



Julie Leonard, Vice-Chair, Place 1  
Jacob Hammersmith, Place 2  
Philip Tryon, Chairperson, Place 3  
Isaac Rowe, Place 4  
Ruben J. Cardona, Place 5  
Cecil Meyer, Place 6  
LaKesha Small, Place 7

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## Planning & Zoning Commission Regular Meeting

Wednesday, September 09, 2020 at 6:30 PM

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

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### AGENDA

#### Via Telephone/Video Conference

Due to the closing of all city facilities, the Planning and Zoning Commission Session will only be open to the public via remote access. This is pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people.

This meeting will be live streamed on Facebook live.

You can access the meeting at <https://www.facebook.com/cityofmanor/>

#### Instructions for Public Speaking:

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting [www.cityofmanor.org](http://www.cityofmanor.org) where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to [publiccomments@cityofmanor.org](mailto:publiccomments@cityofmanor.org). Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

Upon receiving instructions to join zoom meeting the following rules will apply:

- All speakers must address their comments to the Chairperson rather than to individual Commission Members or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed three (3) minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

## CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

### PUBLIC COMMENTS

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person. Comments on specific agenda items must be made when the item comes before the Commission. To address the Planning and Zoning Commission, please complete the white card and present it to the City staff prior to the meeting. **No Action May be Taken by the Planning and Zoning Commission During Public Comments.**

### PUBLIC HEARING

- 1.** Conduct a public hearing upon a rezoning request for twenty (20) acres, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2).  
*Owner: Curt Johnson*  
*Applicant: Mahoney Engineering*
- 2.** Conduct a public hearing upon a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB).  
*Owner: Eric Davis*  
*Applicant: Eric Davis*
- 3.** Conduct a public hearing upon a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).  
*Owner: Las Entradas Development Corp.*  
*Applicant: Carlson Brigrance & Doering, Inc.*
- 4.** Conduct a public hearing upon a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2).  
*Owner: Geraldine & Edward Wolf*  
*Applicant: BGE, Inc.*

### CONSENT AGENDA

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

- 5.** Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes of the:
  - August 12, 2020, Regular Session; and
  - August 26, 2020, Called Special Session

## REGULAR AGENDA

- 6.** Consideration, discussion, and possible action on a rezoning request for twenty (20) acre, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2).  
*Owner: Curt Johnson*  
*Applicant: Mahoney Engineering*
- 7.** Consideration, discussion, and possible action on a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB).  
*Owner: Eric Davis*  
*Applicant: Eric Davis*
- 8.** Consideration, discussion and possible action upon a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).  
*Owner: Las Entradas Development Corp.*  
*Applicant: Carlson Brigance & Doering, Inc.*
- 9.** Consideration, discussion, and possible action a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2).  
*Owner: Geraldine & Edward Wolf*  
*Applicant: BGE, Inc.*
- 10.** Consideration, discussion, and possible action on a 1-year extension request for the Las Entradas-Gregg Manor Road Final Plat.  
*Owner: Las Entradas Development Corp.*  
*Applicant: Kimley-Horn & Associates.*
- 11.** Consideration, discussion, and possible action on a Preliminary Plat for IDEA – Manor, one (1) lot on 13.19 acres, more or less, and being located near N FM 973 and Suncrest Road, Manor, TX.  
*Owner: IDEA Public Schools*  
*Applicant: Pape-Dawson Engineers, Inc.*

## ADJOURNMENT

In addition to any executive session already listed above, the Planning & Zoning Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

### **CONFLICT OF INTEREST**

*In accordance with Section 12.04 (Conflict of Interest) of the City Charter, “No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest.”*

*Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no Planning & Zoning Commission member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the Planning & Zoning Commission member or City officer has a substantial interest (as defined by Chapter 171) and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.*

### **POSTING CERTIFICATION**

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Thursday, September 3, 2020, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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/s/ Lluvia T. Almaraz, TRMC  
City Secretary for the City of Manor, Texas

### **NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:**

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail [lalmaraz@cityofmanor.org](mailto:lalmaraz@cityofmanor.org).



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

**AGENDA ITEM DESCRIPTION:**

Conduct a public hearing upon a rezoning request for twenty (20) acres, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2). Owner: Curt Johnson. Applicant: Mahoney Engineering

**BACKGROUND/SUMMARY:**

When Riata Ford was constructed the property wasn't properly zoned. They have filed to expand the business and as part of that plan they need to bring the zoning into nonconformance. The request to C-2 Medium Commercial will cause the use of the property to become a conforming use.

**PRESENTATION:** No

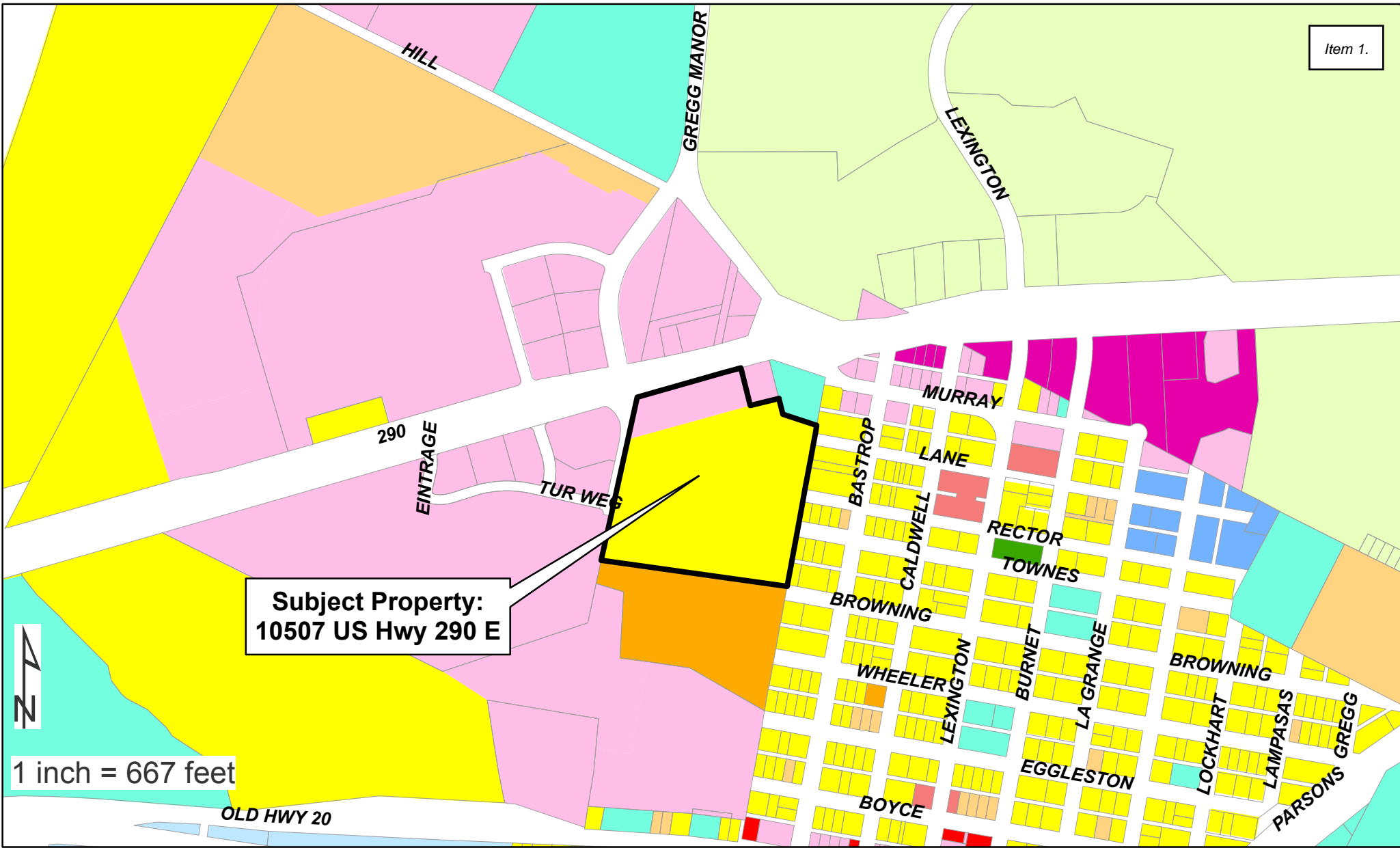
**ATTACHMENTS:** Yes

- Rezoning Map
- Notice Letter
- Mailing Labels

**STAFF RECOMMENDATION:**

It is the City staff's recommendation that the P&Z Commission conduct the public hearing.

<b>PLANNING &amp; ZONING COMMISSION:</b>	<b>Recommend Approval</b>	<b>Disapproval</b>	<b>None</b>
<i>(Type X before choice to indicate)</i>			



**Subject Property:  
10507 US Hwy 290 E**



1 inch = 667 feet



## Proposed Rezoning: Medium Commercial (C-2)

*Current Zoning District:  
Light Commercial (C-1)  
Single Family (SF-1)*

Zone	
<span style="display:inline-block; width:15px; height:15px; background-color:yellow; border:1px solid black;"></span>	SF-1 - Single Family
<span style="display:inline-block; width:15px; height:15px; background-color:orange; border:1px solid black;"></span>	SF-2 - Single Family
<span style="display:inline-block; width:15px; height:15px; background-color:lightblue; border:1px solid black;"></span>	MF-2 - Multi Family
<span style="display:inline-block; width:15px; height:15px; background-color:blue; border:1px solid black;"></span>	MH-1 - Manufactured Housing
<span style="display:inline-block; width:15px; height:15px; background-color:darkblue; border:1px solid black;"></span>	MH-2 - Manufactured Housing Park
<span style="display:inline-block; width:15px; height:15px; background-color:lightpink; border:1px solid black;"></span>	C-1 - Light Commercial
<span style="display:inline-block; width:15px; height:15px; background-color:magenta; border:1px solid black;"></span>	C-2 - Medium Commercial
<span style="display:inline-block; width:15px; height:15px; background-color:red; border:1px solid black;"></span>	DB - Downtown Business District
<span style="display:inline-block; width:15px; height:15px; background-color:lightcoral; border:1px solid black;"></span>	NB - Neighborhood Business
<span style="display:inline-block; width:15px; height:15px; background-color:purple; border:1px solid black;"></span>	IN-1 - Light Industrial
<span style="display:inline-block; width:15px; height:15px; background-color:darkpurple; border:1px solid black;"></span>	IN-2 - Heavy Industrial
<span style="display:inline-block; width:15px; height:15px; background-color:cyan; border:1px solid black;"></span>	I - Institutional
<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen; border:1px solid black;"></span>	PUD - Planned Unit Development
<span style="display:inline-block; width:15px; height:15px; background-color:green; border:1px solid black;"></span>	A - Agricultural
<span style="display:inline-block; width:15px; height:15px; background-color:lightblue; border:1px solid black;"></span>	Manor ETJ



August 24, 2020

RE: Notification for a Rezoning Application at 10507 US Hwy 290 East

Dear Property Owner,

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 10507 US Hwy 290 E. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing upon a rezoning request for twenty (20) acres, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2).**

The Planning and Zoning Commission will meet at 6:30PM on September 9, 2020 at 105 East Eggleston Street in the City Hall Council Chambers\*\*.

The City Council will meet at 7:00PM on September 16, 2020 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.

If you have no interest in the case there is no need for you to attend\*\*. You may address any comments to me at the email address or phone number below. Any communications I receive will be made available to the Commissioners and Council Members during the discussion of this item.

\*\* Due to the declared Public Health Emergency related to COVID-19, at the time of this notification Planning and Zoning Commission meetings are being conducted via video conference and livestreamed on the City's Facebook page ([facebook.com/cityofmanor](https://facebook.com/cityofmanor)) and the Chambers is closed to the public.

Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting the link below where registration information will be posted with the agenda for the public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to [publiccomments@cityofmanor.org](mailto:publiccomments@cityofmanor.org). Once registered, instructions will be emailed to you on how to join the video conference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

You may refer to the posted agenda for the September 9<sup>th</sup> Planning and Zoning Commission to see how the meeting will be conducted, whether via video conference or in-person. Planning and Zoning Commission agendas and speaker registration information can be found here ([http://www.cityofmanor.org/page/cs\\_planning\\_and\\_zoning\\_agendas\\_2012-2014](http://www.cityofmanor.org/page/cs_planning_and_zoning_agendas_2012-2014)). Agendas are posted 72 hours prior to the scheduled meeting.

Sincerely,

Scott Dunlop,  
Assistant Development Director  
[sdunlop@cityofmanor.org](mailto:sdunlop@cityofmanor.org) - 512-272-5555 ext. 5

HORTON JOHN E  
5201 RAIN CREEK PKWY  
AUSTIN, TX 78759

DOAN XUAN ETAL  
1411 DEXFORD DR  
AUSTIN, TX 78753

290 EAST NOT WEST LLC  
421D CONGRESS AVE  
AUSTIN, TX 78701

CERON AMPARO PATRICIA C &  
305 W TOWNES ST  
MANOR, TX 78653

GUAJARDO WILLIE E & ANN  
PO BOX 295  
MANOR, TX 78653

MANOR, INDEPENDENT SCHOOL DISTR  
PO BOX 359  
MANOR, TX 78653

JAIME RUBEN & LYNDA  
PO BOX 286  
MANOR, TX 78653

JONSE JOHN A  
14311 BOIS D ARC LN  
MANOR, TX 78653

JONSE JOHN & RITA  
PO BOX 21  
MANOR, TX 78653



BALAGIA JAMIE  
PO BOX 360  
MANOR, TX 78653

MANOR, QUICK STOP INC  
PO BOX 1232  
MANOR, TX 78653

MR JIMS GROCERY INC  
PO BOX 827  
MANOR, TX 78653

ROBINSON WALTER L  
3608 EAGLES NEST ST  
ROUND ROCK, TX 78665

LAS ENTRADAS DEVELOPMENT  
9900 US HIGHWAY 290 E  
MANOR, TX 78653

HUTCHINS BARBARA JEAN  
2110 POST OAK RD  
DALE, TX 76567

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

FORREST DELORES M  
3262 KESTRAL WAY  
SACRAMENTO, CA 95833

FRONTIER BANK OF TEXAS  
PO BOX 551  
ELGIN, TX 78621

MARTINEZ ORALIA  
1301 CHICON ST 303  
AUSTIN, TX 78702

GUERRERO JOSE  
307 W TOWNES ST  
MANOR, TX 78653

CVS PHARMACY INC  
1 CVS DR # 10029-01  
WOONSOCKET, RI 02895

K-N CORPORATION  
1717 W 6TH ST STE 330  
AUSTIN, TX 78703

JASMIN SHAKESPEARE & LINDA  
PO BOX 455  
MANOR, TX 78653

ROMERO RONALDO & ANTONIA  
PO BOX 801  
MANOR, TX 78653

TURMAN THOMAS M  
21609 UNION LEE CHURCH RD  
MANOR, TX 78653

DE LA LUZ FILIBERTO  
204 RED OAK CIR  
AUSTIN, TX 78753

GUAJARDO HERMINIA  
PO BOX 97  
MANOR, TX 78653



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

**AGENDA ITEM DESCRIPTION:**

Conduct a public hearing upon a rezoning request for 0.36 acres, more or less, Lots 11-15 & East 1/2 of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB). Owner: Eric Davis. Applicant: Eric Davis

**BACKGROUND/SUMMARY:**

This property has been vacant for many years. The applicant has requested Downtown Business in order to construct a mixed-use building. The other 3 corners of the intersection of Lexington and Boyce are already zoned commercial.

