



Dr. Christopher Harvey, Mayor
Emily Hill, Mayor Pro Tem, Place 1
Anne Weir, Place 2
Maria Amezcua, Place 3
Sonia Wallace, Place 4
Aaron Moreno, Place 5
Vacant, Place 6

City Council Regular Meeting

Wednesday, May 18, 2022 at 7:00 PM

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

AGENDA

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PLEDGE OF ALLEGIANCE

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 Council. To address the City Council, please complete the white card and present it to the City Secretary prior to the meeting. **No Action May be Taken by the City Council During Public Comments.***

PUBLIC HEARINGS

- 1. Conduct a public hearing on an ordinance rezoning 0.198 acres, more or less, Lot 5 and West ½ of Lot 4, Block 9, A.E. Lane Addition, and being located at 109 West Lane Avenue, Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB).**
Applicant: Wenkai Chen
Owner: Wenkai Chen
Submitted by: Scott Dunlop, Development Services Director

- 2. Conduct a public hearing on an ordinance rezoning 10.945 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract No. 154, and being located at 15001 US Hwy 290 E, Manor, TX from Agricultural (A) to Medium Commercial (C-2).**
Applicant: Duque States, LLC
Owner: Duque States, LLC
Submitted by: Scott Dunlop, Development Services Director

- 3.** Conduct a public hearing on an ordinance rezoning 6.533 acres, more or less, Town of Manor, Block 15, Lots 6-10, Block 17, Lots 1-10, Block 18, Lots 1-10, Block 19, Lots 1-10, Block 20, Lots 1-5, Block 74, Lots 1-5, and 0.397 acres out of the James Manor Survey No. 40, Abstract 546, and being located near the intersection of N. LaGrange Street and East Lane Avenue, Manor, TX from Manufactured Home (MH-1), Light Commercial (C-1), and Single Family Suburban (SF-1) to Townhome (TH).
Applicant: BGE, Inc.
Owner: Lane Ave Development, LLC
Submitted by: Scott Dunlop, Development Services Director
- 4.** Conduct a public hearing on an ordinance rezoning 86.05 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract 154, and being located at 13301 US Hwy 290 E, Manor, TX from Single Family Suburban (SF-1) to Medium Commercial (C-2), Multi-Family 25 (MF-2), and Townhome (TH).
Applicant: SEC Planning, LLC
Owner: Manor 290 OZ Real Estate, LP
Submitted by: Scott Dunlop, Development Services Director
- 5.** Conduct a public hearing on an ordinance rezoning 13.224 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).
Applicant: Metcalfe, Wolff, Stuart & Williams, LLP
Owner: Dwyer Realty Companies
Submitted by: Scott Dunlop, Development Services Director
- 6.** Conduct a public hearing on an ordinance rezoning 26.30 acres, more or less, out of the Greenbury Gates Survey No. 63 and James Manor Survey No. 40, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Medium Commercial (C-2) to Multi-Family 25 (MF-2).
Applicant: Metcalfe, Wolff, Stuart & Williams, LLP
Owner: Edward Butler
Submitted by: Scott Dunlop, Development Services Director
- 7.** Conduct a public hearing on a Specific Use Permit Application for 3.40 acres, more or less, and being located at 13801 N. FM 973, Manor, TX to permit a Gas Station Use.
Applicant: JAB Engineering, LLC
Owner: Platinum 973, LLC
Submitted by: Scott Dunlop, Development Services Director
- 8.** Conduct a public hearing on a Concept Plan for the KB Homes Subdivision, three hundred eighty (380) lots on 136.92 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX.
Applicant: Carlson, Brigance & Doering, Inc.
Owner: KB Home Lone Star, Inc.
Submitted by: Scott Dunlop, Development Services Director

- 9. Conduct a public hearing on a Zoning Ordinance Amendment to amend the definitions, residential land use conditions, general development regulations for Multi-Family districts, non-residential uses in non-residential and mixed-use zoning districts; non-residential and mixed-use land use conditions, non-residential and mixed-use development standards, Single Family Attached and Multi-Family and mixed-use architectural standards, and nonconforming structures.**
Submitted by: Scott Dunlop, Development Services Director
- 10. Conduct a public hearing on a Rezoning Application for 0.66 acres, more or less, being Lots 6-10, Block 62, Town of Manor, and being located at 409 N. Lexington St., Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB) and Townhome (TH).**
Applicant: Lexington Manor LLC
Owner: Lexington Manor LLC
Submitted by: Scott Dunlop, Development Services Director
- 11. Conduct a public hearing on a Rezoning Application for 14.55 acres, more or less, being Lot 1, Manor Villa Estates, and being located at 13518 Old Hwy 20, Manor, TX to Townhome (TH).**
Applicant: BGE, Inc.
Owner: Flintrock Office Suites, LLC
Submitted by: Scott Dunlop, Development Services Director
- 12. Conduct a public hearing on a Rezoning Application for 62.84 acres, more or less, out of the A.C. Caldwell Survey No. 52, Abstract No. 154, and being located near the intersection of US Hwy 290 E and Old Kimbro Rd., Manor, TX to Townhome (TH) and Medium Commercial (C-2).**
Applicant: Kimley-Horn & Associates
Owner: Millcreek Residential
Submitted by: Scott Dunlop, Development Services Director
- 13. Conduct a public hearing on an ordinance annexing 14.45 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of the City, at the request of the property owner; approving an Agreement for the Provision of Services for the annexed area; making findings of fact; providing a severability clause and an effective date; and providing for open meetings and other related matters.**
Submitted by: Scott Dunlop, Development Services Director

CONSENT AGENDA

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

14. Consideration, discussion, and possible action to approve the City Council Minutes.
Submitted by: Lluvia T. Almaraz, City Secretary

- **May 4, 2022, City Council Workshop – Charter Review; and**
- **May 4, 2022, City Council Regular Meeting**

15. Consideration, discussion, and possible action on the acceptance of the April 2022 Departmental Reports.

Submitted by: Scott Moore, City Manager

- **Economic Development – Scott Jones, Economic Development Director**
- **Development Services – Scott Dunlop, Development Services Director**
- **Community Development – Debbie Charbonneau, Heritage and Tourism Manager**
- **Police – Ryan Phipps, Chief of Police**
- **Municipal Court – Sarah Friberg, Court Clerk**
- **Public Works – Michael Tuley, Director of Public Works**
- **Finance – Lydia Collins, Director of Finance**
- **Human Resources – Tracey Vasquez, HR Manager**
- **IT – Phil Green, IT Director**

EXECUTIVE SESSION

The City Council will now Convene into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in:

- Sections 551.071, and 551.087, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the Butler FM 973/Hwy 290 mixed use development;

- Section 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding the Agreement Regarding Wastewater Easement; and

- Section 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding the Interlocal Agreement for Fire Code Enforcement Services between the City of Manor and Travis County Emergency Services District No. 12;

OPEN SESSION

The City Council will now reconvene into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and take action, if any, on item(s) discussed during Closed Executive Session.

REGULAR AGENDA

- 16.** Consideration, discussion, and possible action on the Agreement Regarding Wastewater Easement for Lot 4, Block 55, Town of Manor located in Travis County, Texas.
Submitted by: Scott Dunlop, Development Services Director
- 17.** Consideration, discussion, and possible action on an ordinance rezoning 0.198 acres, more or less, Lot 5 and West ½ of Lot 4, Block 9, A.E. Lane Addition, and being located at 109 West Lane Avenue, Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB).
Applicant: Wenkai Chen
Owner: Wenkai Chen
Submitted by: Scott Dunlop, Development Services Director
- 18.** **First Reading:** Consideration, discussion, and possible action on an ordinance rezoning 10.945 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract No. 154, and being located at 15001 US Hwy 290 E, Manor, TX from Agricultural (A) to Medium Commercial (C-2).
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Owner: Duque States, LLC
Submitted by: Scott Dunlop, Development Services Director
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Applicant: BGE, Inc.
Owner: Lane Ave Development, LLC
Submitted by: Scott Dunlop, Development Services Director
- 20.** **First Reading:** Consideration, discussion, and possible action on an ordinance rezoning 86.05 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract 154, and being located at 13301 US Hwy 290 E, Manor, TX from Single Family Suburban (SF-1) to Medium Commercial (C-2), Multi-Family 25 (MF-2), and Townhome (TH).
Applicant: SEC Planning, LLC
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Applicant: Metcalfe, Wolff, Stuart & Williams, LLP
Owner: Dwyer Realty Companies
Submitted by: Scott Dunlop, Development Services Director
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Applicant: Metcalfe, Wolff, Stuart & Williams, LLP
Owner: Edward Butler
Submitted by: Scott Dunlop, Development Services Director
- 23.** Consideration, discussion, and possible action a Specific Use Permit Application for 3.40 acres, more or less, and being located at 13801 N. FM 973, Manor, TX to permit a Gas Station Use.
Applicant: JAB Engineering, LLC
Owner: Platinum 973, LLC
Submitted by: Scott Dunlop, Development Services Director
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Applicant: Carlson, Brigance & Doering, Inc.
Owner: KB Home Lone Star, Inc.
Submitted by: Scott Dunlop, Development Services Director
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Applicant: Lexington Manor LLC
Owner: Lexington Manor LLC
Submitted by: Scott Dunlop, Development Services Director

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Applicant: BGE, Inc.
Owner: Flintrock Office Suites, LLC
Submitted by: Scott Dunlop, Development Services Director
- 28. First Reading: Consideration, discussion, and possible action on an ordinance rezoning 62.84 acres, more or less, out of the A.C. Caldwell Survey No. 52, Abstract No. 154, and being located near the intersection of US Hwy 290 E and Old Kimbro Rd., Manor, TX to Townhome (TH) and Medium Commercial (C-2).**
Applicant: Kimley-Horn & Associates
Owner: Millcreek Residential
Submitted by: Scott Dunlop, Development Services Director
- 29. First Reading: Consideration, discussion, and possible action on an ordinance of the City of Manor, Texas annexing 14.55 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of the City, at the request of the property owner; approving an Agreement for the Provision of Services for the annexed area; making findings of fact; providing a severability clause and an effective date; and providing for open meetings and other related matters.**
Submitted by: Scott Dunlop, Development Services Director
- 30. Consideration, discussion, and possible action on a resolution authorizing the City to apply and/or enter into an agreement with Travis County to participate in the Travis County Urban County CDBG Program for Fiscal Year 2023.**
Submitted by: Scott Moore, City Manager
- 31. Consideration, discussion, and possible action of items relating to May 7, 2022, City of Manor Special Election.**
Submitted by: Lluvia T. Almaraz
- **Canvass of the Election Returns for the City Council Special Election**
- 32. Consideration, discussion, and possible action on an ordinance declaring the results of May 7, 2022, City of Manor Special Election.**
Submitted by: Lluvia T. Almaraz

EXECUTIVE SESSION

The City Council will now Convene into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in:

- Section 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct, to consult with legal counsel regarding a Notice of Claim regarding an incident dated November 5, 2021; and

- Section 551.074 (Personnel Matters) to discuss duties of the City Manager

OPEN SESSION

The City Council will now reconvene into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and take action, if any, on item(s) discussed during Closed Executive Session.

ADJOURNMENT

In addition to any executive session already listed above, the City Council 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 City Council member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the City Council 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, May 13, 2022, 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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on an ordinance rezoning 0.198 acres, more or less, Lot 5 and West ½ of Lot 4, Block 9, A.E. Lane Addition, and being located at 109 West Lane Avenue, Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB).

Applicant: Wenkai Chen
Owner: Wenkai Chen

BACKGROUND/SUMMARY:

This property is located at the intersection of N. Caldwell St and W. Lane Ave, and it takes access from those two streets. It is located behind the Chamber of Commerce and other business on W. Murry Ave that are zoned C-1 and across W. Lane Ave from 709 N. Lexington (Bloor House) which is zoned NB. The properties to the east and west are zoned SF-1 Single Family. Typically, commercial zoning, C-1 or NB, is promoted along properties that directly access from Murray or Lexington as those are main roads and TxDOT ROW. This request would bring commercial zoning more into the residential neighborhood that directly abuts those commercial rights-of-way. Non-residential zoning requests not along Murray, Lexington, or in the downtown area have typically not been supported

This item was postponed at the April 20, 2022, Regular Council Meeting.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Ordinance
- Map
- Survey
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff’s recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION:

Recommend Approval

Disapproval

None



Letter of Intent

Item 1.

February 14, 2022

City of Manor
Development Services Department
Attn: Mr. Scott Dunlop, Director
105 E. Eggleston Street
Manor, Texas 78653

Re: **109 W Lane, Manor TX 78653 - Rezoning**

Dear Mr. Dunlop,

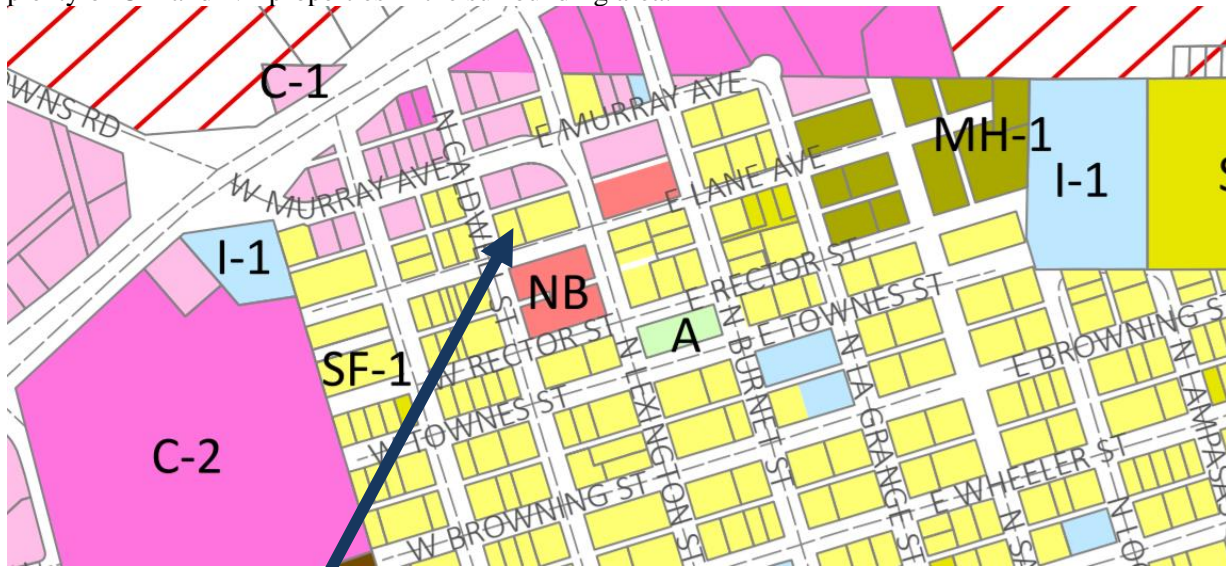
The subject property 109 W Lane, Manor TX 78653 is currently zoned as Single Family Residential (R-1). Requesting rezone the property to Neighborhood Business (NB).

Physical and Natural Features:

The subject property is currently under remodel and expected to be completed in March 2022 as R-1. The property is a one story 1525 sqft single family residential with 3 bedrooms, 1 ADA accessible bathroom and three car parking spaces facing W Lane Ave. The lot size is 8625 sqft and locates at the intersection of W Lane Ave and N Caldwell St.

Surrounding Properties:

The property is immediately adjacent with a C-1 property on north and a NB property on south. There are plenty of C-1 and NB properties in the surrounding area.



Subject Property: 109 W Lane, Manor TX 78653

Proposed zoning:

We are requesting rezone the property to NB in support the growth of Manor TX.

Respectfully,

Wenkai Chen
Owner of the property

ORDINANCE NO.**AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM SINGLE FAMILY SUBURBAN (SF-1) TO NEIGHBORHOOD BUSINESS (NB); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.**

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), from the Single Family Suburban (SF-1) to zoning district Neighborhood Business (NB). The Property is accordingly hereby rezoned to Neighborhood Business (NB).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 20th day of April 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ____ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

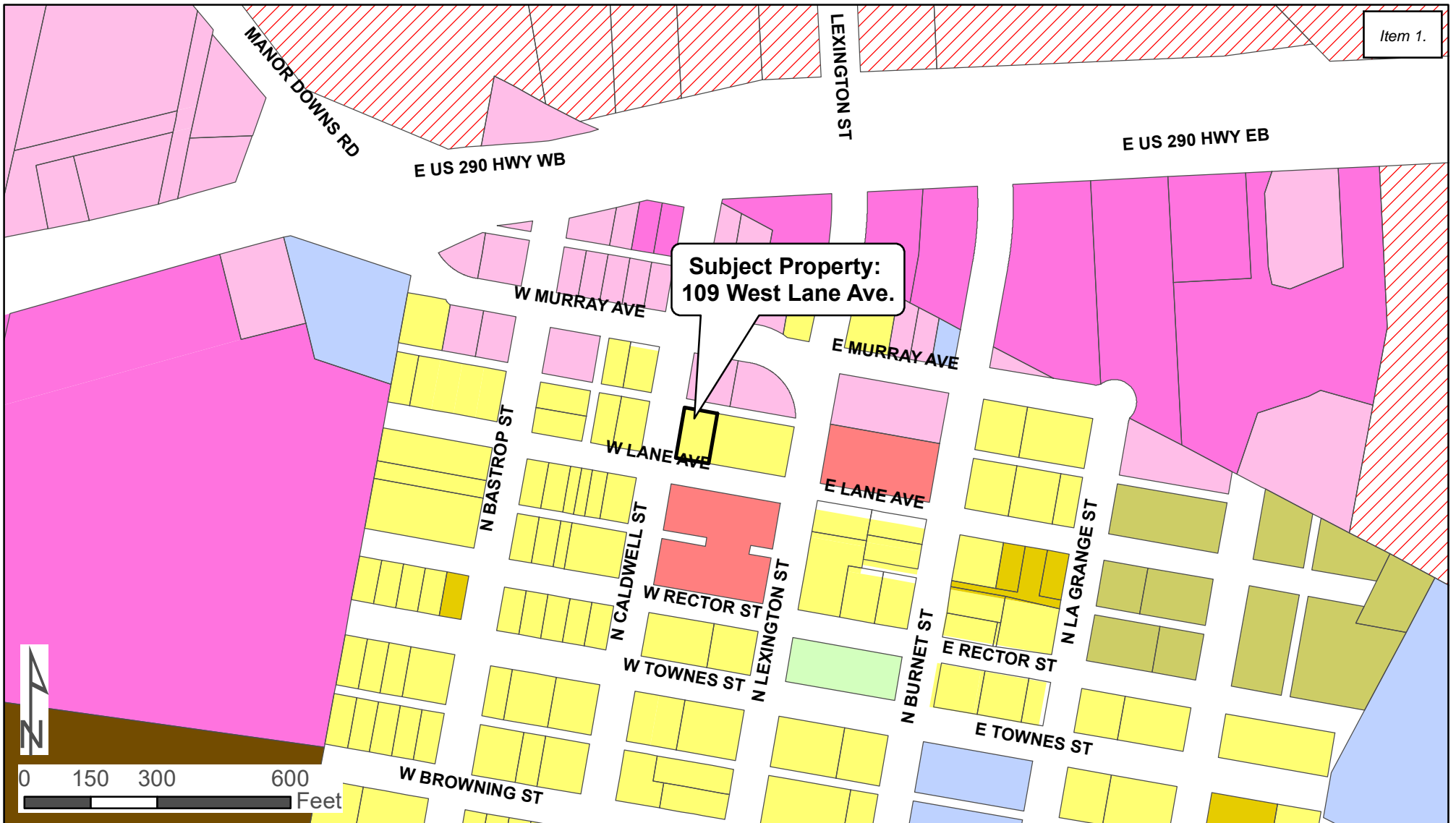
ORDINANCE NO.

Page 3

EXHIBIT "A"

Property Address:
109 West Lane Avenue, Manor, TX 78653

Property Legal Description:
Lot 5 and West ½ of Lot 4, Block 9, A.E. Lane Addition

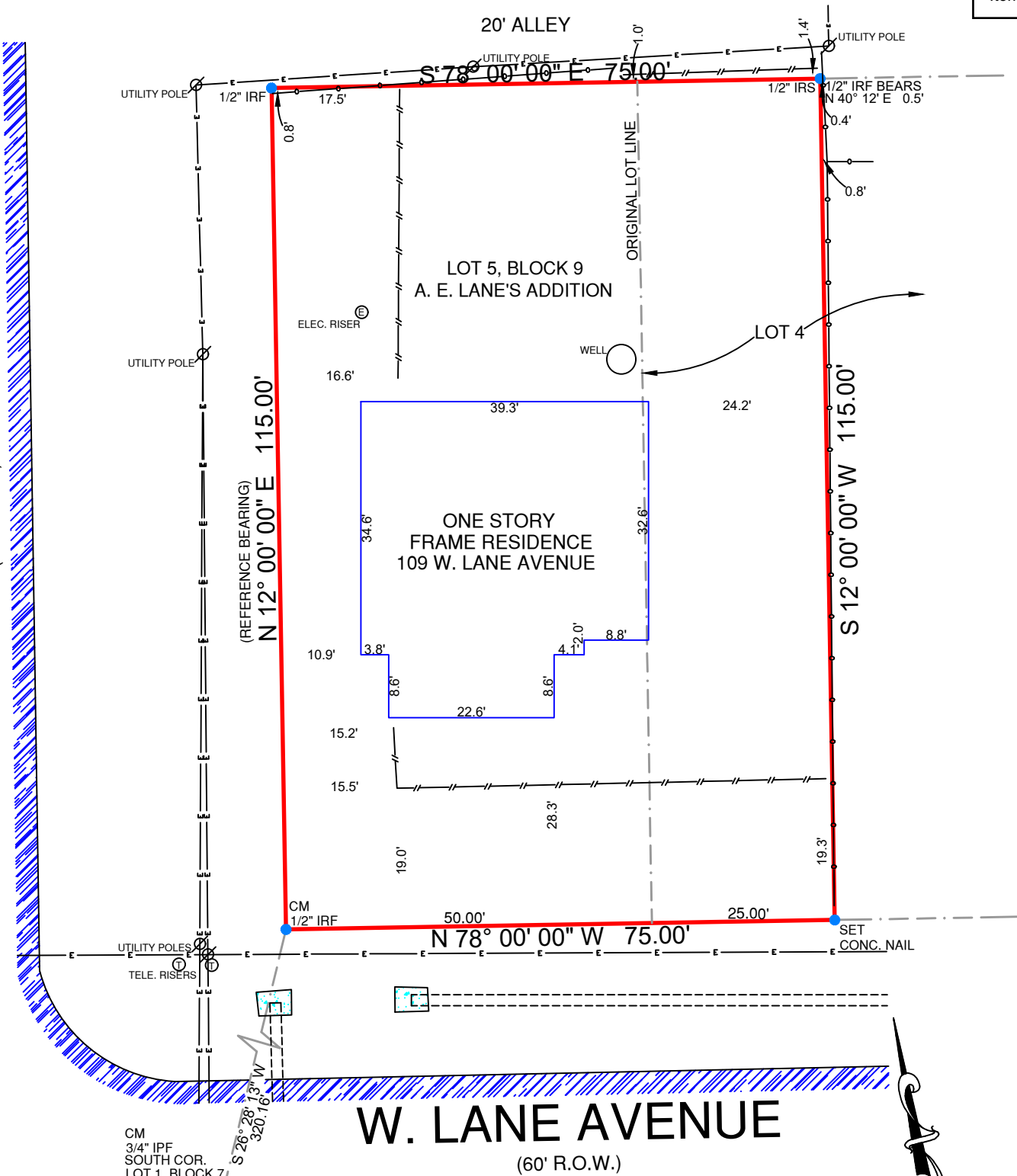


Current:
Single Family Suburban (SF-1)

Proposed:
Neighborhood Business (NB)

Zone	
	A - Agricultural
	SF-1 - Single Family Suburban
	SF-2 - Single Family Standard
	TF - Two Family
	TH - Townhome
	MF-1 - Multi-Family 15
	MF-2 - Multi-Family 25
	MH-1 - Manufactured Home
	I-1 - Institutional Small
	I-2 - Institutional Large
	GO - General Office
	C-1 - Light Commercial
	C-2 - Medium Commercial
	C-3 - Heavy Commercial
	NB - Neighborhood Business
	DB - Downtown Business
	IN-1 - Light Industrial
	IN-2 - Heavy Industrial
	PUD - Planned Unit Development
	ETJ

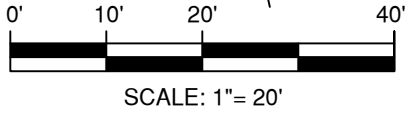
N. CALDWELL STREET
(80' R.O.W.)



LEGEND:

—x—x—	BARBWIRE FENCE	ASPHALT	
—o—o—	CHAINLINK FENCE	CONCRETE	
—□—□—	WROUGHT IRON FENCE	GRAVEL	
—//—//—	WOOD FENCE	TILE	
—v—v—	VINYL FENCE	WOOD	
—E—E—	ELECTRIC LINE	BRICK	
GM	GAS METER	STONE	
EM	ELECTRIC METER	(WOOD) RAILROAD TIE	
IPF	IRON PIPE FOUND		
IRS	IRON ROD SET WITH "PREMIER" CAP		
IRF	IRON ROD FOUND		
CM	CONTROLLING MONUMENT		

NOTES:
BEARINGS ARE BASED ON THE RECORDED PLAT.



LEGAL DESCRIPTION:
BEING LOT 5 AND THE WEST 1/2 OF LOT 4, BLOCK 9, A.E. LANE'S ADDITION, AN ADDITION TO THE TOWN OF MANOR, TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT RECORDED IN VOLUME 2, PAGE 223, PLAT RECORDS OF TRAVIS COUNTY, TEXAS.

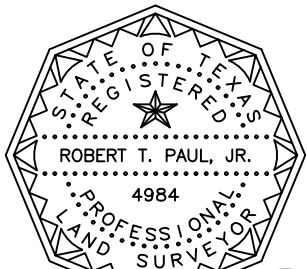
SURVEYOR'S CERTIFICATION:
THIS IS TO CERTIFY THAT ON THIS DATE A SURVEY WAS MADE ON THE GROUND, UNDER MY SUPERVISION AND REFLECTS A TRUE AND CORRECT REPRESENTATION OF THE DIMENSIONS AND CALLS OF PROPERTY LINES AND LOCATION AND TYPE OF IMPROVEMENTS. THERE ARE NO VISIBLE AND APPARENT EASEMENTS, CONFLICTS, INTRUSIONS OR PROTRUSIONS, EXCEPT AS SHOWN. THIS SURVEY IS NOT TO BE USED FOR CONSTRUCTION PURPOSES AND WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT PROVIDED BY A TITLE COMPANY. THERE MAY BE EASEMENTS AND OTHER MATTERS OF RECORD AFFECTING THE PROPERTY SHOWN HEREON THAT ONLY A PROPER TITLE SEARCH WOULD REVEAL. THIS SURVEY IS SUBJECT TO ANY AND ALL COVENANTS AND RESTRICTIONS PERTAINING TO THE RECORDED PLAT REFERENCED HEREON.

TECH	TAG
FIELD	OR

FLOOD INFORMATION:
THE SUBJECT PROPERTY DOES NOT APPEAR TO LIE WITHIN THE LIMITS OF A 100-YEAR FLOOD HAZARD ZONE ACCORDING TO THE MAP PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, AND HAS A ZONE "X" RATING AS SHOWN BY MAP NO. 48453C0485 J, DATED AUGUST 18, 2014.

DATE: 12/21/20 JOB NO.: 20-09856
FIELD: 12/16/20

109 W. LANE AVENUE, MANOR, TX 78653



5700 W. Plano Parkway
Suite 1200
Plano, Texas 75093
972-612-3601 (O) | 855-892-0468 (F)
www.premiersurveying.com
premierorders@premiersurveying.com



DATE: _____

ACCEPTED BY: _____



5700 W. Plano Parkway
Suite 1200
Plano, Texas 75093
Office: 972-612-3601
Fax: 855-892-0468
Firm Registration No. 10146200



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1414-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 0.198 acres, more or less, and being located at 109 West Lane Avenue, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 0.198 acres, more or less, Lot 5 and West ½ of Lot 4, Block 9, A.E. Lane Addition, and being located at 109 West Lane Avenue, Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB).

***Applicant:* Wenkai Chen**

***Owner:* Wenkai Chen**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

ELIZONDO ROLANDO
54 REGINA DR
TAYLOR , TX 76574-5222

NASH HIAWATH JR & RUBY M
900 CALDWELL ST
MANOR , TX 78653-3317

JONSE JOHN A & MAR
DBA JONSE INSURANCE AGENCY
14311 BOIS D ARC LN
MANOR , TX 78653-3811

SALMELA PATRICIA
101 W MURRAY ST
MANOR , TX 78653-4141

JUAREZ MARIO
3401 BRATTON RIDGE CROSSING
AUSTIN, TX 78728-3677

BRYANT-WILLIAMS EVELYN MARIE &
JAMES W WILLIAMS
PO BOX 12
MANOR , TX 78653-0012

WILLIAMS EARLENE
809 CALDWELL ST
MANOR , TX 78653-3318

GARCIA EDWARD
PO BOX 452
MANOR , TX 78653-0452

GOSEY BOBBY AND SHELDON LIVING
TRUST
7300 GILBERT RD
MANOR, TX 78653-5083

LUNA BENITA GONZALEZ
802 N BASTROP ST
MANOR , TX 78653-5430

SEPECO
PO BOX 170309
AUSTIN , TX 78717-0019

TREJO GERARDO &
JENNIFER I BARAHONA DE TREJO
801 CALDWELL ST
MANOR, TX 78653-3318

709 LEXINGTON LLC
3571 FAR WEST BLVD #244
AUSTIN, TX 78731-3064

LANE & RECTOR STREET
PARTNERSHIP
PO BOX 170309
AUSTIN , TX 78717-0019

JACKSON BONNIE & VSYNTHIA
%LENA MCCOY
PO BOX 985
MANOR , TX 78653-0985

SHAW HUGHIE L & RUBY L
703 CALDWELL ST
MANOR , TX 78653-3356



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on an ordinance rezoning 10.945 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract No. 154, and being located at 15001 US Hwy 290 E, Manor, TX from Agricultural (A) to Medium Commercial (C-2).

Applicant: Duque States, LLC
Owner: Duque States, LLC

BACKGROUND/SUMMARY:

This property was annexed in 2017 and received the default zoning of Agricultural (A) when the annexation was approved. The owner is requesting C-2 Medium Commercial which most of the commercial property along US 290 are zoned.

This item was postponed at the April 20, 2022, Regular Council Meeting.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Map
- Ordinance
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM AGRICULTURAL (A) TO MEDIUM COMMERCIAL (C-2); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), from the Agricultural (A) to zoning district Medium Commercial (C-2). The Property is accordingly hereby rezoned to Medium Commercial (C-2).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ___ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

EXHIBIT "A"

Property Address:
15001 US Hwy 290 East, Manor, TX 78653

Property Legal Description:

10.945 ACRES

These notes describe that certain tract of land located in the **A. C. CALDWELL SURVEY, ABSTRACT NO. 154** situated in Travis County, Texas; said tract being a part of and out of a called "31.08 Acres" conveyed in a Warranty Deed from James V. Webb, et al to Eugene Juby, et ux dated 02-22-1982 and recorded in Volume 7689, Page 811 of the Deed Records of Travis County (DRTC) (title appears to now be vested in Shaunesse Louann Clark, independent executor of the estate of Frederick Eugene Juby, aka Gene Juby, deceased as trustee of the real estate testamentary trust created in the Last Will and Testament as recorded in Cause No. C-1-PB-19-000934, Probate Court No. 1, Travis County, Texas); subject tract being surveyed on the ground under the direct supervision of Bruce Lane Bryan, Registered Professional Land Surveyor No. 4249, on August 27, 2019 and being more fully described as follows:

COMMENCING at a found broken Texas Department of Transportation concrete monument being in the South right of way line of US Hwy 290 at station 382+05.28 (North = 10,102,877.330 feet, East = 3,196,156.152 feet) from which a found 3/4" iron pipe at the apparent Northeast corner of said "31.08 Acres" bears North 86° 50' 03" East a distance of 427.16 feet, same being the Northeast corner of a called "15.234 Acre" (Exhibit B) described in a Revocation of Special Warranty Deed from AAA Storage Hwy 290, LLC to JM Assets, LP dated 02-09-2017 and recorded in Document No. 2017023375, Official Public Records of Travis County (OPRTC); **THENCE South 86° 43' 52" West** along said right of way of US Hwy 290, also being the North line of said "15.234 Acres", passing a point for the Northeast corner of a called "5.091 Acres" (Exhibit A) described in a Revocation of Special Warranty Deed from AAA Storage Hwy 290, LLC to JM Assets, LP dated 02-09-2017 and recorded in Document No. 2017023375, at 299.13 feet (from which a found "Mag" Nail lies 0.58 feet left as measured in a perpendicular fashion) and continuing a total distance of **753.59 feet** to a found "Mag" Nail in concrete at the Northwest corner of a called "5.0 Acres" conveyed in a General warranty Deed from Eugene Juby, et ux to Centex Materials, LLC dated 10-06-2005 and recorded in Document No. 2005187180, OPRTC, same being the **PLACE OF BEGINNING** of this description;

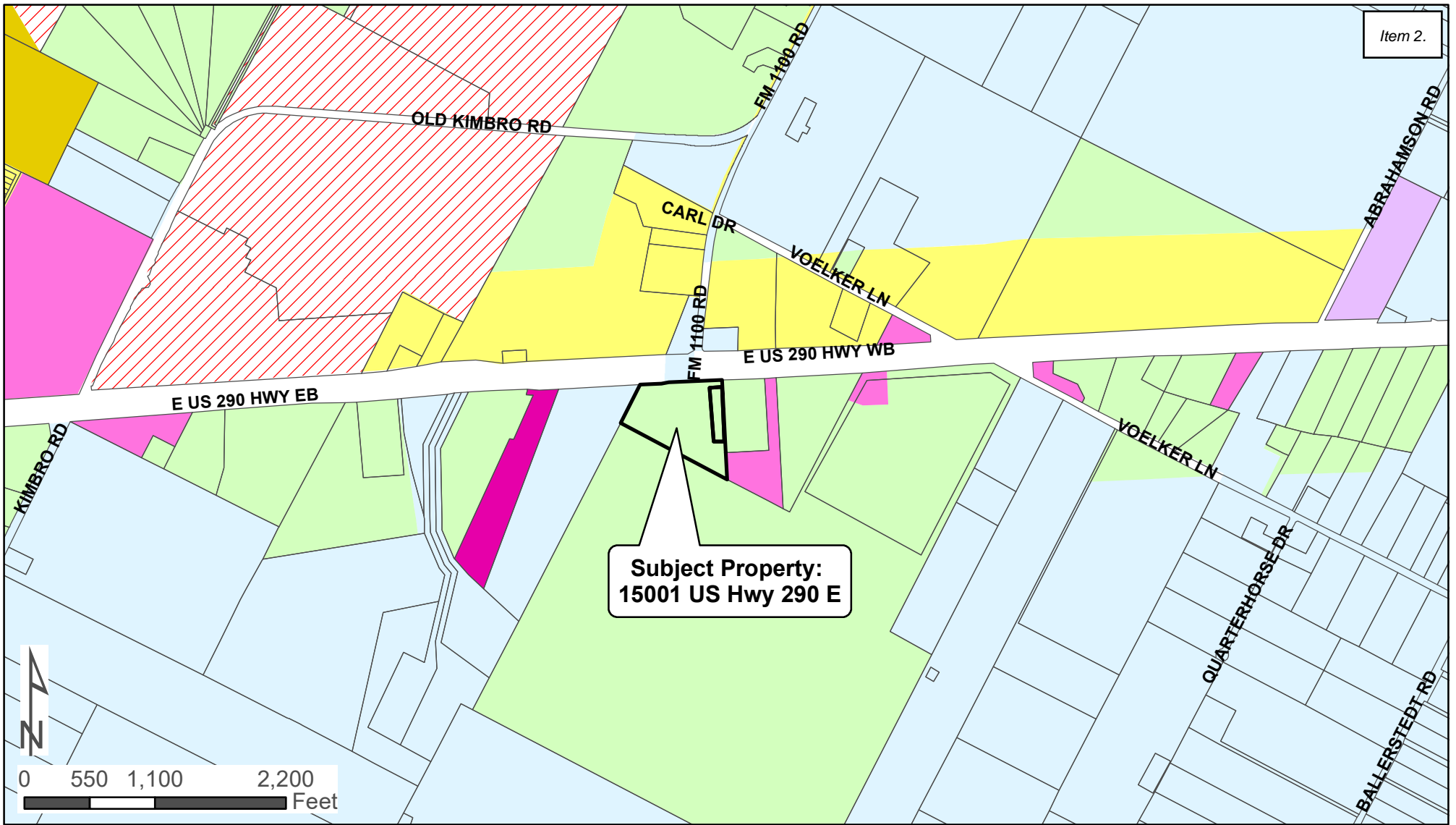
THENCE South 03° 20' 05" East with the West line of said "5.0 Acres", generally along a chain link fence, passing a point at the said "5.0 Acres" approximate Southwest corner (not found) at 605.8', same being an exterior corner of aforementioned "5.091 Acres" and "15.234 Acres", and continuing with the lower West line of said "5.091 Acres" and "15.234 Acres" for a total distance of **833.24 feet** to a found iron rod (aluminum cap) at the Southwest corner of both "5.091 Acres" and "15.234 Acres" in the North line of a called "242.07 Acres" conveyed in a Warranty Deed from Don A. Stewart, et ux to Capital Area Youth soccer Association dated 01-27-2000 and recorded in Document no. 2000012678, OPRTC, same being the South line of aforementioned "31.08 Acres";

THENCE North 63° 22' 19" West with the common line of said "31.08 Acres" and "242.07 Acres", generally along a barbed wire fence (mostly lying on ground) a distance of **1015.48 feet** to a found ½" iron rod (capped) at an exterior corner of said "242.07 Acres", same being the Westernmost corner of said "31.08 Acres" in the East line of a called "22.78 Acres" conveyed in a General Warranty Deed from Mahnaz Bahrami to Krantz Properties, LLC dated 09-16-2008 of record in Document no. 2008155343, OPRTC;

THENCE North 26° 47' 08" East with the common line of said "31.08 Acres" and "22.78 Acres", a distance of **362.68 feet** to a set ½" iron rod (capped Bryan Tech Services) in the aforementioned South right of way line of U. S. Highway 290 at the Northeast corner of said "22.78 Acres" and the Northwest corner of said "31.08 acres"; found a "Mag" Nail in a creosote fence post for reference bearing South 26° 47' 08" West a distance of 3.23 feet; also, a found ½" iron rod (capped) in said South right of way line of U. S. Highway 290 (TXDOT Station 359+06.12) bears South 86° 46' 31" West a distance of 847.46 feet;

THENCE with said South right of way line of U. S. Highway 290, same being the North line of said "31.08 Acres" the following calls:

- **North 86° 46' 31" East 152.32 feet** to a found broken Texas Department of Transportation concrete monument (TXDOT Station 369+05.51),
- **North 79° 06' 42" East 100.17 feet** to a found broken Texas Department of Transportation concrete monument (TXDOT Station 370+06.50) and
- **North 86° 43' 52" East 446.13 feet** to the PLACE OF BEGINNING, containing according to the dimensions herein stated, an area of 10.945 Acres.



**Subject Property:
15001 US Hwy 290 E**



**Current:
Agricultural (A)**

**Proposed:
Medium Commercial (C-2)**

Zone

- | | | |
|-------------------------------|---------------------------|--------------------------------|
| A - Agricultural | I-1 - Institutional Small | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-2 - Institutional Large | DB - Downtown Business |
| SF-2 - Single Family Standard | GO - General Office | IN-1 - Light Industrial |
| TF - Two Family | C-1 - Light Commercial | IN-2 - Heavy Industrial |
| TH - Townhome | C-2 - Medium Commercial | PUD - Planned Unit Development |
| MF-1 - Multi-Family 15 | C-3 - Heavy Commercial | ETJ |
| MF-2 - Multi-Family 25 | | |



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1415-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 10.945 acres, more or less, and being located at 15001 US Hwy 290 E, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 10.945 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract No. 154, and being located at 15001 US Hwy 290 E, Manor, TX from Agricultural (A) to Medium Commercial (C-2).

***Applicant:* Duque States, LLC**

***Owner:* Duque States, LLC**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

MB & MS Enterprises Inc
PO Box 82653
Austin TX 78708-2653

Krantz Properties LLC
% Krantz Enterprises
14807 US Highway 290 E
Manor TX 78653-4513

Centex Materials LLC
3019 Alvin Devane Blvd Ste 100
Austin TX 78741-7419

JKR Realty Partners LLC
11215 S IH 35 Ste 120
Austin TX 78747-1864

DINH Chau & ANH Kim Pham
1201 Porterfield Dr
Austin TX 78753-1617

Ynacio & Rosa Tabarez
1221 Meadgreen Dr
Austin TX 78758-4712

Herbert Guy Purtle
13105 FM 1100
Manor TX 78653-4528

Terry Lee Schultz
15201 Voelker Ln
Manor TX 78653-4521



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on an ordinance rezoning 6.533 acres, more or less, Town of Manor, Block 15, Lots 6-10, Block 17, Lots 1-10, Block 18, Lots 1-10, Block 19, Lots 1-10, Block 20, Lots 1-5, Block 74, Lots 1-5, and 0.397 acres out of the James Manor Survey No. 40, Abstract 546, and being located near the intersection of N. LaGrange Street and East Lane Avenue, Manor, TX from Manufactured Home (MH-1), Light Commercial (C-1), and Single Family Suburban (SF-1) to Townhome (TH).

Applicant: BGE, Inc.

Owner: Lane Ave Development, LLC

BACKGROUND/SUMMARY:

These lots total up to about 6.5 acres and are mostly zoned MH-1 Manufactured Home with 1 block of C-1 Light Commercial and 1 block of SF-1 Single Family. Half the area does not have streets constructed within the ROW areas so those lots never had developed properties. The N. San Marcos ROW extends N-S through the property but there is no roadway constructed there currently, so the access to these lots would be from East Lane Ave and East Rector Street. There is a request before the City Council to purchase the ROW within the development area to make 1 contiguous tract to develop. Presently they are proposing 70 – 80 townhome units.

This item was postpone at the April 20, 2022, Regular Council Meeting.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Ordinance
- Map
- Survey
- Future Manor TH Site
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



February 24, 2022

City of Manor – Development Services
Rezoning
105 E. Eggleston Street
Manor, Texas 78653

Re: Rezoning Letter of Intent
6.533 ac Manor Townhome Tracts
East of the intersection of North La Grange and E. Lane Avenue, Manor, Texas

This letter of intent has been prepared on behalf of Mr. David Pikoff as a part of the Rezoning efforts for the Manor Townhome Tracts in Manor, Texas. The properties are comprised of total three tracts, totaling 6.533 acres and are currently zoned:

Single Family Suburban (SF-1),
Light commercial (C-1), and
Manufactured Home (MH-1)

Please see attached exhibits for current zoning designations and Boundary survey.

As a part of the proposed development, the Tracts will need to be rezoned to Townhome (TH) with maximum allowed 12 units/acre. This development is located within “Old Manor” and would promote the growth of Manor and revitalization of a currently under-utilized section of an existing neighborhood. The project will provide a desirable location due to its proximity to the Manor Senior High School north of US Hwy 290, the Manor Excel High School south of the development and ease of access onto US Hwy 290. The proposed development will include the completion of roadway infrastructure within existing street right-of-way. The project will be developed in accordance with the City of Manor Code of Ordinances such that there are minimal impacts to the surrounding tracts.

Should you have any further inquiries about the intent of the development or impacts on the surrounding community, please feel free to contact me at (210)-581-3600 and mjphillips@bgeinc.com.

Sincerely,

Mary Jane Phillips, P.E.
Director
BGE, Inc.
TBPE Firm #F-1046

Legend

Zoning Class

	A	Agricultural
	SF-E	Single Family Estate
	SF-1	Single Family Suburban
	SF-2	Single Family Standard
	TF	Two-Family Residential
	TH	Townhome
	MF-1	Multi-Family 15
	MF-2	Multi-Family 25
	MH-1	Manufactured Home
	MH-2	Manufactured Home Park
	OS	Open Space
	I-1	Institutional-Small
	I-2	Institutional-Large
	GO	General Office
	C-1	Light Commercial
	C-2	Medium Commercial
	C-3	Heavy Commercial
	IN-1	Light Industrial
	IN-2	Heavy Industrial
	NB	Neighborhood Business
	DB	Downtown Business
	PUD	Planned Unit Development
		City Limits
		E.T.J.
		Future Annexation Per Development Agreement



Downtown Area

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY OF MANOR, TEXAS,
AMENDING THE ZONING ORDINANCE BY REZONING A
PARCEL OF LAND FROM MANUFACTURED HOME (MH-1),
LIGHT COMMERCIAL (C-1), AND SINGLE FAMILY
SUBURBAN (SF-1) TO TOWNHOME (TH); MAKING FINDINGS
OF FACT; AND PROVIDING FOR RELATED MATTERS.**

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), from the Manufactured Home (MH-1), Light Commercial (C-1), and Single Family Suburban (SF-1) to zoning district Townhome (TH). The Property is accordingly hereby rezoned to Townhome (TH).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ____ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC,
City Secretary

EXHIBIT "A"

Property Legal Description:

Lots 6 – 10, Block 15, Town of Manor
 Lots 1 – 10, Block 17, Town of Manor
 Lots 1 – 10, Block 18, Town of Manor
 Lots 1 – 10, Block 19, Town of Manor
 Lots 1 – 5, Block 20, Town of Manor
 Lots 1 – 5, Block 74, Town of Manor

And

0.397 ACRES

**JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546
 TRAVIS COUNTY, TEXAS**

A DESCRIPTION OF 0.397 ACRES (APPROXIMATELY 17,274 SQ. FT.) OUT OF THE JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546 IN TRAVIS COUNTY, TEXAS, BEING ALL OF A CALLED 0.40 ACRE TRACT OF LAND CONVEYED TO LANE AVE DEVELOPMENT, LLC BY SPECIAL WARRANTY DEED, DATED NOVEMBER 12, 2021, RECORDED IN DOCUMENT NO. 2021250846 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS AND BEING THAT SAME TRACT OF LAND DESCRIBED IN VOLUME 8702, PAGE 813 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS; SAID 0.397 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" rebar with "Chaparral" cap set in the northwest right-of-way line of a 17' wide alley, a public right-of-way dedicated to the City of Manor by plat recorded for A.E. Lane's Addition, a subdivision of record in Volume 2, Page 223 of the Plat Records of Travis County, Texas, for the northeast corner of said 0.40 acre tract and hereof, same being a point in the southwest line of the remainder of a called 58.134 acre tract of land conveyed to Austin Manor Investments in Volume 8623, Page 931 of the Real Property Records of Travis County, Texas, from which a 1/2" rebar found for the northwest corner of the Manor City Cemetery bears South 62°18'16" East a distance of 17.00 feet;

THENCE South 27°12'37" West, with the northwest right-of-way line of the alley, a distance of **139.00 feet** to a 1/2" rebar with "Chaparral" cap set for the southeast corner hereof, same being a northeast corner of Lot 7, Block 19, said A.E. Lane's Addition, from which a 1/2" rebar with "Chaparral" cap set for the southeast corner of Lot 10, said Block 19, bears South 27°12'37" West a distance of 208.91 feet;

THENCE North 80°18'03" West, with the northeast line of said Lot 7, a distance of **115.64 feet** to a cedar fence post found for the southwest corner hereof, same being an interior corner of Lot 7;

THENCE North 27°18'09" East, with the southeast lines of Lot 7 and Lot 6, Block 19, passing at a distance of 53.72 feet, the northeast corner of said Lot 6 and the southeast terminus of E. Lane Avenue, a 60' wide public right-of-way dedicated to the City of Manor by plat recorded for the Town of Manor, a subdivision of record in Book V, Page 796 of the Deed Records of Travis County, Texas, and continuing 62.36 feet, passing the northeast terminus of said E. Lane Avenue, same being the southeast corner of Lot 4, Block 20, A.E. Lane's Addition, and continuing 58.65 feet, for a total distance of **174.73 feet** to the northwest corner hereof, same being the northeast corner of Lot 5, said Block 20, from which a 1/2" rebar with "Waterloo" cap found for the southwest corner of said remainder tract of a called 58.134 acres and the southeast corner of Lot 7C2, Block A, Resubdivision of Lot 7B1, Amended Plat of Lots 7A and 7B, Resubdivision of Lot 7, Cottonwood Commercial South Section One and Lot 6B, Resubdivision of Lot 6, Cottonwood Commercial South Section One, a subdivision of record in Document No. 200900096 of the Official Public Records of Travis County, Texas, bears North 62°18'16" West a distance of 116.88 feet;

THENCE South 62°18'16" East, with the southwest line of the remainder tract of a called 58.134 acres, a distance of **110.00 feet** to the **POINT OF BEGINNING**, containing **0.397 acres** of land, more or less.

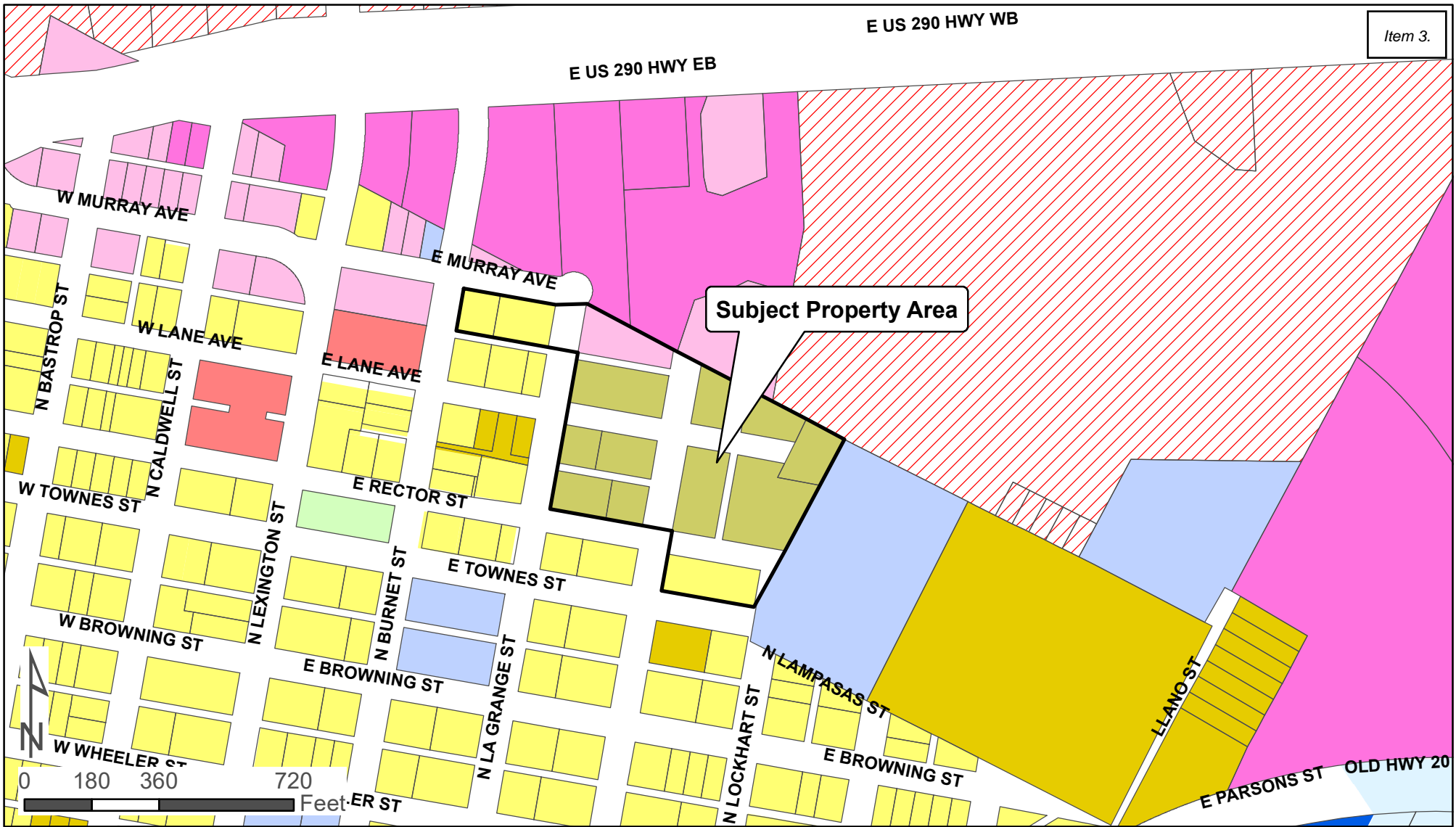
Surveyed on the ground February 8, 2022. Bearing basis: The Texas Coordinate System of 1983 (NAD83), Central Zone, based on GPS solutions from the National Geodetic Survey (NGS) On-line Positioning User System (OPUS).

Attachments: 1890-001-BASE

Paul J. Flugel 2-14-2022

Paul J. Flugel
Registered Professional Land Surveyor
State of Texas No. 5096
T.B.P.L.S. Firm No. 10124500





Current:
 Single Family Suburban (SF-1)
 Light Commercial (C-1)
 Manufactured Home (MH-1)

Proposed:
 Townhome (TH)

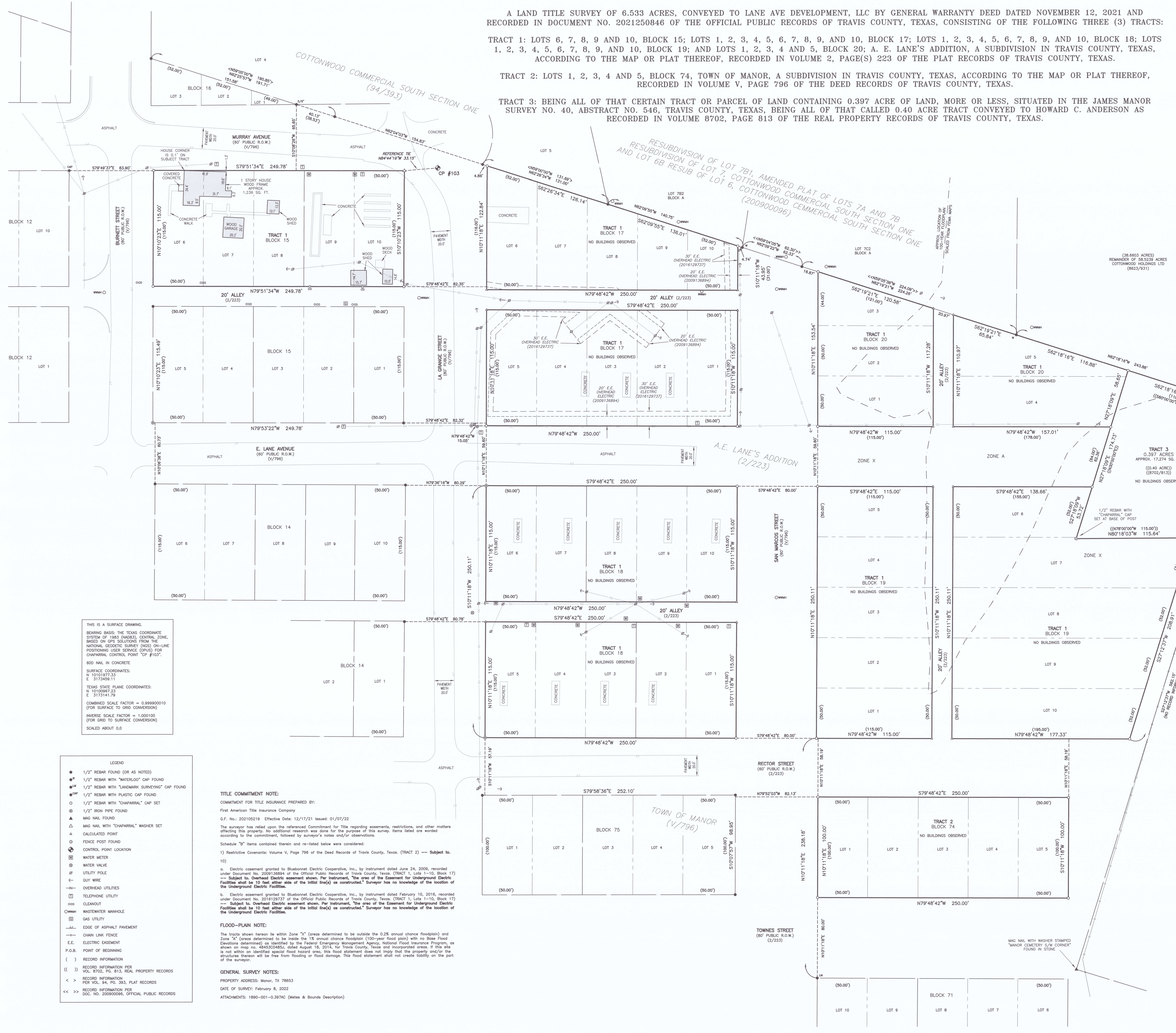
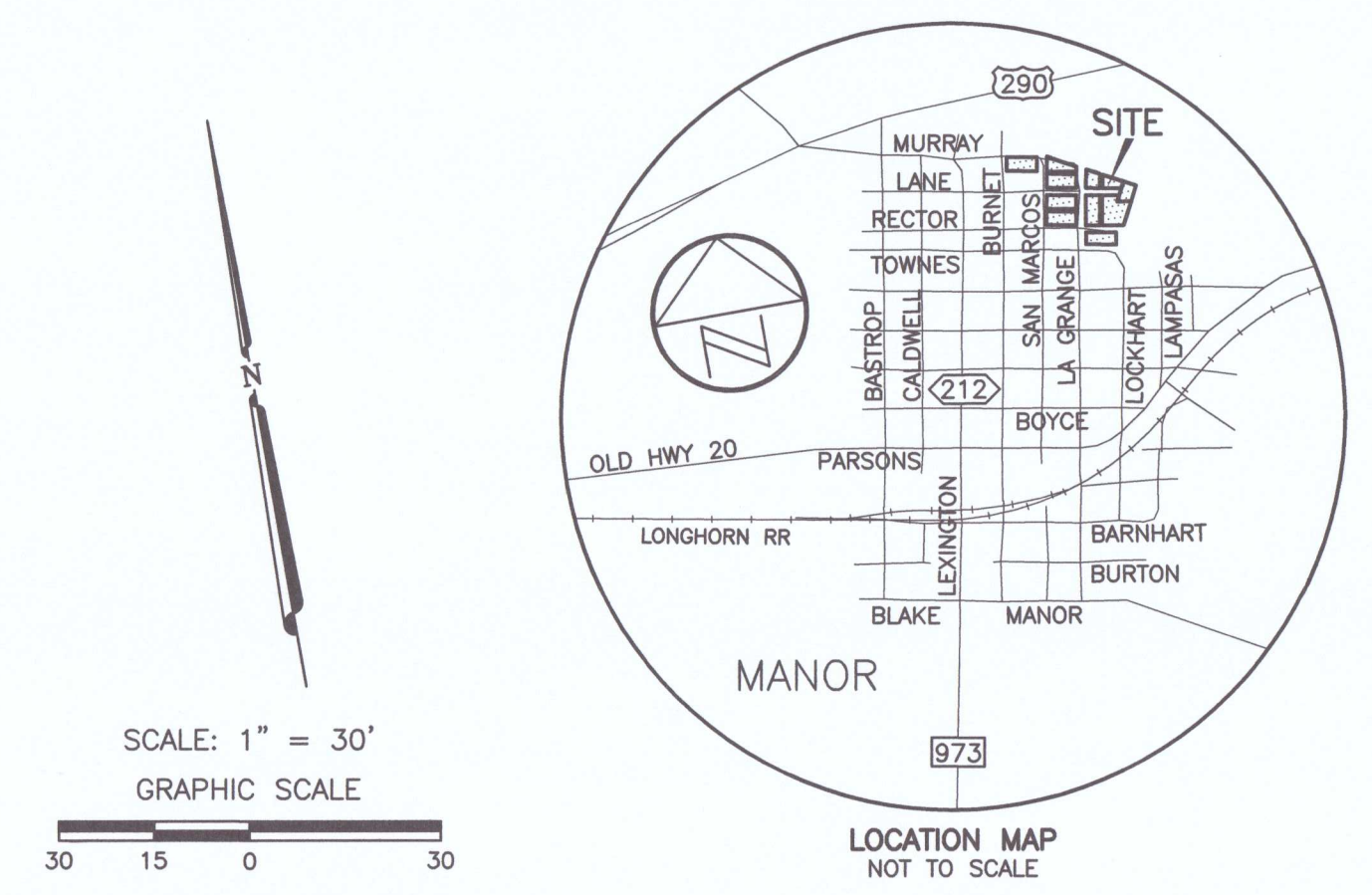
Zone					
	A - Agricultural		I-1 - Institutional Small		NB - Neighborhood Business
	SF-1 - Single Family Suburban		I-2 - Institutional Large		DB - Downtown Business
	SF-2 - Single Family Standard		GO - General Office		IN-1 - Light Industrial
	TF - Two Family		C-1 - Light Commercial		IN-2 - Heavy Industrial
	TH - Townhome		C-2 - Medium Commercial		PUD - Planned Unit Development
	MF-1 - Multi-Family 15		C-3 - Heavy Commercial		ETJ
	MF-2 - Multi-Family 25				

A LAND TITLE SURVEY OF 6.533 ACRES, CONVEYED TO LANE AVE DEVELOPMENT, LLC BY GENERAL WARRANTY DEED DATED NOVEMBER 12, 2021 AND RECORDED IN DOCUMENT NO. 2021250846 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, CONSISTING OF THE FOLLOWING THREE (3) TRACTS:

TRACT 1: LOTS 6, 7, 8, 9 AND 10, BLOCK 15; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 17; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 18; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 19; AND LOTS 1, 2, 3, 4 AND 5, BLOCK 20; A. E. LANE'S ADDITION, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 2, PAGE(S) 223 OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS.

TRACT 2: LOTS 1, 2, 3, 4 AND 5, BLOCK 74, TOWN OF MANOR, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME V, PAGE 796 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS.

TRACT 3: BEING ALL OF THAT CERTAIN TRACT OR PARCEL OF LAND CONTAINING 0.397 ACRE OF LAND, MORE OR LESS, SITUATED IN THE JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546, TRAVIS COUNTY, TEXAS, BEING ALL OF THAT CALLED 0.40 ACRE TRACT CONVEYED TO HOWARD C. ANDERSON AS RECORDED IN VOLUME 8702, PAGE 813 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.



THIS IS A SURFACE DRAWING.
BEARING BASIS: THE TEXAS COORDINATE SYSTEM OF 1983 (NAD83), CENTRAL ZONE, BASED ON GPS SOLUTIONS FROM THE NATIONAL GEODETIC SURVEY (NGS) ON-LINE POSITIONING USER SERVICE (OPUS) FOR CHAPARRAL CONTROL POINT "CP #103".
600 NAIL IN CONCRETE
SURFACE COORDINATES:
N 1010297.23
E 3173459.11
TEXAS STATE PLANE COORDINATES:
N 1010297.23
E 317341.79
COMBINED SCALE FACTOR = 0.99990010
(FOR SURFACE TO GRID CONVERSION)
INVERSE SCALE FACTOR = 1.000100
(FOR GRID TO SURFACE CONVERSION)
SCALED ABOUT 0.0

TITLE COMMITMENT NOTE:
COMMITMENT FOR TITLE INSURANCE PREPARED BY:
First American Title Insurance Company
C.F. No.: 202105219 Effective Date: 12/17/21 Issued: 01/07/22
The surveyor has relied upon the referenced Commitment for Title regarding assessments, restrictions, and other matters affecting this property. No additional research was done for the purpose of this survey. Items listed are warranted according to the commitment, followed by surveyor's notes and/or observations.
Schedule "B" items contained therein and re-listed below were considered:
1) Restrictive Covenants: Volume V, Page 796 of the Deed Records of Travis County, Texas. (TRACT 2) — Subject to 10)
a. Electric easement granted to Bluebonnet Electric Cooperative, Inc., by instrument dated June 24, 2009, recorded under Document No. 2009138989 of the Official Public Records of Travis County, Texas. (TRACT 1, Lots 1-10, Block 17) — Subject to: Overhead Electric easement shown. Per instrument, "the area of the Easement for Underground Electric Facilities shall be 10 feet either side of the initial line(s) as constructed." Surveyor has no knowledge of the location of the Underground Electric Facilities.
b. Electric easement granted to Bluebonnet Electric Cooperative, Inc., by instrument dated February 10, 2016, recorded under Document No. 2016129737 of the Official Public Records of Travis County, Texas. (TRACT 1, Lots 1-10, Block 17) — Subject to: Overhead Electric easement shown. Per instrument, "the area of the Easement for Underground Electric Facilities shall be 10 feet either side of the initial line(s) as constructed." Surveyor has no knowledge of the location of the Underground Electric Facilities.

FLOOD-PLAIN NOTE:
The tracts shown herein lie within Zone "X" (areas determined to be outside the 0.2% annual chance floodplain) and Zone "A" (areas determined to be inside the 1% annual chance floodplain (100-year flood plain) with no Base Flood Elevations determined) as identified by the Federal Emergency Management Agency, National Flood Insurance Program, as shown on map no. 4845300485A, dated August 18, 2014, for Travis County, Texas and incorporated areas. If this site is not within an identified special flood hazard area, this flood statement does not imply that the property and/or the structures thereon will be free from flooding or flood damage. This flood statement shall not create liability on the part of the surveyor.

GENERAL SURVEY NOTES:
PROPERTY ADDRESS: Manor, TX 78653
DATE OF SURVEY: February 8, 2022
ATTACHMENTS: 1890-001-0397AC (Metes & Bounds Description)

- 1/2" REBAR FOUND (OR AS NOTED)
- 1/2" REBAR WITH "WATERLOO" CAP FOUND
- 1/2" REBAR WITH "LANDMARK SURVEYING" CAP FOUND
- 1/2" REBAR WITH PLASTIC CAP FOUND
- 1/2" REBAR WITH "CHAPARRAL" CAP SET
- 1/2" IRON PIPE FOUND
- ▲ MAG NAIL FOUND
- ▲ MAG NAIL WITH "CHAPARRAL" WASHER SET
- ▲ CALCULATED POINT
- FENCE POST FOUND
- CONTROL POINT LOCATION
- WATER METER
- WATER VALVE
- GUY WIRE
- OVERHEAD UTILITY
- TELEPHONE UTILITY
- CLEANOUT
- WASTEWATER MANHOLE
- GAS UTILITY
- EDGE OF ASPHALT PAVEMENT
- CHAIN LINK FENCE
- E.E. ELECTRIC EASEMENT
- P.O.B. POINT OF BEGINNING
- () RECORD INFORMATION
- () RECORD INFORMATION PER VOL. 8702, PG. 813, REAL PROPERTY RECORDS
- < > RECORD INFORMATION PER VOL. 84, PG. 393, PLAT RECORDS
- << >> RECORD INFORMATION PER DOC. NO. 200900096, OFFICIAL PUBLIC RECORDS

SURVEYOR'S CERTIFICATE:
CERTIFIED TO: Lane Ave Development, LLC, a Texas limited liability company
Texas Community Bank
First American Title Insurance Company
Heritage Title Company of Austin, Inc.
I hereby certify that a survey of the property shown herein was actually made upon the ground under my direction and supervision on the date shown, and that to the best of my professional knowledge and belief, there are no apparent encroachments, overlapping of improvements, discrepancies, deed line conflicts, visible utility lines or roads in place, except as shown hereon, and that this property does not adjoin a dedicated road right-of-way or access easement, unless noted hereon.
This survey substantially complies with the current Texas Society of Professional Surveyors Manual of Practice requirements for a Category 1A, Condition 2, DPSS Land Title Survey, based on the Manual of Practice for Land Surveys in the State of Texas, Thirteenth Edition, effective September 01, 2019, prepared by the Texas Society of Professional Surveyors.

Paul J. Flugel
Date: 2-11-2022
Registered Professional Land Surveyor
State of Texas No. 5096

Professional Land Surveying, Inc.
Surveying and Mapping
3500 McCall Lane
Austin, Texas 78744
512-443-1724
T.B.P.E.L.S. Firm No. 10124500

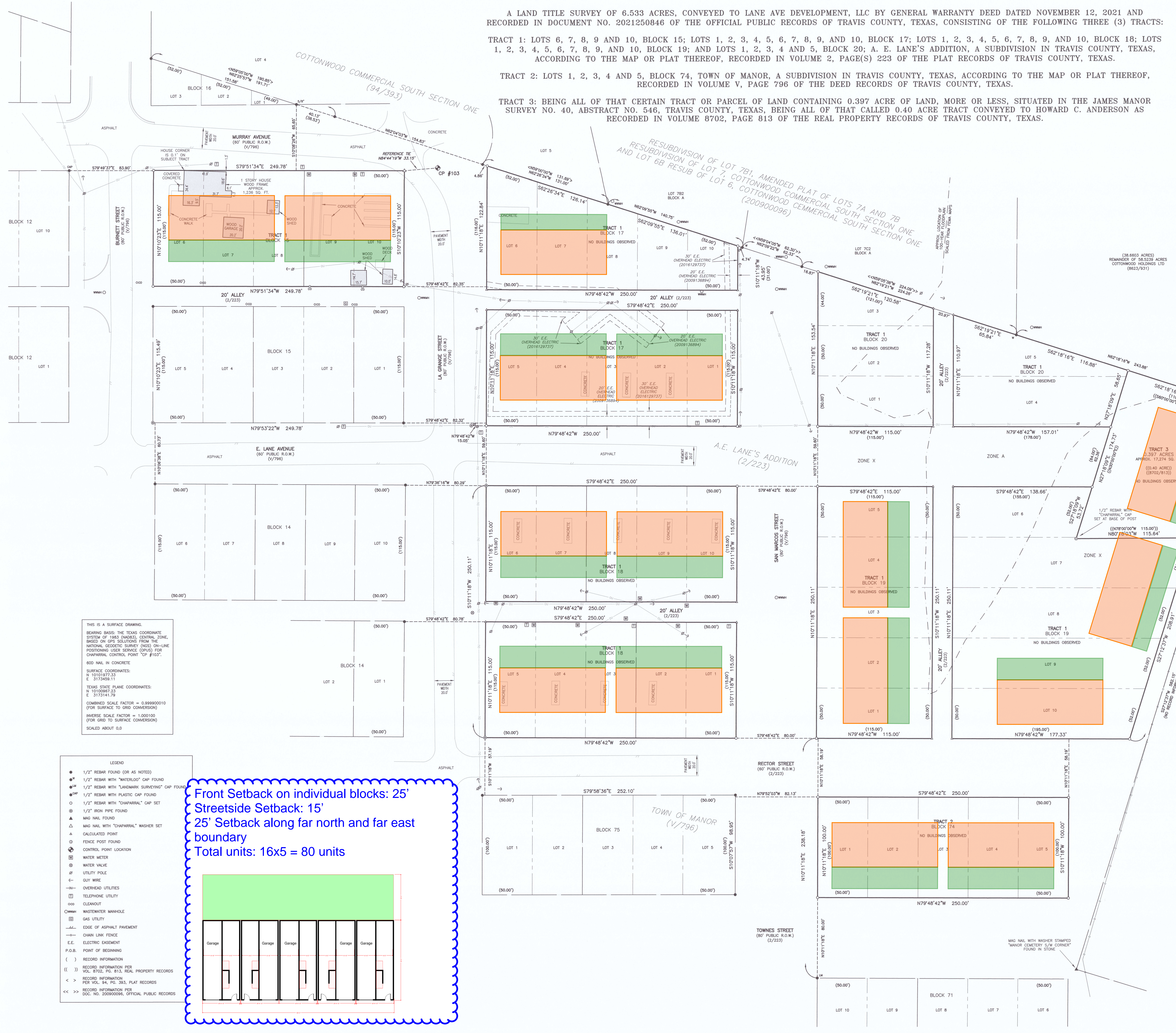
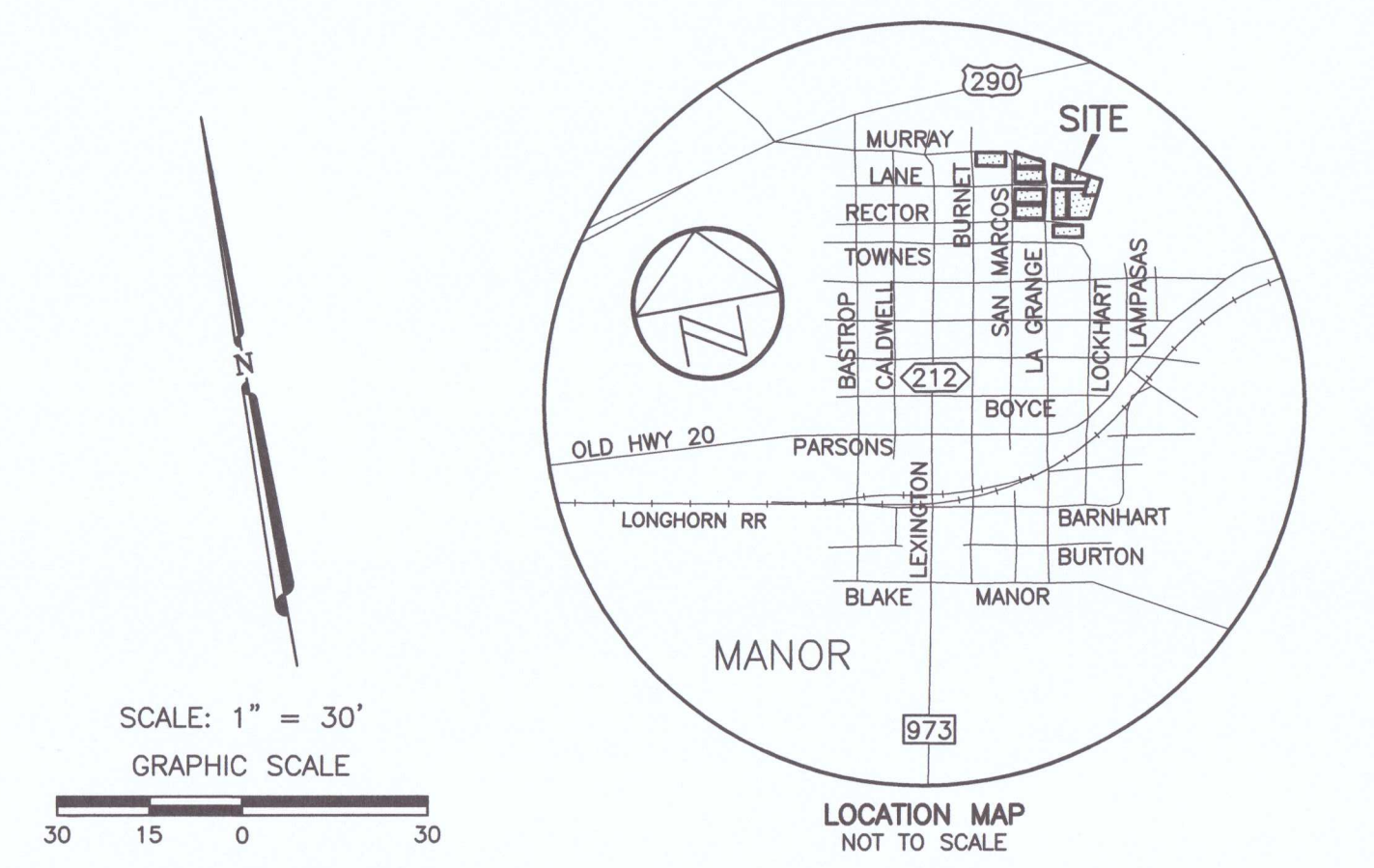
PROJECT NO.: 1890-001
DRAWING NO.: 1890-001-BASE
WORK ORDER: 21049
PLOT DATE: 02/11/2022
PLOT SCALE: 1" = 30'
DRAWN BY: PAJ
SHEET 01 OF 01

A LAND TITLE SURVEY OF 6.533 ACRES, CONVEYED TO LANE AVE DEVELOPMENT, LLC BY GENERAL WARRANTY DEED DATED NOVEMBER 12, 2021 AND RECORDED IN DOCUMENT NO. 2021250846 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, CONSISTING OF THE FOLLOWING THREE (3) TRACTS:

TRACT 1: LOTS 6, 7, 8, 9 AND 10, BLOCK 15; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 17; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 18; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 19; AND LOTS 1, 2, 3, 4 AND 5, BLOCK 20; A. E. LANE'S ADDITION, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 2, PAGE(S) 223 OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS.

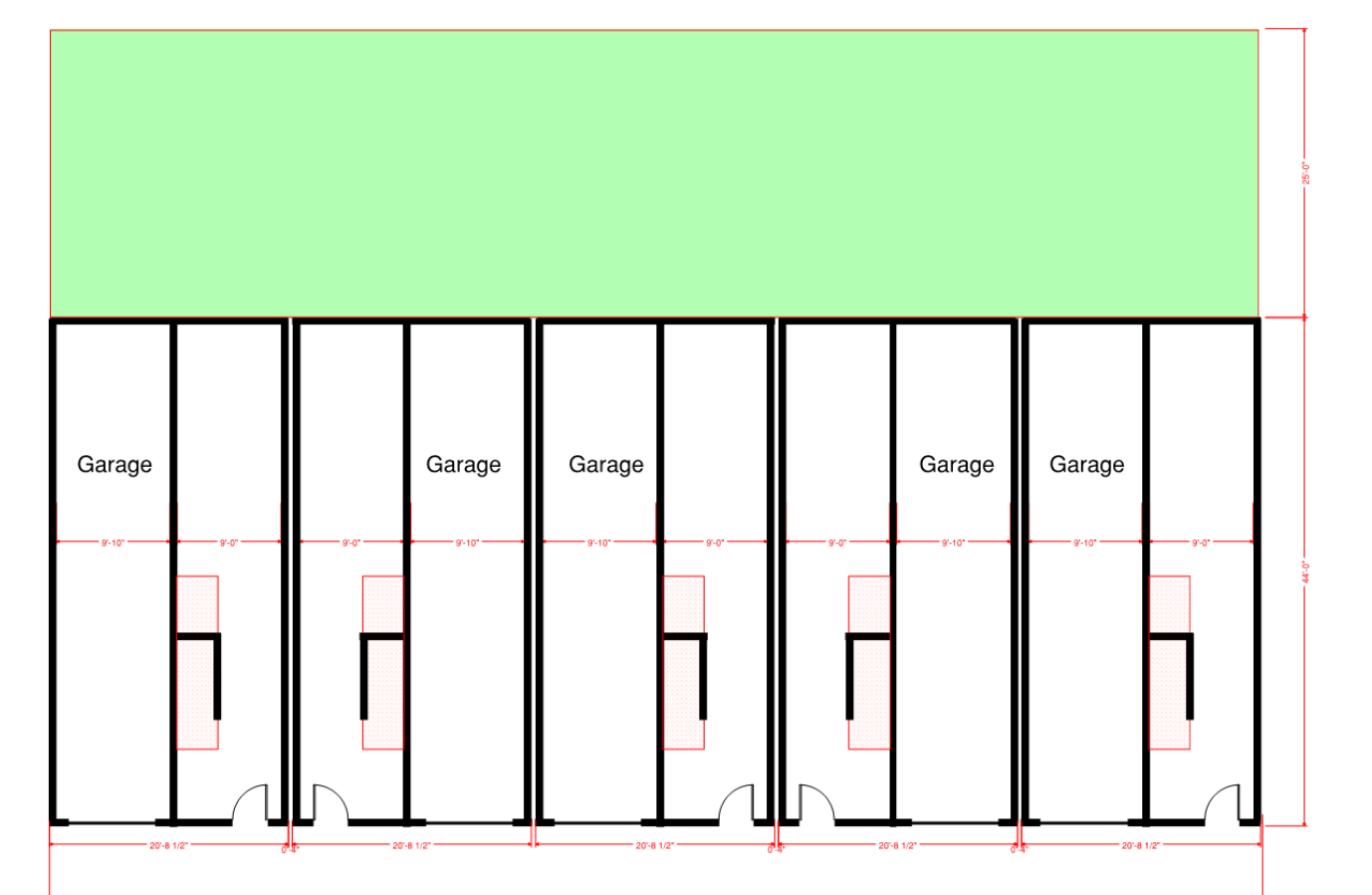
TRACT 2: LOTS 1, 2, 3, 4 AND 5, BLOCK 74, TOWN OF MANOR, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME V, PAGE 796 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS.

TRACT 3: BEING ALL OF THAT CERTAIN TRACT OR PARCEL OF LAND CONTAINING 0.397 ACRE OF LAND, MORE OR LESS, SITUATED IN THE JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546, TRAVIS COUNTY, TEXAS, BEING ALL OF THAT CALLED 0.40 ACRE TRACT CONVEYED TO HOWARD C. ANDERSON AS RECORDED IN VOLUME 8702, PAGE 813 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.



THIS IS A SURFACE DRAWING.
BEARING BASIS: THE TEXAS COORDINATE SYSTEM OF 1983 (NAD83), CENTRAL ZONE, BASED ON GPS SOLUTIONS FROM THE NATIONAL GEODETIC SURVEY (NGS) ON-LINE POSITIONING USER SERVICE (OPUS) FOR CHAPARRAL CONTROL POINT "CP #103".
600 NAIL IN CONCRETE
SURFACE COORDINATES:
N 10101972.33
E 3173459.11
TEXAS STATE PLANE COORDINATES:
N 10100957.23
E 3173141.79
COMBINED SCALE FACTOR = 0.99990010
(FOR SURFACE TO GRID CONVERSION)
INVERSE SCALE FACTOR = 1.000100
(FOR GRID TO SURFACE CONVERSION)
SCALED ABOUT 0.0

Front Setback on individual blocks: 25'
Streetside Setback: 15'
25' Setback along far north and far east boundary
Total units: 16x5 = 80 units



- 1/2" REBAR FOUND (OR AS NOTED)
- 1/2" REBAR WITH "WATERLOO" CAP FOUND
- 1/2" REBAR WITH "LANDMARK SURVEYING" CAP FOUND
- 1/2" REBAR WITH PLASTIC CAP FOUND
- 1/2" REBAR WITH "CHAPARRAL" CAP SET
- 1/2" IRON PIPE FOUND
- ▲ MAG NAIL FOUND
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- GUY WIRE
- OVERHEAD UTILITY
- TELEPHONE UTILITY
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- WASTEWATER MANHOLE
- GAS UTILITY
- EDGE OF ASPHALT PAVEMENT
- CHAIN LINK FENCE
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- () RECORD INFORMATION
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- () RECORD INFORMATION PER DOC. NO. 20090096, OFFICIAL PUBLIC RECORDS

SURVEYOR'S CERTIFICATE:
CERTIFIED TO: Lane Ave Development, LLC, a Texas limited liability company
Texas Community Bank
First American Title Insurance Company
Heritage Title Company of Austin, Inc.
I hereby certify that a survey of the property shown herein was actually made upon the ground under my direction and supervision on the date shown, and that to the best of my professional knowledge and belief, there are no apparent encroachments, overlapping of improvements, discrepancies, deed line conflicts, visible utility lines or roads in place, except as shown herein, and that this property does not adjoin a dedicated road right-of-way or access easement, unless noted herein.

This survey substantially complies with the current Texas Society of Professional Surveyors Manual of Practice requirements for a Category 1A, Condition 2, DPSS Land Title Survey, based on the Manual of Practice for Land Surveys in the State of Texas, Thirteenth Edition, effective September 01, 2019, prepared by the Texas Society of Professional Surveyors.
Paul J. Flugel
Date: 2-11-2022
Registered Professional Land Surveyor
State of Texas No. 5096

PROJECT NO.: 1890-001
DRAWING NO.: 1890-001-BASE
WORK ORDER: 21049
PLOT DATE: 02/11/2022
PLOT SCALE: 1" = 30'
DRAWN BY: PAJ
SHEET 01 OF 01



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1416-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 6.533 acres, more or less, and being located near the intersection of N. LaGrange Street and East Lane Avenue, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 6.533 acres, more or less, Town of Manor, Block 15, Lots 6-10, Block 17, Lots 1-10, Block 18, Lots 1-10, Block 19, Lots 1-10, Block 20, Lots 1-5, Block 74, Lots 1-5, and 0.397 acres out of the James Manor Survey No. 40, Abstract 546, and being located near the intersection of N. LaGrange Street and East Lane Avenue, Manor, TX from Manufactured Home (MH-1), Light Commercial (C-1), and Single Family Suburban (SF-1) to Townhome (TH).

Applicant: BGE, Inc.

