



**PLANNING AND ZONING COMMISSION  
REGULAR SESSION MINUTES  
MAY 12, 2021  
Via Telephone/Video Conference  
(Zoom Meeting)**

The meeting was live streamed on Manor Facebook Live beginning at 6:30 p.m.  
<https://www.facebook.com/cityofmanor/>

*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 meeting scheduled for Wednesday, May 12<sup>th</sup>, was only open to the public via remote access.*

The following instructions were provided to the general public.

*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](http://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](mailto: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.

All votes were conducted by a Roll Call Vote, meaning each Commissioner would be called on separately to cast their vote.

**PRESENT VIA ZOOM:**

Philip Tryon, Chair, Place 3 (Absent)

**COMMISSIONERS:**

Julie Leonard, Vice Chair, Place 1  
Jacob Hammersmith, Place 2  
Prince John Chavis, Place 4  
Vacant, Place 5  
Cecil Meyer, Place 6  
Lakesha Small, Place 7 (Absent)

**CITY STAFF:**

Scott Dunlop, Assistant Development Services Director

**REGULAR SESSION – 6:30 P.M.**

With a quorum of the Planning and Zoning (P&Z) Commission present via video/telephone conference, the regular session of the Manor P&Z Commission was called to order by Vice Chair Leonard at 6:33 p.m. on Wednesday, May 12, 2021.

**PUBLIC COMMENTS**

There were no public comments received prior to the meeting.

**PUBLIC HEARING**

1. **Public Hearing: Conduct a public hearing upon a Preliminary Plat for Manor Heights Subdivision Phase 2 Revision, two hundred sixty-five (265) lots on 105.63 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX. Applicant: Kimley-Horn and Associates. Owner: Forestar (USA) Real Estate Group, Inc.**

City staff recommended that the P&Z Commission conduct the public hearing.

Vice Chair Leonard opened the public hearing.

Assistant Development Service Director Dunlop gave a summary of the item.

Alex Granados with Kimley-Horn and Associates, 10814 Jollyville Road, Building 4, Suite 200, Austin, Texas, submitted a speaker card that he was available for questions; however, did not wish to speak.

**MOTION:** Upon a motion made by Commissioner Hammersmith and Seconded by Commissioner Meyer to close the public hearing.

There was no further discussion.

**Motion to close carried 4-0**

2. **Public Hearing: Conduct a public hearing upon a Preliminary Plat for the Manor Apartments Subdivision, one (1) lot on 10.74 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**

City Staff recommended that the P&Z Commission conduct the public hearing.

Vice Chair Leonard opened the public hearing.

Assistant Development Service Director Dunlop gave a summary of the item.

**MOTION:** Upon a motion made by Commissioner Hammersmith and Seconded by Commissioner Chavis to close the public hearing.

There was no further discussion.

**Motion to close carried 4-0**

3. **Public Hearing: Conduct a public hearing upon a rezoning request for 43.92 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 9900 block of Hill Lane, Manor, TX from Single Family (SF-1) to Light Industrial (IN-1). Applicant: GarzaEMC. Owner: Butler Family Partnership, Ltd.**

City Staff recommended that the P&Z Commission conduct the public hearing.

Vice Chair Leonard opened the public hearing.

Assistant Development Service Director Dunlop gave a summary of the item.

Rich Leisy with Ryan Companies US, Inc., 100 Congress Ave, Suite 100, Austin, Texas, submitted a speaker card in support of this item; however, he did not wish to speak.

Jonathan McKee with Garza EMC, 9442 N Capital of Texas Hwy, Plaza 1, Suite 340, Austin, Texas, submitted a speaker card. Mr. McKee answered questions regarding the current plans for the development of the property stating there were no plans for the flood plain area.

**MOTION:** Upon a motion made by Commissioner Hammersmith and Seconded by Commissioner Chavis to close the public hearing.

There was no further discussion.

**Motion to close carried 4-0**

## CONSENT AGENDA

4. **Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of April 14, 2021, Regular Session.**

City staff recommended that the P&Z Commission approve the consent agenda.

**MOTION:** Upon a motion made by Commissioner Chavis and Seconded by Commissioner Hammersmith to approve the consent agenda.

There was no further discussion.

**Motion to approve carried 4-0**

## REGULAR AGENDA

5. **Consideration, discussion, and possible action a Preliminary Plat for Manor Heights Subdivision Phase 2 Revision, two hundred sixty-five (265) lots on 105.63 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX. Applicant: Kimley-Horn and Associates. Owner: Forestar (USA) Real Estate Group, Inc**

City staff recommended that the P&Z Commission approve the Preliminary Plat for Manor Heights Subdivision Phase 2 Revision, two hundred sixty-five (265) lots on 105.63 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX.

Assistant Development Service Director Dunlop gave a summary of the item.

Alex Granados with Kimley-Horn and Associates, 10814 Jollyville Road, Building 4, Suite 200, Austin, Texas, submitted a speaker card. Mr. Granados confirmed the amenity center would be for residents of Manor Heights only and would include a pool, pavilions, pickle ball courts, and sport fields.

**MOTION:** Upon a motion made by Commissioner Hammersmith and Seconded by Commissioner Meyer to approve the Preliminary Plat for Manor Heights Subdivision Phase 2 Revision, two hundred sixty-five (265) lots on 105.63 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Road, Manor, TX

There was no further discussion.

**Motion to approve carried 4-0**

6. **Consideration, discussion, and possible action a Preliminary Plat for the Manor Apartments Subdivision, one (1) lot on 10.74 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**

City staff recommended that the P&Z Commission approve the Preliminary Plat for the Manor Apartments Subdivision, one (1) lot on 10.74 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.

