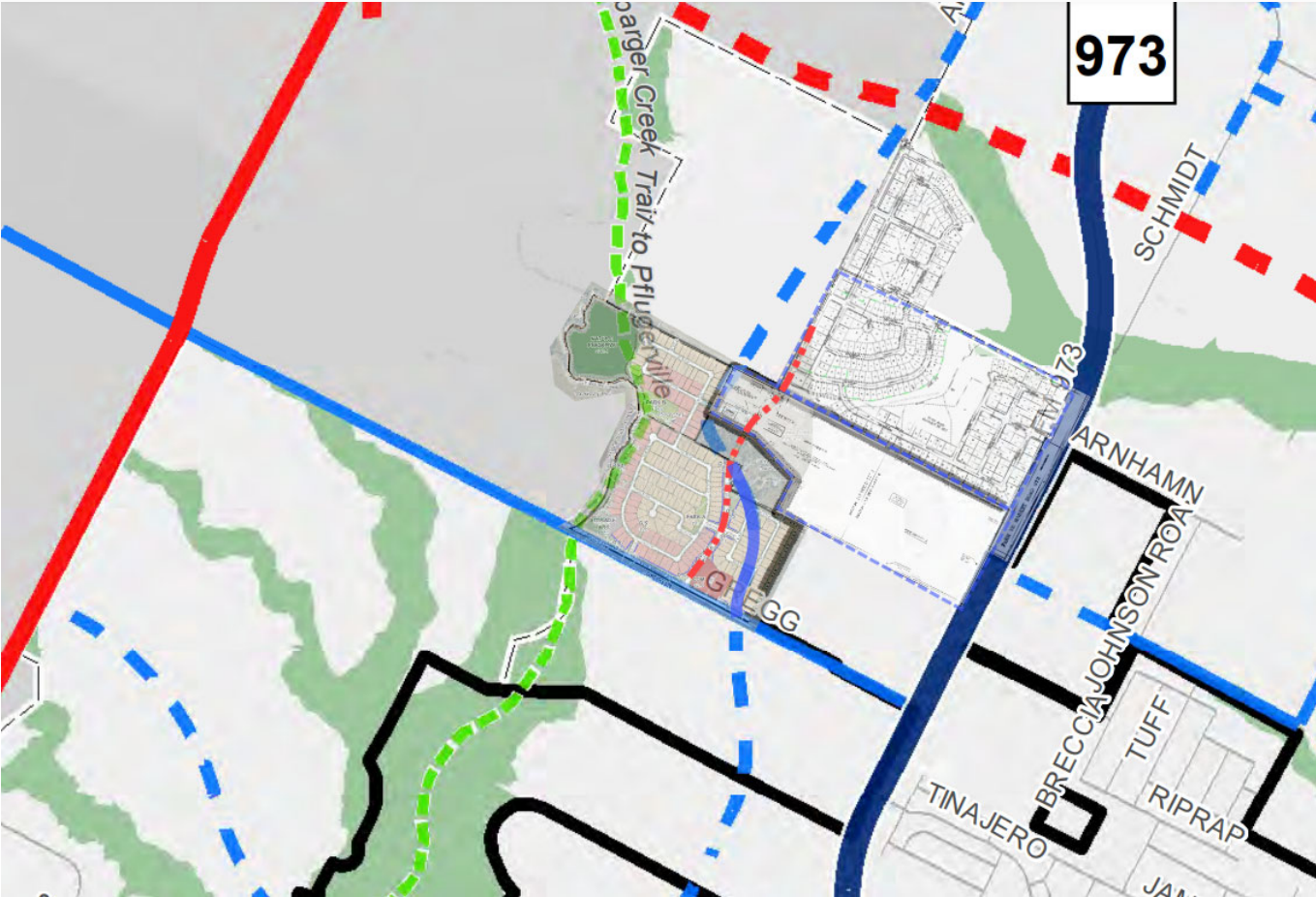


# Water Storage Site



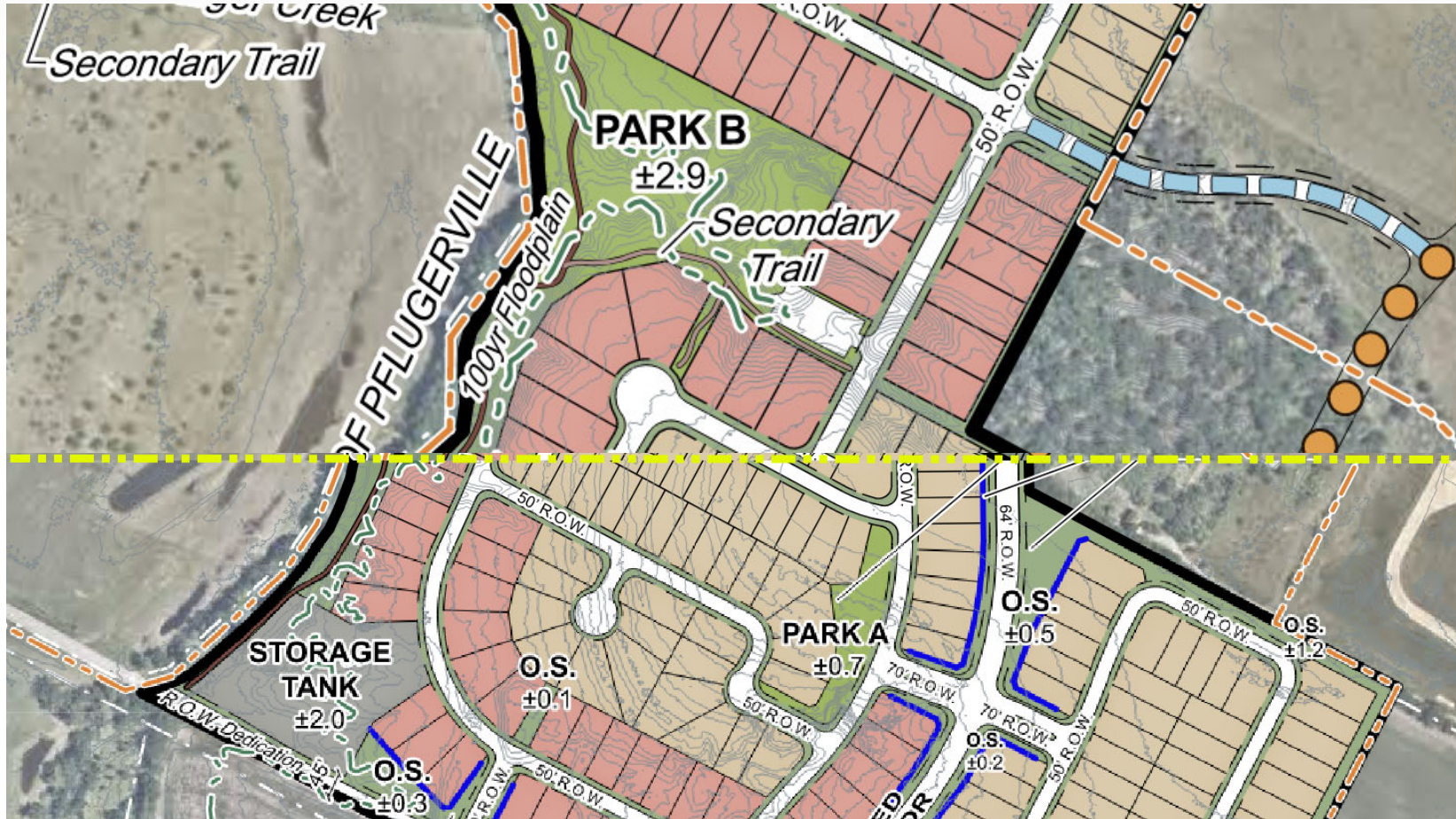


# Thoroughfare Plan (Not yet adopted)





# Commission Condition



# City Council Conditions



## PARK B

1. 8' Concrete Primary Trail (Site Connectivity)
2. 6' Concrete Secondary Trail (Site Connectivity)
3. (1) Shade Structure
4. Benches (300' Approximate Spacing)
5. Trash Receptacles (300' Approximate Spacing)
6. 10-20 Parking Spaces
  - a. Screening Elements (Planting or Fencing) to reduce Light Pollution from Vehicles
7. Amenities (Teen)
  - a. Shade Trees
  - b. Passive Spaces for Social Interaction (2-person and 4-person Tables)
  - c. Charging Station (Solar)
  - d. Active Spaces for Sports Play
  - e. Active Play Equipment (Table Tennis, Com Hole, Etc.)
  - f. Exercise Equipment
  - g. Volleyball Court
  - h. Recreation Sports Area