Owner: Lane Ave Development, LLC

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

PORRAS SIMON U JR & LILLIE
PO BOX 406
MANOR, TX 78653

PORRAS MARY HELEN &
IRENE P BELLMAN & BILL BELLMAN
PO BOX 807
MANOR, TX 78653

SUAREZ JOSE JR
501 N LOCKHART ST
MANOR, TX 78653

ARELLANO LORENZO
21007 VERNA ST
MANOR, TX 78653

MONTES LUIS CARLOS PONCE &
XOCHITL AIDHE REYES-PONCE
305 E BROWNING ST
MANOR, TX 78653

LEAVITT LUMBER COMPANY INC
395 SOUTH 300 EAST
PO BOX 96
KAMAS, UT 84036

KREUZER CHANEL J &
JOEL ANDREW KREUZER
301 BROWNING ST
MANOR, TX 78653

BENITES MELITON LOPEZ
509 N LOCKHART
MANOR, TX 78653

SUAREZ LUIS & YOLANDA M
8604 SHOWERS DR
ELGIN, TX 78621

BAKER RICHARD & HOLLY M
PO BOX 1246
MANOR, TX 78653

CASTILLO GEORGE A & ROSALIE
PO BOX 733
MANOR, TX 78653

MANOR UNITED METHODIST CHURCH
MARY NELL CARLSON
PO BOX J
MANOR, TX 78653

DYE VALERIE ANN
PO BOX 410
MANOR, TX 78653

DYE MICHAEL E
1318 SHOTGUN CT
PFLUGERVILLE, TX 78660

PENA ARACELI U & JUANA D JARAMILLO
7702 MULLEN DR
AUSTIN, TX 78757

PENA ARACELI U & SAMUEL R DIAZ &
JUANA D JARAMILLO
7702 MULLEN DR
AUSTIN, TX 78757

FLORES FRANCISCO JR &
MARILU CALDERON URESTI
9705 DALLUM DR
AUSTIN, TX 78753

RANDIG WALTER D & LOIS K
PO BOX 276
MANOR, TX 78653

RANDIG WALTER
21154 MELBER LN #1
MANOR, TX 78653

DIAZ JUAN J
7017 ALBACETE LN
ROUND ROCK, TX 78681

GONZALEZ LEOPOLDO
107 RECTOR ST
MANOR, TX 78653

MORENO DANIEL & RUPERTA &
MIGUEL SAVALZA SOLANO
505 NORTH BURNET ST
MANOR, TX 78653

DOVER OLIVER H JR & DORIS
101 E RECTOR ST
MANOR, TX 78653

MONDRAGON LIZETH
PO BOX 1185
MANOR, TX 78653

FONSECA JOSE LUIS
PO BOX 1081
MANOR, TX 78653

BURSE NICHOLE ELIZABETH
6431 BRIDGEWATER DR
AUSTIN, TX 78723

PORTALES MARIA E
710 BURNETT DR
MANOR, TX 78653

MALDONADO ALICIA & VALDMAR
707 BURNET ST
MANOR, TX 78653

JONES ROBERT A & BRENDA F
PO BOX 943
MANOR, TX 78653

FORSYTHE WILLIAM & CAROLYN
PO BOX 139
MANOR, TX 78653

MEJIA MARTINIANO P & BLANCA E
BLANCA E MEJIA
PO BOX 1082
MANOR, TX 78653

TUMLINSON RANDALL C &
FRANCES ANN TUMLINSON
PO BOX 414
MANOR, TX 78653

WILLIAMS GARY M
P O BOX 480
MANOR, TX 78653

GOSEY BOBBY AND SHELDON LIVING
TRUST
7300 GILBERT RD
MANOR, TX 78653

BLUEBONNET ELECTRIC COPERATIVE
P O BOX 729
BASTROP, TX 78602

COTTONWOOD HOLDINGS LTD
DWYER REALTY COMPANIES
9900 US HIGHWAY 290 E
MANOR, TX 78653

KUSUM HOSPITALITY LLC
11301 US HWY 290 E
MANOR, TX 78653

COUPLAND STATE BANK
PO BOX 616
MCKINNEY, TX 75070

THOMASON ERIC & REBEKAH
109 E MURRAY AVE
MANOR, TX 78653

GLASS RETHANN
17500B GLASS RD
MANOR, TX 78653

SONIC DEVELOPMENT OF CENTRAL TEXAS
AUSTIN SONIC
PO BOX 17788
AUSTIN, TX 78760

MKR PROPERTIES LLC SERIES 11211 US
HWY 290
5905 YORK BRIDGE CIR
AUSTIN, TX 78749

MANOR VILLAGE CONDOMINIUMS LTD
7500 W SLAUGHTER LN APT 8207
AUSTIN, TX 78749



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on an ordinance rezoning 86.05 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract 154, and being located at 13301 US Hwy 290 E, Manor, TX from Single Family Suburban (SF-1) to Medium Commercial (C-2), Multi-Family 25 (MF-2), and Townhome (TH).

Applicant: SEC Planning, LLC
Owner: Manor 290 OZ Real Estate, LP

BACKGROUND/SUMMARY:

The applicant is requesting to zone 32.69 acres to C-2 Medium Commercial, 20.86 acres to MF-2 Multi-family 25, and 30.74 acres to TH Townhome. The conceptual layout includes extending Carriage Hills Drive to US 290 to intersect with Bois D’Arc. 30 acres of C-2 could potentially accommodate 200,000 – 250,000 sf of commercial space, 21 acres of MF-2 could be up to 525 units, and 31 acres of TH could be up to 372 units. This plan supports the city’s request for substantial commercial acreage on US 290 and higher density residential to buffer between the commercial and single family.

This item was postponed at the April 20, 2022, Regular Council Meeting.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Ordinance
- Zoning Map
- Boundary Map
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff’s recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None



December 15, 2021

City of Manor Planning Department
105 E. Eggleston Street
Manor, TX 78653

Re: Ginsel Tract Letter of Intent

The Ginsel tract is a 82.5 acre tract of land located within the City of Manor at the Southeast corner of the intersection of US 290 and Bois-D-Arc Rd. It is the Applicant's intent and request to rezone the entire 82.5 acres with a mix of commercial and residential offerings. Please see the included Requested Zoning Exhibit for an illustrative depiction of the requested zoning districts.

This tract is conveniently located in the eastern portion of the City with convenient access fronting U.S. Highway 290. Along with strong access from this major roadway, the property is in close proximity to planned future commercial/mixed use development to the west, while creating a transitional development to the Existing Single Family to the south. The requested rezoning request will provide employment, retail and service opportunities of a destination variety along with various housing options all with strong vehicular accessibility from U.S. 290.

Current site conditions are also favorable for the vision of a higher intensity development. The property consists of gently sloping farm lands with pockets of tree coverage and existing drainage corridors which the applicant intends to preserve to the best of their ability.

Thank you for your consideration of this zoning change request. The Applicant believes this location has the potential to help meet the housing, service, and employment goals for Manor.

Sincerely,

Gary Jueneman
Sr. Project Manager

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM SINGLE FAMILY SUBURBAN (SF-1) TO MEDIUM COMMERCIAL (C-2), MULTI-FAMILY 25 (MF-2), AND TOWNHOME (TH); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibits "A-1", "A-2", and "A-3" (the "Property"), from the Single Family Suburban (SF-1) to zoning district Medium Commercial (C-2), Multi-Family 25 (MF-2), and Townhome (TH). The Property is accordingly hereby rezoned to Medium Commercial (C-2), Multi-Family 25 (MF-2), Townhome (TH).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ___ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC,
City Secretary

EXHIBIT "A-1"

Property Legal Description Medium Commercial (C-2) Tract:

**ZONING EXHIBIT C-2
32.6872 ACRES (1,423,853 SQ FT)
SITUATED IN THE
A.C. CALDWELL SURVEY, A-154
TRAVIS COUNTY, TEXAS**

BEING 32.6872 acres (1,423,853 square feet) of land out of the remainder of a called 84.2717 acre tract conveyed to Manor 290 OZ Real Estate LP, by Warranty Deed recorded under Clerk's File No. 2021172435 of the Official Public Records of Travis County, Texas (O.P.R. T.C.T.), said 32.6872 acre tract lying within the A.C. Caldwell Survey, A-154, and is more particularly described as follows:

COMMENCING at a 5/8 inch iron rod found in the west line of Lot 5 of Manor Commercial Park, according to the plat of same, recorded under Volume 87, Page 168A, of the Plat Records of Travis County, Texas (P.R. T.C.T.), for the northeast corner of Lot 68, Block D, of Carriage Hills, Section Three, according to the plat of same, recorded under Clerk's File No. 201000127 P.R. T.C.T., for the southeast corner of said 84.2717 acre tract;

THENCE North 72°55'20" West, with the common line between said Carriage Hills, Section Three and said 84.2717 acre tract, a distance of 1482.50 feet to a 5/8 inch iron rod found in the east line of Lot 20, of Block I, of Bell Farms Phase Two-A, according to the plat of same, recorded under Clerk's File No. 200700061 P.R. T.C.T., for the northwest corner of said Carriage Hills, and the southwest corner of said 84.2717 acre tract;

THENCE North 27°58'35" East, with the west line of said 84.2717 acre tract, at 165.99 feet, passing a 5/8 inch iron rod found for the northeast corner of said Bell Farms Phase Two-A, and the southeast corner of the called 30.8643 acre tract conveyed to Manor RV Park, LLC by Warranty Deed recorded under Clerk's File No. 2019179486 of the Official Public Records of Travis County, Texas, and continuing for a total distance of 1575.30 feet to a point for the southwest corner and POINT OF BEGINNING of the herein described tract;

THENCE North 27°58'35" East, with the west line of said 84.2717 acre tract, a distance of 837.17 feet to a concrete monument found in the south right of way (R.O.W.) line of Highway 290 East (R.O.W. varies) for an angle point;

THENCE North 56°26'17" East, with said south right of way line, a distance of 175.36 feet to a 5/8" iron rod with cap marked "CORE 6657" set for the northwest corner of the herein described tract;

THENCE North 85°55'19" East, continuing with said south right of way line, a distance of 1287.41 feet to a point for the northeast corner of the herein described tract, from which a found 5/8 inch iron rod bears North 80°47'35" East, a distance of 0.47 feet, and a found 5/8 inch iron rod bears North 84°12'31" East, a distance of 4.77 feet;

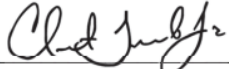
THENCE South 27°46'46" West, with the east line of said 84.2717 acre tract, a distance of 1483.40 feet to a point for the southeast corner of the herein described tract;

THENCE North 62°44'27" West, a distance of 630.82 feet to a point for a corner at the beginning of a curve;

THENCE in a southerly direction, 193.29 feet along a curve to the RIGHT, having a radius of 500.00 feet, a delta angle of 22°08'57", and whose long chord bears South 13°14'41" West, a distance of 192.09 feet to a point for corner of the herein described tract;

ORDINANCE NO.

THENCE North 61°47'14" West, a distance of 597.90 feet to the POINT OF BEGINNING and containing a computed 32.6872 acres (1,423,853 square feet) of land.



Clemente Turrubiarres Jr.
RPLS No. 6657
Job No. U21-00100
Issue Date: March 28, 2022
Revised:



EXHIBIT "A-2"**Property Legal Description Multi-Family 25 (MF-2) Tract:**

**ZONING EXHIBIT MF-2
20.8636 ACRES (908,817 SQ FT)
SITUATED IN THE
A.C. CALDWELL SURVEY, A-154
TRAVIS COUNTY, TEXAS**

BEING 20.8636 acres (908,817 square feet) of land out of the remainder of a called 84.2717 acre tract conveyed to Manor 290 OZ Real Estate LP, by Warranty Deed recorded under Clerk's File No. 2021172435 of the Official Public Records of Travis County, Texas (O.P.R. T.C.T.), said 20.8636 acre tract lying within the A.C. Caldwell Survey, A-154, and is more particularly described as follows:

COMMENCING at a 5/8 inch iron rod found in the west line of Lot 5 of Manor Commercial Park, according to the plat of same, recorded under Volume 87, Page 168A, of the Plat Records of Travis County, Texas (P.R. T.C.T.), for the northeast corner of Lot 68, Block D, of Carriage Hills, Section Three, according to the plat of same, recorded under Clerk's File No. 201000127 P.R. T.C.T., for the southeast corner of said 84.2717 acre tract;

THENCE North 72°55'20" West, with the common line between said Carriage Hills, Section Three and said 84.2717 acre tract, a distance of 835.67 feet to a point for the southeast corner and POINT OF BEGINNING of the herein described tract;

THENCE North 72°55'20" West, a distance of 646.83 feet to a 5/8 inch iron rod found in the east line of Lot 20, of Block I, of Bell Farms Phase Two-A, according to the plat of same, recorded under Clerk's File No. 200700061 P.R. T.C.T., for the northwest corner of said Carriage Hills, and the southwest corner of said 84.2717 acre tract and the herein described tract;

THENCE North 27°58'35" East, with the west line of said 84.2717 acre tract, at 165.99 feet, passing a 5/8 inch iron rod found for the northeast corner of said Bell Farms Phase Two-A, and the southeast corner of the called 30.8643 acre tract conveyed to Manor RV Park, LLC by Warranty Deed recorded under Clerk's File No. 2019179486 of the Official Public Records of Travis County, Texas, and continuing for a total distance of 1575.30 feet to a point for the northwest corner of the herein described tract;

THENCE South 61°47'14" East, a distance of 597.90 feet to a point at the beginning of a curve, for the northeast corner of the herein described tract;

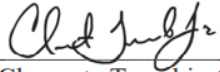
THENCE in a southerly direction, 33.98 feet along a curve to the RIGHT, having a radius of 500.00 feet, a delta angle of 03° 53' 37", and whose long chord bears South 26°15'58" West, a distance of 33.97 feet to a point;

THENCE South 28°12'46" West, a distance of 1126.05 feet to a point at the beginning of a curve;

THENCE in a southerly direction, 157.18 feet along a curve to the LEFT, having a radius of 800.00 feet, a delta angle of 11° 15' 26", and whose long chord bears South 22°35'04" West, a distance of 156.93 feet to a point;

ORDINANCE NO.

THENCE South 16°57'21" West, a distance of 136.83 feet to the POINT OF BEGINNING and containing a computed 20.8636 acres (908,817 square feet) of land.



Clemente Turrubiarres Jr.
RPLS No. 6657
Job No. U21-00401
Issue Date: March 28, 2022
Revised:



EXHIBIT "A-3"

Property Legal Description Townhome (TH) Tract:

**ZONING EXHIBIT TH
30.7419 ACRES (1,339,118 SQ FT)
SITUATED IN THE
A.C. CALDWELL SURVEY, A-154
TRAVIS COUNTY, TEXAS**

BEING 30.7419 acres (1,339,118 square feet) of land out of the remainder of a called 84.2717 acre tract conveyed to Manor 290 OZ Real Estate LP, by Warranty Deed recorded under Clerk's File No. 2021172435 of the Official Public Records of Travis County, Texas (O.P.R. T.C.T.), said 30.7419 acre tract lying within the A.C. Caldwell Survey, A-154, and is more particularly described as follows:

BEGINNING at a 5/8 inch iron rod found in the west line of Lot 5 of Manor Commercial Park, according to the plat of same, recorded under Volume 87, Page 168A, of the Plat Records of Travis County, Texas (P.R. T.C.T.), for the northeast corner of Lot 68, Block D, of Carriage Hills, Section Three, according to the plat of same, recorded under Clerk's File No. 201000127 P.R. T.C.T., for the southeast corner of said 84.2717 acre tract;

THENCE North 72°55'20" West, a distance of 835.67 feet to a point for the southwest corner of the herein described tract;

THENCE North 16°57'21" East, a distance of 136.83 feet to a point at the beginning of a curve;

THENCE in a northerly direction, 157.18 feet along a curve to the RIGHT, having a radius of 800.00 feet, a delta angle of 11°15'26", and whose long chord bears North 22°35'04" East, a distance of 156.93 feet to a point;

THENCE North 28°12'46" East, a distance of 1126.05 feet to a point at the beginning of a curve;

THENCE in a northerly direction, 227.27 feet along a curve to the LEFT, having a radius of 500.00 feet, a delta angle of 26°02'34", and whose long chord bears North 15°11'29" East, a distance of 225.32 feet to a point for the northwest corner of the herein described tract;

THENCE South 62°44'27" East, a distance of 630.82 feet to a point for a northeast corner;

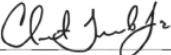
THENCE South 27°46'46" West, a distance of 16.80 feet to a point for an interior corner;

THENCE South 62°07'08" East, a distance of 273.68 feet to a point in the west line of said Manor Commercial Park for the northeast corner of the herein described tract;

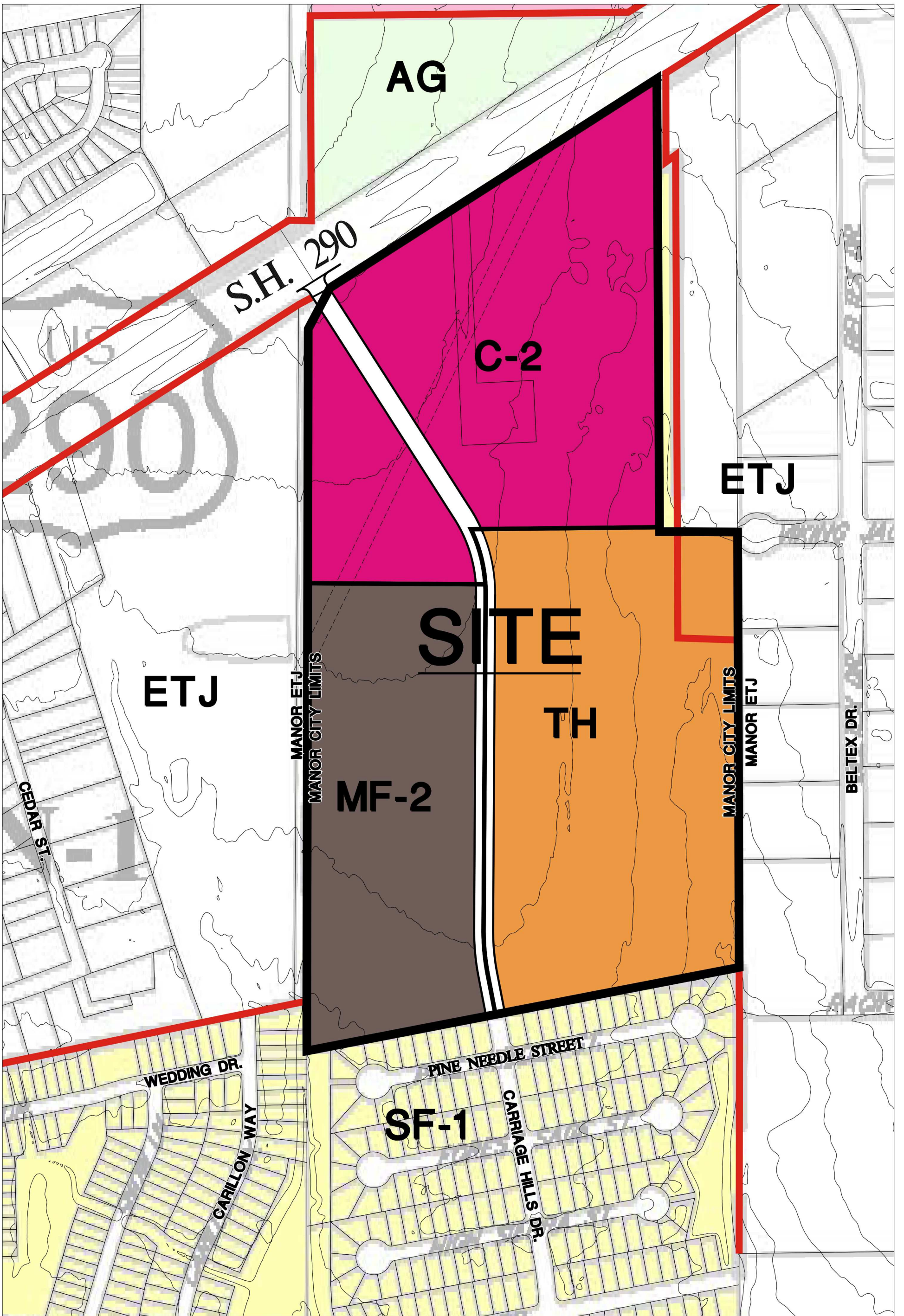
ORDINANCE NO.

THENCE South 27°48'42" West, west line of Manor Commercial Park Plat, recorded under Volume 87, Page 168A P.R. T.C.T., a distance of 366.88 feet to a point for corner being in the west line of Lot 2 of said Manor Commercial Park, being an angle point of the herein described tract, from which a found 5/8 inch iron rod, bears North 26°59'33" West, a distance of 0.58 feet;

THENCE South 27°54'59" West, along said west line of said Manor Commercial Park, passing at a distance of 216.65 feet a found 5/8 inch iron rod, marking the common corner of Lots 2 and 3, passing at a distance of 736.79 feet a found 5/8 inch iron rod, marking the common corner of Lots 4 and 5, passing at a distance of 996.37 feet a found 5/8 inch iron rod and continuing for a total distance of 1102.98 feet to the POINT OF BEGINNING and containing a computed 30.7419 acres (1,339,118 square feet) of land.


Clemente Turrubiarres Jr.
RPLS No. 6657
Job No. U21-00401
Issue Date: March 28, 2022
Revised:





ZONING OPTION 3
GINSEL TRACT

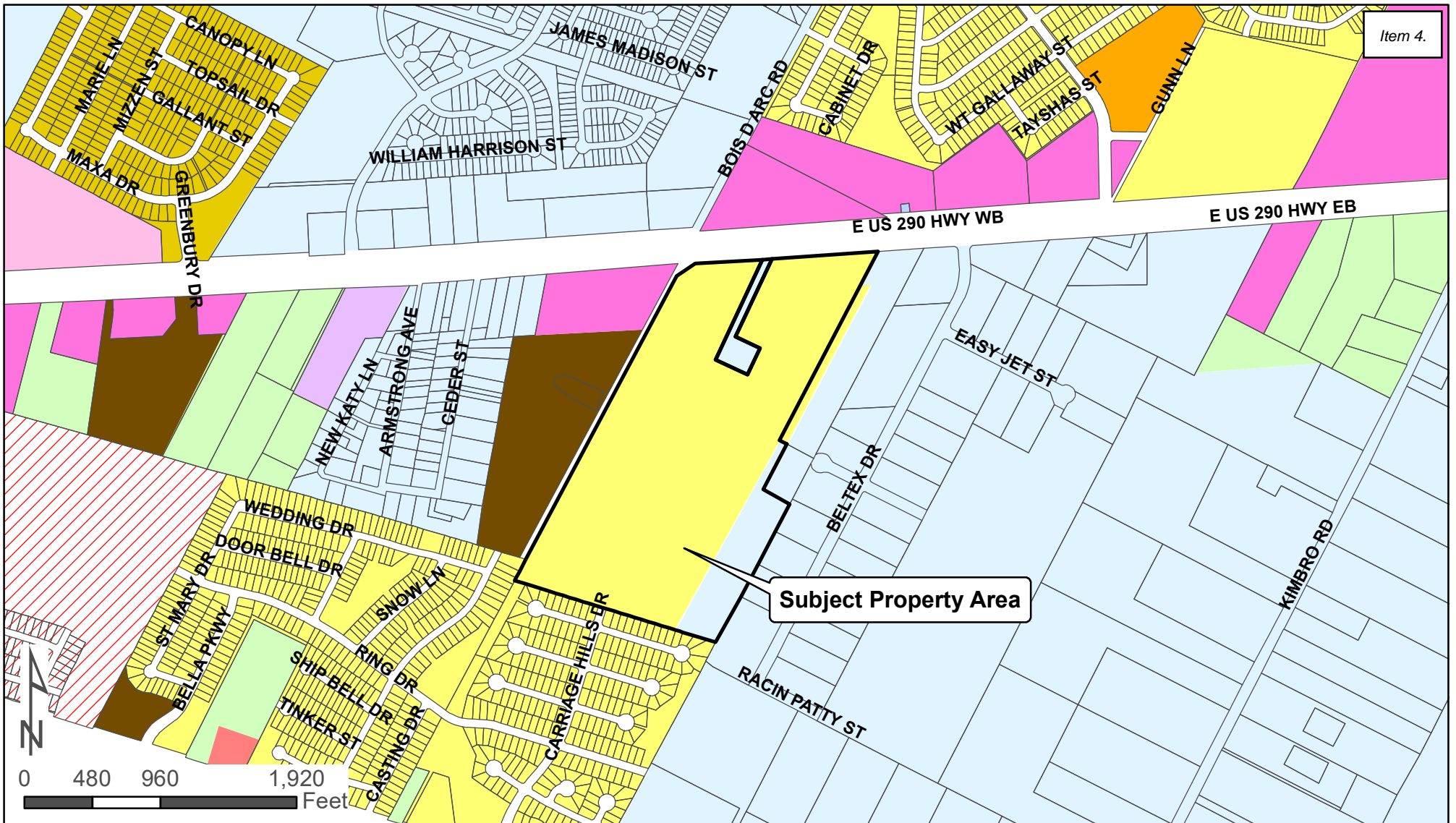


0 150' 300' 600'

Scale: 1" = 300'

North

Date: September 16, 2021



Current:
Single Family Suburban (SF-1)

Proposed:
Medium Commercial (C-2)
Multi-Family 25 (MF-2)
Townhome (TH)

Zone

- | | | |
|-------------------------------|---------------------------|--------------------------------|
| A - Agricultural | I-1 - Institutional Small | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-2 - Institutional Large | DB - Downtown Business |
| SF-2 - Single Family Standard | GO - General Office | IN-1 - Light Industrial |
| TF - Two Family | C-1 - Light Commercial | IN-2 - Heavy Industrial |
| TH - Townhome | C-2 - Medium Commercial | PUD - Planned Unit Development |
| MF-1 - Multi-Family 15 | C-3 - Heavy Commercial | ETJ |
| MF-2 - Multi-Family 25 | | |



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1404-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 86.05 acres, more or less, and being located at 13301 US Hwy 290 E, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 86.05 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract 154, and being located at 13301 US Hwy 290 E, Manor, TX from Single Family Suburban (SF-1) to Medium Commercial (C-2), Multi-Family 25 (MF-2), and Townhome (TH).

***Applicant:* SEC Planning, LLC**

***Owner:* Manor 290 OZ Real Estate, LP**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

MONTES PABLO & ANDREA MONTES
12921 CARILLON WAY
MANOR, TX 78653-5194

CASTRO JOHNNY C JR &
MARIBEL CASTRO
12925 CARILLON WAY
MANOR, TX 78653-5194

PARRY BRANDON
12929 CARILLON WAY
MANOR, TX 78653-5194

AROS JOE & SUSIE
12933 CARILLON WAY
MANOR , TX 78653-5194

POWELL JUSTIN LEE
12937 CARILLON WAY
MANOR , TX 78653-5194

BAKER KELLY ANNE
PO BOX 10933
AUSTIN , TX 78766-1933

GONZALES-VALENCIA DAVID
13005 CARILLON WAY
MANOR , TX 78653-5195

VU IVY & PHINGA TA
7906 ISAAC PRYOR DR
AUSTIN, TX 78749-1753

ALBARRACIN STEVEN M & ZHANNA A
13016 WEDDING DR
MANOR, TX 78653-5189

UPSHUR DIONNE I & RALEIGH C
13020 WEDDING
MANOR , TX 78653-5189

MANOR RV PARK LLC
460 N MAIN ST STE 304
GLEN ELLYN, IL 60137-5176



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on an ordinance rezoning 13.224 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).

Applicant: Metcalfe, Wolff, Stuart & Williams, LLP
Owner: Dwyer Realty Companies

BACKGROUND/SUMMARY:

This property is along the currently under construction Gregg Manor and will be across that road from the Lion’s Club. They are leaving a 1.6-acre tract as C-1 light commercial as well as extending Eggleston Street to connect to the new Gregg Manor Road. The property directly north is zoned MF-2, the properties west are zoned C-1 Light Commercial, and the properties along Parsons are zoned C-1 Light Commercial, Institutional, or SF-1 Single Family. Parson is considered a commercial corridor. West of the property is zoned SF-1 Single Family. The building setback for MF-2 to SF-1 is 80’ and of that 25’ is a bufferyard that only permits a solid wall and landscaping to provide a physical and visual buffer between the MF and SF. 9.8 acres of MF-2 can be up to 245 units.

This item was postponed at the April 20, 2022, Regular Council Meeting.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Ordinance
- Boundary Map
- Map
- Notice Labels

STAFF RECOMMENDATION:

It is the city staff’s recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



METCALFE WOLFF
STUART & WILLIAMS, LLP

TALLEY WILLIAMS
Partner

twilliams@mwswtexas.com
512-404-2234

March 11, 2022

Mr. Scott Dunlop
Interim City Manager
105 E Eggleston St.,
Manor, Texas 78653

Via Online Submittal

Re: Application for Rezoning; Approximately 13.95 acres within the Las Entradas South Project located along the future Gregg Manor Extension and North of Old Highway 20 in Manor, Texas (the "Property").

Dear Mr. Dunlop:

As representatives of the owner of the above stated Property we respectfully submit the attached Zoning Application to request a change from Light Commercial (C-1) to Multi-family 25 (MF-2). The Property is located within the Las Entradas South Project located along the future Gregg Manor Extension and North of Old Highway 20 in Manor, Texas (see attached Location Map).

The Property is part of the Las Entradas South Project which is a mixed-use development that also includes commercial and residential uses as well as publicly accessible open space. The Property will provide a unique multifamily development in this high quality, pedestrian oriented development of horizontal mixed use, which is desired by the City of Manor.

Attached to this application is a Microsoft Word document with the names and addresses of property owners within 300 feet of the Property, tax certificates and metes and bounds for the Property.

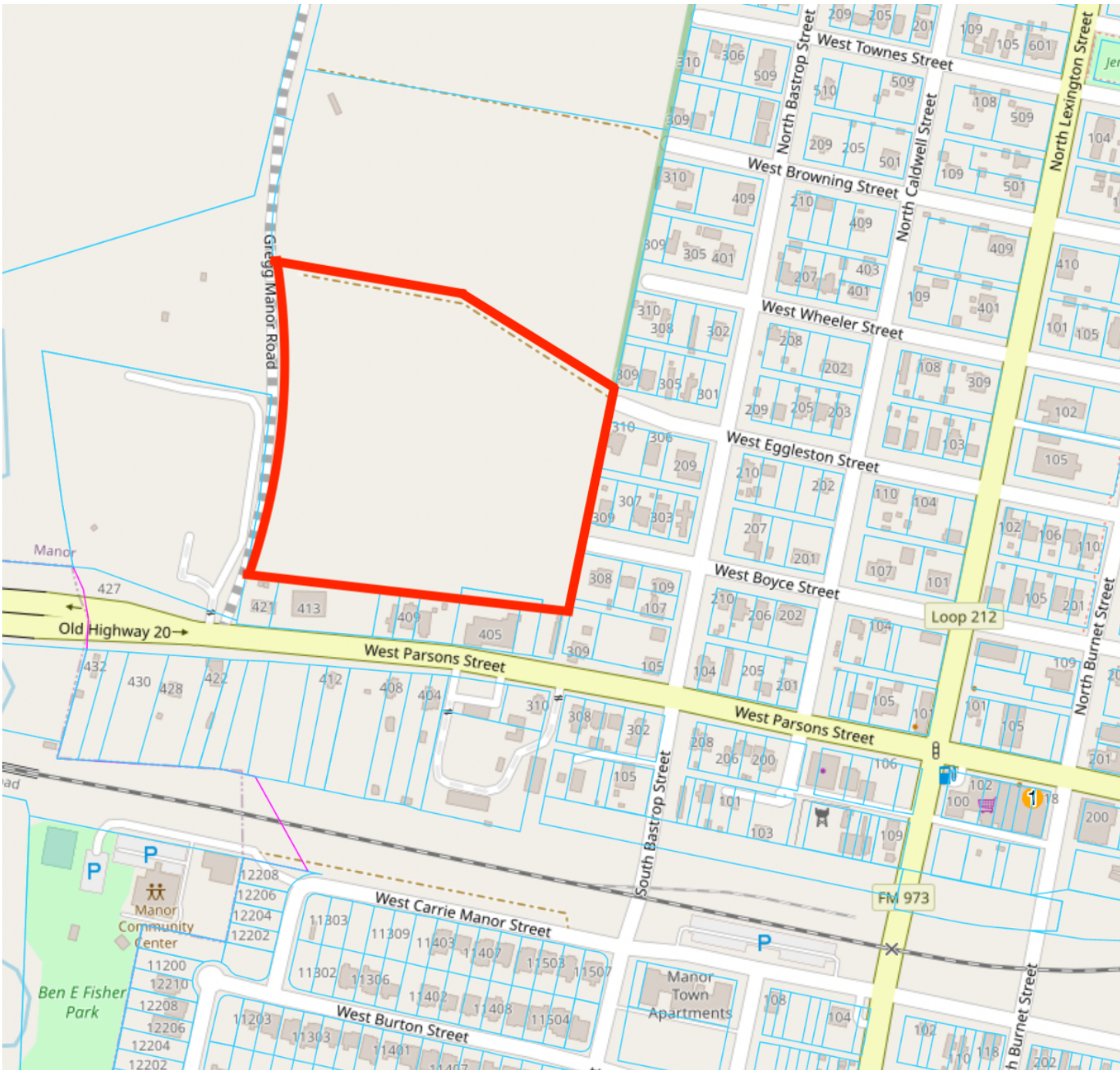
If you have any questions about the proposed Zoning Application or need additional information, please do not hesitate to contact me at your convenience. Thank you for your time and attention to this project.

Sincerely,

A handwritten signature in blue ink that reads "Talley Williams".

Talley Williams

ZONING EXHIBIT



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM LIGHT COMMERCIAL (C-1) TO MULTI-FAMILY 25 (MF-2); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A", (the "Property"), from the Light Commercial (C-1) to zoning district Multi-Family 25 (MF-2). The Property is accordingly hereby rezoned to Multi-Family 25 (MF-2).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ____ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

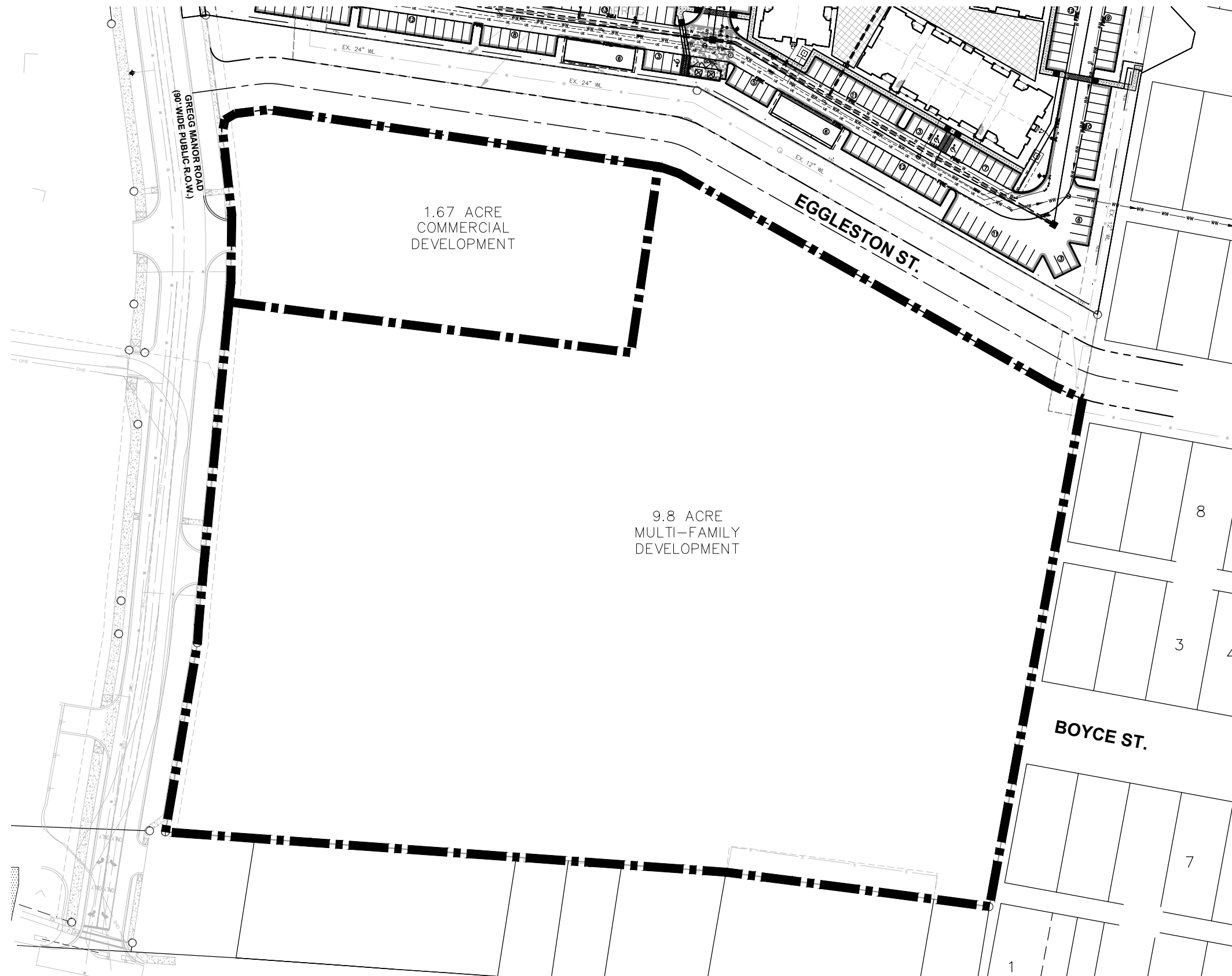
Lluvia T. Almaraz, TRMC
City Secretary

ORDINANCE NO.

Page 3

EXHIBIT "A"

Property Legal Description:

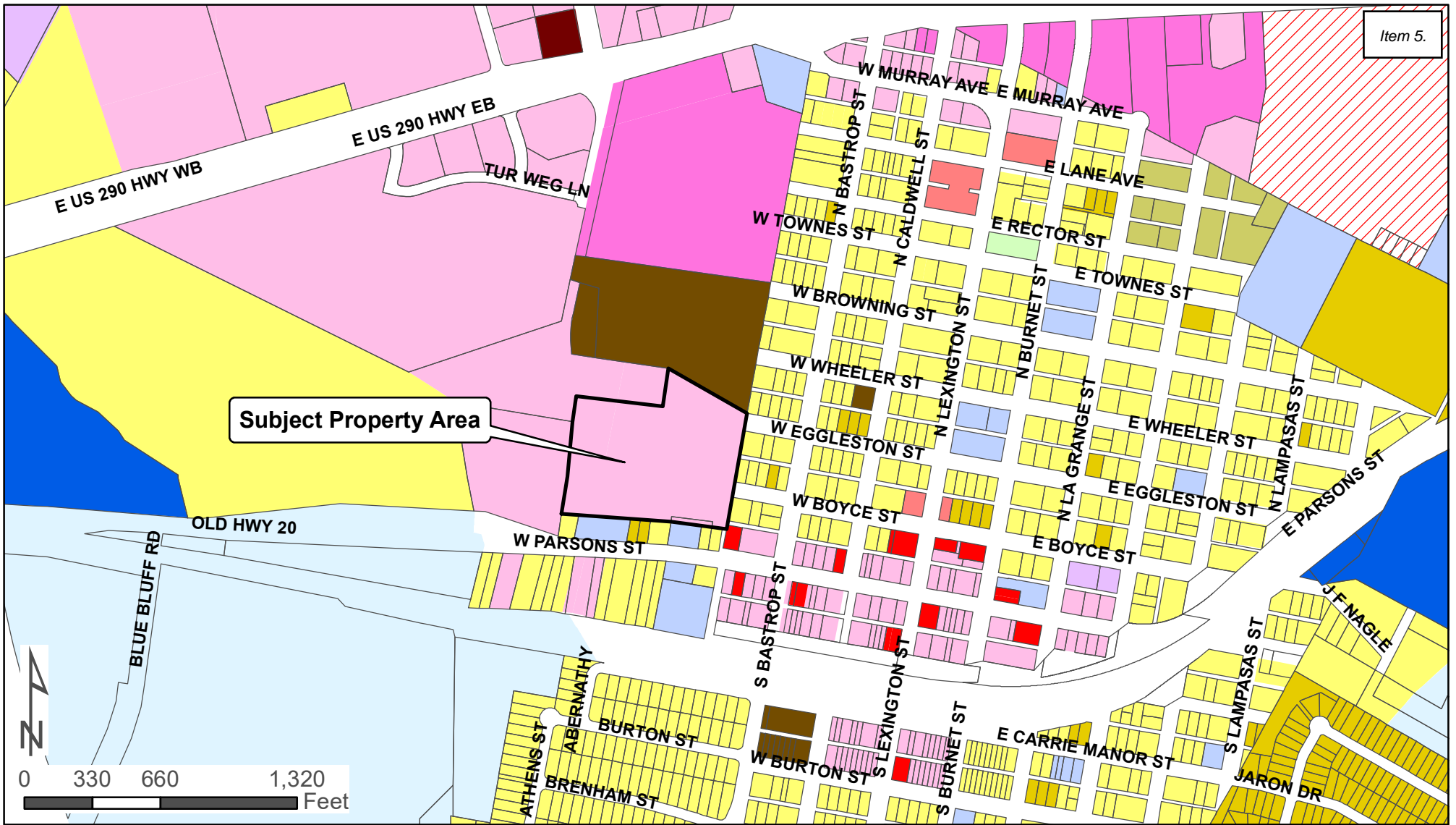


"EXHIBIT A"

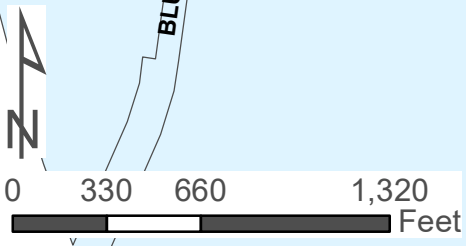
MULTI-FAMILY DEVELOPEMENT
MANOR, TX

DEVELOPER:
DD&B
CONSTRUCTION
17B FIRSTFIELD RD.
GAITHERSBURG,
MD 20878

SITE PLAN



Subject Property Area



Current:
Light Commercial (C-1)

Proposed:
Multi-Family 25 (MF-2)

Zone	
 A - Agricultural	 MH-1 - Manufactured Home
 SF-1 - Single Family Suburban	 I-1 - Institutional Small
 SF-2 - Single Family Standard	 I-2 - Institutional Large
 TF - Two Family	 GO - General Office
 TH - Townhome	 C-1 - Light Commercial
 MF-1 - Multi-Family 15	 C-2 - Medium Commercial
 MF-2 - Multi-Family 25	 C-3 - Heavy Commercial
	 NB - Neighborhood Business
	 DB - Downtown Business
	 IN-1 - Light Industrial
	 IN-2 - Heavy Industrial
	 PUD - Planned Unit Development
	 ETJ



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1425-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 13.224 acres, more or less, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 13.224 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).

***Applicant:* Metcalfe, Wolff, Stuart & Williams, LLP**

***Owner:* Dwyer Realty Companies**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

Newsome Florence Et Al.
P.O. BOX 133
Manor, TX 78653

Field Mary R Et. Al.
P.O. BOX 184
Manor, TX 78653

Duvall Novella P
P.O. BOX 654
Manor, TX 78653

Newsome Florence Et Al.
P.O. BOX 133
Manor, TX 78653

Taylor Floyd Roy Et. Al.
7010 Blessing
Austin, TX 78752

Herrera Juan Carlos & Maria D
107 N Bastrop St.
Manor, TX 78653

Garcia Epifanio Delgado
5503 Hibiscus
Austin, TX 78724

Cabello Pedro & Erica Cabello
209 N Bastrop St.
Manor, TX 78653

Desh Jr. LLC
4419 Ramsey Ave.
Austin, TX 78756

Wheeler Street Partnership
P.O. BOX 170309
Austin, TX 78717

Easley Lenora
P.O. BOX 734
Manor, TX 78653

Riojas Santiago & Irasema
P.O. BOX 885
Manor, TX 78653

Loggins Raydell
P.O. BOX 47
Manor, TX 78653

Easley Lenora
307 W Boyce St.
Manor, TX 78653

Crumbley Gilbert & Essie
P.O. BOX 170309
Austin, TX 78717

Bowen Bradley & Paula
18109 Whitewater Cv.
Round Rock, TX 78681

Bush Kaitanya L
P.O. BOX 218
Manor, TX 78653

Travis County Emergency
P.O. BOX 846
Manor, TX 78653

Bowen Bradley & Paula
18109 Whitewater Cv.
Round Rock, TX 78681

Guerrero Julio & Cynthia
P.O. BOX 142265
Austin, TX 78714

Travis County Emergency
P.O. BOX 846
Manor, TX 78653

Sepco
P.O. BOX 170309
Austin, TX 78717

Bowen Bradley & Paula
18109 Whitewater Cv.
Round Rock, TX 78681

Milligan Finish
3811 Liberty Square Trail
Fresno, TX 77545

Sepco
P.O. BOX 170309
Austin, TX 78717

Mims Michael L & Beverly R
P.O. BOX 447
Manor, TX 78653

Chavez Marcos A
12555 Kimbro Rd
Manor, TX 78653

AAA Fire & Safety Equipment Co. Inc.
P.O. BOX 16401
Austin, TX 78761

Davis Hattie Mae
P.O. BOX 229
Manor, TX 78653

Wilson Joetta
411 W Parsons St.
Manor, TX 78653

Burns Memorial Temple
P.O. BOX 1061
Manor, TX 78653

City of Manor
105 E. Eggleston St.
Manor, TX 78653

Al Noor Muslim Community Center of
Manor
900 Low Brim Cv
Pflugerville, TX 78660

Li Julie
P.O. BOX 203731
Austin, TX 78720

City of Manor
105 E. Eggleston St.
Manor, TX 78653

Carbajol Felipe H & Isabel Ortuno
P.O. BOX 214
Manor, TX 78653

Lions Club of Manor Inc.
P.O. BOX 68
Manor, TX 78653

Burns Elbert R Et. Al.
P.O. BOX 413
Manor, TX 78653

Jones Samuel Dell Jr & Rachel
P.O. BOX 416
Manor, TX 78653

Manor Apartments LLC
4600 Triangle Ave. #6102
Austin, TX 78751

Smith Audrey B
10304 Ivy Jade
Schertz, TX 78154

Miramontes Manuel Torres & J
19337 W T Gallaway St.
Manor, TX 78653

Samudio Faustino
P.O. BOX 28
Manor, TX 78653

Okoro Chiamo
3101 E. 12th St. Unit D-4
Austin, TX 78702

Esparza Antonio
16709 Hamilton Point Cir
Manor, TX 78653

Salazar Jose Cipriano & Uganda
P.O. BOX 164
Manor, TX 78653

Okoro Chiamo
3101 E. 12th St. Unit C4
Austin, TX 78702

Habbit Ambus & Purinea
432 W Parsons St.
Manor, TX 78653

De Leon Carmen P
P.O. BOX 81
Manor, TX 78653

Casimiro Mildred
412 W. Parsons St.
Manor, TX 78653

Manor ISD
P.O. BOX 359
Manor, TX 78653

Reyes Mary A & Robert H
P.O. BOX 344
Manor, TX 78653

Montero Roberto
709 Busleigh Cattle Way
Pflugerville, TX 78660

Riojas Oralia Garza
P.O. BOX 89
Manor, TX 78653

City of Manor
105 E. Eggleston St.
Manor, TX 78653

Al Noor Muslim Community Center of
Manor
900 Low Brim Cv
Pflugerville, TX 78660



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on an ordinance rezoning 26.30 acres, more or less, out of the Greenbury Gates Survey No. 63 and James Manor Survey No. 40, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Medium Commercial (C-2) to Multi-Family 25 (MF-2).

Applicant: Metcalfe, Wolff, Stuart & Williams, LLP
Owner: Edward Butler

BACKGROUND/SUMMARY:

This 26 acres is directly south of the 40 acres that MISD is constructing their K-8 School. South of this property remains C-2 Medium Commercial. There is a planned roadway through the commercial tract that would provide this MF-2 tract with access to US 290 as well as FM 973. 26 acres of MF-2 could be up to 650 units, but they have proposed 600 units.

This item was postponed at the April 20, 2022, Regular Council Meeting.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Ordinance
- Map
- Survey
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff’s recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



METCALFE WOLFF
STUART & WILLIAMS, LLP

TALLEY WILLIAMS
Partner

twilliams@mwswtexas.com
512-404-2234

March 11, 2022

Mr. Scott Dunlop
Interim City Manager
105 E Eggleston St.,
Manor, Texas 78653

Via Online Submittal

Re: Application for Rezoning; Approximately 26.30 acres (designated as Lot 1, Block A) within the Butler-Manor Project located at E. US 290 and 13100 N. FM 973 (the "Property").

Dear Mr. Dunlop:

As representatives of the owner of the above stated Property we respectfully submit the attached Zoning Application to request a change from Medium Commercial (C-2) to Multi-family 25 (MF-2). The Property is located within the Butler-Manor Project located at E. US 290 and 13100 N. FM 973 and is currently undeveloped (see attached Location Map).

The Property is part of the Butler-Manor Project which is a mixed-use development that also includes commercial and residential uses as well as publicly accessible open space. The Property will provide a unique and highly amenitized multifamily development in this high quality, pedestrian oriented development of horizontal mixed use, which is desired by the City of Manor.

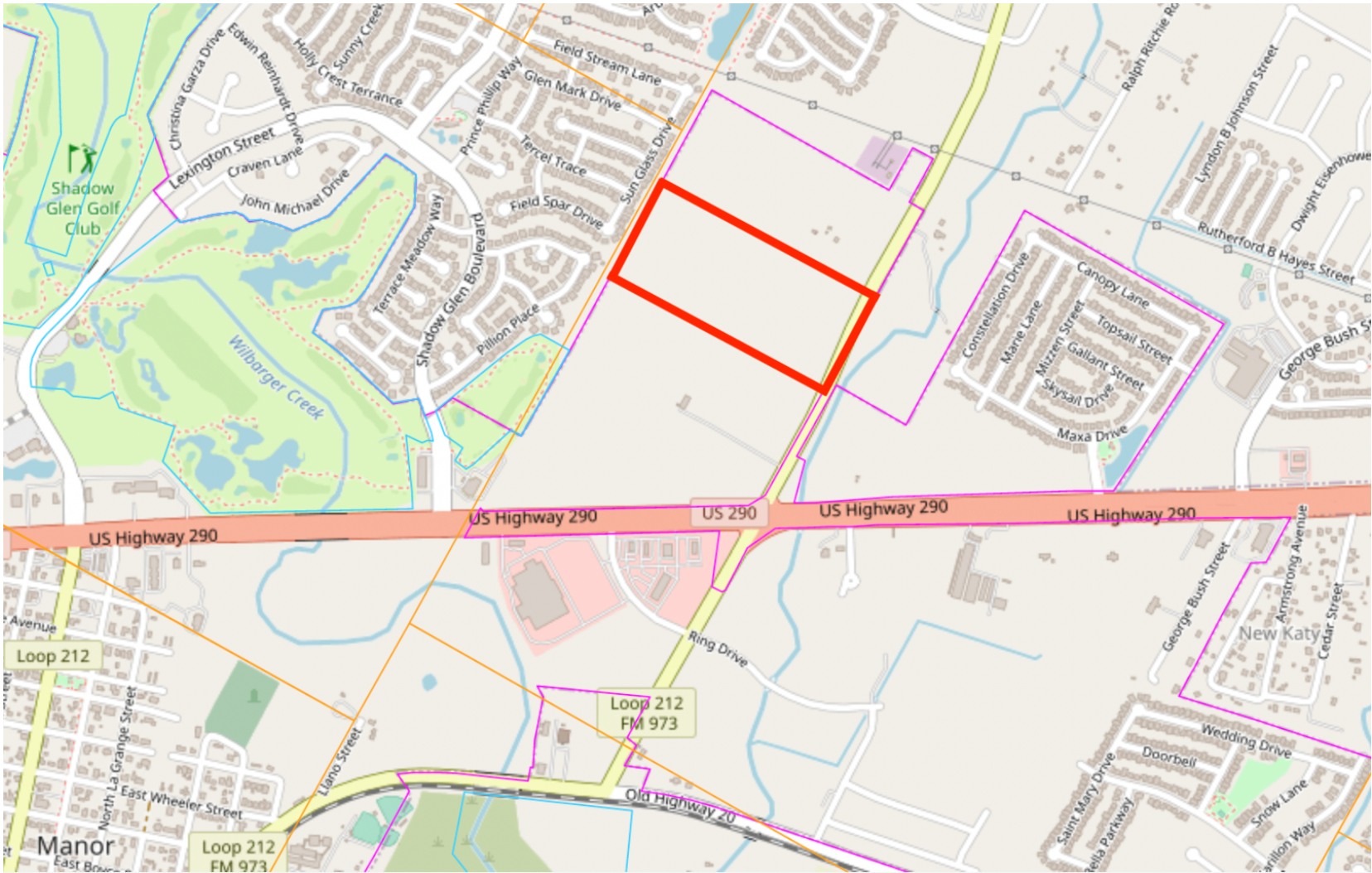
Attached to this application is a Microsoft Word document with the names and addresses of property owners within 300 feet of the Property, tax certificates and metes and bounds for the Property.

If you have any questions about the proposed Zoning Application or need additional information, please do not hesitate to contact me at your convenience. Thank you for your time and attention to this project.

Very truly yours,

Talley Williams

ZONING EXHIBIT



ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM MEDIUM COMMERCIAL (C-2) TO MULTI-FAMILY 25 (MF-2); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A", (the "Property"), from the Medium Commercial (C-2) to zoning district Multi-Family 25 (MF-2). The Property is accordingly hereby rezoned to Multi-Family 25 (MF-2).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ____ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

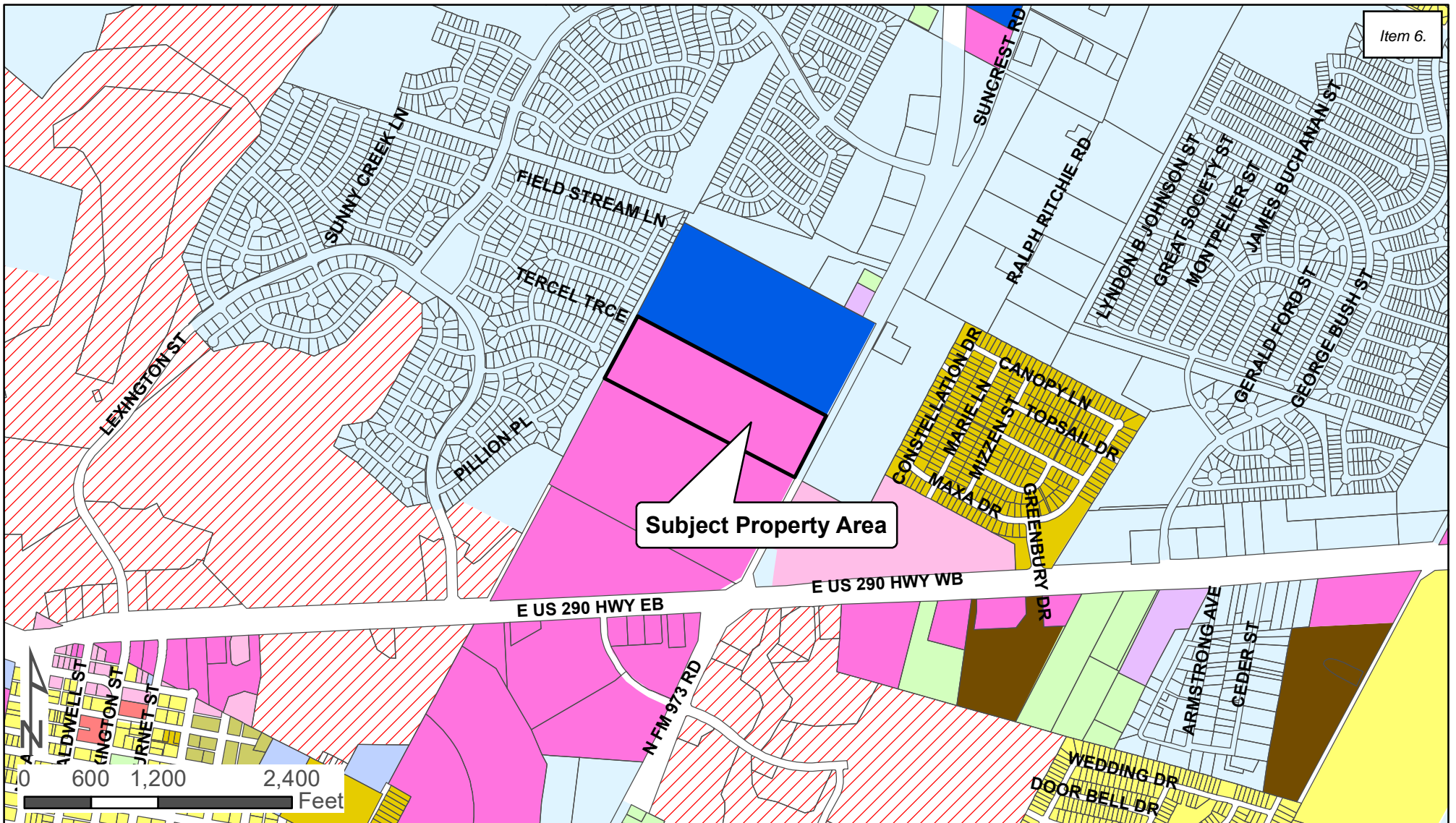
Lluvia T. Almaraz, TRMC
City Secretary

ORDINANCE NO.

Page 3

EXHIBIT "A"

Property Legal Description:

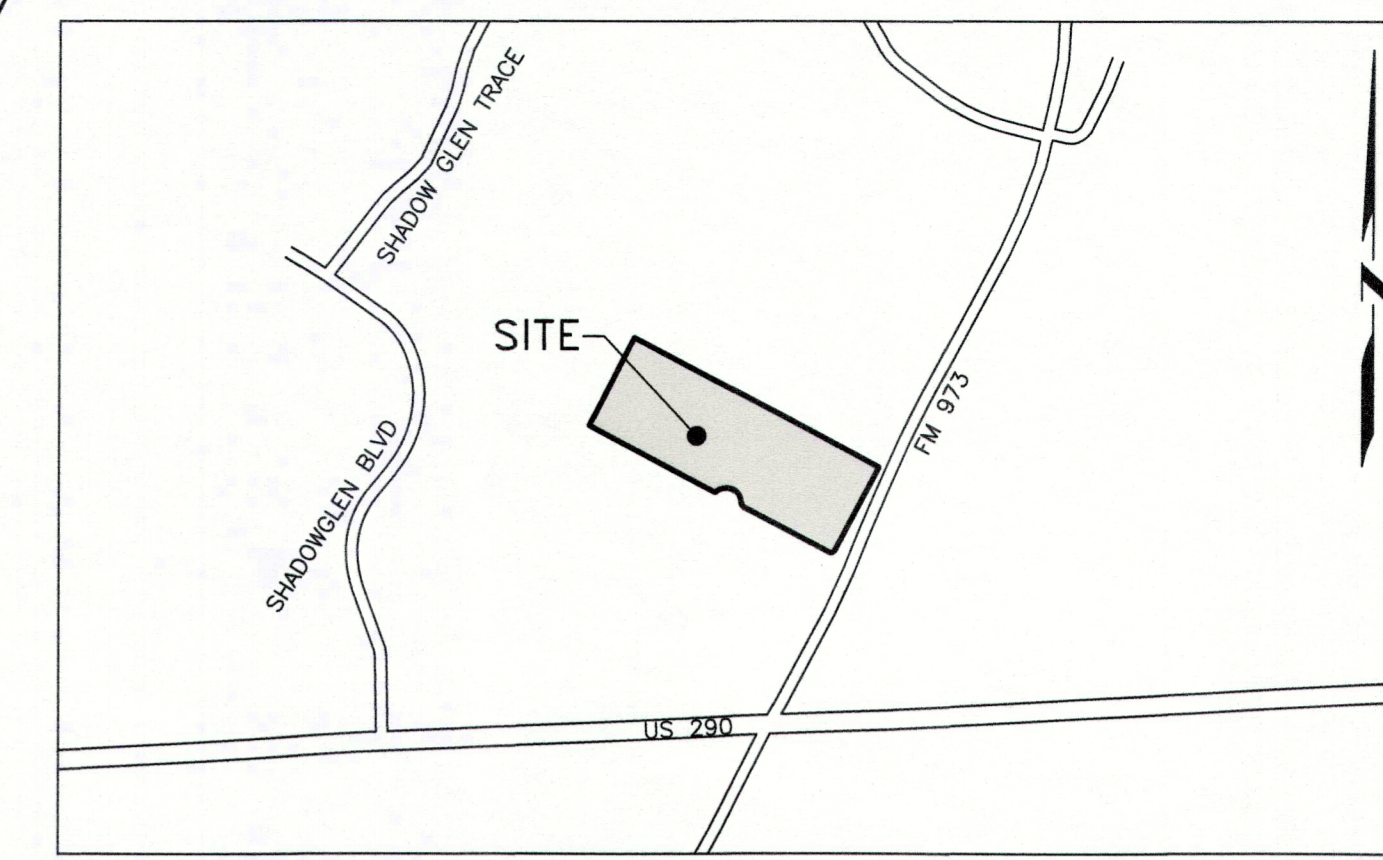


Current:
Medium Commercial (C-2)

Proposed:
Multi-Family 25 (MF-2)

Zone

- | | | | |
|-------------------------------|---------------------------|---------------------------|--------------------------------|
| A - Agricultural | I-1 - Institutional Small | MH-1 - Manufactured Home | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-2 - Institutional Large | I-1 - Institutional Small | DB - Downtown Business |
| SF-2 - Single Family Standard | GO - General Office | I-2 - Institutional Large | IN-1 - Light Industrial |
| TF - Two Family | C-1 - Light Commercial | GO - General Office | IN-2 - Heavy Industrial |
| TH - Townhome | C-2 - Medium Commercial | C-1 - Light Commercial | PUD - Planned Unit Development |
| MF-1 - Multi-Family 15 | C-3 - Heavy Commercial | C-2 - Medium Commercial | ETJ |
| MF-2 - Multi-Family 25 | | C-3 - Heavy Commercial | |



COMMITMENT FOR TITLE INSURANCE PROVIDED BY: TITLE RESOURCES GUARANTY COMPANY OF NO. 2153735-00M EFFECTIVE DATE: OCTOBER 14, 2021 ISSUE DATE: OCTOBER 26, 2021 ONLY THOSE ITEMS LISTED IN SCHEDULE B OF THE ABOVE REFERENCED COMMITMENT FOR TITLE INSURANCE WERE REVIEWED FOR THE PURPOSE OF THIS SURVEY. NO ADDITIONAL RESEARCH WAS PERFORMED BY THIS SURVEYOR. THERE MAY BE ADDITIONAL EASEMENTS, RESTRICTIONS, OR OTHER ENCUMBRANCES WHICH AFFECT THIS SURVEY THAT ARE NOT KNOWN TO THIS SURVEYOR. THE FOLLOWING RESTRICTIVE COVENANTS OF RECORD ITEMIZED BELOW: DOCUMENT NO. 2013089575, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS.

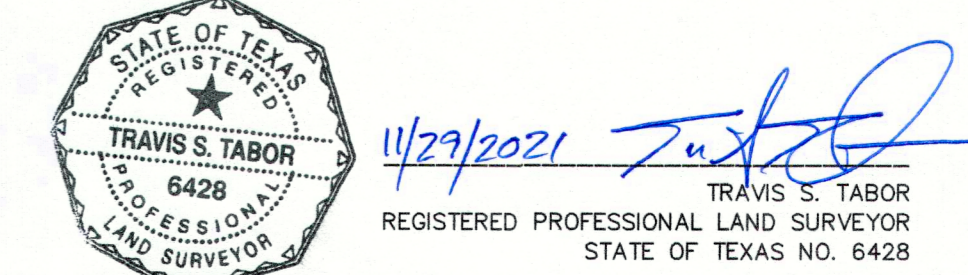
- SCHEDULE B EXCEPTIONS: 10a EASEMENT: RECORDED: VOLUME 623, PAGE 322, DEED RECORDS, TRAVIS COUNTY, TEXAS. LOWER COLORADO RIVER AUTHORITY PURPOSE: ELECTRIC TRANSMISSION AND/OR DISTRIBUTION LINE (DOES NOT AFFECT) 10b EASEMENT: RECORDED: VOLUME 650, PAGE 212, DEED RECORDS, TRAVIS COUNTY, TEXAS. LOWER COLORADO RIVER AUTHORITY PURPOSE: ELECTRIC TRANSMISSION AND/OR DISTRIBUTION LINE (MAY AFFECT, VAGUE DESCRIPTION) 10c EASEMENT: RECORDED: VOLUME 4822, PAGE 1615, DEED RECORDS, TRAVIS COUNTY, TEXAS. MANVILLE WATER SUPPLY CORP. PURPOSE: PIPELINE (MAY AFFECT, VAGUE DESCRIPTION) 10d ALL LEASES, GRANTS, EXCEPTIONS OR RESERVATION OF COAL, LIGNITE, OIL, GAS AND OTHER MINERAL, TOGETHER WITH ALL RIGHTS, PRIVILEGES, AND IMMUNITIES RELATING THERETO APPEARING IN THE PUBLIC RECORDS WHETHER LISTED IN SCHEDULE B OR NOT. THERE MAY BE LEASES, GRANTS, EXCEPTIONS OR RESERVATIONS OF MINERAL INTEREST THAT ARE NOT LISTED. (NOT A SURVEY MATTER) 10e RIGHTS OF PARTIES IN POSSESSION. (OWNER POLICY) (NOT A SURVEY MATTER) 10f RIGHTS OF TENANTS, AS TENANTS ONLY, UNDER ANY AND ALL UNRECORDED LEASES OR RENTAL AGREEMENTS. (NOTE: THIS ITEM CAN BE DELETED UPON RECEIPT OF AN AFFIDAVIT EXECUTED BY THE SELLER EVIDENCING THERE ARE NO ANY OUTSTANDING LEASES OR RENTAL AGREEMENTS. IF THE AFFIDAVIT REVEALS UNRECORDED OUTSTANDING LEASES OR RENTAL AGREEMENTS THE EXCEPTION MAY BE MODIFIED TO MAKE SPECIFIC EXCEPTION TO THOSE MATTERS.) (NOT A SURVEY MATTER) 10g ANY VISIBLE AND APPARENT EASEMENT, EITHER PUBLIC OR PRIVATE, LOCATED ON OR ACROSS THE LAND, THE EXISTENCE OF WHICH IS NOT DISCLOSED BY THE PUBLIC RECORDS AS HEREIN DEFINED. (NOTED HEREON) 10h ANY ENCROACHMENT, ENCUMBRANCE, VIOLATION, VARIATION, OR ADVERSE CIRCUMSTANCE AFFECTING THE TITLE THAT WOULD BE DISCLOSED BY AN ACCURATE AND COMPLETE LAND SURVEY OF THE LAND. (NOTED HEREON) 10i ANY PORTION OF SUBJECT PROPERTY LYING WITHIN THE BOUNDARIES OF A DEDICATED OR UNDEDICATED PUBLIC OR PRIVATE ROADWAY. (NOTED HEREON)

GENERAL NOTES: THIS PROJECT IS REFERENCED FOR ALL BEARING AND COORDINATE BASIS TO THE TEXAS COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD83 - 2011 ADJUSTMENT), CENTRAL ZONE (4203). DISTANCES AND AREAS SHOWN HEREON ARE SURFACE VALUES REPRESENTED IN U.S. SURVEY FEET BASED ON A GRID-TO-SURFACE COMBINED ADJUSTMENT FACTOR OF 1.0000755219 SOME FEATURES SHOWN HEREON MAY BE OUT OF SCALE FOR CLARITY. UTILITIES SHOWN HEREON ARE BASED ON ABOVE GROUND AND VISIBLE EVIDENCE. LOCATION OF UNDERGROUND UTILITIES ARE APPROXIMATE. SURVEYOR DOES NOT CERTIFY TO THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN HEREON. CONTRACTORS SHALL CONTACT APPROPRIATE UTILITY COMPANIES AND TEXAS 811 PRIOR TO EXCAVATION.

FLOOD NOTE: THE TRACT SHOWN HEREON DOES NOT APPEAR TO LIE WITHIN A DESIGNATED FLOODPLAIN AREA AS IDENTIFIED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FEDERAL INSURANCE ADMINISTRATION, IN A LETTER OF MAP CHANGE (LOMC) ACTION DATED JANUARY 15, 2020, WITH AN EFFECTIVE DATE OF JANUARY 23, 2020. CASE NUMBER 13-06-0041V FOR TRAVIS COUNTY, TEXAS, COMMUNITY NO. 481026. THIS FLOOD PLAIN NOTE DOES NOT IMPLY THAT THE PROPERTY AND/OR STRUCTURES THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.

ALTA/NSPS TABLE A NOTES: TABLE A ITEM 2. ADDRESS(ES) OF THE SURVEYED PROPERTY IF DISCLOSED IN DOCUMENTS TO OR OBTAINED BY THE SURVEYOR, OR OBSERVED WHILE CONDUCTING THE FIELDWORK. ADDRESS UNKNOWN TABLE A ITEM 6(a). IF SET FORTH IN A ZONING REPORT OR LETTER PROVIDED TO THE SURVEYOR BY THE CLIENT, LIST THE CURRENT ZONING CLASSIFICATION, SETBACK REQUIREMENTS, THE HEIGHT AND FLOOR SPACE AREA RESTRICTIONS, AND PARKING REQUIREMENTS. IDENTIFY THE DATE AND SOURCE OF THE REPORT OR LETTER. A ZONING REPORT WAS NOT PROVIDED TO THE SURVEYOR. TABLE A ITEM 6(b). IF THE ZONING SETBACK REQUIREMENTS ARE SET FORTH IN A ZONING REPORT OR LETTER PROVIDED TO THE SURVEYOR BY THE CLIENT, AND IF THOSE REQUIREMENTS DO NOT REQUIRE AN INTERPRETATION BY THE SURVEYOR, GRAPHICALLY DEPICT THE BUILDING SETBACK REQUIREMENTS. IDENTIFY THE DATE AND SOURCE OF THE REPORT OR LETTER. A ZONING REPORT WAS NOT PROVIDED TO THE SURVEYOR. TABLE A ITEM 7(a). EXTERIOR DIMENSIONS OF ALL BUILDINGS AT GROUND LEVEL. NO BUILDINGS EXISTING ON THE SURVEYED PROPERTY, AT THE TIME OF FIELDWORK. TABLE A ITEM 9. NUMBER AND TYPE (E.G. HANDICAPPED, MOTORCYCLE, REGULAR, ETC.) OF CLEARLY IDENTIFIABLE PARKING SPACES ON SURFACE PARKING AREAS, LOTS AND IN PARKING STRUCTURES. NO CLEARLY IDENTIFIABLE PARKING SPACES EXISTING ON THE SITE AT THE TIME OF THE SURVEY.

ALTA/NSPS LAND TITLE SURVEY CERTIFICATION: TO GO MULTI-FAMILY DEVELOPMENT, LLC AND TITLE RESOURCES GUARANTY COMPANY: THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 7(a), 8, 9, 11, & 13 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON SEPTEMBER 23, 2021. DATE OF PLAT OR MAP: NOVEMBER 29, 2021.



BLUEBONNET FINAL PLAT DOC. NO. 200800197 O.P.R.T.C.T. LOT 1, BLOCK 1 MICHAEL J. PACLIK AND MICHAEL JAMES PACLIK, JR. (1.062 ACRES) DOC. NO. 200596042 O.P.R.T.C.T.

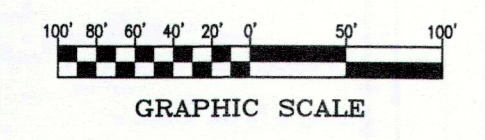
GREENBURY GATES SURVEY ABSTRACT NO. 315

BUTLER FAMILY PARTNERSHIP, LTD. TRACT 1 (116.45 ACRES) VOL. 12271, PG. 872 R.P.R.T.C.T.

BUTLER FAMILY PARTNERSHIP, LTD. TRACT 1 (116.45 ACRES) VOL. 12271, PG. 872 R.P.R.T.C.T.

26.30 ACRES NO IMPROVEMENTS OBSERVED AT THE TIME OF THE SURVEY

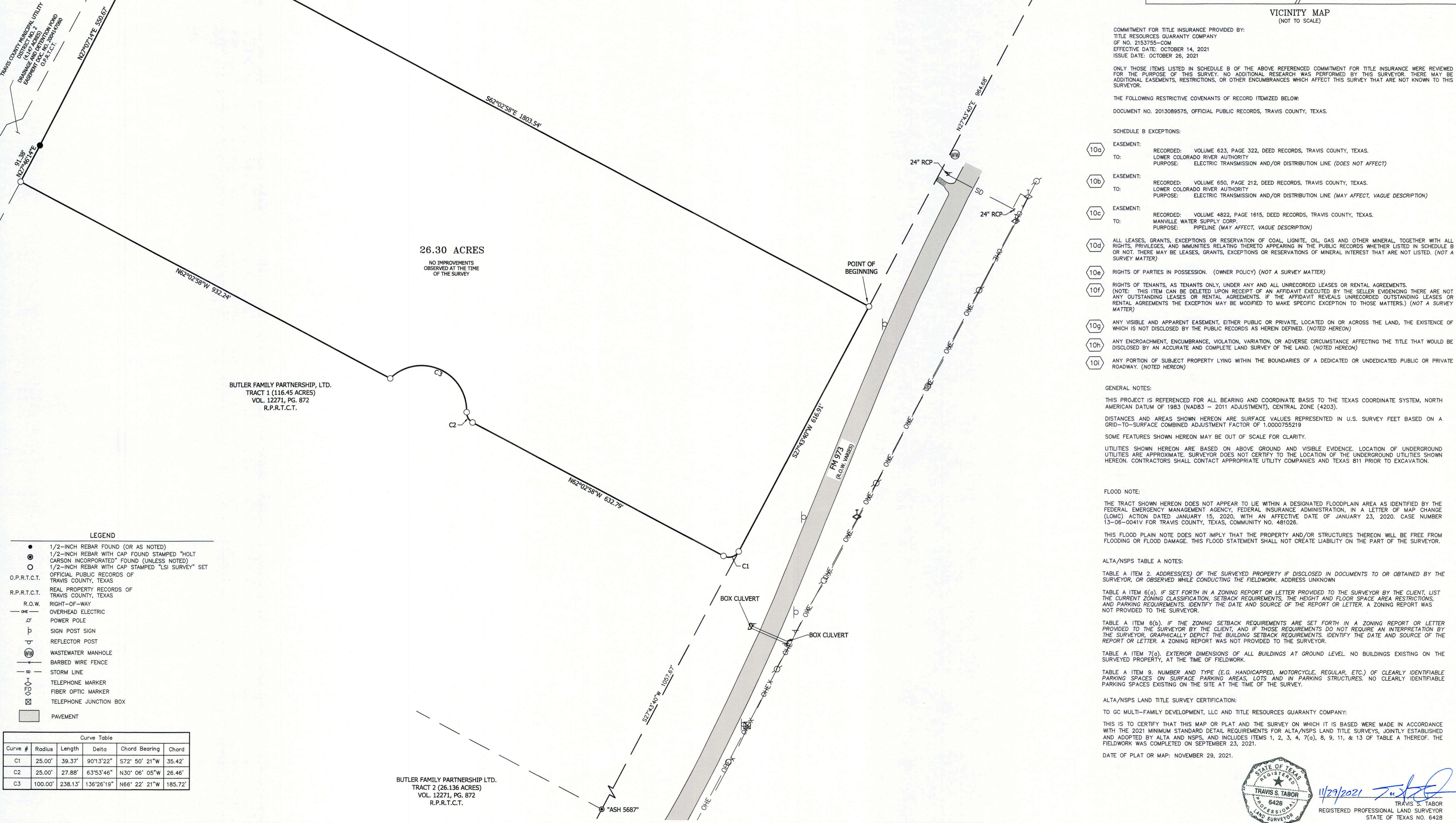
BUTLER FAMILY PARTNERSHIP LTD. TRACT 2 (26.136 ACRES) VOL. 12271, PG. 872 R.P.R.T.C.T.



TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT (MUD) DRAINAGE AND WASTEWATER EXHAUSTION DISTRICT (DWD) EXISTING. DOC. NO. 200495780 O.P.R.T.C.T.

- LEGEND 1/2-INCH REBAR FOUND (OR AS NOTED) 1/2-INCH REBAR WITH CAP FOUND STAMPED "MOLT CARSON INCORPORATED" FOUND (UNLESS NOTED) 1/2-INCH REBAR WITH CAP STAMPED "LSI SURVEY" SET OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS RIGHT-OF-WAY OVERHEAD ELECTRIC POWER POLE SIGN POST SIGN REFLECTOR POST WASTEWATER MANHOLE BARBED WIRE FENCE STORM LINE TELEPHONE MARKER FIBER OPTIC MARKER TELEPHONE JUNCTION BOX PAVEMENT

Curve Table with columns: Curve #, Radius, Length, Delta, Chord Bearing, Chord. Rows include C1, C2, and C3.





March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1426-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 26.30 acres, more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 26.30 acres, more or less, out of the Greenbury Gates Survey No. 63 and James Manor Survey No. 40, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Medium Commercial (C-2) to Multi-Family 25 (MF-2).

***Applicant:* Metcalfe, Wolff, Stuart & Williams, LLP**

***Owner:* Edward Butler**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

Wilken Walter William
11625 Sun Glass Dr.
Manor, TX 78653-3885

Ajai Akinyemi P
11505 Sun Glass Dr.
Manor, TX 78653

Gruza Agata & Eric Michael Daley
13824 Long Shadow Dr.
Manor, TX 78653

Waldon Charles L & Aursha R
11621 Sun Glass Dr.
Manor, TX 78653-3885

Phillips Todd Curtis
11501 Sun Glass Dr.
Manor, TX 78653

Gigl Michael William
20417 Crooked Stick Dr.
Pflugerville, TX 78660-8196

Itnyre Stephen C & Sandra L
11617 Sun Glass Dr.
Manor, TX 78653-3885

Bitra Aspazia
13832 Field Spar Dr.
Manor, TX 78653

Haney David L & Josie U
13825 Tercel Trce.
Manor, TX 78653

Spead Brent William & Shyla Anahita
11613 Sun Glass Dr.
Manor, TX 78653-3885

Prieto Daisy & Salvador U Flores
13828 Field Spar Dr.
Manor, TX 78653

Kendrick Willie & Carmen Maria
13824 Tercel Trce.
Manor, TX 78653

Holmes Charlie
P.O. Box 27626
Macon, GA 31221-7626

Benedetti Brett R
13824 Field Spar Dr.
Manor, TX 78653

Forsythe Stacia Kaye
13816 Tercel Trce.
Manor, TX 78653

Vandenberg Kristin L & Scott P
11605 Sun Glass Dr.
Manor, TX 78653-3883

Acosta Carmen & Rodolfo
13820 Field Spar Dr.
Manor, TX 78653

Jones Michael & Lindsay
13821 Field Spar Dr.
Manor, TX 78653

Bell-Sexton Coretta
11601 Sun Glass Dr.
Manor, TX 78653-3883

Curtis Sean & Summer
913 N. Inyo St.
Ridgecrest, CA 93555-3000

Kim Chae Kyung
13817 Field Spar Dr.
Manor, TX 78653

Lewis Gladys & Jeffrey
11517 Sun Glass Dr.
Manor, TX 78653-3883

Emamian Seyed-Amir & Priscilla
13812 Field Spar Dr.
Manor, TX 78653

Taylor Williams Wesley Jr.
11733 Pillion Pl.
Manor, TX 78653

Hernandez Mayra
11513 Sun Glass Dr.
Manor, TX 78653

Wood Terrence
25551 SE 41st Ct
Sammamish, WA 98029-7769

White Jennifer & Michael
11509 Sun Glass Dr.
Manor, TX 78653

Hernandez Alejandra & Carlos
13825 Long Shadow Dr.
Manor, TX 78653

Hayes Maura & Terrence III
11737 Pillion Pl.
Manor, TX 78653

Del La Garza Benjamin & Marisa
11708 Pillion Pl.
Manor, TX 78653

Suarez Humberto
11717 Pillion Pl.
Manor, TX 78653

Henry Daffney A
13745 Shady Ridge Ln.
Manor, TX 78653

Timmerman Commercial Investments LP
501 Vale St.
Austin, TX 78746-5732

Mullen Thomas & Amanda
11713 Pillion Pl.
Manor, TX 78653

Stiggers Gary L
11729 Pillion Pl.
Manor, TX 78653

Monroe Ozie SR Family Trust
P.O. BOX 254
Manor, TX 78653-0254

Hunt Anthony & Victoria
11720 Pillion Pl.
Manor, TX 78653

Mcarthur Marilyn D
11725 Pillion Pl.
Manor, TX 78653

Board of Trustees of the Manor
Independent
P.O. BOX 9190
% Butler Family Partnership
Austin, TX 78766-9190

Brown George Jr
P.O. Box 1158
Manor, TX 78653

Manker Michael & Lauren
11721 Pillion Pl.
Manor, TX 78653

Ambuhl Allen C & Debra K Young
11712 Pillion Pl.
Manor, TX 78653



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Specific Use Permit Application for 3.40 acres, more or less, and being located at 13801 N. FM 973, Manor, TX to permit a Gas Station Use.

Applicant: JAB Engineering, LLC
Owner: Platinum 973, LLC

BACKGROUND/SUMMARY:

This property was zoned C-2 Medium Commercial with the additional uses of Office, Showroom; Office, Warehouse; Product Development Services (general); and Research Services (general) on Feb. 2, 2022. In C-2 Medium Commercial Gas Stations require a Specific Use Permit. The property is directly south of the under-construction Compass Rose Charter School. The nearest existing gas station is the Chevron at N. FM 973 and Shadowglen Trace – approximately 750’ south of the subject property. There are no other Gas Stations on N. FM 973 from US 290 north to the city limits (Arnhamn Lane).

This item was postponed at the April 20, 2022 Regular Council Meeting.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of intent
- Map
- Location Map
- Plan
- Images
- Gas Station Conditions
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff’s recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

JAB ENGINEERING, LLC.



4500 Williams Dr., Ste 212-121
Georgetown, TX 78633
512-779-7414
josh.baran@jabeng.com

February 14, 2021

City of Manor
Planning Department
105 E. Eggleston St.
Manor, Tx 78653

**RE: 13801 N FM 973 RD
Special Use Permit – Letter of Intent**

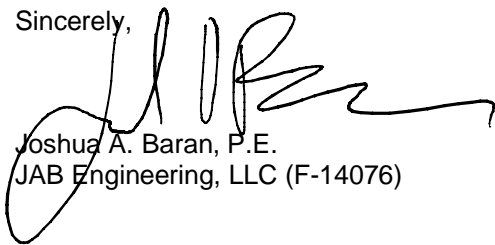
Letter of intent (letter stating why you want to rezone the property in question or why you are requesting a variance to the requirements of the Zoning Ordinance)

This Letter of Intent and application information are prepared by JAB Engineering, LLC. (the “applicant”) under the authorization of Platinum 973, LLC (the “owner”). The following detailed information is provided accordingly:

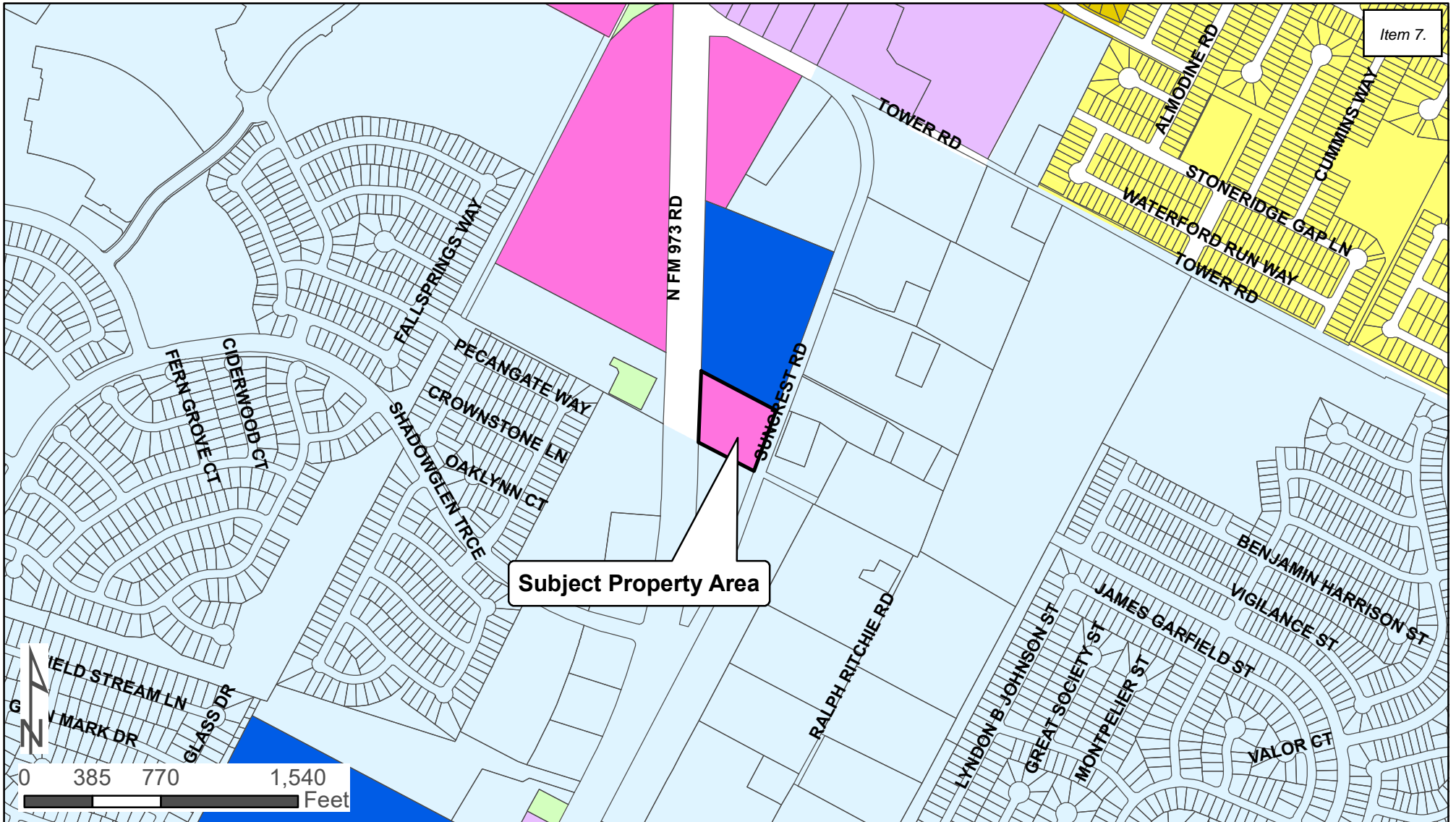
- The existing site is located in the full purpose jurisdiction with a base zoning of C-1.
- The proposed use is a mix of flex warehouse / retail uses previously approved as an exception by the city, as well as retail / fueling station.
- This property is ideally situated along FM 973 for mix of large-format commercial uses and light industrial uses and will serve as employment centers for the community and region.
- The property will have access directly to FM 973 and may take emergency or secondary access to Suncrest Road if necessary. Water and Sewer services are currently planned to be extended along the FM 973 right-of-way.
- The subject property is vacant.

Please accept this letter of intent and accompanying documents for the Rezone.

