



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
SEPTEMBER 11, 2024**

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

PRESENT:

COMMISSIONERS:

Felix Paiz, Chair, Place 4
Prince Chavis, Vice Chair, Place 2 (Absent)
Julie Leonard, Place 1
Gabrielle Orion, Place 3 (Absent)
Jeffrey Stensland, Place 5
Cecil Meyer, Place 6
James Terry, Place 7
Gabriel Nila, Alternate No. 1

CITY STAFF:

Michael Burrell, Interim Development Services Director
Lluvia Almaraz, City Secretary
Pauline Gray, City Engineer

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 6:33 p.m. on Wednesday, September 11, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

Chair Paiz requested P&Z Commissioner Gabriel Nila, Alternate No. 1, join the dais in the position of Gabrielle Orion, Place 3.

PUBLIC COMMENTS

No one appeared to speak at this time.

PUBLIC HEARING

- 1. Conduct a public hearing on a Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.** Applicant: Foresite. Owner: White Oak Development.

Fritz Van Nest, 10123 Axis Drive, Bourne, Texas, submitted a speaker card to speak in support of this item. He stated they are proposing a storage facility for this property. He highlighted the business model for the project which included site management, building layout, hours of operation and the research and development details. (see attachment)

Interim Director Burrell gave background and location information for the property. He reviewed the requirements for this type of proposed development. He stated the zoning request fit the Comprehensive Plan for the area.

Mr. Fritz Van Nest answered questions about the relation between this property owner and the current storage facility located next door to this property. He clarified there would be a separate office that would not be living quarters. He addressed security concerns.

Discussion was held regarding the number of buildings proposed, which buildings would be climate controlled and what types of items the proposed buildings would hold.

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 6-0.

CONSENT AGENDA

- 2. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes for:**
 - August 14, 2024, Planning and Zoning Commission Regular Session; and
 - August 26, 2024, Planning and Zoning Commission Workshop.

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

There was no further discussion.

Motion to Approve carried 6-0.

REGULAR AGENDA

- 3. Consideration, discussion, and possible action on the recusal of Felix Paiz from the P&Z Chairperson position.**

City staff recommended that the P&Z Commission consider accepting Chair Paiz's recusal.

Chair Paiz stated he would like to step down as Chair and gave his reasons for the decision. He expressed his desire to stay on the Commission.

Discussion was held regarding the recusal request. The Commissioners expressed their gratitude to Chair Paiz for his service to the Commission, Committees and the Community as a whole.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Meyer to approve the recusal request of Chair Felix Paiz.

There was no further discussion.

Motion to Approve carried 6-0.

4. Consideration, discussion, and possible action on choosing a new Planning and Zoning Commission Chairperson.

City staff recommended that the P&Z Commission appoint a new Chairperson.

Discussion was held regarding nominations for the position of Chairperson. Commissioner Stensland nominated Commissioner Meyer. Commissioner Meyer respectfully declined the nomination.

Commissioner Meyer nominated Commissioner Stensland. Discussion was held regarding the nomination. Commissioner Stensland stated he would accept the nomination. Commissioner Stensland inquired about potential issues being the Chair for both P&Z Commission and CIF Advisory Committee.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Paiz to appoint Commissioner Stensland to the position of Chairperson for P&Z Commission.

There was no further discussion.

Motion to Appoint Commissioner Stensland carried 6-0.

Commissioner Paiz turned the meeting over to newly appointed Chair Stensland.

5. Consideration, discussion, and possible action on a Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial. Applicant: Foresite. Owner: White Oak Development.

City staff recommended that the P&Z Commission approve the Rezoning Application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Mr. Van Nest answered questions regarding the expected tax revenue from this development. He stated he was unsure of the tax revenue this would generate for the city, however, the resources for this development would be minimal in regard to water and wastewater.

Discussion was held regarding property tax and sales tax revenue. The importance of considering different types of commercial developments, specifically the allowable uses along the 290 Corridor, was debated.

Mr. Van Nest detailed the time frames of development. He stated the goal was to break ground on the project by February 2025. He answered questions regarding ingress and egress for the property. He confirmed this development did not generate enough traffic to trigger a Traffic Impact Analysis (TIA).