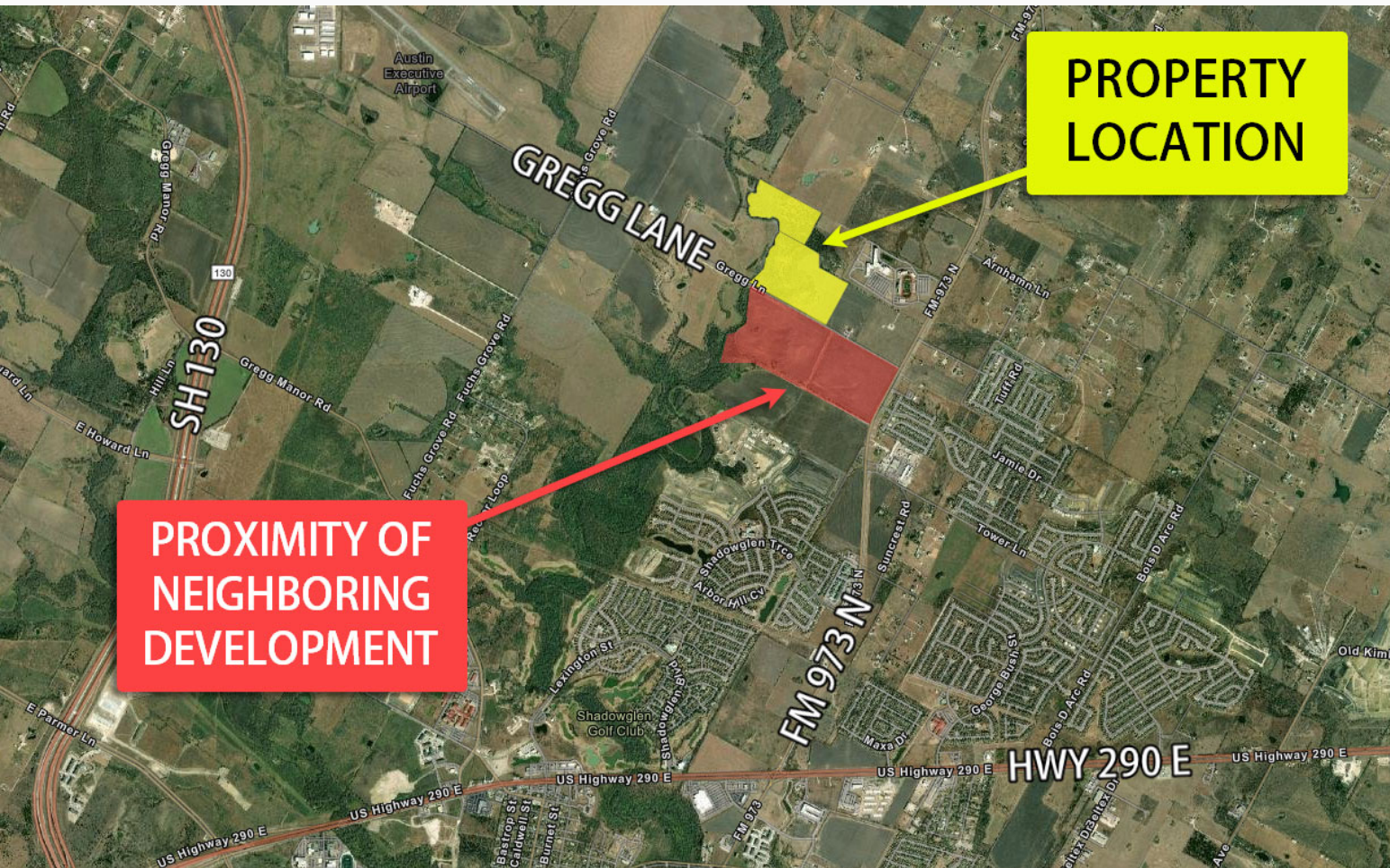
## Request

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Recommend to City Council approval of Final Planned Unit Development.



# Site Aerial – Adjacent Development



# Adjacent Developments Relative to Thoroughfare Plan