Sincerely,



Joshua A. Baran, P.E.
JAB Engineering, LLC (F-14076)

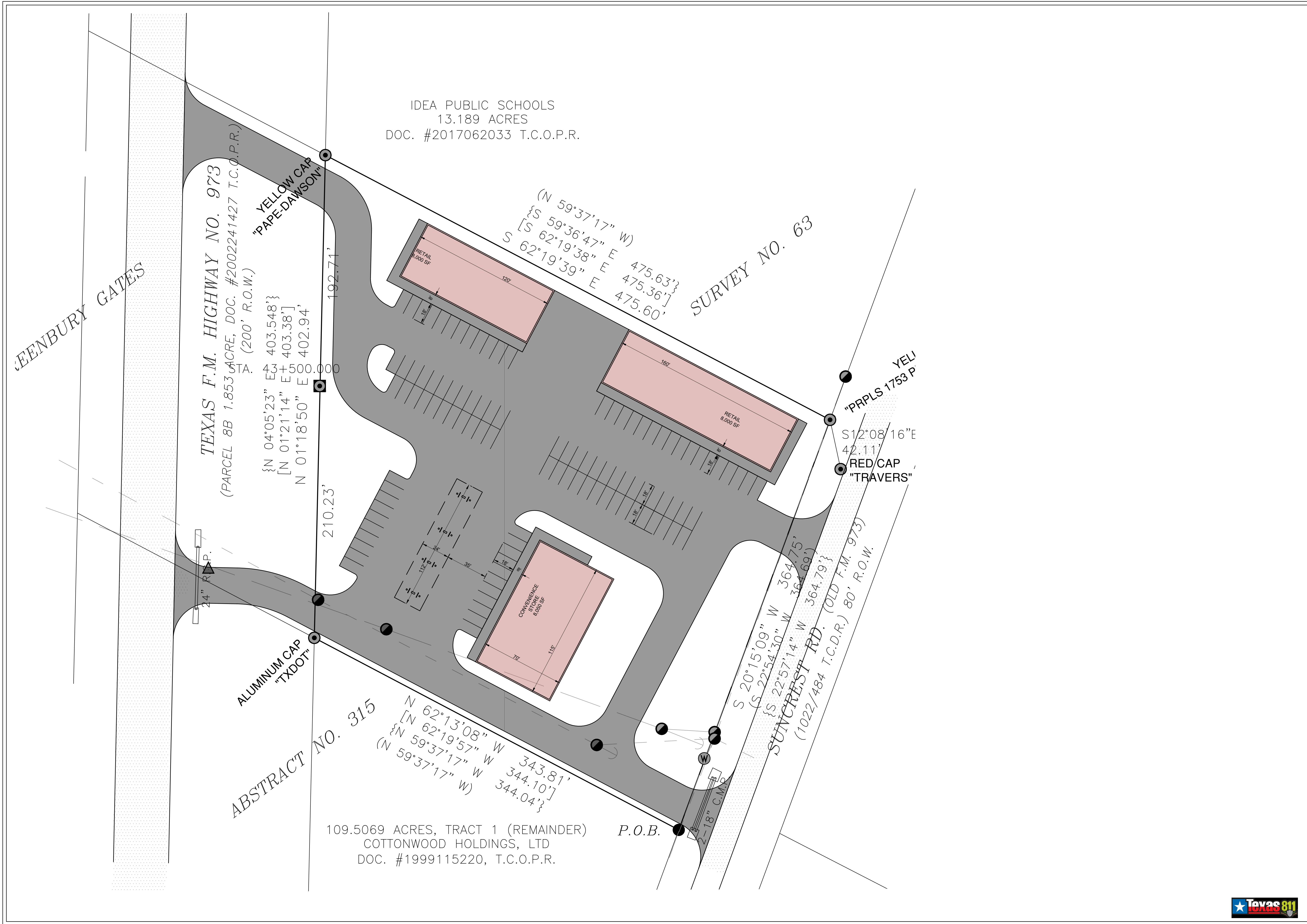


Proposed Specific Use Permit: Gas Station

Zone

A - Agricultural	I-1 - Institutional Small	NB - Neighborhood Business
SF-1 - Single Family Suburban	I-2 - Institutional Large	DB - Downtown Business
SF-2 - Single Family Standard	GO - General Office	IN-1 - Light Industrial
TF - Two Family	C-1 - Light Commercial	IN-2 - Heavy Industrial
TH - Townhome	C-2 - Medium Commercial	PUD - Planned Unit Development
MF-1 - Multi-Family 15	C-3 - Heavy Commercial	ETJ
MF-2 - Multi-Family 25		





IDEA PUBLIC SCHOOLS
13.189 ACRES
DOC. #2017062033 T.C.O.P.R.

TEXAS F.M. HIGHWAY NO. 973
(PARCEL 8B 1.853 ACRES, DOC. #2002241427 T.C.O.P.R.)
TA. (200' R.O.W.)

{N 04°05'23" E 403.548'}
{N 01°21'14" E 403.38'}
{N 01°18'50" E 402.94'}

(N 59°37'17" W) 475.63'
{S 59°36'47" E 475.36'}
{S 62°19'38" E 475.36'}
S 62°19'39" E 475.60'

SURVEY NO. 63

ALUMINUM CAP
"TXDOT"

ABSTRACT NO. 315

N 62°13'08" W 343.81'
{N 62°19'57" W 344.10'}
{N 59°37'17" W 344.04'}
(N 59°37'17" W)

109.5069 ACRES, TRACT 1 (REMAINDER)
COTTONWOOD HOLDINGS, LTD
DOC. #1999115220, T.C.O.P.R.


P.O.B.

SUNCREST RD. (OLD F.M. 973)
(1022/484 T.C.D.R.) 80' R.O.W.
S 20°15'09" W 364.75'
{S 22°54'30" W 364.69'}
{S 22°57'14" W 364.69'}

YELI
"PRPLS 1753 P"
S 12°08'16" E 42.11'
RED CAP
"TRAVERS"

No.	Date	Revisions	App.

JAB Engineering, LLC
(F-14076)
4500 Williams Drive
Suite 212-121
Georgetown, TX 78633
512-779-7414 (p)
josh.baran@jabeng.com



**FM 973
RETAIL PARK**
13801 FM 973
MANOR, TEXAS

**DIMENSIONAL
SITE PLAN**

Project No.:	19010
Issued:	04/30/21
Drawn By:	JAB
Checked By:	JAB

C.03
Sheet 3 OF 10
2021-SDP





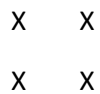




Gas Station, Limited

- Permitted only within 200 feet of the right-of-way lines of intersecting streets, unless the use is an accessory use to a commercial development such as a grocery store or retail center with a gross floor area of 50,000 square feet or more.
- Permitted at a maximum of two corners at an intersection of two arterial streets; and a maximum of one corner of an intersection with a collector or local street.
- Automotive repair and automobile washing facilities are prohibited.
- No more than four multi-fuel dispensers (eight fuel positions) shall be permitted except where one of the following conditions is met:
 - The property is located along and has direct access from US Highway 290 East.
 - The proposed gas station is an accessory use to a commercial development such as a grocery store or retail center with a gross floor area of 50,000 square feet or more.
- In no case shall a gas station be permitted more than ten multi-fuel dispensers (20 fuel positions).
- In the neighborhood business (NB) and light Commercial (C-1) districts the canopy and arrangement of multi-fuel dispensers shall be designed in a relatively square pattern as opposed to a linear distribution of the multi-fuel dispensers, as depicted below (where X = one multi-fuel dispenser = two fuel positions):

Acceptable Pump Arrangement



Unacceptable Pump Arrangement



- Multi-fuel dispensers, air, vacuum, and water stations must be 100 feet from a residential district.
- Fuel positions, air, vacuum, water stations and other similar equipment is prohibited between the principal structure and the property line of a residential district and shall comply with the building setbacks in all other circumstances.
- Freestanding light fixtures shall be reduced in height to 15 feet if the use is adjacent to a residential district.



March 31, 2022

City of Manor Development Services

Notification for a Specific Use Permit Application

Case Number: 2022-P-1421-CU

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Specific Use Permit Application on 3.40 acres, more or less, to permit a Gas Station Use and being located at 13801 N. FM 973, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Specific Use Permit Application for 3.40 acres, more or less, and being located at 13801 N. FM 973, Manor, TX to permit a Gas Station Use.

***Applicant:* JAB Engineering, LLC**

***Owner:* Platinum 973, LLC**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

FM 973 BUILDING HOPE LLC
211 E 7TH ST STE 620
AUSTIN, TX 78701-3218

STEPHANIE L WARD
13915 SUNCREST RD
MANOR , TX 78653-3897

JEFFREY T & PAM MONTAGUE
13909 SUNCREST RD
MANOR , TX 78653-3897

CESAR CASIANO-JARAMILLO
13901 SUNCREST RD
MANOR , TX 78653-4156

RUPERTO NUNEZ & JULIA MARTINEZ
13809 FM 973 N
MANOR , TX 78653-3896

COTTONWOOD HOLDINGS LTD
DWYER REALTY COMPANIES
9900 US HIGHWAY 290 E
MANOR , TX 78653-9720

FLATS AT SHADOWGLEN CHL I LLC
9900 HIGHWAY 290 EAST
MANOR, TX 78653-9720

CLIDE R NICHOLS
415 HONEYCOMB CIR
DRIFTWOOD, TX 78619-5706

TIMMERMAN COMMERCIAL
INVESTMENTS LP
501 VALE ST
AUSTIN, TX 78746-5732



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Concept Plan for the KB Homes Subdivision, three hundred eighty (380) lots on 136.92 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX.
Applicant: Carlson, Brigance & Doering, Inc.
Owner: KB Home Lone Star, Inc.

BACKGROUND/SUMMARY:

This concept plan has been approved by our engineer. It consists of 380 residential lots, 26.59 acres of open space, 6.56 acres of parkland and 2.89 acres of landscape/drainage area. This subdivision is directly north of the Senior High School on N. FM 973. The property was zoned to SF-2 (60' wide lots) on 10/27/21.

This item was postponed at the April 20, 2022, Regular Council Meeting.

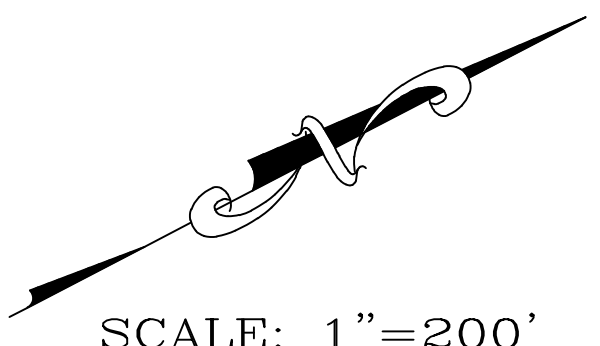
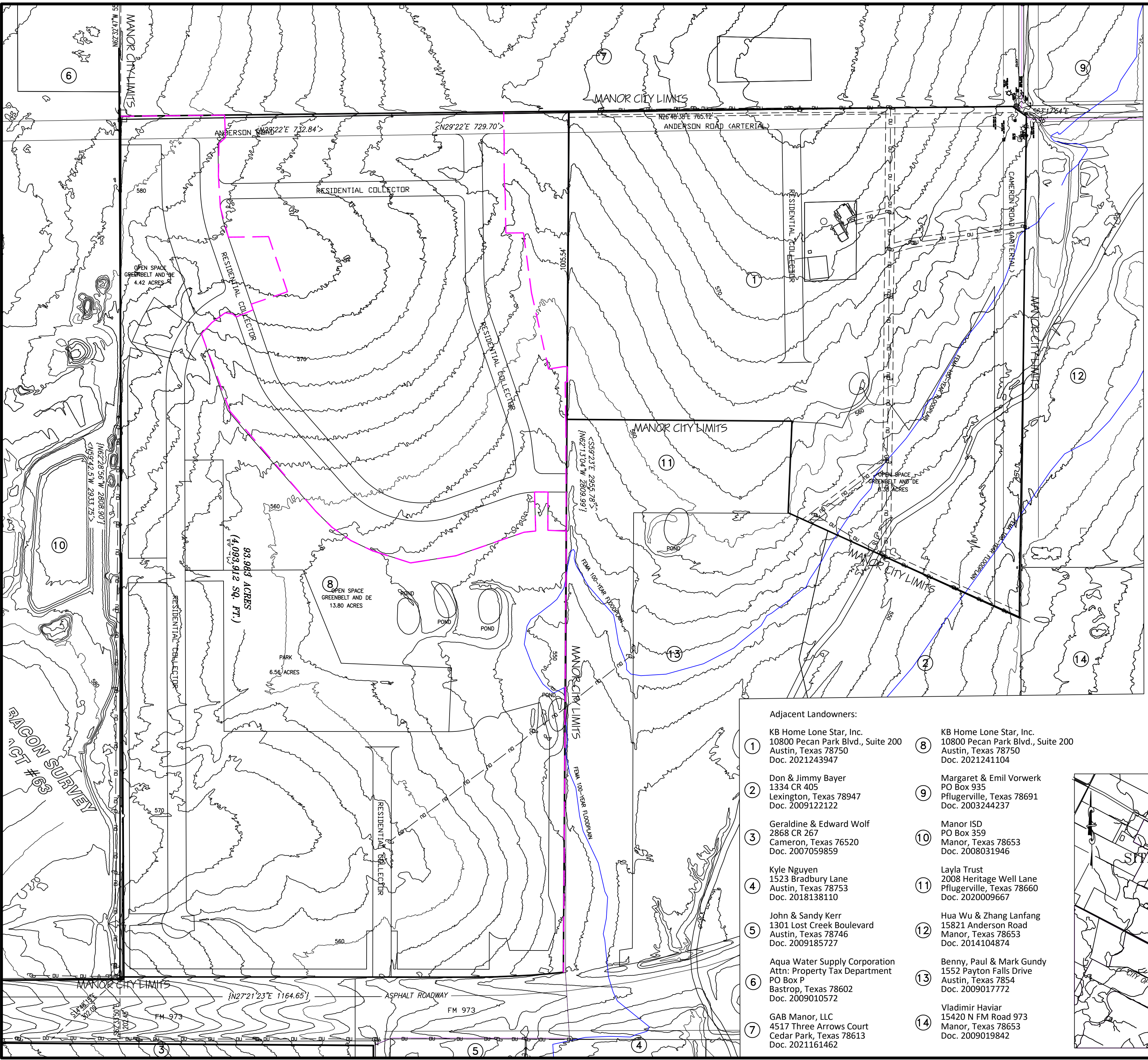
LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Map
- Notice
- Labels

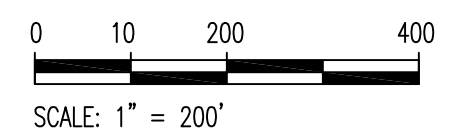
STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



SCALE: 1" = 200'



Date: November 1, 2021
 Acreage: 136.92 Ac.
 Residential Lot Acreage: 72.37
 Open Space Acreage: 26.59
 Park Acreage: 6.56
 Landscape/Drainage Acreage: 2.89
 Street Acreage: 28.51

Survey: Sumner Bacon Survey, A-63
 Number of Residential Units: 380
 Number of LUEs: 380

Owner/Developer:
 KB Home Lone Star, Inc.
 10800 Pecan Park Boulevard, Suite 200
 Austin, Texas 78750

Engineer/Surveyor:
 Carlson, Brigrance & Doering, Inc.
 5501 West William Cannon Dr.
 Austin, Texas 78749
 Phone #: (512) 280-5160
 Fax #: (512) 280-5165

NOTES:

- This site is subject to the Holley/Smith Development Agreement as passed at the October 27, 2021 Manor City Council meeting.
- Proposed Phasing: 3 Phases
 Phase 1 - 2022
 Phase 2 - 2023
 Phase 3 - 2024
- All Arterial and Residential Collector roadways shown are Proposed.

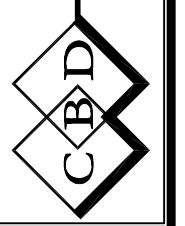
Adjacent Landowners:

- | | |
|---|--|
| ① KB Home Lone Star, Inc.
10800 Pecan Park Blvd., Suite 200
Austin, Texas 78750
Doc. 2021243947 | ⑧ KB Home Lone Star, Inc.
10800 Pecan Park Blvd., Suite 200
Austin, Texas 78750
Doc. 2021241104 |
| ② Don & Jimmy Bayer
1334 CR 405
Lexington, Texas 78947
Doc. 2009122122 | ⑨ Margaret & Emil Vorwerk
PO Box 935
Pflugerville, Texas 78691
Doc. 2003244237 |
| ③ Geraldine & Edward Wolf
2868 CR 267
Cameron, Texas 76520
Doc. 2007059859 | ⑩ Manor ISD
PO Box 359
Manor, Texas 78653
Doc. 2008031946 |
| ④ Kyle Nguyen
1523 Bradbury Lane
Austin, Texas 78753
Doc. 2018138110 | ⑪ Layla Trust
2008 Heritage Well Lane
Pflugerville, Texas 78660
Doc. 2020009667 |
| ⑤ John & Sandy Kerr
1301 Lost Creek Boulevard
Austin, Texas 78746
Doc. 2009185727 | ⑫ Hua Wu & Zhang Lanfang
1552 Payton Falls Drive
Manor, Texas 78653
Doc. 2014104874 |
| ⑥ Aqua Water Supply Corporation
Attn: Property Tax Department
PO Box P
Bastrop, Texas 78602
Doc. 2009010572 | ⑬ Benny, Paul & Mark Gundy
1552 Payton Falls Drive
Austin, Texas 7854
Doc. 2009017772 |
| ⑦ GAB Manor, LLC
4517 Three Arrows Court
Cedar Park, Texas 78613
Doc. 2021161462 | ⑭ Vladimir Haviar
15420 N FM Road 973
Manor, Texas 78653
Doc. 2009019842 |

VICINITY MAP



Item 8.
 Carlson, Brigrance & Doering, Inc.
 FIRM ID #13791
 Call Engineering
 5501 West William Cannon
 Austin, Texas 78749
 Phone No. (512) 280-5160
 Fax No. (512) 280-5165



CONCEPT PLAN (1" = 200')

DESIGNED BY: CCB

HOLLEY SMITH MANOR TRACT
 PRELIMINARY CONCEPT

JOB NUMBER
5411

SHEET
1 OF 88



March 31, 2022

City of Manor Development Services

Notification for a Subdivision Concept Plan

Project Name: KB Homes Subdivision
Case Number: 2021-P-1379-CP
Case Manager: Scott Dunlop
Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Subdivision Concept Plan for the KB Homes Subdivision located near the intersection of N. FM 973 and Johnson Road, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Concept Plan for the KB Homes Subdivision, three hundred eighty (380) lots on 136.92 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX.

***Applicant:* Carlson, Brigrance & Doering, Inc.**

***Owner:* KB Home Lone Star, Inc.**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Concept Plan has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

KB Home Lone Star, Inc.
10800 Pecan Park Blvd., Suite 200
Austin, Texas 78750

Aqua Water Supply Corporation
Attn: Property Tax Department
PO Box P
Bastrop, Texas 78602

Layla Trust
2008 Heritage Well Lane
Pflugerville, Texas 78660

Don & Jimmy Bayer
1334 County Road 405
Lexington, Texas 78947

Kenneth & Joyce Sprinkles
15777 Anderson Road
Manor, Texas 78653

Hua Wu & Zhang Lanfang
15821 Anderson Road
Manor, Texas 78653

Geraldine & Edward Wolf
2868 County Road 267
Cameron, Texas 76520

Vladimir Haviar
15420 N FM Road 973
Manor, Texas 78653

Benny, Paul & Mark Gundy
1552 Payton Falls Drive
Austin, Texas 78754

Kyle Nguyen
1523 Bradbury Lane
Austin, Texas 78753

Margaret & Emil Vorwerk
PO Box 935
Pflugerville, Texas 78691

John & Sandy Kerr
1301 Lost Creek Boulevard
Austin, Texas 78746

Manor Independent School District
PO Box 359
Manor, Texas 78653



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Zoning Ordinance Amendment to amend the definitions, residential land use conditions, general development regulations for Multi-Family districts, non-residential uses in non-residential and mixed-use zoning districts; non-residential and mixed-use land use conditions, non-residential and mixed-use development standards, Single Family Attached and Multi-Family and mixed-use architectural standards, and nonconforming structures.

BACKGROUND/SUMMARY:

See attached explanations page.

This item was postponed at the April 20, 2022, Regular Council Meeting.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Zoning Ordinance
- Explanations page

STAFF RECOMMENDATION:

It is city staff’s recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

ORDINANCE _____

AN ORDINANCE OF THE CITY OF MANOR, AMENDING CHAPTER 14, ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF MANOR, TEXAS, BY PROVIDING FOR THE AMENDMENT OF DEFINITIONS AND RESIDENTIAL LAND USE CONDITIONS; MODIFYING GENERAL DEVELOPMENT REGULATIONS FOR MULTI-FAMILY DISTRICTS; AMENDING NON-RESIDENTIAL USES IN NON-RESIDENTIAL AND MIXED-USE ZONING DISTRICTS; AMENDING NON-RESIDENTIAL AND MIXED-USE LAND USE CONDITIONS; AMENDING NON-RESIDENTIAL AND MIXED-USE DEVELOPMENT STANDARDS; AMENDING SINGLE FAMILY ATTACHED AND MULTI-FAMILY AND MIXED-USE ARCHITECTURAL STANDARDS; AND AMENDING NONCONFORMING STRUCTURES; PROVIDING FOR A SEVERABILITY CLAUSE, PROVIDING SAVINGS, OPEN MEETINGS AND EFFECTIVE DATE CLAUSES; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the City of Manor, Texas (the “City”) is a home-rule City authorized to regulate zoning within its city limits; and

WHEREAS, the City Council of the City of Manor, Texas (the “City Council”) reviews the City’s zoning regulations from time to time to consider amendments to Chapter 14, Zoning of the City’s Code of Ordinances (the “Zoning Ordinance”); and

WHEREAS, the City finds it necessary to amend the Zoning Ordinance and adopt the amendments set forth in this ordinance; and

WHEREAS, the City finds that the Zoning Ordinance should be amended to better provide an attractive living environment and to protect health, safety, morals and welfare of the present and future residents of the City; and

WHEREAS, the City Council has determined that the proposed amendments are reasonable and necessary to more effectively guide and manage the development and use of land.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Code of Ordinances. The City Council hereby amends Chapter 14, Zoning of the Manor Code of Ordinances (the “Zoning Ordinance”) to amend the definitions, residential land use conditions, general development regulations for Multi-Family districts, non-residential uses in non-residential and mixed-use zoning districts; non-residential and mixed-use land use conditions, non-residential and mixed-use development standards, Single

Family Attached and Multi-Family and mixed-use architectural standards, and nonconforming structures; as provided for in Sections 3 through 12 of this Ordinance.

SECTION 3. Amendment of Section 14.01.008 Definitions. Section 14.01.008 of the Zoning Ordinance is hereby amended as follows:

- (a) The definition for “Church or rectory” is hereby amended in its entirety to read as follows:

“Church or rectory See: Religious assembly.”

- (b) The definition for “Construction and equipment sales, minor” is hereby amended in its entirety to read as follows:

“Construction and equipment sales, minor means a building of structure used for the inside display, sale, rental, or storage of light machinery, including, but not limited to lawn mowers, tools, and other small machinery. This use also includes the sale of electrical, plumbing, and mechanical (HVAC) supplies and equipment.”

- (c) The definition for “Drive Aisle” is hereby added in alphabetical order to read as follows:

“Drive aisle means a circulation route for vehicular traffic through a parking lot, site or property, and may connect to a driveway.”

- (d) The definition for “Drive Aisle, Major” is hereby added in alphabetical order to read as follow:

“Drive aisle, major means a primary circulation route for vehicular traffic through a development which provides access to two (2) or more lots. Major drive aisles typically intersect with a public right-of-way or other major drive aisles.”

- (e) The definition for “Dwelling (single-family attached)” is hereby amended in its entirety to read as follows:

“Dwelling (single-family attached) See: Townhouse.”

- (f) The definition for “Religious Assembly” is hereby amended in its entirety to read as follows:

“Religious assembly means regular organized religious worship or religious education in a permanent or temporary building, as permitted in this Chapter. The use excludes private primary and secondary educational facilities, community recreational facilities, day care facilities, and park facilities as principle uses. A property tax exemption is prima facie evidence of religious assembly use.”

SECTION 4. Amendment of Section 14.02.006 Residential Land Use Conditions Table. Section 14.02.006 of the Zoning Ordinance is hereby amended as follows:

(a) The Residential Land Use and Conditions for “Single Family Attached (3 or more units) is hereby amended in its entirety to read as follows:

<p>Single Family Attached (3 or more units)</p>	<ul style="list-style-type: none"> • When located in a MF-1 or MF-2 district, the following development standards of the Townhome district apply to each Single Family Attached structure: <ul style="list-style-type: none"> ○ Maximum height, Minimum dwelling unit size, and Maximum units per structure. • When constructed in a common development (same property) with Multi-Family structures, all setback types for the entire property follow the more restrictive standard. • Architectural, parking and landscaping standards for the Single Family Attached (Townhome) district apply to Single Family Attached structures and areas.
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SECTION 5. Amendment of Section 14.02.007(b) General Development Regulations for MF-2 Section 14.02.007(b) of the Zoning Ordinance is hereby amended to revise the following:

(a) Multi-Family 25 (MF-2) District “Exterior Side Setback to Residential” is revised to read as follows:

Exterior Side Setback to Residential (4)	1-story: 25’
	2-story: 50’
	3-story: 80’
	4-story: 80’

(b) Multi-Family 25 (MF-2) District “Rear Setback to Residential” is revised to read as follows:

Rear Setback to Residential (4)	1-story: 25’
	2-story: 50’
	3-story: 80’
	4-story: 80’

(c) Multi-Family 25 (MF-2) District “Maximum Height” is revised to read as follows:

Maximum Height	55'
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SECTION 6. Amendment of Section 14.02.017(c) Non-Residential Uses in Non-Residential and Mixed-Use Zoning Districts. Section 14.02.017(c) of the Zoning Ordinance is hereby amended to revise the Non-Residential and Mixed-Use District use “Offices, Showroom” to read as follows:

	OS	I-1	I-2	GO	NB	DB	C-1	C-2	C-3	IN-1	IN-2
Offices, Showroom								P	P	P	

SECTION 7. Amendment of Section 14.02.019 Non-Residential and Mixed-Use Land Use Conditions. Section 14.02.019 of the Zoning Ordinance is hereby amended to revise in its entirety the Non-Residential and Mixed-Use Land Use Condition for “Offices, Warehouse” to read as follows:

Offices, Warehouse	<ul style="list-style-type: none"> It is not located within 600 feet from the lot line of a SF-E, SF-1, SF-2, TF, or TH residential district measured along a straight line between the closest district boundary lines. Truck bays and loading docks are located perpendicular to the public right-of-way and on an interior side or rear elevation of the building, provided they do not abut a street or highway or a SF-E, SF-1, SF-2, TF, or TH residential district. Access is taken from a collector or higher classification roadway.
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SECTION 8. Amendment of Section 14.02.020(a) General Development Regulations for C-1. Section 14.02.020(a) of the Zoning Ordinance is hereby amended to revise the Light Commercial (C-1) District “Maximum Height” is to read as follows:

Maximum Height	60'
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SECTION 9. Amendment of Section 14.02.020(c) Non-Residential and Mixed-Use District Development Standards Table Notes. Section 14.02.020(c) of the Zoning Ordinance is hereby amended to revise and add the following subsections:

(a) Subsection (2) is hereby amended and revised in its entirety to read as follows:

“(2) Institutional small (I-1), institutional large (I-2), general office (GO), light commercial (C-1), medium commercial (C-2), and heavy commercial (C-3) non-residential properties located within the historic district as defined in [section 14.02.031](#) shall have a minimum of sixty (60) percent front facade masonry and fifty (50) percent overall facade masonry. Percent calculations are based on total exterior facades excluding window and door

openings. Masonry is considered stone, brick, or cement stucco and excludes cementitious planking.”

(b) Subsections (3) and (4) are hereby added to read as follows:

“(3) Light Industrial (IN-1) and Heavy Industrial (IN-2) non-residential properties located within the historic district as defined in [section 14.02.031](#) shall have a minimum of forty (40) percent front facade masonry. Percent calculations are based on total exterior facades excluding window and door openings. Masonry is considered stone, brick, or cement stucco and excludes cementitious planking.

(4) On approval by the commission, NB and DB lots having approximately 5,750 square feet of lot area or less may request approval of reduced setbacks from one or more of the setback requirements for the zoning district. The commission shall consider the lot uses to determine whether reduction of the setback requirements is appropriate. Upon approval of building plans, the setbacks may be not less than five-foot side yard, ten-foot rear yard, fifteen-foot street side yard setback and fifteen-foot front yard setback. Lots owned by the same person may be combined into one building site.”

SECTION 10. Amendment of Section 14.02.062(b)(13)(B) Single Family Attached Garage Standards. Section 14.02.062(b)(13)(B) of the Zoning Ordinance is hereby amended in its entirety to read as follows:

“(B) Dwelling units may have a garage face a public right-of-way (front-loaded) provided the garage does not face a collector or arterial road, the garage does not extend past the front facade of the dwelling unit, and the garage door(s) maintains an architectural theme of the unit. A dwelling unit within the same development, located across a local street, and facing an aforementioned front loaded dwelling unit, may also be front loaded.

(i) A front-loading garage, or the area including the garage door and four (4) feet around the garage door, whichever is wider, may occupy no more than sixty-five (65) percent of the unit’s linear frontage. Garage door areas that occupy fifty (50) percent or less shall include one element from the following list. Garage door areas that occupy between fifty-one (51) percent and sixty-five (65) percent shall contain at least three (3) elements from the following list:

- a. Integrated trim or banding around the garage door.
- b. Garage door relief detailing, including windows.
- c. Decorative hardware including hinges and handles.
- d. Single garage doors with a minimum ten-inch separation.
- e. Architectural roof above the garage.
- f. Other elements as approved by the building official.”

SECTION 11. Amendment of Section 14.02.064(b)(16) Multi-Family Garage Standards. Section 14.02.064(b)(16) of the Zoning Ordinance is hereby amended in its entirety to read as follows:

“(16) Garage standards.

(A) When visible from street rights-of-way, garages shall be located on the side or behind the rear facades of the multi-family buildings.

(i) Alternatively, if visible from street rights-of-way, landscaping and walls shall be provided between the garages and the street right-of-way that at minimum meets the Bufferyard Standards of Section 15.03.023.

(B) When provided, the minimum garage dimensions are 12-foot by 20-foot (inside dimensions) per parking space.

(C) Garage structures shall have the same materials and mix as facades of the primary residential structure.

(D) Surface parking lots located within a setback adjacent to a residential use, excluding Multi-Family 15 (MF-1) and Multi-Family 25 (MF-2), shall not be permitted.

(i) Alternatively, single story structures containing garage spaces may be permitted between a multi-family structure and a residential use to buffer the multi-family parking area from the residential use.”

SECTION 12. Amendment of Section 14.04.002(a) Nonconforming Structures. Section 14.04.002(a) of the Zoning Ordinance is hereby amended in its entirety to read as follows:

“(a) Normal repairs and maintenance may be made to a nonconforming building or structure; provided that no structure alterations shall be made except those required by law or ordinance or those necessary for installing or enclosing required sanitary facilities, such as toilets and bathrooms. Structure alterations include, but are not limited to, façade modifications beyond normal repairs and maintenance. Façade modifications beyond normal repairs and maintenance shall conform to all regulations of the district in which the structure is located.”

SECTION 13. Construction

The terms and provisions of this Ordinance shall not be construed in a manner to conflict with Chapter 211 of the Texas Local Government Code and if any term or provision of this Ordinance shall appear to conflict with any term, provision or condition of Chapter 211, such Ordinance term or provision shall be read, interpreted and construed in a manner consistent with and not in conflict with such Chapter, and, if possible, in a manner to give effect to both. The standard and accepted rules of statutory construction shall govern in construing the terms and provisions of this Ordinance.

SECTION 14. Repealing all Conflicting Ordinances

All ordinances or parts of ordinances governing zoning in force when the provisions of this Ordinance become effective which are inconsistent with or in conflict with the terms and provisions contained herein are amended only to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any other code or ordinance of the city, the terms and provisions of this ordinance shall govern.

SECTION 15. Savings Clause

This City Council of the City of Manor, Texas hereby declares if any section, subsection, paragraph, sentence, clause, phrase, work or portion of this Ordinance is declared invalid, or unconstitutional, by a court of competent jurisdiction, that, in such event that it would have passed and ordained any and all remaining portions of this ordinance without the inclusion of that portion or portions which may be so found to be unconstitutional or invalid, and declares that its intent is to make no portion of this Ordinance dependent upon the validity of any portion thereof, and that all said remaining portions shall continue in full force and effect.

SECTION 16. Severability

If any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

SECTION 17. Open Meetings

It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 18. Effective Date

This Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of Chapter 52 of the Texas Local Government Code.

PASSED AND APPROVED FIRST READING this the 18th of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ____ day of _____ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Zoning Code Amendments

Section 3

- Clarified that the definition for “Church or rectory” is the same as “Religious Assembly”
- Added in “Construction and Equipment Sales, minor” that electrical, plumbing, and HVAC sales are included
- Added definitions for Drive Aisle and Drive Aisle, Major
- Clarified that the definition for “Dwelling (single-family attached) is the same as Townhouse
- Added in “Religious Assembly” definition that education facilities, community recreation, daycare facilities, and park facilities are excluded as principle uses.

Section 4

- Removed from the Single Family Attached conditions the standard that Townhome areas within MF-1 or MF-2 zoned area be at the TH density of 12 units acre.
 - If a property is provided MF-1 (15 units/acre) or MF-2 (25 units/acre) then Townhomes built in those zoning districts could also be at that density rather than 12 units/acre

Section 5

- Increased MF-2 to 4-stories
- Increased maximum height to 55’
 - Was 3-stories and 45’

Section 6

- Added “Offices, Showroom” as a permitted use in C-2
 - It’s primarily a retail, sales tax generating use so would appropriate in C-2. It had just been in C-3 and IN-1

Section 7

- Specified the residential districts that “Office, Warehouses” must be located 600’ or further away from.
 - Had been all residential districts. Now MF-1 and MF-2 are excluded and can be within 600’ of an Office, Warehouse

Section 8

- Increased C-1 Light Commercial to 60’ to match C-2 and C-3
 - Had been 45’

Section 9

- Pulled IN-1 and IN-2 out of the section with other non-residential uses that provided for masonry and created a separate section to provide masonry standards that are specific for IN-1 and IN-2 uses. This was set at 40% of the front façade, when we can enforce it.
 - It had been 60% and 50% overall, which on large 100,000 sf or larger industrial buildings is not necessary

- Added a new section that allows for NB and C-1 lots that are 5,750 sf (standard lot size in the older part of the city) to reduce their setbacks via Planning Commission approval.
 - This is already allowed for in residential districts but allowing it for NB and C-1 will help make development in the older part of the city easier for commercial projects

Section 10

- Updated the garage standards for Single Family attached (Townhomes)
 - The front façade garage percentage had been capped at 40%, but it was changed to mirror what is permitted for Single Family detached homes that allows them to go up to 65% with additional architectural detailing

Section 11

- Updated garage standards for Multi-Family (MF-1 and MF-2) to not make a certain percentage of the parking mandatory garage spaces.
 - The update provides mitigations IF garages are required, like bufferyards if they face a public right of way, minimum dimensions, and that single story detached garage structures can be an additional buffer to other residential uses
 - Prior code had 50% of the number of units had to be garage spaces and 50% of those had to be incorporated into the principle structure(s). For example, a 300 unit project would need 150 garage spaces and of that 75 had to be within the multi-family buildings themselves.

Section 12

- Updated the Nonconforming Structures sections to better clarify that modifying facades beyond normal maintenance requires the façade to meet our masonry standards, when we can enforce them.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning Application for 0.66 acres, more or less, being Lots 6-10, Block 62, Town of Manor, and being located at 409 N. Lexington St., Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB) and Townhome (TH).
Applicant: Lexington Manor LLC
Owner: Lexington Manor LLC

BACKGROUND/SUMMARY:

This property is a half block at N. Lexington and W. Browning. There is large vacant home on the property with the back area of the property being undeveloped. The applicant is requesting to rezone the lots the home is on plus 1 other to Neighborhood Business and the 2 other lots furthest from Lexington to Townhome. This would permit the existing home to be used for a commercial use like retail, restaurant, or office. NB also permits residential when it's in the same structure as a commercial use. The TH area would permit 3 units of housing.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Zoning Map
- Area Map
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

LEXINGTON MANOR

Stacy Rhone
Partner

P.O. Box 2192
Pflugerville, Texas 78691
Direct: 512.826.0083
Stacy@metrohilletp.com

April 11, 2022

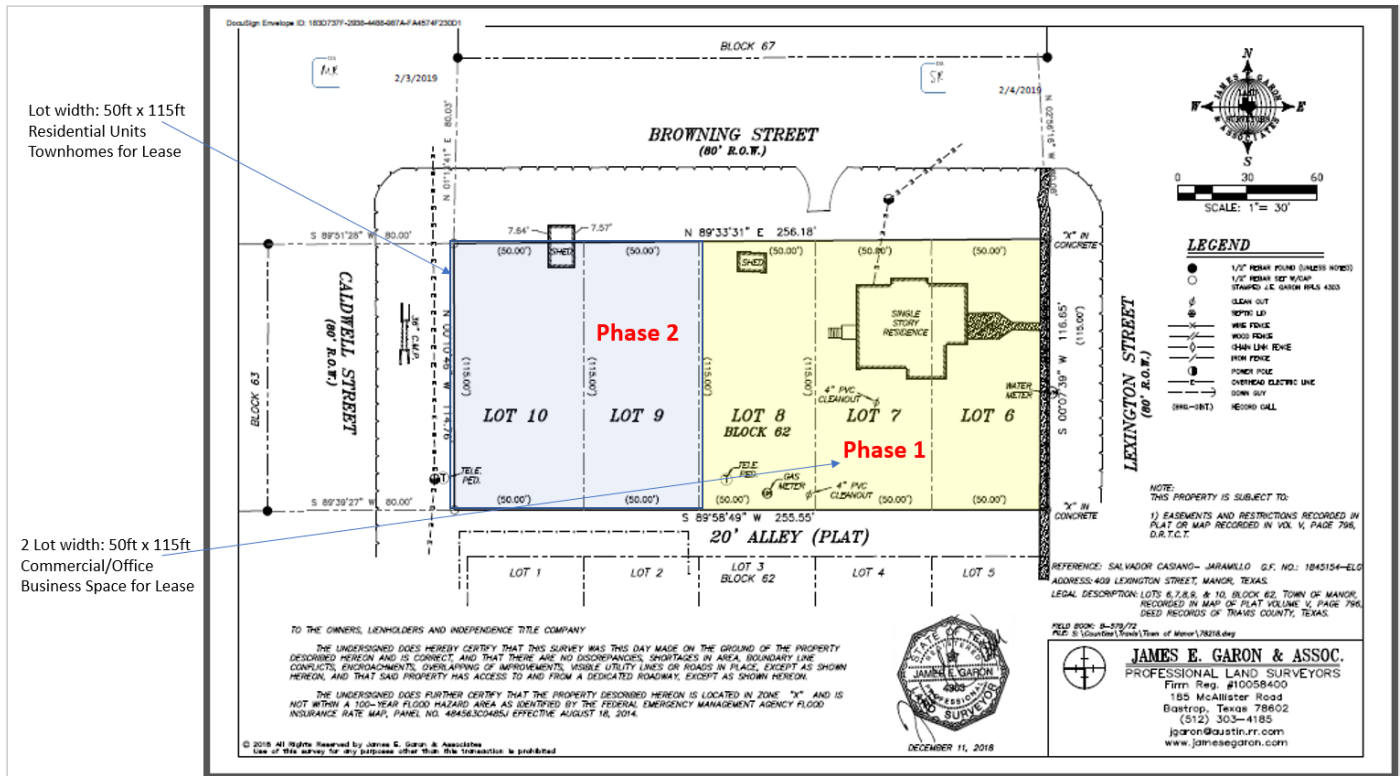
City of Manor, Texas
Attn: Mr. Scott Dunlop, Director of Development Services
P.O. Box 387, Manor, Texas 78653

RE: Updated Zoning Change Request for 409 N. Lexington; 104, 106 & 108 W. Browning Street, and 408 N. Caldwell Street in Manor, Texas.

Dear Mr. Dunlop,

This letter is to request rezoning of Manor Texas Parcel ID 238747 consisting of 5 lots, from R1- Residential to NB-Neighborhood Business for lots 6-8 and Townhome designation for Lots 9-10.

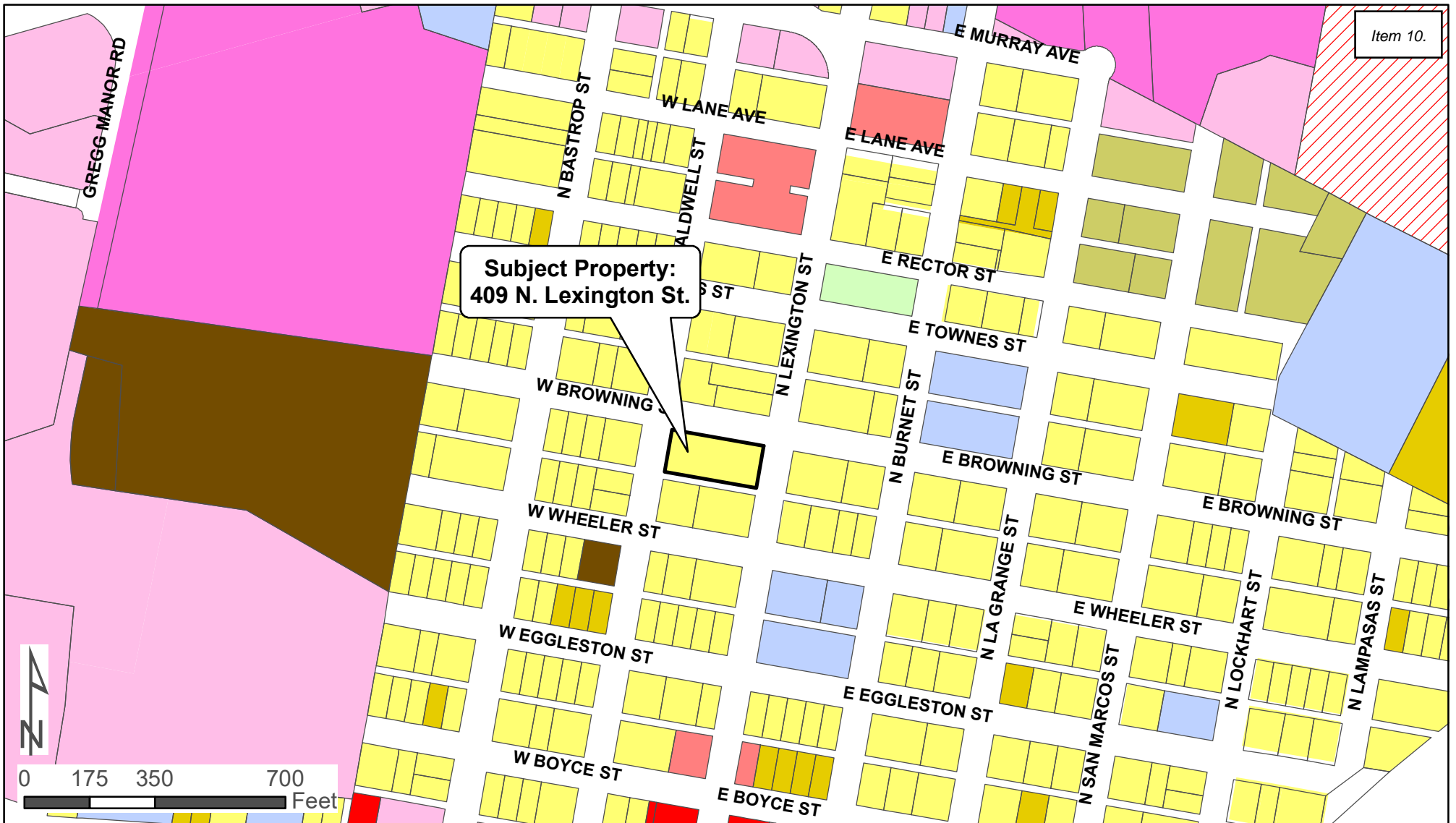
The whole of the parcel is intended for multiple uses under the requested NB and Townhome designation. The tracts fronting N. Lexington (2 lots with structure – lots 6,7 & 8) will be refurbished and designated as multi-story (2-3) mixed use including retail/commercial/restaurant uses. The remaining lots (2 lots – 9 & 10) will be dedicated to two-story multi-family as illustrated below.



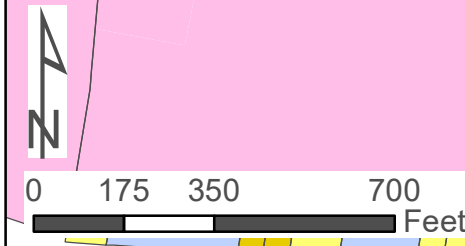
Respectfully requested,

Stacy Rhone

Partner



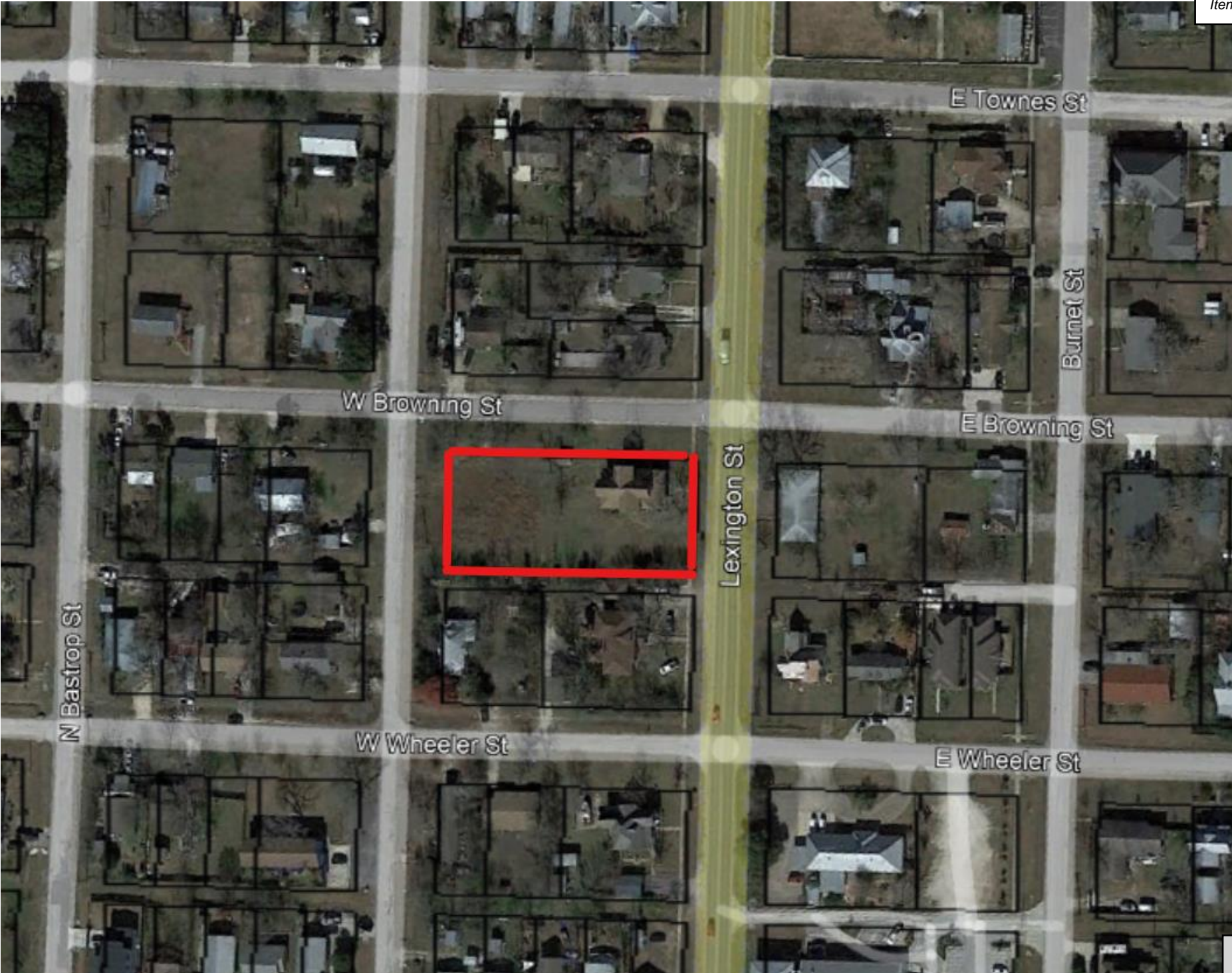
Subject Property:
409 N. Lexington St.



Current Zoning:
Single Family Suburban (SF-1)

Proposed Zoning:
Neighborhood Business (NB)
Townhome (TH)

Zone					
	A - Agricultural		MH-1 - Manufactured Home		NB - Neighborhood Business
	SF-1 - Single Family Suburban		I-1 - Institutional Small		DB - Downtown Business
	SF-2 - Single Family Standard		I-2 - Institutional Large		IN-1 - Light Industrial
	TF - Two Family		GO - General Office		IN-2 - Heavy Industrial
	TH - Townhome		C-1 - Light Commercial		PUD - Planned Unit Development
	MF-1 - Multi-Family 15		C-2 - Medium Commercial		ETJ
	MF-2 - Multi-Family 25		C-3 - Heavy Commercial		





April 27, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1417-ZO
Case Manager: Scott Dunlop
Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 0.66 acres, more or less, and being located at 409 North Lexington Street, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 0.66 acres, more or less, being Lots 6-10, Block 62, Town of Manor, and being located at 409 N. Lexington St., Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB) and Townhome (TH).

Applicant: Lexington Manor LLC

Owner: Lexington Manor LLC

The Planning and Zoning Commission will meet at 6:30PM on May 11, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on May 18, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

RODRIGUEZ JUAN T ANGUIANO & ISELA
CASTORENA RUIZ
197 OAK ARBOR TRL
DALE TX 78616-2305

MCCORKLE EMILY K MINSTER
509 CALDWELL ST
MANOR TX 78653-3368

GUERRERO RUDY & ALICE R
121 E. KILLEN LN
TEMPLE TX 76501-1420

NORWOOD JOHN S
PO BOX 140
MANOR TX 78653-0140

TANCOR LLC
9009 FAIRWAY HILL DR
AUSTIN TX 78750-3023

CULWELL MILTON RAY
PO BOX 303
MANOR TX 78653-0303

REYNOLDS STACIE & MARGARET SALEEM
505 N LEXINGTON ST
MANOR TX 78653-3341

RICH RICHARD
PO BOX 374
MANOR TX 78653-0374

SOSA BENTURA & PATRICIA ANN
PO BOX 26
MANOR TX 78653-0026

SAMARIPA LALA F
209 W BROWNING ST
MANOR TX 78653-5417

CRUZ PEREZ BEATRIZ
17817 GOLDEN VALLEY DR
MANOR TX 78653-5345

HUX TIANA LYNNE
1194 3/4 INNES AVE
LOS ANGELES CA 90026-6799

DE LA LUZ FILIBERTO
204 RED OAK CR
AUSTIN TX 78753-6020

JUAREZ MARIO
3401 BRATTON RIDGE CROSSING
AUSTIN TX 78728-3677

SPRINKLE JED
409 N CALDWELL ST
MANOR TX 78653-3367

WINKLER MARIE A
1807 LEXINGTON ST
TAYLOR TX 76574-1564

NINH JAMIE D
409 BURNETT ST
MANOR TX 78653-3422

JONSE RITA GUAJARDO
PO BOX 21
MANOR TX 78653-0021

ESTRADA JERRY SR
207 W WHEELER ST
MANOR TX 78653-0383

REAL 14 HOLDINGS LLC
3523 GONZALES ST
AUSTIN TX 78702-4074

MORENO MARISOL
403 N CALDWELL ST
MANOR TX 78653-3367

GONZALEZ FERNANDA G
1018 HILLSIDE OAKS DR
AUSTIN TX 78745-5570

BURRELL JOHN & JOYCE BURRELL
PO BOX 507
MANOR TX 78653-0507

CANO JUAN & ANABELL LARA PADRON
401 LEXINGTON ST
MANOR TX 78653-3362

SWENSON GERMAINE
20826 BLAKE MANOR RD
MANOR TX 78653-4976

GONZALEZ GERMAN J & JORGE M
11803 ROTHERHAM DR
AUSTIN TX 78753-6821

SANDERS JERRY P
2108 VILLAGE VIEW LOOP
PFLUGERVILLE TX 78660-3054

SANDERS JERRY P
2108 VILLAGE VIEW LOOP
PFLUGERVILLE TX 78660-3054

BANDA JOSEPH & LARRY SUE
PO BOX 336
MANOR TX 78653-0336

SECOND GO ROUND LLC
7033 EAST HWY 290 APT 120
AUSTIN TX 78723-1441

CHITWOOD TRACYE CURRY
106 W WHEELER ST
MANOR TX 78653-3395

HABIT RAY E
PO BOX 118
MANOR TX 78653-0118

TURNER DALE W
PO BOX 474
MANOR TX 78653-0474

LIONS EYE BANK OF DIST 2-S3&S5
PO BOX 347
MANOR TX 78653-0347



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning Application for 14.55 acres, more or less, being Lot 1, Manor Villa Estates, and being located at 13518 Old Hwy 20, Manor, TX to Townhome (TH).
Applicant: BGE, Inc.
Owner: Flintrock Office Suites, LLC

BACKGROUND/SUMMARY:

This property is currently in the annexation process concurrent with this zoning case. The property has access to Beltex Drive which connects to US 290 as well as a connection to Old Highway 20. 14.55 acres and 12 units/acre for Townhome that could up to 175 units, but there is 2 acres of drainage area, in addition to the required parking and open space areas so the unit yield would likely be lower. It's proposed at 137 units currently.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Ordinance
- Letter of Intent
- Map
- Area Map
- Preliminary Layout
- Notices
- Labels

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND TO TOWNHOME (TH); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), to zoning district Townhome (TH). The Property is accordingly hereby rezoned to Townhome (TH).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the ___ day of ___ 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ___ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

ORDINANCE NO.

Page 3

EXHIBIT "A"

Property Address:
13518 Old Highway 20, Manor, TX 78653

Property Legal Description:

Being 14.55 acres of land and being that Lot 1, MANOR VILLA ESTATES, a subdivision in Travis County, Texas according to the map or plat thereof, recorded in Volume 83, Page 155C, of the Plat Records of Travis County, Texas said 14.55 acre tract of land being more particularly described in Exhibit "A" attached hereto and incorporated herein for all purposes.



April 8, 2022

City of Manor – Development Services
Rezoning
105 E. Eggleston Street
Manor, Texas 78653

Re: Zoning Letter of Intent
14.579 ac Tract located at 13518 Old Hwy 20, Manor, Texas 78653

This letter of intent has been prepared on behalf of Mr. David Pikoff as part of the Rezoning efforts for a 14.579 ac tract located at 13518 Old Hwy 20, Manor, Texas. The property is currently OCL (Outside City Limits).

This development is located east of “Old Manor” generally between Old Hwy 20 and East Highway 290 and is legally described at Lot 1 in Manor Villa Estates. As a part of the proposed development, the Tract will need to be rezoned to Townhome (TH) with maximum allowed 12 units/acre.

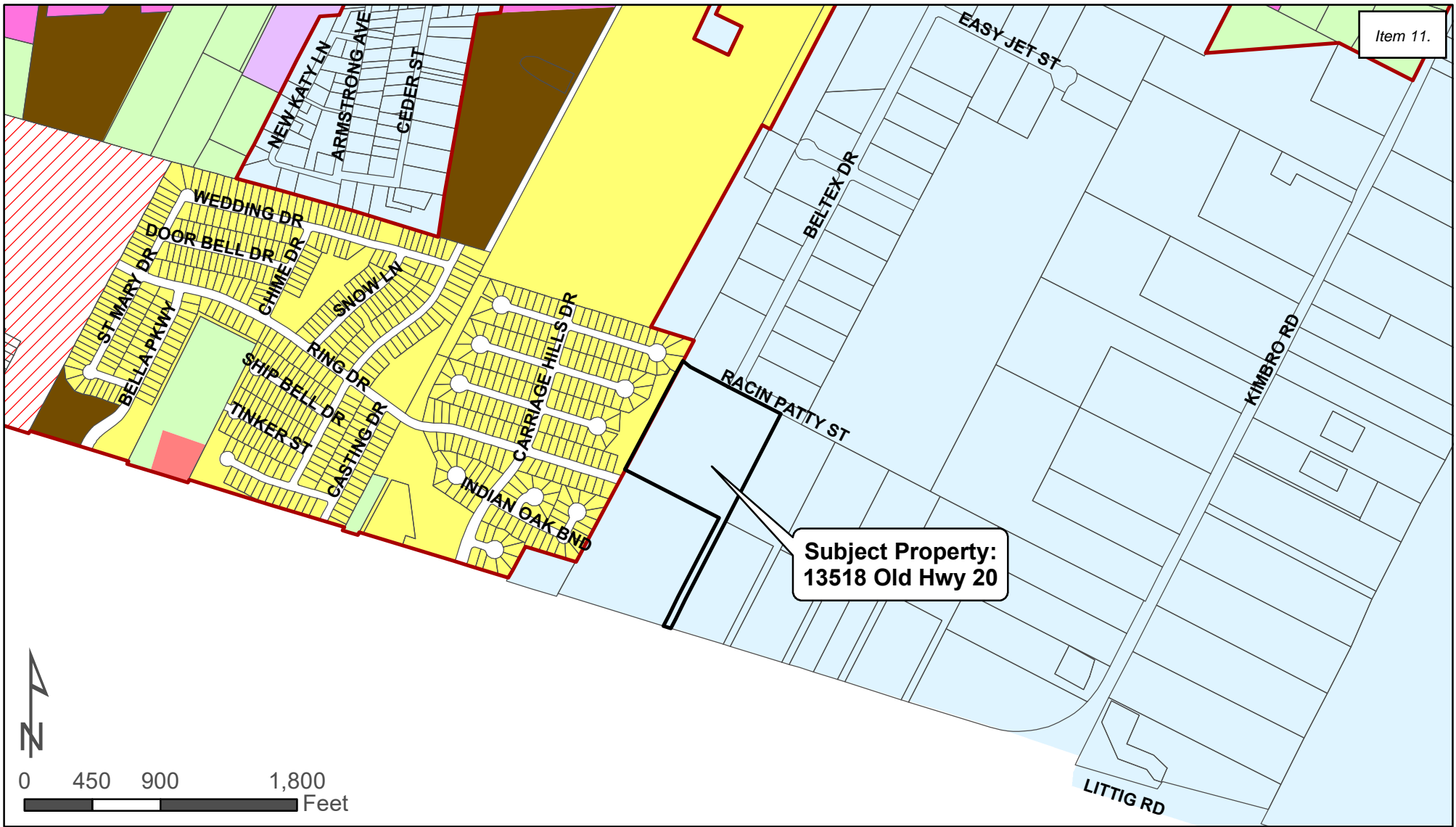
This proposed zoning designation would support the transition of land use(s) in the area from single family to the west, to increased residential density through the subject site, and then to Industrial/Light Industrial uses heading east and surrounding the site. The project will be developed in accordance with the City of Manor Code of Ordinances and other applicable local, state and federal standards.

Should you have any further inquiries about the intent of the development or impacts on the surrounding community, please feel free to contact me at (210)-581-3600 and mjphillips@bgeinc.com.

Please see attached exhibits for zoning map and Boundary survey.

Sincerely,

Mary Jane Phillips, P.E.
Director
BGE, Inc.
TBPE Firm #F-1046

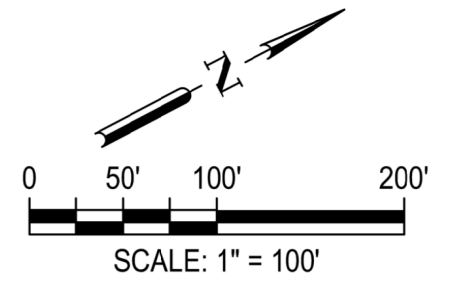


Proposed Zoning: Townhome (TH)

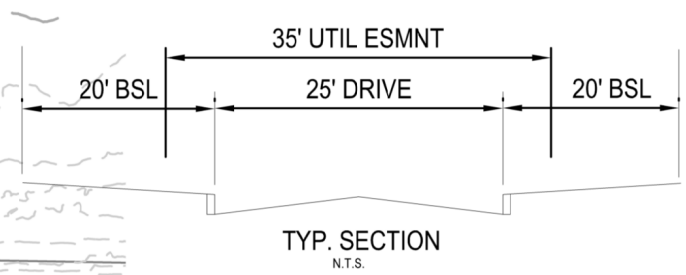
Zone

- | | | |
|-------------------------------|---------------------------|--------------------------------|
| A - Agricultural | I-1 - Institutional Small | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-2 - Institutional Large | DB - Downtown Business |
| SF-2 - Single Family Standard | GO - General Office | IN-1 - Light Industrial |
| TF - Two Family | C-1 - Light Commercial | IN-2 - Heavy Industrial |
| TH - Townhome | C-2 - Medium Commercial | PUD - Planned Unit Development |
| MF-1 - Multi-Family 15 | C-3 - Heavy Commercial | ETJ |
| MF-2 - Multi-Family 25 | | |





- A (22x43)
- B (25x47)
- C (22x48)



TOTAL Condo Units 137 with Amenity Center
(total 143 Units without Amenity Center)

~3,890 linear feet of Road center line

20' Front setback from curb
10' Min. Bldg separation
25' Setback from Project Boundary

CONTOURS, COUNTY PARCELS AND JURISDICTIONAL WATERS WERE TAKEN FROM PUBLICLY AVAILABLE DATA. THIS DOCUMENT NOT TO BE USED FOR CONSTRUCTION. NO FIELD SURVEY WAS CONDUCTED TO PREPARE THIS DOCUMENT.

**14ac MANOR 2
OLD HWY 20 (ETJ)**

PRELIM CONDOMINIUM PLAN

BGE, INC.
7330 SAN PEDRO AVE, SUITE 202
SAN ANTONIO, TX 78216
TBPE Registration No. F-1046
TEL: 210.581.3600 www.bgeinc.com



April 27, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1434-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 14.55 acres, more or less, and being located at 13518 Old Hwy 20, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 14.55 acres, more or less, being Lot 1, Manor Villa Estates, and being located at 13518 Old Hwy 20, Manor, TX to Townhome (TH).

***Applicant:* BGE, Inc.**

***Owner:* Flintrock Office Suites, LLC**

The Planning and Zoning Commission will meet at 6:30PM on May 11, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on May 18, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

ROBIN CHRISTOPHER & LISA
12617 BELTEX RD
MANOR, TX 78653

MADDUX PATTY
1038 RED TOWN RD
ELGIN, TX 78621

ROBIN CHRISTOPHER & LISA
12617 BELTEX RD
MANOR, TX 78653

HLM INVESTMENTS
11111 ROJAS DR
EL PASO, TX 79935

THORPE JARED D & RACHELLE B
13420 INDIAN OAK BND
MANOR, TX 78653

HPA II TEXAS SUB 2020-1 LLC
120 S RIVERSIDE PLZ STE 200
CHICAGO, IL 60606

JOHNSON MELISSA M
13321 RING DR
MANOR, TX 78653

PEDERSEN KATHERINE L
13400 RING DR
MANOR, TX 78653

DIAZ JOSE E & VERONICA
13324 RING DR
MANOR, TX 78653

DEVINE KEITH & HEATHER MORGAN
13413 INDIAN OAK BEND
MANOR, TX 78653

CORONEL-MORALES CRISPIN M &
DALILA ROCHA-TORRES
13412 INDIAN OAK BND
MANOR, TX 78653

GUEVARA WILBER SIGFREDO V
13409 RING DR
MANOR, TX 78653

HARVEY CHRISTOPHER
13405 RING DRIVE
MANOR, TX 78653

PRIGMORE SHAY S & LYDIA M
13401 RING DR
MANOR, TX 78653

WISE JOSHUA
13325 RING DR
MANOR, TX 78653

ATAMBI AMSINI & BENEDICTA YEBOAAH
13404 RING DR
MANOR, TX 78653

DAY MATTHEW TAYLOR
13328 RING DR
MANOR, TX 78653

BRYANT WILLIAM JR
13417 INDIAN OAK BND
MANOR, TX 78653

RICE CODY LARUE
13329 RING DR
MANOR, TX 78653

RICHARDS JACOB DALE &
LAUREN ELISABETH RICHARDS
13408 RING DR
MANOR, TX 78653

PRICE DAVID
PO BOX 26523
AUSTIN, TX 78755

ROBINSON DEANA ELIZABETH &
NANCY LEE ROBINSON
13328 HIGH SIERRA ST
MANOR, TX 78653

GONZALES JOSE JR
13417 FOREST SAGE ST
MANOR, TX 78653

MWAMBA CHARLES &
ANGELA V MUKENDI
13333 HIGH SIERRA ST
MANOR, TX 78653

ARZU FRANCISCO
8605 COBBLESTONE
AUSTIN, TX 78735

SMITH JEROME L
13325 HIGH SIERRA ST
MANOR, TX 78653

SAULS DESHON
13409 FOREST SAGE ST
MANOR, TX 78653

AMH 2015-2 BORROWER LLC
ATTN : PROPERTY TAX DEPT
23975 PARK SORRENTO STE 300
CALABASAS, CA 91302

CASTILLEJA DEANNA
13413 FOREST SAGE ST
MANOR, TX 78653

MCINTOSH CHANDRIKA VITHINIA
13405 FOREST SAGE ST
MANOR, TX 78653

WALKER KENNETH J
13420 FOREST SAGE ST
MANOR, TX 78653

WREN TANGLYN
13324 HIGH SIERRA ST
MANOR, TX 78653

MANZANARES JONATHAN PEREZ ETAL
13413 PINE NEEDLE ST
MANOR, TX 78653

TABOKHI SARI AL
13409 PINE NEEDLE ST
MANOR, TX 78653

MARSHALL BRIAN
13420 PINE NEEDLE ST
MANOR, TX 78653

DAMN GOOD LLC
510 S CONGRESS AVE STE 108
AUSTIN, TX 78704

GINBEY LOGAN
13425 PINE NEEDLE ST
MANOR, TX 78653

ALMANZA MANUEL CHIMAL &
NANCY FUENTES VASQUEZ
13405 PINE NEEDLE ST
MANOR, TX 78653

MALDONADO BENITO
13416 PINE NEEDLE ST
MANOR, TX 78653

MEZZETTI BRADLEY & KARI BANSE
13416 FOREST SAGE ST
MANOR, TX 78653

TOMBE PHILIP
13412 FOREST SAGE ST
MANOR, TX 78653

VIDOURIA JOSEPH
13408 FOREST SAGE ST
MANOR, TX 78653

JIMENEZ ANTHONY
13424 PINE NEEDLE ST
MANOR, TX 78653

VASQUEZ GUADALUPE T
13421 PINE NEEDLE ST
MANOR, TX 78653

SALEEM SHAHZAD
13417 PINE NEEDLE ST
MANOR, TX 78653

MYNAR MISTY
13436 HARRY S TRUMAN DR
MANOR, TX 78653

BAKER WILLIE
13408 PINE NEEDLE ST
MANOR, TX 78653

ZALARAM LLC
30 CHADWICK DR
DOVER, DE 19901

GINSEL FAMILY LTD
% STAN GINSEL
7111 CREIGHTON LN
AUSTIN, TX 78723

KOETHER CORA E LIFE ESTATE
908 CIRCLE LN
BEDFORD, TX 76022



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning Application for 62.84 acres, more or less, out of the A.C. Caldwell Survey No. 52, Abstract No. 154, and being located near the intersection of US Hwy 290 E and Old Kimbro Rd., Manor, TX to Townhome (TH) and Medium Commercial (C-2).
Applicant: Kimley-Horn & Associates
Owner: Millcreek Residential

BACKGROUND/SUMMARY:

This item was postponed to the June 8th P&Z Commission Regular Session.
This property is proposed to be annexed concurrent with this zoning request. The applicant is requesting C-2 Medium Commercial on approximately 10 acres at the corner of US 290 and Old Kimbro with the remaining 52 acres being zoned Townhome. At 52 acres and 12 units/acre that could yield 624 units but there is a large section of the property impeded by floodplain as well as a wide LCRA easement. It is currently proposed at 331 units.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Map
- Area Map
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council postpone this item until the June 15, 2022, City Council Regular Meeting.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

March 24, 2022

Mr. Scott Dunlop
City of Manor
Planning Department
105 E. Eggleston St.
Manor, TX 78653

Via Electronic Submittal

Re: Application for Rezoning; ±62 acres located east of Old Kimbro Rd, south of US Hwy 290, Manor, TX 78653 (the "Property")

Dear Mr. Dunlop:

As representatives of the owner of the above stated Property we respectfully submit the attached application for rezoning. The Property is located east of Old Kimbro Rd, south of US Hwy 290, Manor, TX 78653 (see Location Map attached) and is currently unzoned and in the City of Manor Extra Territorial Jurisdiction (ETJ). The proposed zoning is a combination of Townhome (TH) on the ±53 acre tract (description attached) and Medium Commercial (C-2) zoning on the ±9 acre tract (description attached). The purpose of the rezoning is to allow for a townhome development with associated commercial zoning to allow for a future, neighborhood serving commercial development along the Hwy 290 corridor that will meet the needs of Manor's growing population. An annexation application is being submitting concurrently with the zoning application.

Surrounding zoning is commercial to the north, agriculture to the west, and no zoning to the south and east. Surrounding land uses include agriculture and single family residential to east, south, and west, and commercial to the north.

If you have any questions about this application for rezoning or need additional information, please do not hesitate to contact me at your convenience. Thank you for your time and attention to this project.



Amanda Couch Brown



10090 W Highway 29 | Liberty Hill, Texas 78642
 TBPELS Firm No. 10001800 | 512-238-7901 office

EXHIBIT " "

METES AND BOUNDS DESCRIPTION

BEING 9.38 ACRES OF LAND, SURVEYED BY LANDESIGN SERVICES, INC., SITUATED IN THE A.C. CALDWELL SURVEY NO. 52, ABSTRACT 154 IN TRAVIS COUNTY, TEXAS, AND BEING A PORTION OF A CALLED 62.8431 ACRE TRACT OF LAND DESCRIBED IN GENERAL WARRANTY DEED TO JEFFERSON TRIANGLE MARINE, L.P. IN DOCUMENT NO. 2008096315 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" rebar with cap stamped "4WARD BOUDARY" found for the Northwest corner of said 62.8431 acre tract and a common West corner of a called 4.382 acre tract of land described in a Warranty Deed With Vendor's Lien to Auspro Enterprises, L.P., recorded in Document No. 2019013915 of said O.P.R.T.C.T., also at the intersection of the existing Easterly right-of-way line of Kimbro Road (Old State Hwy 20 - 80' R.O.W.) and the existing Southerly right-of-way line of U.S. 290 (R.O.W. Varies);

THENCE **South 62°55'16" East** with the North line of said 62.8431 acre tract and the common South line of said 4.382 acre tract, a distance of **600.03** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set, from which a 1/2" rebar found for the Southeast corner of a called 1.00 acre tract of land described in a Warranty Deed to Francisco Ruiz and Sindy Silva, recorded in Document No. 2018008520 of said O.P.R.T.C.T. and the common Southwest corner of a called 5.565 acre tract of land described in a General Warranty Deed to Tani Investments, LLC, recorded in Document No. 2021257244 of said O.P.R.T.C.T., also being the common Northwest corner of a called 0.112 acre tract of land described in a Special Warranty Deed to City of Manor, recorded in Document No. 2021052804 of said O.P.R.T.C.T., bears South 62°55'16" East a distance of 280.09 feet;

THENCE over and across said 62.8431 acre tract, the following two (2) courses and distances:

1. **South 27°21'49" West** a distance of **638.36** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set; and

2. **North 72°21'49" West** a distance of **597.01** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set in the West line of said 62.8431 acre tract and the common existing Easterly right-of-way line of said Kimbro Road, from which a 1/2" rebar found for the Southwest corner of said 62.8431 acre tract and a common Northwest corner of a called 56.652 acre tract described in a General Warranty Deed to Horsefeathers Farm, Inc., recorded in Document No. 2002187747 of said O.P.R.T.C.T., also being in the common existing Easterly right-of-way line of said Kimbro Road, bears South 26°27'38" West a distance of 667.27 feet;

THENCE **North 26°27'38" East** with the West line of said 62.8431 acre tract and the common existing Easterly right-of-way line of said Kimbro Road, a distance of **736.34** feet to the **POINT OF BEGINNING** and containing 9.38 acres of land, more or less.

This project is referenced for all bearing and coordinate basis to the Texas State Plane Coordinate System, North American Datum of 1983 (NAD83 – 2011 Adjustment), Central Zone (4203). All distances shown hereon are surface values represented in U.S. Survey Feet based on a grid-to-surface combined adjustment factor of 1.00005359.

This property description was prepared from an on-the-ground survey performed under my supervision and is accompanied by a separate plat of even date. The field work was completed on May 19, 2021.

**PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED
FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR
RELIED UPON AS A FINAL SURVEY DOCUMENT.**

Frank. W. Funk
Registered Professional Land Surveyor
State of Texas No. 6803

Job Number: 21-021
Attachments: K:\21021 - JTM Old Kimbro Rd\CAD\DWGs\Old Kimbro Road 9.38ac ALTA.dwg



10090 W Highway 29 | Liberty Hill, Texas 78642
 TBPELS Firm No. 10001800 | 512-238-7901 office

EXHIBIT " "

METES AND BOUNDS DESCRIPTION

BEING 53.42 ACRES OF LAND, SURVEYED BY LANDESIGN SERVICES, INC., SITUATED IN THE A.C. CALDWELL SURVEY NO. 52, ABSTRACT 154 IN TRAVIS COUNTY, TEXAS, AND BEING A PORTION OF A CALLED 62.8431 ACRE TRACT OF LAND DESCRIBED IN GENERAL WARRANTY DEED TO JEFFERSON TRIANGLE MARINE, L.P. IN DOCUMENT NO. 2008096315 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" rebar with cap stamped "LSI SURVEY" set in the North line of said 62.8431 acre tract and the common South line of a called 4.382 acre tract of land described in a Warranty Deed With Vendor's Lien to Auspro Enterprises, L.P., recorded in Document No. 2019013915 of said O.P.R.T.C.T., from which a 1/2" rebar with cap stamped "4WARD BOUNDARY" found for the Northwest corner of said 62.8431 acre tract and a common West corner of said 4.382 acre tract, also at the intersection of the existing Easterly right-of-way line of Kimbro Road (Old State Hwy 20 - 80' R.O.W.) and the existing Southerly right-of-way line of U.S. 290 (R.O.W. Varies), bears North 62°55'16" West a distance of 600.03 feet;

THENCE **South 62°55'16" East** with the North line of said 62.8431 acre tract and the common South line of said 4.382 acre tract, and continuing with the common South line of a called 1.00 acre tract of land described in a Warranty Deed to Francisco Ruiz and Sindy Silva, recorded in Document No. 2018008520 of said O.P.R.T.C.T., a distance of **280.09** feet to a 1/2" rebar found for the Southeast corner of said 1.00 acre tract and the common Southwest corner of a called 5.565 acre tract of land described in a General Warranty Deed to Tani Investments, LLC, recorded in Document No. 2021257244 of said O.P.R.T.C.T., also being the Northwest corner of a called 0.112 acre tract of land described in a Special Warranty Deed to City of Manor, recorded in Document No. 2021052804 of said O.P.R.T.C.T. and a common corner of said 62.8431 acre tract;

THENCE with a Northerly line of said 62.8431 acre tract and a common line of said 0.112 acre tract, the following three (3) courses and distances:

1. **South 27°04'44" West** a distance of **65.00** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set;

2. **South 62°55'16" East** a distance of **75.00** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set; and
3. **North 27°04'44" East** a distance of **65.00** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set for the Northeast corner of said 0.112 acre tract and a common corner of said 62.8431 acre tract, also being in the South line of said 5.565 acre tract;

THENCE **South 62°55'16" East** with the North line of said 62.8431 acre tract and the common South line of said 5.565 acre tract, and continuing with the common South line of a called 15.71 acre tract of land described in a Warranty Deed to Klatt Properties, LP, recorded in Document No. 2008204941 of said O.P.R.T.C.T., a distance of **998.89** feet to a 1/2" rebar found for the Northeast corner of said 62.8431 acre tract and the common Southeast corner of said 15.71 acre tract, also being in the West line of a called 20.235 acre tract of land described as Tract 1 in a General Warranty Deed to Austin 21 LLC, recorded in Document No. 2021136691 of said O.P.R.T.C.T.;

THENCE with the East line of said 62.8431 acre tract and the common West line of said 20.235 acre tract, the following two (2) courses and distances:

1. **South 29°25'27" West** a distance of **12.49** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set; and
2. **South 26°40'55" West** a distance of **304.61** feet to a 60d Nail found in a Mesquite tree for the Southwest corner of said 20.235 acre tract and the Northwest corner of a called 45.838 acre tract of land described in a General Warranty Deed With Vendor's Lien to Austin 21 LLC, recorded in Document No. 2021248160 of said O.P.R.T.C.T.;

THENCE with the East line of said 62.8431 acre tract and the common West line of said 45.838 acre tract, the following four (4) courses and distances:

1. **South 27°38'12" West** a distance of **377.29** feet to a 1/2" rebar with cap stamped "BURRIS&ASSOC" found;
2. **South 26°43'45" West** a distance of **143.94** feet to a 1/2" rebar found;
3. **South 26°58'00" West** a distance of **243.98** feet to a 1/2" rebar with cap stamped "BURRIS&ASSOC" found; and
4. **South 26°59'10" West** a distance of **330.89** feet to a 1/2" rebar with cap stamped "CHAPARRAL BOUNDARY" found for the Southeast corner of said 62.8431 acre tract and the common Southwest corner of said 45.838 acre tract, also being in the North line of a called 56.652 acre tract described in a General Warranty Deed to Horsefeathers Farm, Inc., recorded in Document No. 2002187747 of said O.P.R.T.C.T.;

THENCE **North 62°38'11" West** with the South line of said 62.8431 acre tract and the common North line of said 56.652 acre tract, a distance of **1,938.72** feet to a 1/2" rebar found for the Southwest corner of said 62.8431 acre tract and the common Northwest corner of said 56.652 acre tract, and being in the existing Easterly right-of-way line of said Kimbro Road;

THENCE **North 26°27'38" East** with the West line of said 62.8431 acre tract and the common existing Easterly right-of-way line of said Kimbro Road, a distance of **667.27** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set, from which a 1/2" rebar with cap stamped "4WARD BOUDARY" found for the Northwest corner of said 62.8431 acre tract and a common West corner of said 4.382 acre tract, also at the intersection of the existing Easterly right-of-way line of Kimbro Road (Old State Hwy 20 - 80' R.O.W.) and the existing Southerly right-of-way line of U.S. 290 (R.O.W. Varies), bears North 26°27'38" East a distance of 736.34 feet;

THENCE over and across said 62.8431 acre tract, the following two (2) courses and distances:

1. **South 72°21'49" East** a distance of **597.01** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set; and
2. **North 27°21'49" East** a distance of **638.36** feet to the **POINT OF BEGINNING** and containing 53.42 acres of land, more or less.

This project is referenced for all bearing and coordinate basis to the Texas State Plane Coordinate System, North American Datum of 1983 (NAD83 – 2011 Adjustment), Central Zone (4203). All distances shown hereon are surface values represented in U.S. Survey Feet based on a grid-to-surface combined adjustment factor of 1.00005359.

This property description was prepared from an on-the-ground survey performed under my supervision and is accompanied by a separate plat of even date. The field work was completed on May 19, 2021.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Frank. W. Funk
Registered Professional Land Surveyor
State of Texas No. 6803

Job Number: 21-021

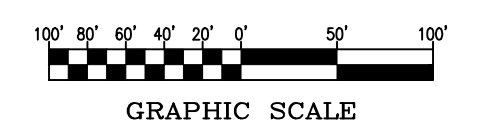
Attachments: K:\21021 - JTM Old Kimbro Rd\CAD\DWGs\Old Kimbro Road 53.42ac ALTA.dwg

DESIGN AND BOUNDARY VERIFICATION SURVEY OF 62.805 ACRES (2,735,807 SQUARE FEET) OF LAND SITUATED IN THE A.C. CALDWELL SURVEY NO. 52 ABSTRACT 154, TRAVIS COUNTY, TEXAS AND BEING ALL OF CALLED 62.8431 ACRE TRACT OF LAND DESCRIBED TO JEFFERSON TRIANGLE MARINE, L.P. IN DOCUMENT NO. 2008096315 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

Table with columns: REVISIONS, DATE, DESCRIPTION. Includes project name, job number, date, and drawing file path.

DRAWING NAME: 20-021 Old Kimbro Road SHEET 01 of 01

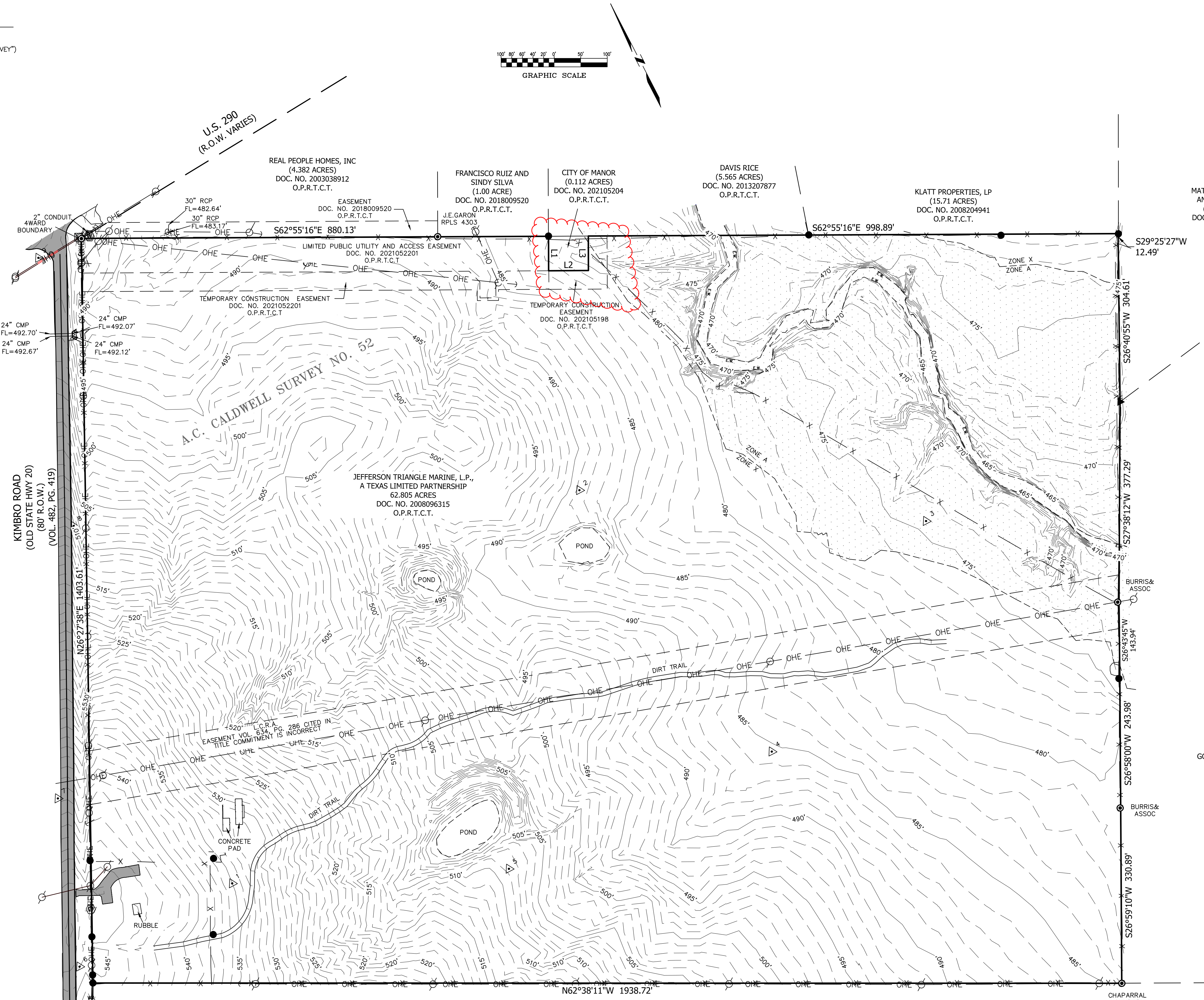
- LEGEND: 1/2" REBAR FOUND (OR AS NOTED), 1/2" REBAR WITH CAP FOUND (OR AS NOTED), 60D NAIL FOUND (OR AS NOTED), FENCE CORNER POST FOUND, CALCULATED POINT NOT SET, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, DEED RECORDS OF TRAVIS COUNTY, TEXAS, PLAT RECORDS OF TRAVIS COUNTY, TEXAS, RIGHT-OF-WAY, PUBLIC UTILITY EASEMENT, EDGE OF PAVEMENT, EDGE OF WATER, COURSES FROM RECORDS.



- LEGEND: GUY ANCHOR, OVERHEAD ELECTRIC, POWER POLE, SIGN POST SIGN, TELEPHONE JUNCTION BOX, WATER METER, WATER VALVE, BARB WIRE FENCE, FLOOD ZONE, ASPHALT PAVING, YELLOW PAINT STRIPE.

Line Table: Table with columns: Line #, Direction, Length. Includes lines L1, L2, L3.

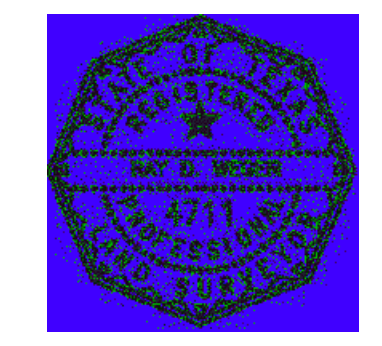
Point Table: Table with columns: Point #, Northing, Easting, Elevation, Raw Description. Lists 9 survey points.