Interim Director Burrell reminded the Commissioners of the option of removing and adding uses within a zoning category. He answered questions regarding the staff's recommendation. Discussion was held regarding the allowable uses within the C-2 (Medium Commercial) zoning.

Mr. Van Nest denied any plans for a multi-story facility associated with this project. He stated that the future development model is for single story structures only.

The importance of contemplating the potential future use of the property if sold was discussed. The lot size, location, ingress and egress for the allowable uses was considered. The Commission reviewed each allowable use for C-2 (Medium Commercial) zoning to determine the uses they were comfortable allowing.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Terry to approve the Rezoning Application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial with the following items being excluded from the allowable uses:

1. Alcoholic Beverage Establishment
2. Brewery, micro
3. Brewpub
4. Distillery, micro
5. Gasoline Station (Limited)
6. Gasoline Station Full Service
7. Liquor Sales
8. Medical Clinic
9. Recreational Vehicle Park
10. Smoke shop or Tobacco Store

Commissioner Leonard stated she would only be in favor if the schools were excluded. She stated she did not feel this location was appropriate for any type of school.

Motion Failed 3-3. Opposed by Commissioner Leonard, Commissioner Paiz, and Commissioner Nila.

RECONSIDERATION OF MOTION

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Terry to approve the Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial with the following items being excluded from the allowable uses:

1. Alcoholic Beverage Establishment
2. Brewery, micro
3. Brewpub
4. Distillery, micro
5. Gasoline Station (Limited)
6. Gasoline Station Full Service
7. Liquor Sales
8. Medical Clinic
9. Recreational Vehicle Park
10. Smoke shop or Tobacco Store
11. School, boarding
12. School, business or trade
13. School, College or University
14. School, private or parochial
15. School, public

Discussion was held regarding the permissible uses by right of state law, such as religious entities and public schools. Interim Director Burrell stated the Texas Education Agency (TEA) oversees public education in Texas. School Districts, ISDs, and Educational Service Centers all fall within the TEA's jurisdiction.

There was no further discussion.

Motion Failed 2-4. Opposed by Chair Stensland, Commissioner Paiz, Commissioner Meyer, and Commissioner Nila.

RECONSIDERATION OF MOTION

MOTION: Upon a motion made by Commissioner Nila and seconded by Commissioner Paiz to approve the Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Commissioner Leonard stated that she felt that whatever time is needed to discuss an item should be taken when considering an item. Chair Stensland spoke regarding the purpose of excluding items from the allowable uses and why it was important.

Discussion was held regarding adding an amendment to the motion. Chair Stensland expressed concerns regarding future litigation resulting from unlawful exclusions.

Motion Failed 2-4. Opposed by Chair Stensland, Commissioner Leonard, Commissioner Meyer, and Commissioner Terry

RECONSIDERATION OF MOTION

Commissioner Terry spoke on the exclusions, the current proposed development plan for this property, and possible litigation over the approved motion. He stated he was in favor of voting on an approval for the storage and retail uses for this item which would require future property owners to come back before the Commission for reconsideration of the zoning.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Paiz to approve the Rezoning Application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial with allowable uses being limited to:

1. Uses that are Statutorily Required by State or Federal Law
2. General Retail Sales (general)
3. Mini-Storage Warehouse

Motion to Approve carried 5-0. Commissioner Nila Abstained.

City Secretary Almaraz spoke to the Commission on the topic of motions. She stated there should only be 1 motion that is voted on per item. She informed the Commission she would request for Legal to attend future meetings to address questions on proper procedure when reconsidering motions and to assist with any other questions regarding Robert's Rules of Order.

6. Consideration, discussion, and possible action on a Final Plat for the Holley Smith - Mustang Valley Subdivision - Phase 2, one hundred and nine (109) lots on 28.384 acres, more or less, and being located near the opposite side of the road at the intersection of FM 973 and Arnham Lane Manor, TX. Applicant: Carlson, Brigance & Doering, Inc. Owner: KB Home Lone Star, Inc.

