



LaKesha Small, Chairperson, Place 7  
Felix Paiz, Vice Chair Place 4  
Julie Leonard, Place 1  
Prince John Chavis, Place 2  
Cresandra Hardeman, Place 3  
Celestine Sermo, Place 5  
Cecil Meyer, Place 6

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## Planning & Zoning Commission Regular Meeting

Wednesday, September 13, 2023, at 6:30 PM

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

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### 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 amendments to Chapter 14 Zoning of the Manor code of ordinances to modify the provisions for the residential land use table relating to Single Family Attached (2 units) and Single Family Attached (3 or more units); industrialized housing standards; and office, commercial, institutional architectural standards.**
- 2. Conduct a public hearing on a Planned Unit Development (PUD) Amendment for the Manor Heights (Carillon) Subdivision located at 13201 Old Kimbro Road, Manor, TX.  
Applicant: Kimley Horn and Associates, Inc  
Owner: RHOF, LLC**

3. **Conduct a public hearing on a Final PUD for the Okra Tract Development, three hundred and thirty-one (331) lots on 113.4 acres, more or less, and being located at 14418 N. FM 973, Manor, TX.**  
*Applicant: Sotol Ventures*  
*Owner: Dalton Wallace*
4. **Conduct a public hearing on a Subdivision Preliminary Plat for Shadowglen, three-hundred and six (306) lots on 103.7 acres, more or less, and being located near the intersection of Gregg Manor Road and Rector Loop.**  
*Applicant: Kimley Horn*  
*Owner: SG Land Holdings, LLC*
5. **Conduct a public hearing on a Short Form Final Plat for the Light Grove Subdivision located at 414 & 416 W. Parsons Street, Manor, TX.**  
*Applicant: Trine Engineering, PLLC*  
*Owner: Al Noor MCC*

#### **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.*

6. **Consideration, discussion, and possible action to approve the minutes of August 9, 2023, P&Z Commission Regular Meeting.**

#### **REGULAR AGENDA**

7. **Consideration, discussion, and possible action on amendments to Chapter 14 Zoning of the Manor code of ordinances to modify the provisions for the residential land use table relating to Single Family Attached (2 units) and Single Family Attached (3 or more units); industrialized housing standards; and office, commercial, institutional architectural standards.**
8. **Consideration, discussion, and possible action on a Planned Unit Development (PUD) Amendment for the Manor Heights (Carillon) Subdivision located at 13201 Old Kimbro Road, Manor, TX.**  
*Applicant: Kimley Horn and Associates, Inc*  
*Owner: RHOF, LLC*
9. **Consideration, discussion, and possible action a Final PUD for the Okra Tract Development, three hundred and thirty-one (331) lots on 113.4 acres, more or less, and being located at 14418 N. FM 973, Manor, TX.**  
*Applicant: Sotol Ventures*  
*Owner: Dalton Wallace*
10. **Consideration, discussion, and possible action on a Subdivision Preliminary Plat for Shadowglen, three-hundred and six (306) lots on 103.7 acres, more or less, and being located near the intersection of Gregg Manor Road and Rector Loop.**  
*Applicant: Kimley Horn*  
*Owner: SG Land Holdings, LLC*

11. **Consideration, discussion, and possible action on a Short Form Final Plat for the Light Grove Subdivision located at 414 & 416 W. Parsons Street, Manor, TX.**  
*Applicant: Trine Engineering, PLLC*  
*Owner: Al Noor MCC*
  
12. **Consideration, discussion, and possible action on a Final Plat for the Shadowglen Subdivision, Phase 2 Section 18B, twenty (20) lots on 6.102 acre, more or less, and being located near the intersection of Arbor Hill Cove and Pinyon Way, Manor, TX.**  
*Applicant: Kimley-Horn and Associates, Inc.*  
*Owner: SG Land Holdings, LLC*
  
13. **Consideration, discussion, and possible action on a Final Plat for the Las Entradas-Gregg Manor Road Subdivision, being 2.663 acres of right-of-way dedicated to the city, and being located near the intersection of Gregg Manor Road and Tur Weg Lane, Manor, TX.**  
*Applicant: Sotol Ventures*  
*Owner: Okra Land Inc.*
  
14. **Consideration, discussion, and possible action on a Rezoning Application for two (2) lots on .297 acres, more or less, at 108 W Boyce & 104 W Boyce St., Manor, TX from Single Family (SF-1) to Downtown Business (DB).**  
*Applicant: Jiwon Jung*  
*Owner: Build Block*

## 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, September 8, 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 10 days prior to this meeting. Please contact the City Secretary at 512.215.8285 or e-mail [lalmaraz@manortx.gov](mailto:lalmaraz@manortx.gov)