**PRESENTATION:** No

**ATTACHMENTS:** Yes

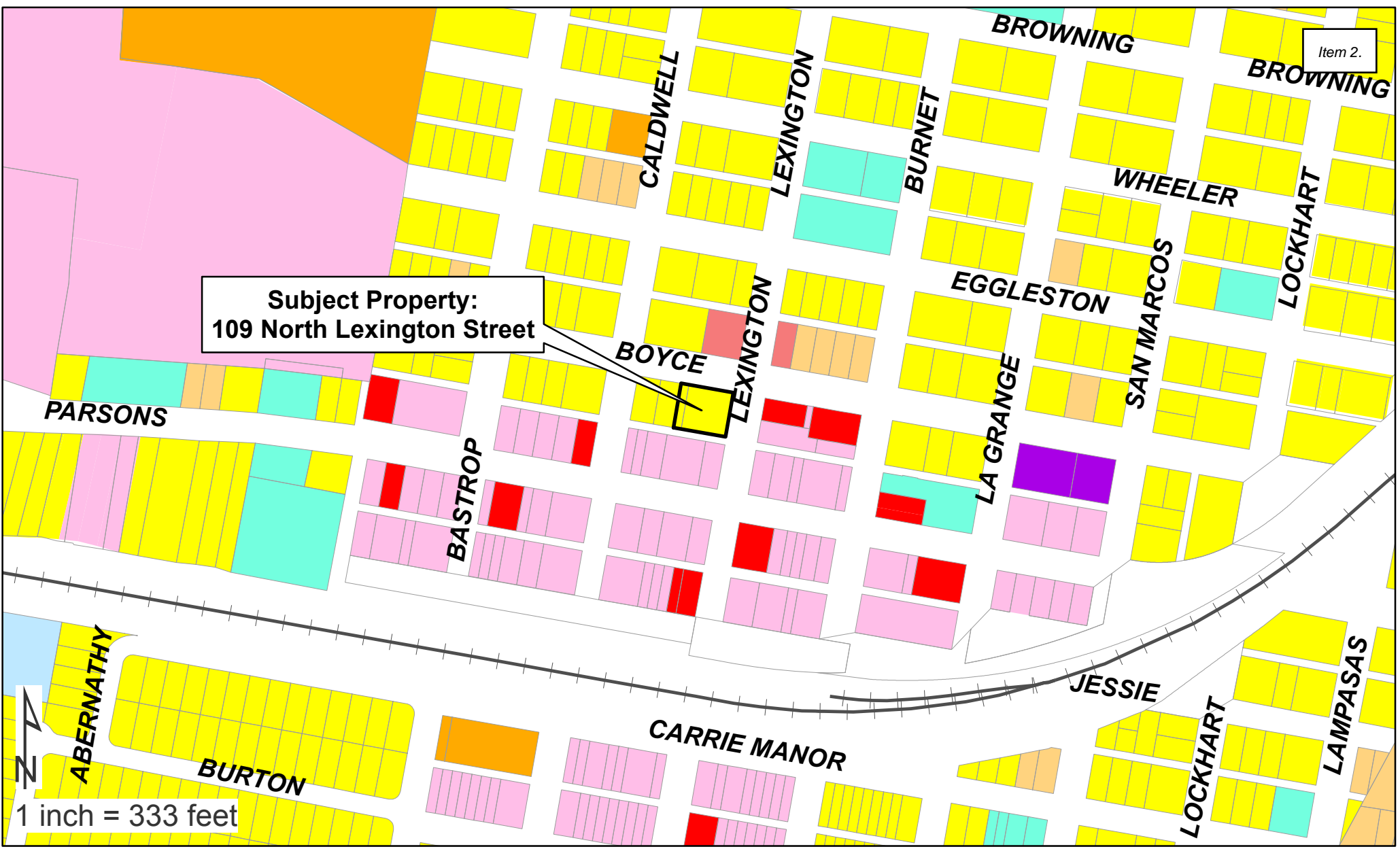
- Rezoning Map
- Area Map
- Notice Letter
- Mailing Labels


**STAFF RECOMMENDATION:**

It is the City staff's recommendation that the P&Z Commission conduct a public hearing.

<b>PLANNING &amp; ZONING COMMISSION:</b>	<b>Recommend Approval</b>	<b>Disapproval</b>	<b>None</b>
<i>(Type X before choice to indicate)</i>			

Subject Property:  
109 North Lexington Street



















  
 1 inch = 333 feet



# Proposed Rezoning: Downtown Business

Current Zoning District:  
Single Family (SF-1)

Zone	
	SF-1 - Single Family
	SF-2 - Single Family
	MF-2 - Multi Family
	MH-1 - Manufactured Housing
	MH-2 - Manufactured Housing Park
	C-1 - Light Commercial
	C-2 - Medium Commercial
	DB - Downtown Business District
	NB - Neighborhood Business
	IN-1 - Light Industrial
	IN-2 - Heavy Industrial
	I - Institutional
	PUD - Planned Unit Development
	A - Agricultural
	Manor ETJ





August 24, 2020

RE: Notification for a Rezoning Application at 109 North Lexington Street

Dear Property Owner,

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 109 North Lexington Street. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing upon a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB).**

The Planning and Zoning Commission will meet at 6:30PM on September 9, 2020 at 105 East Eggleston Street in the City Hall Council Chambers\*\*.

The City Council will meet at 7:00PM on September 16, 2020 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.

If you have no interest in the case there is no need for you to attend\*\*. You may address any comments to me at the email address or phone number below. Any communications I receive will be made available to the Commissioners and Council Members during the discussion of this item.

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Sincerely,

Scott Dunlop,  
Assistant Development Director  
sdunlop@cityofmanor.org - 512-272-5555 ext. 5

CHAVEZ MARCOS & MARIA  
127 DRY CREEK RD UNIT B  
MANOR , TX 78653-4897

CASTILLO MONICA ANN  
PO BOX 1097  
MANOR , TX 78653-1097

SANCHEZ NORA L & JOSE A JR  
PO BOX 232  
MANOR , TX 78653-0232

VASQUEZ JUAN JR & DIANA E GERLING  
PO BOX 499  
MANOR , TX 78653-0499

YOUNG CLAUDIE G & SAMMIE M  
PO BOX 145  
MANOR , TX 78653-0145

PAIZ RAMON E JR  
PO BOX 280  
MANOR , TX 78653-0280

MENDEZ JUAN OJEDA  
104 E EGGLESTON ST  
MANOR , TX 78653-3407

ACOSTA MOSES  
106 EGGLESTON ST  
MANOR , TX 78653

CASTILLO FIDENSIO & REBECCA RAMOS  
16508 FM 973 N  
MANOR , TX 78653-3592

AZ GENERAL CONTRACTORS LLC  
8104 POSTEN LN  
AUSTIN, TX 78744-1730

BAHRAMI BEHZAD  
PO BOX 82653  
AUSTIN , TX 78708-2653

TANCOR LLC  
9009 FAIRWAY HILL DR  
AUSTIN , TX 78750-3023

BOWEN BRADLEY G & PAULA B  
18109 WHITEWATER CV  
ROUND ROCK , TX 78681-3594

SANCHEZ JESSE & OLIVIA  
PO BOX 811  
MANOR , TX 78653-0811

HERNANDEZ GLORIA BRISENO &  
JENNIFER REESE PARKER  
108 W BOYCE ST  
MANOR, TX 78653

MORENO JORGE  
11303 CARRIE MANOR ST  
MANOR, TX 78653-5369

120 EAST BOYCE STREET LLC  
1004 MERIDEN LN  
AUSTIN, TX 78703-3823

GAULT WILLIAM C  
PO BOX 32  
MANOR , TX 78653-0032

LAS SALSAS BAR AND GRILL MEXICAN  
RESTAURANT LLC  
12012 BARKER HILLS DR  
MANOR, TX 78653-4703

BOWEN BRADLEY G & PAULA B  
18109 WHITEWATER CV  
ROUND ROCK , TX 78681-3594

2017 MANOR LLC  
12421 GRANTON CV  
AUSTIN, TX 78754-6018

SANCHEZ BARBARITA SAMUDIO  
PO BOX 142  
MANOR , TX 78653-0142

DARILEK MICHAEL E & TABATHA A  
PO BOX 976  
MANOR , TX 78653-0976

CARDENAS VIRGINIA Z  
PO BOX 243  
MANOR , TX 78653-0243

SHERROD TIMOTHY MACK &  
TAMMELA JO LEWRIGHT  
2705 TAFT BLVD  
WICHITA FALLS , TX 76308-1243

SUAREZ ERNESTO  
14121 BOIS D ARC LN  
MANOR , TX 78653-3815

HASSAN-MOEIN M  
PO BOX 140853  
AUSTIN , TX 78714-0853

ANDERSON JAMES T  
STE 2  
1601 W 38TH ST  
AUSTIN , TX 78731-6233

PONCE AURELIO JR  
200 W PARSONS ST  
MANOR , TX 78653-4784

DUETT BILLY C  
PO BOX 562  
MANOR , TX 78653-0562

MAQIL INC  
PO BOX 399  
MANOR , TX 78653-0399

DAXA LLC DBA RELAX INN MOTEL  
106 E PARSONS ST  
MANOR, TX 78653-5176

TURANSKY WILLIAM E  
PO BOX 809  
MANOR , TX 78653-0809





**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

**AGENDA ITEM DESCRIPTION:**

Conduct a public hearing upon a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2). Owner: Las Entradas Development Corp. Applicant: Carlson Brigrance & Doering, Inc.

**BACKGROUND/SUMMARY:**

This 0.91 acres will be added to the approximately 10 acre tract adjacent to it that is already zoned MF-2 and will be incorporated into the proposed multi-family project on that tract.

**PRESENTATION:** No

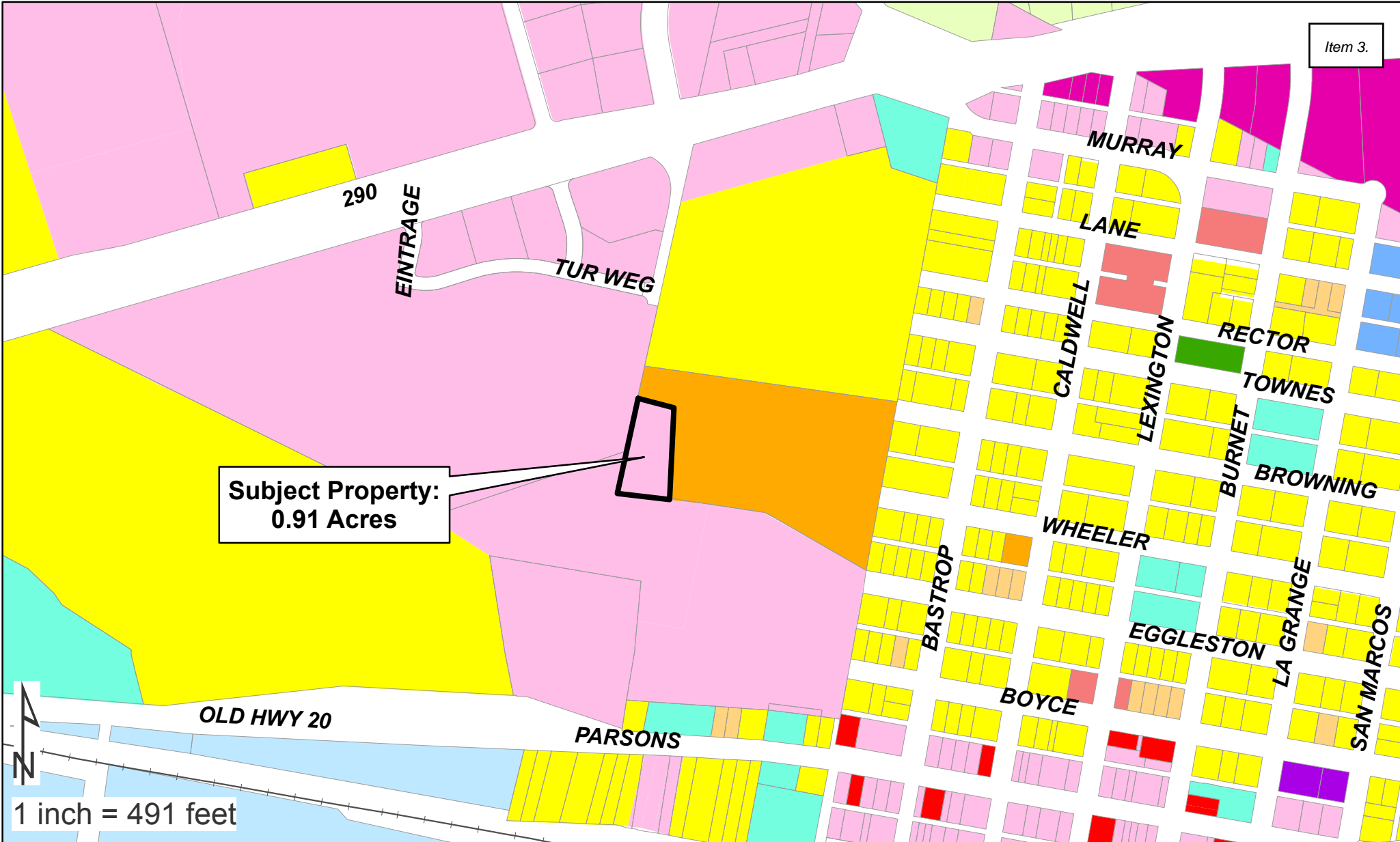
**ATTACHMENTS:** Yes

- Rezoning Map
- Notice Letter
- Mailing Labels


**STAFF RECOMMENDATION:**

It is the City staff's recommendation that the P&Z Commission conduct a public hearing.

<b>PLANNING &amp; ZONING COMMISSION:</b>	<b>Recommend Approval</b>	<b>Disapproval</b>	<b>None</b>
<i>(Type X before choice to indicate)</i>			


















Subject Property:  
0.91 Acres

  
 1 inch = 491 feet



## Proposed Rezoning: Multi-Family 25 (MF-2)

Current Zoning District:  
Light Commercial (C-1)

Zone	
	SF-1 - Single Family
	SF-2 - Single Family
	MF-2 - Multi Family
	MH-1 - Manufactured Housing
	MH-2 - Manufactured Housing Park
	C-1 - Light Commercial
	C-2 - Medium Commercial
	DB - Downtown Business District
	NB - Neighborhood Business
	IN-1 - Light Industrial
	IN-2 - Heavy Industrial
	I - Institutional
	PUD - Planned Unit Development
	A - Agricultural
	Manor ETJ



August 24, 2020

RE: Notification for a Rezoning Application near US Hwy 290 E and Gregg Manor Road

Dear Property Owner,

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 0.91 acres near US Hwy 290 E and Gregg Manor Road. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing upon a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).**

The Planning and Zoning Commission will meet at 6:30PM on September 9, 2020 at 105 East Eggleston Street in the City Hall Council Chambers\*\*.

The City Council will meet at 7:00PM on September 16, 2020 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.

If you have no interest in the case there is no need for you to attend\*\*. You may address any comments to me at the email address or phone number below. Any communications I receive will be made available to the Commissioners and Council Members during the discussion of this item.

\*\* Due to the declared Public Health Emergency related to COVID-19, at the time of this notification Planning and Zoning Commission meetings are being conducted via video conference and livestreamed on the City's Facebook page ([facebook.com/cityofmanor](https://www.facebook.com/cityofmanor)) and the Chambers is closed to the public.

Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting the link below where registration information will be posted with the agenda for the public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to [publiccomments@cityofmanor.org](mailto:publiccomments@cityofmanor.org). Once registered, instructions will be emailed to you on how to join the video conference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

You may refer to the posted agenda for the September 9<sup>th</sup> Planning and Zoning Commission to see how the meeting will be conducted, whether via video conference or in-person. Planning and Zoning Commission agendas and speaker registration information can be found here ([http://www.cityofmanor.org/page/cs\\_planning\\_and\\_zoning\\_agendas\\_2012-2014](http://www.cityofmanor.org/page/cs_planning_and_zoning_agendas_2012-2014)). Agendas are posted 72 hours prior to the scheduled meeting.

Sincerely,

Scott Dunlop,  
Assistant Development Director  
sdunlop@cityofmanor.org - 512-272-5555 ext. 5

Robert & Curt Johnson  
501 W. Koenig Lane  
Austin, Texas 78751

Las Entradas Development Corporation  
Attn: Mr. Peter Dwyer  
9900 US Highway 290 East  
Manor, Texas 78653

Manor Apartments, LLC  
Attn: Mr. Brad Garner  
4600 Triangle Avenue, Suite 6102  
Austin, Texas 78751

Las Entradas Development Corporation  
Attn: Mr. Peter Dwyer  
9900 US Highway 290 East  
Manor, Texas 78653

Lions Club of Manor, Inc.  
P.O. Box 68  
Manor, Texas 78653



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

**AGENDA ITEM DESCRIPTION:**

Conduct a public hearing upon a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2). Owner: Geraldine & Edward Wolf. Applicant: BGE, Inc.