City staff recommended that the P&Z Commission approve the Final Plat for the Holley Smith - Mustang Valley Subdivision - Phase 2, one hundred and nine (109) lots on 28.384 acres, more or less, and being located near the opposite side of the road at the intersection of FM 973 and Arnham Lane Manor, TX.

Interim Director Burrell gave location information for this property. He stated this item was non-discretionary.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Paiz to approve the Final Plat for the Holley Smith - Mustang Valley Subdivision - Phase 2, one hundred and nine (109) lots on 28.384 acres, more or less, and being located near the opposite side of the road at the intersection of FM 973 and Arnhamn Lane Manor, TX.

Clarification was requested by Commissioner Meyer regarding the ingress and egress for the property. Interim Director Burrell stated this topic would be addressed in the next item on the agenda.

Motion to Approve carried 6-0.

7. Consideration, discussion, and possible action on a final plat for the Mustang Valley - Holley Smith Phase 4a ROW Subdivision, being 6.178 acres of right of way, and being located in between the existing Anderson Road and Gregg Lane, Manor, TX.

Applicant: Carlson, Brigrance & Doering, Inc. Owner: KB Home Lone Star, Inc.

City staff recommended that the P&Z Commission approve the final plat for the Mustang Valley - Holley Smith Phase 4a ROW Subdivision, being 6.178 acres of right of way, and being located in between the existing Anderson Road and Gregg Lane, Manor, TX.

Interim Director Burrell gave information on the secondary right of way access for the subdivision being constructed. He stated it would include wastewater infrastructure. He detailed how it would line up with connector roads.

Engineer Gray clarified the details for the different subdivisions and the thoroughfares being constructed in the area near the Mustang Valley subdivision.

Interim Director Burrell reminded the Commissioner of this item being non-discretionary.

MOTION: Upon a motion made by Commissioner Paiz and seconded by Commissioner Nila to approve the final plat for the Mustang Valley - Holley Smith Phase 4a ROW Subdivision, being 6.178 acres of right of way, and being located in between the existing Anderson Road and Gregg Lane, Manor, TX.

There was no further discussion.

Motion to Approve carried 6-0.

8. Consideration, discussion, and possible action on a Final Plat for the Ventura at Tower Road Apartments Subdivision, one (1) lot on 15.074 acres more or less, and being located at 12100 Tower Road Manor, TX. Applicant: Kimley-Horn. Owner: Kenneth and Susanna Tumlinson.

City staff recommended that the P&Z Commission approve the Final Plat for the Ventura at Tower Road Apartments Subdivision, one (1) lot on 15.074 acres more or less, and being located at 12100 Tower Road Manor, TX, with the stipulations that the final plat cannot be recorded until the CCN swap with Manville is complete and the Preliminary plat goes through P&Z.

Andrew Graham with Kimley-Horn, 10814 Jollyville Rd Suite 200, Austin, Texas, speaker card in support of this item. Mr. Graham did not wish to speak; however, he was available for any questions.

Interim Director Burrell gave background details regarding the approval stipulations for this item. He answered questions from the Commissioners regarding notification mail-outs, CCN swap with Manville, and the action that could be taken for this item.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Paiz to approve the Final Plat for the Ventura at Tower Road Apartments Subdivision, one (1) lot on 15.074 acres more or less, and being located at 12100 Tower Road Manor, TX, stipulations that the final plat cannot be recorded until the CCN swap with Manville is completed and the preliminary plat goes through the P&Z Commission.

There was no further discussion.

Motion to Approve carried 6-0.

ADJOURNMENT

The Manor P&Z Commission Regular Session Adjourned at 7:49 p.m. on Wednesday, September 11, 2024.