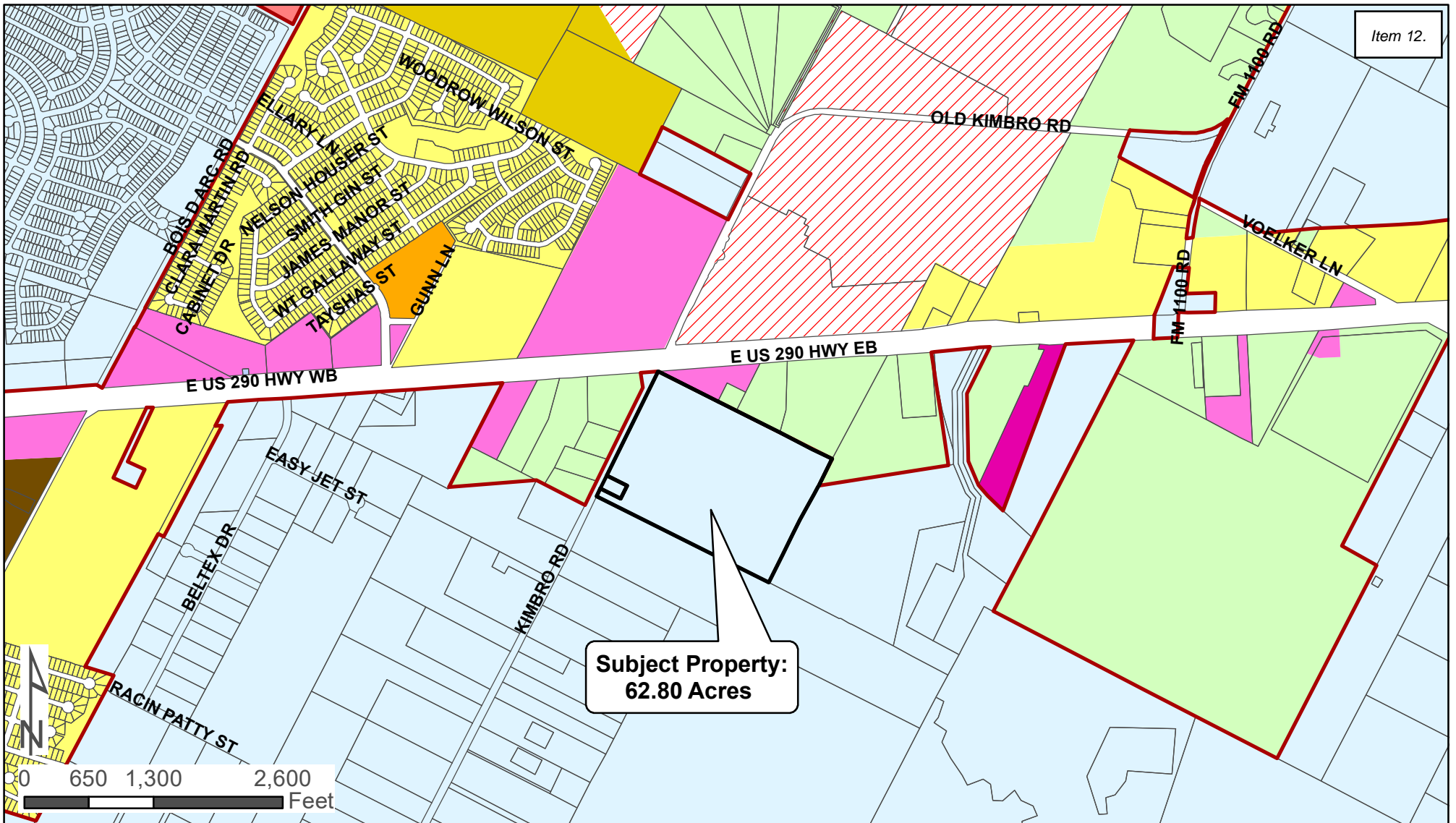


GENERAL NOTES: THIS PROJECT IS REFERENCED FOR ALL BEARING AND COORDINATE BASIS TO THE TEXAS COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD83 - 2011 ADJUSTMENT), CENTRAL ZONE (4203). DISTANCES AND AREAS SHOWN HEREON ARE SURFACE VALUES REPRESENTED IN U.S. SURVEY FEET BASED ON A GRID-TO-SURFACE COMBINED ADJUSTMENT FACTOR OF 1.00005359. ELEVATIONS SHOWN HEREON ARE BASED ON GPS OBSERVATIONS (GEOID 12B). SOME FEATURES SHOWN HEREON MAY BE OUT OF SCALE FOR CLARITY. DIMENSIONS AND AREAS OF STRUCTURES SHOWN HEREON ARE PER THE EXTERIOR FOOTPRINT AT GROUND LEVEL. UTILITIES SHOWN HEREON ARE BASED ON ABOVE GROUND AND VISIBLE EVIDENCE. LOCATION OF UNDERGROUND UTILITIES ARE APPROXIMATE. SURVEYOR DOES NOT CERTIFY TO THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN HEREON. CONTRACTORS SHALL CONTACT APPROPRIATE UTILITY COMPANIES AND TEXAS 811 PRIOR TO EXCAVATION. EXISTING TREES WERE NOT LOCATED ON THE PROPERTY OR SHOWN FOR THIS DESIGN SURVEY.

FLOOD NOTE: THE TRACT SHOWN HEREON APPEARS TO LIE WITHIN ZONE "X" AND ZONE "A" NO BASE ELEVATIONS DETERMINED, AS IDENTIFIED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FEDERAL INSURANCE ADMINISTRATION, AS SHOWN ON MAP NO. 48530505H, DATED SEPTEMBER 26, 2009 AND MAP NO. 484530485J DATED AUGUST 18, 2014 FOR TRAVIS COUNTY, TEXAS AND INCORPORATED AREAS. THIS FLOOD PLAIN NOTE DOES NOT IMPLY THAT THE PROPERTY AND/OR STRUCTURES THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.

TOPO CERTIFICATION: THIS MAP WAS PREPARED FROM AN ON-THE-GROUND SURVEY PERFORMED UNDER MY DIRECT SUPERVISION. THE FIELD WORK WAS COMPLETED ON MAY 19, 2021. RAY D. WEGER, REGISTERED PROFESSIONAL LAND SURVEYOR, STATE OF TEXAS NO. 4711.





Proposed Zoning: Townhome (TH) Medium Commercial (C-2)

Zone

- | | | |
|---|---|--|
| A - Agricultural | MH-1 - Manufactured Home | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-1 - Institutional Small | DB - Downtown Business |
| SF-2 - Single Family Standard | I-2 - Institutional Large | IN-1 - Light Industrial |
| TF - Two Family | GO - General Office | IN-2 - Heavy Industrial |
| TH - Townhome | C-1 - Light Commercial | PUD - Planned Unit Development |
| MF-1 - Multi-Family 15 | C-2 - Medium Commercial | ETJ |
| MF-2 - Multi-Family 25 | C-3 - Heavy Commercial | |





April 27, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1428-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 62.84 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Rd., Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 62.84 acres, more or less, out of the A.C. Caldwell Survey No. 52, Abstract No. 154, and being located near the intersection of US Hwy 290 E and Old Kimbro Rd., Manor, TX to Townhome (TH) and Medium Commercial (C-2).

***Applicant:* Kimley-Horn & Associates**

***Owner:* Millcreek Residential**

The Planning and Zoning Commission will meet at 6:30PM on May 11, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on May 18, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

PHAN HOAN VAN & THU THI HUYNH
5701 LONG CT
AUSTIN TX 78730-5056

PHAN HOAN VAN & THU THI HUYNH
5701 LONG CT
AUSTIN TX 78730-5056

TAPIA TOMAS
12908 OLD KIMBRO RD
MANOR TX 78653-4519

CYPRESS BLUFF LLC
12822 KIMBRO RD
MANOR TX 78653

CYPRESS BLUFF LLC
12822 KIMBRO RD
MANOR TX 78653

JEFFERSON TRIANGLE MARINE LP
9225 KATY FRWY
HOUSTON TX 77024-1521

AUSTIN27 LLC
117 Fort Hood Ln
Georgetown TX 78628-6007

AUSTIN 21 LLC
117 FORT HOOD LN
GEORGETOWN TX 78628-6007

AUSTIN 21 LLC
117 FORT HOOD LN
GEORGETOWN TX 78628-6007

KLATT PROPERTIES LP
2001 PICADILLY DR
ROUND ROCK TX 78664-9511

TANI INVESTMENTS LLC ETAL
7606 Brae Acres Ct
Houston TX 77074-4123

RUIZ FRANCISCO & SINDY SILVA
13232 HIGH SIERRA ST
MANOR TX 78653-5378

CITY OF MANOR
105 E EGGLESTON ST
MANOR TX 78653-3463

RUIZ FRANCISCO & SINDY SILVA
13232 HIGH SIERRA ST
MANOR TX 78653-5378

AUSPRO ENTERPRISES LP
PO BOX 13549
AUSTIN TX 78711-3549

TIMMERMAN COMMERCIAL
INVESTMENTS LP (1729480)
501 VALE ST
AUSTIN TX 78746-5732



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on an ordinance annexing 14.45 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of the City, at the request of the property owner; approving an Agreement for the Provision of Services for the annexed area; making findings of fact; providing a severability clause and an effective date; and providing for open meetings and other related matters.

BACKGROUND/SUMMARY:

LEGAL REVIEW: Yes
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Ordinance
- Post Annexation Provision of Services Agreement

STAFF RECOMMENDATION:

It is the city staff’s recommendation that the City Council conduct a public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS ANNEXING 14.45 ACRES OF LAND, MORE OR LESS LOCATED IN TRAVIS COUNTY, INCLUDING THE ABUTTING STREETS, ROADWAYS, AND RIGHTS-OF-WAY INTO THE CORPORATE LIMITS OF THE CITY, AT THE REQUEST OF THE PROPERTY OWNER; APPROVING AN AGREEMENT FOR THE PROVISION OF SERVICES FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTERS.

WHEREAS, the City of Manor, Texas is a home rule municipality authorized by State law to annex territory lying adjacent and contiguous to the City;

WHEREAS, the owner of the property, as hereinafter described, made written request for the City to annex such property in compliance with *Tex. Loc. Gov't Code*;

WHEREAS, the property is adjacent and contiguous to the present city limits;

WHEREAS, the City Council heard and has decided to grant the owners' request that the City annex said property;

WHEREAS, a public hearing was conducted prior to consideration of this Ordinance in accordance with §43.0673 of the *Tex. Loc. Gov't Code*;

WHEREAS, notice of the public hearing was published not more than twenty (20) nor less than ten (10) days prior to the public hearing;

WHEREAS, the City intends to provide services to the property to be annexed according to the agreement for the provision of services attached hereto as Exhibit "B".

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS:

SECTION 1. That all of the above premises and findings of fact are found to be true and correct and are hereby incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. All portions of the following described properties (hereinafter referred to as the "Annexed Property"), not previously annexed into the City, including abutting streets, roadways, and rights-of-way, are hereby annexed into the corporate limits of the City of Manor:

Being 14.55 acres of land and being that Lot 1, MANOR VILLA ESTATES, a

subdivision in Travis County, Texas according to the map or plat thereof, recorded in Volume 83, Page 155C, of the Plat Records of Travis County, Texas said 14.55 acre tract of land being more particularly described in Exhibit “A” attached hereto and incorporated herein for all purposes.

SECTION 3. That the provision of services agreement submitted herewith is hereby approved as part of this Ordinance, made a part hereof and attached hereto as Exhibit “B”.

SECTION 4. That the future owners and inhabitants of the Annexed Property shall be entitled to all of the rights and privileges of the City as set forth in the provisions of services agreement attached hereto as Exhibit “B”, and are further bound by all acts, ordinances, and all other legal action now in full force and effect and all those which may be hereafter adopted.

SECTION 5. That the official map and boundaries of the City, heretofore adopted and amended be and hereby are amended so as to include the Annexed Property as part of the City of Manor.

SECTION 6. That the Annexed Property shall be temporarily zoned Agricultural District “A” as provided in the City Zoning Ordinance, as amended, until permanent zoning is established therefore.

SECTION 7. That if any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared severable.

SECTION 8. That this Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov’t Code*.

SECTION 9. That it is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex Gov’t Code*.

PASSED AND APPROVED FIRST READING this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the _____ day of _____ 2022.

ORDINANCE NO. _____

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

ORDINANCE NO. _____

Pa Item 13.

Exhibit "A"
Subject Property Description
+/- 14.55 Acres

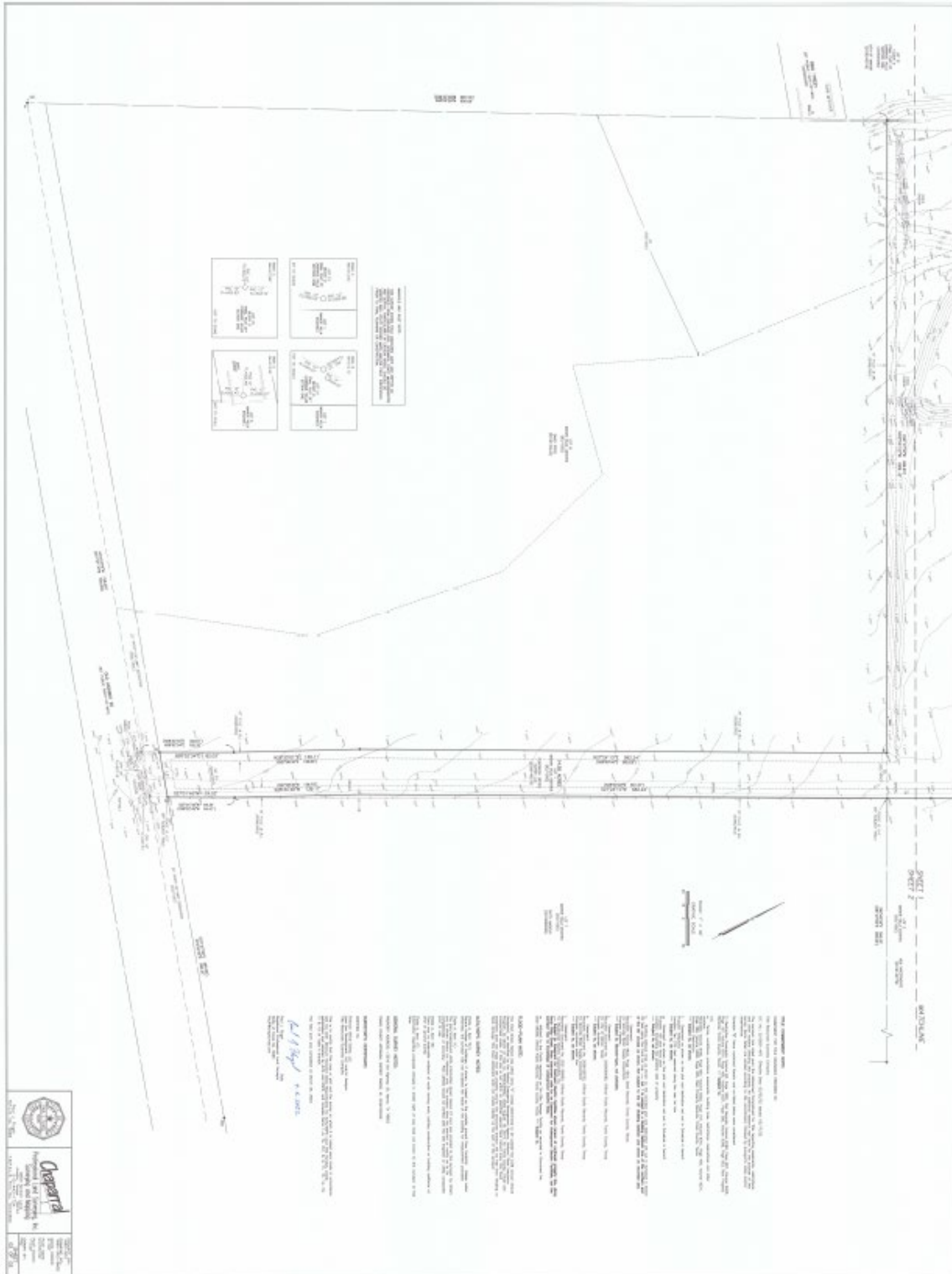


Exhibit "B"
AGREEMENT REGARDING POST-ANNEXATION
PROVISION OF SERVICES
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF MANOR

**AGREEMENT REGARDING POST-ANNEXATION PROVISION OF SERVICES
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF MANOR**

This Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor (the “Agreement”) is entered into by and between the City of Manor, Texas, a municipal corporation (“City”), and Flintrock Office Suites, LLC (“Landowner”), both of which may be referred to herein singularly as “Party” or collectively as the “Parties.”

RECITALS

WHEREAS, upon the request of the Landowner, the City intends to institute annexation proceedings for an area of land described more fully hereinafter and attached hereto (the “subject property”);

WHEREAS, Section 43.0672, Loc. Gov't. Code, requires the Parties to enter into a written agreement identifying a list of public services to be provided to the subject property and a schedule for the provision of those services that are not otherwise provided on the effective date of the annexation;

WHEREAS, this Agreement is being entered into by and between the Parties to comply with Texas Local Government Code, Chapter 43, Sub-Chapter C-3, Section 43.0672, prior to the City’s consideration of an ordinance annexing the subject property, it being understood, acknowledged and agreed by the Parties that annexation of the subject property is a condition precedent to this Agreement becoming effective;

WHEREAS, this Agreement shall be deemed effective on the effective date of an ordinance approved by the City annexing the subject property (the “Effective Date”).

WHEREAS, the subject property is not included in the municipal annexation plan and is exempt from the requirements thereof;

WHEREAS, infrastructure provided for herein and that existing are sufficient to service the subject property on the same terms and conditions as other similarly situated properties currently within the City limits and no capital improvements are required to offer municipal services on the same terms and conditions as other similarly situated properties within the City; and

WHEREAS, it is found that all statutory requirements have been satisfied and the City is authorized by *Chapter 43, Loc. Gov't. Code*, to annex the subject property into the City;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

The following services and schedule represent the provision of services agreed to between the Landowner of the subject property and the City establishing a program under which the City will provide municipal services to the subject property, as required by section 43.0672 of the Texas Local

Government Code. The services detailed herein will be provided at a level consistent with service levels provided to other similarly situated areas within the City.

The following services will be provided for the subject property on the Effective Date of annexation:

(1) **General Municipal Services.** Pursuant to the requests of the landowner and this Agreement, the following services shall be provided immediately from the effective date of the annexation:

A. Police protection as follows:

Routine patrols of areas, radio response to calls for police service and all other police services now being offered to the citizens of the City. Upon annexation, police protection will be provided to the subject property at a level consistent with the service to other areas of the City with similar population density and characteristics. The City's police services include neighborhood patrols, criminal investigations, crime prevention, community services and school programs.

B. Fire protection and Emergency Medical Services as follows:

Fire protection by agreement between the City and the ESD's present personnel and equipment of the ESD fire fighting force and the volunteer fire fighting force with the limitations of water available. Radio response for Emergency Medical Services with the present contract personnel and equipment of the ESD.

C. Solid waste collection services as follows:

Solid waste collection and services as now being offered to the citizens of the City. The City provides residential solid waste collection services within the City limits for a fee under a contract between the City and private refuse collection operator. The residential solid waste collection services include garbage collection, recycling, bulky item collection and yard waste collection. Commercial solid waste collection services are also available. This service will be provided for a fee to any person within the subject property requesting the service after the Effective Date of annexation, provided that a privately owned solid waste management service provider is unavailable. If the subject property is already receiving service, the City may not prohibit solid waste collection by the privately owned solid waste management service provider, nor may the City offer solid waste collection services for a period of two (2) years following the Effective Date of the annexation unless a privately owned solid waste management service provider is or becomes unavailable, as established by Texas Local Government Code section 43.0661. If a landowner uses the services of a privately owned solid waste management service provider or services are available from a privately owned solid waste management service provider during the two (2) years following annexation, the City will not provide solid waste collection services to that landowner.

D. Animal control as follows:

Service by present personnel, equipment and facilities or by contract with a third party, as provided within the City.

E. Maintenance of City-owned parks and playgrounds within the City.

F. Inspection services in conjunction with building permits and routine City code enforcement services by present personnel, equipment and facilities. Municipal Court and General Administration services will also be available to property owners and residents in the subject property on the same basis those facilities are available to current City property owners and residents.

G. Maintenance of other City facilities, buildings and service.

H. Land use regulation as follows:

On the effective date of annexation, the zoning jurisdiction of the City shall be extended to include the annexed area, and the use of all property therein shall be grandfathered; and shall be temporarily zoned "Agricultural District "A"" with the intent to rezone the subject property upon request of the landowner or staff. The Planning & Zoning Commission and the City Council will consider rezoning the subject property at future times in response to requests submitted by the landowner(s) or authorized city staff. The City will impose and enforce its adopted ordinances, including but not limited to, zoning, subdivision development, site development and building code regulations within the subject property upon the Effective Date of the annexation. Enforcement will be in accordance with City ordinances. Development plans and plats for projects within the subject property will be reviewed for compliance with City standards.

(2) **Scheduled Municipal Services.** Due to the size and vacancy of the subject property, the plans and schedule for the development of the subject property, the following municipal services will be provided on a schedule and at increasing levels of service as provided herein:

A. Water service and maintenance of water facilities as follows:

(i) Inspection of water distribution lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of water service, water service will be provided to the subjects properties, or applicable portions thereof, by the utility holding a water certificate of convenience and necessity ("CCN") for the subject properties, or portions thereof as applicable, or absent a water CCN, by the utility in whose jurisdiction the subject properties, or portions thereof as applicable, are located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of water service. If connected to the City's water utility system, the subject properties' owner shall construct the internal water lines and pay the costs of line extension and construction of such facilities necessary to provide water service to the subject properties as required in City ordinances. Upon acceptance of the water lines within the subject properties and any off-site improvements, water service will be provided by the City

utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City; subject to all the ordinances, regulations and policies of the City in effect from time to time. The system will be accepted and maintained by the City in accordance with its usual acceptance and maintenance policies. New water line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances of the City in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a water well that is in use on the effective date of the annexation and is in compliance with applicable rules and regulations shall be permitted and such use may continue until the subject properties' owner requests and is able to connect to the City's water utility system.

B. Wastewater service and maintenance of wastewater service as follows:

(i) Inspection of sewer lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of wastewater service, wastewater service will be provided to the subjects properties, or applicable portions thereof, by the utility holding a wastewater CCN for the subject properties, or portions thereof as applicable, or absent a wastewater CCN, by the utility in whose jurisdiction the subject properties, or portions thereof as applicable, are located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of wastewater service. If connected to the City's wastewater utility system, the subject properties' owner shall construct the internal wastewater lines and pay the costs of line extension and construction of facilities necessary to provide wastewater service to the subject properties as required in City ordinances. Upon acceptance of the wastewater lines within the subject properties and any off-site improvements, wastewater service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City, subject to all the ordinances, regulations and policies of the City in effect from time to time. The wastewater system will be accepted and maintained by the City in accordance with its usual policies. Requests for new wastewater line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a septic system that is in use on the effective date of the annexation and is in compliance with all applicable rules and regulations shall be permitted and such use may continue until the subject property owner requests and is able to connect to the City's wastewater utility system.

C. Maintenance of streets and rights-of-way as appropriate as follows:

(i) Provide maintenance services on existing public streets within the subject property and other streets that are hereafter constructed and finally accepted by the City. The maintenance of the streets and roads will be limited as follows:

(A) Emergency maintenance of streets, repair of hazardous potholes, measures necessary for traffic flow, etc.; and

(B) Routine maintenance as presently performed by the City.

(ii) The City will maintain existing public streets within the subject property, and following installation and acceptance of new roadways by the City as provided by city ordinance, including any required traffic signals, traffic signs, street markings, other traffic control devices and street lighting, the City will maintain such newly constructed public streets, roadways and rights-of-way within the boundaries of the subject property, as follows:

(A) As provided in C(i)(A)&(B) above;

(B) Reconstruction and resurfacing of streets, installation of drainage facilities, construction of curbs, gutters and other such major improvements as the need therefore is determined by the governing body under City policies;

(C) Installation and maintenance of traffic signals, traffic signs, street markings and other traffic control devices as the need therefore is established by appropriate study and traffic standards; and

(D) Installation and maintenance of street lighting in accordance with established policies of the City;

(iii) The outer boundaries of the subject property abut existing roadways. The Landowner agrees that no improvements are required on such roadways to service the subject property.

(3) **Capital Improvements.** Construction of the following capital improvements shall be initiated after the effective date of the annexation: None. Upon development of the subject property or redevelopment, the landowner will be responsible for the development costs the same as a developer in a similarly situated area under the ordinances in effect at the time of development or redevelopment. No additional capital improvements are necessary at this time to service the subject property the same as similarly situated properties. When deemed necessary, capital improvement acquisition or construction will occur in accordance with applicable ordinances and regulations and the adopted capital improvement plans of the City, as applicable and amended, which are incorporated herein by reference.

(4) **Term.** If not previously expired, this agreement expires at the end of ten (10) years.

(5) **Property Description.** The legal description of the subject property is as set forth in the Annexation Ordinance and exhibits attached to the Annexation Ordinance to which this Agreement is attached.

(6) **Binding Effect/Authority.** This Agreement binds and inures to the benefit of the Parties and

their respective heirs, successors, and permitted assigns. Each Party further warrants that each signatory to this Agreement is legally authorized to bind the respective individual or entity for the purposes established herein.

(7) **Choice of Law.** This Agreement will be construed under the laws of the State of Texas, without regard to choice-of-law rules of any jurisdiction. Venue for any dispute shall lie exclusively in Travis County, Texas.

(8) **Counterparts.** This Agreement may be executed in any number of counterparts with the same effect as if all signatory Parties had signed the same document. All counterparts will be construed together and will constitute one and the same instrument.

(9) **Legal Construction.** If any provision in this Agreement is for any reason found to be unenforceable, to the extent the unenforceability does not destroy the basis of the bargain among the Parties, the unenforceability will not affect any other provision hereof, and this Agreement will be construed as if the unenforceable provision had never been a part of the Agreement. Whenever context requires, the singular will include the plural and neuter include the masculine or feminine gender, and vice versa. Headings in this Agreement are for reference only and are not intended to restrict or define the text of any section. This Agreement will not be construed more or less favorably between the Parties by reason of authorship or origin of language.

(10) **Entire Agreement.** This Agreement contains the entire Agreement between the Parties relating to the rights herein granted and the obligations herein assumed and cannot be varied except by written agreement of the Parties. Any oral representation or modification concerning this instrument shall be of no force and effect except for any subsequent modification in writing, signed by the Party to be charged.

[signature pages follow]

EXECUTED and AGREED to by the Parties this the ___ day of _____, 20__.

ATTEST:

THE CITY OF MANOR, TEXAS

Lluvia T. Almaraz, City Secretary

Dr. Christopher Harvey, Mayor

LANDOWNER:

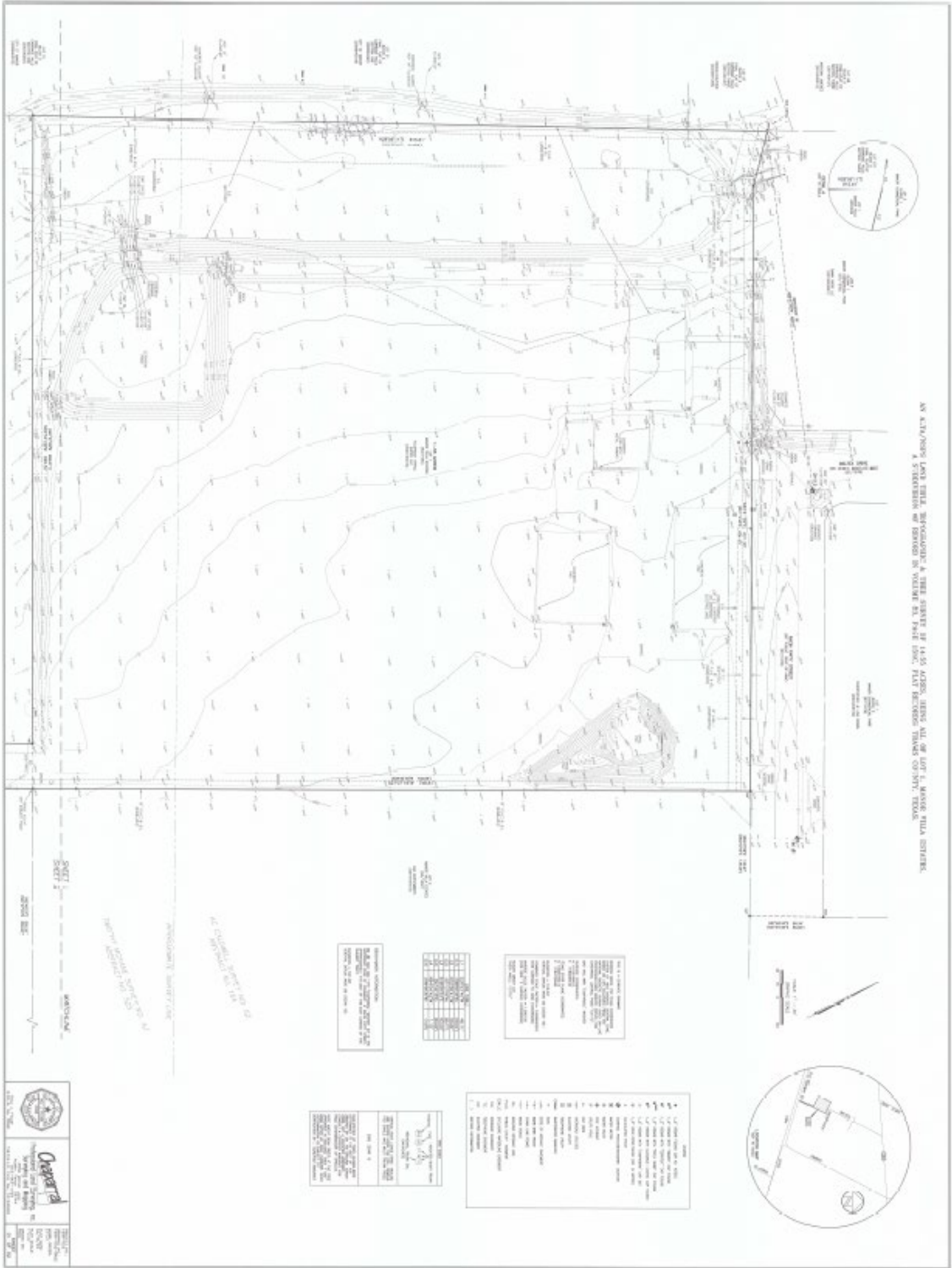
By: _____

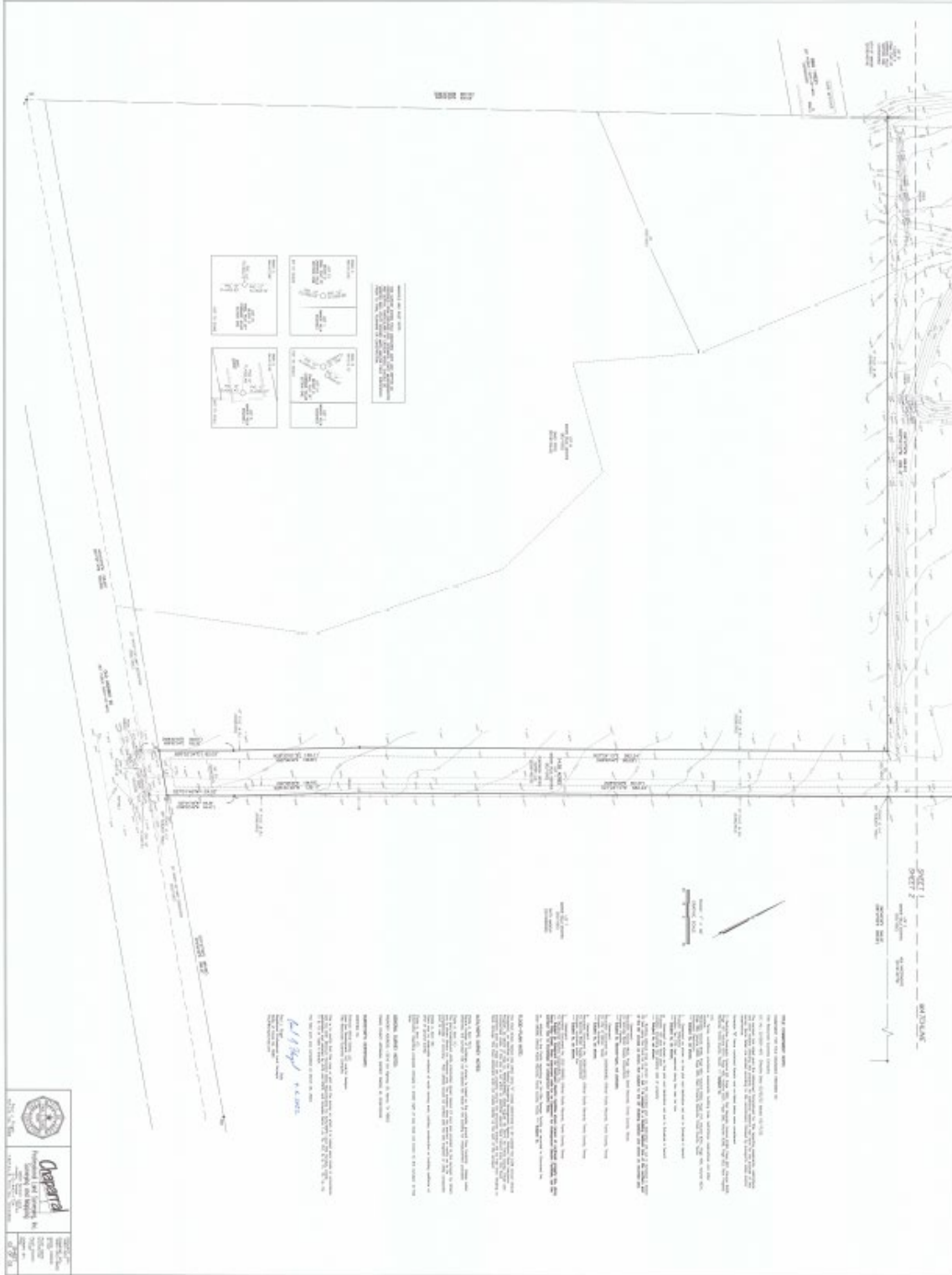
Name (print): _____

Title: _____

Date: _____

Subject Property Description







AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Lluvia T. Almaraz, City Secretary
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the City Council Minutes.

- May 4, 2022, City Council Workshop – Charter Review; and
- May 4, 2022, City Council Regular Meeting

BACKGROUND/SUMMARY:

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: Not Applicable
PRESENTATION: No
ATTACHMENTS: Yes

- May 4, 2022, City Council Workshop – Charter Review; and
- May 4, 2022, City Council Regular Meeting

STAFF RECOMMENDATION:

It is the city staff’s recommendation that the City Council approve the City Council Minutes of the May 4, 2022, City Council Workshop – Charter Review; and May 4, 2022, City Council Regular Meeting.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



**CITY COUNCIL
WORKSHOP SESSION MINUTES
CHARTER REVIEW
MAY 4, 2022**

PRESENT:

Dr. Christopher Harvey, Mayor

COUNCIL MEMBERS:

- Emily Hill, Mayor Pro Tem, Place 1
- Anne Weir, Place 2
- Maria Amezcua, Place 3
- Sonia Wallace, Place 4
- Aaron Moreno, Place 5
- Vacant, Place 6

CITY STAFF:

- Scott Moore, City Manager
- Lluvia T. Almaraz, City Secretary
- Paige Saenz, City Attorney
- Tracey Vasquez, HR Manager
- Lydia Collins, Director of Finance
- Sarah Friberg, Court Administrator

WORKSHOP SESSION – 5:00 P.M.

With a quorum of the Council Members present, the workshop session of the Manor City Council was called to order by Mayor Harvey at 5:04 p.m. on Wednesday, May 4, 2022, in the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Harvey let the Pledge of Allegiance.

PUBLIC COMMENTS

No one appeared to speak at this time.

REGULAR AGENDA

1. Discussion of Previous Charter Elections

City Secretary Almaraz provided the attached Ordinance No. 578 for review.

2. Discussion of Home Rule Charter and Recommendations

The discussion was held regarding the following Sections.

- Article III. The City Council – Section 3.05 Vacancies in Office

The discussion was held regarding clarification on Vacancies in Office regarding the process to fill a vacancy within 120 days.

City Attorney Saenz discussed Section (c) *If a vacancy occurs for an unexpired term of twelve months or less for a position other than the mayor when there are less than two place on council filled by appointment, then the vacancy may be filled by either special election called for such purpose or by the majority of the remaining council members appointing a qualified person to fill the vacancy. Vacancies filled by appointment must be filled within forty-five days from the date the vacancy occurs.*

The discussion was held regarding options for restrictions to fill vacancy by appointment within forty-five days.

City Attorney Saenz stated she would provide language with different options for council to review.

- Article VII. Administrative Services - Section 7.07. City Secretary

HR Manager Vasquez discussed the attached chart regarding the City Secretary position within other surrounding cities.

The discussion was held regarding the city's organizational chart.

Mayor Harvey requested for Council to submit questions they had regarding the position to clarify the roles and procedures of the City Secretary before next workshop.

- Article VII. Administrative Services - Section 7.10. Municipal Court

The discussion was held regarding the attached Court proposed amendments and Ordinance No. 354.

Director of Finance Collins stated after reviewing proposed amendments with Court Administrator Friberg, they concurred that amendments were not needed at this time.

The discussion was held regarding the hiring process of the Municipal Judge.

The discussion was held regarding the process for the city to become Court of Record.

The discussion was held regarding other options that the city could utilize for the hiring process of the judge.

The discussion was held regarding the difference between hired vs appointment.

The discussion was held regarding changing the hiring process for the Municipal Judge.

Mayor Harvey requested for Council to review information provided and for the discussion to be continued at the next workshop.

- Article X. Planning and Development; Community Committees – Section 10.10.

The discussion was held regarding the correction of Section Nos 10.10 to 10.11.

The discussion was held regarding merging the Community Collaborative Committee and Education Committee.

- Article XIII. General Provisions – Section 13.05 Community Service Organizations.

The discussion was held regarding clarification on non-profit organizations.

The discussion was held how changes could be established by ordinance.

- Article XIII. General Provisions – Section 13.07 Succession.

The discussion was held regarding the clarification of the list of staff members who would follow the Succession order due to a disaster.

The discussion was held how changes could be established by ordinance.

3. Discussion of Future Topics.

Mayor Harvey suggested for the following Sections to be review on the next workshop.

- Article VII. Administrative Services - Section 7.07. City Secretary
- Article VII. Administrative Services - Section 7.10. Municipal Court

4. Set Workshop Schedule

Charter Review Workshop was set for June 1, 2022, at 5:00 p.m.

There was no further discussion.

ADJOURNMENT

The Workshop Session of the Manor City Council Adjourned at 6:40 p.m. on Wednesday, May 4, 2022.

These minutes approved by the Manor City Council on the 18th day of May 2022. *(Audio recording archived)*

APPROVED:

Dr. Christopher Harvey
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes

ORDINANCE NO. 578

AN ORDINANCE ORDERING A SPECIAL ELECTION TO BE HELD ON THE ADOPTION OF AMENDMENTS TO THE CHARTER OF THE CITY OF MANOR; PROVIDING FOR THE ELECTION TO BE CONDUCTED IN ACCORDANCE WITH THE PROCEDURES SET FORTH IN THE RESOLUTION CALLING THE 2020 GENERAL ELECTION; AND RELATED MATTERS.

Whereas, the Charter Review Commission studied and reviewed the City Charter of the City of Manor, and made recommendations for the amendment of the City Charter;

Whereas, the City Council desires to submit to the voters the charter amendments set forth herein; and

Whereas, the City Council is contracting with the Travis County Elections Officer to hold and conduct the election for the City (the "Election Agreement"), and such election may be held as a joint election;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1: A special election is ordered to be held in the city on Tuesday, November 3, 2020, for the purpose of submitting to the qualified voters of the city propositions on whether the Charter of the City of Manor should be amended. The special election shall be held and conducted by the Travis County Elections Officer, pursuant to a contract authorized by state law, and such election may be held as a joint election with Travis County and/or any other government jurisdiction contracting with Travis County therefore and located within the same territory as the City. The proposed amendments shall take effect upon their adoption and the entering of an order by the City Council declaring the amendments adopted. The proposed amendments affect only the Articles and sections listed below and submitted for amendment to read as follows (with proposed new language being underlined, bolded, and italicized and language proposed to be removed is struck through):

Article I

Incorporation, Form of Government and Powers of the City

Section 1.07. – Annexation and Disannexation.

The council may by ordinance unilaterally annex or disannex any land, property or territory upon its own initiative, upon a petition submitted by a majority of the voters residing within the territory being annexed or disannexed or upon petition by the owners of the property, ***as authorized by applicable law***. The procedure for the establishment, modification or extension of the city boundaries, including the annexation or disannexation of territory, may not be inconsistent with any applicable requirements and limitations established by state law; provided that absent procedures being established by state law the action may be taken by

ordinance adopted after one public hearing is held at least ten but not more than 20 days after notice of such public hearing is published in a newspaper of general circulation in the city and posted on the City's website. Upon final passage of an ordinance, fixing, establishing or modifying the boundaries of the city or annexing or disannexing any property by any method prescribed herein, the boundaries of the city shall be so extended or modified as provided in such ordinance. Upon an ordinance annexing property into the city, the territory described in the ordinance shall become a part of the city, and the said land and its residents and future residents shall be bound by the acts, ordinances, codes, resolutions and regulations of the city.

A good and sufficient legal description of the land area being considered for annexation or disannexation, together with a map or plat prepared at the initiator's expense showing the location of such land area, shall be presented to the council at a public meeting prior to final action on such annexation or disannexation. Land disannexed from the city shall not be relieved from any unpaid lawful assessments or taxes levied by the city against the property while such land or property was a part of the city.

Article II. Boundaries of the City

Section 2.01. – Boundaries.

The boundaries and limits of the city shall, until changed in the manner herein provided, be the same as have heretofore been established and as exist on the date of the adoption of this charter. The boundaries and territorial limits of the city may from time to time by ordinance be fixed, decreased, modified or extended, and property may be annexed into the city or disannexed from the city, with or without the consent of any voter or of any landowner in the affected area, unless consent is required by applicable law.

Article III. The City Council

Section 3.01. - Governing Body.

(a) The governing body of the city shall be a city council composed of six council members and a mayor, each elected for four years pursuant to the transition schedule in subsection (c), ~~each elected for a term of two years~~. When used in this charter or any other city document "council person" or "council member" includes the mayor unless the context indicates otherwise.

(b) The mayor shall be elected from the city at large. The council members shall be elected from the city at large, by Place. Each seat on the council, except for the position of mayor, will be numbered, as Place 1 through Place 6. The council member occupying a particular seat will be identified by the Place number assigned to that council seat. ~~The mayor and the three council members occupying Places 1, 3, and 5 shall be elected in odd numbered years and the three council members occupying Places 2, 4, and 6, shall be elected in even numbered years. The candidate who receives the largest number of votes for a particular office shall be declared elected for that office.~~

(c) Beginning with the November 2021 general election, the council shall transition to four-year terms as provided in this subsection.

(1) The candidates elected to Places 2, 4, and 6 in the November 2020 general election shall serve two-year terms.

(2) For the November 2021 general election, the Mayor and Places 1, 3, and 5 will be elected for three-year terms.

(3) For the November 2022 general election, Places 2, 4, and 6 will be elected to four-year terms.

(4) For the November 2024 general election, the Mayor and Places 1, 3, and 5 will be elected for four-year terms.

(5) Thereafter, the candidates elected to the city council in the November general election will be elected to four-year terms.

Section 3.02. –Term Limitations.

(a) The mayor and council members shall be elected in the manner provided in Article V of this charter to serve for no more than three consecutive terms. A partially served term shall count as a term for the purposes of this subsection. Terms served as council member shall be considered separately from those served as mayor. However, no person may serve more than six consecutive terms as mayor and council member. After completing three consecutive terms, a person may again run for office after one full year of not holding any appointed or elected position on the council. Non-consecutive terms shall not be limited. Terms served prior to the adoption of this charter shall not be considered for the purpose of term limitations.

[SECTION 3.05 IF BOTH PROPOSITION B AND D PASS]

Section 3.05. - Vacancies in Office.

- (a) The office of mayor or council member shall become vacant as provided in Section 3.10, or upon death, resignation, removal from office of the incumbent, or, for individuals elected to office, failure to take the oath of office by the first regular city council meeting following the canvass of the election at which the individual receives a plurality majority vote, or, for individuals appointed to office, by the first meeting following the individual's appointment. ~~Any vacancy or vacancies, whether in the office of mayor or council member, may be filled by special election called for such purpose or by the majority of the remaining council members appointing a qualified person to fill the vacancy. All appointees to vacancies shall serve for the remainder of the unexpired term of the office so filled.~~
- (b) A vacancy for an unexpired term that exceeds twelve months, that occurs when two places on council have been filled by appointment, or that occurs in the office of mayor, shall be filled by special election called for such purpose. The date for a special election to fill a vacancy shall be the first uniform election date after the vacancy occurs and for which there is sufficient time to call and give notice of the election as

required by law; provided that, if a vacancy occurs and no such election date falls within 120 days after the date of the vacancy, the council shall, without regard to the specified uniform election dates, order such election to be held on a Saturday within 120 days from the date of the vacancy. No special election will be required if the vacated office has a term of 120 days or less remaining as of the date of the first council meeting held after the date of the vacancy.

- (c) If a vacancy occurs for an unexpired term of twelve months or less for a position other than the mayor when there are less than two place on council filled by appointment, then the vacancy may be filled by either special election called for such purpose or by the majority of the remaining council members appointing a qualified person to fill the vacancy. Vacancies filled by appointment must be filled within forty-five days from the date the vacancy occurs.
- (d) All appointees or persons elected to vacancies as provided in this section shall serve for the remainder of the unexpired term of the office so filled.

[SECTION 3.05 IF PROPOSITION B PASSES AND PROPOSITION D FAILS]

Section 3.05. - Vacancies in Office.

- (a) The office of mayor or council member shall become vacant as provided in Section 3.10, or upon death, resignation, removal from office of the incumbent, or, for individuals elected to office, failure to take the oath of office by the first regular city council meeting following the canvass of the election at which the individual receives a plurality majority vote, or, for individuals appointed to office, by the first meeting following the individual's appointment. ~~Any vacancy or vacancies, whether in the office of mayor or council member, may be filled by special election called for such purpose or by the majority of the remaining council members appointing a qualified person to fill the vacancy. All appointees to vacancies shall serve for the remainder of the unexpired term of the office so filled.~~
- (b) A vacancy shall be filled by special election called for such purpose. The date for a special election to fill a vacancy shall be the first uniform election date after the vacancy occurs and for which there is sufficient time to call and give notice of the election as required by law; provided that, if a vacancy occurs and no such election date falls within 120 days after the date of the vacancy, the council shall, without regard to the specified uniform election dates, order such election to be held on a Saturday within 120 days from the date of the vacancy. No special election will be required if the vacated office has a term of 120 days or less remaining as of the date of the first council meeting held after the date of the vacancy.
- (c) All persons elected to vacancies as provided in this section shall serve for the remainder of the unexpired term of the office so filled.

Section 3.09 - Compensation.

The mayor shall not be paid and each other council member shall not be paid. The mayor shall be paid one hundred fifty dollars and each council member shall be paid seventy-five dollars for each city council meeting attended each month, up to a maximum of two per month. They The mayor and council members shall be entitled to reimbursement for actual and necessary expenses incurred in the performance of official duties, as budgeted and duly authorized. No staff or assistant shall be provided for any member of the council.

Section 3.10. - Automatic Resignation.

The office of mayor or council member shall become vacant upon such member's announcement of candidacy or becoming a candidate in any general, special, or primary election, or any office of profit or trust under the laws of the State of Texas or the United States other than the office then held, at any time during the member's term, and ~~when the unexpired term of the office then held exceeds one year and 30 days, [and]~~ such announcement or such candidacy shall constitute an automatic resignation of the office then held. The city council may not appoint a person who vacates his or her place on council under this subsection to fill the resulting vacancy.

Article IV. The Authority and the Limitations of Council**Section 4.01. - Mayor.**

The mayor serves as the ceremonial head of the city and shall preside at all meetings of the council and provide the leadership necessary to good government. He or she shall work with the council to obtain legislation in the public interest and with the city manager to ensure the same is enforced and participate in the discussion and vote on all legislative and other matters coming before the council. The mayor shall have signatory authority for all legal contracts and commitments of the city, sign all ordinances and resolutions, work and coordinate with the city manager and the council, but may not bind or obligate the city in any way without prior authorization from the council and to the extent provided by state law in time of declared emergency, may ~~take command of the police and~~ govern the city by proclamation, ~~maintain order and enforce all laws;~~ provided that the mayor must immediately call for an emergency meeting of the city council to consider the appropriate actions for the city during the emergency; and perform ceremonial duties.

Article V. Elections**Section 5.01. - Notice and Order for Elections.**

City elections shall be ordered and notice thereof given as provided in the Texas Election Code. The council shall establish the procedures and order elections except as provided therein. If not otherwise provided for by state law, all elections shall be ordered at least 62 days prior to the date of election and notice shall be given by publication and posting on the City's website not more than 30 days and not less than 20 days immediately preceding the date of election. Notice of election shall be published in a newspaper published within the city, and if there be no such publication, notice shall be published in a newspaper of general circulation within the city.

Section 5.02. - General Elections.

(a). Beginning with the general election to be held in 2016 and for each successive general election, the general city election shall be held annually on the uniform election date in November.

(b) Beginning in November 2021, the mayor and council members are elected by majority plurality vote.

~~(b). The terms of office for the members of the city council elected to Places 2, 4, and 6 in May 2014 shall be extended until their respective successors qualify for office following the November 2016 election. The terms of office for the mayor and the members of the city council elected to Places 1, 3, and 5 in May 2015 shall be extended until their respective successors qualify for office following the November 2017 election.~~

Section 5.08. - Voters and Voting.

Every registered voter who has been a resident of the city for the period of time required by state law~~30 days or more~~ prior to the date of the election shall be entitled to vote in city elections. Early voting and the hours the polls are open shall be as established by state law, or absent state law providing therefor, as established by ordinance.

Section 5.09. - Election Results.

The mayor and council members are elected by majority plurality vote. No measure shall be adopted except by a majority vote and a tie vote shall defeat the measure.

Section 5.11. Run-Off Election. If no candidate for an elective office receives a majority of the votes cast for that position in the regular or special election, a run-off election shall be held between the two (2) candidates who received the greatest number of votes. Such run-off election shall be held in accordance with State election laws on a Saturday within the period set by state law for holding runoff elections. The candidate receiving the highest number of votes cast for the office in the run-off election shall be declared elected.

Section 5.12.11. - Term of Office.

The mayor and each council member shall serve until his or her successor is elected or appointed and qualified to serve. The regular term of office of the mayor and the council members shall commence on the first regular council meeting following the canvass of the election at which they receive a majority plurality vote. The remaining term of a member of council elected at a special election shall commence on the first regular council meeting after the canvass of votes for the election at which they receive a majority plurality of the votes cast for the office.

Article VI. Initiative and Referendum

Section 6.03. - Referendum.

The people of the city shall have the power to require reconsideration by the council of any adopted ordinance regarding any issue that would be a proper subject for an initiative, ~~and if~~ If the council fails to repeal an ordinance so reconsidered, the people shall have the power to approve or reject the ordinance at an election. Such power does not extend to the budget; capital expenditures; levy of taxes; any bonds, certificates of obligation or any similar obligations; zoning; annexation; or any rates, fees and charges; provided that tax increases shall be subject to petition as provided by state law.

Section 6.10. - Procedure and Results of Election.

Not more than 30 and not less than 15 days prior to the special election, the city secretary shall cause the proposed or referred ordinance to be published in its entirety at least once in a newspaper of general circulation in the city and posted on the city's website until the date of the election.

The ballots used when voting upon such proposed and referred ordinances shall set forth the nature of the ordinance sufficiently to identify the ordinance and shall also set forth a proposition as provided in this charter. If a majority of the qualified voters voting on a proposed initiative ordinance vote in its favor, it shall be considered adopted upon certification of the election results and shall be treated in all respects in the same manner as ordinances adopted by the council. If conflicting ordinances are approved at the same election, the ordinance receiving the greatest number of affirmative votes shall prevail.

An ordinance adopted by initiative may not be repealed or amended at any time prior to the expiration of two years from the date of its adoption, except at an election held for such purpose or such amendment being approved by the council by not less than six affirmative votes.

If a majority of the qualified voters on a referred ordinance vote against the ordinance, it shall be considered repealed upon certification of the election results. If a majority of the qualified voters voting on a referred ordinance vote for the ordinance, it shall be upheld; in such event, [it] may not again be the subject of a petition within 12 months following the date of such election.

Article VII. Administrative Services

Section 7.08. - Public Works Department.

There will shall be established a public works department to administer, supervise and coordinate the construction and maintenance of the streets, parks, water/wastewater and thoroughfares, the drainage system, and all public property and equipment not the responsibility of another department. The department will shall have and be responsible for other duties, projects and works as provided by ordinance or assigned by the city manager.

The director of public works will shall administer and manage the department. The director of such department is appointed and removed by the city manager.

Section 7.11. - Human Resources.

The office of Human Resources will be established. The city shall be an equal opportunity employer and the service of each officer and employee shall be "at will". The administration of human resources of the city shall be governed by written rules and regulations to be known as "Personnel Policies". The city manager or his or her designee shall prepare such policies and recommend their adoption to the council. Such policies shall not be inconsistent with this charter and will become effective when approved by the council by ordinance. All policies so adopted and not inconsistent with this charter shall have the force and effect of law.

Article VIII. Finance

Section 8.05. - Budget Process and Adoption.

The city manager is responsible for the timely preparation and presentation of the budget, and shall present his or her recommended or draft budget to the city council no later than 60 days prior to October 1st of each year. In the absence of the truth-in-taxation calculations being provided in advance of the sixtieth day, the city manager shall provide a draft budget and a recommended budget not less than ten days following receipt from Travis County of the calculations, if after the sixtieth day before October first (1st). The proposed budget shall become a public document and record when presented to the council. From and after its receipt of the budget, the city council shall:

- (a) At the first council meeting for which timely notice may be given, cause to be posted in city hall and on the City's website a general summary of the proposed budget and a notice stating the time and places where copies of the budget are available for public inspection; of a public hearing on the budget; and such other public hearings as are required by state law.
- (b) After public hearing(s) the council may adopt the budget with or without amendment. The council may amend the proposed budget to add, increase, decrease or delete any programs or amounts, except expenditures required by law or for debt service; provided that no amendment shall increase the authorized expenditures to an amount greater than the total of estimated funds available from all sources.
- (c) The budget shall be finally adopted by ordinance not later than September 30th; provided that if the council takes no final action on or prior to such day, the budget as submitted by the city manager is deemed to have been finally adopted by the council.

Section 8.11. - Bonds and Financial Obligations.

The council may by ordinance authorize the issuance of any tax or revenue bonds, refunding bonds, certificates of obligation, warrants, notes, certificates of participation, tax anticipation notes or other evidence of indebtedness or obligation, for any permanent public improvement or any emergency, or any other public purpose not prohibited by law, subject only to the following limitations:

- (a) No general obligation bonds, other than refunding bonds, shall be issued except as approved by a majority vote at an election held for such purpose;
- (b) No indebtedness or obligation shall be issued except in compliance with the requirements of state law;
- (c) No form of indebtedness other than general obligation bonds approved by public vote may be issued without public notice and a public hearing being held in compliance with state law; the published notice, published in a newspaper of general circulation in the city and posted on the city's website, must clearly summarize the relevant statutory provisions providing for a petition and election, if any; and
- (d) The authorization for bonds authorized but not issued shall expire ten years after the date of authorization.

Article X. Planning and Development; Community Committees

Section 10.07. - ~~Planning and Development Services~~ Department.

The city council ~~will~~ ~~may~~ create by ordinance such department(s) as necessary to provide technical and administrative support in the areas of planning, growth management and land development, or the city manager may assign such duties to any other department or officer of the city. The director of such department is appointed and removed by the city manager.

The department of Development Services will be established. The director of planning will administer and manage the department and will have and be responsible for the duties, projects and works as provided by this charter, ordinance, or as assigned by the city manager. The director of such department is appointed and removed by the city manager

Section 10.10. Community Committees. The following community committees are hereby established. The City Council shall adopt an ordinance providing for the membership, qualifications, terms, duties, and other matters determined appropriate by the City Council regarding the committees.

- (a) Community Collaborative Committee. The community collaborative committee shall serve to promote communication between the City and the community on issues affecting the City as a whole. The community collaborative committee shall include representatives from the City's homeowners' associations, community non-profit associations, the school district, charter schools, and other members of the community as determined appropriate by the City Council.
- (b) Economic Development Committee. The economic development committee will be made up of representatives from the City, the local business community, and other persons determined appropriate by the City Council. The economic development committee shall serve as a resource for marketing the City and promoting the economic development of the City.
- (c) Public Safety Committee and Community Advisory Committee. The public safety committee shall serve to provide input on the programs and activities of the Police Department and other areas of public safety and to assist in bridging relationships between the community and local police, fire, EMS and to provide direction in matters of public safety. The committee will be made up of members of city council and city

staff, and additional members of the community if determined appropriate by the City Council. The public safety committee shall recommend for appointment by the city council persons to serve on a community advisory committee. The community advisory committee shall receive input from the community on ideas, areas of concern, and complaints regarding public safety matters, and shall perform other functions established by the City Council by ordinance.

- (d) Emergency Management Committee. The emergency management committee shall serve to coordinate and integrate activities and capabilities needed to mitigate against, prepare for, respond to, and recover from emergencies, declared disasters or hazards. The committee will be made up of members of city council and city staff, and additional members of the community if determined appropriate by the City Council.

Article XI. Public Utilities, Franchises and Contracts

Section 11.02. - Franchises.

The council shall have the power and authority to grant franchises for the use and occupancy of streets, avenues, alleys and any and all public property belonging to or under the control of the city. Except as specifically authorized and provided otherwise by state law, no individual, organization, entity, political subdivision, corporation, public utility or any provider of public service shall provide any service within the city requiring the use or occupancy of any street, public right-of-way or property without first being granted a franchise or permit to use such city facilities. The franchise ordinance or permit shall fully describe the terms of the agreement, and regardless of the title given, shall be subject to the terms of this Article. The terms of such agreements shall be explicit so as to protect the interests of the citizens and shall include but not be limited to the terms prescribed in this charter. No franchise ordinance or permit shall be passed except on two readings held after a public hearing for which ten days' notice is given in a newspaper of general circulation in the city and posted on the City's website, unless applicable state or federal law requires the issuance of the franchise or permit within a specific time period, in which case the franchise ordinance or permit will be approved in accordance with the procedures established by ordinance.

Article XII. Ethics and Conflicts

Section 12.01. - Ethics Commission.

The city council shall adopt, and periodically modify and amend, an ordinance providing an ethics policy and code of conduct applicable to the officers, employees, boards and commission members of the city. An ethics commission composed of a minimum of five qualified voters of the city shall be established to advise the council on the content and requirements of the ethics policies and ordinance and to hear and decide complaints filed pursuant to such policies and ordinance. The council shall receive applications from and interview persons interested in serving on the ethics commission. After concluding the interview process, each Each council member has the right to recommend appointment of qualified citizens to serve, subject to the approval by vote of the council. Should the council approve a seven member ethics commission, each council member shall appoint one member to the commission, subject to the approval by vote of the council. If a sufficient number of qualified voters do not apply to fill vacancies on the commission, the council may appoint up to two residents of the extraterritorial jurisdiction to serve on the ethics commission. The

council may not appoint any person related to a member of the council within the first degree of consanguinity or affinity. The members of such commission are appointed, supervised and removed by the city council and shall meet upon a complaint or grievance being filed or at the request of the council or the city manager. The ethics commission has authority and power to investigate complaints; gather and hear evidence; issue and enforce subpoenas to compel the attendance of witnesses and collection and presentation of any evidence or documents; decide ethics complaints based on the information and facts submitted; issue written opinions; issue verbal or written reprimands and to admonish; and in appropriate circumstances, to recommend to the city council and/or the city manager as appropriate more severe disciplinary action, including removal, termination, civil litigation or criminal charges. The ethics commission shall be advised by independent legal counsel nominated by the city attorney and appointed by the council.

Section 12.04. - Conflict of Interest.

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, or a family member related to the officer or employee within the first degree of consanguinity or affinity, 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.

Article XIII. General Provisions

Section 13.06. - Public Records.

All public records of every office, department, or agency of the city, that are not subject to a privilege against disclosure that is recognized by state or federal law are open to inspection by the public all reasonable times in accordance with state law and the policies and procedures established by the City that are consistent with state law; ~~provided that the following records shall not be considered public records for the purpose of this section:~~

- ~~(a) records that may be closed to the public pursuant to state law;~~
- ~~(b) records that are attorney-client privileged;~~
- ~~(c) records that regard a competitive bid or proposal that has not been finally awarded;~~
- ~~(d) records that regard the active negotiation of a contract or pending acquisition of property;~~
- ~~or~~
- ~~(e) records that that include information that is protected by a right of privacy established by statute or constitution.~~

Section 13.07. - Succession.

If four or more positions on the city council become vacant at any time due to disaster or an event that results in the death or inability to serve of four or more members, the mayor, mayor pro-tem, majority of the surviving members of council, or if there be but one, any surviving member, may call a special election to fill the vacant positions. In such event, pending the election, if there are three surviving members of the city council, they constitute a

quorum. If there are not at least three surviving members, the following officers of the city in the order listed shall serve with the surviving members of the council on an interim basis as necessary to result in a four-member quorum:

- (a) the chair of the planning and zoning commission;
- (b) the vice chair of the planning and zoning commission;
- (c) the city manager;
- (d) the chief of police;
- (e) the city secretary; and
- (f) the finance director; and**
- ~~(g)~~ **(g)** the director of public works.

If such surviving officers not be sufficient in number to constitute a quorum, the remainder shall constitute a quorum until the officers elected at the special election take office.

Section 13.08. - Charter Review.

The council will ~~shall~~ review the charter every two years to determine if any amendment should be considered. The council will ~~shall~~ appoint a charter review commission, consisting of seven qualified voters of the city, at least every fifth year. The terms of each charter review commission will ~~shall~~ be six months and such commission will ~~shall~~ review, hold hearings upon and make recommendations for the amendment, if any, of this charter. Any resulting charter elections will ~~shall~~ be noticed and held in compliance with state law.

SECTION 2. Notice of the election shall be given and the election shall be held in compliance with the provisions of the Texas Election Code and Chapter 9, Texas Local Government Code, in all respects. The ballot propositions for the special election shall comply with the Tex. Elec. Code and be in the form provided by the City to the Travis County Elections Officer for use on the voting devices and ballots used by Travis County; provided that the official ballot shall be prepared in such a manner as will permit the voters to vote "For" or "Against" each proposition submitted, with the propositions to be expressed on the official ballot in a form substantially as follows:

CITY OF MANOR PROPOSITION A
Annexation

Shall Section 1.07 and Section 2.01 of the City Charter be amended to require consent to annexation of land by the City as required by state law?

_____ Yes _____ No

CITY OF MANOR PROPOSITION B
City Council Four-Year Term of Office

Shall Section 3.01 of the City Charter be amended to increase the terms of office for the Mayor and City Council from two-year to four-year terms, and to provide for transition to four year terms, and shall Sections 3.05, 5.02, 5.09, and 5.11 be amended and Section 5.12 be added to make the Charter consistent with state law for four-year terms by providing for election by majority vote, providing for runoff elections if no candidate is elected by majority vote, and providing for special elections to fill vacancies on council?

_____ Yes _____ No

CITY OF MANOR PROPOSITION C
Term Limits

Shall Section 3.02 of the City Charter be amended to clarify that partial terms of office count towards term limits?

_____ Yes _____ No

CITY OF MANOR PROPOSITION D
Council Vacancy Filled by Appointment

If four-year terms are adopted, shall Section 3.05 of the City Charter be amended to provide that the Council may fill a vacancy that occurs when there are 12 months left on the term either by appointment or special election, unless there are already two places on Council that have been filled by appointment?

_____ Yes _____ No

CITY OF MANOR PROPOSITION E
Council Compensation

Shall Section 3.09 of the City Charter be amended to compensate the Mayor in the amount of \$150 per council meeting and each City Councilmember in the amount of \$75 per council meeting attended each month, up to a maximum of two?

_____ Yes _____ No

CITY OF MANOR PROPOSITION F
Automatic Resignation Upon Announcing for Office

Shall Section 3.10 of the City Charter be amended to provide that a Councilmember’s announcement of candidacy for another office at any time during their term creates a vacancy in office?

_____ Yes _____ No

CITY OF MANOR PROPOSITION G
Powers of the Mayor

Shall Section 4.01 of the City Charter be amended to remove the authorization of the Mayor to “take command of the police” and “maintain order and enforce all law” during times of declared emergency?

_____ Yes _____ No

CITY OF MANOR PROPOSITION H
Posting of Notices on City Website

Shall Sections 1.07, 5.01, 6.10, 8.05, 8.11, and 11.02 of the City Charter be amended to require notices described in those sections be posted on the City’s website as well as published in the newspaper?

_____ Yes _____ No

CITY OF MANOR PROPOSITION I
Residency Requirement for Voters

Shall Section 5.08 of the City Charter be amended to conform the residency requirements for voters to what is required by state law?

_____ Yes _____ No

CITY OF MANOR PROPOSITION J
Power of Referendum

Shall Section 6.03 of the City Charter be amended to clarify the section describing the power of referendum granted under the Charter?

_____ Yes _____ No

CITY OF MANOR PROPOSITION K
Public Works

Shall Section 7.08 of the City Charter be amended to add parks to the duties of the public works department and to state that the public works director is appointed and removed by the City Manager?

_____ Yes _____ No

CITY OF MANOR PROPOSITION L
Human Resources

Shall Section 7.11 of the City Charter be amended to establish the office of Human Resources?

_____ Yes _____ No

CITY OF MANOR PROPOSITION M
Development Services Department

Shall Section 10.07 of the City Charter be amended to establish the department of Development Services to be managed by a director of planning, to provide for the duties of the planning director, and state that the planning director is appointed and removed by the City Manager?

_____ Yes _____ No

CITY OF MANOR PROPOSITION N
Community Committees

Shall Section 10.10 be added to the City Charter to establish the community collaborative committee, the economic development committee, the public safety committee, and the emergency management committee and to provide for the makeup and duties of the committees?

_____ Yes _____ No

CITY OF MANOR PROPOSITION O
Franchise Authority

Shall Section 11.02 of the City Charter be amended to address preemption by state and federal law of the City's franchise authority and procedures for granting a franchise?

_____ Yes _____ No

CITY OF MANOR PROPOSITION P
Ethics Commission

Shall Section 12.01 of the City Charter be amended to establish an application and interview process for appointing ethics commission members, to allow for appointment of up to two residents of the extraterritorial jurisdiction to the commission if there are not enough qualified applicants from the city limits, and to prohibit appointment of persons related within the first degree of affinity or consanguinity to the city council?

_____ Yes _____ No

CITY OF MANOR PROPOSITION Q
Conflict of Interest

Shall Section 12.04 of the City Charter be amended to prohibit elected or appointed officers or employees of the city from participating in decisions on matters if a family member related to the officer or employee within the first degree of consanguinity or affinity has a personal financial or property interest in the matter?

_____ Yes _____ No

CITY OF MANOR PROPOSITION R
Public Records

Shall Section 13.06 of the City Charter, which governs public records, be amended to confirm this section to state law?

_____ Yes _____ No

CITY OF MANOR PROPOSITION S
Succession

Shall Section 13.07 of the City Charter be amended to add the finance director to persons within the chain of succession?

_____ Yes _____ No

CITY OF MANOR PROPOSITION T
Charter Review Cycle – Change “Shall” to “Will”

Shall Section 13.08 of the City Charter, governing the frequency of City Charter reviews, be amended to change the word “shall” to “will” wherever it appears in this section?

_____ Yes _____ No

SECTION 3. The election precincts for the election shall be the election precincts established by Travis County, provided that each shall contain and include geographic area that is within the City and the election precincts are in accordance with the City Charter.

SECTION 4. Notice of the election shall be given by posting a notice containing a substantial copy of this ordinance on the bulletin board used for posting notice of meetings of the governing body at the City Hall not later than the twenty-first (21st) day before the election, provided that Exhibit A may be made available in the office of the City Secretary for review upon request, and by publishing said Notice of Election on the same day in each of two successive weeks, with the first such publication occurring before the fourteenth (14th) day before the date of the election. The notice that is posted, and the notice that is published in a newspaper of general circulation within the city, will be written in both English and Spanish.


SECTION 5. The elections shall be held and conducted by the Travis County Election Officer in compliance with state law, the City Charter, the Election Agreement, and the resolution calling the 2020 general election except where it clearly conflicts with this Ordinance; provided that Chapter 9, Texas Local Gov’t Code shall apply to the special election. And, this Ordinance shall be in force and effect from and after its passage on the date shown below.

SECTION 6. The City Council finds and declares the adoption, passage and implementation of this ordinance is an emergency and necessary for the preservation and protection of the citizens.

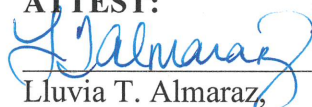
SECTION 7. It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Act, *Chapter 551, Texas Government Code*.

PASSED AND APPROVED on this the 5th day of August 2020.

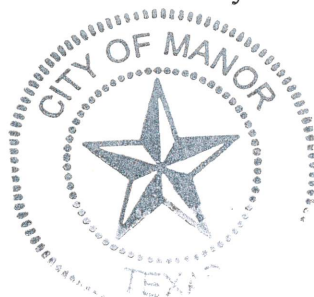
THE CITY OF MANOR, TEXAS



Dr. Larry Wallace Jr.,
Mayor

ATTEST:


Luvia T. Almaraz,
City Secretary



City	Population	Contract/Emp	Manager/ Council	Position	
Alamo Heights	8,374	Employee	Manager		
Angelton	19,500	Employee	Manager	Director	
Azle	12,796	Employee	Manager	Director	
Bastrop	9,653	Employee	Manager	Director	
Beeville	12,912	Employee	Council	Director	X
Bellmead	10,556	Employee	Manager		
Bridge Port	7,016	Employee	Council		
Brownsville	188,773	Employee	Manager	Director	
Buda	18,450	Employee	Manager	Director	
Burnet	6,592	Employee	Manager		
Cedar Hill	48,560	Employee	Manager	Administrative	
Center	5,085	Employee	Manager	Administrative	
Cleburne	30,289	Employee	Manager- appointed by Council		
Crandall	3,650	Employee	Manager	Administrative	
Crowley	29,527	Employee	Manager		
Deer Park	33,855	Employee	Manager		
El Paso	974,000	Employee	Manager		
Elgin	10,064	Employee	Manager	Manager	
Eules	55,763	Employee	Council and Manager		X
Everman	6,057	Employee	Manager		
Forney	21,459	Employee	Council	Administrative	X
Friendswood	40,800	Employee	Manager- appointed by Council		
Grand Prairie	63,166	Employee	Manager	Director	
Harker Heights	30,861	Employee	Manager	Administrative	
Jerseyville	7,776	Employee	Council		
Katy	391,000	Employee	Manager- appointed by Council		
Lago Vista	6,935	Employee	Manager	Administrative	
Lake Worth	4,785	Employee	Manager	Administrative	
Lancaster	59,433	Employee	Council		
League City	103,310	Employee	Council	Manager	
Lockhart	15,150	Employee	Manager	Director	
Manor	22,188	Employee	Manager	Manager	
Mount Pleasant	15,897	Employee	Manager	Manager	

Murphy	20,612	Employee	Council	Administrative
Nacogdoches	32,637	Employee	Manager	Director
Pilot Point	4,867	Employee	Council	
Red Oak	14,781	Employee	Manager	Manager
Roanoke	10,537	Employee	City Manager	
Royse City	12,982	Employee	Council	
Spring Valley	3,539	Employee	Manager- appointed by Council	Administrative
Sugarland	118,709	Employee	Asst City Manager	Director
Sunnyvale	7,399	Employee	Council	
Uvalde	15,860	Employee	Manager	
Waco	142,225	Employee	Council	Director
White Settlement	17,824	Contract	Council	Administrative

Section 7.08. Public Works Department. There will be established a public works department to administer, supervise and coordinate the construction and maintenance of the streets, parks, water/wastewater and thoroughfares, the drainage system, and all public property and equipment not the responsibility of another department. The department will have and be responsible for other duties, projects and works as provided by ordinance or assigned by the city manager. The director of public works will administer and manage the department. The director of such department is appointed and removed by the city manager. [Amended November 2020]

Section 7.09. City Attorney. There shall be a department and office of city attorney. The council appoints and removes a city attorney by majority vote. The city attorney shall be a competent and duly licensed attorney and shall have not less than five years experience practicing municipal law in Texas. The city attorney and any appointed associates shall be competent and duly licensed attorneys. He or she shall receive for his or her services such compensation as may be fixed by the council and shall advise the city on all legal matters and represent the city in all litigation and other legal matters. The city attorney may appoint assistant city attorneys, and the council may retain different or additional attorneys for specific matters when it deems same to be necessary. The city attorney shall be the legal advisor of the council and all offices and departments of the city.

Section 7.10. Municipal Court. ~~The department of the Municipal Court shall be established and maintained.~~ There shall be a court, designated as the “Municipal Court” of the City of Manor, for the trial of misdemeanor offenses, with all such powers and duties as are now, or may hereafter be, prescribed by laws of the State of Texas relative to municipal courts. The municipal court shall be organized and supervised as follows:

- a) ~~The presiding municipal judge and the associate judges shall be authorized by a majority of council and are appointed by the city manager.~~ **The City Manager shall appoint the Presiding Municipal Judge and any Associate Judges and recommend their compensation subject to Council approval. The Judges shall possess a current license in good standing with the State Bar of Texas.**
- b) ~~The presiding municipal judge and associate judges shall be compensated as recommended by the city manager and approved by the city council. The municipal judge is responsible for the supervision and management of the court.~~
- c) **The Presiding Municipal Judge and Associate Judges shall be appointed for a term of four (4) years and such term shall coincide with the term of the mayor. Any vacancy in the office of municipal judge by death, resignation, or otherwise shall be filled in the same manner as original appointments.**
- d) **The Presiding Municipal Judge and Associate judges shall each year meet the annual continuing education requirements of the state Government Code. (2003 Code, Sec. 7.106)**

e) The Presiding Municipal Judge and Associate judges, prior to taking office, shall take the oath of office required by the state constitution and state laws.

f) There shall be a ~~court clerk~~ Court Administrator who may be appointed and removed by the city manager. The Court Administrator is responsible for the supervision and management of the court. The Court Administrator shall have the power to administer oaths and affidavits, make certificates, affix the seal of the court thereto, and otherwise perform any and all acts necessary in issuing process for such court and conducting the business thereof.

g) There shall be such deputy clerks of the Municipal Court as may be authorized by the city manager, who shall have the authority to act for and on behalf of the Court Administrator of the municipal court, and who shall be appointed by the Court Administrator of the municipal court.

h) All costs, fees, special expenses and fines imposed by the municipal court shall be paid into the city treasury for the use and benefit of the city, except as required by state law.

ORDINANCE NO. 354

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, PROVIDING FOR PRESIDING, ASSOCIATE, AND ADMINISTRATIVE JUDGES OF THE MANOR MUNICIPAL COURT; ESTABLISHING COURT-RELATED FEES; PROVIDING OPEN MEETINGS; SEVERABILITY CLAUSES; AND ESTABLISHING AN EFFECTIVE DATE.

Whereas, the Charter of the City of Manor, Texas, (the "City") a Texas home-rule municipality, establishes the Municipal Court of the City and provides for the municipal judge and associate judges to be authorized by a majority of Council and to be appointed by the City Manager; and

Whereas, the Texas legislature has amended certain statutes governing fees that may be collected by the Municipal Court;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

Section 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Administrative Division of the Municipal Court.

a) There is hereby established an Administrative Division of the Municipal Court of the City of Manor.

b) The Administrative Division of the Municipal Court shall perform the following functions and duties:

- (1) Take and accept pleas of guilty, nolo contendere, or not guilty
- (2) Grant continuances
- (3) Enter judgments on pleas of guilty or nolo contendere
- (4) Issue arrest warrants, capias, and capias pro fine
- (5) Issue summons
- (6) Grant deferred disposition pursuant to terms established by the Presiding Judge
- (7) Grant driving safety courses
- (8) Dismiss cases when required by law or upon prosecutor motion
- (9) Any other duties assigned by the City Manager and authorized by the laws of the state to be performed by municipal court judges.

c) The Administrative Division shall not set or take bail, hear motions, or conduct arraignments, hearings, or trials.

Section 3. Municipal Court Judges.

(a) *Presiding Judge.* There is hereby created the office of presiding judge of the municipal court who shall have all the powers and authority prescribed by the laws of the state for municipal

court judges. The presiding judge of the municipal court shall perform the duties as prescribed by the laws of the state. The presiding judge shall be responsible for the supervision and management of the court. The presiding judge may perform those duties prescribed for the Administrative Division of the Municipal Court.

(b) *Associate Judge.* There is hereby created the office of associate judge of the municipal court, who shall have all the powers and authority prescribed by the laws of the state for municipal court judges. The associate judge of the municipal court shall perform the duties of the presiding judge in the event that the presiding judge is unable to act. The associate judge may perform those duties prescribed for the Administrative Division of the Municipal Court.

(c) *Administrative Judge.* There is hereby created the position of administrative judge of the municipal court. The administrative judge shall perform those duties prescribed for the Administrative Division of the Municipal Court.

(d) *Qualifications.* The presiding judge, associate judge, and administrative judge shall be at least 18 years of age and shall not have been convicted of a felony nor a crime involving moral turpitude.

(e) *City Manager to Appoint.* The office of judge and associate judge of the municipal court shall be filled by appointment by the City Manager. The position of administrative judge shall be filled by a person designated by the City Manager, and the City Manager may fill the position with a person who holds another position with the City other than court clerk or deputy court clerk.

(f) *Term; compensation.*

(1) *Presiding and Associate Judges.* The presiding judge and the associate judge shall be appointed for a term of office running concurrently with that of the mayor. The judges shall hold office for the term appointed and until the successor to office has been appointed, qualified, and has assumed office. A judge who is not reappointed by the 91st day following the expiration of a term of office shall, absent action by the appointing authority, continue to serve for another term of office beginning on the date the previous term of office expired.

(2) *Administrative Judge.* If City Manager fills the position of administrative judge with a person who holds another position with the City, the person shall serve as administrative judge for the duration of his or her employment, unless earlier relieved of his or her duties as administrative judge. Otherwise, the administrative judge shall serve for the period of time set forth in Section 3(f)(1) above.

(3) *Compensation.* The judges shall receive such compensation as the council shall establish in the budget and appropriate funds therefore, and shall furnish such surety bond as may be required by the council, the premium to be paid by the city.

(g) *Temporary Judges.* The City Manager may appoint a temporary judge to serve if the presiding judge, the associate judge, or the administrative judge is temporarily unable to act for

any reason. The temporary judge shall have the same powers and duties as the respective position to which he or she is appointed.

Section 4. Clerk of Court.

- (a) *Appointment and Term.* The City Manager shall appoint the municipal court clerk and may appoint one or more deputy clerks. The municipal court clerk and the deputy clerk(s) shall hold office during his/her duration of employment, or as otherwise prescribed by the city council.
- (b) *Qualifications.* The municipal court clerk and deputy clerk(s) shall be at least 18 years of age and shall not have been convicted of a felony nor a crime involving moral turpitude.
- (c) *Duties.* The clerk and deputy clerk(s) shall perform all duties prescribed by the law of the state. It shall be the further duty of the municipal court clerk to make a monthly report of all fines and collections and the disposition of all cases, and file the same with the council.
- (d) *Compensation.* The municipal court clerk and deputy clerk(s) shall receive such compensation as the council shall establish in the budget and appropriate funds therefore, and shall furnish such surety bond as may be required by the council, the premium to be paid by the city.

Section 5. Repeal of Section 2(j), Ordinance No. 189. Section 2(j), Ordinance No. 189 is hereby repealed.

Section 6. Amendment of Section 4(c)(2), Ordinance No. 189. Section 4(c)(2), Ordinance No. 189 is hereby amended in its entirety to read as follows:

- (2) *Collection and Deposit.* The Municipal Court Clerk shall collect such court costs, including the technology fee, and pay such court costs to the Director of Finance or designee for all offenses governed by this subsection.

The Director of Finance or designee shall deposit the \$4.00 technology fee portion of such court costs into the "Municipal Technology Fund".

Section 7. Repeal of Conflicting Ordinances. Ordinance Numbers 82, 82-A, and 82-B are hereby repealed. All parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict only.

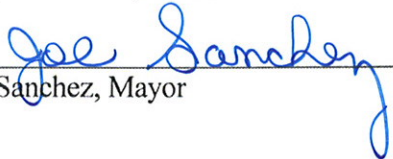
Section 8. Severability. Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

Section 9. Effective Date. This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov't. Code*.

Section 10. Open Meetings. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code.*

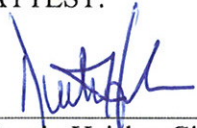
PASSED AND APPROVED this the _____ day of _____, 2008.

City of Manor, Texas



Joe Sanchez, Mayor

ATTEST:



Dustin Haisler, City Secretary



**CITY COUNCIL
REGULAR SESSION MINUTES
MAY 4, 2022**

PRESENT:

Dr. Christopher Harvey, Mayor

COUNCIL MEMBERS:

- Emily Hill, Mayor Pro Tem, Place 1
- Anne Weir, Place 2
- Maria Amezcua, Place 3
- Sonia Wallace, Place 4
- Aaron Moreno, Place 5
- Vacant, Place 6

CITY STAFF:

- Scott Moore, City Manager
- Lluvia T. Almaraz, City Secretary
- Scott Dunlop, Development Services Director
- Ryan Phipps, Chief of Police
- Lydia Collins, Director of Finance
- Debbie Charbonneau, Heritage and Tourism Manager
- Tracey Vasquez, HR Manager
- Michael Tuley, Director of Public Works
- Lance Zeplin, Streets/Parks Superintendent
- Scott Jones, Economic Development Director
- Phil Green, IT Director
- Veronica Rivera, Assistant City Attorney
- Mandy Miller, Administrative Assistant

REGULAR SESSION – 7:00 P.M.

With a quorum of the Council Members present, the regular session of the Manor City Council was called to order by Mayor Harvey at 7:04 p.m. on Wednesday, May 4, 2022, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Harvey led the Pledge of Allegiance.

PRESENTATIONS

A. Recognition Award

Mayor Harvey presented a plaque award to Development Services Director Scott Dunlop.

Mayor and Council acknowledge Mr. Dunlop for his dedication as Interim City Manager.

B. Tree City USA Recognition presented by Alison Baylis, Regional Urban Ecologist, Texas A&M Forest Service

Ms. Baylis with Texas A&M Forest Service presented a recognition plaque to the City of Manor for becoming Tree City USA.

EVENTS/ANNOUNCEMENTS

A. Manor Palooza – May 6-7, 2022

Heritage and Tourism Manager Debbie Charbonneau invited everyone to attend Manor Palooza on May 6-7, 2022.

PROCLAMATIONS

A. Declaring the month of May, as “Mental Health Awareness Month”

Mayor Harvey read and presented proclamation to Mayra Hernandez, Director, The Whole Child with Manor ISD. Ms. Hernandez thanked the Mayor and Council for the recognition and invited everyone to attend the 1st Mental Health Symposium event at Manor New Tech HS on May 19, 2022, from 5:30 p.m. – 8:00 p.m.

B. Declaring Wednesday, May 11, 2022, as “School Nurse Day”

Mayor Harvey read and presented proclamation to Diana R. Rodriguez with Manor ISD Health and Wellness. Ms. Rodriguez thanked the Mayor and Council for the recognition. Manor ISD nurses in attendance were Ms. Arliese Lee, Jocelyn Jarmon, Ashely Weber, Michelle Powel, Frances Foster; and Danielle Polleywere.

Mayor Harvey introduced and welcomed City Manager Scott Moore to the first Council Meeting. Mayor Harvey also thanked the City Council and City staff for the hard work regarding the recruiting process.

PUBLIC COMMENTS

Robert Battaile, 502 E. Eggleston Street, Manor, Texas spoke regarding the recording of meetings. Mr. Battaile is requesting monthly town hall meetings, establishment of a recreation department, public information officer for communications, public art funding, parkland amenities, parkland fees and parkland donations from developers. Mr. Battaile stated he had created an organization called Manor Country Club and invited the community to become part of it.

No one else appeared at this time.

REPORTS

A. Leadership Manor Project

Debbie Charbonneau, Heritage and Tourism Manager gave an update on the new project for the Leadership Manor regarding a potential Veteran's Wall and beatification to Jennie Lane Park.

B. 2050 Comprehensive Plan

Chance Sparks with Freese and Nichols, Inc gave an update on the 2050 Comprehensive Plan. Mr. Sparks highlighted the interaction they've had with the community and city staff regarding the project.

CONSENT AGENDA

1. **Consideration, discussion, and possible action to approve the City Council Minutes of April 20, 2022, City Council Regular Meeting.**
2. **Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 11.408 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of the city, at the request of the property owner; approving an agreement for the provision of services for the annexed area and providing for other related matters.**

Ordinance No. 646: An Ordinance of the City of Manor, Texas Annexing 11.408 Acres of Land, More or Less, Located in Travis County, Including the Abutting Streets, Roadways, and Rights-Of-Way into the Corporate Limits of the City, at the Request of the Property Owner; Approving an Agreement for the Provision of Services for the Annexed Area; Making Findings of Fact; Providing a Severability Clause and an Effective Date; and Providing for Open Meetings and Other Related Matters.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Wallace to approve the consent agenda.

There was no further discussion.

Motion to approve carried 6-0

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 7:48 p.m. on Wednesday, May 4, 2022, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council convene into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in *Section 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney)* to consult with legal counsel regarding the *Interlocal Agreement for Fire Code Enforcement Services between the City of Manor and Travis County Emergency Services District No. 12* at 7:48 p.m. on Wednesday, May 4, 2022.

The Executive Session was adjourned at 8:46 p.m. on Wednesday, May 4, 2022

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and took action on item(s) discussed during Closed Executive Session at 8:46 p.m. on Wednesday, May 4, 2022.

Mayor Harvey opened the floor for action to be taken on the items discussed in the Executive Session.

REGULAR AGENDA

3. Consideration, discussion and possible action on an ordinance amending Chapter 3, Building Regulations, of the City of Manor Ordinances to amend the definition of Fire Marshall.

The city staff recommended that the City Council approve Ordinance No. 647 amending Chapter 3, Building Regulations, of the City of Manor Ordinances to amend the definition of Fire Marshall.

Assistant City Attorney Rivera discussed the proposed ordinance.

Ordinance No. 647: An Ordinance of the City of Manor, Texas, Amending Manor Code of Ordinances Chapter 3 Building Regulations by Amending the Definition of Fire Marshal, Severability, and an Effective Date.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Moreno, to approve Ordinance No. 647 amending Chapter 3, Building Regulations, of the City of Manor Ordinances to amend the definition of Fire Marshall.

There was no further discussion.

Motion to approve carried 6-0

4. Consideration, discussion and possible action on an ordinance amending Chapter 5, Fire Prevention and Protection, of the City of Manor Ordinances, to amend among other things, the appointment of the Fire Code Official and to allow for the adoption of new editions of the International Fire Code, among other things.

The city staff recommended that the City Council approve Ordinance No. 648 amending Chapter 5, Fire Prevention and Protection, of the City of Manor Ordinances, to amend among other things the appointment of the Fire Code Official and to allow for the adoption of new editions of the International Fire Code.

Assistant City Attorney Rivera discussed the proposed ordinance. Ms. Rivera stated there was a correction on Section 3 of the ordinance regarding the Section Code and should read Section 26.041. She asked for Council to include the amendment on the motion.

Ordinance No. 648: An Ordinance of the City of Manor, Texas, Amending Manor Code of Ordinances Chapter 5 Fire Prevention and Protection by Providing for the Appointment of the Fire Code Official; Relating to Fire Prevention and Protection, Severability, and an Effective Date.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Mayor Pro Tem Hill, to approve Ordinance No. 648 amending Chapter 5, Fire Prevention and Protection, of the City of Manor Ordinances, to amend among other things the appointment of the Fire Code Official and to allow for the adoption of new editions of the International Fire Code as amended by the City Attorney.

There was no further discussion.

Motion to approve carried 6-0

5. Consideration, discussion, and possible action on a Resolution accepting the petition for annexation of 14.55 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits and setting a date for a public hearing.