**BACKGROUND/SUMMARY:**

This 50 acre tract is across FM 973 from the senior high school. The applicant has requested to zone approximately 44 acres to Two-Family, which is a new residential zoning category that was created in our Zoning Code in March, and the remaining 6 acres to Medium Commercial. Johnson Road will be extended through the property as required by our Thoroughfare Plan.

**PRESENTATION:** Yes

**ATTACHMENTS:** Yes

- Presentation
- Rezoning Map and Exhibit
- Area Map
- Notice Letter
- Mailing Labels

**STAFF RECOMMENDATION:**

It is the City staff's recommendation that the P&Z Commission conduct a public hearing.

<b>PLANNING &amp; ZONING COMMISSION:</b>	<b>Recommend Approval</b>	<b>Disapproval</b>	<b>None</b>
<i>(Type X before choice to indicate)</i>			

# Wolf Tract

Re-zoning

Planning and Zoning Commission

September 9, 2020



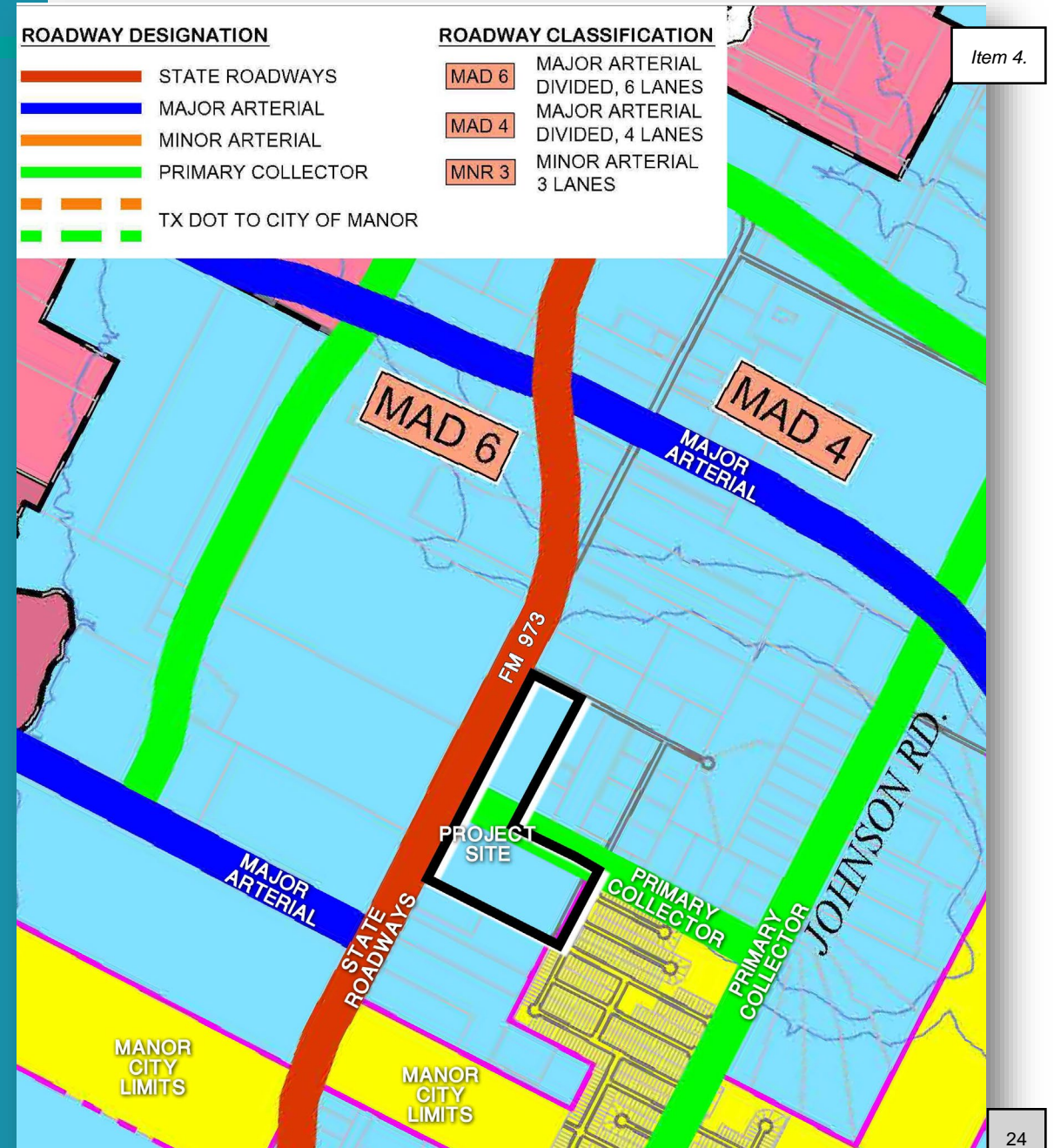


# Context Map

- 50.4 acres
- Located on FM 973 across from the Manor High School
- Access via Johnson Road as well as FM 973

# Manor Roadway Map

- Roadway improvements and traffic mitigation measures at the intersection of FM973 and the new Primary Collector will be identified through a TIA at the time of preliminary plan

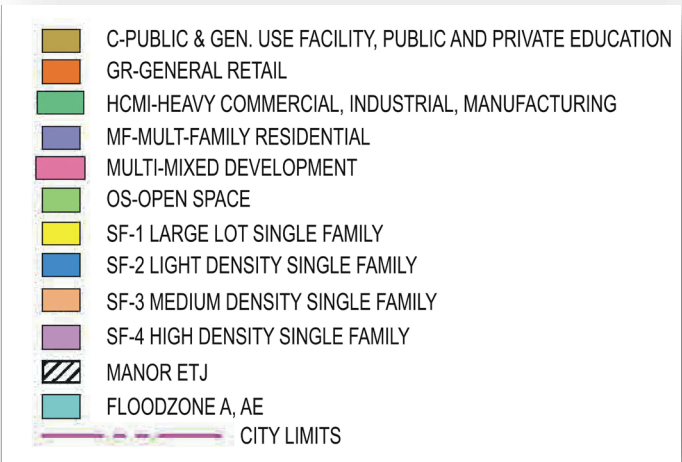
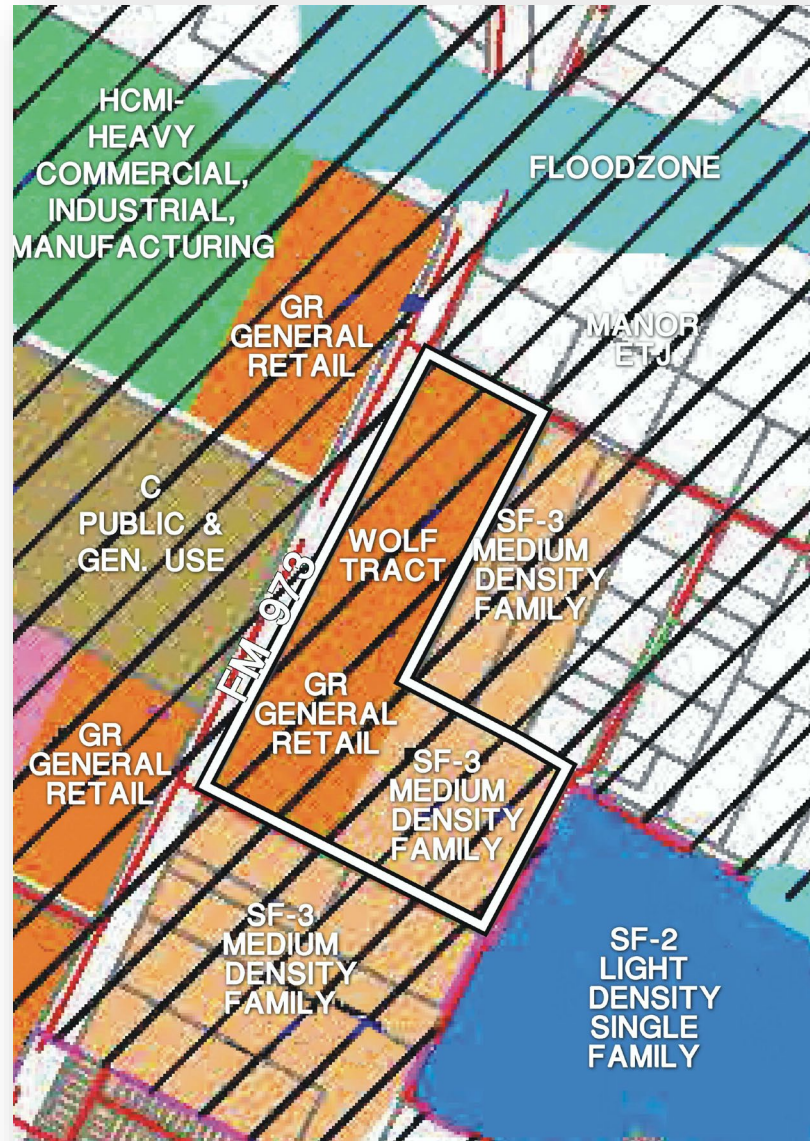




# Manor Comprehensive Land Use Plan

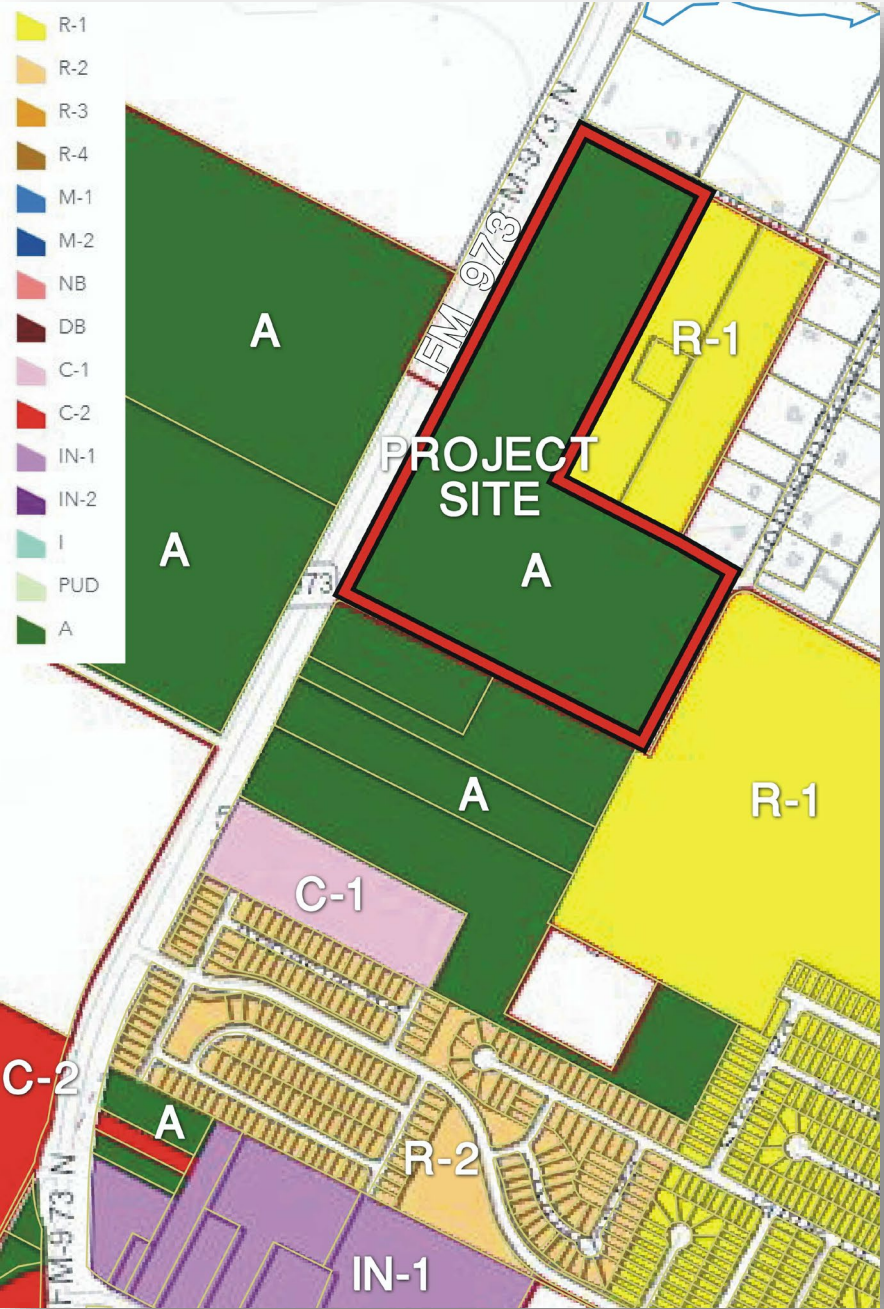
## Existing Uses and Surrounding Areas

- GR – General Retail
- SF-3 – Medium Density



# Existing Zoning

- Agricultural (A)





# Proposed Zoning Plan

- Seeking re-zoning for diverse housing product
- (TF) Two Family
- (C-2) Medium Commercial

