



Julie Leonard, Vice-Chair, Place 1
Jacob Hammersmith, Place 2
Philip Tryon, Chairperson, Place 3
Prince John Chavis, Place 4
Ruben J. Cardona, Place 5
Cecil Meyer, Place 6
LaKesha Small, Place 7

Planning & Zoning Commission Regular Meeting

Wednesday, January 13, 2021 at 6:30 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

AGENDA

Via Telephone/Video Conference (Zoom Meeting)

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in person meetings that assemble large groups of people the Planning and Zoning Commission Regular Meeting scheduled for Wednesday, January 13, 2021, will only be open to the public via remote access.

Instructions for Public Speaking:

- *Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.*

Upon receiving instructions to join zoom meeting the following rules will apply:

- *All speakers must address their comments to the Chairperson rather than to individual Commission Members or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed three (3) minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.*

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

*Comments will be taken from the audience participating in zoom meeting on non-agenda related topics for a length of time, not to exceed three (3) minutes per person. Comments on specific agenda items must be made when the item comes before the Commission. To address the Planning and Zoning Commission, please register and submit the speaker card following the instructions for public speaking above. **No Action May be Taken by the Planning and Zoning Commission During Public Comments.***

PUBLIC HEARING

- 1. Conduct a public hearing on a Concept Plan for the Manor-OZ Subdivision and being 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.**
Applicant: Carlson, Brigance, & Doering, Inc.
Owner: Manor Apartments, LLC
- 2. Conduct a public hearing on a Concept Plan for the Manor Downs Multi-Family Subdivision and being 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX.**
Applicant: Kimley-Horn & Associates, Inc.
Owner: 2020 Adelante, LLC

CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Planning and Zoning Commission and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Chairperson or a Commission Member; in which event, the item will be removed from the consent agenda and considered separately.

- 3. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes of the December 9, 2020, Regular Session.**

REGULAR AGENDA

- 4. Consideration, discussion, and possible action on a Concept Plan for the Manor-OZ Subdivision, one (1) lot on 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.**
Applicant: Carlson, Brigance, & Doering, Inc.
Owner: Manor Apartments, LLC
- 5. Consideration, discussion, and possible action on a Concept Plan for the Manor Downs Multi-Family Subdivision, one (1) lot on 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX.**
Applicant: Kimley-Horn & Associates, Inc.
Owner: 2020 Adelante, LLC
- 6. Consideration, discussion, and possible action on a setback waiver for Lot 1, Block 16 Town of Manor to allow for a 20-foot front setback, 10-foot rear setback and 5-foot side setback.**
Applicant: Barbara White
Owner: Barbara White

7. **Consideration, discussion, and possible action on a setback waiver for Lot 2, Block 16 Town of Manor to allow for a 20-foot front setback, 10-foot rear setback and 5-foot side setback.**
Applicant: Barbara White
Owner: Barbara White

8. **Consideration, discussion, and possible action on a setback waiver for Lot 3, Block 16 Town of Manor to allow for a 20-foot front setback, 10-foot rear setback and 5-foot side setback.**
Applicant: Barbara White
Owner: Barbara White

ADJOURNMENT

In addition to any executive session already listed above, the Planning & Zoning Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

CONFLICT OF INTEREST

In accordance with Section 12.04 (Conflict of Interest) of the City Charter, “No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest.”

Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no Planning & Zoning Commission member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the Planning & Zoning Commission member or City officer has a substantial interest (as defined by Chapter 171) and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, January 8, 2021, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Lluvia T. Almaraz, TRMC
City Secretary for the City of Manor, Texas

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail lalmaraz@cityofmanor.org.