The city staff recommended that the City Council approve Resolution No. 2022-08 accepting the petition for annexation of 14.55 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits and setting a date for the public hearing.

Development Services Director Dunlop discussed the proposed Resolution.

Resolution No. 2022-08: A Resolution of The City of Manor, Texas, Accepting the Petition for Annexation of 14.55 Acres of Land, More or Less; Being Located in Travis County, Texas and Adjacent and Contiguous to the City Limits; and Providing for Open Meetings and Other Related Matters.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Amezcua, to approve Resolution No. 2022-08 accepting the petition for annexation of 14.55 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits and setting a date for the public hearing.

There was no further discussion.

Motion to approve carried 6-0

6. Consideration, discussion, and possible action on a Resolution accepting the petition for annexation of 62.8431 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits and setting a date for a public hearing.

The city staff recommended that the City Council postpone item to the June 1, 2022, Regular Council Meeting per applicant.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Moreno, to postpone item to the June 1, 2022, Regular Council Meeting.

There was no further discussion.

Motion to postpone carried 6-0

7. Consideration, discussion, and possible action on the City of Manor, Texas Deposit Agreement for the Proposed Water Service Transfer for the Manor Downs Multifamily (9910 Hill Lane) Project.

The city staff recommended that the City Council approve the City of Manor, Texas Deposit Agreement for the Proposed Water Service Transfer for the Manor Downs Multifamily (9910 Hill Lane) Project and authorize the City Manager to execute the agreement.

Development Services Director Dunlop discussed the proposed agreement.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve the City of Manor, Texas Deposit Agreement for the Proposed Water Service Transfer for the Manor Downs Multifamily (9910 Hill Lane) Project and authorize the City Manager to execute the agreement.

There was no further discussion.

Motion to approve carried 6-0

8. Consideration, discussion, and possible action on a Water Service Area Transfer Agreement between the City of Manor, Texas and Manville Water Supply Corporation for a 40-acre tract.

The city staff recommended that the City Council approve the Water Service Area Transfer Agreement between the City of Manor, Texas and Manville Water Supply Corporation for a 40-acre tract and authorize the City Manager to execute the agreement.

Development Services Director Dunlop discussed the proposed agreement.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Mayor Pro Tem Hill, to approve the Water Service Area Transfer Agreement between the City of Manor, Texas and Manville Water Supply Corporation for a 40-acre tract and authorize the City Manager to execute the agreement.

There was no further discussion.

Motion to approve carried 6-0

9. Consideration, discussion and possible action on the Development Agreement Establishing Development Standards for Monarch Ranch Development.

The city staff recommended that the City Council approve the Development Agreement establishing Development Standards for Monarch Ranch Development.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas submitted a speaker card in opposition to this item. Mr. Battaile expressed his concerns regarding the proposed development.

Development Services Director Dunlop discussed the proposed agreement.

Assistant City Attorney Rivera stated there were revisions to the agreement and changes were made to the ownership names from individuals to Texas Limited Liability Company's (LLC). She asked for Council to include the amendment on the motion.

Rick Hanna with Blackburn Homes, 4201 W. Parmer Lane, Austin, Texas, submitted a speaker card in support of this item. Mr. Hanna discussed the proposed development and gave a description of the amenities that would be provided in the community regarding parkland.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua, to approve the Development Agreement establishing Development Standards for Monarch Ranch Development as amended by City Attorney.

There was no further discussion.

Motion to approve carried 6-0

10. Consideration, discussion and possible action on an amendment to the City of Manor, Texas Public Improvement District (PID) Policy.

The city staff recommended that the City Council approve the amendment to the City of Manor, Texas Public Improvement District (PID) Policy.

Development Services Director Dunlop discussed the proposed amendment to the PID Policy regarding a community benefit fee.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Moreno, to approve the amendment to the City of Manor, Texas Public Improvement District (PID) Policy to include At City Council's discretion, a payment of a community benefit fee of five percent (5%) up to thirty percent (30%) of bond par shall be paid to the City three (3) days prior to bond closing based on the degree that project improvements confer benefits that enhance the City's master plan and/or exceed City's subdivision requirements.

The discussion was held regarding the clarification of the community benefit fee and City Council's discretion of choosing the benefit fee percentage.

There was no further discussion.

Motion to approve carried 6-0

11. Acknowledge the resignation of Planning and Zoning Commissioner Prince John Chavis, Place No. 4; and declare a vacancy.

The city staff recommended that the City Council acknowledge the resignation of Planning and Zoning Commissioner Prince John Chavis, Place No. 4; and declare a vacancy.

MOTION: Upon a motion made by Council Member Moreno and seconded by Mayor Pro Tem Hill, to acknowledge the resignation of Planning and Zoning Commissioner Prince John Chavis, Place No. 4; and declare a vacancy.

The discussion was held regarding the clarification on Mr. Chavis deployment and his request to maintain on the eligible list to be reconsidered for appointment.

There was no further discussion.

Motion to approve carried 6-0

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 9:18 p.m. on Wednesday, May 4, 2022, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council convene into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in *Section 551.074 (Personnel Matters) to discuss duties of the City Manager* at 9:18 p.m. on Wednesday, May 4, 2022.

The Executive Session was adjourned at 9:53 p.m. on Wednesday, May 4, 2022

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and took action on item(s) discussed during Closed Executive Session at 9:53 p.m. on Wednesday, May 4, 2022.

Mayor Harvey opened the floor for action to be taken on the items discussed in the Executive Session.

There was no action taken.

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 9:53 p.m. on Wednesday, May 4, 2022.

These minutes approved by the Manor City Council on the 18th day of May 2022. (*Audio recording archived*)

APPROVED:

Dr. Christopher Harvey
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Moore, City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the acceptance of the April 2022 Departmental Reports.

BACKGROUND/SUMMARY:

- Economic Development – Scott Jones, Economic Development Director
- Development Services – Scott Dunlop, Development Services Director
- Community Development – Debbie Charbonneau, Heritage and Tourism Manager
- Police – Ryan Phipps, Chief of Police
- Municipal Court – Sarah Friberg, Court Clerk
- Public Works – Michael Tuley, Director of Public Works
- Finance – Lydia Collins, Director of Finance
- Human Resources, Tracey Vasquez, HR Manager
- IT – Phil Green, IT Director

LEGAL REVIEW: Not Applicable

FISCAL IMPACT: Not Applicable

PRESENTATION: No

ATTACHMENTS: Yes

- April 2022 Department Monthly Reports

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council approve and accept the April 2022 Departmental Reports.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



MEMO

To: Mayor and City Council Members
 From: Scott Jones, Economic Development Director
 Date: May 18, 2022
 RE: **April 12 to May 10**

- Trained remotely on new CoStar property database's operation;
- Completed employee orientation and CPR/AED training;
- Attended Chamber of Commerce meeting and 5 City staff meetings;
- Set and attended 3 developer meetings; met with Elgin Economic Development Corp. staff 4/13;
- Contracted and received new retail demographic study 5/2 from The Retail Coach;
- Researched Economic Development Organizations, rules, structures and funding mechanisms;
- Attended City Council Meetings 4/20 and 5/1;
- Follow-up meeting w/TX Dept of Agriculture on Bipartisan Infrastructure Bill;
- Responded to multiple inbound property calls, including leads from Dr. Harvey's trip to ICSC Dallas and offered property data on available sites with developer/broker contacts;
- Responded to 8 Project RFI's through Austin Regional Chamber and the Governor's Economic Development Office;
- Discussed opportunities for future economic development strategies, organization types and rules, revenue options, targets, marketing opportunities, property ownership/development, winning projects vs. regional competition, downtown redevelopment, branding, workforce development, expenses, etc.; a future workshop was suggested to introduce ideas and gain consensus;
- Met with the City Manager, Director of Development Services, Austin Chamber SVP of Economic Development and a national developer on a local project issue seeking assistance and resolution;
- Assisted Chamber of Commerce with and attended ManorPalooza;
- Researching workforce development funding with Mayor Harvey from ARPA;
- Researching Community Broadband Initiatives funding through ECF with CouncilMember Wallace through T-Mobile;
- Researching area ED strategic plans, scheduling meetings with area ED Directors.

**DEVELOPMENT SERVICES DEPARTMENT REPORT
PROJECT VALUATION AND FEE REPORT**

April 1-30, 2022

Description	Projects	Valuation	Fees	Detail
Commercial Electrical	1	\$35,000.00	\$0.00	Timmerman Park
Commercial Foundation	1	\$100,000.00	\$35.00	Foundation only for Whole Foods
Commercial Irrigation	1	\$111,406.00	\$13,536.00	Compass Rose
Commrcial Sign	1	\$500.00	\$140.00	Gildon Creek Baptist Church
Residential Accessory	1	\$2,500.00	\$167.00	
Residential Deck/Patio	1	\$10,000.00	\$227.00	
Residential Electrical	12	\$317,159.48	\$1,319.00	
Residential Fence	1	\$500.00	\$107.00	
Residential Foundation Repair	1	\$10,000.00	\$192.00	
Residential Irrigation	39	\$9,270.00	\$4,173.00	
Residential Mechanical/HVAC	3	\$18,000.00	\$321.00	
Residential New	110	\$37,037,699.15	\$676,040.80	
Residential Plumbing	6	\$33,869.96	\$762.00	
Residential Swimming Pool/Spa	3	\$178,000.00	\$956.00	
Right of Way	1		\$302.00	
Totals	182	\$37,863,904.59	\$698,277.80	

Total Certificate of Occupancies Issued: 38

Total Inspections(Comm & Res): 2,065

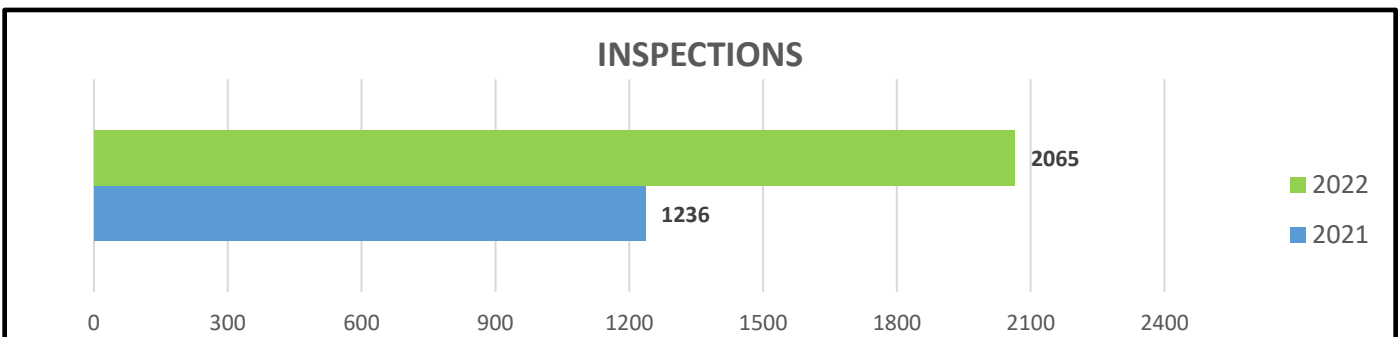
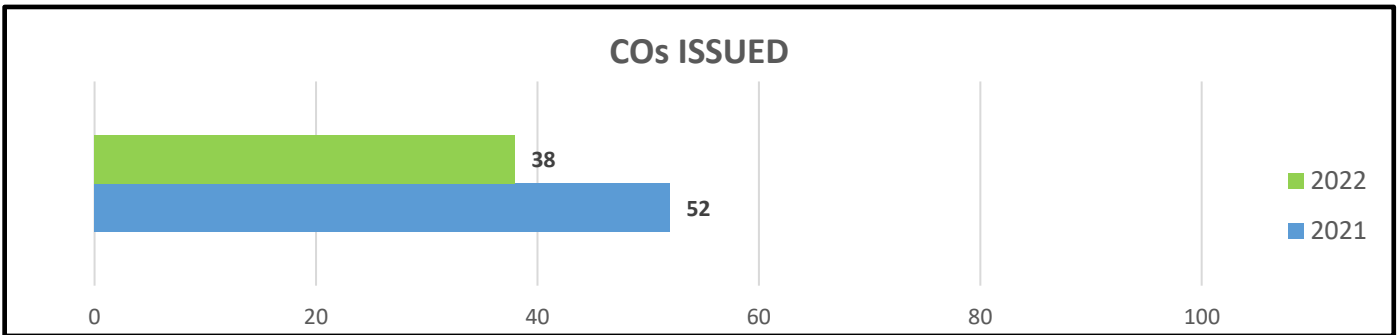
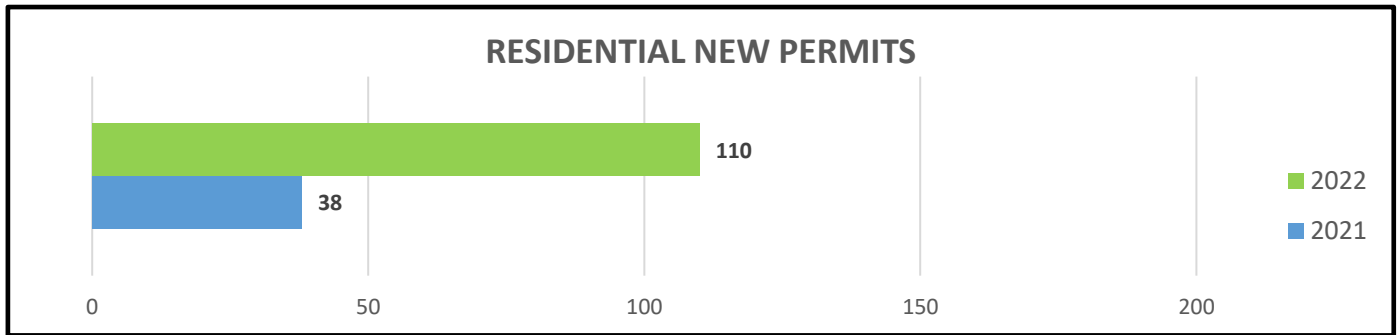
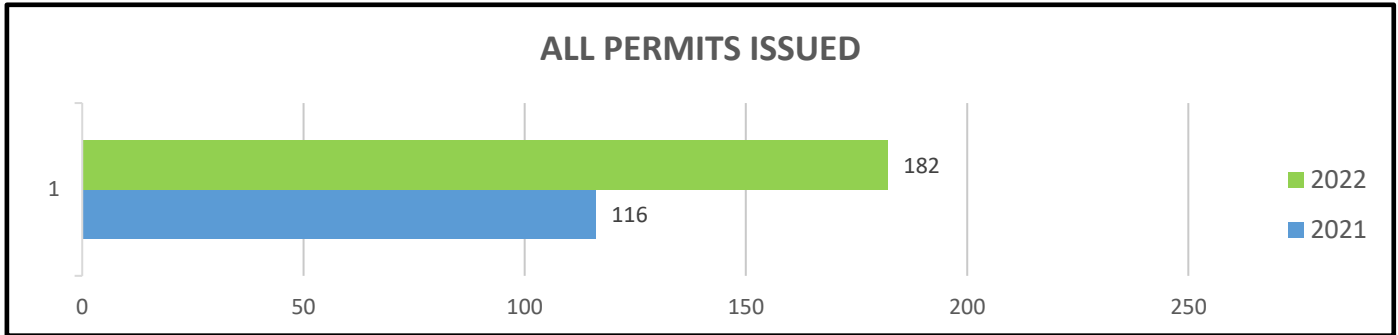
Scott Dunlop, Interim City Manager





April 2022

DEPARTMENT OF DEVELOPMENT SERVICES
SCOTT DUNLOP, DIRECTOR



*Charts displayed at different scales



MEMO

To: Mayor and City Council Members
 From: Debbie Charbonneau, Heritage & Tourism Manager
 Date: May 18, 2022
 RE: **April & May 2022**

COMMUNITY MEETINGS

- Chamber of Commerce April Board of Directors Meeting – Monday, April 4, 2022
- Chamber of Commerce May Board of Directors Meeting – Monday, May 2, 2022
- Chamber of Commerce Events Committee Meeting – Monday, April 11, 2022
- Chamber of Commerce April Monthly Lunch – April 14, 2022
- Chamber of Commerce Ribbon Cutting – Manor Vision – Tuesday, April 26, 2022
- Chamber of Commerce Ribbon Cutting – MargieRita – Wednesday, April 27, 2022
- Chamber of Commerce Ribbon Cutting and Business After Hours – Whiskey Girls – April 28, 2022
- 2022 Sesquicentennial Golf Tournament Meeting – Monday, April 11, 2022
- 2022 Sesquicentennial Golf Tournament Meeting – Tuesday, April 19, 2022
- 2022 Sesquicentennial Monthly Meeting – Tuesday, April 12, 2022
- ManorPalooza Meeting – Tuesday, April 19, 2022
- ManorPalooza Final Meeting – Tuesday, May 3, 2022
- Small Business Coffee – Wednesday, April 27, 2022
- City Shred Day – Saturday, April 23, 2022
- City Council Meeting – Wednesday, April 20, 2022
- City Council Meeting – Wednesday, May 4, 2022

BUSINESS CONTACTS/VISITS

I made twenty 32 business contacts/visits for the months of April & May

EVENTS

LEADERSHIP MANOR – CLASS #2 – THE SESQUICENTENNIAL CLASS

April was the Project Month where the class worked on the completion of their project for Presentation at graduation.



MEMO

SESQUICENTENNIAL 2022

The Steering committee has been meeting monthly.

The Steering Committee Members are:

- Lluvia Almaraz (City Secretary)
- Michelle Anderson, (Dwyer Realty)
- Debbie Charbonneau (Heritage & Tourism Manager and Chair, City of Manor)
- Lydia Collins (Finance Director, City of Manor)
- Sean Donnelly (Vice-President, Frontier Bank)
- Scott Dunlop (Development Services Director, City of Manor)
- Phil Green (IT Manager, City of Manor)
- Michelle Glaze (Director, Public Relations, Principal Professional Communications & Community Affairs/SAS, Samsung Electronics)
- Grant Hutchison (Owner, Shadow Glen Golf Club)
- Chief Ryan Phipps (Chief of Police and Co-Chair, City of Manor)
- Mike Tuley (Public Works Director, City of Manor)
- Tim Schultz (Community & Economic Development Representative, Bluebonnet Electric Co-Op)
- Tracey Vasquez (Human Resources Manager, City of Manor)
- Anne Weir (Councilwoman Place 2, City of Manor)
- Lance Zeplin (Public Works Superintendent, City of Manor)

The Sponsorship Committee is actively seeking sponsors for this event. We are pleased to announce and welcome the following sponsors:

Samsung Austin Semiconductor	Water Tower Sponsor	\$25,000.00
Frontier Bank	James Manor Sponsor	\$10,000.00
Applied Materials	James Manor Sponsor	\$10,000.00
Bluebonnet	Timmerman Park Sponsor	\$ 5,000.00
Greater Texas Federal Credit Union	Jennie Lane Sponsor	\$ 2,500.00
Whiskey Girls	Jennie Lane Sponsor	\$ 2,500.00
Cap Metro	Jennie Lane Sponsor	\$ 2,500.00
Thomas Bolt & Dr, Dustin Welch	Marnos Art Park Sponsor	\$ 1,000.00
AustiNuts	Manor Art Park Sponsor	\$ 1,000.00
Modisett & Sons	Manor Art Park Sponsor	\$ 1,000.00
Southside Market	Manor Art Park Sponsor	\$ 1,000.00
Good Luck Grill	Manor Art Park Sponsor	\$ 1,000.00
American Contractors	Manor Art Park Sponsor	\$ 1,000.00



MEMO

Thomas Bolt & Dr. Dustin Welch	Manor Art Park Sponsor	\$ 1,000.00
Café 290	Manor Art Park Sponsor	\$ 1,000.00
Compass Rose	Manor Art Park Sponsor	\$ 1,000.00

MANORPALOOZA 2022 – MAY 6 & 7, 2022

ManorPalooza was held on May 6 & 7, 2022 and was a huge success. A big shout out to all of the team for all of their hard work, support and time they gave during the event to make sure it would be a success.

OTHER DUTIES

Qwally Meeting – Monday, April 11, 2022 – We continue our bi-weekly meetings to keep improving the biz101.

Qwally Meeting – Monday, April 25, 2022 – Our bi-weekly meeting.

Qwally Meeting – Monday, May 9, 2022 – Our bi-weekly meeting.



Manor Police Department

Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting: 5/18/2022

April 2022

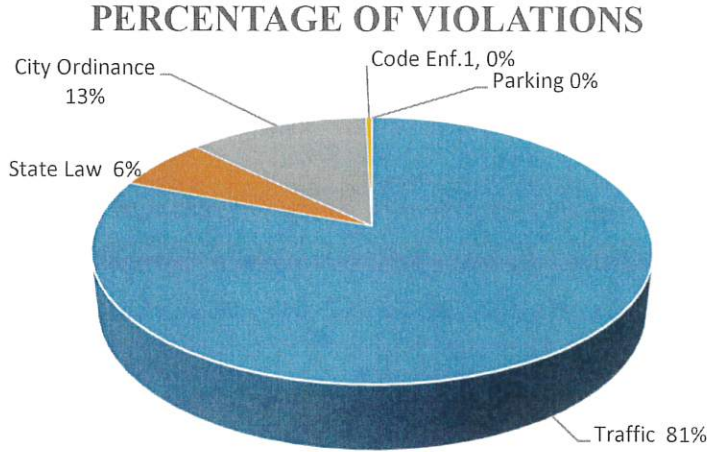
Activity	Reported Month	Same month Prior year	Percentage difference	
Calls for Service	1701	1283	32.6↑	Patrol Car Rental Last Month \$1,480 YTD \$5,433
Average CFS per day	56.7	42.7	32.8↑	
Open Cases	108	21	414.3↑	
Charges Filed	50	26	146.8↑	
Alarm Responses	56	38	92.3↑	
Drug Cases	2	6	66.7↓	
Family Violence	5	11	54.5↓	
Arrests FEL/MISD	17 Fel/50 Misd	18Fel/8Misd	5.6↓ Fel chg/ 2456.3 ↑Misd	
Animal Control	42	15	180↑	
Traffic Accidents	72	37	94.6↑	
Impounds	53	22	140.9↑	
DWI Arrests	8	6	33.3↑	
Traffic Violations	588	264	122.7	
Ordinance Violations	60	19	215.8↑	
Victim cases	30	20	50↑	
Total Victims served	43	11	290.9↑	
Laboratory Submissions	6	9	33.3↓	

Notes:

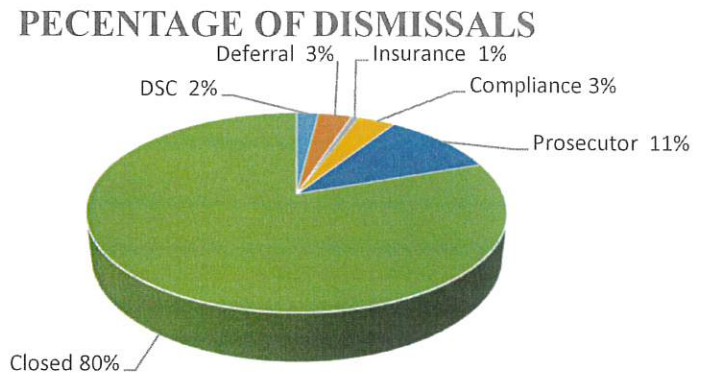
*DNA- DATA NOT AVAILABLE

City of Manor Municipal Court APRIL 2022

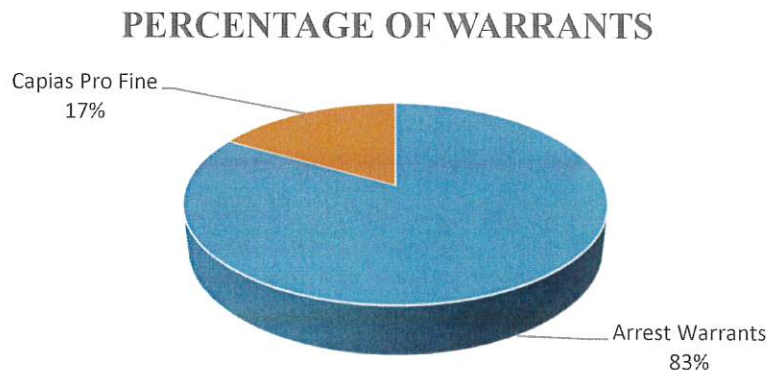
Violations Filed	Apr-22	Apr-21
Traffic	201	76
State Law	16	9
City Ordinance	31	1
Code Enforcement	1	0
Parking	0	0
Total	249	86



Dismissals	Apr-22	Apr-21
DSC	6	4
Deferral	9	18
Insurance	2	0
Compliance	10	0
Prosecutor	31	35
Closed	236	187
Total	294	244



Warrants	Apr-22	Apr-21
Arrest Warrants	89	0
Capias Pro Fine	18	0
Total	107	0



Money Collected in April 2022

Kept By City	\$36,142.20
Kept By State	\$14,203.32
Total	\$50,345.52

Money Collected in April 2021

Kept By City	\$28,899.48
Kept By State	\$10,240.30
Total	\$39,139.78



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: May 18, 2022
RE: April Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

In April, the Public Parks and Maintenance Department mowed all city facilities, alleys, and right of ways. They cleaned and maintained all city's facilities and parks. They performed all maintenance on city vehicles and heavy equipment and the Street Department repaired streets, curbs, and signs.

Water and Wastewater Department

In April, the Water Department performed daily maintenance on the water system, repaired water mains, set water meters and tested the water daily and the Wastewater Department performed daily maintenance on the wastewater plant. They cleaned and unstopped wastewater mains.

Water Production & Purchase

In April, 42 % of the water we supplied to our residents was from our wells, and we purchased 58 % from EPCOR and Manville WSC.

Subdivision Inspections

- Street Inspections- 35
- MS4 – 20 Inspection per working day.
- Water Inspections- 7
- Wastewater Inspections- 2

CITY OF MANOR
CAPITAL PROJECT STATUS REPORT

PROJECT NAME	PROJECT DESCRIPTION	MONTHLY ACTIVITY	PERCENT CONSTRUCTION COMPLETE/PHASE
Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 1	Wilbarger WWTP, Onsite LS, Public Works Bldg.	Final punch list items being corrected	99%
Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 2	Creekside Lift Station improvements, Carrie Manor Lift Station	Carrie Manor lift station wet well set, equipment installation under way	85%
2017 Water Distribution System Improvements	12" water transmission main along Gregg Lane, FM973 and Tower Road	Scope of work substantially complete, project closeout items remain	100%
2020 Cap Metro Paving Improvements	Paving improvements on Burnet, Rector and Townes Streets	Weather events have impacted construction, however prosecution of the work is being conducted diligently and timely completion is anticipated	60%
Park Bathroom	Public restroom for Timmerman Park	Supplier selected	Contracting Phase
Cottonwood Creek Wastewater Treatment Plant	200,000 GPD wastewater treatment plant and lift station	Equipment installation ongoing	60%
Cottonwood Creek Wastewater Improvements Project	Gravity wastewater lines and lift station to serve Cottonwood Creek Basin and Cottonwood Creek Tributary Basin	Pre-Con was held onsite July 30, 2021 and Notice to Proceed was issued for August 2, 2021.	5%

US 290 Water Line	12" water line extension from Presidential Glen along US 290 to past Kimbro Road	Change order to reflect pipe cost increases due to the force majeure has been executed by the City and Contractor. Notice to proceed was issued for July 1 with a September 29 completion date	40%
FM 973 Water and Wastewater Lines	12" water line and 12"/15" gravity wastewater line in FM 973	Design complete and submitted to TCEQ for review	Contract/Bidding Phase
Bastrop/Parsons Gravity Main	12" gravity wastewater main	Due to conflict with AT&T line we are preparing a change order to finish the line replacement in Parsons using pipe bursting	55%
CIP W-15 FM973 WL	12" Water Line from downtown to Manor Commons area	Final design nearing completion	Design
Pavement Management Program	Pavement Assessment and Management Program	Mapping of roadway network in GIS complete, field data collection completed, data processing completed	Evaluation Phase
I&I Program	Phase 1 and Phase 2 Inflow and Infiltration Program	System mapping and GIS data entry completed, report generation under way	Phase 1
Cottonwood Creek Wastewater Line Extension	Northern extension of gravity wastewater line in Cottonwood Creek Basin	Engineering contract issued August 4, 2021	Design Phase

Streets and Parks Monthly Report April 2022

Daily Duties and Projects 4-1-2022 / 4-30-2022

Street Maintenance- Built a trash can pad for trash cans at PD.

Street Maintenance – Saw cut E. Browning St. for street repairs between Burnet & N. LaGrange.

Street Maintenance – Started milling asphalt on E. Browning St. for base repairs between Burnet & N. LaGrange.

Street Maintenance – Hauled and spread new bas on E. Browning between Burnet & N. LaGrange.

Street Maintenance – Installed 6 parking signs at city hall.

Street Maintenance – Placed and mounted 8 picnic tables under pavilion at Timmermann Park.

Streets Maintenance – Paint striper Demonstration

Streets Maintenance – Pothole repairs at Sun Crest, E. Boyce, E. Eggleston, E. Burton, Abrahamson, John Nagel, Llano, Samaripa, E. Murray Ave, S. Bastrop, E. Lane, S. Burnet, E. Carrie Manor, San Marcos, and LaGrange.

Street Maintenance- CPR/AED training for staff.

Street/Parks Maintenance – Worked city golf tournament.

Parks Maintenance – Added dirt to tress at Public Works.

Parks Maintenance – Table setups and take downs at city hall.

Parks Maintenance – Placed new Manor Art Park sign with rules.

Parks Maintenance – Trimmed trees near Art Park in City ROW.

Parks Maintenance – Installed new mulch at Jennie Ln Park playscape.

Parks Maintenance – CPR/AED training for staff.

Parks Maintenance – Trimmed trees near Art Park prepping for Manor Palooza.

Parks Maintenance- Mowed and weed eated the Cemetery.
Weekly irrigation checks.

Playground and play scape monthly safety checks.

Scheduled weekly Park mowing maintenance completed.

Friday Afternoons Bulk Drop Off for city residence.

Scheduled weekly Park rounds @ park facilities completed.

Scheduled weekly (ROW) Right of Way mowing completed.

Weekly vehicle & equipment checks and maintenance.

MS4 Storm drain inspections monitored New/Construction under warranty

-32 locations inspected once a day.

-3 MS4 reports submitted this month as required by TCEQ.

Concrete Pre pour Inspection

Logos Phase 4 & 5 – 0 inspections

Manor Heights Phase 2 – 10 inspections

Manor Heights Phase 3 – 3 inspections

Manor Heights Phase 6 – 0 inspections

Logos Village Clusters – 0 inspections

Presidential Heights Phase 6 – 0 inspections

StoneWater Phase-3 – 0 inspections

Density Test

Lagos Phase 4 & 5 - 0 inspections

Manor Heights Phase 2 Sec 2 – 4 inspections

Presidential Heights Phase 6 – 6 inspections

Presidential Heights Phase 3 – 6 inspections

Shadowview Sec 3 Hill Ln – 0 inspections

StoneWater Phase-3 – 0 inspections

Manor Commands Phase 2- 0inspections

Manor Commands Phase 3- 0 inspections

Manor Commands Phase 4&5- 0 inspections

Proof Rolls

Lagos Phase 4 & 5 – 0 inspections

Manor Heights Phase 6 – 0 inspections

Manor Heights Phase 2 sec 2 – 4 inspections

Manor Heights Phase 3 – 6 inspections

Shadowview Sec 3 Hill Ln – 0 inspections

StoneWater Phase-3 – 0 inspections

Village of Manor Commons Phase 2 – 4 inspections

Pre-Pave Inspections

Logos Phase 3 – 0 inspections
 Manor Heights Phase 2 Sec 2 – 0 inspection
 Manor Heights Phase 6 – 0 inspection
 Presidential Heights Phase 6 – 0 inspection

Storm Sewer Inspections

Manor Heights Phase 3 – 0 inspections
 Gregg Manor Rd – 0 inspections
 Shadowview Sec 3 Hill Ln – 3 inspections
 Village of Manor Commons Phase 2 – 0 inspections
 Manor Commands Phase 2- 2 inspections

Inspections/Warranties/New subdivision Walkthroughs and Pre-Construction meetings.

Presidential Heights Phase 3 – homes are still being built.

Presidential Heights Phase 6 – homes are being built.

Presidential Heights Phase 3- 2-year walkthrough has been done, contractor in process of repairs.
 October 2021 still waiting.

Presidential Heights Phase 5 – 1 -year walkthrough has been done, contractor in process of repairs.
 September 2021 still waiting.

Presidential Heights Phase 4 – 2 years walkthrough has been done, contractor in process of repairs.
 November 2021 still waiting.

Stonewater North Phase 2- 2 years walkthrough has been done, contractor in process of repair. April
 2021 still waiting.

Manor Commons – Phase 1- homes are still being built.

Manor Heights – Phase I Sec. 1 – homes are being built.

Manor Heights – Phase I Sec. 2 – homes are being built.

Manor Heights Phase 1 Sec 1 – 1 year walkthrough has been done, contractor in process of repairs.
 Completed.

Manor Heights Phase 1 Sec 2 – 1 year walkthrough has been done, contractor in process of repairs.
 Completed.

Manor Heights – Phase I Sec. 2 – Contractor in building process.

Manor Heights – Phase II Sec. 1- Contractor in building process.

Manor Heights – Phase III Sec. 1- development process.

Manor Heights Phase III Sec. 2 – development process.

Manor Commons wastewater and water improvements in process.

Logos Phase 4 and 5 in development process.

Lagos Phase 2- homes are being built.

Logos Village Clusters in building process.

ShadowGlen Phase 2 Sec 22 & 23A walkthrough punch list. September 2021 still waiting.

ShadowGlen Phase 2 Sec 25 & 26 walkthrough punch list. September 2021 still waiting.

ShadowGlen Phase 2 Sec 27A & 27B walkthrough punch list September 2021 still waiting.

ShadowGlen Phase 2 Sec 17 2-year walkthrough has been done, contractor in process of repairs.
November 2021 still waiting.

ShadowGlen Phase 2 Sec 21A & 21B walkthrough punch list. January 2022 still waiting.

Water Monthly Report April 2022

For the month of April, the Water Department had 33 service calls, 9 repair jobs, 4 maintenance jobs and 7 inspections.

Service calls include Low water pressure calls, meter leaks, line locates, brown water calls, disconnect water services, and connected water services.

Repairs

City yard- dog kennels replaced gate valve 4/4/22.

Add spigot to east tower 4/5/22.

401 South Bastrop St.- installed new meter due to old meter not working properly anymore.

303 W. Towns St.- meter tech called to report leak on city side 2" service has been repaired 4/19/22.

502 Burnet St.- service leak on city side 4/21/22.

Manville called to report main break on 973. 12-inch main has been repaired 4/6/22.

Parsons and Joyce Turner- Repaired fire hydrant 4/11/22.

Manor Heights on Boise D Arch- fire hydrant repaired 4/12/22.

13213 Pecan Hill Cv.- Resident called to report brown water.

Maintenance

2nd Qtr. Samples with Group (Sampler Alexis Rubio 512 660 0329) at Tower Road, Bella Pkwy, 13301 Prairie sage cv, 16613 Trevin Cove,

13316 Nelson Houser, 11801 Bastrop, and 18320 Maxa Dr 4/4/22.

Aqua Tech Lab – took first set of Bac T samples and dropped off at Aqua Tech Lab by 4/6/22.

All American Pump repaired pump #4 at city yard 4/7/22.

(5) 150 lb. chlorine bottles have been delivered.

Inspections

ShadowGlen golf course made a locate request 4/12/22.

Start up on Johnson rd. 4/12/22.

Shadowview Testing vacuum and pressure test 4/12/22.

Started water main and services by JL Construction 4/11/22 to 4/14/22.

Water Tie in T at MC 973 and Baptist church 4/14/22.

Startup meeting at Cottonwood lift station 4/20/22.

Precon for old Kimbro Cottonwood project 4/21/22.

Wastewater Monthly Report April 2022

For the month of April, the Wastewater Department had 6 service calls, 6 repair jobs, 4 maintenance jobs and 2 inspections.

Service Calls

11507 Brenham- Resident called after hours about a clogged sewer line. Clog was on customer side of service. Customer was notified that issue was on customer side.

16013 Hamilton Pt.- Customer called to report sewer backup. City side has been cleared of blockage. Customer was notified by door tag.

11306 Brenham- Resident called to report sewer backup. Backup has been cleared.

13508 Charles Abraham Way- Customer called to report a broken clean out lid. Clean out lid has been replaced.

11310 Dimmit- Customer called to report she has roots in her line. Both lines were clear upon arrival. We will be checking line with camera as well and determine if repairs will be needed.

13308 Marie Ln.- Resident called to report sewer backup. Sewer line has been cleared customer was notified.

Repairs

Texas Traditional BBQ- Clean out repair on city side 4/4/22.

12304 Walter Vaughn- Replaced 6" cleanout lid and add cast cover.

307 E. Carrie Manor- City side clean out has been installed 4/5/22.

16013 Hamilton Pt.- Repaired where city side service meets customer side service. Installed clean out to ground level 4/7/22.

11507 Brenham- Resident called to report sewer backup. City side is clear customer side was not cleared. Customer was notified that backup is on their side 4/8/22

13301 Dimmit- Repaired where city side service meets customer side service. Installed clean out to ground level 4/12.

Maintenance

Manholes sign placed at 973 4/1/22.

12805 Snow Lane- Added dirt to hole around clean out 4/13/22.

Wilbarger Plant - Cleaned wet well of grease, rags etc. by Wastewater Transport 4/14/22.

A load of sodium hypochlorite has been delivered 4/12/22.

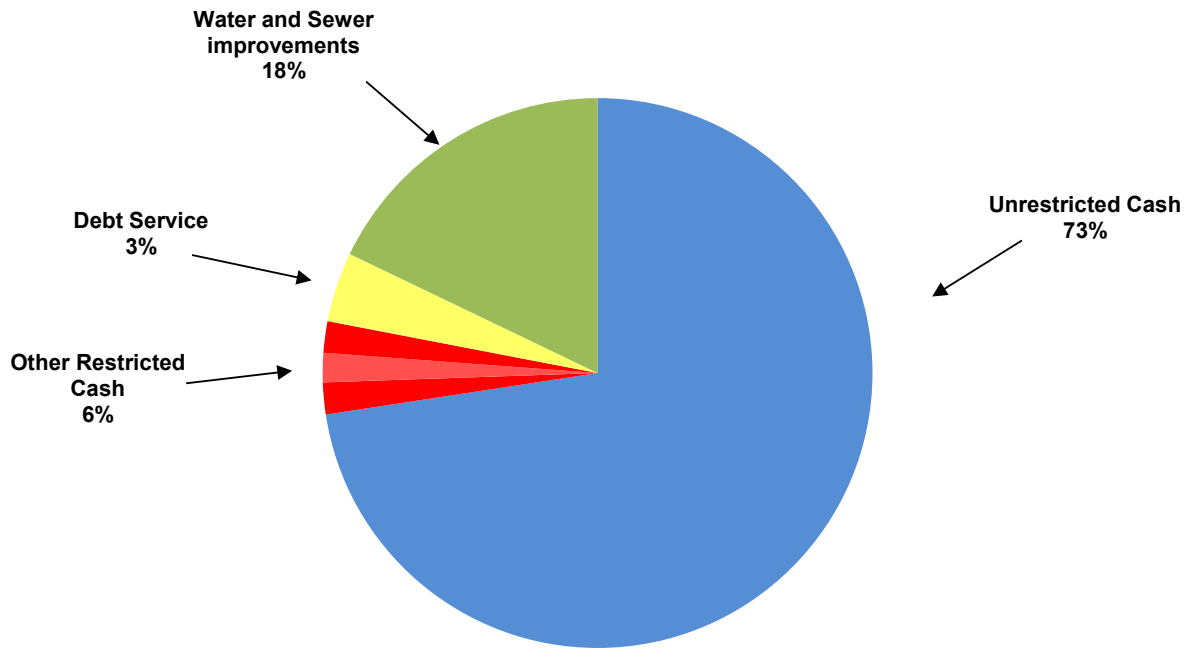
Inspections

ShadowGlen golf course made a locate request 4/12/22.

Startup meeting for Carrie Manor lift station 4/13/22.

**CITY OF MANOR, TEXAS
CASH AND INVESTMENTS
As Of April, 2022**

CASH AND INVESTMENTS	GENERAL FUND	UTILITY FUND	DEBT SERVICE FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	TOTAL
Unrestricted:						
Cash for operations	\$ 20,503,749	\$ 9,986,695			\$ -	\$ 30,490,444
Restricted:						
Tourism				786,344		786,344
Court security and technology	1,525					1,525
Rose Hill PID				720,612		720,612
Customer Deposits Park	8,939	777,083				777,083
Debt service			1,713,405			1,713,405
Capital Projects						
Water and sewer improvements		-		7,508,695		7,508,695
TOTAL CASH AND INVESTMENTS	\$ 20,514,213	\$ 10,763,778	\$ 1,713,405	\$ 9,015,651	\$ -	\$ 42,007,047



Overview of funds:
 \$142,233.99 sales tax collected
 GF is in a favorable status.
 UF is in a favorable status
 DSF is in a favorable status
 CIP Fund is in a favorable status



MEMO

To: Mayor and City Council Members
From: Tracey Vasquez, Human Resources Manager
Date: May 18, 2022
RE: **April 2022**

Meetings and Events:

Manor Sesquicentennial Committee Meetings
April 12, 2022

Manorpalooza Logistics Meeting
April 1, 2022
April 19, 2022

City Council Meetings
April 6, 2022
April 20, 2022

Executive Session
April 20, 2022
Interview and consider the appointment of the City Manager

HR Workshop Roundtable Meeting
April 14, 2022
April 28, 2022

Local GovU
April 5, 2022

Community Shred Day
April 23, 2022



MEMO

April 2022

- Held interviews with qualified candidates for the open positions for four (4) Parks Crewmen.
- Held interviews with qualified candidates for the open position of Planning Coordinator.
- New hire packet and on boarding for 1 new Police Officer.
- New hire packet and onboarding for 1 new Accounting Clerk.
- Assisted the Mayor, City Council, and the legal team regarding the position of City Manager contract.
- Design and purchase merchandise for Sesquicentennial and Manorpalooza events.
- New hire and on-boarding of one Parks Crewman.
- Policy and Procedure reviews with outside Human Resources attorney regarding revamping current layout and updating policies.
- Research and present Compensation Benefits firms for budget committee review and Council approval.
- Day to day operations of the Human Resources department regarding property, liability, and worker's comp insurance. Assisted employees with specific needs regarding benefits claims, FMLA, and training schedules.



MEMO

To: Mayor and City Council Members

From: Phil Green, IT Director

Date: May 18, 2022

RE: **April Monthly Report**

We are progressing well toward making IT at the City, stable and robust. A few accomplishments for the month are:

1. Started to roll out Anti-Malware protection on desktops, laptops, portables and servers.
2. Started to implement filtering of inappropriate internet and network use.
3. Started to implement Multi-Factor Authentication and will continue to evaluate.
4. Designed new network to start to implement when new server and network equipment are purchased.
5. Straightened out the issues created by the failure of the main server that housed the Domain Controller for the City.
6. Acquired a new Domain for the City. Manortx.gov.
7. Need to address the PD body and in-dash camera footage storage. This is at a critical juncture and needs to be addressed. – will move to WatchGuard in the cloud.
8. Set monthly test for ICC phones.
9. Updated Microsoft Select agreement.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the Agreement Regarding Wastewater Easement for Lot 4, Block 55, Town of Manor located in Travis County, Texas.

BACKGROUND/SUMMARY:

City staff and owners of the property have agreed to enter into an agreement in order for the owners to proceed in the construction of a structure on the property.

LEGAL REVIEW: Yes
FISCAL IMPACT:
PRESENTATION:
ATTACHMENTS: Yes

- Agreement Wastewater Easement

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve the Agreement Regarding Wastewater Easement for Lot 4, Block 55, Town of Manor located in Travis County, Texas..

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

AGREEMENT REGARDING WASTEWATER EASEMENT

This AGREEMENT REGARDING WASTEWATER EASEMENT (“Agreement”) effective the last date of execution by the Parties below (“Effective Date”), is made and entered into by and between Sabina Fernandez and Sergio Fernandez (collectively, “Owner”) and the City of Manor, a Texas home rule municipality (“City”) Owner and City may hereafter be referred to jointly as the “Parties” and individually as a “Party”.

RECITALS

WHEREAS, Owner is the owner of Lot 4, Block 55, Town of Manor, per plat thereof recorded in Volume V, Page 796, Plat Records, Travis County, Texas (the “Property”);

WHEREAS, City is the owner of that certain wastewater line located along northeast boundary of the Property and Old State Hwy 20 (the “Wastewater Line”);

WHEREAS, City constructed the Wastewater Line within the right-of-way shown in the Town of Manor plat recorded in Volume V, Page 796, of the Plat Records, Travis County, Texas (the “ROW”);

WHEREAS, in accordance with a Property survey, Owner is constructing a structure that encroaches on the location of the Wastewater Line;

WHEREAS, Owner disputes that the wastewater line is located within the right-of-way and instead asserts that the Wastewater Line is located on Owner’s Property;

WHEREAS, the Owner acknowledges and understands that there are legal processes that must be followed for the City to close, abandon, release and convey right-of-way and that this Agreement does not close, abandon, release, or convey the ROW;

WHEREAS, this Agreement does is not intended to resolve the location of the ROW in relation to the Owner’s Property; and

WHEREAS, the Parties are resolving the dispute by the Owners granting the City a Wastewater Easement, to the extent of Owner’s interest, and the City granting the Owner a side setback variance so that the Owner may construct the structure contemplated;

NOW, THEREFORE, in consideration of the premises and the mutual covenants and other good and valuable consideration hereinafter set forth, and to resolve and forgo finally and fully any potential claims the Parties could make in the future, the Parties hereby agree as follows.

ARTICLE I. AGREEMENT TERMS

1.01. To the extent Owner has ownership and interest in the portion of the Property where the Wastewater Line Easement is located, Owner agrees to grant up to a fifteen foot (15’)

wastewater line easement (the “Wastewater Line Easement”) in a form acceptable to the City. City agrees to pay all costs related to the preparation of the Wastewater Line Easement instrument and metes and bounds description.

- 1.02. In exchange for the wastewater line easement, City agrees to grant a variance for the Property consisting of a five foot (5’) side setback so that the Owner may construct the structure contemplated. The variance will not be effective until the Owners conveys the Wastewater Line Easement to the City.

ARTICLE II. NO ADMISSION OF LIABILITY

- 2.01 This Agreement is not, and shall not in any way be construed to be an admission by the Parties that they have acted wrongfully and/or illegally in any manner, and the Agreement set forth herein shall not be construed by any person, or in any court, agency or tribunal whatsoever, as a present or past admission of liability, and shall not be used by any Party, in any regulatory, judicial or legislative arena, as evidence of any wrongdoing or illegal conduct.

ARTICLE III. GOVERNING LAW

- 3.01 This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflict of laws rules.

[signature pages follow]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective, duly authorized representatives on the day and year below written.

CITY OF MANOR, TEXAS

Dr. Christopher Harvey, Mayor

Date: _____

ATTEST:

Lluvia T. Almaraz, City Secretary

OWNER

Sabine Fernandez

Date: _____

OWNER

Sergio Fernandez

Date: _____

Letter of Intent

Item 17.

February 14, 2022

City of Manor
Development Services Department
Attn: Mr. Scott Dunlop, Director
105 E. Eggleston Street
Manor, Texas 78653

Re: **109 W Lane, Manor TX 78653 - Rezoning**

Dear Mr. Dunlop,

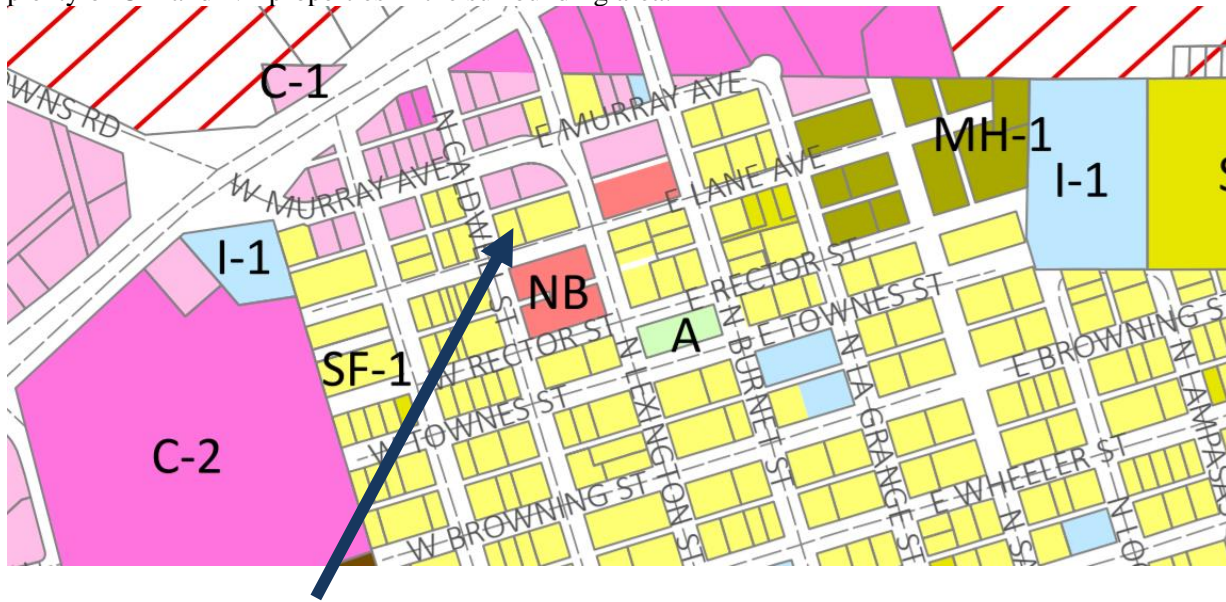
The subject property 109 W Lane, Manor TX 78653 is currently zoned as Single Family Residential (R-1). Requesting rezone the property to Neighborhood Business (NB).

Physical and Natural Features:

The subject property is currently under remodel and expected to be completed in March 2022 as R-1. The property is a one story 1525 sqft single family residential with 3 bedrooms, 1 ADA accessible bathroom and three car parking spaces facing W Lane Ave. The lot size is 8625 sqft and locates at the intersection of W Lane Ave and N Caldwell St.

Surrounding Properties:

The property is immediately adjacent with a C-1 property on north and a NB property on south. There are plenty of C-1 and NB properties in the surrounding area.



Subject Property: 109 W Lane, Manor TX 78653

Proposed zoning:

We are requesting rezone the property to NB in support the growth of Manor TX.

Respectfully,

Wenkai Chen
Owner of the property

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM SINGLE FAMILY SUBURBAN (SF-1) TO NEIGHBORHOOD BUSINESS (NB); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), from the Single Family Suburban (SF-1) to zoning district Neighborhood Business (NB). The Property is accordingly hereby rezoned to Neighborhood Business (NB).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the ___ day of ___ 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ___ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

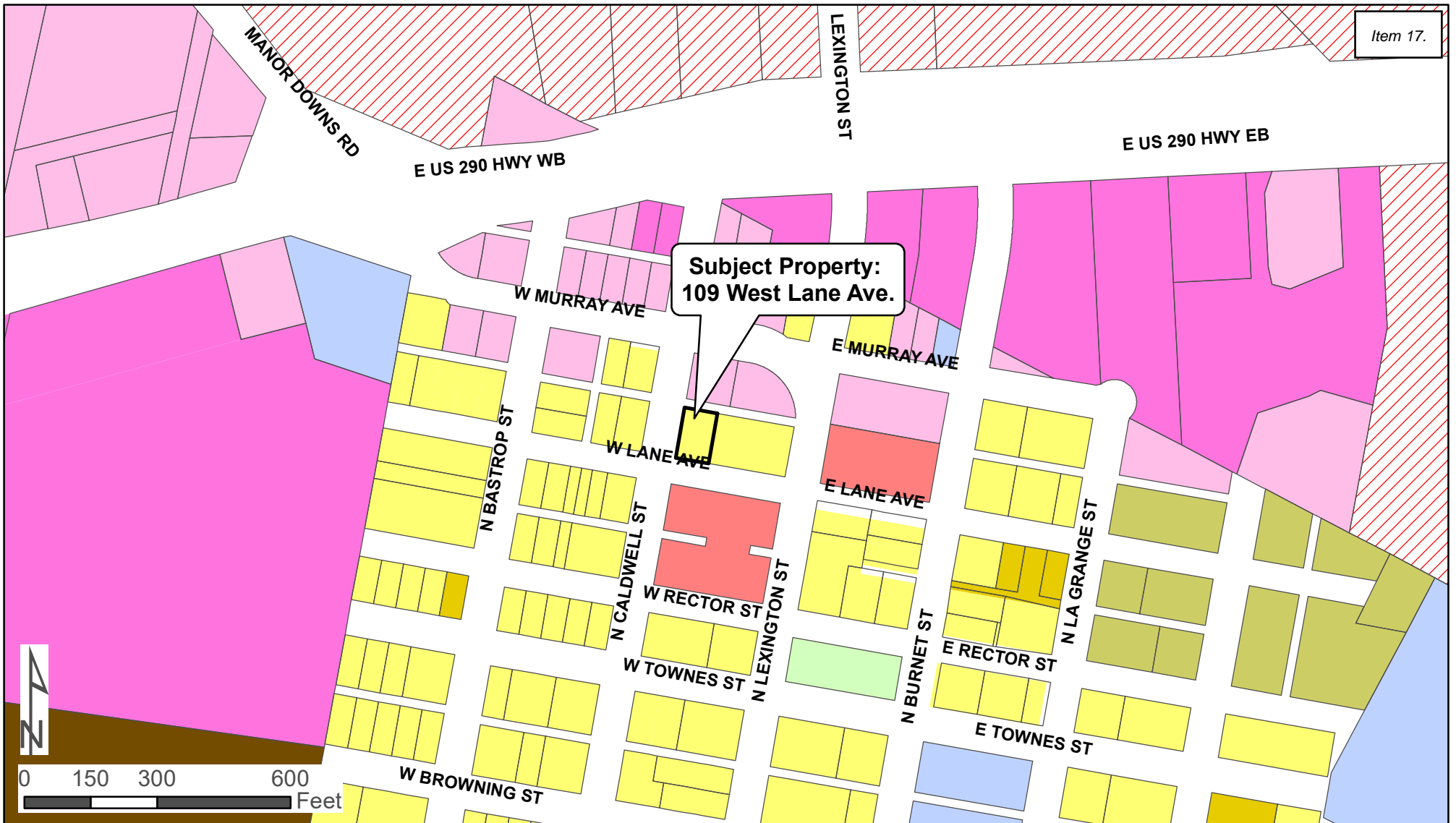
ORDINANCE NO.

Page 3

EXHIBIT "A"

Property Address:
109 West Lane Avenue, Manor, TX 78653

Property Legal Description:
Lot 5 and West ½ of Lot 4, Block 9, A.E. Lane Addition



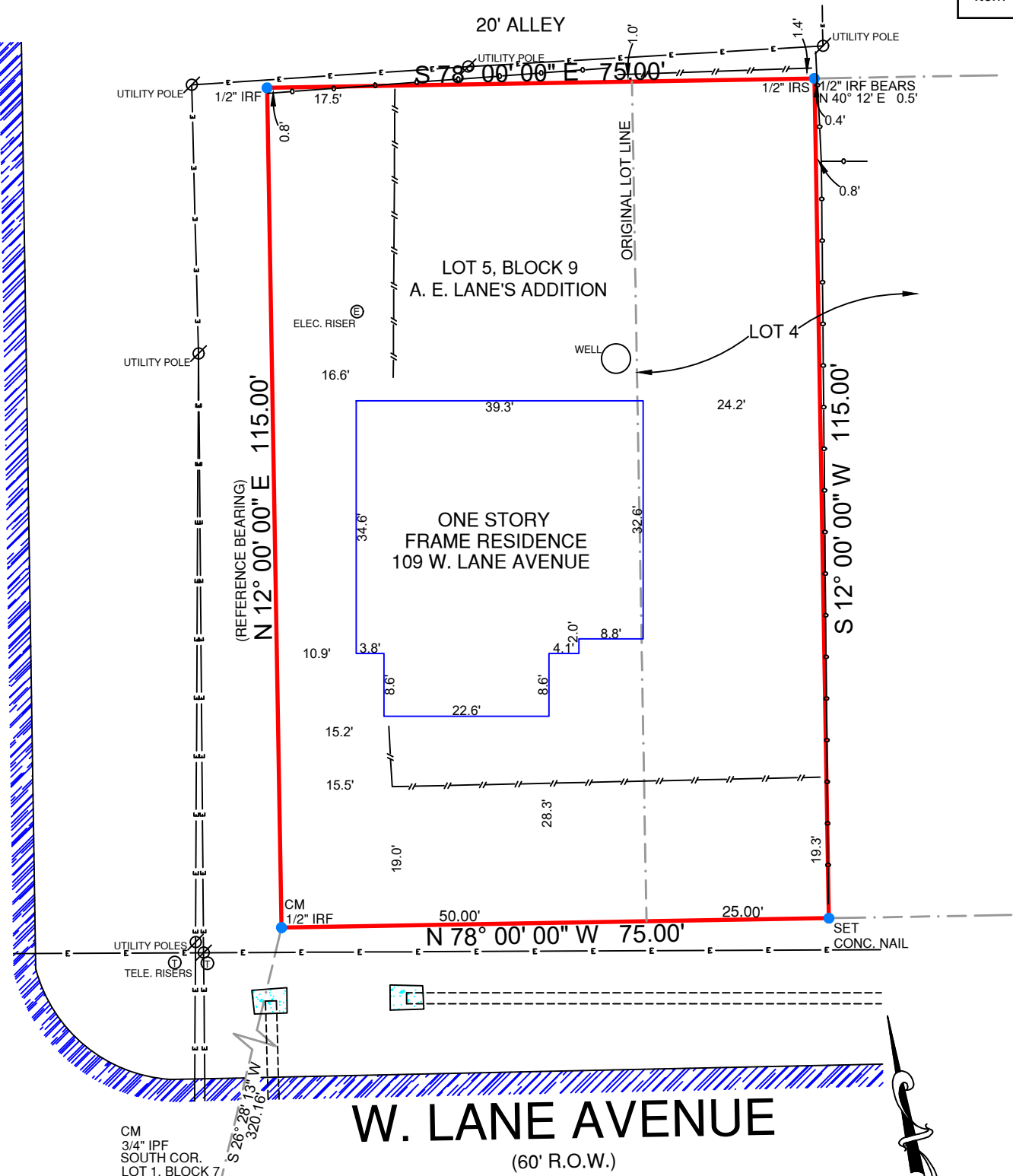
Current:
Single Family Suburban (SF-1)

Proposed:
Neighborhood Business (NB)

Zone

- | | | |
|-------------------------------|---------------------------|--------------------------------|
| A - Agricultural | I-1 - Institutional Small | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-2 - Institutional Large | DB - Downtown Business |
| SF-2 - Single Family Standard | GO - General Office | IN-1 - Light Industrial |
| TF - Two Family | C-1 - Light Commercial | IN-2 - Heavy Industrial |
| TH - Townhome | C-2 - Medium Commercial | PUD - Planned Unit Development |
| MF-1 - Multi-Family 15 | C-3 - Heavy Commercial | ETJ |
| MF-2 - Multi-Family 25 | | |

N. CALDWELL STREET
(80' R.O.W.)



LEGEND:

—x—x—	BARBWIRE FENCE	ASPHALT	
—o—o—	CHAINLINK FENCE	CONCRETE	
—□—□—	WROUGHT IRON FENCE	GRAVEL	
—//—//—	WOOD FENCE	TILE	
—v—v—	VINYL FENCE	WOOD	
—E—E—	ELECTRIC LINE	BRICK	
GM	GAS METER	STONE	
EM	ELECTRIC METER	(WOOD) RAILROAD TIE	
IPF	IRON PIPE FOUND		
IRS	IRON ROD SET WITH "PREMIER" CAP		
IRF	IRON ROD FOUND		
CM	CONTROLLING MONUMENT		

NOTES:
BEARINGS ARE BASED ON THE RECORDED PLAT.



LEGAL DESCRIPTION:
BEING LOT 5 AND THE WEST 1/2 OF LOT 4, BLOCK 9, A.E. LANE'S ADDITION, AN ADDITION TO THE TOWN OF MANOR, TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT RECORDED IN VOLUME 2, PAGE 223, PLAT RECORDS OF TRAVIS COUNTY, TEXAS.

SURVEYOR'S CERTIFICATION:
THIS IS TO CERTIFY THAT ON THIS DATE A SURVEY WAS MADE ON THE GROUND, UNDER MY SUPERVISION AND REFLECTS A TRUE AND CORRECT REPRESENTATION OF THE DIMENSIONS AND CALLS OF PROPERTY LINES AND LOCATION AND TYPE OF IMPROVEMENTS. THERE ARE NO VISIBLE AND APPARENT EASEMENTS, CONFLICTS, INTRUSIONS OR PROTRUSIONS, EXCEPT AS SHOWN. THIS SURVEY IS NOT TO BE USED FOR CONSTRUCTION PURPOSES AND WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT PROVIDED BY A TITLE COMPANY. THERE MAY BE EASEMENTS AND OTHER MATTERS OF RECORD AFFECTING THE PROPERTY SHOWN HEREON THAT ONLY A PROPER TITLE SEARCH WOULD REVEAL. THIS SURVEY IS SUBJECT TO ANY AND ALL COVENANTS AND RESTRICTIONS PERTAINING TO THE RECORDED PLAT REFERENCED HEREON.

FLOOD INFORMATION:
THE SUBJECT PROPERTY DOES NOT APPEAR TO LIE WITHIN THE LIMITS OF A 100-YEAR FLOOD HAZARD ZONE ACCORDING TO THE MAP PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, AND HAS A ZONE "X" RATING AS SHOWN BY MAP NO. 48453C0485 J, DATED AUGUST 18, 2014.

DATE: 12/21/20 JOB NO.: 20-09856
FIELD: 12/16/20

109 W. LANE AVENUE, MANOR, TX 78653



Robert T. Paul, Jr.
Registered Professional Land Surveyor

Premier Surveying LLC
5700 W. Plano Parkway
Suite 1200
Plano, Texas 75093
972-612-3601 (O) | 855-892-0468 (F)
www.premiersurveying.com
premierorders@premiersurveying.com

DATE: _____
ACCEPTED BY: _____

Premier Surveying LLC
5700 W. Plano Parkway
Suite 1200
Plano, Texas 75093
Office: 972-612-3601
Fax: 855-892-0468
Firm Registration No. 10146200

225



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1414-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 0.198 acres, more or less, and being located at 109 West Lane Avenue, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 0.198 acres, more or less, Lot 5 and West ½ of Lot 4, Block 9, A.E. Lane Addition, and being located at 109 West Lane Avenue, Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB).

Applicant: Wenkai Chen

Owner: Wenkai Chen

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

ELIZONDO ROLANDO
54 REGINA DR
TAYLOR , TX 76574-5222

NASH HIAWATH JR & RUBY M
900 CALDWELL ST
MANOR , TX 78653-3317

JONSE JOHN A & MA
DBA JONSE INSURANCE AGENCY
14311 BOIS D ARC LN
MANOR , TX 78653-3811

SALMELA PATRICIA
101 W MURRAY ST
MANOR , TX 78653-4141

JUAREZ MARIO
3401 BRATTON RIDGE CROSSING
AUSTIN, TX 78728-3677

BRYANT-WILLIAMS EVELYN MARIE &
JAMES W WILLIAMS
PO BOX 12
MANOR , TX 78653-0012

WILLIAMS EARLENE
809 CALDWELL ST
MANOR , TX 78653-3318

GARCIA EDWARD
PO BOX 452
MANOR , TX 78653-0452

GOSEY BOBBY AND SHELDON LIVING
TRUST
7300 GILBERT RD
MANOR, TX 78653-5083

LUNA BENITA GONZALEZ
802 N BASTROP ST
MANOR , TX 78653-5430

SEPECO
PO BOX 170309
AUSTIN , TX 78717-0019

TREJO GERARDO &
JENNIFER I BARAHONA DE TREJO
801 CALDWELL ST
MANOR, TX 78653-3318

709 LEXINGTON LLC
3571 FAR WEST BLVD #244
AUSTIN, TX 78731-3064

LANE & RECTOR STREET
PARTNERSHIP
PO BOX 170309
AUSTIN , TX 78717-0019

JACKSON BONNIE & VSYNTHIA
%LENA MCCOY
PO BOX 985
MANOR , TX 78653-0985

SHAW HUGHIE L & RUBY L
703 CALDWELL ST
MANOR , TX 78653-3356



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

First Reading: Consideration, discussion, and possible action on an ordinance rezoning 10.945 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract No. 154, and being located at 15001 US Hwy 290 E, Manor, TX from Agricultural (A) to Medium Commercial (C-2).

Applicant: Duque States, LLC

Owner: Duque States, LLC

BACKGROUND/SUMMARY:

This property was annexed in 2017 and received the default zoning of Agricultural (A) when the annexation was approved. The owner is requesting C-2 Medium Commercial which most of the commercial property along US 290 are zoned.

The P&Z Commission voted 6-0 to recommend approval of this item.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Ordinance
- Map
- Notice
- Label

STAFF RECOMMENDATION:

It is city staff's recommendation that the City Council approve the first reading of an ordinance rezoning 10.945 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract No. 154, and being located at 15001 US Hwy 290 E, Manor, TX from Agricultural (A) to Medium Commercial (C-2).

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
	X		

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM AGRICULTURAL (A) TO MEDIUM COMMERCIAL (C-2); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), from the Agricultural (A) to zoning district Medium Commercial (C-2). The Property is accordingly hereby rezoned to Medium Commercial (C-2).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ___ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

EXHIBIT "A"

Property Address:
15001 US Hwy 290 East, Manor, TX 78653

Property Legal Description:

10.945 ACRES

These notes describe that certain tract of land located in the **A. C. CALDWELL SURVEY, ABSTRACT NO. 154** situated in Travis County, Texas; said tract being a part of and out of a called "31.08 Acres" conveyed in a Warranty Deed from James V. Webb, et al to Eugene Juby, et ux dated 02-22-1982 and recorded in Volume 7689, Page 811 of the Deed Records of Travis County (DRTC) (title appears to now be vested in Shaunesse Louann Clark, independent executor of the estate of Frederick Eugene Juby, aka Gene Juby, deceased as trustee of the real estate testamentary trust created in the Last Will and Testament as recorded in Cause No. C-1-PB-19-000934, Probate Court No. 1, Travis County, Texas); subject tract being surveyed on the ground under the direct supervision of Bruce Lane Bryan, Registered Professional Land Surveyor No. 4249, on August 27, 2019 and being more fully described as follows:

COMMENCING at a found broken Texas Department of Transportation concrete monument being in the South right of way line of US Hwy 290 at station 382+05.28 (North = 10,102,877.330 feet, East = 3,196,156.152 feet) from which a found 3/4" iron pipe at the apparent Northeast corner of said "31.08 Acres" bears North 86° 50' 03" East a distance of 427.16 feet, same being the Northeast corner of a called "15.234 Acre" (Exhibit B) described in a Revocation of Special Warranty Deed from AAA Storage Hwy 290, LLC to JM Assets, LP dated 02-09-2017 and recorded in Document No. 2017023375, Official Public Records of Travis County (OPRTC); **THENCE South 86° 43' 52" West** along said right of way of US Hwy 290, also being the North line of said "15.234 Acres", passing a point for the Northeast corner of a called "5.091 Acres" (Exhibit A) described in a Revocation of Special Warranty Deed from AAA Storage Hwy 290, LLC to JM Assets, LP dated 02-09-2017 and recorded in Document No. 2017023375, at 299.13 feet (from which a found "Mag" Nail lies 0.58 feet left as measured in a perpendicular fashion) and continuing a total distance of **753.59 feet** to a found "Mag" Nail in concrete at the Northwest corner of a called "5.0 Acres" conveyed in a General warranty Deed from Eugene Juby, et ux to Centex Materials, LLC dated 10-06-2005 and recorded in Document No. 2005187180, OPRTC, same being the **PLACE OF BEGINNING** of this description;

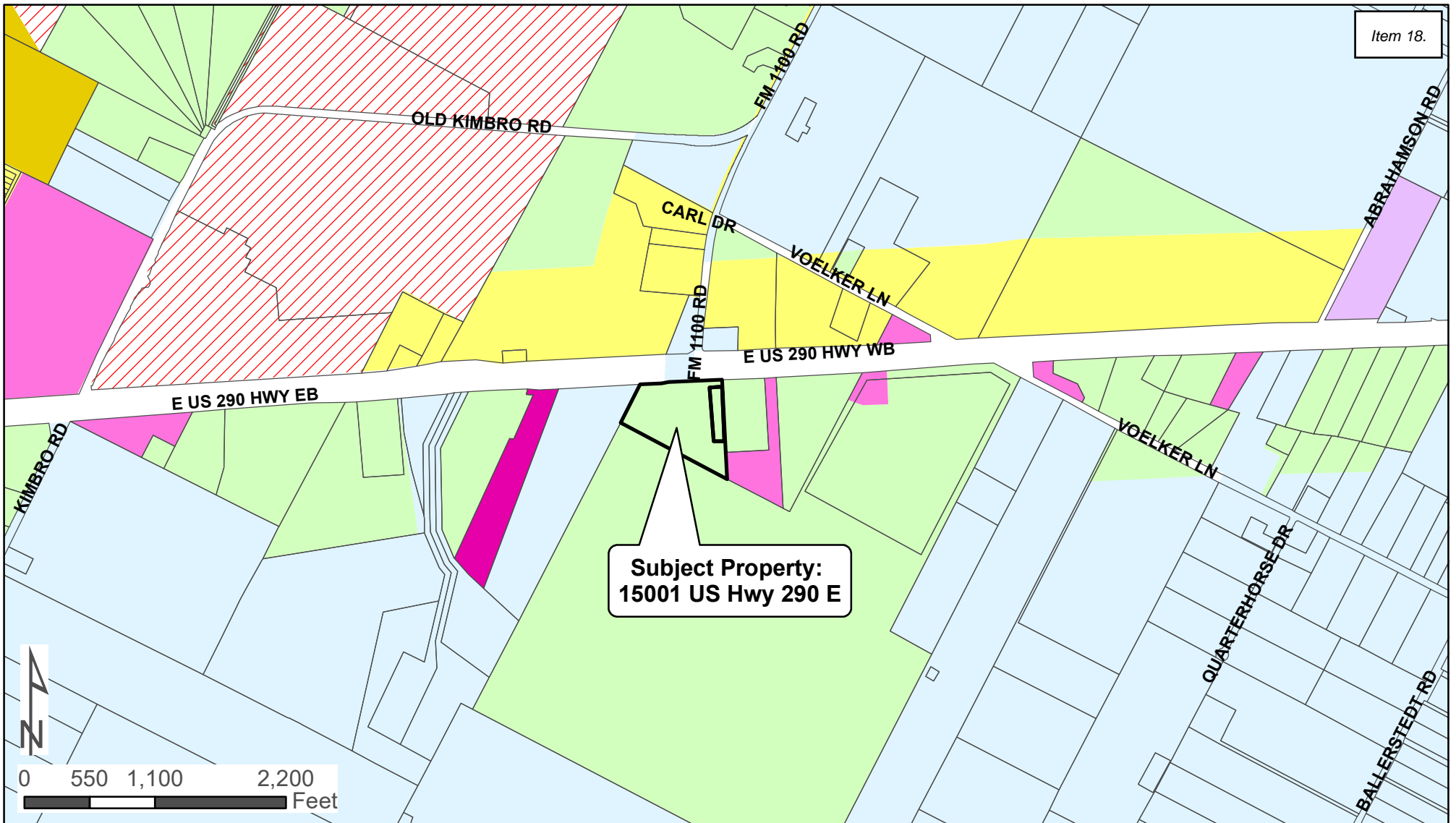
THENCE South 03° 20' 05" East with the West line of said "5.0 Acres", generally along a chain link fence, passing a point at the said "5.0 Acres" approximate Southwest corner (not found) at 605.8', same being an exterior corner of aforementioned "5.091 Acres" and "15.234 Acres", and continuing with the lower West line of said "5.091 Acres" and "15.234 Acres" for a total distance of **833.24 feet** to a found iron rod (aluminum cap) at the Southwest corner of both "5.091 Acres" and "15.234 Acres" in the North line of a called "242.07 Acres" conveyed in a Warranty Deed from Don A. Stewart, et ux to Capital Area Youth soccer Association dated 01-27-2000 and recorded in Document no. 2000012678, OPRTC, same being the South line of aforementioned "31.08 Acres";

THENCE North 63° 22' 19" West with the common line of said "31.08 Acres" and "242.07 Acres", generally along a barbed wire fence (mostly lying on ground) a distance of **1015.48 feet** to a found ½" iron rod (capped) at an exterior corner of said "242.07 Acres", same being the Westernmost corner of said "31.08 Acres" in the East line of a called "22.78 Acres" conveyed in a General Warranty Deed from Mahnaz Bahrami to Krantz Properties, LLC dated 09-16-2008 of record in Document no. 2008155343, OPRTC;

THENCE North 26° 47' 08" East with the common line of said "31.08 Acres" and "22.78 Acres", a distance of **362.68 feet** to a set ½" iron rod (capped Bryan Tech Services) in the aforementioned South right of way line of U. S. Highway 290 at the Northeast corner of said "22.78 Acres" and the Northwest corner of said "31.08 acres"; found a "Mag" Nail in a creosote fence post for reference bearing South 26° 47' 08" West a distance of 3.23 feet; also, a found ½" iron rod (capped) in said South right of way line of U. S. Highway 290 (TXDOT Station 359+06.12) bears South 86° 46' 31" West a distance of 847.46 feet;

THENCE with said South right of way line of U. S. Highway 290, same being the North line of said "31.08 Acres" the following calls:

- **North 86° 46' 31" East 152.32 feet** to a found broken Texas Department of Transportation concrete monument (TXDOT Station 369+05.51),
- **North 79° 06' 42" East 100.17 feet** to a found broken Texas Department of Transportation concrete monument (TXDOT Station 370+06.50) and
- **North 86° 43' 52" East 446.13 feet** to the PLACE OF BEGINNING, containing according to the dimensions herein stated, an area of 10.945 Acres.



Current:
Agricultural (A)

Proposed:
Medium Commercial (C-2)

Zone

- | | | |
|-------------------------------|---------------------------|--------------------------------|
| A - Agricultural | I-1 - Institutional Small | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-2 - Institutional Large | DB - Downtown Business |
| SF-2 - Single Family Standard | GO - General Office | IN-1 - Light Industrial |
| TF - Two Family | C-1 - Light Commercial | IN-2 - Heavy Industrial |
| TH - Townhome | C-2 - Medium Commercial | PUD - Planned Unit Development |
| MF-1 - Multi-Family 15 | C-3 - Heavy Commercial | ETJ |
| MF-2 - Multi-Family 25 | | |



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1415-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 10.945 acres, more or less, and being located at 15001 US Hwy 290 E, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 10.945 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract No. 154, and being located at 15001 US Hwy 290 E, Manor, TX from Agricultural (A) to Medium Commercial (C-2).

***Applicant:* Duque States, LLC**

***Owner:* Duque States, LLC**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

MB & MS Enterprises Inc
PO Box 82653
Austin TX 78708-2653

Krantz Properties LLC
% Krantz Enterprises
14807 US Highway 290 E
Manor TX 78653-4513

Centex Materials LLC
3019 Alvin Devane Blvd Ste 100
Austin TX 78741-7419

JKR Realty Partners LLC
11215 S IH 35 Ste 120
Austin TX 78747-1864

DINH Chau & ANH Kim Pham
1201 Porterfield Dr
Austin TX 78753-1617

Ynacio & Rosa Tabarez
1221 Meadgreen Dr
Austin TX 78758-4712

Herbert Guy Purtle
13105 FM 1100
Manor TX 78653-4528

Terry Lee Schultz
15201 Voelker Ln
Manor TX 78653-4521



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

First Reading: Consideration, discussion, and possible action on an ordinance rezoning 6.533 acres, more or less, Town of Manor, Block 15, Lots 6-10, Block 17, Lots 1-10, Block 18, Lots 1-10, Block 19, Lots 1-10, Block 20, Lots 1-5, Block 74, Lots 1-5, and 0.397 acres out of the James Manor Survey No. 40, Abstract 546, and being located near the intersection of N. LaGrange Street and East Lane Avenue, Manor, TX from Manufactured Home (MH-1), Light Commercial (C-1), and Single Family Suburban (SF-1) to Townhome (TH).

Applicant: BGE, Inc.
Owner: Lane Ave Development, LLC

BACKGROUND/SUMMARY:

These lots total up to about 6.5 acres and are mostly zoned MH-1 Manufactured Home with 1 block of C-1 Light Commercial and 1 block of SF-1 Single Family. Half the area does not have streets constructed within the ROW areas so those lots never had developed properties. The N. San Marcos ROW extends N-S through the property but there is no roadway constructed there currently, so the access to these lots would be from East Lane Ave and East Rector Street. There is a request before the City Council to purchase the ROW within the development area to make 1 contiguous tract to develop. Presently they are proposing 70 – 80 townhome units.

The P&Z Commission voted 5-1 to recommend approval of this item

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Ordinance
- Map
- Survey
- Future Site Layout
- Notice
- Labels

STAFF RECOMMENDATION:

It is city staff’s recommendation that the City Council approve the first reading of an ordinance rezoning 6.533 acres, more or less, Town of Manor, Block 15, Lots 6-10, Block 17, Lots 1-10, Block 18, Lots 1-10, Block 19, Lots 1-10, Block 20, Lots 1-5, Block 74, Lots 1-5, and 0.397 acres out of the James Manor Survey No. 40, Abstract 546, and being located near the intersection of N. LaGrange Street and East Lane Avenue, Manor, TX from Manufactured Home (MH-1), Light Commercial (C-1), and Single Family Suburban (SF-1) to Townhome (TH).

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
	X		



February 24, 2022

City of Manor – Development Services
Rezoning
105 E. Eggleston Street
Manor, Texas 78653

Re: Rezoning Letter of Intent
6.533 ac Manor Townhome Tracts
East of the intersection of North La Grange and E. Lane Avenue, Manor, Texas

This letter of intent has been prepared on behalf of Mr. David Pikoff as a part of the Rezoning efforts for the Manor Townhome Tracts in Manor, Texas. The properties are comprised of total three tracts, totaling 6.533 acres and are currently zoned:

Single Family Suburban (SF-1),
Light commercial (C-1), and
Manufactured Home (MH-1)

Please see attached exhibits for current zoning designations and Boundary survey.

As a part of the proposed development, the Tracts will need to be rezoned to Townhome (TH) with maximum allowed 12 units/acre. This development is located within “Old Manor” and would promote the growth of Manor and revitalization of a currently under-utilized section of an existing neighborhood. The project will provide a desirable location due to its proximity to the Manor Senior High School north of US Hwy 290, the Manor Excel High School south of the development and ease of access onto US Hwy 290. The proposed development will include the completion of roadway infrastructure within existing street right-of-way. The project will be developed in accordance with the City of Manor Code of Ordinances such that there are minimal impacts to the surrounding tracts.

Should you have any further inquiries about the intent of the development or impacts on the surrounding community, please feel free to contact me at (210)-581-3600 and mjphillips@bgeinc.com.

Sincerely,

A handwritten signature in blue ink that reads 'M. Phillips'.

Mary Jane Phillips, P.E.
Director
BGE, Inc.
TBPE Firm #F-1046

Legend

Zoning Class



Downtown Area

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM MANUFACTURED HOME (MH-1), LIGHT COMMERCIAL (C-1), AND SINGLE FAMILY SUBURBAN (SF-1) TO TOWNHOME (TH); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), from the Manufactured Home (MH-1), Light Commercial (C-1), and Single Family Suburban (SF-1) to zoning district Townhome (TH). The Property is accordingly hereby rezoned to Townhome (TH).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the 4th day of May 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC,
City Secretary

EXHIBIT "A"

Property Legal Description:

Lots 6 – 10, Block 15, Town of Manor
 Lots 1 – 10, Block 17, Town of Manor
 Lots 1 – 10, Block 18, Town of Manor
 Lots 1 – 10, Block 19, Town of Manor
 Lots 1 – 5, Block 20, Town of Manor
 Lots 1 – 5, Block 74, Town of Manor

And

0.397 ACRES

**JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546
 TRAVIS COUNTY, TEXAS**

A DESCRIPTION OF 0.397 ACRES (APPROXIMATELY 17,274 SQ. FT.) OUT OF THE JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546 IN TRAVIS COUNTY, TEXAS, BEING ALL OF A CALLED 0.40 ACRE TRACT OF LAND CONVEYED TO LANE AVE DEVELOPMENT, LLC BY SPECIAL WARRANTY DEED, DATED NOVEMBER 12, 2021, RECORDED IN DOCUMENT NO. 2021250846 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS AND BEING THAT SAME TRACT OF LAND DESCRIBED IN VOLUME 8702, PAGE 813 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS; SAID 0.397 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" rebar with "Chaparral" cap set in the northwest right-of-way line of a 17' wide alley, a public right-of-way dedicated to the City of Manor by plat recorded for A.E. Lane's Addition, a subdivision of record in Volume 2, Page 223 of the Plat Records of Travis County, Texas, for the northeast corner of said 0.40 acre tract and hereof, same being a point in the southwest line of the remainder of a called 58.134 acre tract of land conveyed to Austin Manor Investments in Volume 8623, Page 931 of the Real Property Records of Travis County, Texas, from which a 1/2" rebar found for the northwest corner of the Manor City Cemetery bears South 62°18'16" East a distance of 17.00 feet;

THENCE South 27°12'37" West, with the northwest right-of-way line of the alley, a distance of **139.00 feet** to a 1/2" rebar with "Chaparral" cap set for the southeast corner hereof, same being a northeast corner of Lot 7, Block 19, said A.E. Lane's Addition, from which a 1/2" rebar with "Chaparral" cap set for the southeast corner of Lot 10, said Block 19, bears South 27°12'37" West a distance of 208.91 feet;

THENCE North 80°18'03" West, with the northeast line of said Lot 7, a distance of **115.64 feet** to a cedar fence post found for the southwest corner hereof, same being an interior corner of Lot 7;

THENCE North 27°18'09" East, with the southeast lines of Lot 7 and Lot 6, Block 19, passing at a distance of 53.72 feet, the northeast corner of said Lot 6 and the southeast terminus of E. Lane Avenue, a 60' wide public right-of-way dedicated to the City of Manor by plat recorded for the Town of Manor, a subdivision of record in Book V, Page 796 of the Deed Records of Travis County, Texas, and continuing 62.36 feet, passing the northeast terminus of said E. Lane Avenue, same being the southeast corner of Lot 4, Block 20, A.E. Lane's Addition, and continuing 58.65 feet, for a total distance of **174.73 feet** to the northwest corner hereof, same being the northeast corner of Lot 5, said Block 20, from which a 1/2" rebar with "Waterloo" cap found for the southwest corner of said remainder tract of a called 58.134 acres and the southeast corner of Lot 7C2, Block A, Resubdivision of Lot 7B1, Amended Plat of Lots 7A and 7B, Resubdivision of Lot 7, Cottonwood Commercial South Section One and Lot 6B, Resubdivision of Lot 6, Cottonwood Commercial South Section One, a subdivision of record in Document No. 200900096 of the Official Public Records of Travis County, Texas, bears North 62°18'16" West a distance of 116.88 feet;

THENCE South 62°18'16" East, with the southwest line of the remainder tract of a called 58.134 acres, a distance of **110.00 feet** to the **POINT OF BEGINNING**, containing **0.397 acres** of land, more or less.

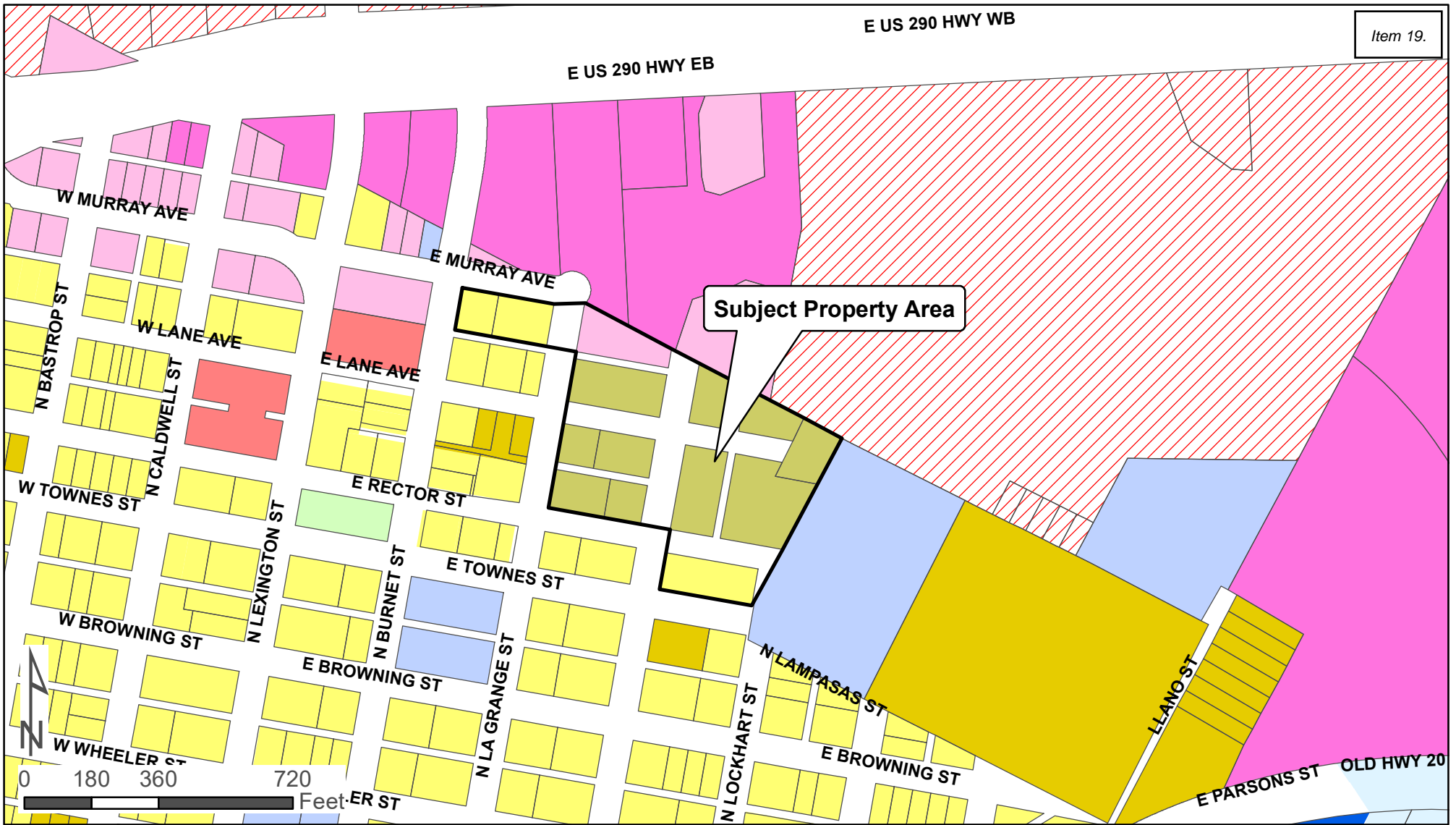
Surveyed on the ground February 8, 2022. Bearing basis: The Texas Coordinate System of 1983 (NAD83), Central Zone, based on GPS solutions from the National Geodetic Survey (NGS) On-line Positioning User System (OPUS).