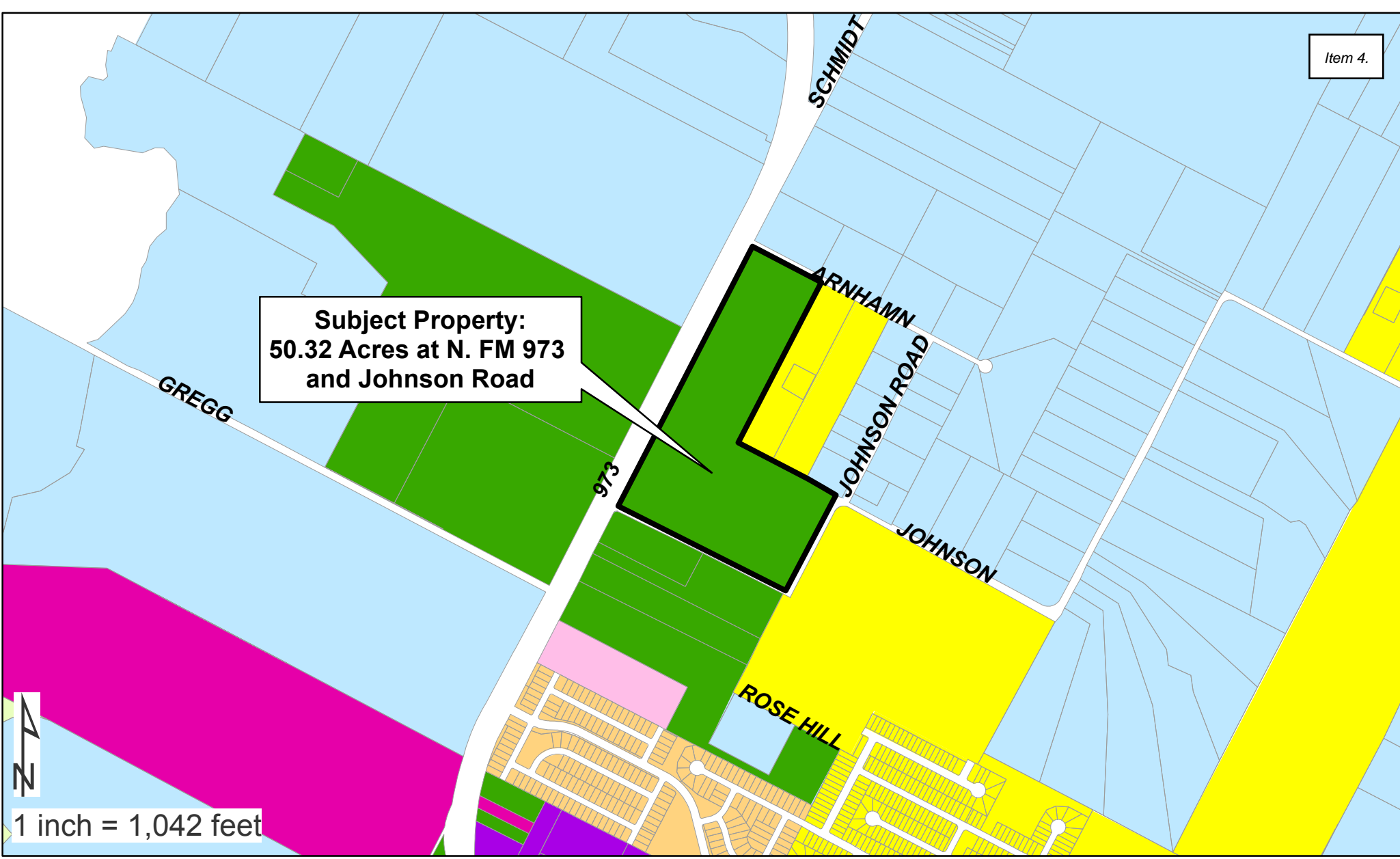


# Thank You



**D·R·HORTON**<sup>®</sup>  
*America's Builder*

**Subject Property:  
50.32 Acres at N. FM 973  
and Johnson Road**



1 inch = 1,042 feet



**Proposed Rezoning:  
Two-Family (TF)  
Medium Commercial (C-2)**

*Current Zoning District:  
Agricultural (A)*

Zone	
<span style="display:inline-block; width:15px; height:15px; background-color:yellow; border:1px solid black;"></span> SF-1 - Single Family	<span style="display:inline-block; width:15px; height:15px; background-color:red; border:1px solid black;"></span> DB - Downtown Business District
<span style="display:inline-block; width:15px; height:15px; background-color:orange; border:1px solid black;"></span> SF-2 - Single Family	<span style="display:inline-block; width:15px; height:15px; background-color:lightcoral; border:1px solid black;"></span> NB - Neighborhood Business
<span style="display:inline-block; width:15px; height:15px; background-color:darkorange; border:1px solid black;"></span> MF-2 - Multi Family	<span style="display:inline-block; width:15px; height:15px; background-color:purple; border:1px solid black;"></span> IN-1 - Light Industrial
<span style="display:inline-block; width:15px; height:15px; background-color:lightblue; border:1px solid black;"></span> MH-1 - Manufactured Housing	<span style="display:inline-block; width:15px; height:15px; background-color:darkpurple; border:1px solid black;"></span> IN-2 - Heavy Industrial
<span style="display:inline-block; width:15px; height:15px; background-color:darkblue; border:1px solid black;"></span> MH-2 - Manufactured Housing Park	<span style="display:inline-block; width:15px; height:15px; background-color:cyan; border:1px solid black;"></span> I - Institutional
<span style="display:inline-block; width:15px; height:15px; background-color:pink; border:1px solid black;"></span> C-1 - Light Commercial	<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen; border:1px solid black;"></span> PUD - Planned Unit Development
<span style="display:inline-block; width:15px; height:15px; background-color:magenta; border:1px solid black;"></span> C-2 - Medium Commercial	<span style="display:inline-block; width:15px; height:15px; background-color:green; border:1px solid black;"></span> A - Agricultural
	<span style="display:inline-block; width:15px; height:15px; background-color:lightblue; border:1px solid black;"></span> Manor ETJ

DATE	REV	DESCRIPTION

DESIGNED BY:  
 REVIEWED BY:  
 DRAWN BY:



**BGE Inc.**  
 7000 NORTH PACIFIC, SUITE 330  
 AUSTIN, TX 78751  
 TEL: 512-878-0400 • www.bgeinc.com  
 TBPPE Registration No. F-1046

DR HORTON  
 MANOR WOLF REZONING  
 PROPERTY OWNER EXHIBIT

V:\02Proposals\DR Horton\Manor Wolf\Exhibit\20200812\_Manor Wolf\_Rezoning Exhibit.dwg Layout: Layout1 Plotted: 8/14/2020 11:09:14 AM

259091  
 MARY RUTH HOLLEY  
 P.O. BOX 1209  
 MANOR, TX 78653

300 FT PROPERTY OWNER  
 NOTIFICATION BOUNDARY

259092  
 MANOR INDEPENDENT SCHOOL DISTRICT  
 P.O. BOX 359  
 MANOR, TX 78653

848703  
 UNITED STATES OF AMERICA - DEPT OF TRANSPORTATION  
 (CENTRAL LOGISTICS SERVICE AREA)  
 2601 MEACHAM BV  
 FORT WORTH, TX 76137

259159  
 JOHN & SANDY KERR  
 1301 LOST CREEK BLVD  
 AUSTIN, TX 78746

259147  
 TOM TRAVER  
 11806 ARNHAMN LANE  
 MANOR, TX 78653

259150  
 L4S LLC  
 P.O. BOX 27791  
 AUSTIN, TX 78755

259151  
 L4S LLC  
 P.O. BOX 27791  
 AUSTIN, TX 78755

259162  
 L4S LLC  
 P.O. BOX 27791  
 AUSTIN, TX 78755

855796  
 MARGIE LEE HANSEL  
 P.O. BOX 852  
 MANOR, TX 78653

259168  
 MARGIE LEE HANSEL  
 P.O. BOX 852  
 MANOR, TX 78653

259166  
 DAN & MYRNA LEONARD  
 REVOCABLE LIVING TRUST  
 14815 JOHNSON ROAD TRAIL  
 MANOR, TX 78653

259172  
 TOMMY & LIESL HOLCOMB  
 P.O. BOX 504  
 MANOR, TX 78653

259173  
 TOMMY & LIESL HOLCOMB  
 P.O. BOX 504  
 MANOR, TX 78653

248049  
 TURNING POINT FELLOWSHIP CHURCH  
 11805 JOHNSON ROAD TRAIL  
 MANOR, TX 78653

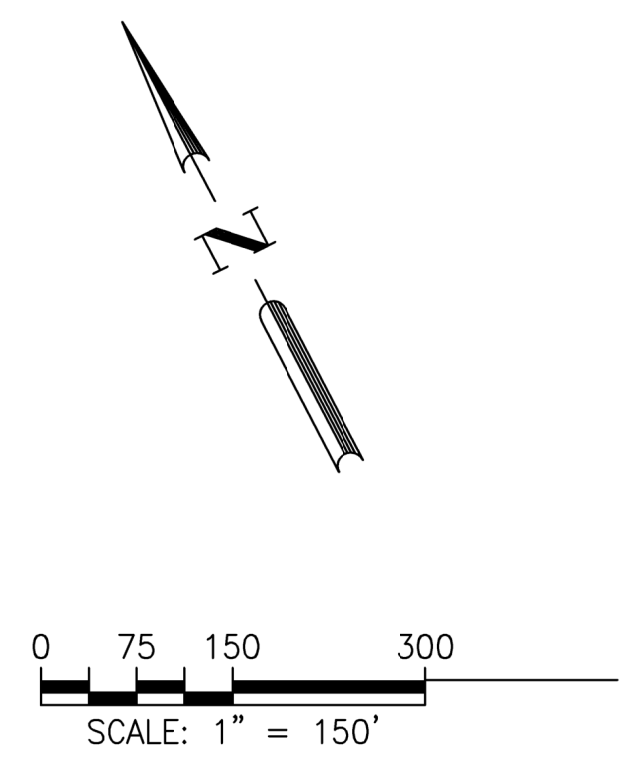
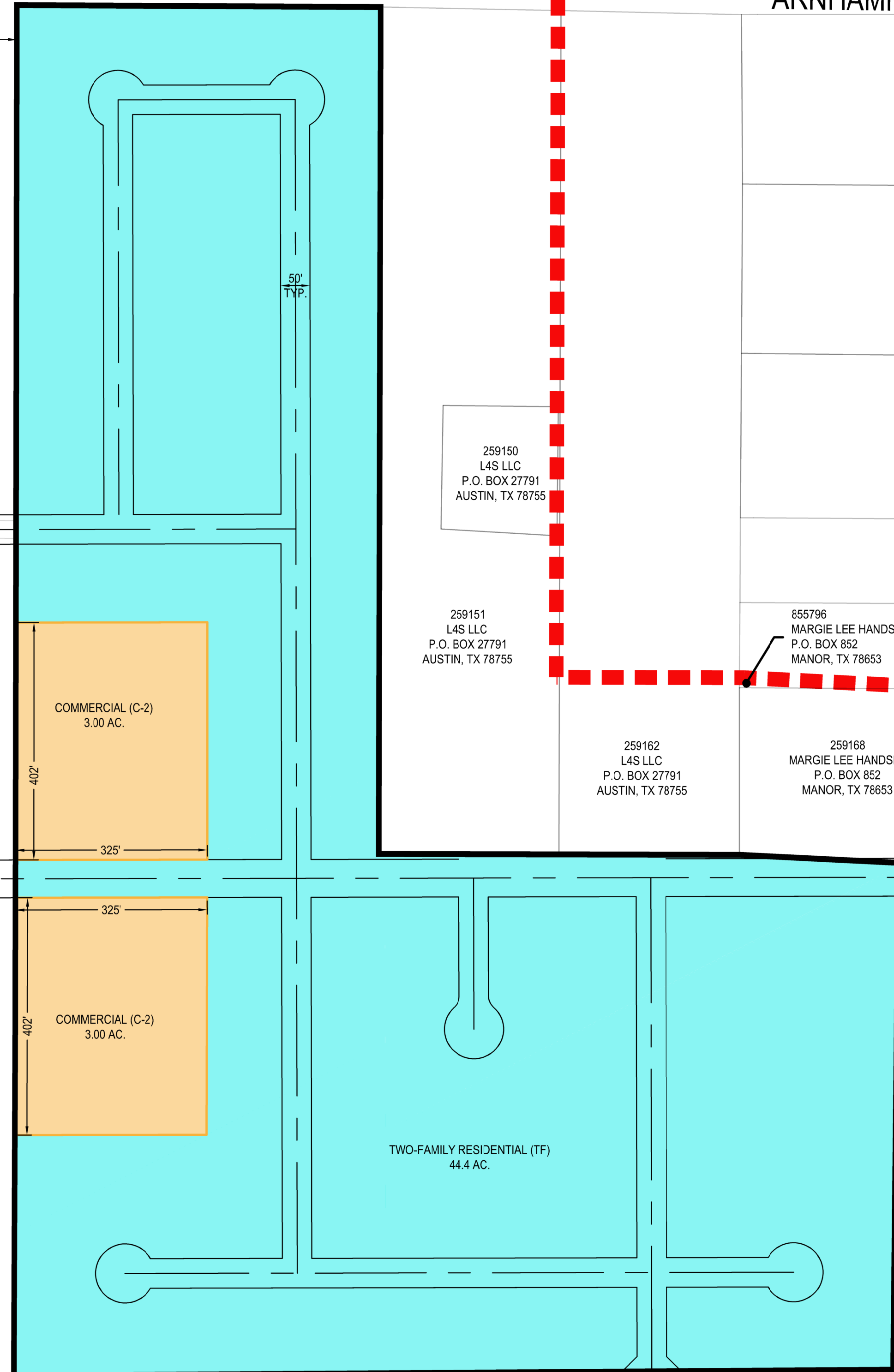
248050  
 HUE LAM BUDDHIST CENTER INC.  
 11901 JOHNSON ROAD TRAIL  
 MANOR, TX 78653

248042  
 CONTINENTAL HOMES  
 OF TEXAS LP  
 10700 PECAN PARK BLVD #400  
 AUSTIN, TX 78750

ARNHAMN RD

JOHNSON RD

FM 973



Total Area: 50.4 AC.

- Two-Family Residential (TF)  
 284 units (142 lots)  
 assumed 3.4 lots per acre      44.4 ac
- Commercial (C-2)  
 2 lots      6.0 ac





August 24, 2020

RE: Notification for a Rezoning Application near N. FM 973 and Johnson Road

Dear Property Owner,

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 50.32 acres at N. FM 973 and Johnson Road. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing upon a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2).**

The Planning and Zoning Commission will meet at 6:30PM on September 9, 2020 at 105 East Eggleston Street in the City Hall Council Chambers\*\*.

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Sincerely,

  
 Scott Dunlop,  
 Assistant Development Director  
 sdunlop@cityofmanor.org - 512-272-5555 ext. 5



USA - DEPT OF TRANSPORTATION  
CENTRAL LOGISTICS SERVICE AREA  
2601 MEACHAM BV  
FORT WORTH, TX 76137

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MANOR, TX 78653

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AUSTIN, TX 78750

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MANOR, TX 78653

MARGIE LEE HANDSEL  
P.O. BOX 852  
MANOR, TX 78653

L4S LLC  
P.O. BOX 27791  
AUSTIN, TX 78755

L4S LLC  
P.O. BOX 27791  
AUSTIN, TX 78755

TOM TRAVER  
11806 ARNHAMN LANE  
MANOR, TX 78653

TOM TRAVER  
11806 ARNHAMN LANE  
MANOR, TX 78653

JOHN & SANDY KERR  
1301 LOST CREEK BLVD  
AUSTIN, TX 78746

JOHN & SANDY KERR  
1301 LOST CREEK BLVD  
AUSTIN, TX 78746



### AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes of the:

- August 12, 2020, Regular Session; and
- August 26, 2020, Called Special Session

**BACKGROUND/SUMMARY:**

**PRESENTATION:** No

**ATTACHMENTS:** Yes

- August 12, 2020, Regular Session Minutes; and
- August 26, 2020, Called Special Session Minutes

**STAFF RECOMMENDATION:**

It is the City staff’s recommendation that the P&Z Commission approve the minutes of the August 12, 2020, Regular Session; and August 26, 2020, Called Special Session.

**PLANNING & ZONING COMMISSION:**                      **Recommend Approval**                      **Disapproval**                      **None**  
*(Type X before choice to indicate)*



**PLANNING AND ZONING COMMISSION  
REGULAR SESSION  
MINUTES  
AUGUST 12, 2020**

**Via Telephone/Video Conference**

The meeting was live streamed on Manor Facebook Live beginning at 6:42 p.m.  
<https://www.facebook.com/cityofmanor/>

In accordance with an order of the Office of the Governor issued March 16, 2020, the Planning & Zoning Commission conducted this meeting by video/telephone conference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the COVID-19. There was no public access to the location described above.

The following instructions were provided to the general public.

*Instructions for Public Speaking:*

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting [www.cityofmanor.org](http://www.cityofmanor.org) where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to [publiccomments@cityofmanor.org](mailto:publiccomments@cityofmanor.org). Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

*Upon receiving instructions to join zoom meeting the following rules will apply:*

- All Speakers must address their comments to the Chairperson rather than to individual Commissioner or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed 3 minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

**PRESENT VIA ZOOM:**

Philip Tryon, Chairperson

**COMMISSIONERS:**

Julie Leonard, Vice-Chair, Place 1  
Jacob Hammersmith, Place 2  
Isaac Rowe, Place 4 (Absent)  
Ruben J. Cardona, Place 5  
Cecil Meyer, Place 6  
Lakesha Small, Place 7

**CITY STAFF:**

Scott Dunlop, Assistant Development Services Director

**REGULAR SESSION – 6:30 P.M.**

With a quorum of the Planning and Zoning (P&Z) Commission present via video/telephone conference, the regular session of the Manor P&Z Commission was called to order by Chairperson Philip Tryon at 6:42 p.m. on Wednesday, August 12, 2020.

**PUBLIC COMMENTS**

No one appeared to speak at this time.

**CONSENT AGENDA**

- 1. Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of the July 08, 2020 Regular Meeting.**
- 2. Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of the July 14, 2020 Called Special Meeting.**

**MOTION:** Upon a motion made by Commissioner Hammersmith and Seconded by Commissioner Small, the P&Z Commission voted six (6) For and none (0) Against to approve the Consent Agenda. The motion carried unanimously.

