



Julie Leonard, Place 1  
Anthony Butler, Place 2  
Cresandra Hardeman, Place 3  
Felix Paiz, Place 4  
Vacant, Place 5  
Cecil Meyer, Place 6  
LaKesha Small, Place 7

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## Planning & Zoning Commission Regular Meeting

Wednesday, January 11, 2023 at 6:30 PM

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

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### AGENDA

**CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

**PUBLIC COMMENTS**

*Comments will be taken from the audience 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 complete the white card and present it to the City staff prior to the meeting. **No Action May be Taken by the Planning and Zoning Commission During Public Comments.***

**PUBLIC HEARING**

- 1. Conduct a public hearing on a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB).**  
*Applicant: Jiwon Jung*  
*Owner: Buildblock*
- 2. Conduct a public hearing on a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB).**  
*Applicant: Jiwon Jung*  
*Owner: Buildblock*
- 3. Conduct a public hearing on a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB).**  
*Applicant: Jiwon Jung*  
*Owner: Buildblock*

4. **Conduct a public hearing on a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2).**  
*Applicant: Mahoney Engineering*  
*Owner: River City Partners Ltd.*
5. **Conduct a public hearing on a Short Form Final Plat with variance for the Buena Vida Subdivision, one (1) lot on 1.28 acres, more or less, and being located at 12334 Ballerstedt Road, Elgin, TX.**  
*Applicant: I.T Gonzalez Engineers*  
*Owner: Gerald Jaimes*
6. **Conduct a public hearing on a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517 acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX.**  
*Applicant: ALM Engineering*  
*Owner: Greenview Manor Commons SW LP*

#### 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.*

7. **Consideration, discussion, and possible action to approve the minutes of December 14, 2022, P&Z Commission Regular Meeting.**

#### REGULAR AGENDA

8. **Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB).**  
*Applicant: Jiwon Jung*  
*Owner: Buildblock*
9. **Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB).**  
*Applicant: Jiwon Jung*  
*Owner: Buildblock*
10. **Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB).**  
*Applicant: Jiwon Jung*  
*Owner: Buildblock*

11. **Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2).**  
*Applicant: Mahoney Engineering*  
*Owner: River City Partners Ltd.*
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*Applicant: I.T Gonzalez Engineers*  
*Owner: Gerald Jaimes*
13. **Consideration, discussion, and possible action on a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517 acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX.**  
*Applicant: ALM Engineering*  
*Owner: Greenview Manor Commons SW LP*
14. **Consideration, discussion, and possible action on a Coordinated Sign Plan Amendment for 203 West Murray Ave.**
15. **Consideration, discussion, and possible action on a 2023 Subdivision Calendar.**
16. **Consideration, discussion, and possible action to appoint a Planning and Zoning Commission Chairperson to serve a 1-year term.**
17. **Consideration, discussion, and possible action to appoint a Planning and Zoning Commission Vice-Chair to serve a 1-year term.**

## 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 6, 2023, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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/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 72 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail [lalmaraz@manortx.gov](mailto:lalmaraz@manortx.gov)