Attachments: 1890-001-BASE

Paul J. Flugel 2-14-2022

Paul J. Flugel
 Registered Professional Land Surveyor
 State of Texas No. 5096
 T.B.P.L.S. Firm No. 10124500
























Current:
 Single Family Suburban (SF-1)
 Light Commercial (C-1)
 Manufactured Home (MH-1)

Proposed:
 Townhome (TH)

Zone

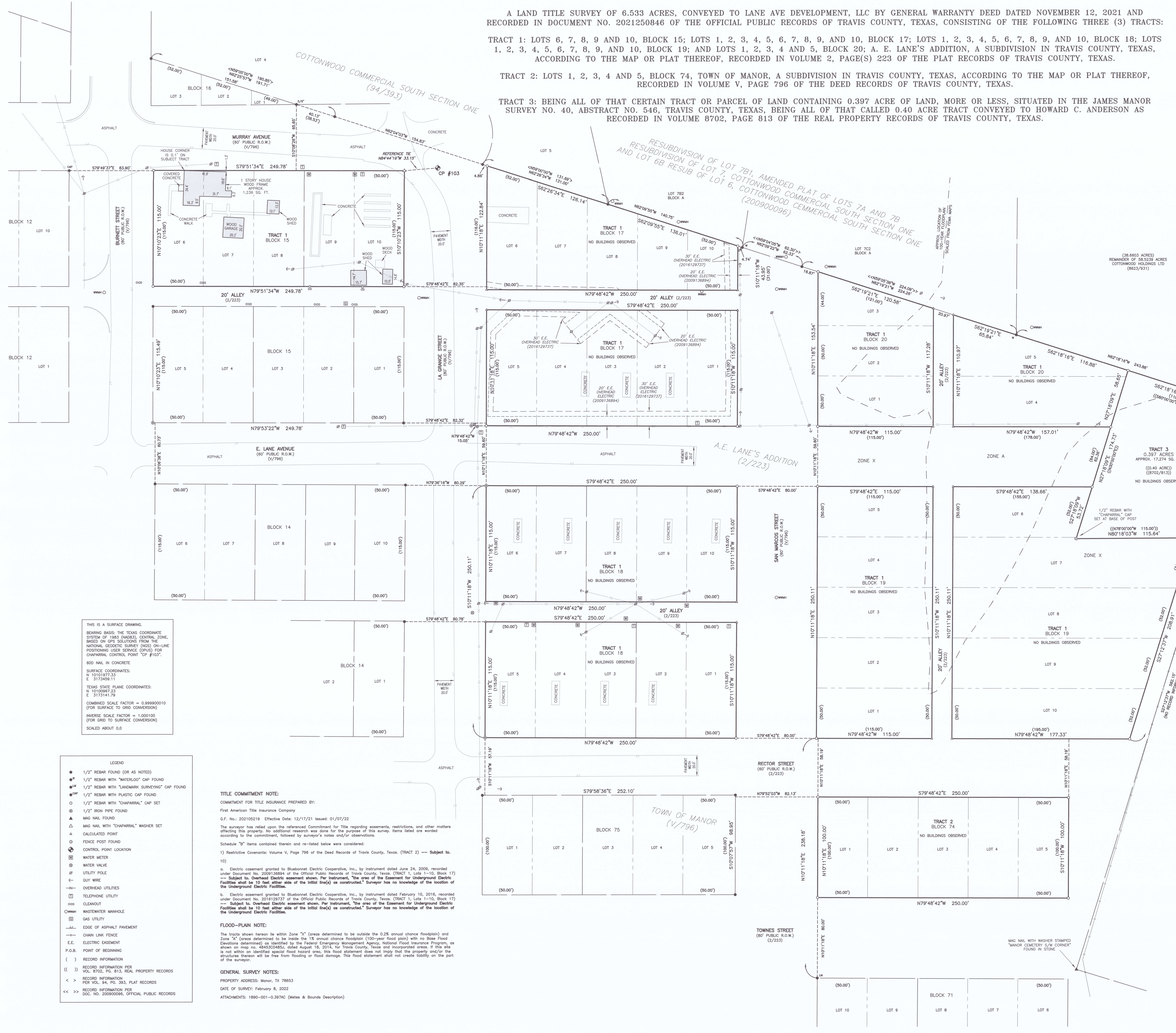
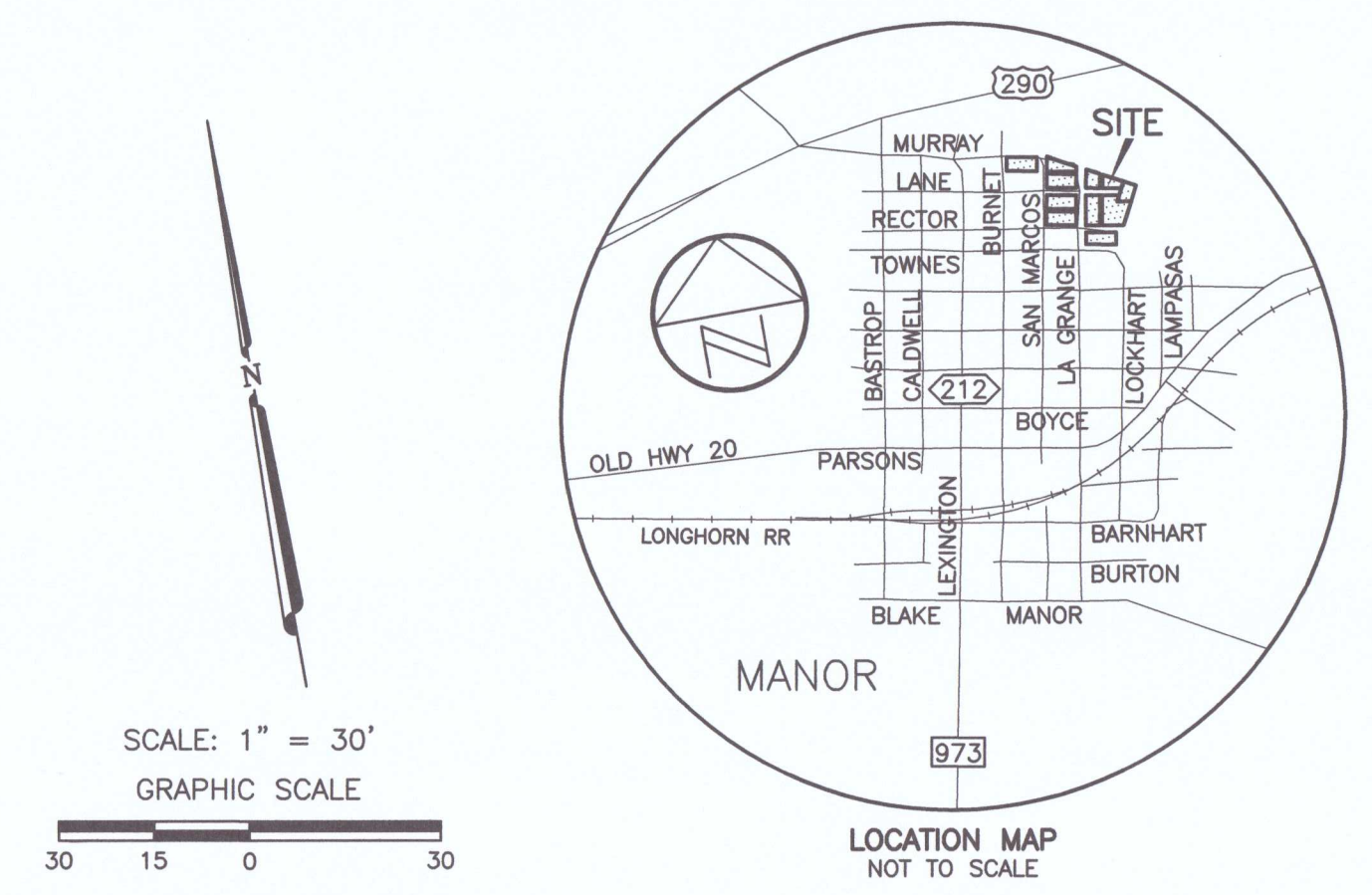
- | | | |
|---|---|--|
|  A - Agricultural |  I-1 - Institutional Small |  NB - Neighborhood Business |
|  SF-1 - Single Family Suburban |  I-2 - Institutional Large |  DB - Downtown Business |
|  SF-2 - Single Family Standard |  GO - General Office |  IN-1 - Light Industrial |
|  TF - Two Family |  C-1 - Light Commercial |  IN-2 - Heavy Industrial |
|  TH - Townhome |  C-2 - Medium Commercial |  PUD - Planned Unit Development |
|  MF-1 - Multi-Family 15 |  C-3 - Heavy Commercial |  ETJ |
|  MF-2 - Multi-Family 25 | | |

A LAND TITLE SURVEY OF 6.533 ACRES, CONVEYED TO LANE AVE DEVELOPMENT, LLC BY GENERAL WARRANTY DEED DATED NOVEMBER 12, 2021 AND RECORDED IN DOCUMENT NO. 2021250846 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, CONSISTING OF THE FOLLOWING THREE (3) TRACTS:

TRACT 1: LOTS 6, 7, 8, 9 AND 10, BLOCK 15; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 17; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 18; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 19; AND LOTS 1, 2, 3, 4 AND 5, BLOCK 20; A. E. LANE'S ADDITION, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 2, PAGE(S) 223 OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS.

TRACT 2: LOTS 1, 2, 3, 4 AND 5, BLOCK 74, TOWN OF MANOR, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME V, PAGE 796 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS.

TRACT 3: BEING ALL OF THAT CERTAIN TRACT OR PARCEL OF LAND CONTAINING 0.397 ACRE OF LAND, MORE OR LESS, SITUATED IN THE JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546, TRAVIS COUNTY, TEXAS, BEING ALL OF THAT CALLED 0.40 ACRE TRACT CONVEYED TO HOWARD C. ANDERSON AS RECORDED IN VOLUME 8702, PAGE 813 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.



THIS IS A SURFACE DRAWING.
BEARING BASIS: THE TEXAS COORDINATE SYSTEM OF 1983 (NAD83), CENTRAL ZONE, BASED ON GPS SOLUTIONS FROM THE NATIONAL GEODETIC SURVEY (NGS) ON-LINE POSITIONING USER SERVICE (OPUS) FOR CHAPARRAL CONTROL POINT "CP #103".
600 NAIL IN CONCRETE
SURFACE COORDINATES:
N 1010297.23
E 3173459.11
TEXAS STATE PLANE COORDINATES:
N 1010297.23
E 317341.79
COMBINED SCALE FACTOR = 0.99990010
(FOR SURFACE TO GRID CONVERSION)
INVERSE SCALE FACTOR = 1.000100
(FOR GRID TO SURFACE CONVERSION)
SCALED ABOUT 0.0

TITLE COMMITMENT NOTE:
COMMITMENT FOR TITLE INSURANCE PREPARED BY:
First American Title Insurance Company
C.F. No.: 202105219 Effective Date: 12/17/21 Issued: 01/07/22
The surveyor has relied upon the referenced Commitment for Title regarding assessments, restrictions, and other matters affecting this property. No additional research was done for the purpose of this survey. Items listed are warranted according to the commitment, followed by surveyor's notes and/or observations.
Schedule "B" items contained therein and re-listed below were considered:
1) Restrictive Covenants: Volume V, Page 796 of the Deed Records of Travis County, Texas. (TRACT 2) — Subject to 10)
a. Electric easement granted to Bluebonnet Electric Cooperative, Inc., by instrument dated June 24, 2009, recorded under Document No. 2009138989 of the Official Public Records of Travis County, Texas. (TRACT 1, Lots 1-10, Block 17) — Subject to: Overhead Electric easement shown. Per instrument, "the area of the Easement for Underground Electric Facilities shall be 10 feet either side of the initial line(s) as constructed." Surveyor has no knowledge of the location of the Underground Electric Facilities.
b. Electric easement granted to Bluebonnet Electric Cooperative, Inc., by instrument dated February 10, 2016, recorded under Document No. 2016129737 of the Official Public Records of Travis County, Texas. (TRACT 1, Lots 1-10, Block 17) — Subject to: Overhead Electric easement shown. Per instrument, "the area of the Easement for Underground Electric Facilities shall be 10 feet either side of the initial line(s) as constructed." Surveyor has no knowledge of the location of the Underground Electric Facilities.

FLOOD-PLAIN NOTE:
The tracts shown herein lie within Zone "X" (areas determined to be outside the 0.2% annual chance floodplain) and Zone "A" (areas determined to be inside the 1% annual chance floodplain (100-year flood plain) with no Base Flood Elevations determined) as identified by the Federal Emergency Management Agency, National Flood Insurance Program, as shown on map no. 4843300485A, dated August 18, 2014, for Travis County, Texas and incorporated areas. If this site is not within an identified special flood hazard area, this flood statement does not imply that the property and/or the structures thereon will be free from flooding or flood damage. This flood statement shall not create liability on the part of the surveyor.

GENERAL SURVEY NOTES:
PROPERTY ADDRESS: Manor, TX 78653
DATE OF SURVEY: February 8, 2022
ATTACHMENTS: 1890-001-0397AC (Metes & Bounds Description)

- 1/2" REBAR FOUND (OR AS NOTED)
- 1/2" REBAR WITH "WATERLOO" CAP FOUND
- 1/2" REBAR WITH "LANDMARK SURVEYING" CAP FOUND
- 1/2" REBAR WITH PLASTIC CAP FOUND
- 1/2" REBAR WITH "CHAPARRAL" CAP SET
- 1/2" IRON PIPE FOUND
- ▲ MAG NAIL FOUND
- ▲ MAG NAIL WITH "CHAPARRAL" WASHER SET
- ▲ CALCULATED POINT
- ⊕ FENCE POST FOUND
- ⊕ CONTROL POINT LOCATION
- ⊕ WATER METER
- ⊕ WATER VALVE
- ⊕ GUY WIRE
- ⊕ OVERHEAD UTILITY
- ⊕ TELEPHONE UTILITY
- ⊕ CLEANOUT
- ⊕ WASTEWATER MANHOLE
- ⊕ GAS UTILITY
- ⊕ EDGE OF ASPHALT PAVEMENT
- ⊕ CHAIN LINK FENCE
- ⊕ E.E. ELECTRIC EASEMENT
- ⊕ POINT OF BEGINNING
- () RECORD INFORMATION
- () RECORD INFORMATION PER VOL. 8702, PG. 813, REAL PROPERTY RECORDS
- < > RECORD INFORMATION PER VOL. 84, PG. 393, PLAT RECORDS
- << >> RECORD INFORMATION PER DOC. NO. 200900096, OFFICIAL PUBLIC RECORDS

SURVEYOR'S CERTIFICATE:
CERTIFIED TO: Lane Ave Development, LLC, a Texas limited liability company
Texas Community Bank
First American Title Insurance Company
Heritage Title Company of Austin, Inc.
I hereby certify that a survey of the property shown herein was actually made upon the ground under my direction and supervision on the date shown, and that to the best of my professional knowledge and belief, there are no apparent encroachments, overlapping of improvements, discrepancies, deed line conflicts, visible utility lines or roads in place, except as shown hereon, and that this property does not adjoin a dedicated road right-of-way or access easement, unless noted hereon.
This survey substantially complies with the current Texas Society of Professional Surveyors Manual of Practice requirements for a Category 1A, Condition 2, DPSS Land Title Survey, based on the Manual of Practice for Land Surveys in the State of Texas, Thirteenth Edition, effective September 01, 2019, prepared by the Texas Society of Professional Surveyors.

Paul J. Flugel
Date: 2-11-2022
Registered Professional Land Surveyor
State of Texas No. 5096

Professional Land Surveying, Inc.
Surveying and Mapping
3500 McCall Lane
Austin, Texas 78744
512-443-1724
T.B.P.E.L.S. Firm No. 10124500

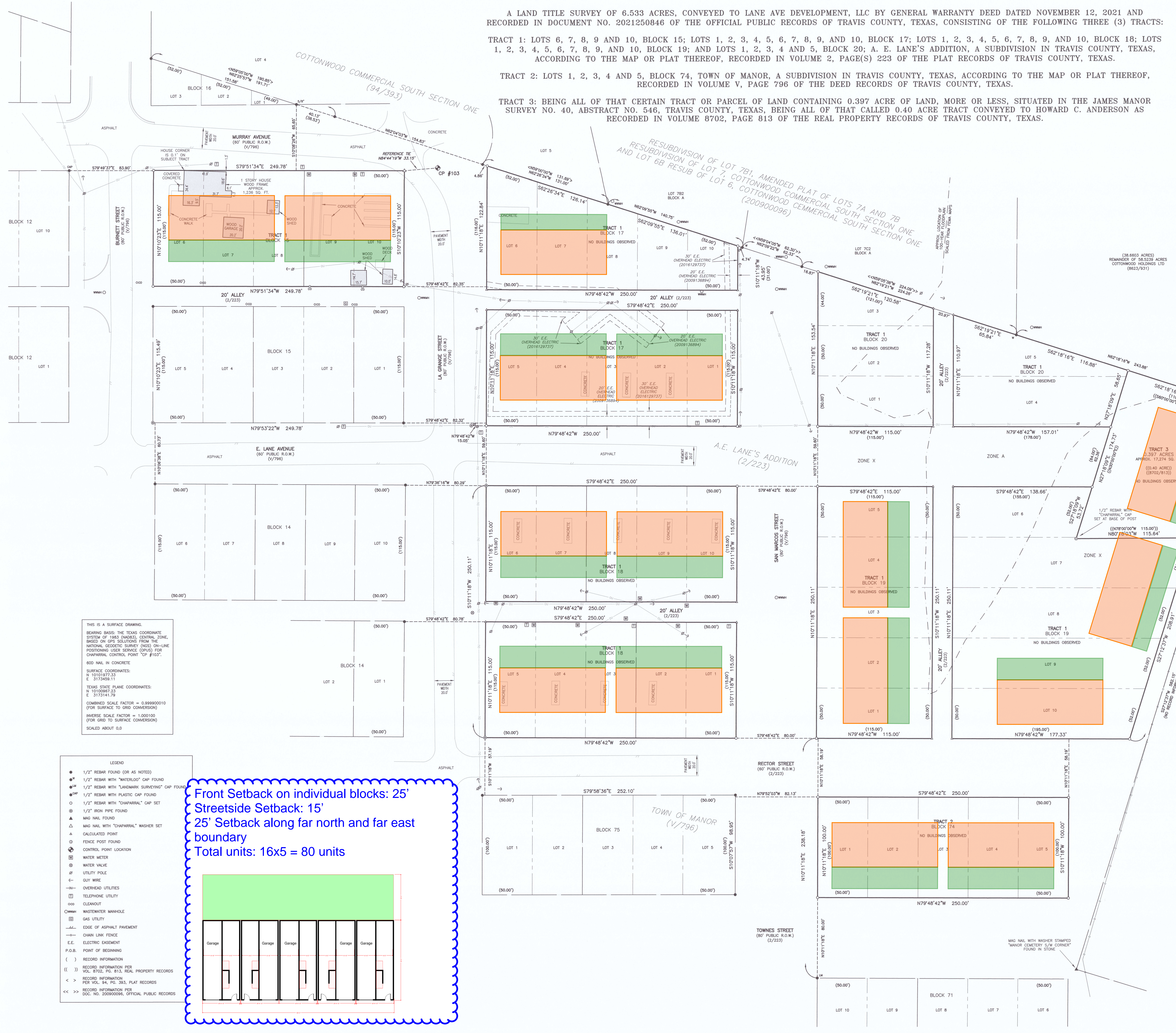
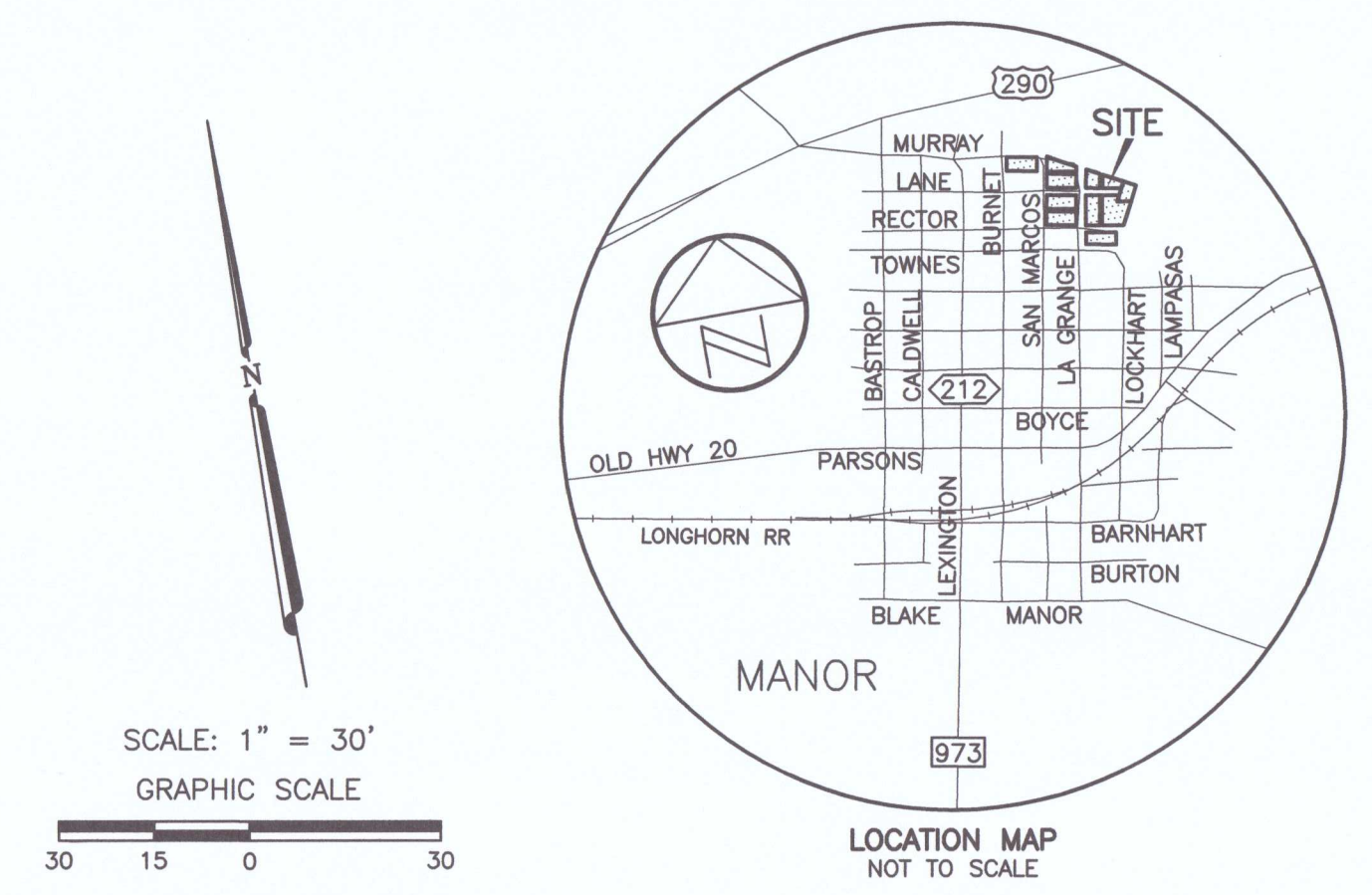
PROJECT NO.: 1890-001
DRAWING NO.: 1890-001-BASE
WORK ORDER: 21049
PLOT DATE: 02/11/2022
PLOT SCALE: 1" = 30'
DRAWN BY: PAJ
SHEET 01 OF 01

A LAND TITLE SURVEY OF 6.533 ACRES, CONVEYED TO LANE AVE DEVELOPMENT, LLC BY GENERAL WARRANTY DEED DATED NOVEMBER 12, 2021 AND RECORDED IN DOCUMENT NO. 2021250846 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, CONSISTING OF THE FOLLOWING THREE (3) TRACTS:

TRACT 1: LOTS 6, 7, 8, 9 AND 10, BLOCK 15; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 17; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 18; LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 19; AND LOTS 1, 2, 3, 4 AND 5, BLOCK 20; A. E. LANE'S ADDITION, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 2, PAGE(S) 223 OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS.

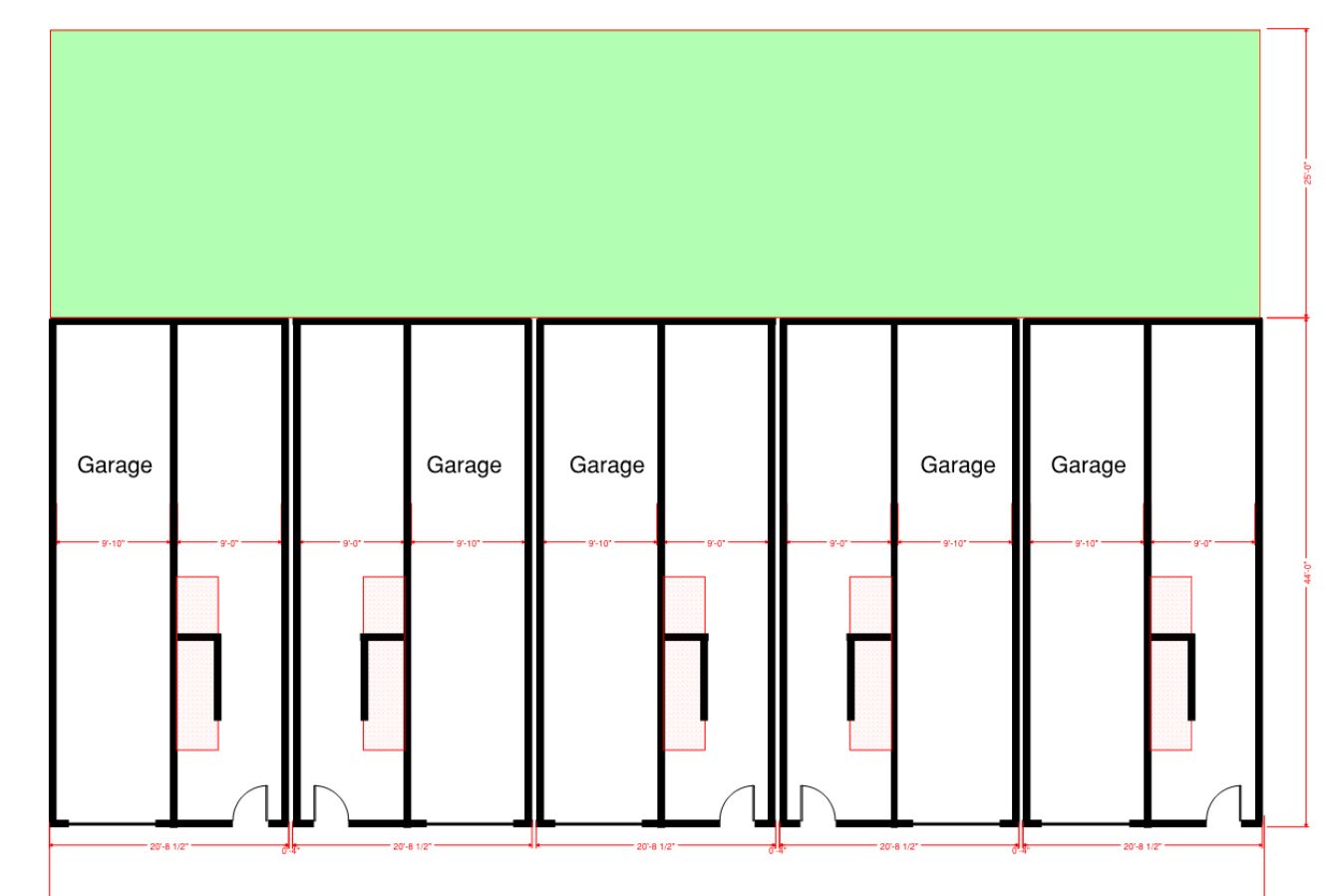
TRACT 2: LOTS 1, 2, 3, 4 AND 5, BLOCK 74, TOWN OF MANOR, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME V, PAGE 796 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS.

TRACT 3: BEING ALL OF THAT CERTAIN TRACT OR PARCEL OF LAND CONTAINING 0.397 ACRE OF LAND, MORE OR LESS, SITUATED IN THE JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546, TRAVIS COUNTY, TEXAS, BEING ALL OF THAT CALLED 0.40 ACRE TRACT CONVEYED TO HOWARD C. ANDERSON AS RECORDED IN VOLUME 8702, PAGE 813 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.



THIS IS A SURFACE DRAWING. BEARING BASIS: THE TEXAS COORDINATE SYSTEM OF 1983 (NAD83), CENTRAL ZONE, BASED ON GPS SOLUTIONS FROM THE NATIONAL GEODETIC SURVEY (NGS) ON-LINE POSITIONING USER SERVICE (OPUS) FOR CHAPARRAL CONTROL POINT "CP #103". 600 NAIL IN CONCRETE. SURFACE COORDINATES: N 10101972.33 E 3173459.11 TEXAS STATE PLANE COORDINATES: N 10100957.23 E 3173141.79 COMBINED SCALE FACTOR = 0.99990010 (FOR SURFACE TO GRID CONVERSION) INVERSE SCALE FACTOR = 1.000100 (FOR GRID TO SURFACE CONVERSION) SCALED ABOUT 0.0

Front Setback on individual blocks: 25'
Streetside Setback: 15'
25' Setback along far north and far east boundary
Total units: 16x5 = 80 units



- LEGEND
- 1/2" REBAR FOUND (OR AS NOTED)
- 1/2" REBAR WITH "WATERLOO" CAP FOUND
- 1/2" REBAR WITH "LANDMARK SURVEYING" CAP FOUND
- 1/2" REBAR WITH PLASTIC CAP FOUND
- 1/2" REBAR WITH "CHAPARRAL" CAP SET
- 1/2" IRON PIPE FOUND
- MAG NAIL FOUND
- MAG NAIL WITH "CHAPARRAL" WASHER SET
- ▲ CALCULATED POINT
- FENCE POST FOUND
- CONTROL POINT LOCATION
- WATER METER
- WATER VALVE
- UTILITY POLE
- GUY WIRE
- OVERHEAD UTILITY
- TELEPHONE UTILITY
- CLEANOUT
- WASTEWATER MANHOLE
- GAS UTILITY
- EDGE OF ASPHALT PAVEMENT
- CHAIN LINK FENCE
- E.E. ELECTRIC EASEMENT
- P.O.B. POINT OF BEGINNING
- () RECORD INFORMATION
- () RECORD INFORMATION PER VOL. 8702, PG. 813, REAL PROPERTY RECORDS
- () RECORD INFORMATION PER VOL. 84, PG. 393, PLAT RECORDS
- () RECORD INFORMATION PER DOC. NO. 20090096, OFFICIAL PUBLIC RECORDS

SURVEYOR'S CERTIFICATE: CERTIFIED TO: Lane Ave Development, LLC, a Texas limited liability company Texas Community Bank First American Title Insurance Company Heritage Title Company of Austin, Inc. I hereby certify that a survey of the property shown herein was actually made upon the ground under my direction and supervision on the date shown, and that to the best of my professional knowledge and belief, there are no apparent encroachments, overlapping of improvements, discrepancies, deed line conflicts, visible utility lines or roads in place, except as shown herein, and that this property does not adjoin a dedicated road right-of-way or access easement, unless noted herein. This survey substantially complies with the current Texas Society of Professional Surveyors Manual of Practice requirements for a Category 1A, Condition 2, DPSS Land Title Survey, based on the Manual of Practice for Land Surveys in the State of Texas, Thirteenth Edition, effective September 01, 2019, prepared by the Texas Society of Professional Surveyors. Paul J. Flugel 2-11-2022 Registered Professional Land Surveyor State of Texas No. 5096

Chaparral Professional Land Surveying, Inc. Surveying and Mapping, Inc. 3500 McCall Lane Austin, Texas 78744 512-443-1724 T.B.P.E.L.S. Firm No. 10124500 PROJECT NO.: 1890-001 DRAWING NO.: 1890-001-BASE WORK ORDER: 21049 PLOT DATE: 02/11/2022 PLOT SCALE: 1" = 30' DRAWN BY: PAJ SHEET 01 OF 01 28



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1416-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 6.533 acres, more or less, and being located near the intersection of N. LaGrange Street and East Lane Avenue, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 6.533 acres, more or less, Town of Manor, Block 15, Lots 6-10, Block 17, Lots 1-10, Block 18, Lots 1-10, Block 19, Lots 1-10, Block 20, Lots 1-5, Block 74, Lots 1-5, and 0.397 acres out of the James Manor Survey No. 40, Abstract 546, and being located near the intersection of N. LaGrange Street and East Lane Avenue, Manor, TX from Manufactured Home (MH-1), Light Commercial (C-1), and Single Family Suburban (SF-1) to Townhome (TH).

***Applicant:* BGE, Inc.**

***Owner:* Lane Ave Development, LLC**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

PORRAS SIMON U JR & LILLIE
PO BOX 406
MANOR, TX 78653

PORRAS MARY HELEN &
IRENE P BELLMAN & BILL BELLMAN
PO BOX 807
MANOR, TX 78653

SUAREZ JOSE JR
501 N LOCKHART ST
MANOR, TX 78653

ARELLANO LORENZO
21007 VERNA ST
MANOR, TX 78653

MONTES LUIS CARLOS PONCE &
XOCHITL AIDHE REYES-PONCE
305 E BROWNING ST
MANOR, TX 78653

LEAVITT LUMBER COMPANY INC
395 SOUTH 300 EAST
PO BOX 96
KAMAS, UT 84036

KREUZER CHANEL J &
JOEL ANDREW KREUZER
301 BROWNING ST
MANOR, TX 78653

BENITES MELITON LOPEZ
509 N LOCKHART
MANOR, TX 78653

SUAREZ LUIS & YOLANDA M
8604 SHOWERS DR
ELGIN, TX 78621

BAKER RICHARD & HOLLY M
PO BOX 1246
MANOR, TX 78653

CASTILLO GEORGE A & ROSALIE
PO BOX 733
MANOR, TX 78653

MANOR UNITED METHODIST CHURCH
MARY NELL CARLSON
PO BOX J
MANOR, TX 78653

DYE VALERIE ANN
PO BOX 410
MANOR, TX 78653

DYE MICHAEL E
1318 SHOTGUN CT
PFLUGERVILLE, TX 78660

PENA ARACELI U & JUANA D JARAMILLO
7702 MULLEN DR
AUSTIN, TX 78757

PENA ARACELI U & SAMUEL R DIAZ &
JUANA D JARAMILLO
7702 MULLEN DR
AUSTIN, TX 78757

FLORES FRANCISCO JR &
MARILU CALDERON URESTI
9705 DALLUM DR
AUSTIN, TX 78753

RANDIG WALTER D & LOIS K
PO BOX 276
MANOR, TX 78653

RANDIG WALTER
21154 MELBER LN #1
MANOR, TX 78653

DIAZ JUAN J
7017 ALBACETE LN
ROUND ROCK, TX 78681

GONZALEZ LEOPOLDO
107 RECTOR ST
MANOR, TX 78653

MORENO DANIEL & RUPERTA &
MIGUEL SAVALZA SOLANO
505 NORTH BURNET ST
MANOR, TX 78653

DOVER OLIVER H JR & DORIS
101 E RECTOR ST
MANOR, TX 78653

MONDRAGON LIZETH
PO BOX 1185
MANOR, TX 78653

FONSECA JOSE LUIS
PO BOX 1081
MANOR, TX 78653

BURSE NICHOLE ELIZABETH
6431 BRIDGEWATER DR
AUSTIN, TX 78723

PORTALES MARIA E
710 BURNETT DR
MANOR, TX 78653

MALDONADO ALICIA & VALDMAR
707 BURNET ST
MANOR, TX 78653

JONES ROBERT A & BRENDA F
PO BOX 943
MANOR, TX 78653

FORSYTHE WILLIAM & CAROLYN
PO BOX 139
MANOR, TX 78653

MEJIA MARTINIANO P & BLANCA E
BLANCA E MEJIA
PO BOX 1082
MANOR, TX 78653

TUMLINSON RANDALL C &
FRANCES ANN TUMLINSON
PO BOX 414
MANOR, TX 78653

WILLIAMS GARY M
P O BOX 480
MANOR, TX 78653

GOSEY BOBBY AND SHELDON LIVING
TRUST
7300 GILBERT RD
MANOR, TX 78653

BLUEBONNET ELECTRIC COPERATIVE
P O BOX 729
BASTROP, TX 78602

COTTONWOOD HOLDINGS LTD
DWYER REALTY COMPANIES
9900 US HIGHWAY 290 E
MANOR, TX 78653

KUSUM HOSPITALITY LLC
11301 US HWY 290 E
MANOR, TX 78653

COUPLAND STATE BANK
PO BOX 616
MCKINNEY, TX 75070

THOMASON ERIC & REBEKAH
109 E MURRAY AVE
MANOR, TX 78653

GLASS RETHANN
17500B GLASS RD
MANOR, TX 78653

SONIC DEVELOPMENT OF CENTRAL TEXAS
AUSTIN SONIC
PO BOX 17788
AUSTIN, TX 78760

MKR PROPERTIES LLC SERIES 11211 US
HWY 290
5905 YORK BRIDGE CIR
AUSTIN, TX 78749

MANOR VILLAGE CONDOMINIUMS LTD
7500 W SLAUGHTER LN APT 8207
AUSTIN, TX 78749



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

First Reading: Consideration, discussion, and possible action on an ordinance rezoning 86.05 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract 154, and being located at 13301 US Hwy 290 E, Manor, TX from Single Family Suburban (SF-1) to Medium Commercial (C-2), Multi-Family 25 (MF-2), and Townhome (TH).

Applicant: SEC Planning, LLC

Owner: Manor 290 OZ Real Estate, LP

BACKGROUND/SUMMARY:

The applicant is requesting to zone 32.69 acres to C-2 Medium Commercial, 20.86 acres to MF-2 Multi-Family 25, and 30.74 acres to TH Townhome. The conceptual layout includes extending Carriage Hills Drive to US 290 to intersect with Bois D’Arc. 30 acres of C-2 could potentially accommodate 200,000 – 250,000 sf of commercial space, 21 acres of MF-2 could be up to 525 units, and 31 acres of TH could be up to 372 units. This plan supports the city’s request for substantial commercial acreage on US 290 and higher density residential to buffer between the commercial and single family.

The P&Z Commission voted 5-1 to recommend approval of this item

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Ordinance
- Map
- Boundary Map
- Notice
- Lables

STAFF RECOMMENDATION:

It is city staff’s recommendation that the City Council approve the first reading of an ordinance rezoning 86.05 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract 154, and being located at 13301 US Hwy 290 E, Manor, TX from Single Family Suburban (SF-1) to Medium Commercial (C-2), Multi-Family 25 (MF-2), and Townhome (TH).

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
	X		



December 15, 2021

City of Manor Planning Department
105 E. Eggleston Street
Manor, TX 78653

Re: Ginsel Tract Letter of Intent

The Ginsel tract is a 82.5 acre tract of land located within the City of Manor at the Southeast corner of the intersection of US 290 and Bois-D-Arc Rd. It is the Applicant's intent and request to rezone the entire 82.5 acres with a mix of commercial and residential offerings. Please see the included Requested Zoning Exhibit for an illustrative depiction of the requested zoning districts.

This tract is conveniently located in the eastern portion of the City with convenient access fronting U.S. Highway 290. Along with strong access from this major roadway, the property is in close proximity to planned future commercial/mixed use development to the west, while creating a transitional development to the Existing Single Family to the south. The requested rezoning request will provide employment, retail and service opportunities of a destination variety along with various housing options all with strong vehicular accessibility from U.S. 290.

Current site conditions are also favorable for the vision of a higher intensity development. The property consists of gently sloping farm lands with pockets of tree coverage and existing drainage corridors which the applicant intends to preserve to the best of their ability.

Thank you for your consideration of this zoning change request. The Applicant believes this location has the potential to help meet the housing, service, and employment goals for Manor.

Sincerely,

Gary Jueneman
Sr. Project Manager

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM SINGLE FAMILY SUBURBAN (SF-1) TO MEDIUM COMMERCIAL (C-2), MULTI-FAMILY 25 (MF-2), AND TOWNHOME (TH); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibits "A-1", "A-2", and "A-3" (the "Property"), from the Single Family Suburban (SF-1) to zoning district Medium Commercial (C-2), Multi-Family 25 (MF-2), and Townhome (TH). The Property is accordingly hereby rezoned to Medium Commercial (C-2), Multi-Family 25 (MF-2), Townhome (TH).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ___ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

EXHIBIT "A-1"

Property Legal Description Medium Commercial (C-2) Tract:

**ZONING EXHIBIT C-2
32.6872 ACRES (1,423,853 SQ FT)
SITUATED IN THE
A.C. CALDWELL SURVEY, A-154
TRAVIS COUNTY, TEXAS**

BEING 32.6872 acres (1,423,853 square feet) of land out of the remainder of a called 84.2717 acre tract conveyed to Manor 290 OZ Real Estate LP, by Warranty Deed recorded under Clerk's File No. 2021172435 of the Official Public Records of Travis County, Texas (O.P.R. T.C.T.), said 32.6872 acre tract lying within the A.C. Caldwell Survey, A-154, and is more particularly described as follows:

COMMENCING at a 5/8 inch iron rod found in the west line of Lot 5 of Manor Commercial Park, according to the plat of same, recorded under Volume 87, Page 168A, of the Plat Records of Travis County, Texas (P.R. T.C.T.), for the northeast corner of Lot 68, Block D, of Carriage Hills, Section Three, according to the plat of same, recorded under Clerk's File No. 201000127 P.R. T.C.T., for the southeast corner of said 84.2717 acre tract;

THENCE North 72°55'20" West, with the common line between said Carriage Hills, Section Three and said 84.2717 acre tract, a distance of 1482.50 feet to a 5/8 inch iron rod found in the east line of Lot 20, of Block I, of Bell Farms Phase Two-A, according to the plat of same, recorded under Clerk's File No. 200700061 P.R. T.C.T., for the northwest corner of said Carriage Hills, and the southwest corner of said 84.2717 acre tract;

THENCE North 27°58'35" East, with the west line of said 84.2717 acre tract, at 165.99 feet, passing a 5/8 inch iron rod found for the northeast corner of said Bell Farms Phase Two-A, and the southeast corner of the called 30.8643 acre tract conveyed to Manor RV Park, LLC by Warranty Deed recorded under Clerk's File No. 2019179486 of the Official Public Records of Travis County, Texas, and continuing for a total distance of 1575.30 feet to a point for the southwest corner and POINT OF BEGINNING of the herein described tract;

THENCE North 27°58'35" East, with the west line of said 84.2717 acre tract, a distance of 837.17 feet to a concrete monument found in the south right of way (R.O.W.) line of Highway 290 East (R.O.W. varies) for an angle point;

THENCE North 56°26'17" East, with said south right of way line, a distance of 175.36 feet to a 5/8" iron rod with cap marked "CORE 6657" set for the northwest corner of the herein described tract;

THENCE North 85°55'19" East, continuing with said south right of way line, a distance of 1287.41 feet to a point for the northeast corner of the herein described tract, from which a found 5/8 inch iron rod bears North 80°47'35" East, a distance of 0.47 feet, and a found 5/8 inch iron rod bears North 84°12'31" East, a distance of 4.77 feet;

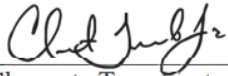
THENCE South 27°46'46" West, with the east line of said 84.2717 acre tract, a distance of 1483.40 feet to a point for the southeast corner of the herein described tract;

THENCE North 62°44'27" West, a distance of 630.82 feet to a point for a corner at the beginning of a curve;

THENCE in a southerly direction, 193.29 feet along a curve to the RIGHT, having a radius of 500.00 feet, a delta angle of 22°08'57", and whose long chord bears South 13°14'41" West, a distance of 192.09 feet to a point for corner of the herein described tract;

ORDINANCE NO.

THENCE North 61°47'14" West, a distance of 597.90 feet to the POINT OF BEGINNING and containing a computed 32.6872 acres (1,423,853 square feet) of land.



Clemente Turrubiarres Jr.
RPLS No. 6657
Job No. U21-00100
Issue Date: March 28, 2022
Revised:



EXHIBIT "A-2"**Property Legal Description Multi-Family 25 (MF-2) Tract:**

**ZONING EXHIBIT MF-2
20.8636 ACRES (908,817 SQ FT)
SITUATED IN THE
A.C. CALDWELL SURVEY, A-154
TRAVIS COUNTY, TEXAS**

BEING 20.8636 acres (908,817 square feet) of land out of the remainder of a called 84.2717 acre tract conveyed to Manor 290 OZ Real Estate LP, by Warranty Deed recorded under Clerk's File No. 2021172435 of the Official Public Records of Travis County, Texas (O.P.R. T.C.T.), said 20.8636 acre tract lying within the A.C. Caldwell Survey, A-154, and is more particularly described as follows:

COMMENCING at a 5/8 inch iron rod found in the west line of Lot 5 of Manor Commercial Park, according to the plat of same, recorded under Volume 87, Page 168A, of the Plat Records of Travis County, Texas (P.R. T.C.T.), for the northeast corner of Lot 68, Block D, of Carriage Hills, Section Three, according to the plat of same, recorded under Clerk's File No. 201000127 P.R. T.C.T., for the southeast corner of said 84.2717 acre tract;

THENCE North 72°55'20" West, with the common line between said Carriage Hills, Section Three and said 84.2717 acre tract, a distance of 835.67 feet to a point for the southeast corner and POINT OF BEGINNING of the herein described tract;

THENCE North 72°55'20" West, a distance of 646.83 feet to a 5/8 inch iron rod found in the east line of Lot 20, of Block I, of Bell Farms Phase Two-A, according to the plat of same, recorded under Clerk's File No. 200700061 P.R. T.C.T., for the northwest corner of said Carriage Hills, and the southwest corner of said 84.2717 acre tract and the herein described tract;

THENCE North 27°58'35" East, with the west line of said 84.2717 acre tract, at 165.99 feet, passing a 5/8 inch iron rod found for the northeast corner of said Bell Farms Phase Two-A, and the southeast corner of the called 30.8643 acre tract conveyed to Manor RV Park, LLC by Warranty Deed recorded under Clerk's File No. 2019179486 of the Official Public Records of Travis County, Texas, and continuing for a total distance of 1575.30 feet to a point for the northwest corner of the herein described tract;

THENCE South 61°47'14" East, a distance of 597.90 feet to a point at the beginning of a curve, for the northeast corner of the herein described tract;

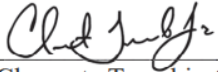
THENCE in a southerly direction, 33.98 feet along a curve to the RIGHT, having a radius of 500.00 feet, a delta angle of 03° 53' 37", and whose long chord bears South 26°15'58" West, a distance of 33.97 feet to a point;

THENCE South 28°12'46" West, a distance of 1126.05 feet to a point at the beginning of a curve;

THENCE in a southerly direction, 157.18 feet along a curve to the LEFT, having a radius of 800.00 feet, a delta angle of 11° 15' 26", and whose long chord bears South 22°35'04" West, a distance of 156.93 feet to a point;

ORDINANCE NO.

THENCE South 16°57'21" West, a distance of 136.83 feet to the POINT OF BEGINNING and containing a computed 20.8636 acres (908,817 square feet) of land.



Clemente Turrubiarres Jr.
RPLS No. 6657
Job No. U21-00401
Issue Date: March 28, 2022
Revised:



EXHIBIT "A-3"

Property Legal Description Townhome (TH) Tract:

**ZONING EXHIBIT TH
30.7419 ACRES (1,339,118 SQ FT)
SITUATED IN THE
A.C. CALDWELL SURVEY, A-154
TRAVIS COUNTY, TEXAS**

BEING 30.7419 acres (1,339,118 square feet) of land out of the remainder of a called 84.2717 acre tract conveyed to Manor 290 OZ Real Estate LP, by Warranty Deed recorded under Clerk's File No. 2021172435 of the Official Public Records of Travis County, Texas (O.P.R. T.C.T.), said 30.7419 acre tract lying within the A.C. Caldwell Survey, A-154, and is more particularly described as follows:

BEGINNING at a 5/8 inch iron rod found in the west line of Lot 5 of Manor Commercial Park, according to the plat of same, recorded under Volume 87, Page 168A, of the Plat Records of Travis County, Texas (P.R. T.C.T.), for the northeast corner of Lot 68, Block D, of Carriage Hills, Section Three, according to the plat of same, recorded under Clerk's File No. 201000127 P.R. T.C.T., for the southeast corner of said 84.2717 acre tract;

THENCE North 72°55'20" West, a distance of 835.67 feet to a point for the southwest corner of the herein described tract;

THENCE North 16°57'21" East, a distance of 136.83 feet to a point at the beginning of a curve;

THENCE in a northerly direction, 157.18 feet along a curve to the RIGHT, having a radius of 800.00 feet, a delta angle of 11°15'26", and whose long chord bears North 22°35'04" East, a distance of 156.93 feet to a point;

THENCE North 28°12'46" East, a distance of 1126.05 feet to a point at the beginning of a curve;

THENCE in a northerly direction, 227.27 feet along a curve to the LEFT, having a radius of 500.00 feet, a delta angle of 26°02'34", and whose long chord bears North 15°11'29" East, a distance of 225.32 feet to a point for the northwest corner of the herein described tract;

THENCE South 62°44'27" East, a distance of 630.82 feet to a point for a northeast corner;

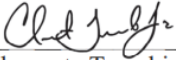
THENCE South 27°46'46" West, a distance of 16.80 feet to a point for an interior corner;

THENCE South 62°07'08" East, a distance of 273.68 feet to a point in the west line of said Manor Commercial Park for the northeast corner of the herein described tract;

ORDINANCE NO.

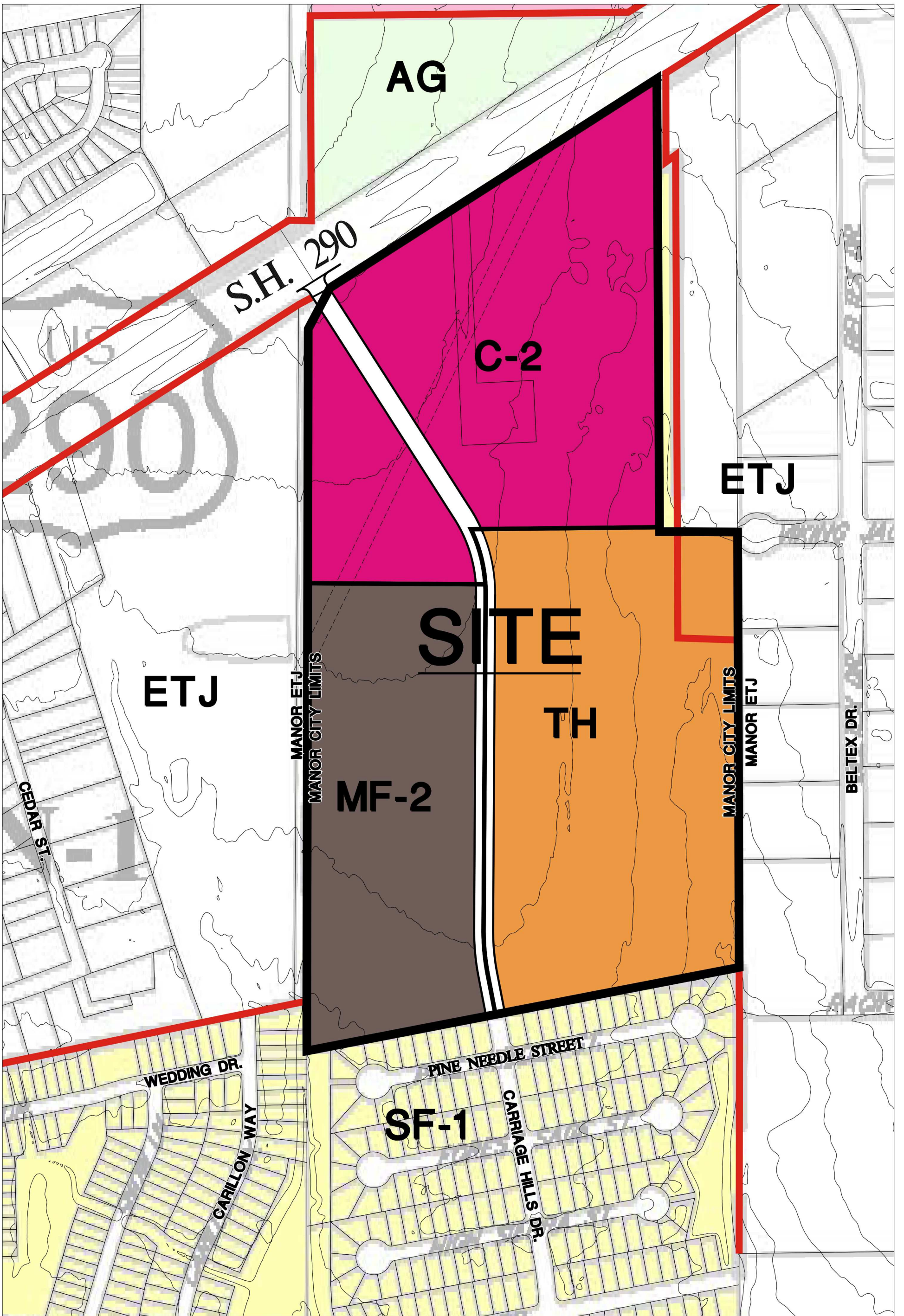
THENCE South 27°48'42" West, west line of Manor Commercial Park Plat, recorded under Volume 87, Page 168A P.R. T.C.T., a distance of 366.88 feet to a point for corner being in the west line of Lot 2 of said Manor Commercial Park, being an angle point of the herein described tract, from which a found 5/8 inch iron rod, bears North 26°59'33" West, a distance of 0.58 feet;

THENCE South 27°54'59" West, along said west line of said Manor Commercial Park, passing at a distance of 216.65 feet a found 5/8 inch iron rod, marking the common corner of Lots 2 and 3, passing at a distance of 736.79 feet a found 5/8 inch iron rod, marking the common corner of Lots 4 and 5, passing at a distance of 996.37 feet a found 5/8 inch iron rod and continuing for a total distance of 1102.98 feet to the POINT OF BEGINNING and containing a computed 30.7419 acres (1,339,118 square feet) of land.



Clemente Turrubiarres Jr.
RPLS No. 6657
Job No. U21-00401
Issue Date: March 28, 2022
Revised:





ZONING OPTION 3
GINSEL TRACT



0 150' 300' 600'

Scale: 1" = 300'

North

Date: September 16, 2021



SEC Planning, LLC

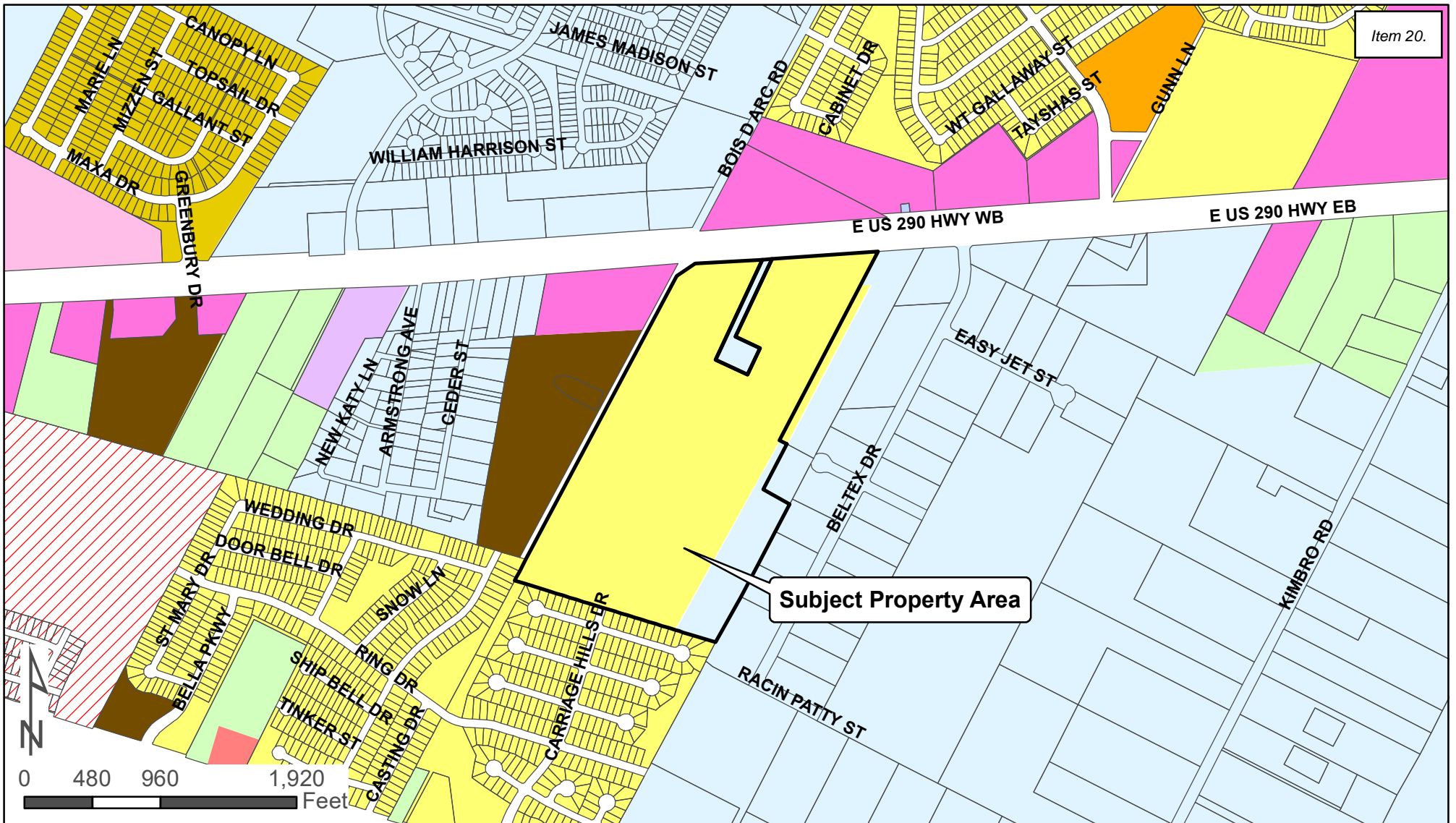
Land Planning + Landscape Architecture + Community Branding

AUSTIN, TEXAS
1.512.246.7003
www.secplanning.com + info@secplanning.com

**MANOR OPPORTUNITY
FUND LLC**
MANOR, TEXAS

SHEET FILE: I:\210105-MAOF\Cadfiles\PLANNING\Submittals\Zoning Exhibits\Zoning Option 3.dwg

Base mapping compiled from best available information. All map data should be considered as preliminary, in need of verification, and subject to change. This land plan is conceptual in nature and does not represent any regulatory approval. Plan is subject to change.



Current:
Single Family Suburban (SF-1)

Proposed:
Medium Commercial (C-2)
Multi-Family 25 (MF-2)
Townhome (TH)

Zone

- | | | |
|-------------------------------|---------------------------|--------------------------------|
| A - Agricultural | I-1 - Institutional Small | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-2 - Institutional Large | DB - Downtown Business |
| SF-2 - Single Family Standard | GO - General Office | IN-1 - Light Industrial |
| TF - Two Family | C-1 - Light Commercial | IN-2 - Heavy Industrial |
| TH - Townhome | C-2 - Medium Commercial | PUD - Planned Unit Development |
| MF-1 - Multi-Family 15 | C-3 - Heavy Commercial | ETJ |
| MF-2 - Multi-Family 25 | | |



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1404-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 86.05 acres, more or less, and being located at 13301 US Hwy 290 E, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 86.05 acres, more or less, out of the AC Caldwell Survey No. 52, Abstract 154, and being located at 13301 US Hwy 290 E, Manor, TX from Single Family Suburban (SF-1) to Medium Commercial (C-2), Multi-Family 25 (MF-2), and Townhome (TH).

***Applicant:* SEC Planning, LLC**

***Owner:* Manor 290 OZ Real Estate, LP**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

MONTES PABLO & ANDREA MONTES
12921 CARILLON WAY
MANOR, TX 78653-5194

CASTRO JOHNNY C JR &
MARIBEL CASTRO
12925 CARILLON WAY
MANOR, TX 78653-5194

PARRY BRANDON
12929 CARILLON WAY
MANOR, TX 78653-5194

AROS JOE & SUSIE
12933 CARILLON WAY
MANOR , TX 78653-5194

POWELL JUSTIN LEE
12937 CARILLON WAY
MANOR , TX 78653-5194

BAKER KELLY ANNE
PO BOX 10933
AUSTIN , TX 78766-1933

GONZALES-VALENCIA DAVID
13005 CARILLON WAY
MANOR , TX 78653-5195

VU IVY & PHINGA TA
7906 ISAAC PRYOR DR
AUSTIN, TX 78749-1753

ALBARRACIN STEVEN M & ZHANNA A
13016 WEDDING DR
MANOR, TX 78653-5189

UPSHUR DIONNE I & RALEIGH C
13020 WEDDING
MANOR , TX 78653-5189

MANOR RV PARK LLC
460 N MAIN ST STE 304
GLEN ELLYN, IL 60137-5176



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

First Reading: Consideration, discussion, and possible action on an ordinance rezoning 13.224 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).

Applicant: Metcalfe, Wolff, Stuart & Williams, LLP

Owner: Dwyer Realty Companies

BACKGROUND/SUMMARY:

This property is along the currently under construction Gregg Manor and will be across that road from the Lion’s Club. They are leaving a 1.6-acre tract as C-1 light commercial as well as extending Eggleston Street to connect to the new Gregg Manor Road. The property directly north is zoned MF-2, the properties west are zoned C-1 Light Commercial, and the properties along Parsons are zoned C-1 Light Commercial, Institutional, or SF-1 Single Family. Parson is considered a commercial corridor. West of the property is zoned SF-1 Single Family. The building setback for MF-2 to SF-1 is 80’ and of that 25’ is a bufferyard that only permits a solid wall and landscaping to provide a physical and visual buffer between the MF and SF. 9.8 acres of MF-2 can be up to 245 units.

The P&Z Commission voted 5-1 to recommend approval of this item

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Ordinance
- Boundary Map
- Map
- Notice
- Labels

STAFF RECOMMENDATION:

It is City staff’s recommendation that the City Council approve the first reading of an ordinance rezoning 13.224 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
	X		



METCALFE WOLFF
STUART & WILLIAMS, LLP

TALLEY WILLIAMS
Partner

twilliams@mwswtexas.com
512-404-2234

March 11, 2022

Mr. Scott Dunlop
Interim City Manager
105 E Eggleston St.,
Manor, Texas 78653

Via Online Submittal

Re: Application for Rezoning; Approximately 13.95 acres within the Las Entradas South Project located along the future Gregg Manor Extension and North of Old Highway 20 in Manor, Texas (the "Property").

Dear Mr. Dunlop:

As representatives of the owner of the above stated Property we respectfully submit the attached Zoning Application to request a change from Light Commercial (C-1) to Multi-family 25 (MF-2). The Property is located within the Las Entradas South Project located along the future Gregg Manor Extension and North of Old Highway 20 in Manor, Texas (see attached Location Map).

The Property is part of the Las Entradas South Project which is a mixed-use development that also includes commercial and residential uses as well as publicly accessible open space. The Property will provide a unique multifamily development in this high quality, pedestrian oriented development of horizontal mixed use, which is desired by the City of Manor.

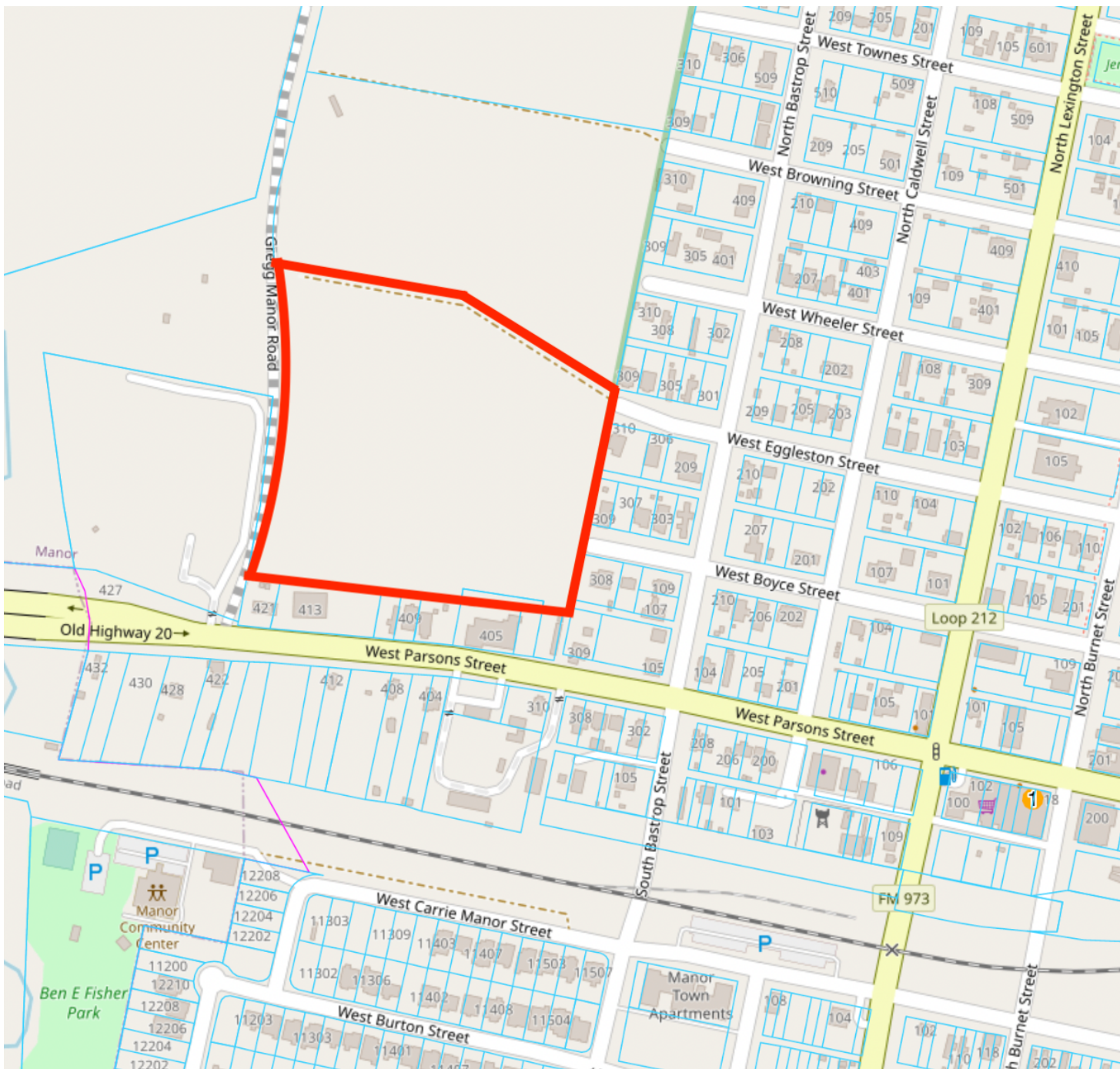
Attached to this application is a Microsoft Word document with the names and addresses of property owners within 300 feet of the Property, tax certificates and metes and bounds for the Property.

If you have any questions about the proposed Zoning Application or need additional information, please do not hesitate to contact me at your convenience. Thank you for your time and attention to this project.

Sincerely,

Talley Williams

ZONING EXHIBIT



ORDINANCE NO.

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM LIGHT COMMERCIAL (C-1) TO MULTI-FAMILY 25 (MF-2); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A", (the "Property"), from the Light Commercial (C-1) to zoning district Multi-Family 25 (MF-2). The Property is accordingly hereby rezoned to Multi-Family 25 (MF-2).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ___ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

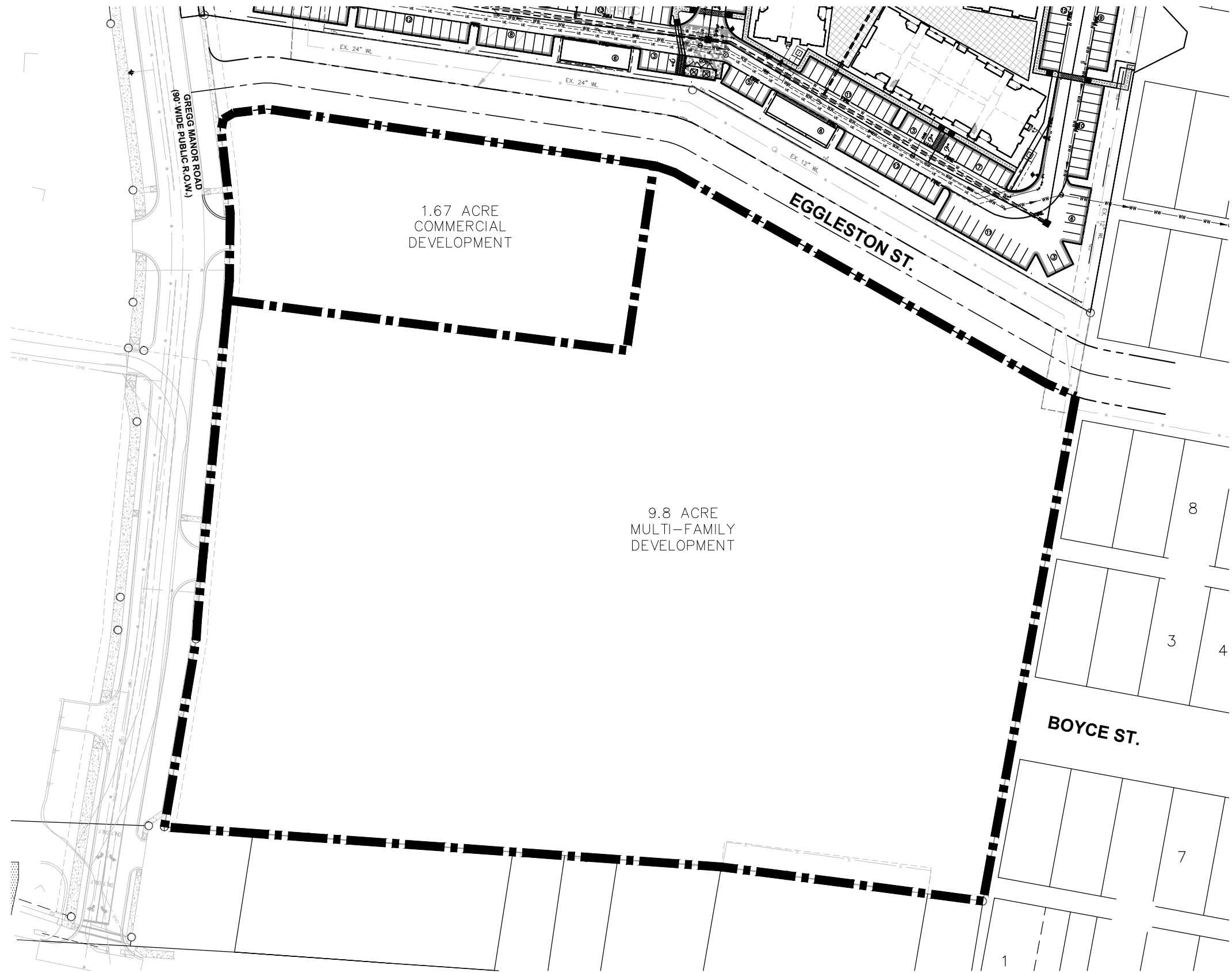
Lluvia T. Almaraz, TRMC
City Secretary

ORDINANCE NO.

Page 3

EXHIBIT "A"

Property Legal Description:

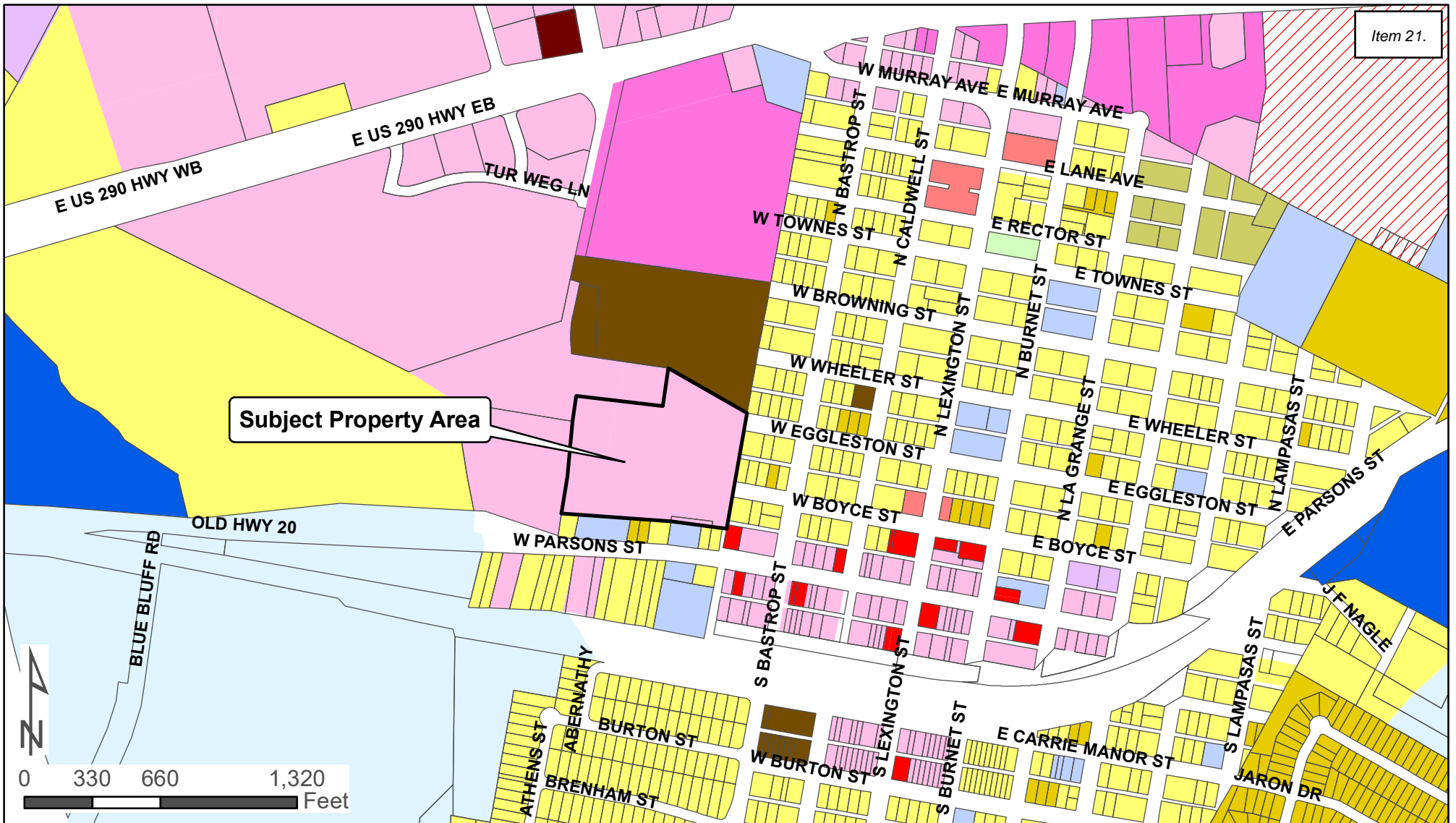


"EXHIBIT A"

MULTI-FAMILY DEVELOPEMENT
MANOR, TX

DEVELOPER:
DD&B
CONSTRUCTION
17B FIRSTFIELD RD.
GAITHERSBURG,
MD 20878




















SITE PLAN



Current:
Light Commercial (C-1)

Proposed:
Multi-Family 25 (MF-2)

Zone

- | | | |
|---|---|--|
|  A - Agricultural |  I-1 - Institutional Small |  NB - Neighborhood Business |
|  SF-1 - Single Family Suburban |  I-2 - Institutional Large |  DB - Downtown Business |
|  SF-2 - Single Family Standard |  GO - General Office |  IN-1 - Light Industrial |
|  TF - Two Family |  C-1 - Light Commercial |  IN-2 - Heavy Industrial |
|  TH - Townhome |  C-2 - Medium Commercial |  PUD - Planned Unit Development |
|  MF-1 - Multi-Family 15 |  C-3 - Heavy Commercial |  ETJ |
|  MF-2 - Multi-Family 25 | | |



March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1425-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 13.224 acres, more or less, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 13.224 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).

Applicant: Metcalfe, Wolff, Stuart & Williams, LLP

Owner: Dwyer Realty Companies

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

Newsome Florence Et Al.
P.O. BOX 133
Manor, TX 78653

Field Mary R Et. Al.
P.O. BOX 184
Manor, TX 78653

Duvall Novella P
P.O. BOX 654
Manor, TX 78653

Newsome Florence Et Al.
P.O. BOX 133
Manor, TX 78653

Taylor Floyd Roy Et. Al.
7010 Blessing
Austin, TX 78752

Herrera Juan Carlos & Maria D
107 N Bastrop St.
Manor, TX 78653

Garcia Epifanio Delgado
5503 Hibiscus
Austin, TX 78724

Cabello Pedro & Erica Cabello
209 N Bastrop St.
Manor, TX 78653

Desh Jr. LLC
4419 Ramsey Ave.
Austin, TX 78756

Wheeler Street Partnership
P.O. BOX 170309
Austin, TX 78717

Easley Lenora
P.O. BOX 734
Manor, TX 78653

Riojas Santiago & Irasema
P.O. BOX 885
Manor, TX 78653

Loggins Raydell
P.O. BOX 47
Manor, TX 78653

Easley Lenora
307 W Boyce St.
Manor, TX 78653

Crumbley Gilbert & Essie
P.O. BOX 170309
Austin, TX 78717

Bowen Bradley & Paula
18109 Whitewater Cv.
Round Rock, TX 78681

Bush Kaitanya L
P.O. BOX 218
Manor, TX 78653

Travis County Emergency
P.O. BOX 846
Manor, TX 78653

Bowen Bradley & Paula
18109 Whitewater Cv.
Round Rock, TX 78681

Guerrero Julio & Cynthia
P.O. BOX 142265
Austin, TX 78714

Travis County Emergency
P.O. BOX 846
Manor, TX 78653

Sepco
P.O. BOX 170309
Austin, TX 78717

Bowen Bradley & Paula
18109 Whitewater Cv.
Round Rock, TX 78681

Milligan Finish
3811 Liberty Square Trail
Fresno, TX 77545

Sepco
P.O. BOX 170309
Austin, TX 78717

Mims Michael L & Beverly R
P.O. BOX 447
Manor, TX 78653

Chavez Marcos A
12555 Kimbro Rd
Manor, TX 78653

AAA Fire & Safety Equipment Co. Inc.
P.O. BOX 16401
Austin, TX 78761

Davis Hattie Mae
P.O. BOX 229
Manor, TX 78653

Wilson Joetta
411 W Parsons St.
Manor, TX 78653

Burns Memorial Temple
P.O. BOX 1061
Manor, TX 78653

City of Manor
105 E. Eggleston St.
Manor, TX 78653

Al Noor Muslim Community Center of
Manor
900 Low Brim Cv
Pflugerville, TX 78660

Li Julie
P.O. BOX 203731
Austin, TX 78720

City of Manor
105 E. Eggleston St.
Manor, TX 78653

Carbajol Felipe H & Isabel Ortuno
P.O. BOX 214
Manor, TX 78653

Lions Club of Manor Inc.
P.O. BOX 68
Manor, TX 78653

Burns Elbert R Et. Al.
P.O. BOX 413
Manor, TX 78653

Jones Samuel Dell Jr & Rachel
P.O. BOX 416
Manor, TX 78653

Manor Apartments LLC
4600 Triangle Ave. #6102
Austin, TX 78751

Smith Audrey B
10304 Ivy Jade
Schertz, TX 78154

Miramontes Manuel Torres & J
19337 W T Gallaway St.
Manor, TX 78653

Samudio Faustino
P.O. BOX 28
Manor, TX 78653

Okoro Chiamo
3101 E. 12th St. Unit D-4
Austin, TX 78702

Esparza Antonio
16709 Hamilton Point Cir
Manor, TX 78653

Salazar Jose Cipriano & Uganda
P.O. BOX 164
Manor, TX 78653

Okoro Chiamo
3101 E. 12th St. Unit C4
Austin, TX 78702

Habbit Ambus & Purinea
432 W Parsons St.
Manor, TX 78653

De Leon Carmen P
P.O. BOX 81
Manor, TX 78653

Casimiro Mildred
412 W. Parsons St.
Manor, TX 78653

Manor ISD
P.O. BOX 359
Manor, TX 78653

Reyes Mary A & Robert H
P.O. BOX 344
Manor, TX 78653

Montero Roberto
709 Busleigh Cattle Way
Pflugerville, TX 78660

Riojas Oralia Garza
P.O. BOX 89
Manor, TX 78653

City of Manor
105 E. Eggleston St.
Manor, TX 78653

Al Noor Muslim Community Center of
Manor
900 Low Brim Cv
Pflugerville, TX 78660



METCALFE WOLFF
STUART & WILLIAMS, LLP

TALLEY WILLIAMS
Partner

twilliams@mwswtexas.com
512-404-2234

March 11, 2022

Mr. Scott Dunlop
Interim City Manager
105 E Eggleston St.,
Manor, Texas 78653

Via Online Submittal

Re: Application for Rezoning; Approximately 26.30 acres (designated as Lot 1, Block A) within the Butler-Manor Project located at E. US 290 and 13100 N. FM 973 (the "Property").

Dear Mr. Dunlop:

As representatives of the owner of the above stated Property we respectfully submit the attached Zoning Application to request a change from Medium Commercial (C-2) to Multi-family 25 (MF-2). The Property is located within the Butler-Manor Project located at E. US 290 and 13100 N. FM 973 and is currently undeveloped (see attached Location Map).

The Property is part of the Butler-Manor Project which is a mixed-use development that also includes commercial and residential uses as well as publicly accessible open space. The Property will provide a unique and highly amenitized multifamily development in this high quality, pedestrian oriented development of horizontal mixed use, which is desired by the City of Manor.

Attached to this application is a Microsoft Word document with the names and addresses of property owners within 300 feet of the Property, tax certificates and metes and bounds for the Property.

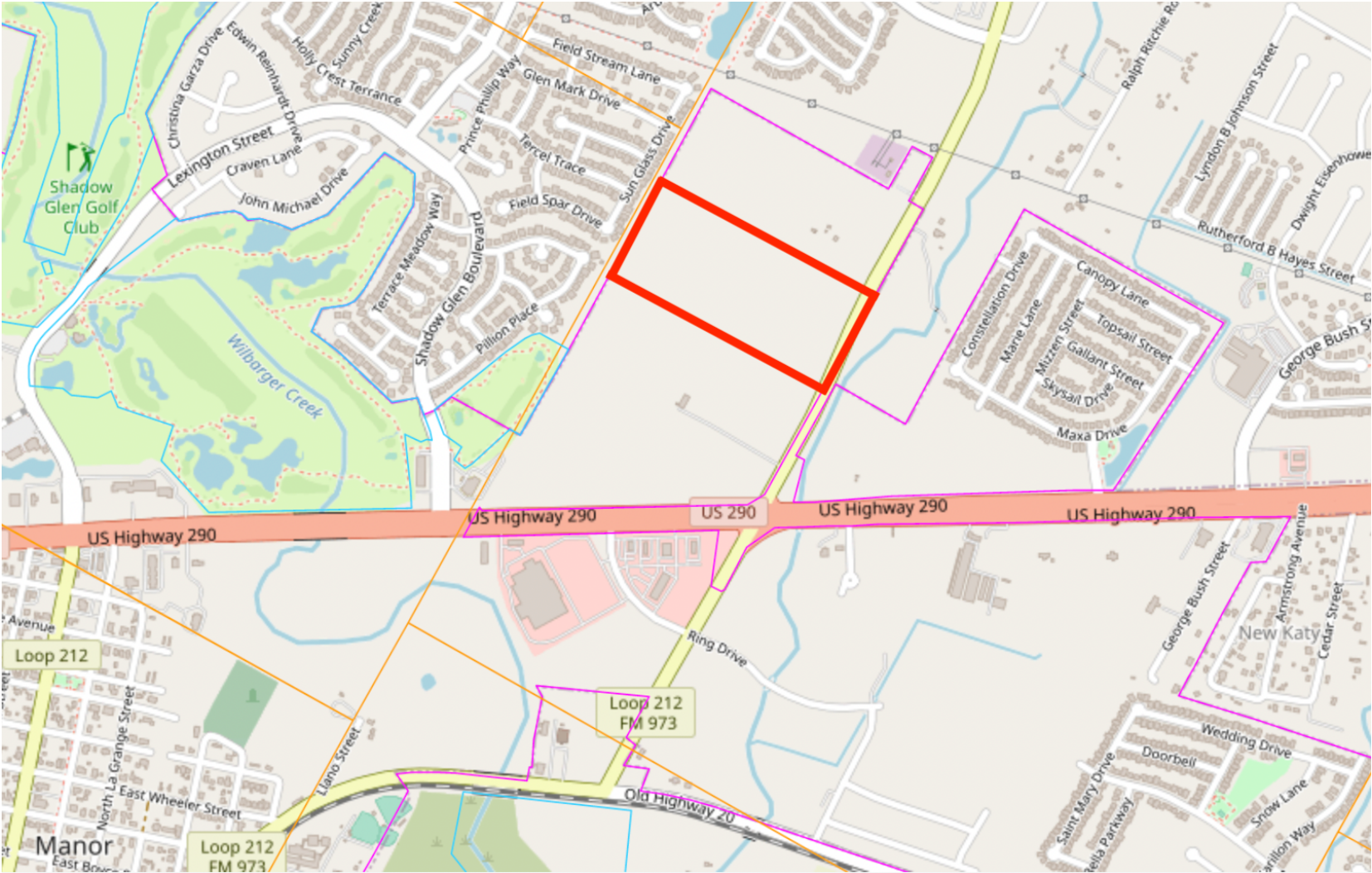
If you have any questions about the proposed Zoning Application or need additional information, please do not hesitate to contact me at your convenience. Thank you for your time and attention to this project.

Very truly yours,

A handwritten signature in blue ink that reads 'Talley Williams'.