**REGULAR AGENDA**

- 3. Consideration, discussion, and possible action on a Final Plat for Manor SE Commercial, Phase 4, Lot 1 & 2, Block B, two (2) lots on 14.620 acres, more or less, and being located near N. FM 973 and Ring Road, Manor, TX. Applicant: ALM Engineering, Inc. Owner: Greenview Development 973, LP**

The City staff recommended that the P&Z Commission approve Final Plat for Manor SE Commercial, Phase 4, Lot 1 & 2, Block B, two (2) lots on 14.620 acres, more or less, and being located near N. FM 973 and Ring Road, Manor, TX.

**MOTION:** Upon a motion made by Commissioner Leonard and Seconded by Commissioner Meyer, the P&Z Commission voted six (6) For and none (0) Against to approve the Final Plat for Manor SE Commercial, Phase 4, Lot 1 & 2, Block B, two (2) lots on 14.620 acres, more or less, and being located near N. FM 973 and Ring Road, Manor, TX. The motion carried unanimously

**4. Consideration, discussion, and possible action on a Final Plat for Manor Commons SE Commercial Block A Lots 12A and 12B, two (2) lots on 3.26 acres, more or less, and being located near N. FM 973 and Ring Road, Manor, TX. Applicant: ALM Engineering, Inc. Owner: Greenview Development 973, LP.**

The City staff recommended that the P&Z Commission approve a Final Plat for Manor Commons SE Commercial Block A Lots 12A and 12B, two (2) lots on 3.26 acres, more or less, and being located near N. FM 973 and Ring Road, Manor, TX.

Assistant Development Services Director Dunlop answered questions from Commissioners on reason item appeared on agenda after being voted on at a prior meeting.

**MOTION:** Upon a motion made by Commissioner Small and Seconded by Commissioner Hammersmith, the P&Z Commission voted six (6) For and none (0) Against to approve a Final Plat for Manor Commons SE Commercial Block A Lots 12A and 12B, two (2) lots on 3.26 acres, more or less, and being located near N. FM 973 and Ring Road, Manor, TX. The motion carried unanimously.

**5. Consideration, discussion, and possible action on a Final Plat for Shadowglen Phase 2 Sections 27A-27B, eighty-six (86) lots on 20.15 acres, more or less, and being located near Silent Falls Way and Kira Lane, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: SG Land Holdings, LLC.**

The City staff recommended that the P&Z Commission approve a Final Plat for Shadowglen Phase 2 Sections 27A-27B, eighty-six (86) lots on 20.15 acres, more or less, and being located near Silent Falls Way and Kira Lane, Manor, TX.

**MOTION:** Upon a motion made by Commissioner Hammersmith and Seconded by Commissioner Meyer, the P&Z Commission voted six (6) For and none (0) Against to approve a Final Plat for Shadowglen Phase 2 Sections 27A-27B, eighty-six (86) lots on 20.15 acres, more or less, and being located near Silent Falls Way and Kira Lane, Manor, TX. The motion carried unanimously.

**6. Consideration, discussion, and possible action on a Concept Plan for Presidential Glen Commercial Phase 1, three (3) lots on 5.4 acres, more or less, and being located at US Hwy 290 East and Paseo de Presidente Blvd, Manor, TX. Applicant: Kimley-Horn and Associates. Owner: West Elgin Development Corp.**

The City staff recommended that the P&Z Commission deny a Concept Plan for Presidential Glen Commercial Phase 1, three (3) lots on 5.4 acres, more or less, and being located at US Hwy 290 East and Paseo de Presidente Blvd, Manor, TX.

**MOTION:** Upon a motion made by Commissioner Meyer and Seconded by Vice-Chair Leonard, the P&Z Commission voted six (6) For and none (0) Against to deny Concept Plan for Presidential Glen Commercial Phase 1 three (3) lots on 5.4 acres, more or less, and being located at US Hwy 290 East and Paseo de Presidente Blvd., Manor, TX. The motion carried unanimously.

**7. Consideration, discussion, and possible action on a Setback Waiver for Lot 10, Block 7, Town of Manor, locally known as 209 West Brenham Street, to reduce the front setback to 20 feet, the side setback to 5 feet, and the rear setback to 10 feet. Applicant: Ruben Coronado. Owner: Ruben Coronado.**

The City staff recommended that the P&Z Commission approve a Setback Waiver for Lot 10, Block 7, Town of Manor, locally known as 209 West Brenham Street, to reduce the front setback to 20 feet, the side setback to 5 feet, and the rear setback to 10 feet.

**MOTION:** Upon a motion made by Commissioner Meyer and Seconded by Commissioner Small, the P&Z Commission voted six (6) For and none (0) Against to approve Setback Waiver for Lot 10, Block 7, Town of Manor, locally known as 209 West Brenham Street, to reduce the front setback to 20 feet, the side setback to 5 feet, and the rear setback to 10 feet. The motion carried unanimously.

**8. Consideration, discussion, and possible action on a Joined Lot Affidavit for Lot 5 and Lot 6, Block 55, Town of Manor, locally known as 414 Gregg Street, Manor, TX. Applicant: Carolina Escamilla. Owner: Carolina Escamilla.**

The City staff recommended that the P&Z Commission approve a Joined Lot Affidavit for Lot 5 and Lot 6, Block 55, Town of Manor, locally known as 414 Gregg Street, Manor, TX.

**MOTION:** Upon a motion made by Commissioner Hammersmith and Seconded by Commissioner Meyer, the P&Z Commission voted six (6) to none (0) Against to approve a Joined Lot Affidavit for Lot 5 and Lot 6, Block 55, Town of Manor, locally known as 414 Gregg Street, Manor, TX. The motion carried unanimously.

**9. Consideration, discussion, and possible action on a draft Comprehensive Plan Request for Proposal scope.**

The City staff recommended that the P&Z Commission discuss the draft Comprehensive Plan RFP scope.

The P&Z Commission discussed the Draft Comprehensive Plan request for proposal scope.

The Commission discussed Sustainability, Infrastructure such as transit system, sidewalks, access from highways and toll roads; Facilities such as pools, splash pads, sidewalks; Branding such as signs, slogans and gateway programs, and prioritizing neighborhood community groups during public participation.

There was no action taken.

**ADJOURNMENT**

**MOTION:** Upon a motion made by Vice-Chair Leonard and Seconded by Commissioner Small, the P&Z Commission voted six (6) to none (0) Against to adjourn the regular session of the P&Z Commission meeting at 7:17 p.m. on Wednesday August 12, 2020.

These minutes approved by the Manor P&Z Commission on the 9<sup>th</sup> day of September 2020.

**APPROVED:**

\_\_\_\_\_  
Philip Tryon  
Chairperson

**ATTEST:**

\_\_\_\_\_  
Scott Dunlop,  
Assistant Development Services Director



**PLANNING AND ZONING COMMISSION  
SPECIAL CALLED MEETING  
MINUTES  
AUGUST 26, 2020  
Via Telephone/Video Conference**

The meeting was live streamed on Manor Facebook Live beginning at 6:32 p.m.  
<https://www.facebook.com/cityofmanor/>

In accordance with an order of the Office of the Governor issued March 16, 2020, the Planning & Zoning Commission conducted this meeting by video/telephone conference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the COVID-19. There was no public access to the location described above.

The following instructions were provided to the general public.

*Instructions for Public Speaking:*

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting [www.cityofmanor.org](http://www.cityofmanor.org) where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to [publiccomments@cityofmanor.org](mailto:publiccomments@cityofmanor.org). Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

*Upon receiving instructions to join zoom meeting the following rules will apply:*

- All Speakers must address their comments to the Chairperson rather than to individual Commissioner or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed 3 minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.



**PRESENT VIA ZOOM:**

Philip Tryon, Chairperson

**COMMISSIONERS:**

Julie Leonard, Vice-Chair, Place 1  
Jacob Hammersmith, Place 2 (Absent)  
Isaac Rowe, Place 4 (Absent)  
Ruben J. Cardona, Place 5  
Cecil Meyer, Place 6  
Lakesha Small, Place 7

**CITY STAFF PRESENT:**

Scott Dunlop, Assistant Development Services Director  
Veronica Rivera, Legal Counsel

**SPECIAL CALLED SESSION – 6:30 P.M.**

With a quorum of the Planning and Zoning (P&Z) Commission present via video/telephone conference, the Called Special Session of the Manor P&Z Commission was called to order by Chairperson Tryon at 6:32 p.m. on Wednesday, August 26, 2020.

**PUBLIC COMMENTS**

No one appeared to speak at this time.

**REGULAR AGENDA**

- 1. Consideration, discussion, and possible action on a Short Form Final Plat for Manor RV Addition, four (4) lots on 30.86 acres, more or less and located at 13119 US Hwy 290 East, Manor, TX. Applicant: Kimley-Horn & Associates Owner: Manor RV Park, LLC**

City staff recommended that the P&Z Commission reject the Short Form Final Plat for Manor RV Addition because the application is incomplete and the plat was disapproved.

Cristal Almaguer, 12760 Saint Mary Dr. Manor, TX, submitted a speaker card in opposition to this item; however, she was unavailable to speak at the meeting via zoom.

Pam Madere with Jackson Walker LLP, 100 Congress Avenue, Ste 1100 Austin, TX, submitted a speaker card in opposition of this item and did not wish to speak.

Assistant Development Services Director Dunlop answered questions from the commission regarding reasons for the disapproval of the plat. The reasons for disapproval were listed as: (1) The Plat itself does not satisfy requirements for that type of plat. (2) Letter failed to describe how each reason that had previously been listed for disapproval had been satisfied. (3) The application fee was not submitted with the application.

**MOTION:** Upon a motion made by Vice Chairperson Leonard and Seconded by Commissioner Small the P&Z Commission voted five (5) For and none (0) Against to reject the Plat for this property because it is incomplete for the reasons listed and disapprove the plat. The motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Upon a motion made by Commissioner Small and Seconded by Commissioner Meyer the P&Z Committee voted five (5) For and none (0) Against to adjourn the Called Special Session of the Manor P&Z Commission at 6:38 p.m. on Wednesday, August 26, 2020. The motion carried unanimously.

These minutes approved by the Manor P&Z Commission on the 9<sup>th</sup> day of September of 2020.

**APPROVED:**

\_\_\_\_\_  
Philip Tryon  
Chairperson

**ATTEST:**

\_\_\_\_\_  
Scott Dunlop,  
Assistant Development Services Director



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on a rezoning request for twenty (20) acre, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2). Owner: Curt Johnson. Applicant: Mahoney Engineering

**BACKGROUND/SUMMARY:**

When Riata Ford was constructed the property wasn't properly zoned. They have filed to expand the business and as part of that plan they need to bring the zoning into nonconformance. The request to C-2 Medium Commercial will cause the use of the property to become a conforming use.

**PRESENTATION:** No

**ATTACHMENTS:** Yes

- Letter of Intent
- Rezoning Map

**STAFF RECOMMENDATION:**

It is the City staff's recommendation that the P&Z Commission approve a rezoning request for twenty (20) acre, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2).

<b>PLANNING &amp; ZONING COMMISSION:</b>	<b>Recommend Approval</b>	<b>Disapproval</b>	<b>None</b>
<i>(Type X before choice to indicate)</i>			



Mahoney Engineering  
8201 South Congress Avenue  
Austin, Texas 78745

## Letter of Intent

**August 3, 2020**

**Attention: Thomas Bolt, Director of Development Services/City Manager**  
City of Manor  
Development Services Department  
105 E. Eggleston Street  
Manor, Texas 78653

**Reference: Letter of Intent  
Rezoning Determination**  
10507 E HYW 290  
Manor, Texas 78653

Dear Mr. Bolt,

On behalf of Leif Johnson Ford, Mahoney Engineering is requesting to rezone a property located at 10507 East Highway 290, Manor, Texas 78653. According to TCAD, the Parcel ID Number is 0237591305. The property is currently zoned Light Commercial (C-1) for approximately a 200-foot offset from the property line abutting US Highway 290 E, and the rest of the property is zoned Single Family Residential (R-1). Mahoney Engineering proposes the entire property be rezoned to Medium Commercial (C-2).

There is currently an Automotive Sales Facility located on the 19-Acre site with approximately 29% impervious cover and an existing detention pond. The Auto Sale Facility was permitted (Permit # 010-05-0237-DP) but never fully zoned commercial, therefore the property needs to be rezoned to comply with the permitted uses per zoning requirements as part of new site plan (Permit # 2020-P-1254-SP). Currently the property to the north and west of the subject property is zoned C-1, the property to the south is zoned R-4, and properties to the east are zoned R-1, C-1, and I-2. Hence, the zoning change will not alter the character of the area and will not impair the use of the adjacent properties, due to no change in the current use.

We look forward to receiving your support for Council approval to rezone the property, Parcel # 0237591305, from current zoning of C-1 and R-1, to a future zoning of C-2.

Sincerely,

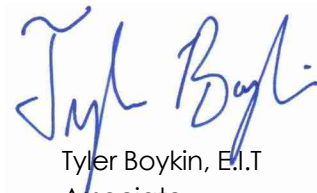
**MAHONEY ENGINEERING**

  
Daniel M. Mahoney, P.E.

President and CEO

(512) 944-4525

dmahoney@mahoney-eng.com

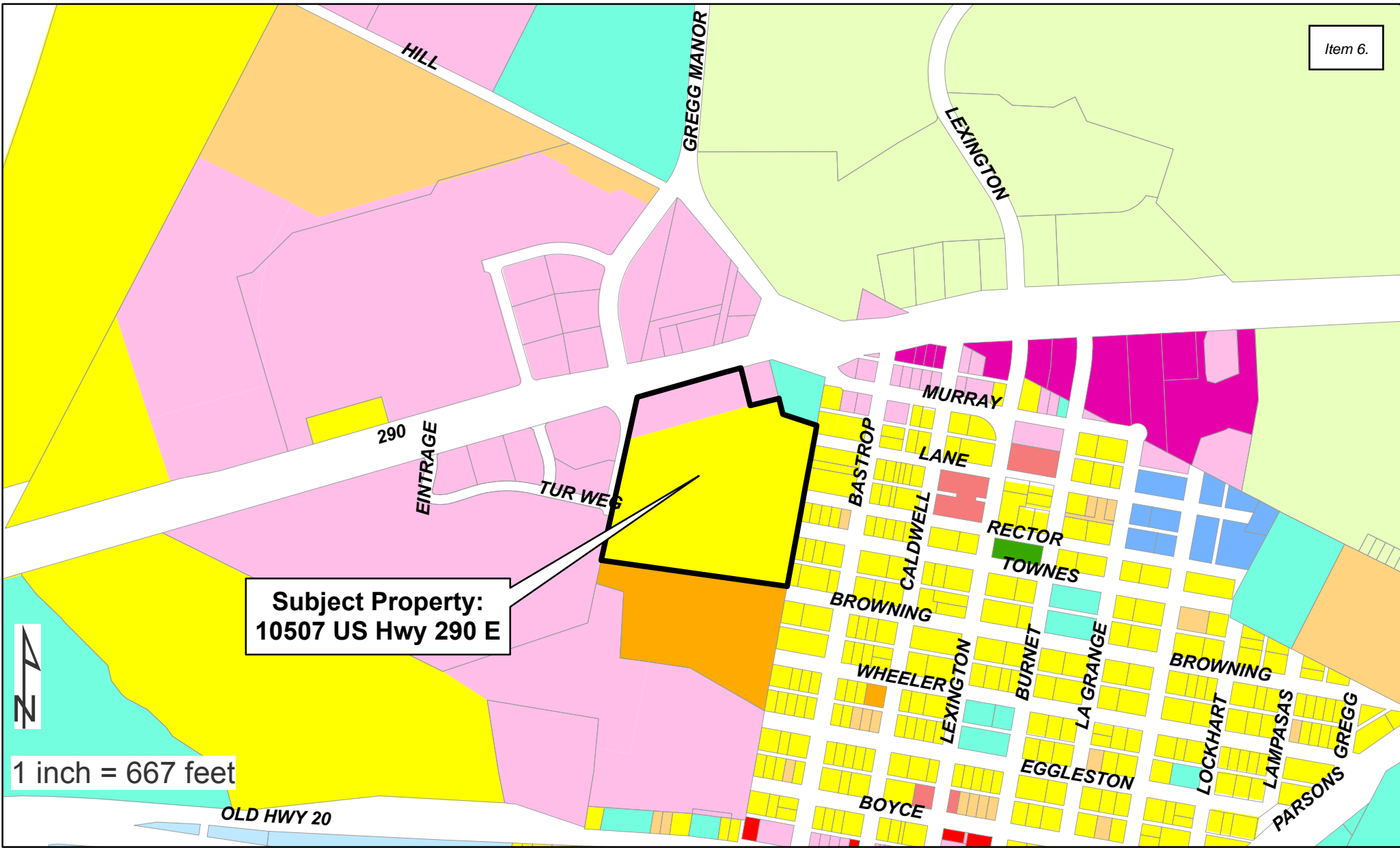


Tyler Boykin, E.I.T.