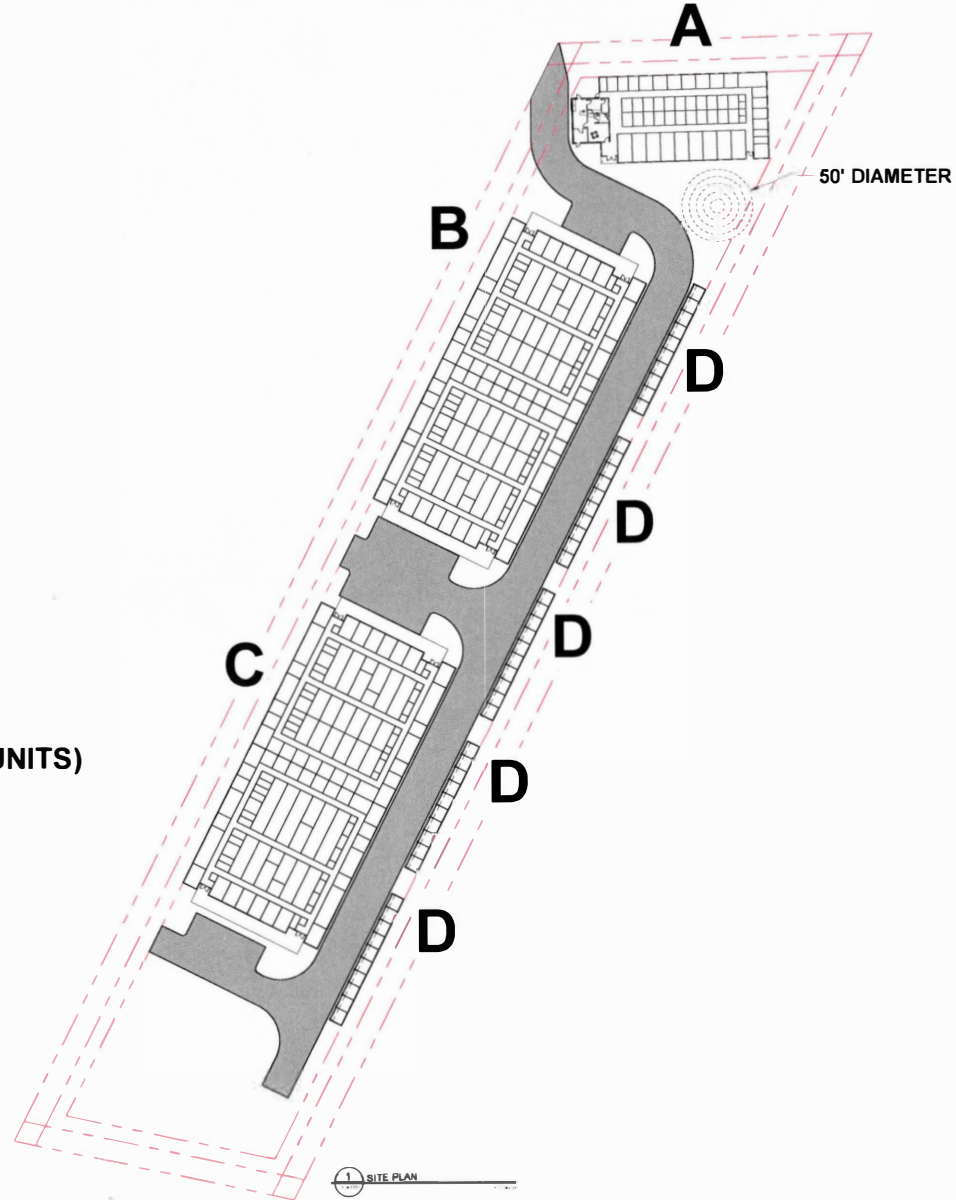
The Planning and Zoning Commission approved these minutes on October 9, 2024.

APPROVED:

Jeffrey Stensland
Chairperson

ATTEST:

Mandy Miller
Development Services Supervisor



BUILDING SIZE:
 BLDG - A = 7,510 SF
 BLDG - B = 22,850 SF
 BLDG - C = 22,850 SF
 BLDG - D = 1,000 SF (10 - 10x10 UNITS)