Talley Williams

ZONING EXHIBIT



ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM MEDIUM COMMERCIAL (C-2) TO MULTI-FAMILY 25 (MF-2); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A", (the "Property"), from the Medium Commercial (C-2) to zoning district Multi-Family 25 (MF-2). The Property is accordingly hereby rezoned to Multi-Family 25 (MF-2).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ___ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

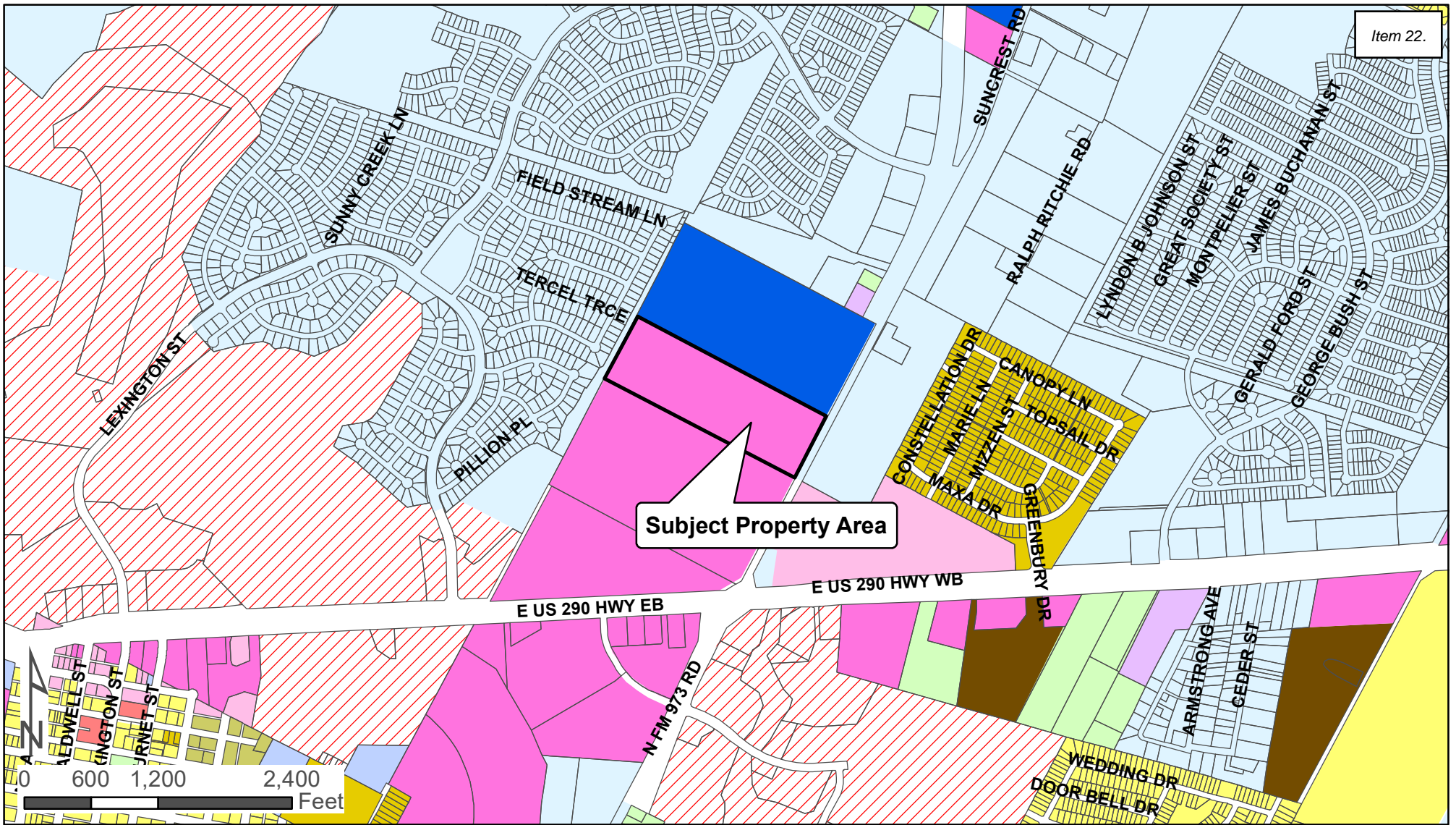
Lluvia T. Almaraz, TRMC
City Secretary

ORDINANCE NO.

Page 3

EXHIBIT "A"

Property Legal Description:

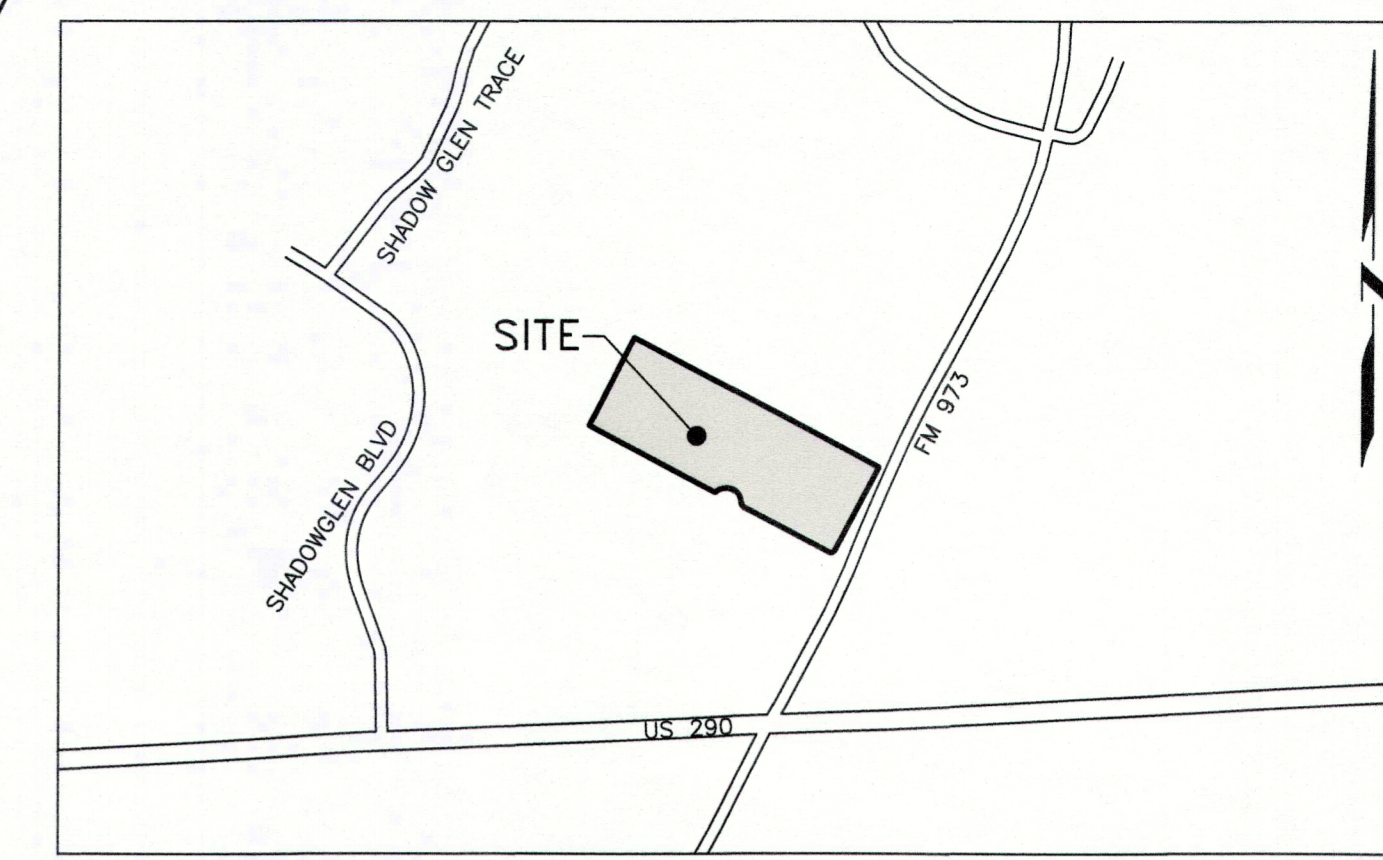


Current:
Medium Commercial (C-2)

Proposed:
Multi-Family 25 (MF-2)

Zone	
	A - Agricultural
	SF-1 - Single Family Suburban
	SF-2 - Single Family Standard
	TF - Two Family
	TH - Townhome
	MF-1 - Multi-Family 15
	MF-2 - Multi-Family 25
	I-1 - Institutional Small
	I-2 - Institutional Large
	GO - General Office
	C-1 - Light Commercial
	C-2 - Medium Commercial
	C-3 - Heavy Commercial
	MH-1 - Manufactured Home
	I-1 - Institutional Small
	I-2 - Institutional Large
	GO - General Office
	C-1 - Light Commercial
	C-2 - Medium Commercial
	C-3 - Heavy Commercial
	NB - Neighborhood Business
	DB - Downtown Business
	IN-1 - Light Industrial
	IN-2 - Heavy Industrial
	PUD - Planned Unit Development
	ETJ

Table with columns: REVISIONS, DESCRIPTION, DATE. Includes project name, date, and drawing file path.



COMMITMENT FOR TITLE INSURANCE PROVIDED BY: TITLE RESOURCES GUARANTY COMPANY OF NO. 2153735-00M EFFECTIVE DATE: OCTOBER 14, 2021 ISSUE DATE: OCTOBER 26, 2021

- SCHEDULE B EXCEPTIONS: 10a EASEMENT: RECORDED: VOLUME 623, PAGE 322, DEED RECORDS, TRAVIS COUNTY, TEXAS. LOWER COLORADO RIVER AUTHORITY PURPOSE: ELECTRIC TRANSMISSION AND/OR DISTRIBUTION LINE (DOES NOT AFFECT) 10b EASEMENT: RECORDED: VOLUME 650, PAGE 212, DEED RECORDS, TRAVIS COUNTY, TEXAS. LOWER COLORADO RIVER AUTHORITY PURPOSE: ELECTRIC TRANSMISSION AND/OR DISTRIBUTION LINE (MAY AFFECT, VAGUE DESCRIPTION) 10c EASEMENT: RECORDED: VOLUME 4822, PAGE 1615, DEED RECORDS, TRAVIS COUNTY, TEXAS. MANVILLE WATER SUPPLY CORP. PURPOSE: PIPELINE (MAY AFFECT, VAGUE DESCRIPTION) 10d ALL LEASES, GRANTS, EXCEPTIONS OR RESERVATION OF COAL, LIGNITE, OIL, GAS AND OTHER MINERAL, TOGETHER WITH ALL RIGHTS, PRIVILEGES, AND IMMUNITIES RELATING THERETO APPEARING IN THE PUBLIC RECORDS WHETHER LISTED IN SCHEDULE B OR NOT. THERE MAY BE LEASES, GRANTS, EXCEPTIONS OR RESERVATIONS OF MINERAL INTEREST THAT ARE NOT LISTED. (NOT A SURVEY MATTER) 10e RIGHTS OF PARTIES IN POSSESSION. (OWNER POLICY) (NOT A SURVEY MATTER) 10f RIGHTS OF TENANTS, AS TENANTS ONLY, UNDER ANY AND ALL UNRECORDED LEASES OR RENTAL AGREEMENTS. (NOTE: THIS ITEM CAN BE DELETED UPON RECEIPT OF AN AFFIDAVIT EXECUTED BY THE SELLER EVIDENCING THERE ARE NO ANY OUTSTANDING LEASES OR RENTAL AGREEMENTS. IF THE AFFIDAVIT REVEALS UNRECORDED OUTSTANDING LEASES OR RENTAL AGREEMENTS THE EXCEPTION MAY BE MODIFIED TO MAKE SPECIFIC EXCEPTION TO THOSE MATTERS.) (NOT A SURVEY MATTER) 10g ANY VISIBLE AND APPARENT EASEMENT, EITHER PUBLIC OR PRIVATE, LOCATED ON OR ACROSS THE LAND, THE EXISTENCE OF WHICH IS NOT DISCLOSED BY THE PUBLIC RECORDS AS HEREIN DEFINED. (NOTED HEREON) 10h ANY ENCROACHMENT, ENCUMBRANCE, VIOLATION, VARIATION, OR ADVERSE CIRCUMSTANCE AFFECTING THE TITLE THAT WOULD BE DISCLOSED BY AN ACCURATE AND COMPLETE LAND SURVEY OF THE LAND. (NOTED HEREON) 10i ANY PORTION OF SUBJECT PROPERTY LYING WITHIN THE BOUNDARIES OF A DEDICATED OR UNDEDICATED PUBLIC OR PRIVATE ROADWAY. (NOTED HEREON)

GENERAL NOTES: THIS PROJECT IS REFERENCED FOR ALL BEARING AND COORDINATE BASIS TO THE TEXAS COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD83 - 2011 ADJUSTMENT), CENTRAL ZONE (4203). DISTANCES AND AREAS SHOWN HEREON ARE SURFACE VALUES REPRESENTED IN U.S. SURVEY FEET BASED ON A GRID-TO-SURFACE COMBINED ADJUSTMENT FACTOR OF 1.0000755219 SOME FEATURES SHOWN HEREON MAY BE OUT OF SCALE FOR CLARITY. UTILITIES SHOWN HEREON ARE BASED ON ABOVE GROUND AND VISIBLE EVIDENCE. LOCATION OF UNDERGROUND UTILITIES ARE APPROXIMATE. SURVEYOR DOES NOT CERTIFY TO THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN HEREON. CONTRACTORS SHALL CONTACT APPROPRIATE UTILITY COMPANIES AND TEXAS 811 PRIOR TO EXCAVATION.

FLOOD NOTE: THE TRACT SHOWN HEREON DOES NOT APPEAR TO LIE WITHIN A DESIGNATED FLOODPLAIN AREA AS IDENTIFIED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FEDERAL INSURANCE ADMINISTRATION, IN A LETTER OF MAP CHANGE (LOMC) ACTION DATED JANUARY 15, 2020, WITH AN EFFECTIVE DATE OF JANUARY 23, 2020. CASE NUMBER 13-06-0041V FOR TRAVIS COUNTY, TEXAS, COMMUNITY NO. 481026. THIS FLOOD PLAIN NOTE DOES NOT IMPLY THAT THE PROPERTY AND/OR STRUCTURES THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.

ALTA/NSPS TABLE A NOTES: TABLE A ITEM 2, ADDRESS(ES) OF THE SURVEYED PROPERTY IF DISCLOSED IN DOCUMENTS TO OR OBTAINED BY THE SURVEYOR, OR OBSERVED WHILE CONDUCTING THE FIELDWORK. ADDRESS UNKNOWN TABLE A ITEM 6(a), IF SET FORTH IN A ZONING REPORT OR LETTER PROVIDED TO THE SURVEYOR BY THE CLIENT, LIST THE CURRENT ZONING CLASSIFICATION, SETBACK REQUIREMENTS, THE HEIGHT AND FLOOR SPACE AREA RESTRICTIONS, AND PARKING REQUIREMENTS. IDENTIFY THE DATE AND SOURCE OF THE REPORT OR LETTER. A ZONING REPORT WAS NOT PROVIDED TO THE SURVEYOR. TABLE A ITEM 6(b), IF THE ZONING SETBACK REQUIREMENTS ARE SET FORTH IN A ZONING REPORT OR LETTER PROVIDED TO THE SURVEYOR BY THE CLIENT, AND IF THOSE REQUIREMENTS DO NOT REQUIRE AN INTERPRETATION BY THE SURVEYOR, GRAPHICALLY DEPICT THE BUILDING SETBACK REQUIREMENTS. IDENTIFY THE DATE AND SOURCE OF THE REPORT OR LETTER. A ZONING REPORT WAS NOT PROVIDED TO THE SURVEYOR. TABLE A ITEM 7(a), EXTERIOR DIMENSIONS OF ALL BUILDINGS AT GROUND LEVEL. NO BUILDINGS EXISTING ON THE SURVEYED PROPERTY, AT THE TIME OF FIELDWORK. TABLE A ITEM 9, NUMBER AND TYPE (E.G. HANDICAPPED, MOTORCYCLE, REGULAR, ETC.) OF CLEARLY IDENTIFIABLE PARKING SPACES ON SURFACE PARKING AREAS, LOTS AND IN PARKING STRUCTURES. NO CLEARLY IDENTIFIABLE PARKING SPACES EXISTING ON THE SITE AT THE TIME OF THE SURVEY.

ALTA/NSPS LAND TITLE SURVEY CERTIFICATION: TO GO MULTI-FAMILY DEVELOPMENT, LLC AND TITLE RESOURCES GUARANTY COMPANY: THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 7(a), 8, 9, 11, & 13 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON SEPTEMBER 23, 2021.

DATE OF PLAT OR MAP: NOVEMBER 29, 2021. TRAVIS S. TABOR 6426 REGISTERED PROFESSIONAL LAND SURVEYOR STATE OF TEXAS NO. 6428

BLUEBONNET FINAL PLAT DOC. NO. 200800197 O.P.R.T.C.T. LOT 1, BLOCK 1 MICHAEL J. PAOLIK AND MICHAEL JAMES PAOLIK, JR. (1.062 ACRES) DOC. NO. 200596042 O.P.R.T.C.T.

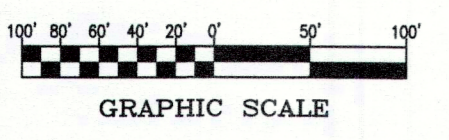
GREENBURY GATES SURVEY ABSTRACT NO. 315

BUTLER FAMILY PARTNERSHIP, LTD. TRACT 1 (116.45 ACRES) VOL. 12271, PG. 872 R.P.R.T.C.T.

26.30 ACRES NO IMPROVEMENTS OBSERVED AT THE TIME OF THE SURVEY

BUTLER FAMILY PARTNERSHIP, LTD. TRACT 1 (116.45 ACRES) VOL. 12271, PG. 872 R.P.R.T.C.T.

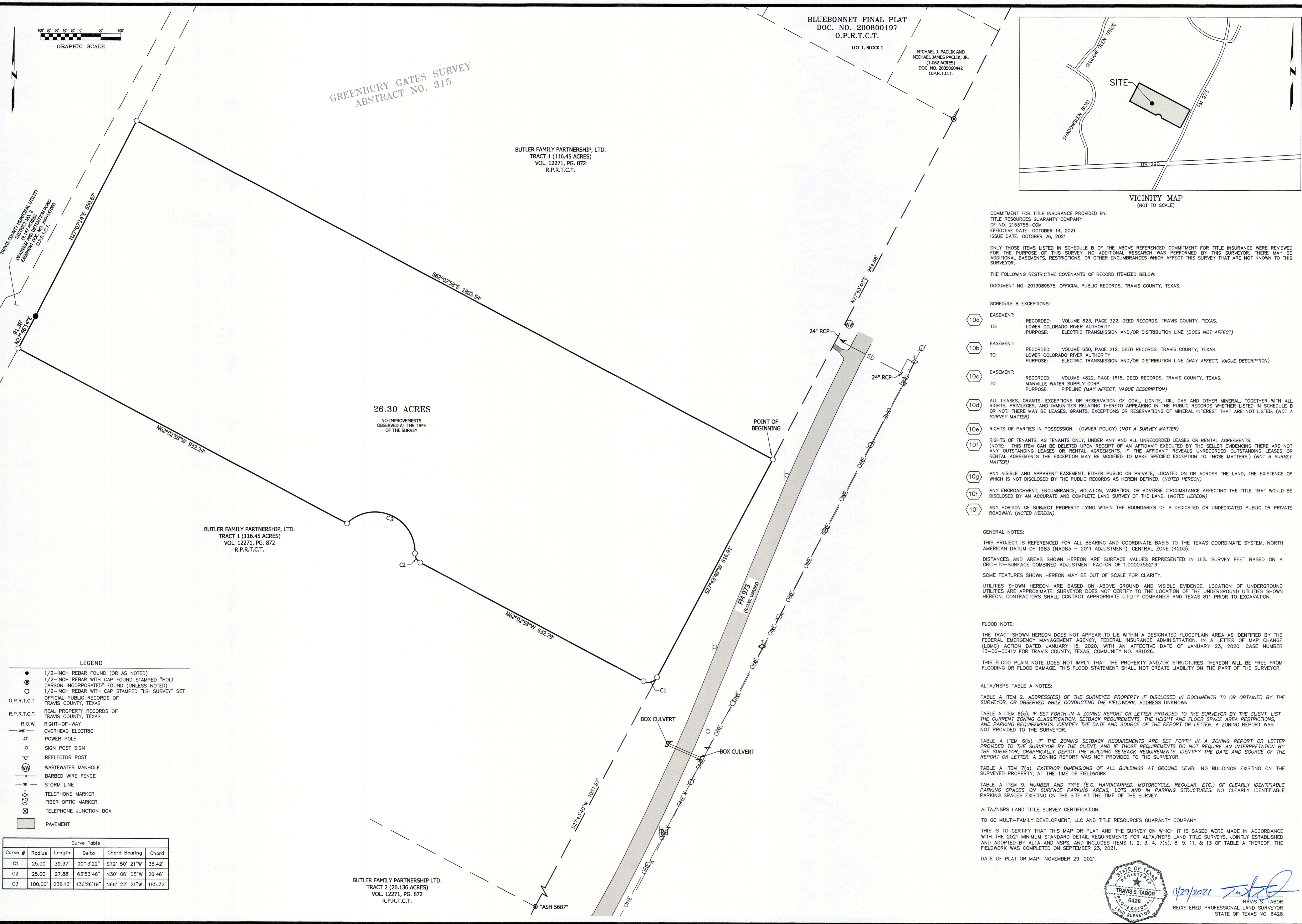
BUTLER FAMILY PARTNERSHIP LTD. TRACT 2 (26.136 ACRES) VOL. 12271, PG. 872 R.P.R.T.C.T.



TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT (MUD) (4.17 ACRES) DRAINAGE AND WASTEWATER SYSTEM EXEMPT DOC. NO. 200445780 O.P.R.T.C.T.

- LEGEND: 1/2-INCH REBAR FOUND (OR AS NOTED) 1/2-INCH REBAR WITH CAP FOUND STAMPED "HOLT CARSON INCORPORATED" FOUND (UNLESS NOTED) 1/2-INCH REBAR WITH CAP STAMPED "LSI SURVEY" SET OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS R.O.W. RIGHT-OF-WAY OVERHEAD ELECTRIC POWER POLE SIGN POST SIGN REFLECTOR POST WASTEWATER MANHOLE BARBED WIRE FENCE STORM LINE TELEPHONE MARKER FIBER OPTIC MARKER TELEPHONE JUNCTION BOX PAVEMENT

Curve Table with columns: Curve #, Radius, Length, Delta, Chord Bearing, Chord. Includes curves C1, C2, and C3.





March 31, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1426-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 26.30 acres, more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 26.30 acres, more or less, out of the Greenbury Gates Survey No. 63 and James Manor Survey No. 40, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Medium Commercial (C-2) to Multi-Family 25 (MF-2).

***Applicant:* Metcalfe, Wolff, Stuart & Williams, LLP**

***Owner:* Edward Butler**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

Wilken Walter William
11625 Sun Glass Dr.
Manor, TX 78653-3885

Ajai Akinyemi P
11505 Sun Glass Dr.
Manor, TX 78653

Gruza Agata & Eric Michael Daley
13824 Long Shadow Dr.
Manor, TX 78653

Waldon Charles L & Aursha R
11621 Sun Glass Dr.
Manor, TX 78653-3885

Phillips Todd Curtis
11501 Sun Glass Dr.
Manor, TX 78653

Gigl Michael William
20417 Crooked Stick Dr.
Pflugerville, TX 78660-8196

Itnyre Stephen C & Sandra L
11617 Sun Glass Dr.
Manor, TX 78653-3885

Bitra Aspazia
13832 Field Spar Dr.
Manor, TX 78653

Haney David L & Josie U
13825 Tercel Trce.
Manor, TX 78653

Spead Brent William & Shyla Anahita
11613 Sun Glass Dr.
Manor, TX 78653-3885

Prieto Daisy & Salvador U Flores
13828 Field Spar Dr.
Manor, TX 78653

Kendrick Willie & Carmen Maria
13824 Tercel Trce.
Manor, TX 78653

Holmes Charlie
P.O. Box 27626
Macon, GA 31221-7626

Benedetti Brett R
13824 Field Spar Dr.
Manor, TX 78653

Forsythe Stacia Kaye
13816 Tercel Trce.
Manor, TX 78653

Vandenberg Kristin L & Scott P
11605 Sun Glass Dr.
Manor, TX 78653-3883

Acosta Carmen & Rodolfo
13820 Field Spar Dr.
Manor, TX 78653

Jones Michael & Lindsay
13821 Field Spar Dr.
Manor, TX 78653

Bell-Sexton Coretta
11601 Sun Glass Dr.
Manor, TX 78653-3883

Curtis Sean & Summer
913 N. Inyo St.
Ridgecrest, CA 93555-3000

Kim Chae Kyung
13817 Field Spar Dr.
Manor, TX 78653

Lewis Gladys & Jeffrey
11517 Sun Glass Dr.
Manor, TX 78653-3883

Emamian Seyed-Amir & Priscilla
13812 Field Spar Dr.
Manor, TX 78653

Taylor Williams Wesley Jr.
11733 Pillion Pl.
Manor, TX 78653

Hernandez Mayra
11513 Sun Glass Dr.
Manor, TX 78653

Wood Terrence
25551 SE 41st Ct
Sammamish, WA 98029-7769

White Jennifer & Michael
11509 Sun Glass Dr.
Manor, TX 78653

Hernandez Alejandra & Carlos
13825 Long Shadow Dr.
Manor, TX 78653

Hayes Maura & Terrence III
11737 Pillion Pl.
Manor, TX 78653

Del La Garza Benjamin & Marisa
11708 Pillion Pl.
Manor, TX 78653

Suarez Humberto
11717 Pillion Pl.
Manor, TX 78653

Henry Daffney A
13745 Shady Ridge Ln.
Manor, TX 78653

Timmerman Commercial Investments LP
501 Vale St.
Austin, TX 78746-5732

Mullen Thomas & Amanda
11713 Pillion Pl.
Manor, TX 78653

Stiggers Gary L
11729 Pillion Pl.
Manor, TX 78653

Monroe Ozie SR Family Trust
P.O. BOX 254
Manor, TX 78653-0254

Hunt Anthony & Victoria
11720 Pillion Pl.
Manor, TX 78653

Mcarthur Marilyn D
11725 Pillion Pl.
Manor, TX 78653

Board of Trustees of the Manor
Independent
P.O. BOX 9190
% Butler Family Partnership
Austin, TX 78766-9190

Brown George Jr
P.O. Box 1158
Manor, TX 78653

Manker Michael & Lauren
11721 Pillion Pl.
Manor, TX 78653

Ambuhl Allen C & Debra K Young
11712 Pillion Pl.
Manor, TX 78653

JAB ENGINEERING, LLC



14500 Williams Dr., Ste 212-121
Georgetown, TX 78633
512-779-7414
josh.baran@jabeng.com

February 14, 2021

City of Manor
Planning Department
105 E. Eggleston St.
Manor, Tx 78653

**RE: 13801 N FM 973 RD
Special Use Permit – Letter of Intent**

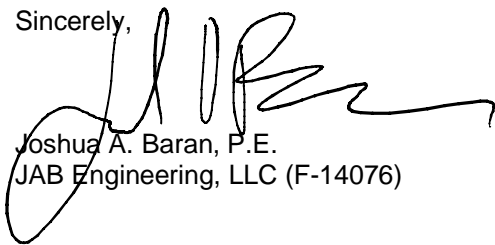
Letter of intent (letter stating why you want to rezone the property in question or why you are requesting a variance to the requirements of the Zoning Ordinance)

This Letter of Intent and application information are prepared by JAB Engineering, LLC. (the “applicant”) under the authorization of Platinum 973, LLC (the “owner”). The following detailed information is provided accordingly:

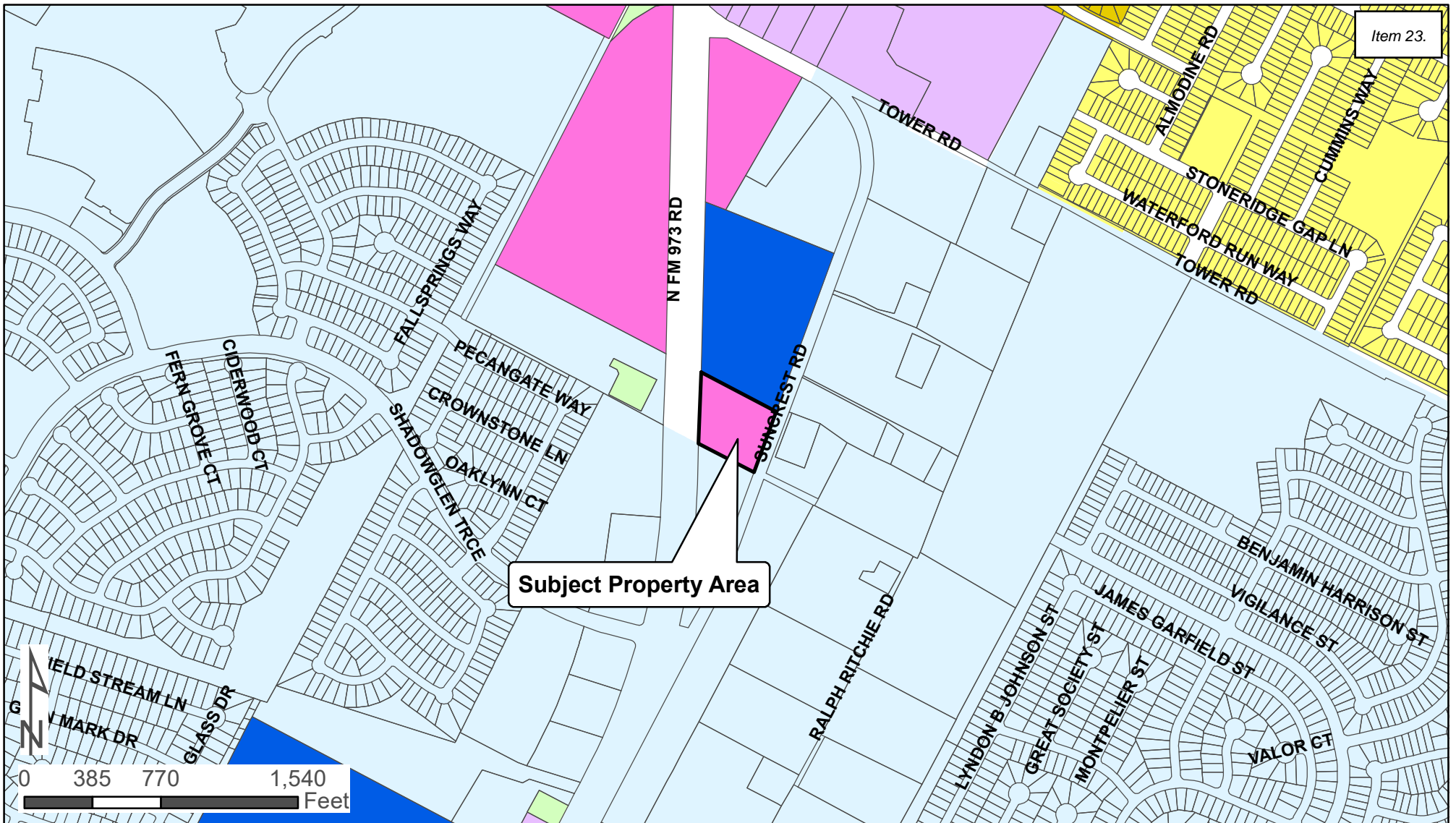
- The existing site is located in the full purpose jurisdiction with a base zoning of C-1.
- The proposed use is a mix of flex warehouse / retail uses previously approved as an exception by the city, as well as retail / fueling station.
- This property is ideally situated along FM 973 for mix of large-format commercial uses and light industrial uses and will serve as employment centers for the community and region.
- The property will have access directly to FM 973 and may take emergency or secondary access to Suncrest Road if necessary. Water and Sewer services are currently planned to be extended along the FM 973 right-of-way.
- The subject property is vacant.

Please accept this letter of intent and accompanying documents for the Rezone.

Sincerely,



Joshua A. Baran, P.E.
JAB Engineering, LLC (F-14076)



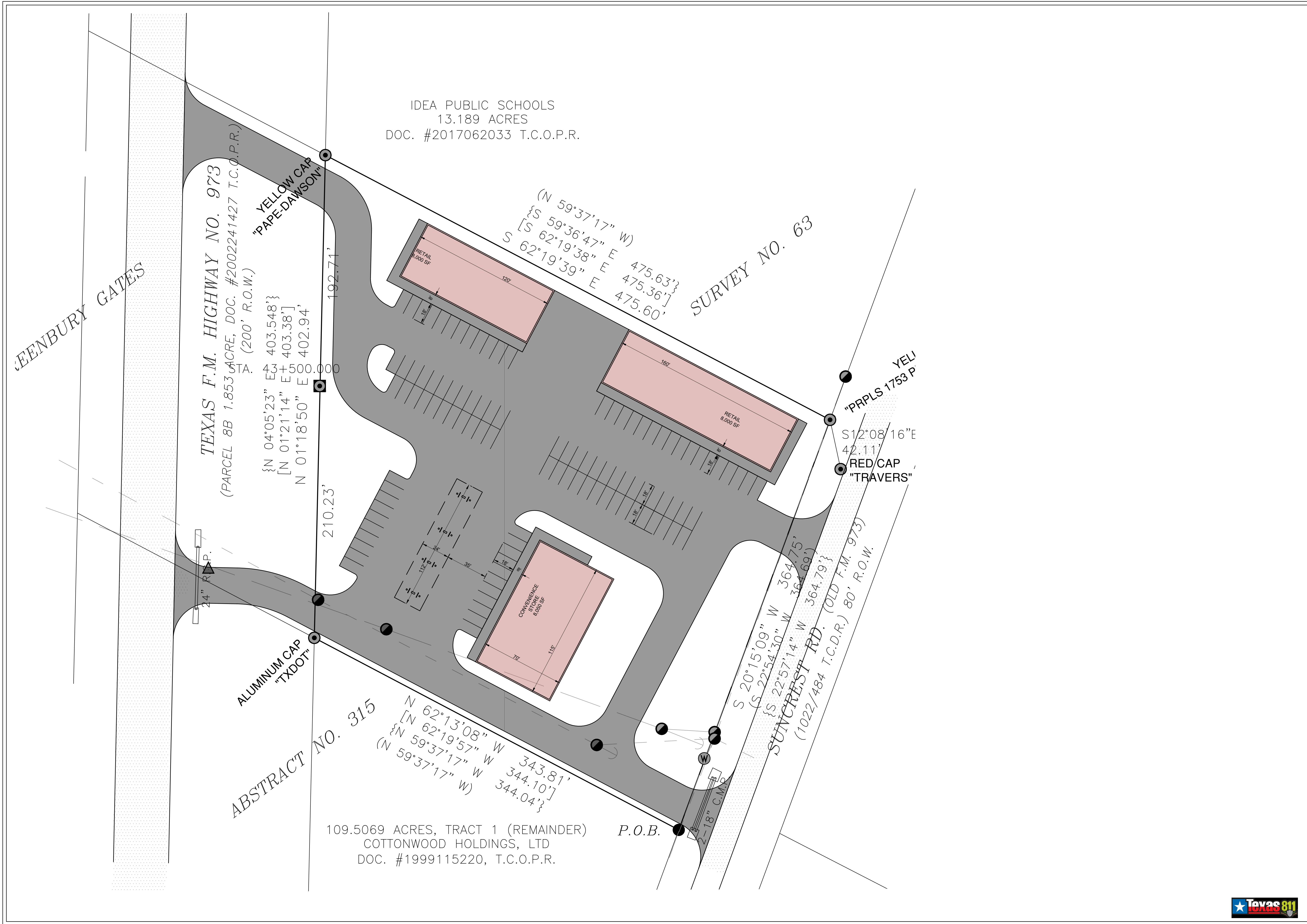
Subject Property Area



Proposed Specific Use Permit: Gas Station

Zone					
	A - Agricultural		I-1 - Institutional Small		NB - Neighborhood Business
	SF-1 - Single Family Suburban		I-2 - Institutional Large		DB - Downtown Business
	SF-2 - Single Family Standard		GO - General Office		IN-1 - Light Industrial
	TF - Two Family		C-1 - Light Commercial		IN-2 - Heavy Industrial
	TH - Townhome		C-2 - Medium Commercial		PUD - Planned Unit Development
	MF-1 - Multi-Family 15		C-3 - Heavy Commercial		ETJ
	MF-2 - Multi-Family 25				





No.	Date	Revisions	App.

JAB Engineering, LLC
(F-14076)
4500 Williams Drive
Suite 212-121
Georgetown, TX 78633
512-779-7414 (p)
josh.baran@jabeng.com

**FM 973
RETAIL PARK**
13801 FM 973
MANOR, TEXAS

**DIMENSIONAL
SITE PLAN**

Project No.: 19010
Issued: 04/30/21
Drawn By: JAB
Checked By: JAB

C.03

Sheet 3 OF 10
2021-SDP





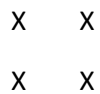




Gas Station, Limited

- Permitted only within 200 feet of the right-of-way lines of intersecting streets, unless the use is an accessory use to a commercial development such as a grocery store or retail center with a gross floor area of 50,000 square feet or more.
- Permitted at a maximum of two corners at an intersection of two arterial streets; and a maximum of one corner of an intersection with a collector or local street.
- Automotive repair and automobile washing facilities are prohibited.
- No more than four multi-fuel dispensers (eight fuel positions) shall be permitted except where one of the following conditions is met:
 - The property is located along and has direct access from US Highway 290 East.
 - The proposed gas station is an accessory use to a commercial development such as a grocery store or retail center with a gross floor area of 50,000 square feet or more.
- In no case shall a gas station be permitted more than ten multi-fuel dispensers (20 fuel positions).
- In the neighborhood business (NB) and light Commercial (C-1) districts the canopy and arrangement of multi-fuel dispensers shall be designed in a relatively square pattern as opposed to a linear distribution of the multi-fuel dispensers, as depicted below (where X = one multi-fuel dispenser = two fuel positions):

Acceptable Pump Arrangement



Unacceptable Pump Arrangement



- Multi-fuel dispensers, air, vacuum, and water stations must be 100 feet from a residential district.
- Fuel positions, air, vacuum, water stations and other similar equipment is prohibited between the principal structure and the property line of a residential district and shall comply with the building setbacks in all other circumstances.
- Freestanding light fixtures shall be reduced in height to 15 feet if the use is adjacent to a residential district.



March 31, 2022

City of Manor Development Services

Notification for a Specific Use Permit Application

Case Number: 2022-P-1421-CU

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Specific Use Permit Application on 3.40 acres, more or less, to permit a Gas Station Use and being located at 13801 N. FM 973, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Specific Use Permit Application for 3.40 acres, more or less, and being located at 13801 N. FM 973, Manor, TX to permit a Gas Station Use.

***Applicant:* JAB Engineering, LLC**

***Owner:* Platinum 973, LLC**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

FM 973 BUILDING HOPE LLC
211 E 7TH ST STE 620
AUSTIN, TX 78701-3218

STEPHANIE L WARD
13915 SUNCREST RD
MANOR , TX 78653-3897

JEFFREY T & PAM MONTAGUE
13909 SUNCREST RD
MANOR , TX 78653-3897

CESAR CASIANO-JARAMILLO
13901 SUNCREST RD
MANOR , TX 78653-4156

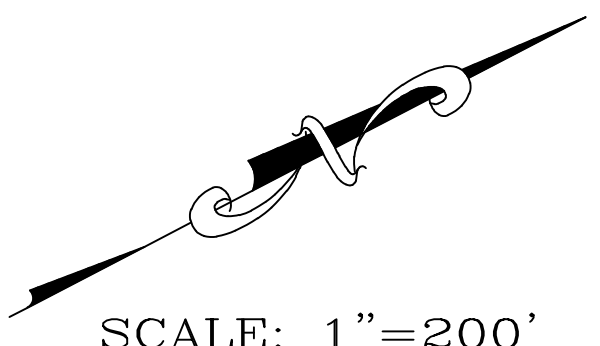
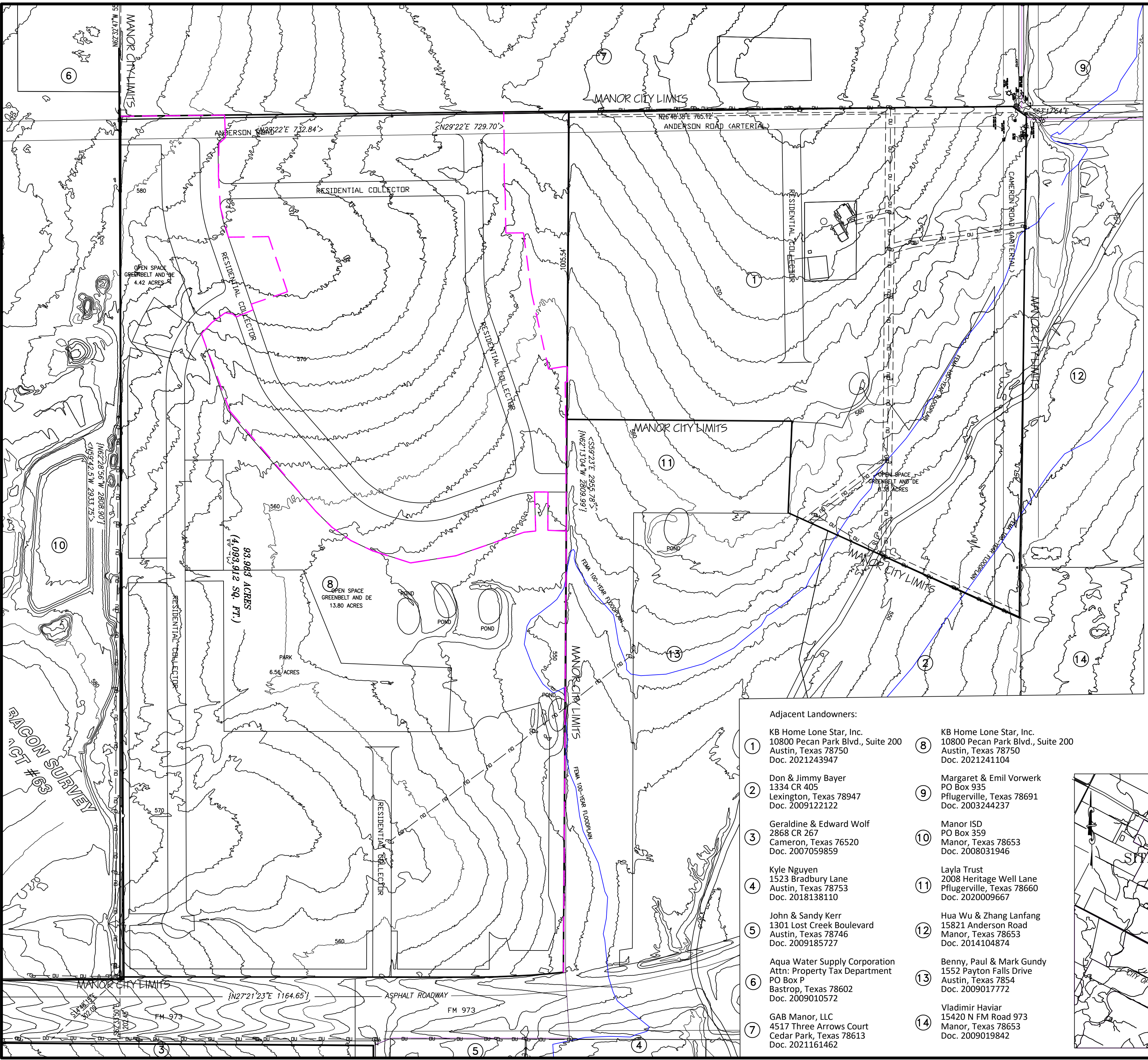
RUPERTO NUNEZ & JULIA MARTINEZ
13809 FM 973 N
MANOR , TX 78653-3896

COTTONWOOD HOLDINGS LTD
DWYER REALTY COMPANIES
9900 US HIGHWAY 290 E
MANOR , TX 78653-9720

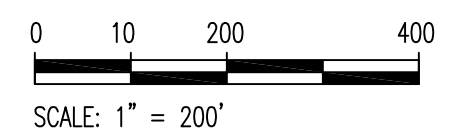
FLATS AT SHADOWGLEN CHL I LLC
9900 HIGHWAY 290 EAST
MANOR, TX 78653-9720

CLIDE R NICHOLS
415 HONEYCOMB CIR
DRIFTWOOD, TX 78619-5706

TIMMERMAN COMMERCIAL
INVESTMENTS LP
501 VALE ST
AUSTIN, TX 78746-5732



SCALE: 1" = 200'



Date: November 1, 2021
 Acreage: 136.92 Ac.
 Residential Lot Acreage: 72.37
 Open Space Acreage: 26.59
 Park Acreage: 6.56
 Landscape/Drainage Acreage: 2.89
 Street Acreage: 28.51

Survey: Sumner Bacon Survey, A-63
 Number of Residential Units: 380
 Number of LUEs: 380

Owner/Developer:
 KB Home Lone Star, Inc.
 10800 Pecan Park Boulevard, Suite 200
 Austin, Texas 78750

Engineer/Surveyor:
 Carlson, Brigrance & Doering, Inc.
 5501 West William Cannon Dr.
 Austin, Texas 78749
 Phone #: (512) 280-5160
 Fax #: (512) 280-5165

NOTES:

- This site is subject to the Holley/Smith Development Agreement as passed at the October 27, 2021 Manor City Council meeting.
- Proposed Phasing: 3 Phases
 Phase 1 - 2022
 Phase 2 - 2023
 Phase 3 - 2024
- All Arterial and Residential Collector roadways shown are Proposed.

Adjacent Landowners:

- | | |
|---|--|
| ① KB Home Lone Star, Inc.
10800 Pecan Park Blvd., Suite 200
Austin, Texas 78750
Doc. 2021243947 | ⑧ KB Home Lone Star, Inc.
10800 Pecan Park Blvd., Suite 200
Austin, Texas 78750
Doc. 2021241104 |
| ② Don & Jimmy Bayer
1334 CR 405
Lexington, Texas 78947
Doc. 2009122122 | ⑨ Margaret & Emil Vorwerk
PO Box 935
Pflugerville, Texas 78691
Doc. 2003244237 |
| ③ Geraldine & Edward Wolf
2868 CR 267
Cameron, Texas 76520
Doc. 2007059859 | ⑩ Manor ISD
PO Box 359
Manor, Texas 78653
Doc. 2008031946 |
| ④ Kyle Nguyen
1523 Bradbury Lane
Austin, Texas 78753
Doc. 2018138110 | ⑪ Layla Trust
2008 Heritage Well Lane
Pflugerville, Texas 78660
Doc. 2020009667 |
| ⑤ John & Sandy Kerr
1301 Lost Creek Boulevard
Austin, Texas 78746
Doc. 2009185727 | ⑫ Hua Wu & Zhang Lanfang
1552 Payton Falls Drive
Manor, Texas 78653
Doc. 2014104874 |
| ⑥ Aqua Water Supply Corporation
Attn: Property Tax Department
PO Box P
Bastrop, Texas 78602
Doc. 2009010572 | ⑬ Benny, Paul & Mark Gundy
1552 Payton Falls Drive
Austin, Texas 7854
Doc. 2009017772 |
| ⑦ GAB Manor, LLC
4517 Three Arrows Court
Cedar Park, Texas 78613
Doc. 2021161462 | ⑭ Vladimir Haviar
15420 N FM Road 973
Manor, Texas 78653
Doc. 2009019842 |

VICINITY MAP



Item 24.

Carlson, Brigrance & Doering, Inc.
FIRM ID #13791

Call Engineering
5501 West William Cannon
Austin, Texas 78749
Phone No. (512) 280-5160
Fax No. (512) 280-5165

CBD

CONCEPT PLAN (1" = 200')

SHEET	DESIGNED BY: CCB	DATE	OCT 2021
	DRAWN BY: GAG		

JOB NAME: HOLLEY SMITH MANOR TRACT

PROJECT: PRELIMINARY CONCEPT

JOB NUMBER: 5411

SHEET: 1 OF 297



Texas Engineering Firm #4242

Date: Tuesday, December 7, 2021

Geoff Guerrero
 Carlson, Brigance & Doering, Inc.
 5501 West William Cannon
 Austin TX 78749
 geoff@cbdeng.com

Permit Number 2021-P-1379-CP
 Job Address: 15200 N FM RD 973, Manor, TX. 78653

1500 County Road 269
 Leander, TX 78641

PO Box 2029
 Leander, TX 78646-2029

Dear Geoff Guerrero,

The first submittal of the KB Homes Subdivision Concept Plan (*Concept Plan*) submitted by Carlson, Brigance & Doering, Inc. and received on January 25, 2022, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@gbateam.com.

1. Provide the location map at a scale of 1" = 2000' showing the area within 1 mile of the development per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(3).
2. Please provide the boundary of the proposed tract being developed in darker or thicker lines so they stand out from other elements per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(4).
3. Provide the property lines for surrounding properties as well as the deed or plat reference for those properties on this plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(5).
4. Please label the contours provided on the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(6).
5. Provide the acreages of the residential areas of the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(7).
6. Provide the proposed number and types of residential lots and the estimated number of LUE's required for each category of lot per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(8).
7. Provide labels for existing and proposed streets on the plan.
8. Provide significant drainage features and structures along with an regulatory one hundred year floodplains on the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(11).
9. Provide a significant features within 200 feet of the property such as roads, buildings and utilities per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(12).

10. Provide boundaries and proposed timing of any phasing on the project per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(13).
11. Identification of known exceptional topographical, cultural, historical, archaeological, hydrological and other physical conditions of the property to be developed, or existing within 200 feet of the property which will require establishment of reasonable design standards in excess of the established minimum standards or require a variance from those minimum standards per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(14).
12. Please revise the Manor City Limit Boundary as shown on the plan to reflect the current City ETJ and City Limit boundary. The boundary shown does not reflect the City Limit map on the City's Website.
13. Questions regarding these review comments should be directed to A.J. Girondo (agirondo@gbateam.com).

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Senior Engineer
Jay Engineering, a Division of GBA

****NOTE: COMMENT RESPONSES ARE ITALICIZED IN BLUE****



Texas Engineering Firm #4242

Date: Tuesday, December 7, 2021

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

Permit Number 2021-P-1379-CP
Job Address: 15200 N FM RD 973, Manor, TX. 78653

Dear Geoff Guerrero,

The first submittal of the KB Homes Subdivision Concept Plan (*Concept Plan*) submitted by Carlson, Brigance & Doering, Inc. and received on November 18, 2021, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@gbateam.com.

1. Provide the location map at a scale of 1" = 2000' showing the area within 1 mile of the development per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(3).
CBD: the location map has been added at the desired scale.
2. Please provide the boundary of the proposed tract being developed in darker or thicker lines so they stand out from other elements per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(4).
CBD: the boundary has been emphasized for clarity.
3. Provide the property lines for surrounding properties as well as the deed or plat reference for those properties on this plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(5).
CBD: the property lines have been shown for the surrounding properties as well as the legal description references.
4. Please label the contours provided on the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(6).
CBD: the contours have been labeled.
5. Provide the acreages of the residential areas of the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(7).
CBD: the acreages of the residential areas of the plan have been added.
6. Provide the proposed number and types of residential lots and the estimated number of LUE's required for each category of lot per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(8).
CBD: the proposed number and type of residential lots plus LUE's has been added.

12/7/2021 1:38:48 PM
 KB Homes Subdivision Concept Plan
 2021-P-1379-CP
 Page 2

7. Provide labels for existing and proposed streets on the plan.
CBD: Existing and Proposed have been labeled on the collector roadways.

8. Provide significant drainage features and structures along with an regulatory one hundred year floodplains on the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(11).
CBD: the drainage features/structures are shown on the plan.

9. Provide a significant features within 200 feet of the property such as roads, buildings and utilities per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(12).
CBD: significant features have been added to the plan as needed.

10. Provide boundaries and proposed timing of any phasing on the project per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(13).
CBD: the phasing boundaries have been added.

11. Identification of known exceptional topographical, cultural, historical, archaeological, hydrological and other physical conditions of the property to be developed, or existing within 200 feet of the property which will require establishment of reasonable design standards in excess of the established minimum standards or require a variance from those minimum standards per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(14).
CBD: comment noted, thank you. All known features are shown on the plan.

12. Please revise the Manor City Limit Boundary as shown on the plan to reflect the current City ETJ and City Limit boundary. The boundary shown does not reflect the City Limit map on the City's Website.
CBD: the city limit boundary is current based on the recent annexation of the property under this concept application at the 10/27/2021 special called City Council meeting.

13. Questions regarding these review comments should be directed to A.J. Girondo (agirondo@gbateam.com).
CBD: comment noted, thank you.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
 Senior Engineer
 Jay Engineering, a Division of GBA



Texas Engineering Firm #4242

Date: Friday, January 14, 2022

Geoff Guerrero
 Carlson, Brigance & Doering, Inc.
 5501 West William Cannon
 Austin TX 78749
 geoff@cbdeng.com

1500 County Road 269
 Leander, TX 78641

PO Box 2029
 Leander, TX 78646-2029

Permit Number 2021-P-1379-CP
 Job Address: 15200 N FM RD 973, Manor 78653

Dear Geoff Guerrero,

The subsequent submittal of the KB Homes Subdivision Concept Plan submitted by Carlson, Brigance & Doering, Inc. and received on January 25, 2022, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@gbateam.com.

- ~~1. Provide the location map at a scale of 1" = 2000' showing the area within 1 mile of the development per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(3).~~
- ~~2. Please provide the boundary of the proposed tract being developed in darker or thicker lines so they stand out from other elements per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(4).~~
- ~~3. Provide the property lines for surrounding properties as well as the deed or plat reference for those properties on this plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(5).~~
- ~~4. Please label the contours provided on the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(6).~~
- 5. Provide the acreages of the residential areas of the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(7).**
- ~~6. Provide the proposed number and types of residential lots and the estimated number of LUE's required for each category of lot per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(8).~~
- ~~7. Provide labels for existing and proposed streets on the plan.~~

- ~~8. Provide significant drainage features and structures along with an regulatory one hundred year floodplains on the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(e)(11).~~
- ~~9. Provide a significant features within 200 feet of the property such as roads, buildings and utilities per the City of Manor Subdivision Ordinance Article 2 Section 21(e)(12).~~
- ~~10. Provide boundaries and proposed timing of any phasing on the project per the City of Manor Subdivision Ordinance Article 2 Section 21(e)(13).~~
- ~~11. Identification of known exceptional topographical, cultural, historical, archaeological, hydrological and other physical conditions of the property to be developed, or existing within 200 feet of the property which will require establishment of reasonable design standards in excess of the established minimum standards or require a variance from those minimum standards per the City of Manor Subdivision Ordinance Article 2 Section 21(e)(14).~~
- ~~12. Please revise the Manor City Limit Boundary as shown on the plan to reflect the current City ETJ and City Limit boundary. The boundary shown does not reflect the City Limit map on the City's Website.~~
- 13. Questions regarding these review comments should be directed to A.J. Girondo (agirondo@gbateam.com).**

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (512) 259-3882 ex. 307, or by e-mail at pgray@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Senior Engineer
Jay Engineering, a Division of GBA



Texas Engineering Firm #4242

Date: Friday, January 14, 2022

Geoff Guerrero
 Carlson, Brigance & Doering, Inc.
 5501 West William Cannon
 Austin TX 78749
 geoff@cbdeng.com

1500 County Road 269
 Leander, TX 78641

PO Box 2029
 Leander, TX 78646-2029

Permit Number 2021-P-1379-CP
 Job Address: 15200 N FM RD 973, Manor 78653

Dear Geoff Guerrero,

The subsequent submittal of the KB Homes Subdivision Concept Plan submitted by Carlson, Brigance & Doering, Inc. and received on December 21, 2021, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

****PLEASE NOTE: COMMENT RESPONSES ARE ITALICIZED IN GREEN****

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@gbateam.com.

- ~~1. Provide the location map at a scale of 1" = 2000' showing the area within 1 mile of the development per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(3).~~
- ~~2. Please provide the boundary of the proposed tract being developed in darker or thicker lines so they stand out from other elements per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(4).~~
- ~~3. Provide the property lines for surrounding properties as well as the deed or plat reference for those properties on this plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(5).~~
- ~~4. Please label the contours provided on the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(6).~~
- 5. Provide the acreages of the residential areas of the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(7).**
CBD: the acreages for all land uses have been added to the Plan.
- ~~6. Provide the proposed number and types of residential lots and the estimated number of LUE's required for each category of lot per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(8).~~
- ~~7. Provide labels for existing and proposed streets on the plan.~~

- ~~8. Provide significant drainage features and structures along with an regulatory one hundred year floodplains on the plan per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(11).~~
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- ~~11. Identification of known exceptional topographical, cultural, historical, archaeological, hydrological and other physical conditions of the property to be developed, or existing within 200 feet of the property which will require establishment of reasonable design standards in excess of the established minimum standards or require a variance from those minimum standards per the City of Manor Subdivision Ordinance Article 2 Section 21(c)(14).~~
- ~~12. Please revise the Manor City Limit Boundary as shown on the plan to reflect the current City ETJ and City Limit boundary. The boundary shown does not reflect the City Limit map on the City's Website.~~

13. Questions regarding these review comments should be directed to A.J. Girondo (agirondo@gbateam.com).

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (512) 259-3882 ex. 307, or by e-mail at pgray@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Senior Engineer
Jay Engineering, a Division of GBA



Texas Engineering Firm #4242

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

Date: Tuesday, January 25, 2022

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2021-P-1379-CP
Job Address: 15200 N FM RD 973, Manor 78653

Dear Geoff Guerrero,

We have conducted a review of the concept plan for the above-referenced project, submitted by Geoff Guerrero and received by our office on January 25, 2022, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

Please submit a hard copy of the Concept Plan to Scott Dunlop at the City of Manor for signatures. A copy of the signed Concept Plan will be uploaded under project files on the my permit now website.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance. Please call if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads "Pauline M. Gray".

Pauline Gray, P.E.
Senior Engineer
Jay Engineering, a Division of GBA



March 31, 2022

City of Manor Development Services

Notification for a Subdivision Concept Plan

Project Name: KB Homes Subdivision
 Case Number: 2021-P-1379-CP
 Case Manager: Scott Dunlop
 Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Subdivision Concept Plan for the KB Homes Subdivision located near the intersection of N. FM 973 and Johnson Road, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Concept Plan for the KB Homes Subdivision, three hundred eighty (380) lots on 136.92 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX.

***Applicant:* Carlson, Brigrance & Doering, Inc.**

***Owner:* KB Home Lone Star, Inc.**

The Planning and Zoning Commission will meet at 6:30PM on April 13, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on April 20, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Concept Plan has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

KB Home Lone Star, Inc.
10800 Pecan Park Blvd., Suite 200
Austin, Texas 78750

Aqua Water Supply Corporation
Attn: Property Tax Department
PO Box P
Bastrop, Texas 78602

Layla Trust
2008 Heritage Well Lane
Pflugerville, Texas 78660

Don & Jimmy Bayer
1334 County Road 405
Lexington, Texas 78947

Kenneth & Joyce Sprinkles
15777 Anderson Road
Manor, Texas 78653

Hua Wu & Zhang Lanfang
15821 Anderson Road
Manor, Texas 78653

Geraldine & Edward Wolf
2868 County Road 267
Cameron, Texas 76520

Vladimir Haviar
15420 N FM Road 973
Manor, Texas 78653

Benny, Paul & Mark Gundy
1552 Payton Falls Drive
Austin, Texas 78754

Kyle Nguyen
1523 Bradbury Lane
Austin, Texas 78753

Margaret & Emil Vorwerk
PO Box 935
Pflugerville, Texas 78691

John & Sandy Kerr
1301 Lost Creek Boulevard
Austin, Texas 78746

Manor Independent School District
PO Box 359
Manor, Texas 78653



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

First Reading: Consideration, discussion, and possible action on a Zoning Ordinance Amendment to amend the definitions, residential land use conditions, general development regulations for Multi-Family districts, non-residential uses in non-residential and mixed-use zoning districts; non-residential and mixed-use land use conditions, non-residential and mixed-use development standards, Single Family Attached and Multi-Family and mixed-use architectural standards, and nonconforming structures.

BACKGROUND/SUMMARY:

See attached explanations page

Planning and Zoning Commission recommended approval 4-1 with the removal of Section 5.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Zoning Ordinance Amendment
- Explanations page

STAFF RECOMMENDATION:

It is City staff’s recommendation that the City Council approve the first reading of an Zoning Ordinance Amendment to amend the definitions, residential land use conditions, general development regulations for Multi-Family districts, non-residential uses in non-residential and mixed-use zoning districts; non-residential and mixed-use land use conditions, non-residential and mixed-use development standards, Single Family Attached and Multi-Family and mixed-use architectural standards, and nonconforming structures.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
X -REMOVE SECTION 5

ORDINANCE _____

AN ORDINANCE OF THE CITY OF MANOR, AMENDING CHAPTER 14, ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF MANOR, TEXAS, BY PROVIDING FOR THE AMENDMENT OF DEFINITIONS AND RESIDENTIAL LAND USE CONDITIONS; MODIFYING GENERAL DEVELOPMENT REGULATIONS FOR MULTI-FAMILY DISTRICTS; AMENDING NON-RESIDENTIAL USES IN NON-RESIDENTIAL AND MIXED-USE ZONING DISTRICTS; AMENDING NON-RESIDENTIAL AND MIXED-USE LAND USE CONDITIONS; AMENDING NON-RESIDENTIAL AND MIXED-USE DEVELOPMENT STANDARDS; AMENDING SINGLE FAMILY ATTACHED AND MULTI-FAMILY AND MIXED-USE ARCHITECTURAL STANDARDS; AND AMENDING NONCONFORMING STRUCTURES; PROVIDING FOR A SEVERABILITY CLAUSE, PROVIDING SAVINGS, OPEN MEETINGS AND EFFECTIVE DATE CLAUSES; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the City of Manor, Texas (the “City”) is a home-rule City authorized to regulate zoning within its city limits; and

WHEREAS, the City Council of the City of Manor, Texas (the “City Council”) reviews the City’s zoning regulations from time to time to consider amendments to Chapter 14, Zoning of the City’s Code of Ordinances (the “Zoning Ordinance”); and

WHEREAS, the City finds it necessary to amend the Zoning Ordinance and adopt the amendments set forth in this ordinance; and

WHEREAS, the City finds that the Zoning Ordinance should be amended to better provide an attractive living environment and to protect health, safety, morals and welfare of the present and future residents of the City; and

WHEREAS, the City Council has determined that the proposed amendments are reasonable and necessary to more effectively guide and manage the development and use of land.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Code of Ordinances. The City Council hereby amends Chapter 14, Zoning of the Manor Code of Ordinances (the “Zoning Ordinance”) to amend the definitions, residential land use conditions, general development regulations for Multi-Family districts, non-residential uses in non-residential and mixed-use zoning districts; non-residential and mixed-use land use conditions, non-residential and mixed-use development standards, Single

Family Attached and Multi-Family and mixed-use architectural standards, and nonconforming structures; as provided for in Sections 3 through 12 of this Ordinance.

SECTION 3. Amendment of Section 14.01.008 Definitions. Section 14.01.008 of the Zoning Ordinance is hereby amended as follows:

- (a) The definition for “Church or rectory” is hereby amended in its entirety to read as follows:

“Church or rectory See: Religious assembly.”

- (b) The definition for “Construction and equipment sales, minor” is hereby amended in its entirety to read as follows:

“Construction and equipment sales, minor means a building of structure used for the inside display, sale, rental, or storage of light machinery, including, but not limited to lawn mowers, tools, and other small machinery. This use also includes the sale of electrical, plumbing, and mechanical (HVAC) supplies and equipment.”

- (c) The definition for “Drive Aisle” is hereby added in alphabetical order to read as follows:

“Drive aisle means a circulation route for vehicular traffic through a parking lot, site or property, and may connect to a driveway.”

- (d) The definition for “Drive Aisle, Major” is hereby added in alphabetical order to read as follow:

“Drive aisle, major means a primary circulation route for vehicular traffic through a development which provides access to two (2) or more lots. Major drive aisles typically intersect with a public right-of-way or other major drive aisles.”

- (e) The definition for “Dwelling (single-family attached)” is hereby amended in its entirety to read as follows:

“Dwelling (single-family attached) See: Townhouse.”

- (f) The definition for “Religious Assembly” is hereby amended in its entirety to read as follows:

“Religious assembly means regular organized religious worship or religious education in a permanent or temporary building, as permitted in this Chapter. The use excludes private primary and secondary educational facilities, community recreational facilities, day care facilities, and park facilities as principle uses. A property tax exemption is prima facie evidence of religious assembly use.”

SECTION 4. Amendment of Section 14.02.006 Residential Land Use Conditions
Table. Section 14.02.006 of the Zoning Ordinance is hereby amended as follows:

(a) The Residential Land Use and Conditions for “Single Family Attached (3 or more units) is hereby amended in its entirety to read as follows:

<p>Single Family Attached (3 or more units)</p>	<ul style="list-style-type: none"> • When located in a MF-1 or MF-2 district, the following development standards of the Townhome district apply to each Single Family Attached structure: <ul style="list-style-type: none"> ○ Maximum height, Minimum dwelling unit size, and Maximum units per structure. • When constructed in a common development (same property) with Multi-Family structures, all setback types for the entire property follow the more restrictive standard. • Architectural, parking and landscaping standards for the Single Family Attached (Townhome) district apply to Single Family Attached structures and areas.
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SECTION 5. Amendment of Section 14.02.007(b) General Development Regulations for MF-2 Section 14.02.007(b) of the Zoning Ordinance is hereby amended to revise the following:

(a) Multi-Family 25 (MF-2) District “Exterior Side Setback to Residential” is revised to read as follows:

Exterior Side Setback to Residential (4)	1-story: 25’
	2-story: 50’
	3-story: 80’
	4-story: 80’

(b) Multi-Family 25 (MF-2) District “Rear Setback to Residential” is revised to read as follows:

Rear Setback to Residential (4)	1-story: 25’
	2-story: 50’
	3-story: 80’
	4-story: 80’

(c) Multi-Family 25 (MF-2) District “Maximum Height” is revised to read as follows:

Maximum Height	55'
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SECTION 6. Amendment of Section 14.02.017(c) Non-Residential Uses in Non-Residential and Mixed-Use Zoning Districts. Section 14.02.017(c) of the Zoning Ordinance is hereby amended to revise the Non-Residential and Mixed-Use District use “Offices, Showroom” to read as follows:

	OS	I-1	I-2	GO	NB	DB	C-1	C-2	C-3	IN-1	IN-2
Offices, Showroom								P	P	P	

SECTION 7. Amendment of Section 14.02.019 Non-Residential and Mixed-Use Land Use Conditions. Section 14.02.019 of the Zoning Ordinance is hereby amended to revise in its entirety the Non-Residential and Mixed-Use Land Use Condition for “Offices, Warehouse” to read as follows:

Offices, Warehouse	<ul style="list-style-type: none"> It is not located within 600 feet from the lot line of a SF-E, SF-1, SF-2, TF, or TH residential district measured along a straight line between the closest district boundary lines.
	<ul style="list-style-type: none"> Truck bays and loading docks are located perpendicular to the public right-of-way and on an interior side or rear elevation of the building, provided they do not abut a street or highway or a SF-E, SF-1, SF-2, TF, or TH residential district.
	<ul style="list-style-type: none"> Access is taken from a collector or higher classification roadway.

SECTION 8. Amendment of Section 14.02.020(a) General Development Regulations for C-1. Section 14.02.020(a) of the Zoning Ordinance is hereby amended to revise the Light Commercial (C-1) District “Maximum Height” is to read as follows:

Maximum Height	60'
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SECTION 9. Amendment of Section 14.02.020(c) Non-Residential and Mixed-Use District Development Standards Table Notes. Section 14.02.020(c) of the Zoning Ordinance is hereby amended to revise and add the following subsections:

- (a) Subsection (2) is hereby amended and revised in its entirety to read as follows:
“(2) Institutional small (I-1), institutional large (I-2), general office (GO), light commercial (C-1), medium commercial (C-2), and heavy commercial (C-3) non-residential properties located within the historic district as defined in [section 14.02.031](#) shall have a minimum of sixty (60) percent front facade masonry and fifty (50) percent overall facade masonry. Percent calculations are based on total exterior facades excluding window and door

openings. Masonry is considered stone, brick, or cement stucco and excludes cementitious planking.”

(b) Subsections (3) and (4) are hereby added to read as follows:

“(3) Light Industrial (IN-1) and Heavy Industrial (IN-2) non-residential properties located within the historic district as defined in [section 14.02.031](#) shall have a minimum of forty (40) percent front facade masonry. Percent calculations are based on total exterior facades excluding window and door openings. Masonry is considered stone, brick, or cement stucco and excludes cementitious planking.

(4) On approval by the commission, NB and DB lots having approximately 5,750 square feet of lot area or less may request approval of reduced setbacks from one or more of the setback requirements for the zoning district. The commission shall consider the lot uses to determine whether reduction of the setback requirements is appropriate. Upon approval of building plans, the setbacks may be not less than five-foot side yard, ten-foot rear yard, fifteen-foot street side yard setback and fifteen-foot front yard setback. Lots owned by the same person may be combined into one building site.”

SECTION 10. Amendment of Section 14.02.062(b)(13)(B) Single Family Attached Garage Standards. Section 14.02.062(b)(13)(B) of the Zoning Ordinance is hereby amended in its entirety to read as follows:

“(B) Dwelling units may have a garage face a public right-of-way (front-loaded) provided the garage does not face a collector or arterial road, the garage does not extend past the front facade of the dwelling unit, and the garage door(s) maintains an architectural theme of the unit. A dwelling unit within the same development, located across a local street, and facing an aforementioned front loaded dwelling unit, may also be front loaded.

(i) A front-loading garage, or the area including the garage door and four (4) feet around the garage door, whichever is wider, may occupy no more than sixty-five (65) percent of the unit’s linear frontage. Garage door areas that occupy fifty (50) percent or less shall include one element from the following list. Garage door areas that occupy between fifty-one (51) percent and sixty-five (65) percent shall contain at least three (3) elements from the following list:

- a. Integrated trim or banding around the garage door.
- b. Garage door relief detailing, including windows.
- c. Decorative hardware including hinges and handles.
- d. Single garage doors with a minimum ten-inch separation.
- e. Architectural roof above the garage.
- f. Other elements as approved by the building official.”

SECTION 11. Amendment of Section 14.02.064(b)(16) Multi-Family Garage Standards. Section 14.02.064(b)(16) of the Zoning Ordinance is hereby amended in its entirety to read as follows:

“(16) Garage standards.

(A) When visible from street rights-of-way, garages shall be located on the side or behind the rear facades of the multi-family buildings.

(i) Alternatively, if visible from street rights-of-way, landscaping and walls shall be provided between the garages and the street right-of-way that at minimum meets the Bufferyard Standards of Section 15.03.023.

(B) When provided, the minimum garage dimensions are 12-foot by 20-foot (inside dimensions) per parking space.

(C) Garage structures shall have the same materials and mix as facades of the primary residential structure.

(D) Surface parking lots located within a setback adjacent to a residential use, excluding Multi-Family 15 (MF-1) and Multi-Family 25 (MF-2), shall not be permitted.

(i) Alternatively, single story structures containing garage spaces may be permitted between a multi-family structure and a residential use to buffer the multi-family parking area from the residential use.”

SECTION 12. Amendment of Section 14.04.002(a) Nonconforming Structures. Section 14.04.002(a) of the Zoning Ordinance is hereby amended in its entirety to read as follows:

“(a) Normal repairs and maintenance may be made to a nonconforming building or structure; provided that no structure alterations shall be made except those required by law or ordinance or those necessary for installing or enclosing required sanitary facilities, such as toilets and bathrooms. Structure alterations include, but are not limited to, façade modifications beyond normal repairs and maintenance. Façade modifications beyond normal repairs and maintenance shall conform to all regulations of the district in which the structure is located.”

SECTION 13. Construction

The terms and provisions of this Ordinance shall not be construed in a manner to conflict with Chapter 211 of the Texas Local Government Code and if any term or provision of this Ordinance shall appear to conflict with any term, provision or condition of Chapter 211, such Ordinance term or provision shall be read, interpreted and construed in a manner consistent with and not in conflict with such Chapter, and, if possible, in a manner to give effect to both. The standard and accepted rules of statutory construction shall govern in construing the terms and provisions of this Ordinance.

SECTION 14. Repealing all Conflicting Ordinances

All ordinances or parts of ordinances governing zoning in force when the provisions of this Ordinance become effective which are inconsistent with or in conflict with the terms and provisions contained herein are amended only to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any other code or ordinance of the city, the terms and provisions of this ordinance shall govern.

SECTION 15. Savings Clause

This City Council of the City of Manor, Texas hereby declares if any section, subsection, paragraph, sentence, clause, phrase, work or portion of this Ordinance is declared invalid, or unconstitutional, by a court of competent jurisdiction, that, in such event that it would have passed and ordained any and all remaining portions of this ordinance without the inclusion of that portion or portions which may be so found to be unconstitutional or invalid, and declares that its intent is to make no portion of this Ordinance dependent upon the validity of any portion thereof, and that all said remaining portions shall continue in full force and effect.

SECTION 16. Severability

If any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

SECTION 17. Open Meetings

It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 18. Effective Date

This Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of Chapter 52 of the Texas Local Government Code.

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ____ day of _____ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Zoning Code Amendments

Section 3

- Clarified that the definition for “Church or rectory” is the same as “Religious Assembly”
- Added in “Construction and Equipment Sales, minor” that electrical, plumbing, and HVAC sales are included
- Added definitions for Drive Aisle and Drive Aisle, Major
- Clarified that the definition for “Dwelling (single-family attached) is the same as Townhouse
- Added in “Religious Assembly” definition that education facilities, community recreation, daycare facilities, and park facilities are excluded as principle uses.

Section 4

- Removed from the Single Family Attached conditions the standard that Townhome areas within MF-1 or MF-2 zoned area be at the TH density of 12 units acre.
 - If a property is provided MF-1 (15 units/acre) or MF-2 (25 units/acre) then Townhomes built in those zoning districts could also be at that density rather than 12 units/acre

Section 5

- Increased MF-2 to 4-stories
- Increased maximum height to 55’
 - Was 3-stories and 45’

Section 6

- Added “Offices, Showroom” as a permitted use in C-2
 - It’s primarily a retail, sales tax generating use so would appropriate in C-2. It had just been in C-3 and IN-1

Section 7

- Specified the residential districts that “Office, Warehouses” must be located 600’ or further away from.
 - Had been all residential districts. Now MF-1 and MF-2 are excluded and can be within 600’ of an Office, Warehouse

Section 8

- Increased C-1 Light Commercial to 60’ to match C-2 and C-3
 - Had been 45’

Section 9

- Pulled IN-1 and IN-2 out of the section with other non-residential uses that provided for masonry and created a separate section to provide masonry standards that are specific for IN-1 and IN-2 uses. This was set at 40% of the front façade, when we can enforce it.
 - It had been 60% and 50% overall, which on large 100,000 sf or larger industrial buildings is not necessary

- Added a new section that allows for NB and C-1 lots that are 5,750 sf (standard lot size in the older part of the city) to reduce their setbacks via Planning Commission approval.
 - This is already allowed for in residential districts but allowing it for NB and C-1 will help make development in the older part of the city easier for commercial projects

Section 10

- Updated the garage standards for Single Family attached (Townhomes)
 - The front façade garage percentage had been capped at 40%, but it was changed to mirror what is permitted for Single Family detached homes that allows them to go up to 65% with additional architectural detailing

Section 11

- Updated garage standards for Multi-Family (MF-1 and MF-2) to not make a certain percentage of the parking mandatory garage spaces.
 - The update provides mitigations IF garages are required, like bufferyards if they face a public right of way, minimum dimensions, and that single story detached garage structures can be an additional buffer to other residential uses
 - Prior code had 50% of the number of units had to be garage spaces and 50% of those had to be incorporated into the principle structure(s). For example, a 300 unit project would need 150 garage spaces and of that 75 had to be within the multi-family buildings themselves.

Section 12

- Updated the Nonconforming Structures sections to better clarify that modifying facades beyond normal maintenance requires the façade to meet our masonry standards, when we can enforce them.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

First Reading: Consideration, discussion, and possible action on an ordinance rezoning 0.66 acres, more or less, being Lots 6-10, Block 62, Town of Manor, and being located at 409 N. Lexington St., Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB) and Townhome (TH).

Applicant: Lexington Manor LLC
Owner: Lexington Manor LLC

BACKGROUND/SUMMARY:

This property is a half block at N. Lexington and W. Browning. There is large vacant home on the property with the back area of the property being undeveloped. The applicant is requesting to rezone the lots the home is on plus 1 other to Neighborhood Business and the 2 other lots furthest from Lexington to Townhome. This would permit the existing home to be used for a commercial use like retail, restaurant, or office. NB also permits residential when it's in the same structure as a commercial use. The TH area would permit 3 units of housing.

The P&Z Commission voted 3-2 to recommend denial of this item

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Zoning Map
- Area Map
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council approve the first reading of an ordinance rezoning 0.66 acres, more or less, being Lots 6-10, Block 62, Town of Manor, and being located at 409 N. Lexington St., Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB) and Townhome (TH).

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
X

LEXINGTON MANOR

Stacy Rhone
Partner

P.O. Box 2192
Pflugerville, Texas 78691
Direct: 512.826.0083
Stacy@metrohilletp.com

April 11, 2022

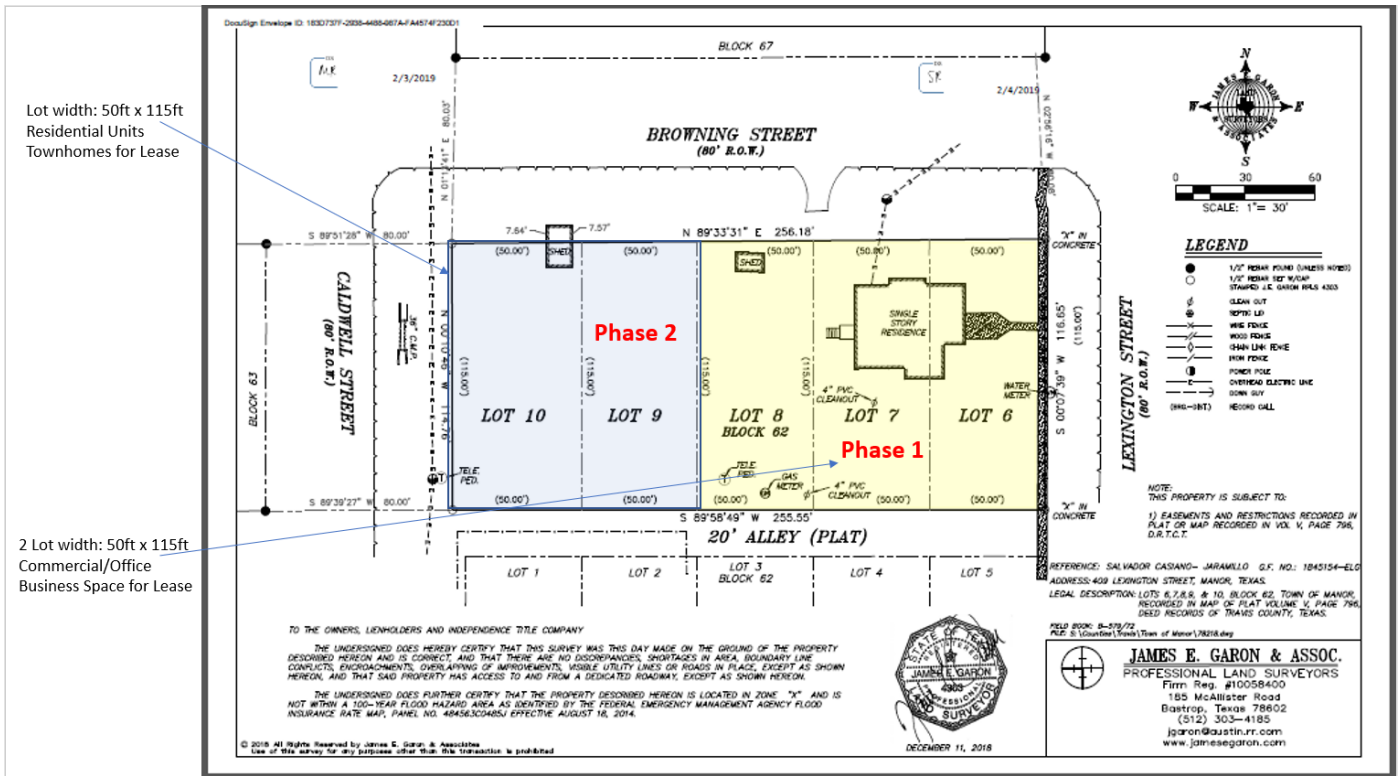
City of Manor, Texas
Attn: Mr. Scott Dunlop, Director of Development Services
P.O. Box 387, Manor, Texas 78653

RE: Updated Zoning Change Request for 409 N. Lexington; 104, 106 & 108 W. Browning Street, and 408 N. Caldwell Street in Manor, Texas.

Dear Mr. Dunlop,

This letter is to request rezoning of Manor Texas Parcel ID 238747 consisting of 5 lots, from R1- Residential to NB-Neighborhood Business for lots 6-8 and Townhome designation for Lots 9-10.

The whole of the parcel is intended for multiple uses under the requested NB and Townhome designation. The tracts fronting N. Lexington (2 lots with structure – lots 6,7 & 8) will be refurbished and designated as multi-story (2-3) mixed use including retail/commercial/restaurant uses. The remaining lots (2 lots – 9 & 10) will be dedicated to two-story multi-family as illustrated below.



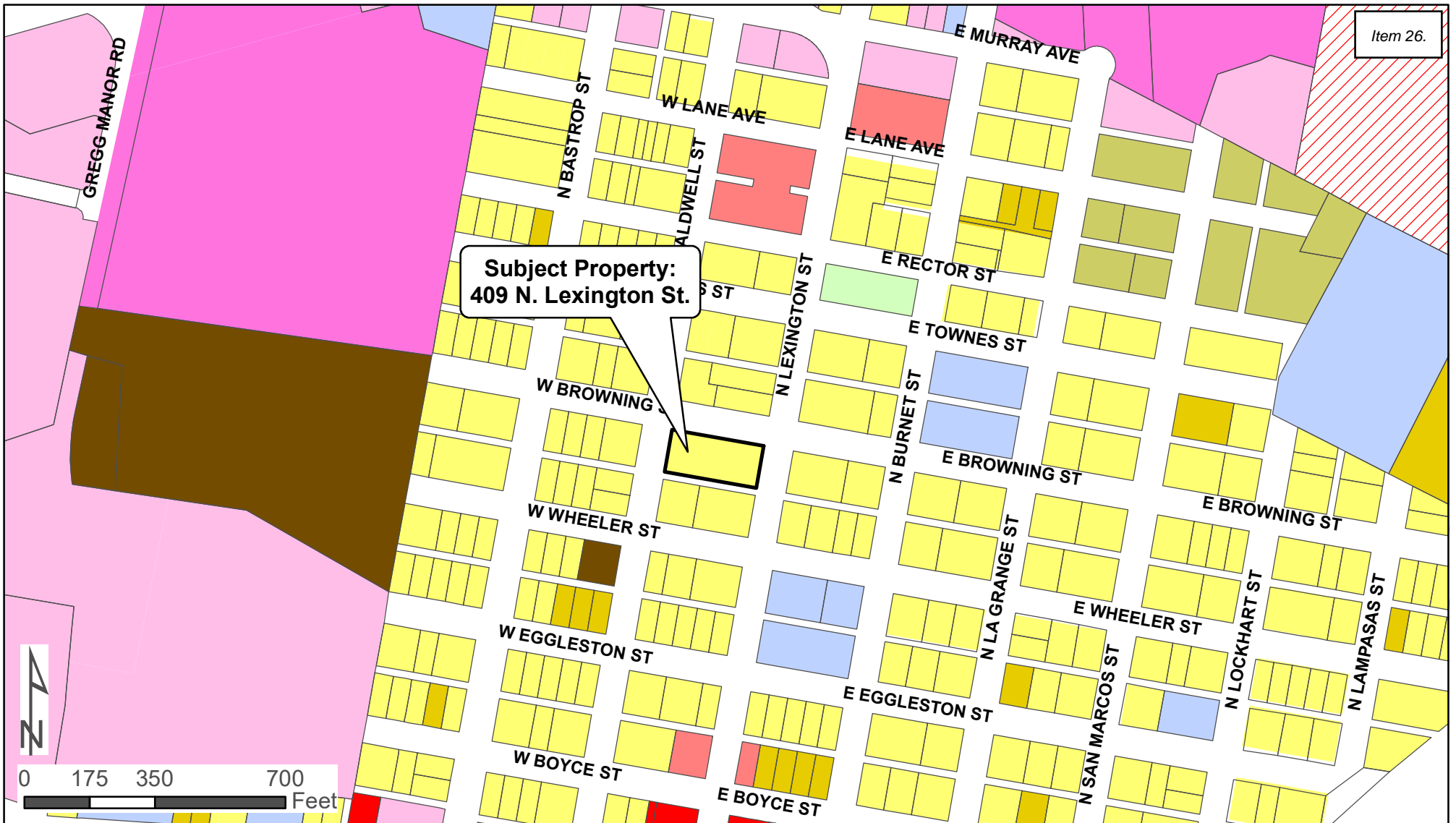
Lot width: 50ft x 115ft
Residential Units
Townhomes for Lease

2 Lot width: 50ft x 115ft
Commercial/Office
Business Space for Lease

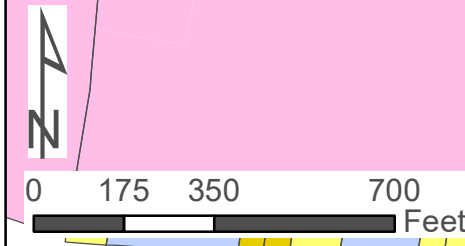
Respectfully requested,

Stacy Rhone

Partner



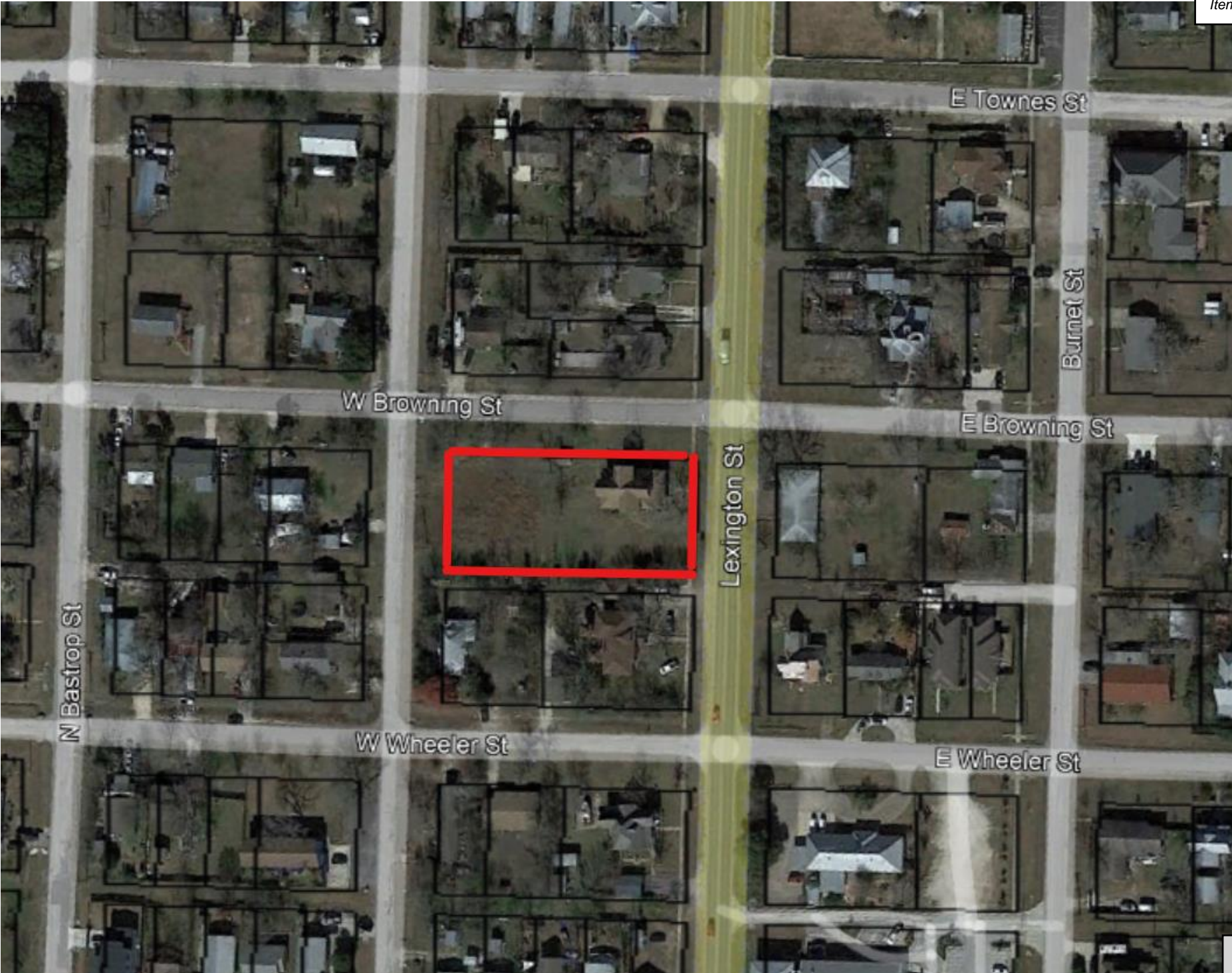
Subject Property:
409 N. Lexington St.