Associate

(512) 593-8437

tboykin@mahoney-eng.com



**Subject Property:  
10507 US Hwy 290 E**



1 inch = 667 feet



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

*Current Zoning District:  
Light Commercial (C-1)  
Single Family (SF-1)*

Zone	
<span style="display:inline-block; width:15px; height:15px; background-color:yellow; border:1px solid black;"></span> SF-1 - Single Family	<span style="display:inline-block; width:15px; height:15px; background-color:red; border:1px solid black;"></span> DB - Downtown Business District
<span style="display:inline-block; width:15px; height:15px; background-color:orange; border:1px solid black;"></span> SF-2 - Single Family	<span style="display:inline-block; width:15px; height:15px; background-color:lightcoral; border:1px solid black;"></span> NB - Neighborhood Business
<span style="display:inline-block; width:15px; height:15px; background-color:darkorange; border:1px solid black;"></span> MF-2 - Multi Family	<span style="display:inline-block; width:15px; height:15px; background-color:purple; border:1px solid black;"></span> IN-1 - Light Industrial
<span style="display:inline-block; width:15px; height:15px; background-color:lightblue; border:1px solid black;"></span> MH-1 - Manufactured Housing	<span style="display:inline-block; width:15px; height:15px; background-color:darkblue; border:1px solid black;"></span> IN-2 - Heavy Industrial
<span style="display:inline-block; width:15px; height:15px; background-color:darkblue; border:1px solid black;"></span> MH-2 - Manufactured Housing Park	<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen; border:1px solid black;"></span> I - Institutional
<span style="display:inline-block; width:15px; height:15px; background-color:pink; border:1px solid black;"></span> C-1 - Light Commercial	<span style="display:inline-block; width:15px; height:15px; background-color:lightyellow; border:1px solid black;"></span> PUD - Planned Unit Development
<span style="display:inline-block; width:15px; height:15px; background-color:magenta; border:1px solid black;"></span> C-2 - Medium Commercial	<span style="display:inline-block; width:15px; height:15px; background-color:green; border:1px solid black;"></span> A - Agricultural
	<span style="display:inline-block; width:15px; height:15px; background-color:lightblue; border:1px solid black;"></span> Manor ETJ



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB). Owner: Eric Davis. Applicant: Eric Davis

### BACKGROUND/SUMMARY:

This property has been vacant for many years. The applicant has requested Downtown Business in order to construct a mixed-use building. The other 3 corners of the intersection of Lexington and Boyce are already zoned commercial.

**PRESENTATION:** No

**ATTACHMENTS:** Yes

- Letter of Intent
- Rezoning Map
- Area Map

### STAFF RECOMMENDATION:

It is the City staff's recommendation that the P&Z Commission approve a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB).

**PLANNING & ZONING COMMISSION:**                      **Recommend Approval**                      **Disapproval**                      **None**  
*(Type X before choice to indicate)*

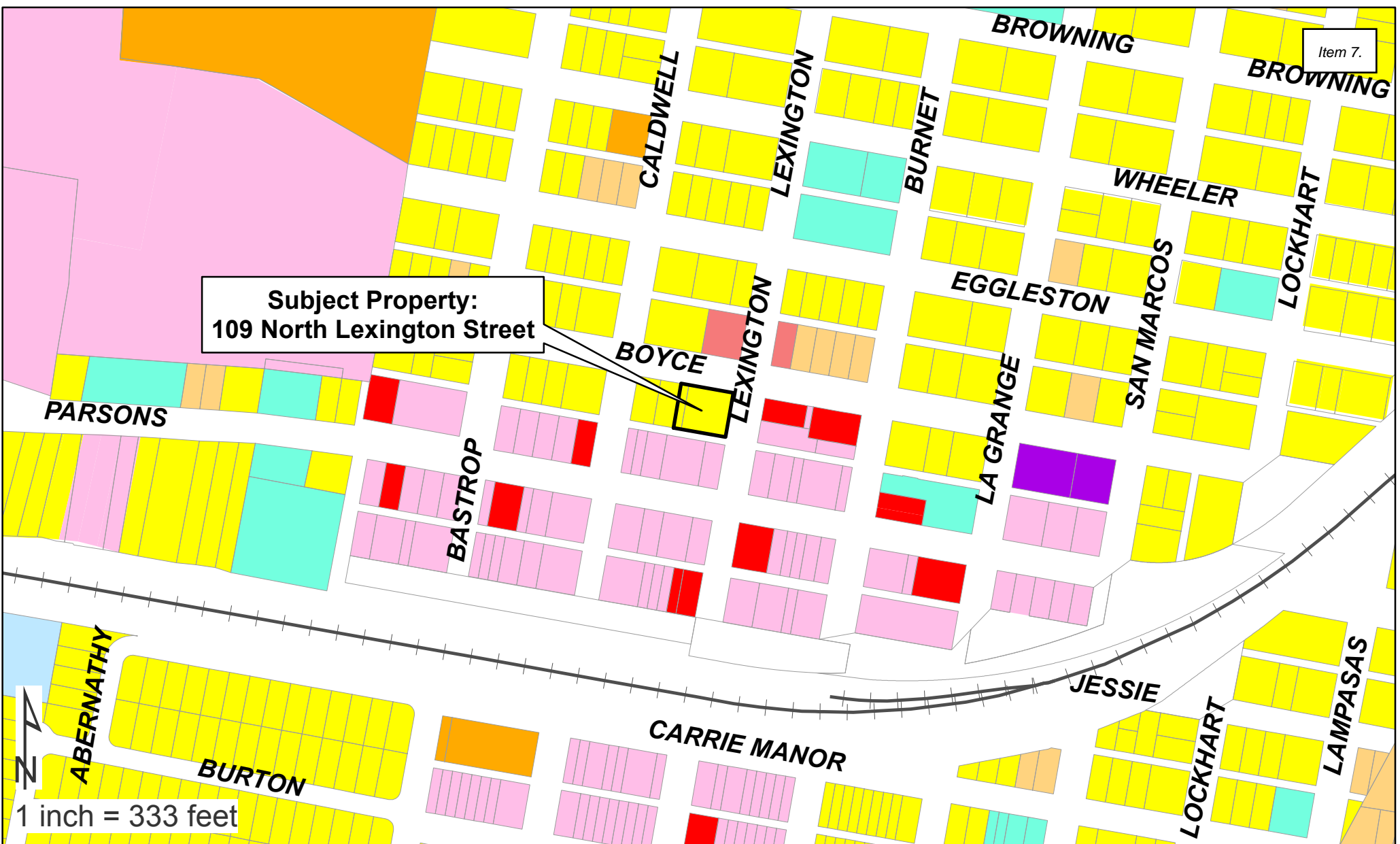
## Letter of Intent


I plan on building a mixed-use property on the properties listed on this application. I believe this is the direction on where the city should want to be heading in the downtown section of town. Retail space on bottom floor & residential spaces on 2<sup>nd</sup> & 3<sup>rd</sup> stories. I believe the city is lacking retail space for more businesses to come & also apartment living. For these reasons I believe this zoning change should be granted. Thank you for your time

Davis Capital Investments LLC

512-784-4955

Subject Property:  
109 North Lexington Street


















  
 1 inch = 333 feet



# Proposed Rezoning: Downtown Business

Current Zoning District:  
Single Family (SF-1)

Zone	
	SF-1 - Single Family
	SF-2 - Single Family
	MF-2 - Multi Family
	MH-1 - Manufactured Housing
	MH-2 - Manufactured Housing Park
	C-1 - Light Commercial
	C-2 - Medium Commercial
	DB - Downtown Business District
	NB - Neighborhood Business
	IN-1 - Light Industrial
	IN-2 - Heavy Industrial
	I - Institutional
	PUD - Planned Unit Development
	A - Agricultural
	Manor ETJ







## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action upon a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2). Owner: Las Entradas Development Corp. Applicant: Carlson Brigrance & Doering, Inc.

### BACKGROUND/SUMMARY:

This 0.91 acres will be added to the approximately 10 acre tract adjacent to it that is already zoned MF-2 and will be incorporated into the proposed multi-family project on that tract.

**PRESENTATION:** No

**ATTACHMENTS:** Yes

- Letter of Intent
- Rezoning Map

### STAFF RECOMMENDATION:

It is the City staff's recommendation that the P&Z Commission approve a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).

**PLANNING & ZONING COMMISSION:**                      **Recommend Approval**                      **Disapproval**                      **None**  
*(Type X before choice to indicate)*



August 12, 2020

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

**RE: Las Entradas**  
**CBD Job # 5163**

**Re-Zoning Application for 0.91 Acres**

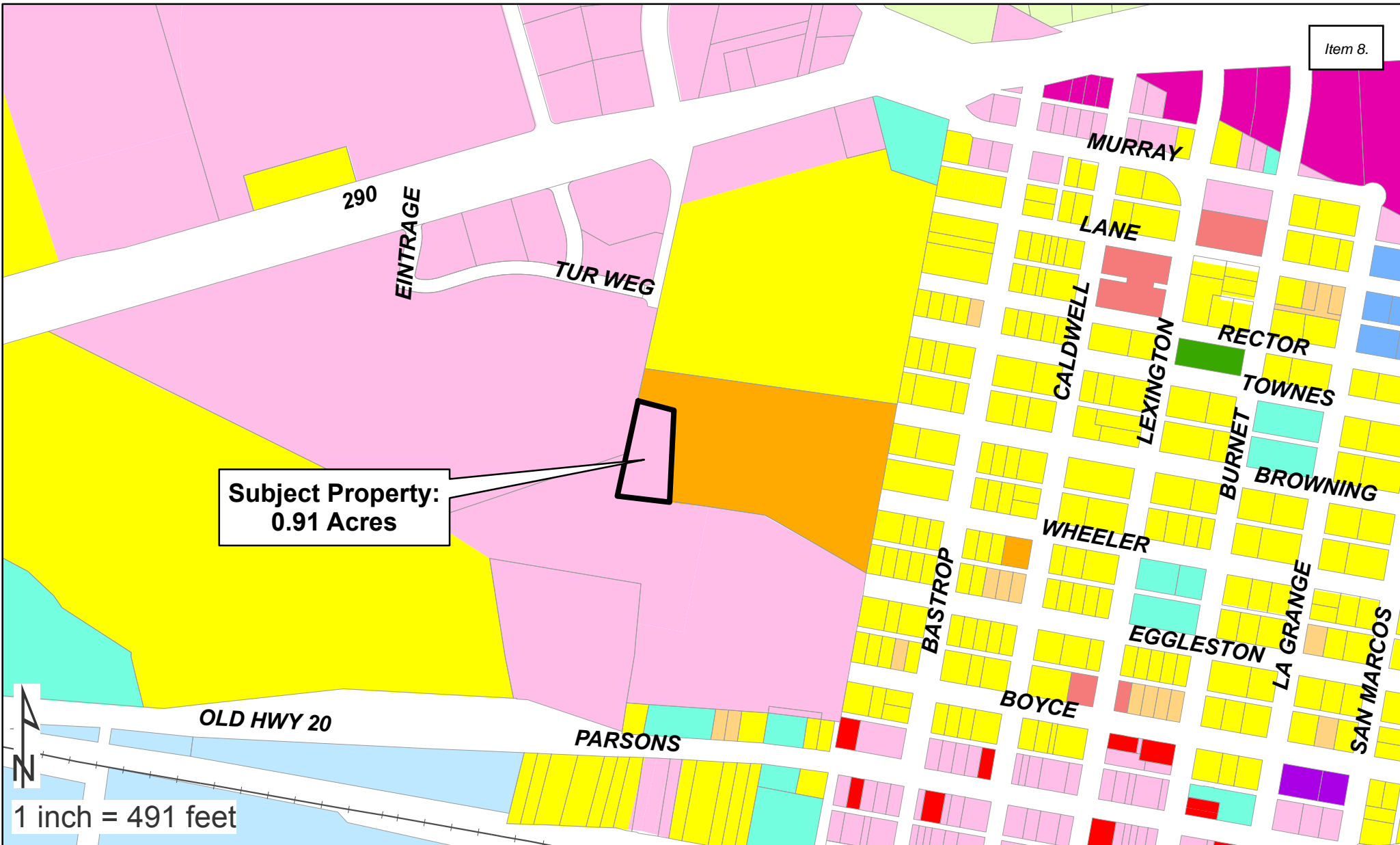
Dear Mr. Dunlop,

On behalf of our client, Las Entradas Development Corporation, Carlson, Brigance & Doering, Inc. respectfully submits this application for re-zoning to the City of Manor. This submittal is for a tract of land 0.91 of an acre in size located off the terminus of the southern end of Gregg Manor Road. The site is part of an overall tract currently zoned C-1 (Light Commercial). This request is for a re-zoning of the property in question to R-3 (Multifamily).

Thank you for your time and review of this project. Please let me know if you need any additional information in order to process this request.

Respectfully,  
**Carlson, Brigance & Doering, Inc.**

Geoff Guerrero  
Senior Planner



Subject Property:  
0.91 Acres

1 inch = 491 feet



# Proposed Rezoning: Multi-Family 25 (MF-2)

Current Zoning District:  
Light Commercial (C-1)

Zone	
<span style="display:inline-block; width:15px; height:15px; background-color:yellow;"></span>	SF-1 - Single Family
<span style="display:inline-block; width:15px; height:15px; background-color:orange;"></span>	SF-2 - Single Family
<span style="display:inline-block; width:15px; height:15px; background-color:lightblue;"></span>	MF-2 - Multi Family
<span style="display:inline-block; width:15px; height:15px; background-color:blue;"></span>	MH-1 - Manufactured Housing
<span style="display:inline-block; width:15px; height:15px; background-color:darkblue;"></span>	MH-2 - Manufactured Housing Park
<span style="display:inline-block; width:15px; height:15px; background-color:pink;"></span>	C-1 - Light Commercial
<span style="display:inline-block; width:15px; height:15px; background-color:magenta;"></span>	C-2 - Medium Commercial
<span style="display:inline-block; width:15px; height:15px; background-color:red;"></span>	DB - Downtown Business District
<span style="display:inline-block; width:15px; height:15px; background-color:lightcoral;"></span>	NB - Neighborhood Business
<span style="display:inline-block; width:15px; height:15px; background-color:purple;"></span>	IN-1 - Light Industrial
<span style="display:inline-block; width:15px; height:15px; background-color:darkpurple;"></span>	IN-2 - Heavy Industrial
<span style="display:inline-block; width:15px; height:15px; background-color:cyan;"></span>	I - Institutional
<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen;"></span>	PUD - Planned Unit Development
<span style="display:inline-block; width:15px; height:15px; background-color:green;"></span>	A - Agricultural
<span style="display:inline-block; width:15px; height:15px; background-color:lightblue;"></span>	Manor ETJ



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2). Owner: Geraldine & Edward Wolf. Applicant: BGE, Inc.

**BACKGROUND/SUMMARY:**

This 50 acre tract is across FM 973 from the senior high school. The applicant has requested to zone approximately 44 acres to Two-Family, which is a new residential zoning category that was created in our Zoning Code in March, and the remaining 6 acres to Medium Commercial. Johnson Road will be extended through the property as required by our Thoroughfare Plan.

**PRESENTATION:** No

**ATTACHMENTS:** Yes

- Letter of Intent
- Rezoning Map
- Rezoning Exhibit
- Area Map

**STAFF RECOMMENDATION:**

It is the City staff’s recommendation that the P&Z Commission approve a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2).

<b>PLANNING &amp; ZONING COMMISSION:</b>	<b>Recommend Approval</b>	<b>Disapproval</b>	<b>None</b>
<i>(Type X before choice to indicate)</i>			



August 14, 2020

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

Re: Rezoning Letter of Intent  
50.36 ac. Manor Wolf Tract  
East of FM 973 between Arnhamn Lane & Johnson Rd, Manor, Texas

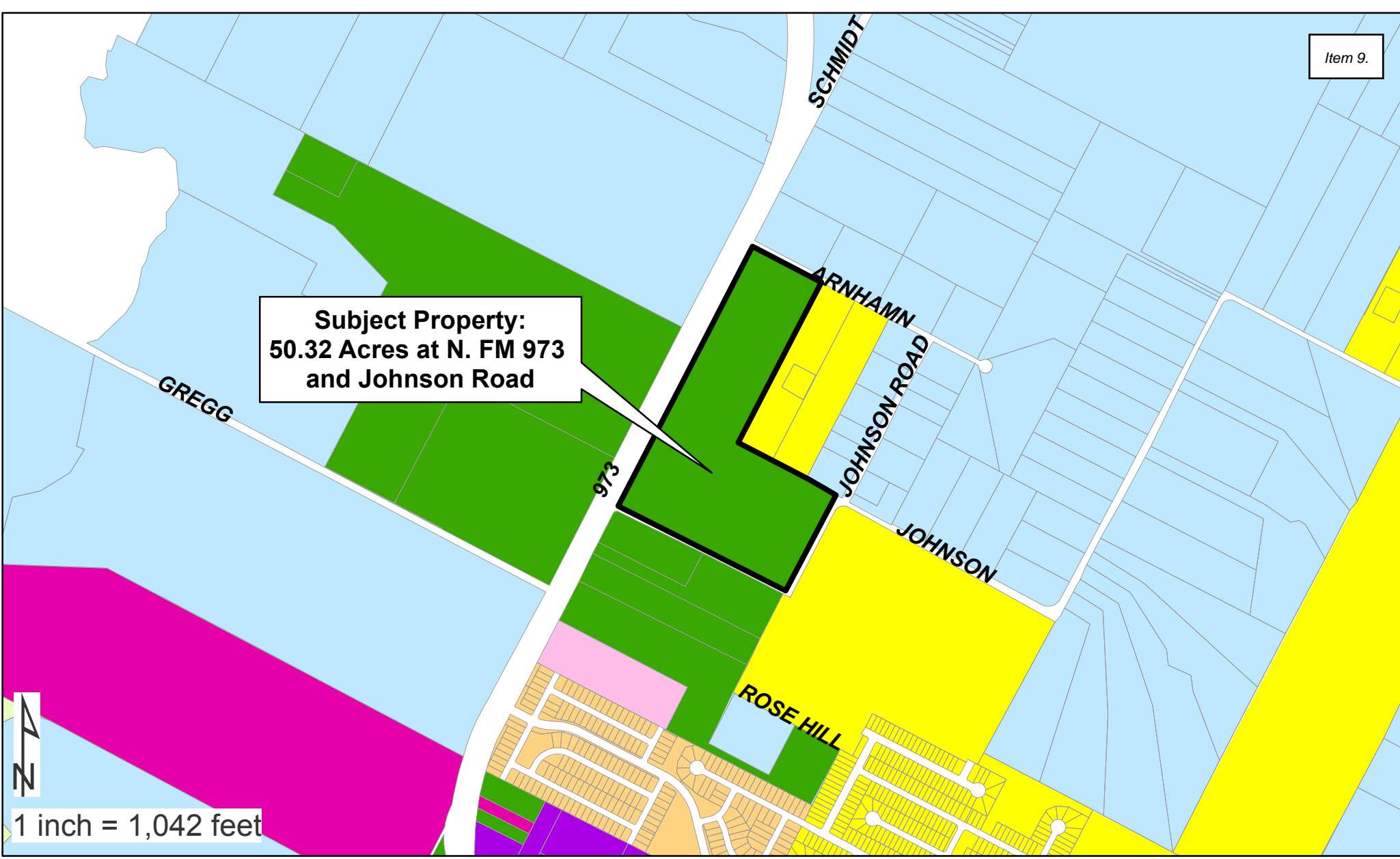
This letter of intent has been prepared on behalf of 'DR Horton' as a part of the Rezoning efforts for the Manor Wolf Tract in Manor, Texas. The 50.36-acre tract (Property ID 259152) is currently zoned Agricultural. As a part of the proposed development, the site will need to be rezoned to Two-Family Residential (TF) for approximately 44.4 acres of the site and Medium Commercial (C-2) for approximately 6.0 acres. This development promotes the growth of Manor and is a desirable location for residents due to its close proximity to the Manor Senior High School, located just across the street on the west side of FM 973. The proposed commercial tracts within the tract will provide for conveniently located services for the residents within the subdivision as well as the students. The tract 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 (512) 686-3564 or [Rychlik@bgeinc.com](mailto:Rychlik@bgeinc.com).

Sincerely,

RJ Rychlik, P.E.  
Project Manager, Land Development  
BGE, Inc.  
TBPE Firm #F-1046
















**Subject Property:  
50.32 Acres at N. FM 973  
and Johnson Road**



  
 1 inch = 1,042 feet



**Proposed Rezoning:**  
**Two-Family (TF)**  
**Medium Commercial (C-2)**  
*Current Zoning District:*  
*Agricultural (A)*

Zone	
	SF-1 - Single Family
	SF-2 - Single Family
	MF-2 - Multi Family
	MH-1 - Manufactured Housing
	MH-2 - Manufactured Housing Park
	C-1 - Light Commercial
	C-2 - Medium Commercial
	DB - Downtown Business District
	NB - Neighborhood Business
	IN-1 - Light Industrial
	IN-2 - Heavy Industrial
	I - Institutional
	PUD - Planned Unit Development
	A - Agricultural
	Manor ETJ

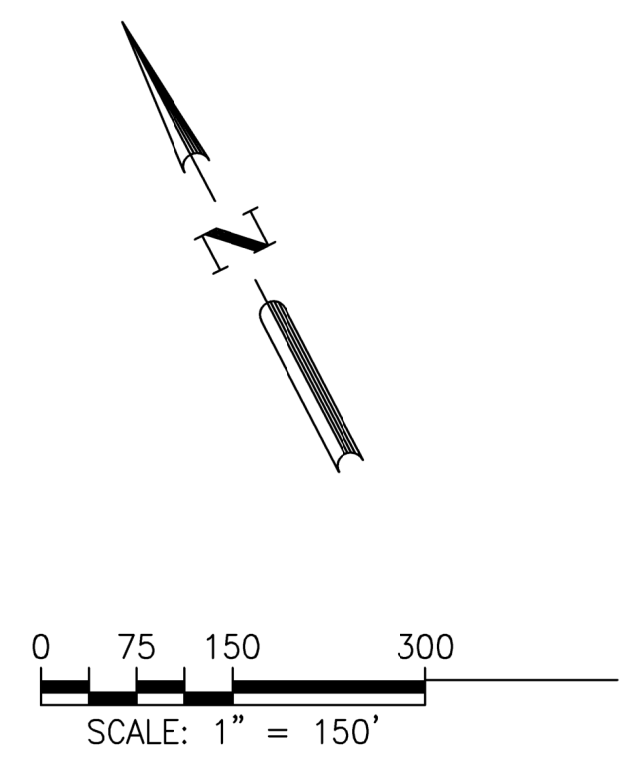
DATE	REV	DESCRIPTION

DESIGNED BY:  
REVIEWED BY:  
DRAWN BY:



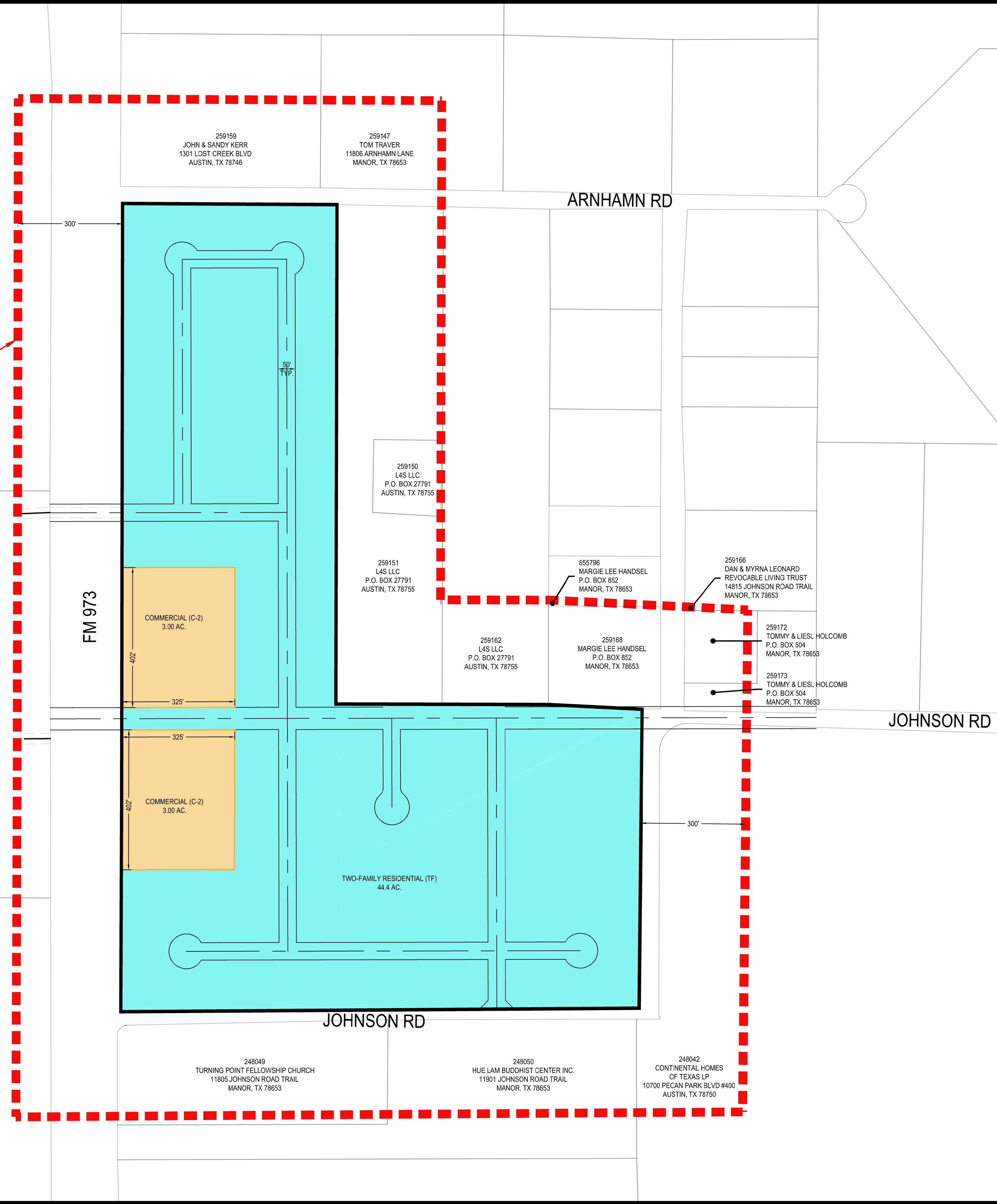
BGE Inc.  
7000 NORTH MCMURDO, SUITE 330  
AUSTIN, TX 78751  
TEL: 512-878-0400 • www.bgeinc.com  
TBEPE Registration No. F-1046

DR HORTON  
MANOR WOLF REZONING  
PROPERTY OWNER EXHIBIT



Total Area: 50.4 AC.

- Two-Family Residential (TF) 44.4 ac  
284 units (142 lots)  
assumed 3.4 lots per acre
- Commercial (C-2) 6.0 ac  
2 lots



300 FT PROPERTY OWNER NOTIFICATION BOUNDARY

259091  
MARY RUTH HOLLEY  
P.O. BOX 1209  
MANOR, TX 78653

259159  
JOHN & SANDY KERR  
1301 LOST CREEK BLVD  
AUSTIN, TX 78746

259147  
TOM TRAVER  
11806 ARNHAMN LANE  
MANOR, TX 78653

259150  
L4S LLC  
P.O. BOX 27791  
AUSTIN, TX 78755

259151  
L4S LLC  
P.O. BOX 27791  
AUSTIN, TX 78755

855796  
MARGIE LEE HANSEL  
P.O. BOX 852  
MANOR, TX 78653

259166  
DAN & MYRNA LEONARD  
REVOCABLE LIVING TRUST  
14815 JOHNSON ROAD TRAIL  
MANOR, TX 78653

259172  
TOMMY & LIESL HOLCOMB  
P.O. BOX 504  
MANOR, TX 78653

259173  
TOMMY & LIESL HOLCOMB  
P.O. BOX 504  
MANOR, TX 78653

259162  
L4S LLC  
P.O. BOX 27791  
AUSTIN, TX 78755

259168  
MARGIE LEE HANSEL  
P.O. BOX 852  
MANOR, TX 78653

259092  
MANOR INDEPENDENT SCHOOL DISTRICT  
P.O. BOX 359  
MANOR, TX 78653

848703  
UNITED STATES OF AMERICA - DEPT OF TRANSPORTATION  
(CENTRAL LOGISTICS SERVICE AREA)  
2601 MEACHAM BV  
FORT WORTH, TX 76137

248049  
TURNING POINT FELLOWSHIP CHURCH  
11805 JOHNSON ROAD TRAIL  
MANOR, TX 78653

248050  
HUE LAM BUDDHIST CENTER INC.  
11901 JOHNSON ROAD TRAIL  
MANOR, TX 78653

248042  
CONTINENTAL HOMES  
OF TEXAS LP  
10700 PECAN PARK BLVD #400  
AUSTIN, TX 78750







**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on a 1-year extension request for the Las Entradas-Gregg Manor Road Final Plat. Owner: Las Entradas Development Corp. Applicant: Kimley-Horn & Associates.

**BACKGROUND/SUMMARY:**

This plat was previously extended in March 2019 to extend the plat to September 13, 2020. A portion of the funding for this roadway is through the EntradaGlen PID, which is still being discussed with city staff but has reached a point where the owner is able to start construction work and have the plat recorded.

**PRESENTATION:** No

**ATTACHMENTS:** Yes

- Extension Request Letter

**STAFF RECOMMENDATION:**

It is the City staff’s recommendation that the P&Z Commission approve a 1-year extension request for the Las Entradas-Gregg Manor Road Final Plat.

**PLANNING & ZONING COMMISSION:** Recommend Approval Disapproval None  
*(Type X before choice to indicate)*



August 21, 2020

City of Manor  
Attn: Scott Dunlop, AICP  
105 Eggleston Street  
Manor, Texas 78653

**Re:    *Extension Request for Plat Recordation  
      Las Entradas - Gregg Manor Road Final Plat***

Dear Mr. Dunlop,

On behalf of the Owner of the above referenced project, we hereby request a one-year extension for final plat recordation. The final plat was approved by the Planning and Zoning commission and an extension was approved for an expiration of September 13, 2020. However, due to the Public Improvement District (PID) being negotiated between the City and Developer, the plat has not yet been recorded.

Kimley-Horn respectfully requests for the Commission to consider approving a one-year extension under the anticipated changes to the City of Manor's Code of Ordinances.

Thank you in advance for your consideration of this request.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "R. J. Smith".

Robert J. Smith, P.E.  
Senior Project Manager  
TBPE F-928



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** September 9, 2020  
**PREPARED BY:** Scott Dunlop, Assistant Development Director  
**DEPARTMENT:** Development Services

**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on a Preliminary Plat for IDEA – Manor, one (1) lot on 13.19 acres, more or less, and being located near N FM 973 and Suncrest Road, Manor, TX. Owner: IDEA Public Schools. Applicant: Pape-Dawson Engineers, Inc.

**BACKGROUND/SUMMARY:**

This plat has not been approved by our engineers.