UNIT TOTALS

5x5	= 36
5x10	= 63
7.5x10	= 29
10x10	= 79
10x15	= 44
10x20	= 74
10x30	= 24

1 SITE PLAN

MANOR STORAGE
 PROJECT ADDRESS LINE 1
 PROJECT ADDRESS LINE 2
 CLIENT NAME



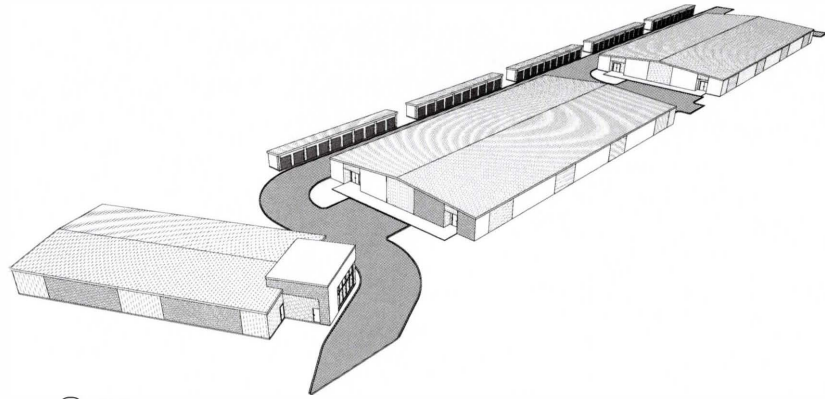
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PROJECT NO: 24-100
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 SEPTEMBER 6, 2024

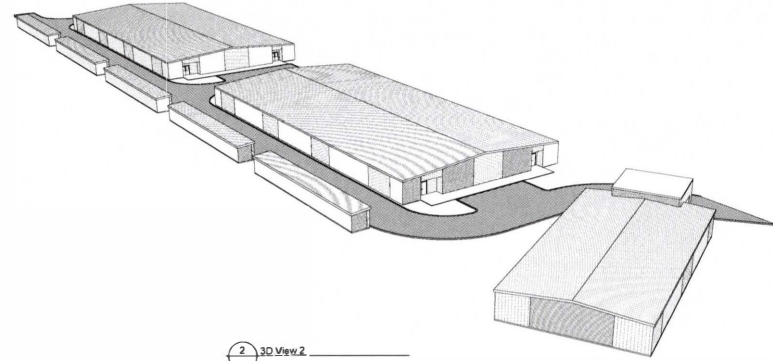
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1 3D View 1



2 3D View 2



3 3D View 3

MANOR STORAGE
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PROJECT ADDRESS LINE 2
CLIENT NAME

DDC
314 E BAYOU RD THIBODAUX, LA
985.447.0090

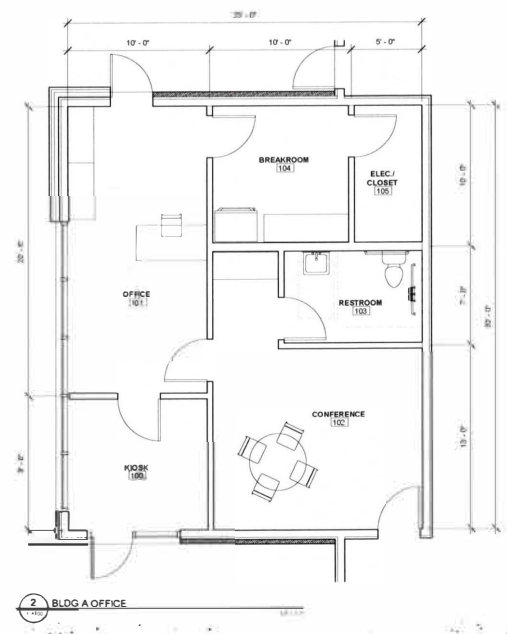
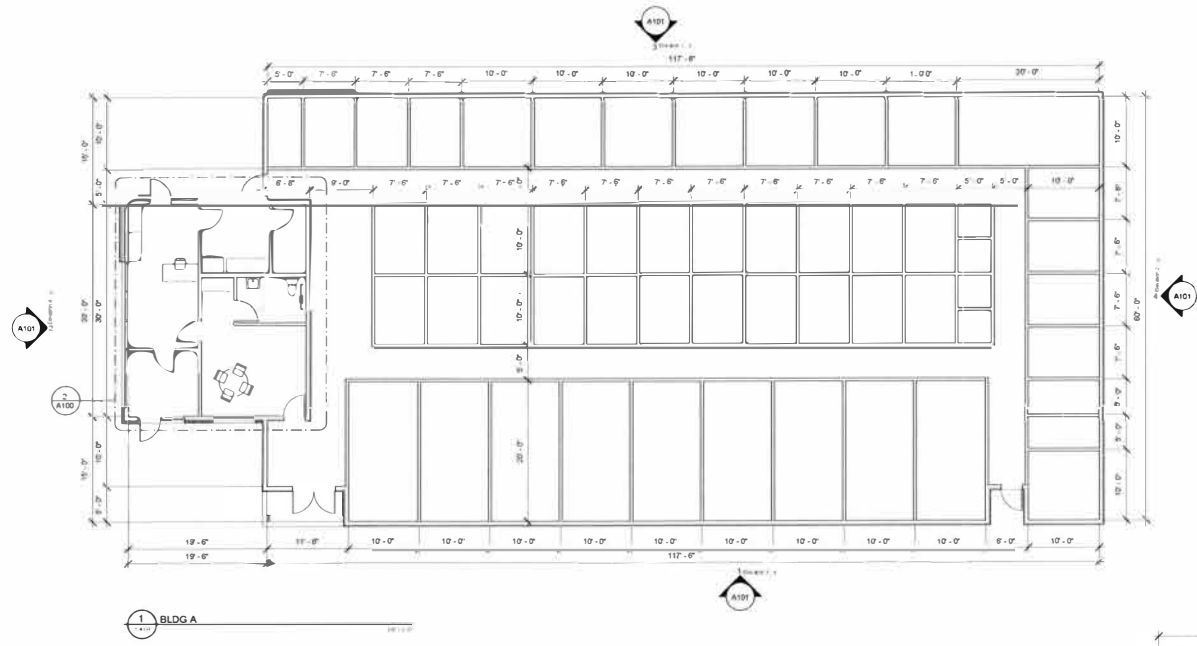
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PROJECT NO. 24-1266
FEST PT
SEPTEMBER 6, 2024

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Author

3D IMAGES
A300

PROJECT NO. 24-1386
 2508 GUYTON DRIVE, SUITE 100, METairie, LA 70002
 TEL: 504.885.1111
 WWW.DDGARCHITECTS.COM



MANOR STORAGE
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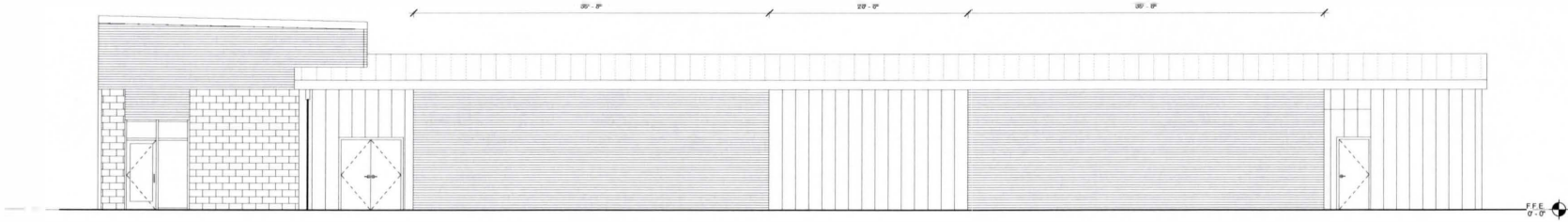


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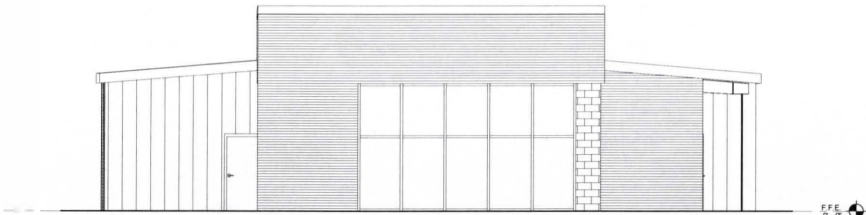
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 FLOOR PLAN - BLDG A