Current Zoning:
Single Family Suburban (SF-1)

Proposed Zoning:
Neighborhood Business (NB)
Townhome (TH)

Zone					
	A - Agricultural		MH-1 - Manufactured Home		NB - Neighborhood Business
	SF-1 - Single Family Suburban		I-1 - Institutional Small		DB - Downtown Business
	SF-2 - Single Family Standard		I-2 - Institutional Large		IN-1 - Light Industrial
	TF - Two Family		GO - General Office		IN-2 - Heavy Industrial
	TH - Townhome		C-1 - Light Commercial		PUD - Planned Unit Development
	MF-1 - Multi-Family 15		C-2 - Medium Commercial		ETJ
	MF-2 - Multi-Family 25		C-3 - Heavy Commercial		





April 27, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1417-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 0.66 acres, more or less, and being located at 409 North Lexington Street, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 0.66 acres, more or less, being Lots 6-10, Block 62, Town of Manor, and being located at 409 N. Lexington St., Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB) and Townhome (TH).

Applicant: Lexington Manor LLC

Owner: Lexington Manor LLC

The Planning and Zoning Commission will meet at 6:30PM on May 11, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on May 18, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

RODRIGUEZ JUAN T ANGUIANO & ISELA
CASTORENA RUIZ
197 OAK ARBOR TRL
DALE TX 78616-2305

MCCORKLE EMILY K MINSTER
509 CALDWELL ST
MANOR TX 78653-3368

GUERRERO RUDY & ALICE R
121 E. KILLEN LN
TEMPLE TX 76501-1420

NORWOOD JOHN S
PO BOX 140
MANOR TX 78653-0140

TANCOR LLC
9009 FAIRWAY HILL DR
AUSTIN TX 78750-3023

CULWELL MILTON RAY
PO BOX 303
MANOR TX 78653-0303

REYNOLDS STACIE & MARGARET SALEEM
505 N LEXINGTON ST
MANOR TX 78653-3341

RICH RICHARD
PO BOX 374
MANOR TX 78653-0374

SOSA BENTURA & PATRICIA ANN
PO BOX 26
MANOR TX 78653-0026

SAMARIPA LALA F
209 W BROWNING ST
MANOR TX 78653-5417

CRUZ PEREZ BEATRIZ
17817 GOLDEN VALLEY DR
MANOR TX 78653-5345

HUX TIANA LYNNE
1194 3/4 INNES AVE
LOS ANGELES CA 90026-6799

DE LA LUZ FILIBERTO
204 RED OAK CR
AUSTIN TX 78753-6020

JUAREZ MARIO
3401 BRATTON RIDGE CROSSING
AUSTIN TX 78728-3677

SPRINKLE JED
409 N CALDWELL ST
MANOR TX 78653-3367

WINKLER MARIE A
1807 LEXINGTON ST
TAYLOR TX 76574-1564

NINH JAMIE D
409 BURNETT ST
MANOR TX 78653-3422

JONSE RITA GUAJARDO
PO BOX 21
MANOR TX 78653-0021

ESTRADA JERRY SR
207 W WHEELER ST
MANOR TX 78653-0383

REAL 14 HOLDINGS LLC
3523 GONZALES ST
AUSTIN TX 78702-4074

MORENO MARISOL
403 N CALDWELL ST
MANOR TX 78653-3367

GONZALEZ FERNANDA G
1018 HILLSIDE OAKS DR
AUSTIN TX 78745-5570

BURRELL JOHN & JOYCE BURRELL
PO BOX 507
MANOR TX 78653-0507

CANO JUAN & ANABELL LARA PADRON
401 LEXINGTON ST
MANOR TX 78653-3362

SWENSON GERMAINE
20826 BLAKE MANOR RD
MANOR TX 78653-4976

GONZALEZ GERMAN J & JORGE M
11803 ROTHERHAM DR
AUSTIN TX 78753-6821

SANDERS JERRY P
2108 VILLAGE VIEW LOOP
PFLUGERVILLE TX 78660-3054

SANDERS JERRY P
2108 VILLAGE VIEW LOOP
PFLUGERVILLE TX 78660-3054

BANDA JOSEPH & LARRY SUE
PO BOX 336
MANOR TX 78653-0336

SECOND GO ROUND LLC
7033 EAST HWY 290 APT 120
AUSTIN TX 78723-1441

CHITWOOD TRACYE CURRY
106 W WHEELER ST
MANOR TX 78653-3395

HABIT RAY E
PO BOX 118
MANOR TX 78653-0118

TURNER DALE W
PO BOX 474
MANOR TX 78653-0474

LIONS EYE BANK OF DIST 2-S3&S5
PO BOX 347
MANOR TX 78653-0347

ORDINANCE NO.**AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND TO TOWNHOME (TH); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.**

WHEREAS, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), to zoning district Townhome (TH). The Property is accordingly hereby rezoned to Townhome (TH).

SECTION 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Texas Gov't. Code.

ORDINANCE NO.

Page 2

PASSED AND APPROVED FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the ___ day of ___ 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

ORDINANCE NO.

Page 3

EXHIBIT "A"

Property Address:
13518 Old Highway 20, Manor, TX 78653

Property Legal Description:

Being 14.55 acres of land and being that Lot 1, MANOR VILLA ESTATES, a subdivision in Travis County, Texas according to the map or plat thereof, recorded in Volume 83, Page 155C, of the Plat Records of Travis County, Texas said 14.55 acre tract of land being more particularly described in Exhibit "A" attached hereto and incorporated herein for all purposes.



April 8, 2022

City of Manor – Development Services
Rezoning
105 E. Eggleston Street
Manor, Texas 78653

Re: Zoning Letter of Intent
14.579 ac Tract located at 13518 Old Hwy 20, Manor, Texas 78653

This letter of intent has been prepared on behalf of Mr. David Pikoff as part of the Rezoning efforts for a 14.579 ac tract located at 13518 Old Hwy 20, Manor, Texas. The property is currently OCL (Outside City Limits).

This development is located east of “Old Manor” generally between Old Hwy 20 and East Highway 290 and is legally described at Lot 1 in Manor Villa Estates. As a part of the proposed development, the Tract will need to be rezoned to Townhome (TH) with maximum allowed 12 units/acre.

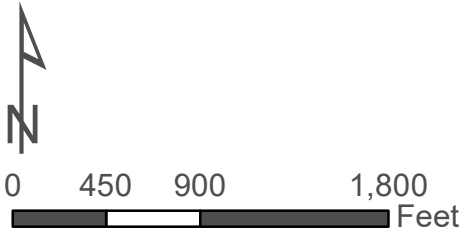
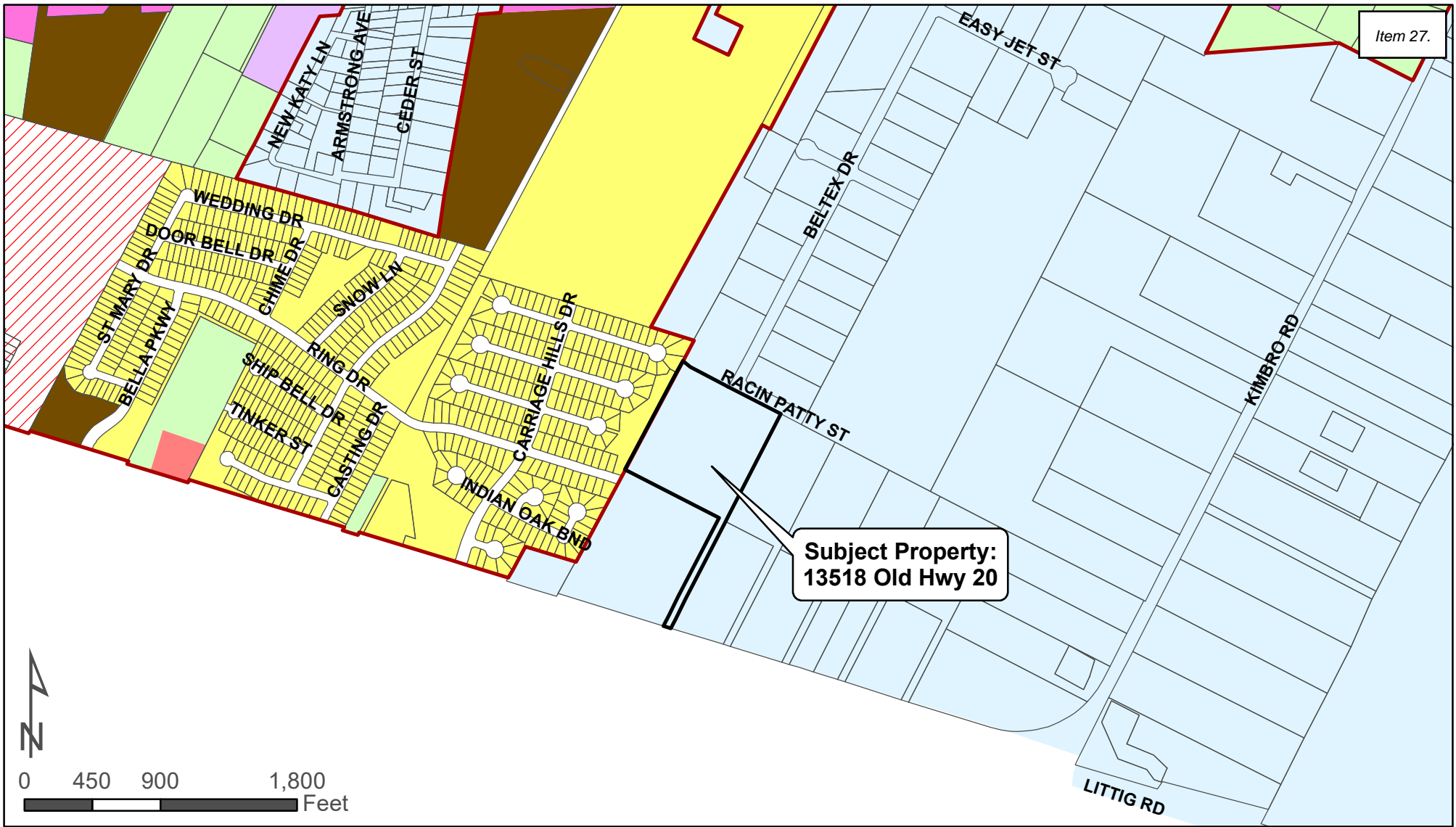
This proposed zoning designation would support the transition of land use(s) in the area from single family to the west, to increased residential density through the subject site, and then to Industrial/Light Industrial uses heading east and surrounding the site. The project will be developed in accordance with the City of Manor Code of Ordinances and other applicable local, state and federal standards.

Should you have any further inquiries about the intent of the development or impacts on the surrounding community, please feel free to contact me at (210)-581-3600 and mjphillips@bgeinc.com.

Please see attached exhibits for zoning map and Boundary survey.

Sincerely,

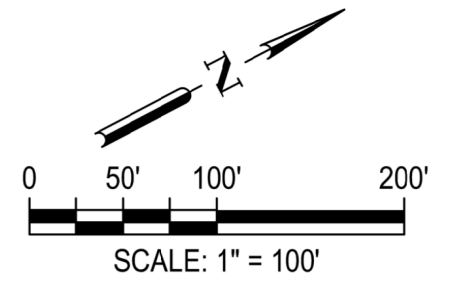
Mary Jane Phillips, P.E.
Director
BGE, Inc.
TBPE Firm #F-1046



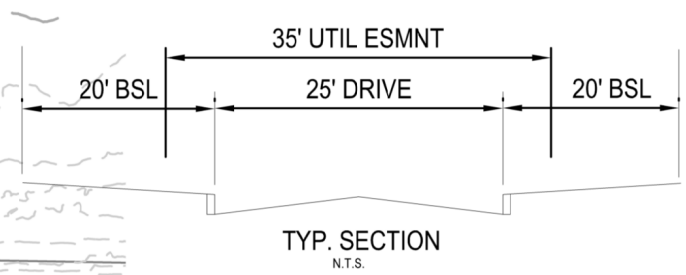
Proposed Zoning: Townhome (TH)

Zone					
	A - Agricultural		I-1 - Institutional Small		NB - Neighborhood Business
	SF-1 - Single Family Suburban		I-2 - Institutional Large		DB - Downtown Business
	SF-2 - Single Family Standard		GO - General Office		IN-1 - Light Industrial
	TF - Two Family		C-1 - Light Commercial		IN-2 - Heavy Industrial
	TH - Townhome		C-2 - Medium Commercial		PUD - Planned Unit Development
	MF-1 - Multi-Family 15		C-3 - Heavy Commercial		ETJ
	MF-2 - Multi-Family 25				





- A (22x43)
- B (25x47)
- C (22x48)



TOTAL Condo Units 137 with Amenity Center
(total 143 Units without Amenity Center)

~3,890 linear feet of Road center line

20' Front setback from curb
10' Min. Bldg separation
25' Setback from Project Boundary

CONTOURS, COUNTY PARCELS AND JURISDICTIONAL WATERS WERE TAKEN FROM PUBLICLY AVAILABLE DATA. THIS DOCUMENT NOT TO BE USED FOR CONSTRUCTION. NO FIELD SURVEY WAS CONDUCTED TO PREPARE THIS DOCUMENT.

**14ac MANOR 2
OLD HWY 20 (ETJ)**

PRELIM CONDOMINIUM PLAN

BGE, INC.
7330 SAN PEDRO AVE, SUITE 202
SAN ANTONIO, TX 78216
TBPE Registration No. F-1046
TEL: 210.581.3600 www.bgeinc.com



April 27, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1434-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 14.55 acres, more or less, and being located at 13518 Old Hwy 20, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 14.55 acres, more or less, being Lot 1, Manor Villa Estates, and being located at 13518 Old Hwy 20, Manor, TX to Townhome (TH).

Applicant: BGE, Inc.

Owner: Flintrock Office Suites, LLC

The Planning and Zoning Commission will meet at 6:30PM on May 11, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on May 18, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

ROBIN CHRISTOPHER & LISA
12617 BELTEX RD
MANOR, TX 78653

MADDUX PATTY
1038 RED TOWN RD
ELGIN, TX 78621

ROBIN CHRISTOPHER & LISA
12617 BELTEX RD
MANOR, TX 78653

HLM INVESTMENTS
11111 ROJAS DR
EL PASO, TX 79935

THORPE JARED D & RACHELLE B
13420 INDIAN OAK BND
MANOR, TX 78653

HPA II TEXAS SUB 2020-1 LLC
120 S RIVERSIDE PLZ STE 200
CHICAGO, IL 60606

JOHNSON MELISSA M
13321 RING DR
MANOR, TX 78653

PEDERSEN KATHERINE L
13400 RING DR
MANOR, TX 78653

DIAZ JOSE E & VERONICA
13324 RING DR
MANOR, TX 78653

DEVINE KEITH & HEATHER MORGAN
13413 INDIAN OAK BEND
MANOR, TX 78653

CORONEL-MORALES CRISPIN M &
DALILA ROCHA-TORRES
13412 INDIAN OAK BND
MANOR, TX 78653

GUEVARA WILBER SIGFREDO V
13409 RING DR
MANOR, TX 78653

HARVEY CHRISTOPHER
13405 RING DRIVE
MANOR, TX 78653

PRIGMORE SHAY S & LYDIA M
13401 RING DR
MANOR, TX 78653

WISE JOSHUA
13325 RING DR
MANOR, TX 78653

ATAMBI AMSINI & BENEDICTA YEBOAAH
13404 RING DR
MANOR, TX 78653

DAY MATTHEW TAYLOR
13328 RING DR
MANOR, TX 78653

BRYANT WILLIAM JR
13417 INDIAN OAK BND
MANOR, TX 78653

RICE CODY LARUE
13329 RING DR
MANOR, TX 78653

RICHARDS JACOB DALE &
LAUREN ELISABETH RICHARDS
13408 RING DR
MANOR, TX 78653

PRICE DAVID
PO BOX 26523
AUSTIN, TX 78755

ROBINSON DEANA ELIZABETH &
NANCY LEE ROBINSON
13328 HIGH SIERRA ST
MANOR, TX 78653

GONZALES JOSE JR
13417 FOREST SAGE ST
MANOR, TX 78653

MWAMBA CHARLES &
ANGELA V MUKENDI
13333 HIGH SIERRA ST
MANOR, TX 78653

ARZU FRANCISCO
8605 COBBLESTONE
AUSTIN, TX 78735

SMITH JEROME L
13325 HIGH SIERRA ST
MANOR, TX 78653

SAULS DESHON
13409 FOREST SAGE ST
MANOR, TX 78653

AMH 2015-2 BORROWER LLC
ATTN : PROPERTY TAX DEPT
23975 PARK SORRENTO STE 300
CALABASAS, CA 91302

CASTILLEJA DEANNA
13413 FOREST SAGE ST
MANOR, TX 78653

MCINTOSH CHANDRIKA VITHINIA
13405 FOREST SAGE ST
MANOR, TX 78653

WALKER KENNETH J
13420 FOREST SAGE ST
MANOR, TX 78653

WREN TANGLYN
13324 HIGH SIERRA ST
MANOR, TX 78653

MANZANARES JONATHAN PEREZ ETAL
13413 PINE NEEDLE ST
MANOR, TX 78653

TABOKHI SARI AL
13409 PINE NEEDLE ST
MANOR, TX 78653

MARSHALL BRIAN
13420 PINE NEEDLE ST
MANOR, TX 78653

DAMN GOOD LLC
510 S CONGRESS AVE STE 108
AUSTIN, TX 78704

GINBEY LOGAN
13425 PINE NEEDLE ST
MANOR, TX 78653

ALMANZA MANUEL CHIMAL &
NANCY FUENTES VASQUEZ
13405 PINE NEEDLE ST
MANOR, TX 78653

MALDONADO BENITO
13416 PINE NEEDLE ST
MANOR, TX 78653

MEZZETTI BRADLEY & KARI BANSE
13416 FOREST SAGE ST
MANOR, TX 78653

TOMBE PHILIP
13412 FOREST SAGE ST
MANOR, TX 78653

VIDOURIA JOSEPH
13408 FOREST SAGE ST
MANOR, TX 78653

JIMENEZ ANTHONY
13424 PINE NEEDLE ST
MANOR, TX 78653

VASQUEZ GUADALUPE T
13421 PINE NEEDLE ST
MANOR, TX 78653

SALEEM SHAHZAD
13417 PINE NEEDLE ST
MANOR, TX 78653

MYNAR MISTY
13436 HARRY S TRUMAN DR
MANOR, TX 78653

BAKER WILLIE
13408 PINE NEEDLE ST
MANOR, TX 78653

ZALARAM LLC
30 CHADWICK DR
DOVER, DE 19901

GINSEL FAMILY LTD
% STAN GINSEL
7111 CREIGHTON LN
AUSTIN, TX 78723

KOETHER CORA E LIFE ESTATE
908 CIRCLE LN
BEDFORD, TX 76022



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

First Reading: Consideration, discussion, and possible action on an ordinance rezoning 62.84 acres, more or less, out of the A.C. Caldwell Survey No. 52, Abstract No. 154, and being located near the intersection of US Hwy 290 E and Old Kimbro Rd., Manor, TX to Townhome (TH) and Medium Commercial (C-2).

Applicant: Kimley-Horn & Associates

Owner: Millcreek Residential

BACKGROUND/SUMMARY:

This item was requested to be postponed by the applicant at the May 11, 2022, P&Z Commission Meeting

This property is proposed to be annexed concurrent with this zoning request. The applicant is requesting C-2 Medium Commercial on approximately 10 acres at the corner of US 290 and Old Kimbro with the remaining 52 acres being zoned Townhome. At 52 acres and 12 units/acre that could yield 624 units but there is a large section of the property impeded by floodplain as well as a wide LCRA easement. It is currently proposed at 331 units.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Map
- Area Map
- Notice
- Labels

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council postpone this item until the June 15, 2022, City Council Regular Meeting.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None POSTPONED**

March 24, 2022

Mr. Scott Dunlop
City of Manor
Planning Department
105 E. Eggleston St.
Manor, TX 78653

Via Electronic Submittal

Re: Application for Rezoning; ±62 acres located east of Old Kimbro Rd, south of US Hwy 290, Manor, TX 78653 (the "Property")

Dear Mr. Dunlop:

As representatives of the owner of the above stated Property we respectfully submit the attached application for rezoning. The Property is located east of Old Kimbro Rd, south of US Hwy 290, Manor, TX 78653 (see Location Map attached) and is currently unzoned and in the City of Manor Extra Territorial Jurisdiction (ETJ). The proposed zoning is a combination of Townhome (TH) on the ±53 acre tract (description attached) and Medium Commercial (C-2) zoning on the ±9 acre tract (description attached). The purpose of the rezoning is to allow for a townhome development with associated commercial zoning to allow for a future, neighborhood serving commercial development along the Hwy 290 corridor that will meet the needs of Manor's growing population. An annexation application is being submitting concurrently with the zoning application.

Surrounding zoning is commercial to the north, agriculture to the west, and no zoning to the south and east. Surrounding land uses include agriculture and single family residential to east, south, and west, and commercial to the north.

If you have any questions about this application for rezoning or need additional information, please do not hesitate to contact me at your convenience. Thank you for your time and attention to this project.



Amanda Couch Brown



10090 W Highway 29 | Liberty Hill, Texas 78642
 TBPELS Firm No. 10001800 | 512-238-7901 office

EXHIBIT " "

METES AND BOUNDS DESCRIPTION

BEING 9.38 ACRES OF LAND, SURVEYED BY LANDESIGN SERVICES, INC., SITUATED IN THE A.C. CALDWELL SURVEY NO. 52, ABSTRACT 154 IN TRAVIS COUNTY, TEXAS, AND BEING A PORTION OF A CALLED 62.8431 ACRE TRACT OF LAND DESCRIBED IN GENERAL WARRANTY DEED TO JEFFERSON TRIANGLE MARINE, L.P. IN DOCUMENT NO. 2008096315 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" rebar with cap stamped "4WARD BOUDARY" found for the Northwest corner of said 62.8431 acre tract and a common West corner of a called 4.382 acre tract of land described in a Warranty Deed With Vendor's Lien to Auspro Enterprises, L.P., recorded in Document No. 2019013915 of said O.P.R.T.C.T., also at the intersection of the existing Easterly right-of-way line of Kimbro Road (Old State Hwy 20 - 80' R.O.W.) and the existing Southerly right-of-way line of U.S. 290 (R.O.W. Varies);

THENCE **South 62°55'16" East** with the North line of said 62.8431 acre tract and the common South line of said 4.382 acre tract, a distance of **600.03** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set, from which a 1/2" rebar found for the Southeast corner of a called 1.00 acre tract of land described in a Warranty Deed to Francisco Ruiz and Sindy Silva, recorded in Document No. 2018008520 of said O.P.R.T.C.T. and the common Southwest corner of a called 5.565 acre tract of land described in a General Warranty Deed to Tani Investments, LLC, recorded in Document No. 2021257244 of said O.P.R.T.C.T., also being the common Northwest corner of a called 0.112 acre tract of land described in a Special Warranty Deed to City of Manor, recorded in Document No. 2021052804 of said O.P.R.T.C.T., bears South 62°55'16" East a distance of 280.09 feet;

THENCE over and across said 62.8431 acre tract, the following two (2) courses and distances:

1. **South 27°21'49" West** a distance of **638.36** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set; and

2. **North 72°21'49" West** a distance of **597.01** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set in the West line of said 62.8431 acre tract and the common existing Easterly right-of-way line of said Kimbro Road, from which a 1/2" rebar found for the Southwest corner of said 62.8431 acre tract and a common Northwest corner of a called 56.652 acre tract described in a General Warranty Deed to Horsefeathers Farm, Inc., recorded in Document No. 2002187747 of said O.P.R.T.C.T., also being in the common existing Easterly right-of-way line of said Kimbro Road, bears South 26°27'38" West a distance of 667.27 feet;

THENCE **North 26°27'38" East** with the West line of said 62.8431 acre tract and the common existing Easterly right-of-way line of said Kimbro Road, a distance of **736.34** feet to the **POINT OF BEGINNING** and containing 9.38 acres of land, more or less.

This project is referenced for all bearing and coordinate basis to the Texas State Plane Coordinate System, North American Datum of 1983 (NAD83 – 2011 Adjustment), Central Zone (4203). All distances shown hereon are surface values represented in U.S. Survey Feet based on a grid-to-surface combined adjustment factor of 1.00005359.

This property description was prepared from an on-the-ground survey performed under my supervision and is accompanied by a separate plat of even date. The field work was completed on May 19, 2021.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Frank. W. Funk
Registered Professional Land Surveyor
State of Texas No. 6803

Job Number: 21-021

Attachments: K:\21021 - JTM Old Kimbro Rd\CAD\DWGs\Old Kimbro Road 9.38ac ALTA.dwg



10090 W Highway 29 | Liberty Hill, Texas 78642
 TBPELS Firm No. 10001800 | 512-238-7901 office

EXHIBIT " "

METES AND BOUNDS DESCRIPTION

BEING 53.42 ACRES OF LAND, SURVEYED BY LANDESIGN SERVICES, INC., SITUATED IN THE A.C. CALDWELL SURVEY NO. 52, ABSTRACT 154 IN TRAVIS COUNTY, TEXAS, AND BEING A PORTION OF A CALLED 62.8431 ACRE TRACT OF LAND DESCRIBED IN GENERAL WARRANTY DEED TO JEFFERSON TRIANGLE MARINE, L.P. IN DOCUMENT NO. 2008096315 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" rebar with cap stamped "LSI SURVEY" set in the North line of said 62.8431 acre tract and the common South line of a called 4.382 acre tract of land described in a Warranty Deed With Vendor's Lien to Auspro Enterprises, L.P., recorded in Document No. 2019013915 of said O.P.R.T.C.T., from which a 1/2" rebar with cap stamped "4WARD BOUNDARY" found for the Northwest corner of said 62.8431 acre tract and a common West corner of said 4.382 acre tract, also at the intersection of the existing Easterly right-of-way line of Kimbro Road (Old State Hwy 20 - 80' R.O.W.) and the existing Southerly right-of-way line of U.S. 290 (R.O.W. Varies), bears North 62°55'16" West a distance of 600.03 feet;

THENCE **South 62°55'16" East** with the North line of said 62.8431 acre tract and the common South line of said 4.382 acre tract, and continuing with the common South line of a called 1.00 acre tract of land described in a Warranty Deed to Francisco Ruiz and Sindy Silva, recorded in Document No. 2018008520 of said O.P.R.T.C.T., a distance of **280.09** feet to a 1/2" rebar found for the Southeast corner of said 1.00 acre tract and the common Southwest corner of a called 5.565 acre tract of land described in a General Warranty Deed to Tani Investments, LLC, recorded in Document No. 2021257244 of said O.P.R.T.C.T., also being the Northwest corner of a called 0.112 acre tract of land described in a Special Warranty Deed to City of Manor, recorded in Document No. 2021052804 of said O.P.R.T.C.T. and a common corner of said 62.8431 acre tract;

THENCE with a Northerly line of said 62.8431 acre tract and a common line of said 0.112 acre tract, the following three (3) courses and distances:

1. **South 27°04'44" West** a distance of **65.00** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set;

2. **South 62°55'16" East** a distance of **75.00** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set; and
3. **North 27°04'44" East** a distance of **65.00** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set for the Northeast corner of said 0.112 acre tract and a common corner of said 62.8431 acre tract, also being in the South line of said 5.565 acre tract;

THENCE **South 62°55'16" East** with the North line of said 62.8431 acre tract and the common South line of said 5.565 acre tract, and continuing with the common South line of a called 15.71 acre tract of land described in a Warranty Deed to Klatt Properties, LP, recorded in Document No. 2008204941 of said O.P.R.T.C.T., a distance of **998.89** feet to a 1/2" rebar found for the Northeast corner of said 62.8431 acre tract and the common Southeast corner of said 15.71 acre tract, also being in the West line of a called 20.235 acre tract of land described as Tract 1 in a General Warranty Deed to Austin 21 LLC, recorded in Document No. 2021136691 of said O.P.R.T.C.T.;

THENCE with the East line of said 62.8431 acre tract and the common West line of said 20.235 acre tract, the following two (2) courses and distances:

1. **South 29°25'27" West** a distance of **12.49** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set; and
2. **South 26°40'55" West** a distance of **304.61** feet to a 60d Nail found in a Mesquite tree for the Southwest corner of said 20.235 acre tract and the Northwest corner of a called 45.838 acre tract of land described in a General Warranty Deed With Vendor's Lien to Austin 21 LLC, recorded in Document No. 2021248160 of said O.P.R.T.C.T.;

THENCE with the East line of said 62.8431 acre tract and the common West line of said 45.838 acre tract, the following four (4) courses and distances:

1. **South 27°38'12" West** a distance of **377.29** feet to a 1/2" rebar with cap stamped "BURRIS&ASSOC" found;
2. **South 26°43'45" West** a distance of **143.94** feet to a 1/2" rebar found;
3. **South 26°58'00" West** a distance of **243.98** feet to a 1/2" rebar with cap stamped "BURRIS&ASSOC" found; and
4. **South 26°59'10" West** a distance of **330.89** feet to a 1/2" rebar with cap stamped "CHAPARRAL BOUNDARY" found for the Southeast corner of said 62.8431 acre tract and the common Southwest corner of said 45.838 acre tract, also being in the North line of a called 56.652 acre tract described in a General Warranty Deed to Horsefeathers Farm, Inc., recorded in Document No. 2002187747 of said O.P.R.T.C.T.;

THENCE **North 62°38'11" West** with the South line of said 62.8431 acre tract and the common North line of said 56.652 acre tract, a distance of **1,938.72** feet to a 1/2" rebar found for the Southwest corner of said 62.8431 acre tract and the common Northwest corner of said 56.652 acre tract, and being in the existing Easterly right-of-way line of said Kimbro Road;

THENCE **North 26°27'38" East** with the West line of said 62.8431 acre tract and the common existing Easterly right-of-way line of said Kimbro Road, a distance of **667.27** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set, from which a 1/2" rebar with cap stamped "4WARD BOUDARY" found for the Northwest corner of said 62.8431 acre tract and a common West corner of said 4.382 acre tract, also at the intersection of the existing Easterly right-of-way line of Kimbro Road (Old State Hwy 20 - 80' R.O.W.) and the existing Southerly right-of-way line of U.S. 290 (R.O.W. Varies), bears North 26°27'38" East a distance of 736.34 feet;

THENCE over and across said 62.8431 acre tract, the following two (2) courses and distances:

1. **South 72°21'49" East** a distance of **597.01** feet to a 1/2" rebar with cap stamped "LSI SURVEY" set; and
2. **North 27°21'49" East** a distance of **638.36** feet to the **POINT OF BEGINNING** and containing 53.42 acres of land, more or less.

This project is referenced for all bearing and coordinate basis to the Texas State Plane Coordinate System, North American Datum of 1983 (NAD83 – 2011 Adjustment), Central Zone (4203). All distances shown hereon are surface values represented in U.S. Survey Feet based on a grid-to-surface combined adjustment factor of 1.00005359.

This property description was prepared from an on-the-ground survey performed under my supervision and is accompanied by a separate plat of even date. The field work was completed on May 19, 2021.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Frank. W. Funk
Registered Professional Land Surveyor
State of Texas No. 6803

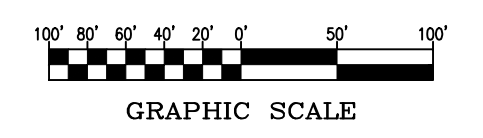
Job Number: 21-021

Attachments: K:\21021 - JTM Old Kimbro Rd\CAD\DWGs\Old Kimbro Road 53.42ac ALTA.dwg

DESIGN AND BOUNDARY VERIFICATION SURVEY OF 62.805 ACRES (2,735,807 SQUARE FEET) OF LAND SITUATED IN THE A.C. CALDWELL SURVEY NO. 52 ABSTRACT 154, TRAVIS COUNTY, TEXAS AND BEING ALL OF CALLED 62.8431 ACRE TRACT OF LAND DESCRIBED TO JEFFERSON TRIANGLE MARINE, L.P. IN DOCUMENT NO. 2008096315 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

Table with columns: REVISIONS, DATE, DESCRIPTION. Includes project name, job number, date, and drawing file path.

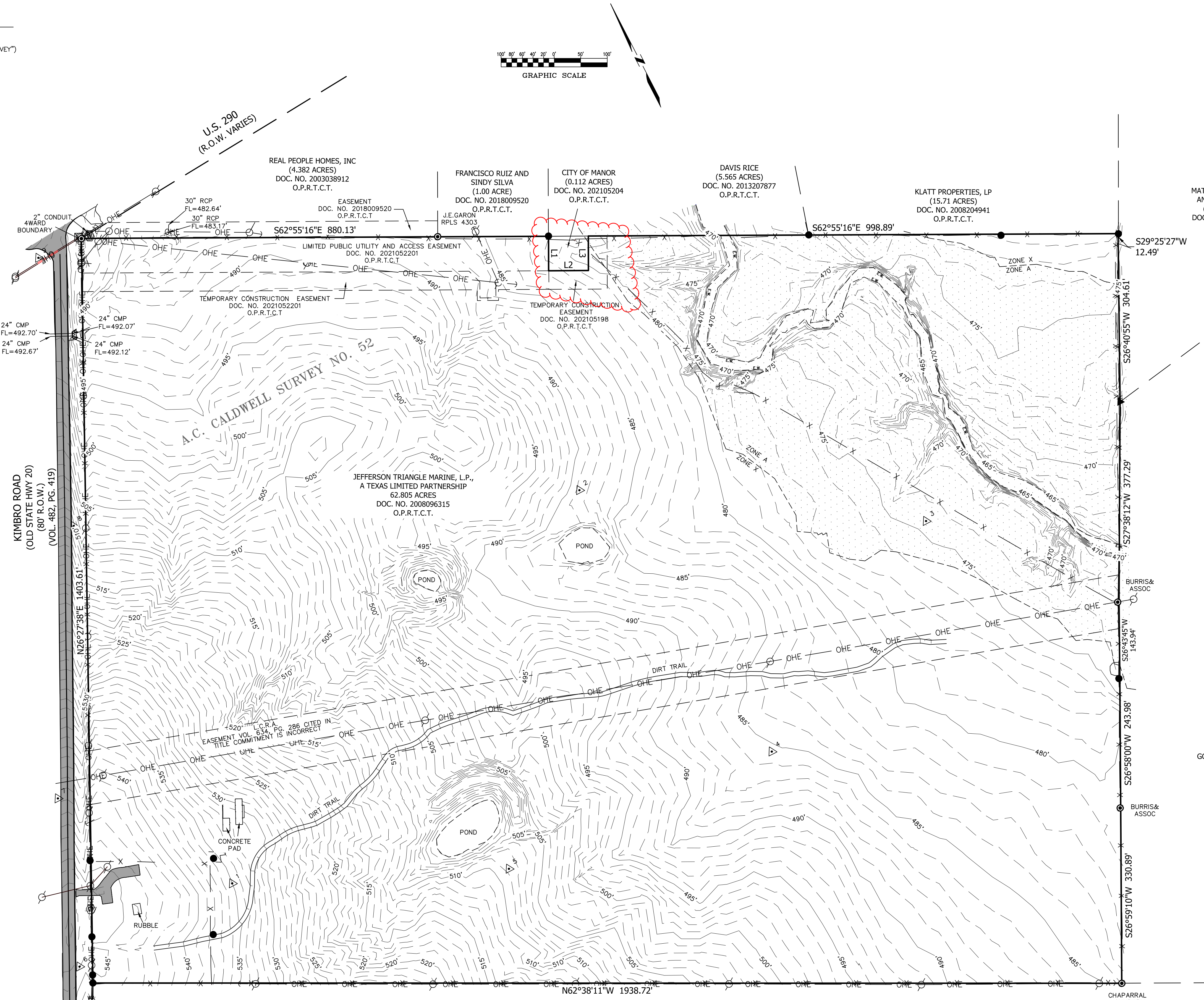
- LEGEND: 1/2" REBAR FOUND (OR AS NOTED), 1/2" REBAR WITH CAP FOUND (OR AS NOTED), 60D NAIL FOUND (OR AS NOTED), FENCE CORNER POST FOUND, CALCULATED POINT NOT SET, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, DEED RECORDS OF TRAVIS COUNTY, TEXAS, PLAT RECORDS OF TRAVIS COUNTY, TEXAS, RIGHT-OF-WAY, PUBLIC UTILITY EASEMENT, EDGE OF PAVEMENT, EDGE OF WATER, COURSES FROM RECORDS.



- LEGEND: GUY ANCHOR, OVERHEAD ELECTRIC, POWER POLE, SIGN POST SIGN, TELEPHONE JUNCTION BOX, WATER METER, WATER VALVE, BARB WIRE FENCE, FLOOD ZONE, ASPHALT PAVING, YELLOW PAINT STRIPE.

Line Table: Table with columns Line #, Direction, Length. Includes lines L1, L2, L3.

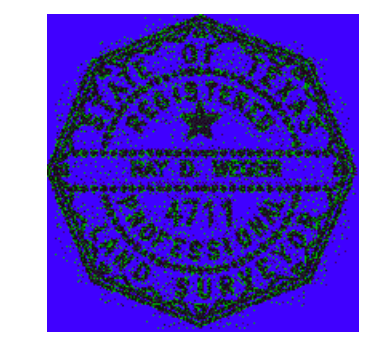
Point Table: Table with columns Point #, Northing, Easting, Elevation, Raw Description. Lists 9 survey points.

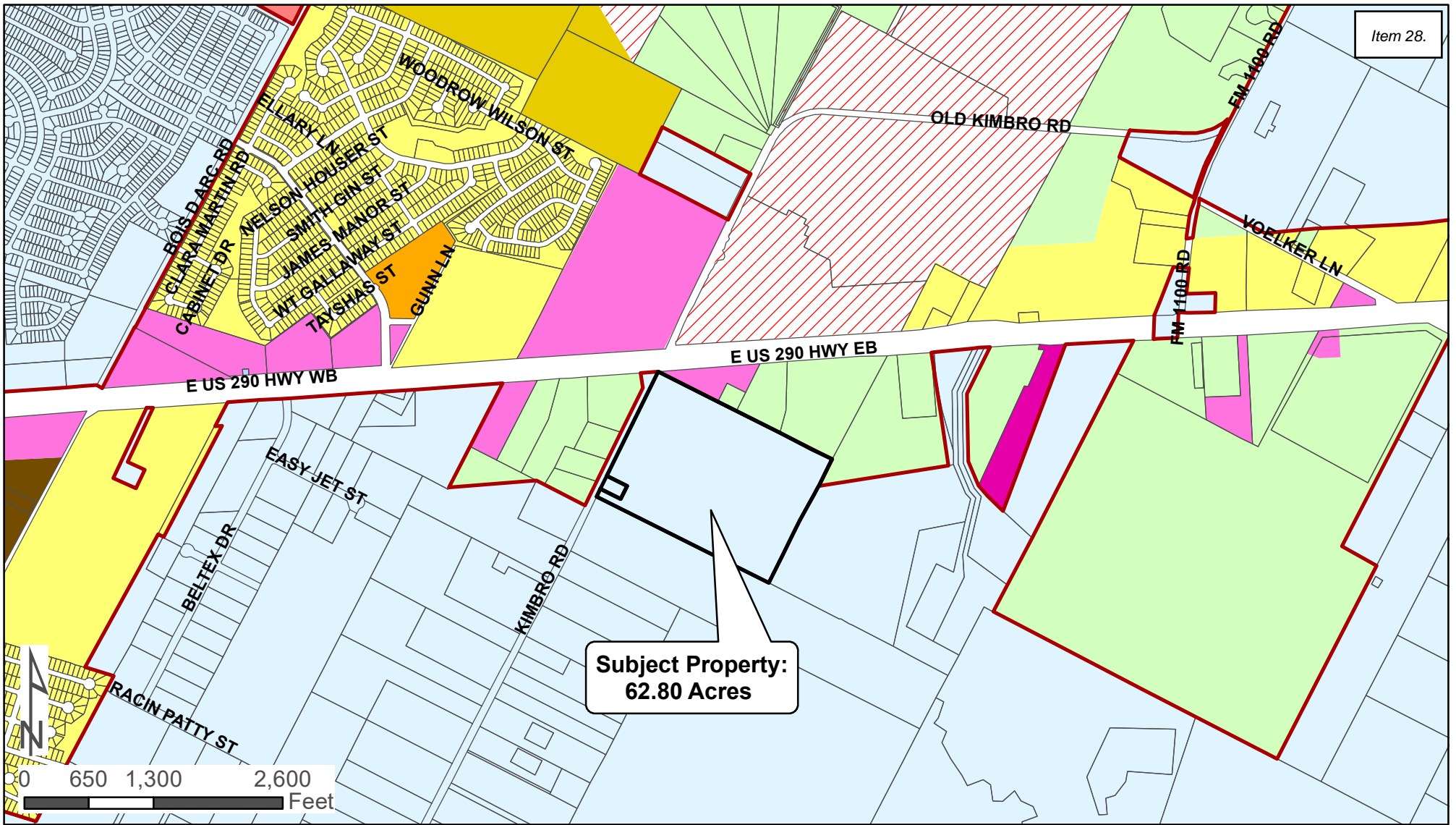


GENERAL NOTES: THIS PROJECT IS REFERENCED FOR ALL BEARING AND COORDINATE BASIS TO THE TEXAS COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983 (NAD83 - 2011 ADJUSTMENT), CENTRAL ZONE (4203). DISTANCES AND AREAS SHOWN HEREON ARE SURFACE VALUES REPRESENTED IN U.S. SURVEY FEET BASED ON A GRID-TO-SURFACE COMBINED ADJUSTMENT FACTOR OF 1.00005359. ELEVATIONS SHOWN HEREON ARE BASED ON GPS OBSERVATIONS (GEOID 12B). SOME FEATURES SHOWN HEREON MAY BE OUT OF SCALE FOR CLARITY. DIMENSIONS AND AREAS OF STRUCTURES SHOWN HEREON ARE PER THE EXTERIOR FOOTPRINT AT GROUND LEVEL. UTILITIES SHOWN HEREON ARE BASED ON ABOVE GROUND AND VISIBLE EVIDENCE. LOCATION OF UNDERGROUND UTILITIES ARE APPROXIMATE. SURVEYOR DOES NOT CERTIFY TO THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN HEREON. CONTRACTORS SHALL CONTACT APPROPRIATE UTILITY COMPANIES AND TEXAS 811 PRIOR TO EXCAVATION. EXISTING TREES WERE NOT LOCATED ON THE PROPERTY OR SHOWN FOR THIS DESIGN SURVEY.

FLOOD NOTE: THE TRACT SHOWN HEREON APPEARS TO LIE WITHIN ZONE "X" AND ZONE "A" NO BASE ELEVATIONS DETERMINED, AS IDENTIFIED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FEDERAL INSURANCE ADMINISTRATION, AS SHOWN ON MAP NO. 48530050SH, DATED SEPTEMBER 26, 2009 AND MAP NO. 4845300485J DATED AUGUST 18, 2014 FOR TRAVIS COUNTY, TEXAS AND INCORPORATED AREAS. THIS FLOOD PLAIN NOTE DOES NOT IMPLY THAT THE PROPERTY AND/OR STRUCTURES THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.

TOPO CERTIFICATION: THIS MAP WAS PREPARED FROM AN ON-THE-GROUND SURVEY PERFORMED UNDER MY DIRECT SUPERVISION. THE FIELD WORK WAS COMPLETED ON MAY 19, 2021. RAY D. WEGER, REGISTERED PROFESSIONAL LAND SURVEYOR, STATE OF TEXAS NO. 4711.





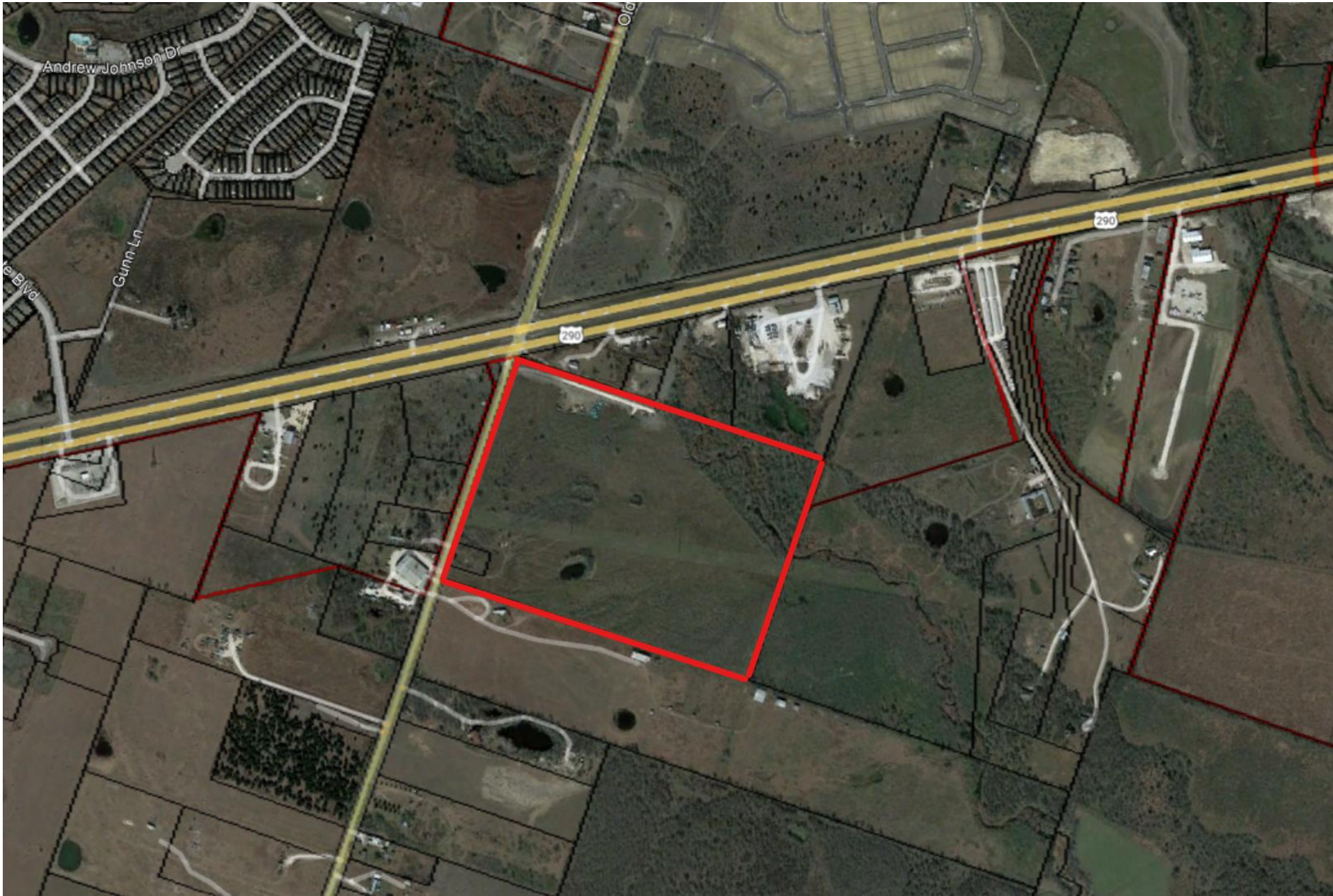
**Subject Property:
62.80 Acres**



Proposed Zoning: Townhome (TH) Medium Commercial (C-2)

Zone

- | | | |
|---|---|--|
| A - Agricultural | I-1 - Institutional Small | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-2 - Institutional Large | DB - Downtown Business |
| SF-2 - Single Family Standard | GO - General Office | IN-1 - Light Industrial |
| TF - Two Family | C-1 - Light Commercial | IN-2 - Heavy Industrial |
| TH - Townhome | C-2 - Medium Commercial | PUD - Planned Unit Development |
| MF-1 - Multi-Family 15 | C-3 - Heavy Commercial | ETJ |
| MF-2 - Multi-Family 25 | | |





April 27, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1428-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 62.84 acres, more or less, and being located near the intersection of US Hwy 290 E and Old Kimbro Rd., Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 62.84 acres, more or less, out of the A.C. Caldwell Survey No. 52, Abstract No. 154, and being located near the intersection of US Hwy 290 E and Old Kimbro Rd., Manor, TX to Townhome (TH) and Medium Commercial (C-2).

***Applicant:* Kimley-Horn & Associates**

***Owner:* Millcreek Residential**

The Planning and Zoning Commission will meet at 6:30PM on May 11, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on May 18, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

PHAN HOAN VAN & THU THI HUYNH
5701 LONG CT
AUSTIN TX 78730-5056

PHAN HOAN VAN & THU THI HUYNH
5701 LONG CT
AUSTIN TX 78730-5056

TAPIA TOMAS
12908 OLD KIMBRO RD
MANOR TX 78653-4519

CYPRESS BLUFF LLC
12822 KIMBRO RD
MANOR TX 78653

CYPRESS BLUFF LLC
12822 KIMBRO RD
MANOR TX 78653

JEFFERSON TRIANGLE MARINE LP
9225 KATY FRWY
HOUSTON TX 77024-1521

AUSTIN27 LLC
117 Fort Hood Ln
Georgetown TX 78628-6007

AUSTIN 21 LLC
117 FORT HOOD LN
GEORGETOWN TX 78628-6007

AUSTIN 21 LLC
117 FORT HOOD LN
GEORGETOWN TX 78628-6007

KLATT PROPERTIES LP
2001 PICADILLY DR
ROUND ROCK TX 78664-9511

TANI INVESTMENTS LLC ETAL
7606 Brae Acres Ct
Houston TX 77074-4123

RUIZ FRANCISCO & SINDY SILVA
13232 HIGH SIERRA ST
MANOR TX 78653-5378

CITY OF MANOR
105 E EGGLESTON ST
MANOR TX 78653-3463

RUIZ FRANCISCO & SINDY SILVA
13232 HIGH SIERRA ST
MANOR TX 78653-5378

AUSPRO ENTERPRISES LP
PO BOX 13549
AUSTIN TX 78711-3549

TIMMERMAN COMMERCIAL
INVESTMENTS LP (1729480)
501 VALE ST
AUSTIN TX 78746-5732



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

First Reading: Consideration, discussion, and possible action on an ordinance of the City of Manor, Texas annexing 14.55 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of the City, at the request of the property owner; approving an Agreement for the Provision of Services for the annexed area; making findings of fact; providing a severability clause and an effective date; and providing for open meetings and other related matters.

BACKGROUND/SUMMARY:

This is a voluntary annexation initiated by the property owner.

LEGAL REVIEW: Yes

FISCAL IMPACT:

PRESENTATION:

ATTACHMENTS: Yes

- Annexation Ordinance

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve the first reading of an ordinance of the City of Manor, Texas annexing 14.55 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of the City, at the request of the property owner; approving an Agreement for the Provision of Services for the annexed area; making findings of fact; providing a severability clause and an effective date; and providing for open meetings and other related matters.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS ANNEXING 14.45 ACRES OF LAND, MORE OR LESS LOCATED IN TRAVIS COUNTY, INCLUDING THE ABUTTING STREETS, ROADWAYS, AND RIGHTS-OF-WAY INTO THE CORPORATE LIMITS OF THE CITY, AT THE REQUEST OF THE PROPERTY OWNER; APPROVING AN AGREEMENT FOR THE PROVISION OF SERVICES FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTERS.

WHEREAS, the City of Manor, Texas is a home rule municipality authorized by State law to annex territory lying adjacent and contiguous to the City;

WHEREAS, the owner of the property, as hereinafter described, made written request for the City to annex such property in compliance with *Tex. Loc. Gov't Code*;

WHEREAS, the property is adjacent and contiguous to the present city limits;

WHEREAS, the City Council heard and has decided to grant the owners' request that the City annex said property;

WHEREAS, a public hearing was conducted prior to consideration of this Ordinance in accordance with §43.0673 of the *Tex. Loc. Gov't Code*;

WHEREAS, notice of the public hearing was published not more than twenty (20) nor less than ten (10) days prior to the public hearing;

WHEREAS, the City intends to provide services to the property to be annexed according to the agreement for the provision of services attached hereto as Exhibit "B".

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS:

SECTION 1. That all of the above premises and findings of fact are found to be true and correct and are hereby incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. All portions of the following described properties (hereinafter referred to as the "Annexed Property"), not previously annexed into the City, including abutting streets, roadways, and rights-of-way, are hereby annexed into the corporate limits of the City of Manor:

Being 14.55 acres of land and being that Lot 1, MANOR VILLA ESTATES, a

subdivision in Travis County, Texas according to the map or plat thereof, recorded in Volume 83, Page 155C, of the Plat Records of Travis County, Texas said 14.55 acre tract of land being more particularly described in Exhibit “A” attached hereto and incorporated herein for all purposes.

SECTION 3. That the provision of services agreement submitted herewith is hereby approved as part of this Ordinance, made a part hereof and attached hereto as Exhibit “B”.

SECTION 4. That the future owners and inhabitants of the Annexed Property shall be entitled to all of the rights and privileges of the City as set forth in the provisions of services agreement attached hereto as Exhibit “B”, and are further bound by all acts, ordinances, and all other legal action now in full force and effect and all those which may be hereafter adopted.

SECTION 5. That the official map and boundaries of the City, heretofore adopted and amended be and hereby are amended so as to include the Annexed Property as part of the City of Manor.

SECTION 6. That the Annexed Property shall be temporarily zoned Agricultural District “A” as provided in the City Zoning Ordinance, as amended, until permanent zoning is established therefore.

SECTION 7. That if any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared severable.

SECTION 8. That this Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov’t Code*.

SECTION 9. That it is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex Gov’t Code*.

PASSED AND APPROVED FIRST READING this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the _____ day of _____ 2022.

ORDINANCE NO. _____

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

ORDINANCE NO. _____

Pa Item 29.

Exhibit "A"
Subject Property Description
+/- 14.55 Acres

Exhibit "B"
AGREEMENT REGARDING POST-ANNEXATION
PROVISION OF SERVICES
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF MANOR

**AGREEMENT REGARDING POST-ANNEXATION PROVISION OF SERVICES
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF MANOR**

This Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor (the “Agreement”) is entered into by and between the City of Manor, Texas, a municipal corporation (“City”), and Flintrock Office Suites, LLC (“Landowner”), both of which may be referred to herein singularly as “Party” or collectively as the “Parties.”

RECITALS

WHEREAS, upon the request of the Landowner, the City intends to institute annexation proceedings for an area of land described more fully hereinafter and attached hereto (the “subject property”);

WHEREAS, Section 43.0672, Loc. Gov't. Code, requires the Parties to enter into a written agreement identifying a list of public services to be provided to the subject property and a schedule for the provision of those services that are not otherwise provided on the effective date of the annexation;

WHEREAS, this Agreement is being entered into by and between the Parties to comply with Texas Local Government Code, Chapter 43, Sub-Chapter C-3, Section 43.0672, prior to the City’s consideration of an ordinance annexing the subject property, it being understood, acknowledged and agreed by the Parties that annexation of the subject property is a condition precedent to this Agreement becoming effective;

WHEREAS, this Agreement shall be deemed effective on the effective date of an ordinance approved by the City annexing the subject property (the “Effective Date”).

WHEREAS, the subject property is not included in the municipal annexation plan and is exempt from the requirements thereof;

WHEREAS, infrastructure provided for herein and that existing are sufficient to service the subject property on the same terms and conditions as other similarly situated properties currently within the City limits and no capital improvements are required to offer municipal services on the same terms and conditions as other similarly situated properties within the City; and

WHEREAS, it is found that all statutory requirements have been satisfied and the City is authorized by *Chapter 43, Loc. Gov't. Code*, to annex the subject property into the City;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

The following services and schedule represent the provision of services agreed to between the Landowner of the subject property and the City establishing a program under which the City will provide municipal services to the subject property, as required by section 43.0672 of the Texas Local

Government Code. The services detailed herein will be provided at a level consistent with service levels provided to other similarly situated areas within the City.

The following services will be provided for the subject property on the Effective Date of annexation:

(1) **General Municipal Services.** Pursuant to the requests of the landowner and this Agreement, the following services shall be provided immediately from the effective date of the annexation:

A. Police protection as follows:

Routine patrols of areas, radio response to calls for police service and all other police services now being offered to the citizens of the City. Upon annexation, police protection will be provided to the subject property at a level consistent with the service to other areas of the City with similar population density and characteristics. The City's police services include neighborhood patrols, criminal investigations, crime prevention, community services and school programs.

B. Fire protection and Emergency Medical Services as follows:

Fire protection by agreement between the City and the ESD's present personnel and equipment of the ESD fire fighting force and the volunteer fire fighting force with the limitations of water available. Radio response for Emergency Medical Services with the present contract personnel and equipment of the ESD.

C. Solid waste collection services as follows:

Solid waste collection and services as now being offered to the citizens of the City. The City provides residential solid waste collection services within the City limits for a fee under a contract between the City and private refuse collection operator. The residential solid waste collection services include garbage collection, recycling, bulky item collection and yard waste collection. Commercial solid waste collection services are also available. This service will be provided for a fee to any person within the subject property requesting the service after the Effective Date of annexation, provided that a privately owned solid waste management service provider is unavailable. If the subject property is already receiving service, the City may not prohibit solid waste collection by the privately owned solid waste management service provider, nor may the City offer solid waste collection services for a period of two (2) years following the Effective Date of the annexation unless a privately owned solid waste management service provider is or becomes unavailable, as established by Texas Local Government Code section 43.0661. If a landowner uses the services of a privately owned solid waste management service provider or services are available from a privately owned solid waste management service provider during the two (2) years following annexation, the City will not provide solid waste collection services to that landowner.

D. Animal control as follows:

Service by present personnel, equipment and facilities or by contract with a third party, as provided within the City.

E. Maintenance of City-owned parks and playgrounds within the City.

F. Inspection services in conjunction with building permits and routine City code enforcement services by present personnel, equipment and facilities. Municipal Court and General Administration services will also be available to property owners and residents in the subject property on the same basis those facilities are available to current City property owners and residents.

G. Maintenance of other City facilities, buildings and service.

H. Land use regulation as follows:

On the effective date of annexation, the zoning jurisdiction of the City shall be extended to include the annexed area, and the use of all property therein shall be grandfathered; and shall be temporarily zoned "Agricultural District "A"" with the intent to rezone the subject property upon request of the landowner or staff. The Planning & Zoning Commission and the City Council will consider rezoning the subject property at future times in response to requests submitted by the landowner(s) or authorized city staff. The City will impose and enforce its adopted ordinances, including but not limited to, zoning, subdivision development, site development and building code regulations within the subject property upon the Effective Date of the annexation. Enforcement will be in accordance with City ordinances. Development plans and plats for projects within the subject property will be reviewed for compliance with City standards.

(2) **Scheduled Municipal Services.** Due to the size and vacancy of the subject property, the plans and schedule for the development of the subject property, the following municipal services will be provided on a schedule and at increasing levels of service as provided herein:

A. Water service and maintenance of water facilities as follows:

(i) Inspection of water distribution lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of water service, water service will be provided to the subjects properties, or applicable portions thereof, by the utility holding a water certificate of convenience and necessity ("CCN") for the subject properties, or portions thereof as applicable, or absent a water CCN, by the utility in whose jurisdiction the subject properties, or portions thereof as applicable, are located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of water service. If connected to the City's water utility system, the subject properties' owner shall construct the internal water lines and pay the costs of line extension and construction of such facilities necessary to provide water service to the subject properties as required in City ordinances. Upon acceptance of the water lines within the subject properties and any off-site improvements, water service will be provided by the City

utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City; subject to all the ordinances, regulations and policies of the City in effect from time to time. The system will be accepted and maintained by the City in accordance with its usual acceptance and maintenance policies. New water line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances of the City in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a water well that is in use on the effective date of the annexation and is in compliance with applicable rules and regulations shall be permitted and such use may continue until the subject properties' owner requests and is able to connect to the City's water utility system.

B. Wastewater service and maintenance of wastewater service as follows:

(i) Inspection of sewer lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of wastewater service, wastewater service will be provided to the subjects properties, or applicable portions thereof, by the utility holding a wastewater CCN for the subject properties, or portions thereof as applicable, or absent a wastewater CCN, by the utility in whose jurisdiction the subject properties, or portions thereof as applicable, are located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of wastewater service. If connected to the City's wastewater utility system, the subject properties' owner shall construct the internal wastewater lines and pay the costs of line extension and construction of facilities necessary to provide wastewater service to the subject properties as required in City ordinances. Upon acceptance of the wastewater lines within the subject properties and any off-site improvements, wastewater service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City, subject to all the ordinances, regulations and policies of the City in effect from time to time. The wastewater system will be accepted and maintained by the City in accordance with its usual policies. Requests for new wastewater line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a septic system that is in use on the effective date of the annexation and is in compliance with all applicable rules and regulations shall be permitted and such use may continue until the subject property owner requests and is able to connect to the City's wastewater utility system.

C. Maintenance of streets and rights-of-way as appropriate as follows:

(i) Provide maintenance services on existing public streets within the subject property and other streets that are hereafter constructed and finally accepted by the City. The maintenance of the streets and roads will be limited as follows:

(A) Emergency maintenance of streets, repair of hazardous potholes, measures necessary for traffic flow, etc.; and

(B) Routine maintenance as presently performed by the City.

(ii) The City will maintain existing public streets within the subject property, and following installation and acceptance of new roadways by the City as provided by city ordinance, including any required traffic signals, traffic signs, street markings, other traffic control devices and street lighting, the City will maintain such newly constructed public streets, roadways and rights-of-way within the boundaries of the subject property, as follows:

(A) As provided in C(i)(A)&(B) above;

(B) Reconstruction and resurfacing of streets, installation of drainage facilities, construction of curbs, gutters and other such major improvements as the need therefore is determined by the governing body under City policies;

(C) Installation and maintenance of traffic signals, traffic signs, street markings and other traffic control devices as the need therefore is established by appropriate study and traffic standards; and

(D) Installation and maintenance of street lighting in accordance with established policies of the City;

(iii) The outer boundaries of the subject property abut existing roadways. The Landowner agrees that no improvements are required on such roadways to service the subject property.

(3) **Capital Improvements.** Construction of the following capital improvements shall be initiated after the effective date of the annexation: None. Upon development of the subject property or redevelopment, the landowner will be responsible for the development costs the same as a developer in a similarly situated area under the ordinances in effect at the time of development or redevelopment. No additional capital improvements are necessary at this time to service the subject property the same as similarly situated properties. When deemed necessary, capital improvement acquisition or construction will occur in accordance with applicable ordinances and regulations and the adopted capital improvement plans of the City, as applicable and amended, which are incorporated herein by reference.

(4) **Term.** If not previously expired, this agreement expires at the end of ten (10) years.

(5) **Property Description.** The legal description of the subject property is as set forth in the Annexation Ordinance and exhibits attached to the Annexation Ordinance to which this Agreement is attached.

(6) **Binding Effect/Authority.** This Agreement binds and inures to the benefit of the Parties and

their respective heirs, successors, and permitted assigns. Each Party further warrants that each signatory to this Agreement is legally authorized to bind the respective individual or entity for the purposes established herein.

(7) **Choice of Law.** This Agreement will be construed under the laws of the State of Texas, without regard to choice-of-law rules of any jurisdiction. Venue for any dispute shall lie exclusively in Travis County, Texas.

(8) **Counterparts.** This Agreement may be executed in any number of counterparts with the same effect as if all signatory Parties had signed the same document. All counterparts will be construed together and will constitute one and the same instrument.

(9) **Legal Construction.** If any provision in this Agreement is for any reason found to be unenforceable, to the extent the unenforceability does not destroy the basis of the bargain among the Parties, the unenforceability will not affect any other provision hereof, and this Agreement will be construed as if the unenforceable provision had never been a part of the Agreement. Whenever context requires, the singular will include the plural and neuter include the masculine or feminine gender, and vice versa. Headings in this Agreement are for reference only and are not intended to restrict or define the text of any section. This Agreement will not be construed more or less favorably between the Parties by reason of authorship or origin of language.

(10) **Entire Agreement.** This Agreement contains the entire Agreement between the Parties relating to the rights herein granted and the obligations herein assumed and cannot be varied except by written agreement of the Parties. Any oral representation or modification concerning this instrument shall be of no force and effect except for any subsequent modification in writing, signed by the Party to be charged.

[signature pages follow]

EXECUTED and AGREED to by the Parties this the ___ day of _____, 20__.

ATTEST:

THE CITY OF MANOR, TEXAS

Lluvia T. Almaraz, City Secretary

Dr. Christopher Harvey, Mayor

LANDOWNER:

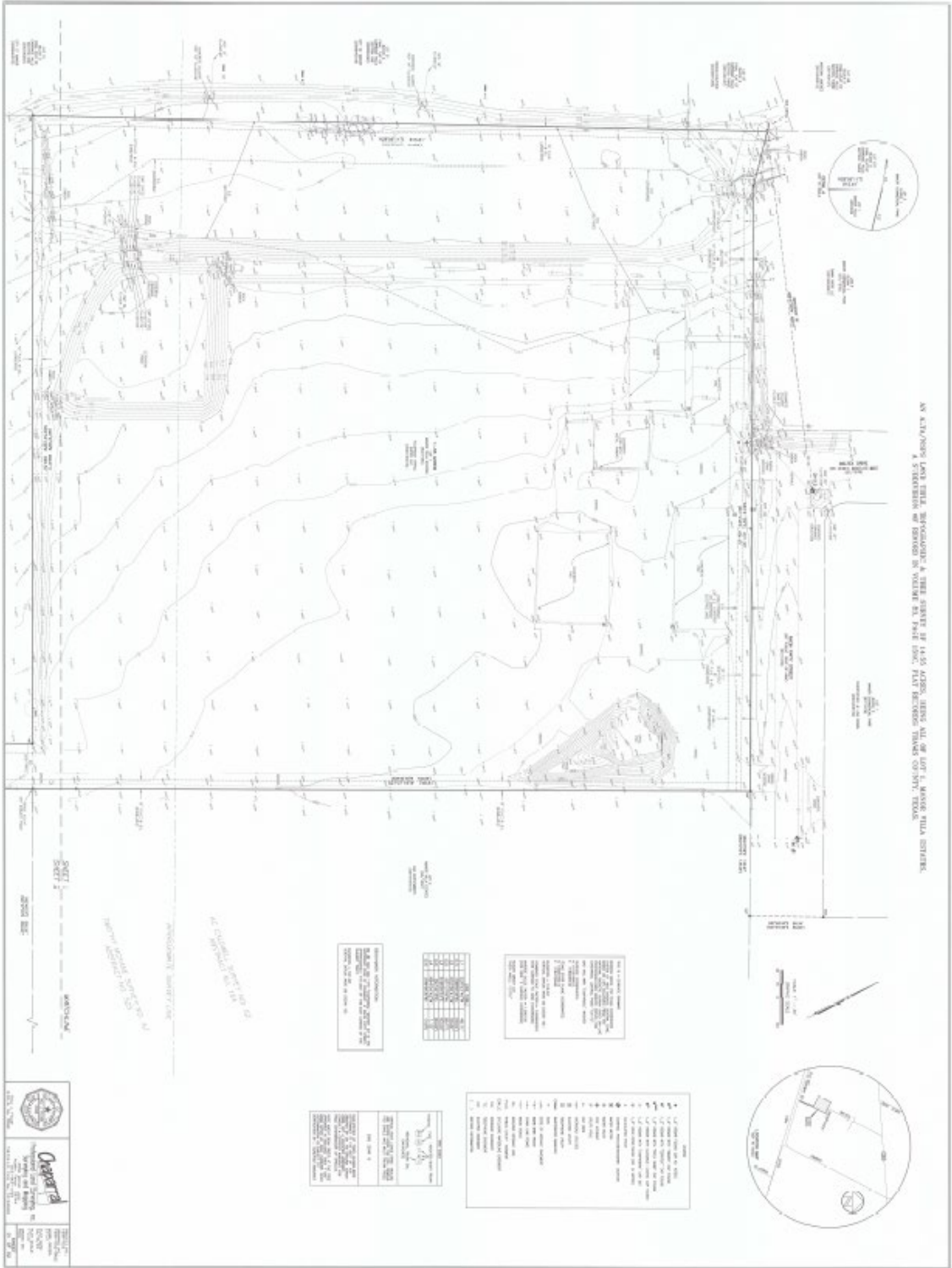
By: _____

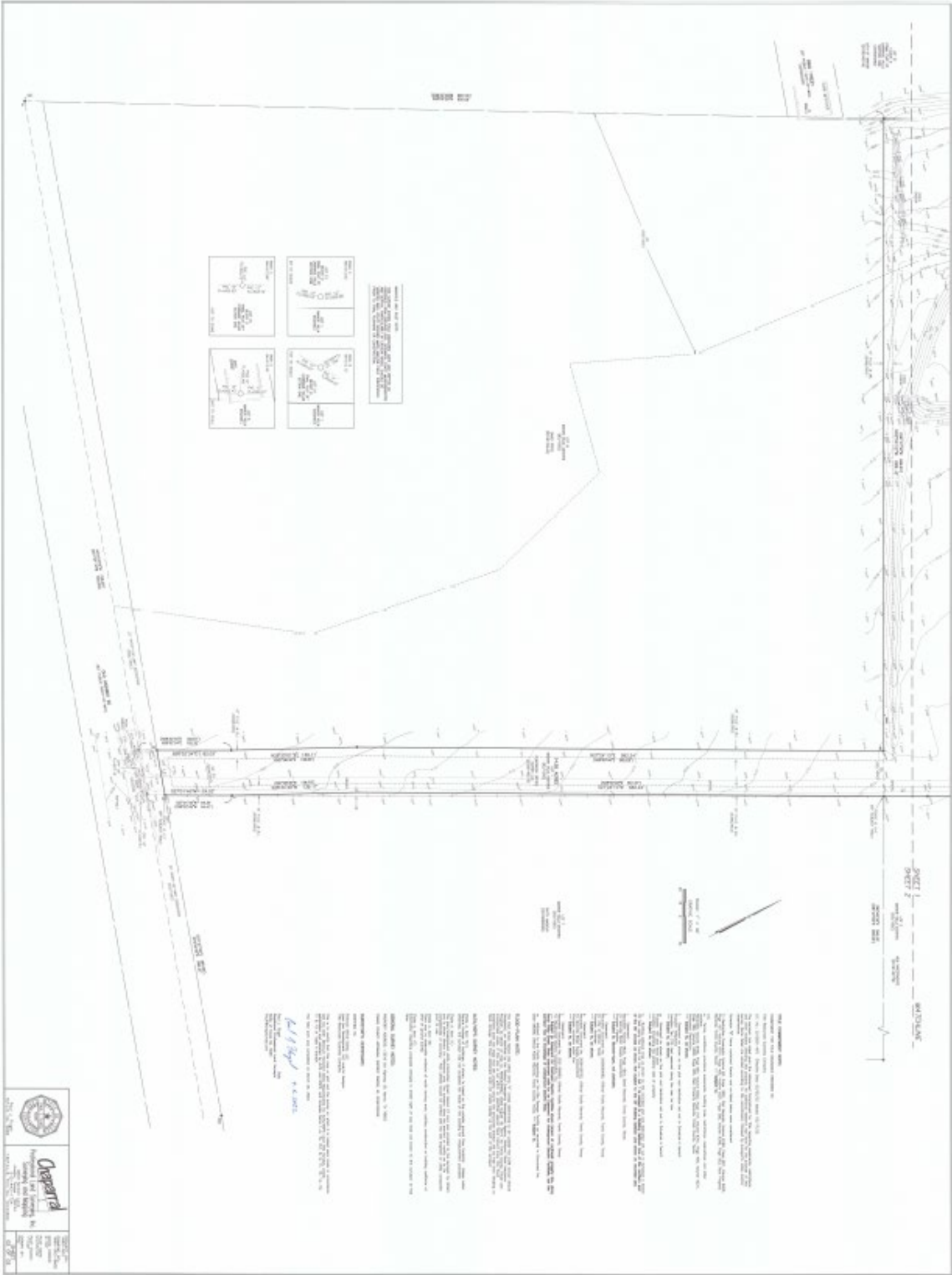
Name (print): _____

Title: _____

Date: _____

Subject Property Description







AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Scott Moore, City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a resolution authorizing the City to apply and/or enter into an agreement with Travis County to participate in the Travis County Urban County CDBG Program for Fiscal Year 2023.

BACKGROUND/SUMMARY:

Travis County administers the Travis County Urban County CDBG Program and the City would like to participate and/or enter into an agreement with Travis County to be a part of the County's CDBG Program.

LEGAL REVIEW: Yes
FISCAL IMPACT: Not Applicable
PRESENTATION: No
ATTACHMENTS: Yes

- Resolution No. 2022-09

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve Resolution No. 2022-09 authorizing the City and the Mayor to apply and/or enter into an agreement with Travis County to participate in the Travis County Urban County CDBG Program for Fiscal Year 2023.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

RESOLUTION NO. 2022-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, AUTHORIZING THE CITY TO APPLY AND/OR ENTER INTO AN AGREEMENT WITH TRAVIS COUNTY TO PARTICIPATE IN THE TRAVIS COUNTY URBAN COUNTY CDBG PROGRAM FOR FISCAL YEAR 2023

WHEREAS, the City of Manor (“City”) has an interest in strategically growing and providing essential services to its citizens; and

WHEREAS, Travis County administers the Travis County Urban County CDBG Program which provides funding for essential services, among other things; and

WHEREAS, the City Council of the City of Manor (“City Council”) has determined it is in the best interest of the City to forgo applying for a state CDBG grant funding and enter into an agreement with Travis County to participate in the Travis County Urban County CDBG Program for Fiscal Year 2023 (“FY 2023”) to further provide essential services to the citizens of Manor, Texas.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANOR, THAT:

SECTION 1. The City Council hereby approves the recitals contained in the preamble of this Resolution and finds that all the recitals are true and correct and incorporate the same in the body of this Resolution as findings of fact.

SECTION 2. The City Council hereby finds that applying to the Travis County Urban County CDBG Program for FY 2023 and/or entering into an agreement with Travis County to participate in the Travis County Urban County CDBG Program for FY 2023 is in the best interest of the City of Manor; and hereby authorizes the City and the Mayor of the City of Manor, Texas to submit an application and/or enter into an agreement for participation in the Travis County Urban County CDBG Program for FY 2023.

SECTION 3. If any section, article, paragraph, sentence, clause, phrase or word in this resolution or application thereof to any persons or circumstances is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this resolution; and the City Council hereby declares it would have passed such remaining portions of the resolution despite such invalidity, which remaining portions shall remain in full force and effect.

PASSED AND ADOPTED by the City Council of Manor, Texas, at a regular meeting on the 18th day of May 2022, at which a quorum was present, and for which due notice was given pursuant to Government Code, Chapter 551.

THE CITY OF MANOR, TEXAS:

Dr. Christopher Harvey, Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary



Date: May 18, 2022

To: Shelly Miller, CDBG Planner

From: Dr. Christopher Harvey, Mayor

CC: City Council, Lluvia Almaraz, City Secretary

Subject: Travis County– 2023 Urban County CDBG Program Participation

Dear Ms. Miller,

As Mayor of the City of Manor, our organization is interested in participating in the Travis County Urban County CDBG Program during the 2023 fiscal year. The City Council is supportive of our organization executing a cooperate agreement and will not apply for grants under the State CDBG program while partnering with Travis County.

There is a growing need for the City of Manor to form alliances with your organizations and the other units of government in the state and region that will allow our community to strategically grow and provide those essential services for our citizens. This is the beginning of many partnership opportunities that will strengthen our ability to improve overall quality of life for Travis County.

Always working to make the world a better place,

Dr. Christopher Harvey
Mayor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Lluvia T. Almaraz, City Secretary
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action of items relating to May 7, 2022, City of Manor Special Election.

BACKGROUND/SUMMARY:

- Canvass of the Election Returns for the City Council Special Election

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: Not Applicable
PRESENTATION: Yes
ATTACHMENTS: Yes

- Certified Canvass Report

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council conduct all items relating to the May 7, 2022, City of Manor Special Election to fill vacancy.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

City of Manor Cumulative Report
Travis County Joint General and Special Elections
May 7, 2022

STATISTICS

	TOTAL	Election Day	Early Voting	By Mail
Registered Voters - Total	863,952			
Ballots Cast - Total	97,529	37,619	48,722	11,188
Voter Turnout - Total	11.29%			

City of Manor Cumulative Report
Travis County Joint General and Special Elections
May 7, 2022

City of Manor City Council Place 6 Unexpired Term

Vote For 1

	TOTAL	Election Day	Early Voting	By Mail
Sheila Strutz	27	8	17	2
Neal Edwards	24	7	15	2
Anthony Butler Sr.	28	11	13	4
Kathy White	56	22	30	4
Robert Battaile	23	8	14	1
Deja Hill	91	34	50	7
Total Votes Cast	249	90	139	20

126

STATISTICS

	TOTAL	Election Day	Early Voting	By Mail
Registered Voters - Total	4,084			
Ballots Cast - Total	247	109	112	26
Voter Turnout - Total	6.05%			

City of Manor City Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail
Sheila Strutz	2	4.26%	2	0	0
Neal Edwards	4	8.51%	1	3	0
Anthony Butler Sr.	4	8.51%	1	2	1
Kathy White	6	12.77%	3	3	0
Robert Battaile	6	12.77%	1	5	0
Deja Hill	20	42.55%	8	9	3
Total Votes Cast	42	89.36%	16	22	4
Overvotes	0	0.00%	0	0	0
Undervotes	5	10.64%	0	5	0

127

STATISTICS

	TOTAL	Election Day	Early Voting	By Mail
Registered Voters - Total	3,837			
Ballots Cast - Total	208	76	110	22
Voter Turnout - Total	5.42%			

City of Manor City Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail
Sheila Strutz	14	12.39%	1	12	1
Neal Edwards	9	7.96%	2	6	1
Anthony Butler Sr.	5	4.42%	3	1	1
Kathy White	19	16.81%	9	8	2
Robert Battaile	10	8.85%	5	4	1
Deja Hill	39	34.51%	11	25	3
Total Votes Cast	96	84.96%	31	56	9
Overvotes	0	0.00%	0	0	0
Undervotes	17	15.04%	5	11	1

142

STATISTICS

	TOTAL	Election Day	Early Voting	By Mail
Registered Voters - Total	3,163			
Ballots Cast - Total	218	88	111	19
Voter Turnout - Total	6.89%			

City of Manor City Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail
Sheila Strutz	0		0	0	0
Neal Edwards	0		0	0	0
Anthony Butler Sr.	0		0	0	0
Kathy White	0		0	0	0
Robert Battaile	0		0	0	0
Deja Hill	0		0	0	0
Total Votes Cast	0		0	0	0
Overvotes	0		0	0	0
Undervotes	0		0	0	0

143

STATISTICS

	TOTAL	Election Day	Early Voting	By Mail
Registered Voters - Total	3,851			
Ballots Cast - Total	116	44	61	11
Voter Turnout - Total	3.01%			

City of Manor City Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail
Sheila Strutz	3	6.00%	1	1	1
Neal Edwards	8	16.00%	3	4	1
Anthony Butler Sr.	11	22.00%	4	5	2
Kathy White	12	24.00%	5	7	0
Robert Battaile	3	6.00%	2	1	0
Deja Hill	9	18.00%	3	5	1
Total Votes Cast	46	92.00%	18	23	5
Overvotes	0	0.00%	0	0	0
Undervotes	4	8.00%	3	0	1

144

STATISTICS

	TOTAL	Election Day	Early Voting	By Mail
Registered Voters - Total	2,242			
Ballots Cast - Total	77	30	45	2
Voter Turnout - Total	3.43%			

City of Manor City Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail
Sheila Strutz	7	9.86%	4	3	0
Neal Edwards	3	4.23%	1	2	0
Anthony Butler Sr.	8	11.27%	3	5	0
Kathy White	18	25.35%	5	11	2
Robert Battaile	4	5.63%	0	4	0
Deja Hill	23	32.39%	12	11	0
Total Votes Cast	63	88.73%	25	36	2
Overvotes	0	0.00%	0	0	0
Undervotes	8	11.27%	3	5	0

145

STATISTICS

	TOTAL	Election Day	Early Voting	By Mail
Registered Voters - Total	1,780			
Ballots Cast - Total	145	69	68	8
Voter Turnout - Total	8.15%			

City of Manor City Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail
Sheila Strutz	1	20.00%	0	1	0
Neal Edwards	0	0.00%	0	0	0
Anthony Butler Sr.	0	0.00%	0	0	0
Kathy White	1	20.00%	0	1	0
Robert Battaile	0	0.00%	0	0	0
Deja Hill	0	0.00%	0	0	0
Total Votes Cast	2	40.00%	0	2	0
Overvotes	0	0.00%	0	0	0
Undervotes	3	60.00%	1	2	0

City of Manor Canvass
Travis County Joint General and Special Elections
May 7, 2022

490

STATISTICS

	TOTAL	Election Day	Early Voting	By Mail
Registered Voters - Total	3,414			
Ballots Cast - Total	176	64	73	39
Voter Turnout - Total	5.16%			

City of Manor City Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail
Sheila Strutz	0		0	0	0
Neal Edwards	0		0	0	0
Anthony Butler Sr.	0		0	0	0
Kathy White	0		0	0	0
Robert Battaile	0		0	0	0
Deja Hill	0		0	0	0
Total Votes Cast	0		0	0	0
Overvotes	0		0	0	0
Undervotes	0		0	0	0



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 18, 2022
PREPARED BY: Lluvia T. Almaraz, City Secretary
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an ordinance declaring the results of May 7, 2022, City of Manor Special Election.

BACKGROUND/SUMMARY:

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: Not Applicable
PRESENTATION: No
ATTACHMENTS: Yes

- Ordinance No. 649

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve Ordinance No. 649 declaring the results of May 7, 2022, City of Manor Special Election.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

ORDINANCE NO. 649

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, CANVASSING THE ELECTION RETURNS AND DECLARING THE RESULTS OF THE SPECIAL ELECTION OF THE CITY OF MANOR HELD ON SATURDAY, MAY 7, 2022, FOR THE CITY OF MANOR’S COUNCIL MEMBER PLACE NO. 6 VACANCY; AND DECLARING THE EFFECTIVE DATE OF THIS ORDINANCE.

Whereas, pursuant to the Texas Election Code, the City Council of the City of Manor, Texas, convened on this the 18th day of May 2022 at 7:00 p.m. for canvassing the vote in the Special Election held on May 7, 2022.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

Section One. Canvass of Vote. There came to be considered the returns of the special election held on the 7th day of May 2022, for electing a Councilmember to fill the vacancy in Place 6, and it is appearing from said returns, duly and legally made, that there were cast at said election 249 votes (*total votes*); and that each of the candidates in said election received the following votes:

SPECIAL ELECTION

	<u>Early</u>	<u>Vote by Mail</u>	<u>Election</u>	<u>Vote %</u>	<u>Total</u>
COUNCIL MEMBER, PLACE 6					
Sheila Strutz	17	2	8	10.84%	27
Neal Edwards	15	2	7	9.64%	24
Anthony Butler Sr.	13	4	11	11.24%	28
Kathy White	30	4	22	22.49%	56
Robert Battaile	14	1	8	9.24%	23
Deja Hill	50	7	34	36.55%	91

Section Two. Finding and Declarations. It is found, determined and declared by the City Council that said election was duly called; that notice of said election was given in accordance with law, and that said election was held in accordance with law; and that no

ORDINANCE NO. ____

Page 2

candidate received fifty percent (50%) plus one of the votes in the election as required by the City Charter and that a runoff election should be held between the candidates who received the highest and second highest number of votes, which are Kathy White and Deja Hill.

Section Three. Open Meetings. It is further found and determined that in accordance with this Ordinance of this governing body that the City Secretary posted written notice of the date, place and subject of this meeting in the bulletin board of the City Hall, a place convenient to the public, and said notice having been so posted continuously for at least 72 hours preceding the date of this meeting. A copy of the return of aid posting shall be attached to the minutes of the meeting and shall be made a part thereof for all intents and purposes.

PASSED AND APPROVED on this 18th day of May 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary