AGENDA ITEM NO. 4

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: November 10, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Coordinated Sign Plan for Manor Commons NE, being located at the northeast corner of US Hwy 290 and N. FM 973.
Applicant: FSG
Owner: Timmermann Commercial Investments, LP

BACKGROUND:

This Coordinated Sign Plan (CSP) is for Phase 3 of Manor Commons at the northeast corner of US Hwy 290 and N. FM 973 that is currently under construction. The CSP provides for high and low freestanding signs for individual pad sites and multi-tenant signs for the Development, as well as attached signs and temporary signs.

Sign Type A: 50' tall multi-tenant pylon sign located at the intersection of US Hwy 290 and N. FM 973. There is one (1) of this sign type. It is a two-sided sign, with each side being approximately 336 square feet of signage area, divided into 4 tenant panels.

Sign Type B: 30' tall multi-tenant pylon sign located at the intersection of N. FM 973 and Manor Commerce Blvd, and for the multi-tenant shell building. There are two (2) of this sign type. They are two-sided signs, with each side being approximately 162.5 square feet of signage area, divided into 9 tenant panels.

Sign Type D: 25' tall single tenant pylon sign located on pad sites along US Hwy 290 and N. FM 973. There are thirteen (13) of this sign type. They are two-sided signs, with each side being approximately 48 square feet of signage area and for the use by the tenant of the lot on which they're placed. These signs must be placed a minimum of 120' apart from one another, and centered or nearly centered on the lot on which they're placed.

Sign Type E: 8' tall single tenant monument sign located on interior pad sites. There are three (3) of these sign types. They are two-sided signs, with each side being approximately 64 square feet of signage area and for use by the tenant of the lot on with they're placed.

Attached wall signs:

There is one proposed multi-tenant building within the development and the CSP provides for the maximum size and placement of these attached signs on the building's facades. The sign plan allows for 30" tall signs on the building's front façade, and 24" tall signs on the building's rear façade. Staff recommends that one sign each matching the rear façade sign specifications also be permitted on the building's side façades. It is very common for corner tenants to want signage on all three of their facades to take advantage of their prime corner locations.

For all other buildings in the development, they are permitted wall signage up to 20% of the wall area on the façade on which they're placed. This is the same amount of wall signage allowed for businesses in the Manor Crossing development.

Temporary Signs: The CSP allows three temporary sign types – New Business Temporary Signs, Development Signs, and Construction Signs.

New Business Temporary Signs – require a permit, can be up to 48 square feet, allowed 60 days prior to a planned business opening and removed within 60 days of business opening

Development Signs – Allows for the development name, developer name, and leasing information. Up to three within the project and 64 square feet. Signs must be removed within 12 months of the first Certificate of Occupancy granted in the development.

Construction Signs – Allows for contractor and engineer and other design professional information. One allowed for each lot's frontage and up to 32 square feet. Can only be erected after a building permit is issued, and removed within 30 days of a Certificate of Occupancy being granted.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: Not Applicable
PRESENTATION: No
ATTACHMENTS: Yes

- Coordinated Sign Plan

ACTIONS:

Discretion	Discretionary

Subdivision Review Type	Not Applicable

Actions	Approve, Approve with Conditions or Modifications, Deny, Postpone

STAFF RECOMMENDATION:
It is the City Staff's recommendation that the Planning and Zoning Commission approve a Coordinated Sign Plan for Manor Commons NE, being located at the northeast corner of US Hwy 290 and N. FM 973, with the addition that one sign each matching the rear façade's sign specifications also be permitted on the multi-tenant building's side façades.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**