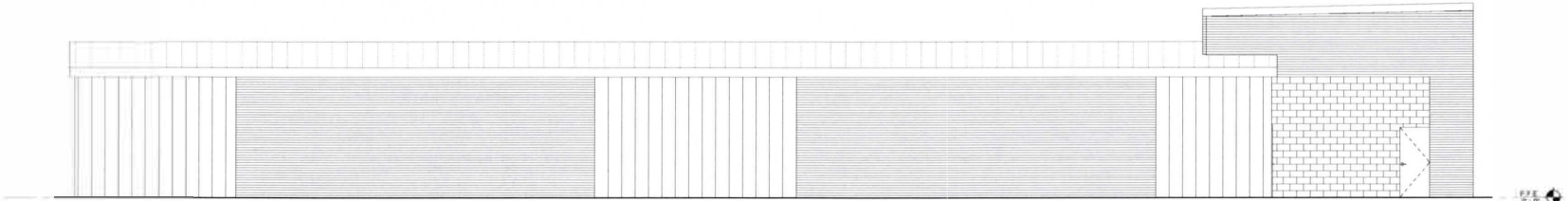
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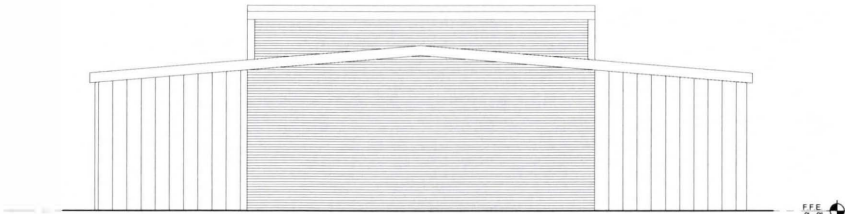
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2 Elevation 4 - a



3 Elevation 1 - a



4 Elevation 2 - a

MANOR STORAGE
PROJECT ADDRESS LINE 1
PROJECT ADDRESS LINE 2
CLIENT NAME



**PRELIMINARY
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PROJECT NO: 24-1368
TEST PIT
SEPTEMBER, 2024

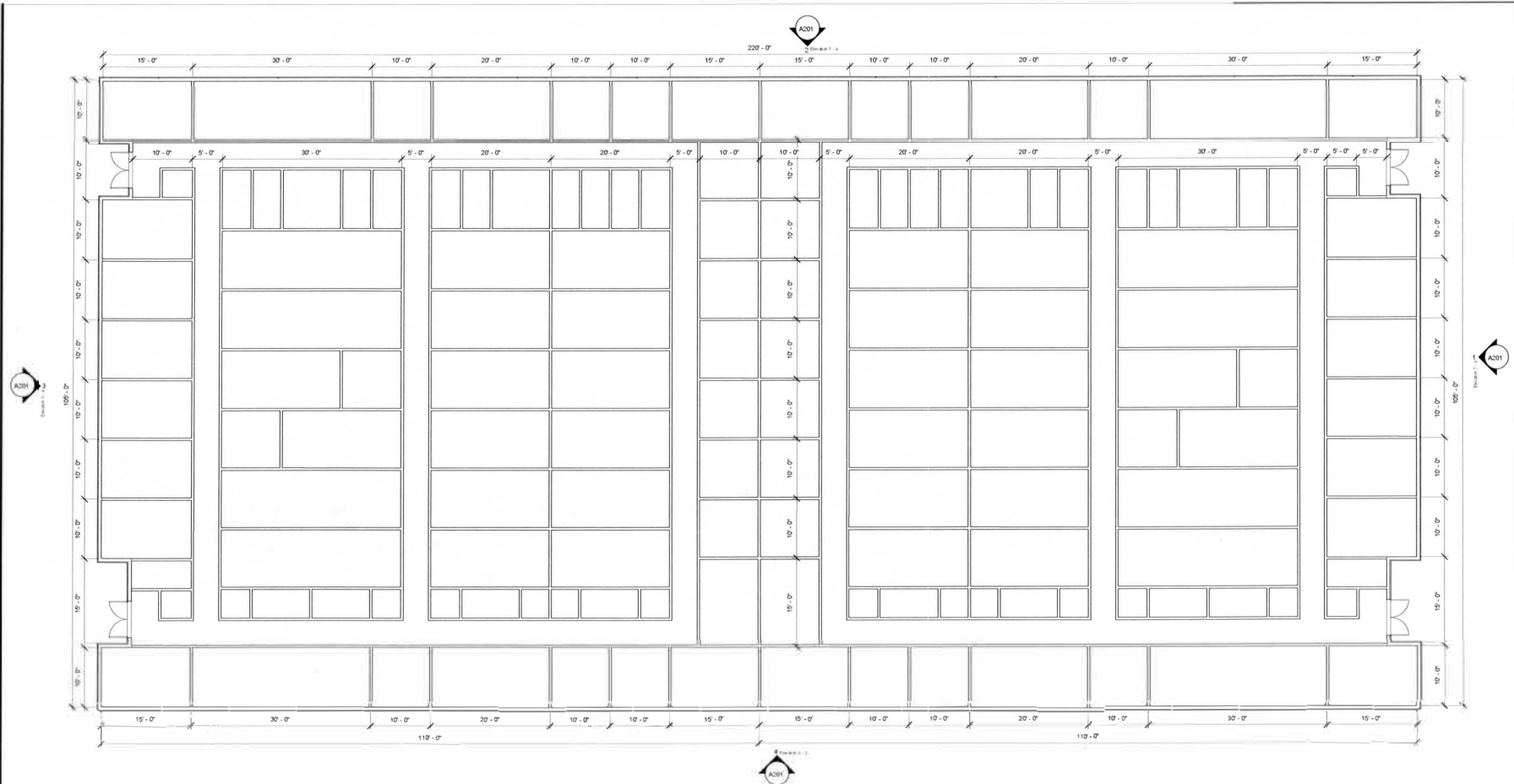
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ELEVATIONS - BLDG A

