



Felix Paiz, Chair, Place 4
Prince Chavis, Vice Chair, Place 2
Julie Leonard, Place 1
Cresandra Hardeman, Place 3
Celestine Sermo, Place 5
Cecil Meyer, Place 6
Jim Terry, Place 7
Gabriel Nila, Alternate No. 1
Gabrielle Orion, Alternate No. 2

Planning & Zoning Commission Regular Meeting

Wednesday, March 13, 2024 at 6:30 PM

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

AGENDA

This meeting will be live streamed on Manor's YouTube Channel
You can access the meeting at <https://www.youtube.com/@cityofmanorsocial/streams>

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

Non-Agenda Item Public Comments (white card): 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.

Agenda Item Public Comments (yellow card): Comments will be taken from the audience on non-agenda and agenda items combined for a length of time, not to exceed five (5) minutes total per person on all items, except for Public Hearings. Comments on Public Hearing items must be made when the item comes before the Board/Commission/Committee and, not to exceed two (2) minutes per person. No Action or Discussion May be Taken by the Board/Commission/Committee during Public Comments on Non-Agenda Items.

To address the Board/Commission/Committee, please complete the white or yellow card and present it to the city staff designee prior to the meeting.

PUBLIC HEARING

- 1. Conduct a public hearing on a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, TX.**

Applicant: Retail Connections

Owner: Retail Connections

- 2. Conduct a public hearing on a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, TX**

Applicant: Quidity Engineering

Owner: Gregg Lane Dev., LLC

3. **Conduct a public hearing on a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX.**
Applicant: Morton Buildings
Owner: Morton Buildings

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.

4. **Consideration, discussion, and possible action to approve the P&Z Commission minutes for:**
 - **February 13, 2024, P&Z Commission Workshop Session; and**
 - **February 13, 2024, P&Z Commission Called Special Session.**

REGULAR AGENDA

5. **Consideration, discussion, and possible action on a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, TX.**
Applicant: Retail Connections
Owner: Retail Connections
6. **Consideration, discussion, and possible action on a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, TX.**
Applicant: Quiddity Engineering
Owner: Gregg Lane Dev., LLC
7. **Consideration, discussion, and possible action on a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX.**
Applicant: Morton Buildings
Owner: Morton Buildings
8. **Consideration, discussion, and possible action on a Final Plat for the Las Entradas South Section 4 subdivision, two (2) lots on 13.22 acres, more or less, and being located near the intersection of Gregg Manor Road and W. Eggleston Street, Manor, TX.**
Applicant: Kimley-Horn
Owner: Manor MF, LLC
9. **Consideration, discussion, and possible action on a Setback Waiver for Lot 10, Block 19, Town of Manor to permit a 20' front setback, 10' rear setback, and 5' side setback.**

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, March 8, 2024, 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 10 days prior to this meeting. Please contact the City Secretary at 512.215.8285 or e-mail jalmaraz@manortx.gov