Assistant Development Service Director Dunlop gave a summary of the item and answered questions posed by the commission.

Discussion was held regarding the traffic flow and traffic impact in and around the area.

**MOTION:** Upon a motion made by Commissioner Meyer and Seconded by Commissioner Chavis to approve the Preliminary Plat for the Manor Apartments Subdivision, one (1) lot on 10.74 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.

There was no further discussion.

**Motion to approve carried 4-0**

**7. Consideration, discussion, and possible action on a rezoning request for 43.92 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 9900 block of Hill Lane, Manor, TX from Single Family (SF-1) to Light Industrial (IN-1). Applicant: GarzaEMC. Owner: Butler Family Partnership, Ltd.**

City staff recommended that the P&Z Commission approve rezoning request for 43.92 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 9900 block of Hill Lane, Manor, TX from Single Family (SF-1) to Light Industrial (IN-1).

Assistant Development Service Director Dunlop gave a summary of the item.

Jonathan McKee with Garza EMC, 9442 N Capital of Texas Hwy, Plaza 1, Suite 340, Austin, Texas, submitted a speaker card that he was available for questions; however, did not wish to speak.

Rich Leisy with Ryan Companies US, Inc., 100 Congress Ave, Suite 100, Austin, Texas, submitted a speaker card in support of this item; however, he did not wish to speak.

**MOTION:** Upon a motion made by Commissioner Hammersmith and Seconded by Commissioner Chavis to approve the rezoning request for 43.92 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 9900 block of Hill Lane, Manor, TX from Single Family (SF-1) to Light Industrial (IN-1).

There was no further discussion.

**Motion to approve carried 4-0**

**8. Consideration, discussion, and possible action on a Final Plat for the Village at Manor Commons Phase 4, seventy-three (73) lots on 14.934 acres, more or less, and being located near the intersection of Ring Road and Skimmer Run, Manor, TX. Applicant: ALM Engineering, Inc. Owner: Greenview Development Greenbury, L.P.**

At the recommendation of Assistant Development Services Director Dunlop, discussion, consideration and action of Item No. 8 was combined with Item No. 9 to be conducted in one motion.

9. **Consideration, discussion, and possible action on a Final Plat for the Village at Manor Commons Phase 5, seventy-six (76) lots on 15.394 acres, more or less, and being located near the intersection of Ring Road and Skimmer Run, Manor, TX. Applicant: ALM Engineering, Inc. Owner: Greenview Development Greenbury, L.P.**

City staff recommended that the P&Z Commission approve the Final Plat for the Village at Manor Commons Phase 4, seventy-three (73) lots on 14.934 acres, more or less, and being located near the intersection of Ring Road and Skimmer Run, Manor, TX.

City staff recommended that the P&Z Commission approve the Final Plat for the Village at Manor Commons Phase 5, seventy-six (76) lots on 15.394 acres, more or less, and being located near the intersection of Ring Road and Skimmer Run, Manor, TX.

Assistant Development Service Director Dunlop gave a summary of both items.

Discussion was help regarding the lack of amenity center and future plans for Timmerman Park that will directly impact the Village at Manor Commons residents.

**MOTION:** Upon a motion made by Commissioner Hammersmith and Seconded by Commissioner Meyer to approve the Final Plat for the Village at Manor Commons Phase 4, seventy-three (73) lots on 14.934 acres, more or less, and Phase 5, seventy-six (76) lots on 15.394 acres, more or less, and being located near the intersection of Ring Road and Skimmer Run, Manor, TX.

There was no further discussion.

**Motion to approve carried 4-0**

10. **Consideration, discussion, and possible action on a Final Plat for Manor Heights Subdivision Phase 2 Section 2, ninety-four (94) lots on 27.305 acres, more or less, and being located near US Hwy 290 E and Old Kimbro Road, Manor, TX. Applicant: Kimley-Horn and Associates, Inc. Owner: Forestar (USA) Real Estate Group, Inc.**

City staff recommended that the P&Z Commission approve the Final Plat for Manor Heights Subdivision Phase 2 Section 2, ninety-four (94) lots on 27.305 acres, more or less, and being located near US Hwy 290 E and Old Kimbro Road, Manor, TX.

Assistant Development Service Director Dunlop gave a summary of the item and answered questions posed by the commission.

Alex Granados with Kimley-Horn and Associates, 10814 Jollyville Road, Building 4, Suite 200, Austin, Texas, submitted a speaker card that he was available for questions; however, did not wish to speak.

**MOTION:** Upon a motion made by Commissioner Meyer and Seconded by Commissioner Hammersmith to approve the Final Plat for Manor Heights Subdivision Phase 2 Section 2, ninety-four (94) lots on 27.305 acres, more or less, and being located near US Hwy 290 E and Old Kimbro Road, Manor, TX.

There was no further discussion.

**Motion to approve carried 4-0**

**ADJOURNMENT**

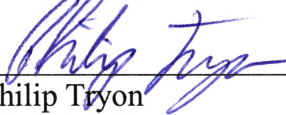
**MOTION:** Upon a motion made by Commissioner Chavis and Seconded by Commissioner Hammersmith to adjourn the regular session of the P&Z Commission at 7:09 p.m. on Wednesday, May 12, 2021.

There was no further discussion.

**Motion to approve carried 4-0**

These minutes approved by the P&Z Commission on the 9<sup>th</sup> day of June 2021.

**APPROVED:**

  
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Philip Tryon  
Chair

**ATTEST:**

  
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Scott Dunlop  
Assistant Development Services Director