A101

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MANOR STORAGE
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PROJECT ADDRESS LINE 2
CLIENT NAME



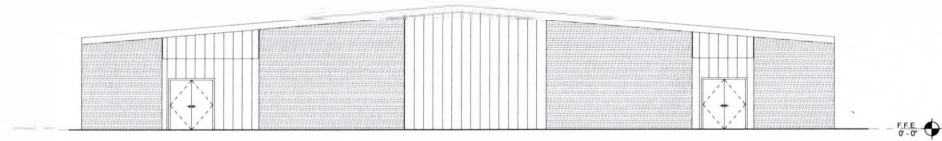
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CONSTRUCTION**

PROJECT NO: 24-1268
TEST FIT
SEPTEMBER 6, 2024

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FLOOR PLAN - BLDG B/C

CHECKER: _____
AUTHOR: _____

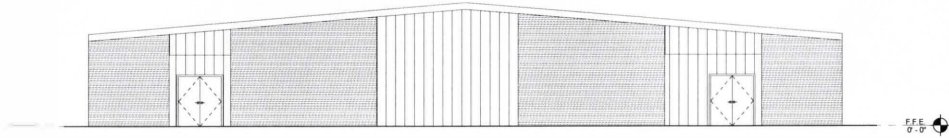
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3 Elevation 8 - a



4 Elevation 6 - a

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CLIENT NAME



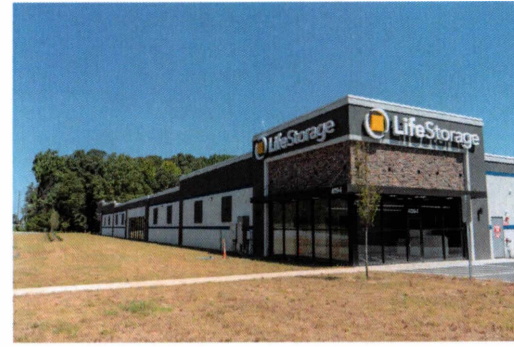
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SEPTEMBER 6, 2024

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Author

ELEVATIONS - BLDG B/C

A201



MANOR STORAGE
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 PROJECT ADDRESS LINE 2
 CLIENT NAME

DDG
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 985 447 0090

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 SEPTEMBER 6, 2024

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PRECEDENT IMAGES

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