**PRESENTATION:** No  
**ATTACHMENTS:** Yes

- Plat

**STAFF RECOMMENDATION:**

It is the City staff’s recommendation that the P&Z Commission deny a Preliminary Plat for IDEA – Manor, one (1) lot on 13.19 acres, more or less, and being located near N FM 973 and Suncrest Road, Manor, TX.

**PLANNING & ZONING COMMISSION:** Recommend Approval Disapproval None  
*(Type X before choice to indicate)*

**OWNER:**

IDEA PUBLIC SCHOOLS  
2115 W. PIKE BLVD.  
WESLACO, TEXAS 78596  
CONTACT: WYATT TRUSCHEIT  
PH: (956) 377-8000

**DEVELOPER:**

PROJECT MANAGEMENT  
SERVICES, INC.  
1822 W. BRAKER LANE, STE.  
81734  
AUSTIN, TEXAS 78758  
CONTACT: PETER HAYES  
PH: (512) 989-7045

**ENGINEER:**

PAPE-DAWSON ENGINEERS, INC.  
2000 NW LOOP 410  
SAN ANTONIO, TX 78213  
CONTACT: SHAUNA WEAVER, P.E.  
STACEY WEICHERT, P.E.  
PH: (210) 375-9000

**SURVEYOR:**

PAPE-DAWSON ENGINEERS, INC.  
10801 NORTH MOPAC EXPRESSWAY  
BLDG. 3, SUITE 200  
AUSTIN, TX 78759  
CONTACT: VALERIE ZURCHER, R.P.L.S.  
PH: (512) 454-8711

**SITE INFORMATION:**

1 LOT, K-12 SCHOOL  
  
PHASE 1: ~80,300 SF  
STUDENTS: 635  
WATER LUE: 16 (3" DOMESTIC METER INSTALLED)  
SEWER LUE: 5  
TRAFFIC VOLUME (TRIPS PER DAY): 1,175  
OPENING FALL 2021  
  
PHASE 2: ~27,100 SF  
STUDENTS: 896  
WATER LUE: NO ADDITIONAL METER/WATER LUE  
SEWER LUE: 7  
TRAFFIC VOLUME (TRIPS PER DAY): 1,658  
OPENING FALL 2023  
  
FULL BUILD: ~107,400 SF  
TOTAL STUDENTS: 1,531  
TOTAL WATER LUE: 16 TOTAL SEWER LUE: 12  
TOTAL TRAFFIC VOLUME (TRIPS PER DAY): 2,833

**NOTES:**

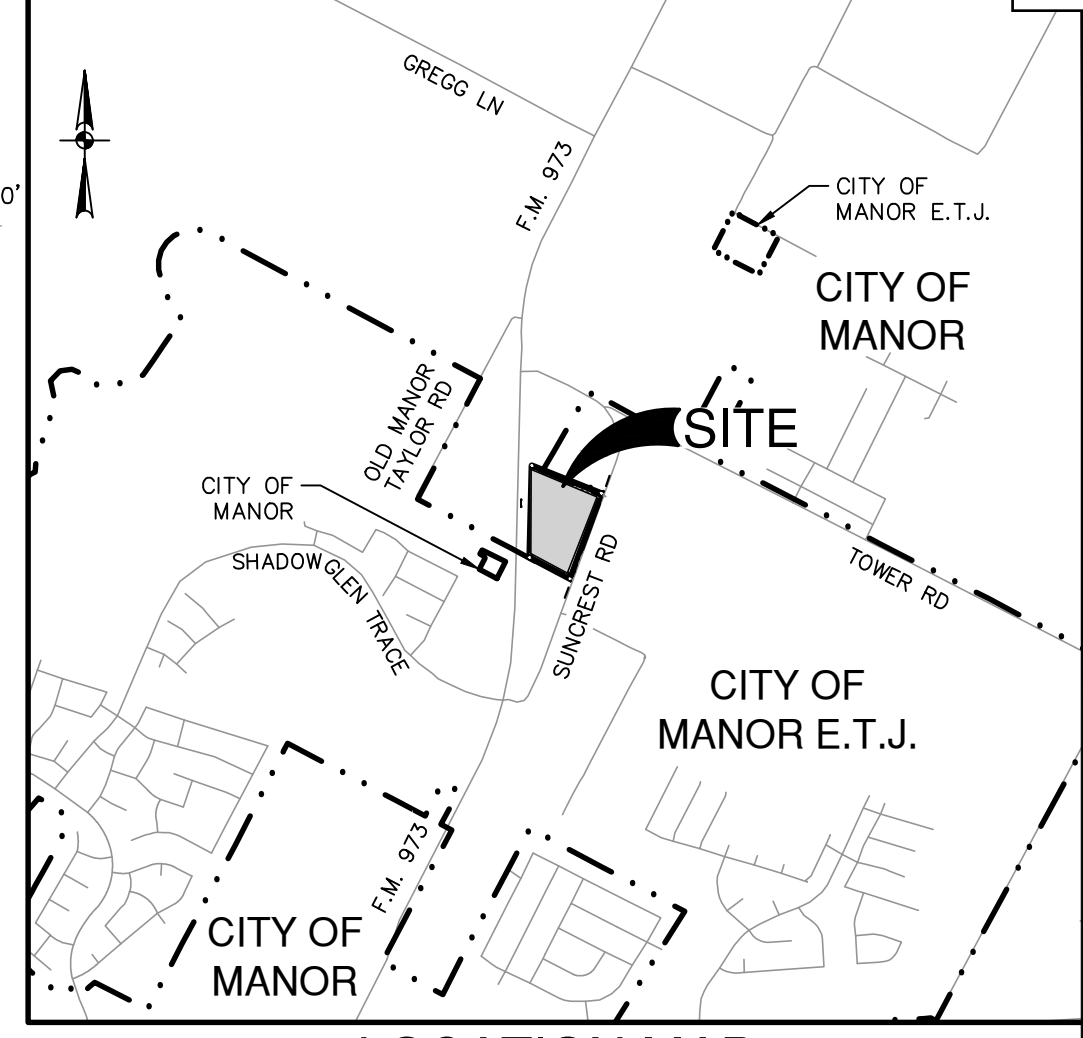
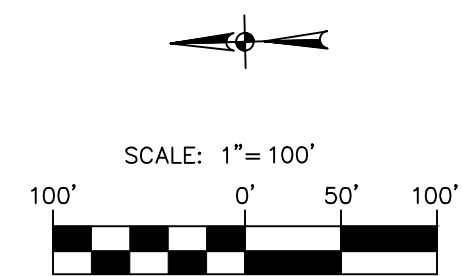
- 1. THE PROPERTY REFERENCED ON THIS PLAT IS CONSIDERED CITY OF MANOR.
- 2. THERE ARE NO PARKS, PUBLIC FACILITIES OR OTHER COMMONLY OWNED AREAS ASSOCIATED WITH THIS PLAT.
- 3. ALL BUILDING SETBACKS TO COMPLY WITH CITY'S ZONING ORDINANCE.

**LEGEND:**

- PROPERTY LINE
- PROPERTY LINE (ADJACENT)
- CITY LIMITS LINE
- EXISTING WASTEWATER FORCE MAIN
- EXISTING OVERHEAD ELECTRIC
- EXISTING CONTOURS
- FEMA FLOOD BOUNDARY
- SIDEWALK LOCATION
- CHANNEL CENTERLINE

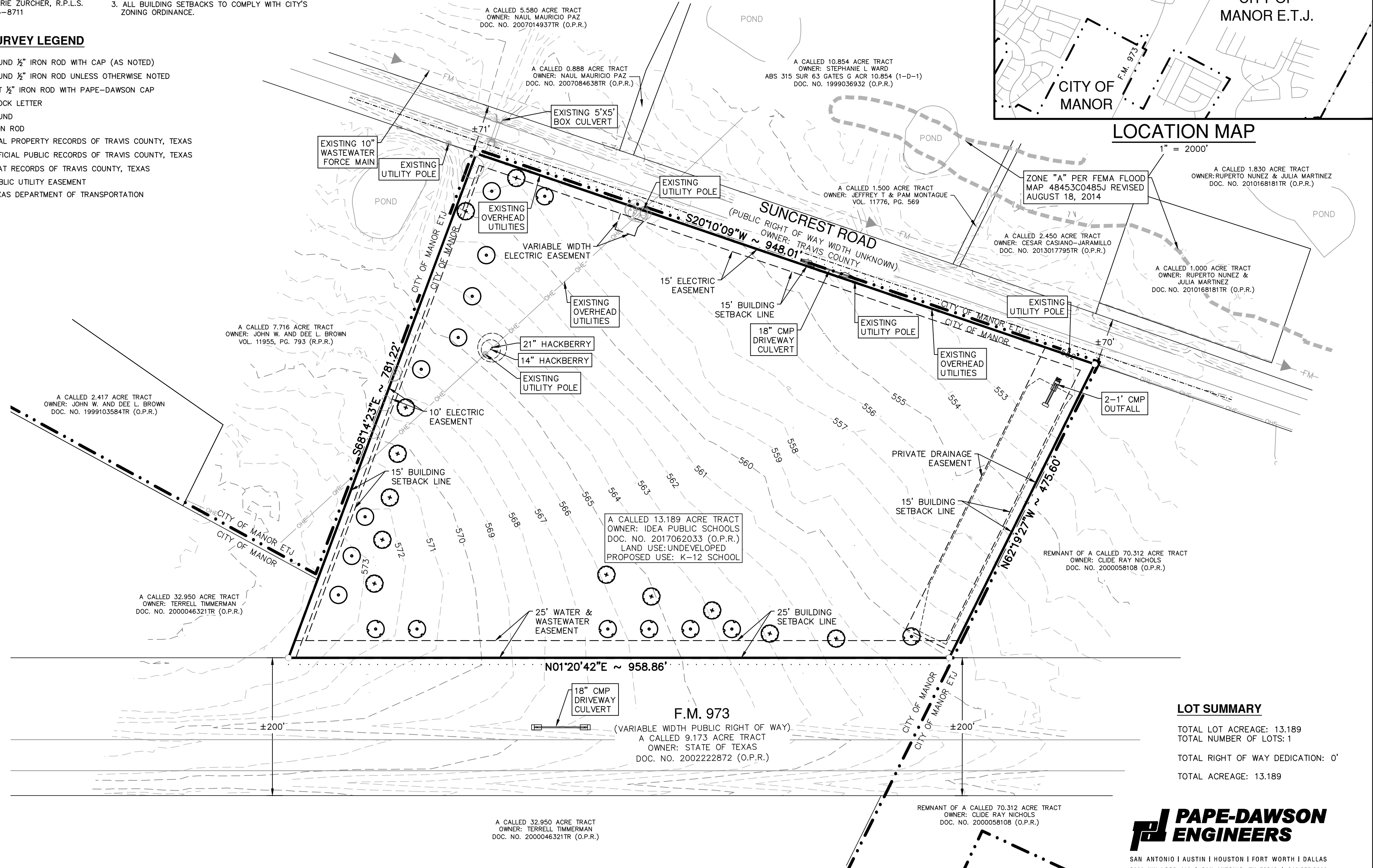
**PRELIMINARY PLAT OF IDEA - MANOR**

- SIGNIFICANT TREE CRITICAL ROOT ZONE (TREE TO BE PRESERVED)
- SIGNIFICANT TREE CRITICAL ROOT ZONE (TREE TO BE REMOVED)
- PROPOSED TREE CRITICAL ROOT ZONE (2" QUERCUS VIRGINIANA/SOUTHERN LIVE OAK)
- PROPOSED TREE CRITICAL ROOT ZONE (2" TAXODIUM DISTICHUM/BALD CYPRESS)
- PROPOSED TREE CRITICAL ROOT ZONE (2" ULMUS CRASSIFOLIA/CEDAR ELM)



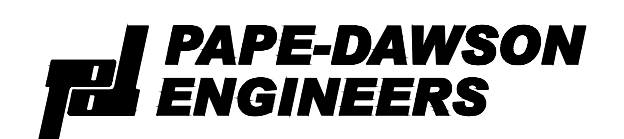
**SURVEY LEGEND**

- FOUND 1/2" IRON ROD WITH CAP (AS NOTED)
- FOUND 1/2" IRON ROD UNLESS OTHERWISE NOTED
- SET 1/2" IRON ROD WITH PAPE-DAWSON CAP
- "A" BLOCK LETTER
- FD. FOUND
- I.R. IRON ROD
- (R.P.R.) REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS
- (O.P.R.) OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS
- (P.R.) PLAT RECORDS OF TRAVIS COUNTY, TEXAS
- P.U.E. PUBLIC UTILITY EASEMENT
- (TXDOT) TEXAS DEPARTMENT OF TRANSPORTATION



**LOT SUMMARY**

TOTAL LOT ACREAGE: 13.189  
TOTAL NUMBER OF LOTS: 1  
TOTAL RIGHT OF WAY DEDICATION: 0'  
TOTAL ACREAGE: 13.189



SAN ANTONIO | AUSTIN | HOUSTON | FORT WORTH | DALLAS  
2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000  
TBPE FIRM REGISTRATION #470 | TBPLS FIRM REGISTRATION #10028800

**NOTES:**

REPLACEMENT TREES REQUIRED FOR REMOVAL OF 21" HACKBERRY (TOTAL 42" NEW TREES) AND 14" HACKBERRY (TOTAL 14" NEW TREES) SHOWN. PROPOSED TREES SHOWN MAY BE ADJUSTED TO COORDINATE WITH FINAL SITE LAYOUT.

DATE OF PLAT PREPARATION: MAY 15, 2020  
DATE OF APPLICATION SUBMITTAL: MAY 15, 2020

SHEET 1 OF 2

# PRELIMINARY PLAT OF IDEA - MANOR

### FIELD NOTES FOR

A 13.189 ACRE, OR 574,517 SQUARE FOOT TRACT OF LAND BEING OUT OF A REMNANT PORTION OF A CALLED 55.312 ACRE TRACT OF LAND CONVEYED TO TERRELL TIMMERMAN RECORDED IN DOCUMENT NO. 2000046321 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS SITUATED IN THE GREENBURY GATES SURVEY, SECTION NO. 63, ABSTRACT NO. 315 IN TRAVIS COUNTY TEXAS. SAID 13.189 ACRE TRACT BEING MORE FULLY DESCRIBED AS FOLLOWS, WITH BEARINGS BASED ON THE NORTH AMERICAN DATUM OF 1983 NAD 83 (NA2011) EPOCH 2010.00, FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE CENTRAL ZONE:

BEGINNING AT A 1/2" IRON ROD FOUND ON A POINT IN THE EAST RIGHT-OF-WAY LINE OF F.M. 973, SAID POINT BEING THE SOUTHWEST CORNER OF SAID REMNANT PORTION, SAME BEING THE SOUTHEAST CORNER OF A CALLED 9.173 ACRE TRACT CONVEYED TO THE STATE OF TEXAS AS F.M. 973, A VARIABLE WIDTH RIGHT-OF-WAY RECORDED IN DOCUMENT NO. 200222872 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, ALSO BEING A POINT IN THE NORTH LINE OF A REMNANT PORTION OF A CALLED 70.312 ACRE TRACT CONVEYED TO CLIDE RAY NICHOLS RECORDED IN DOCUMENT NO. 2000058108 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS FOR THE SOUTHWEST CORNER AND POINT OF BEGINNING HEREOF;

THENCE N 01°20'42" E, WITH THE WEST LINE OF SAID REMNANT PORTION OF A 55.312 ACRE TRACT, SAME BEING THE EAST RIGHT-OF-WAY LINE OF SAID F.M. 973, A DISTANCE OF 958.86 FEET TO A SET 1/2" IRON ROD WITH YELLOW CAP MARKED "PAPE-DAWSON" FOR THE NORTHWEST CORNER HEREOF;

THENCE S 68°14'23" E, DEPARTING THE EAST RIGHT-OF-WAY LINE OF SAID F.M. 973, THROUGH THE INTERIOR OF SAID REMNANT PORTION OF A 55.312 ACRE TRACT, AT A DISTANCE OF 121.53 FEET PASSING AN IRON ROD WITH CAP MARKED "PROPERTY CORNER" FOUND AT THE SOUTHWEST CORNER OF A CALLED 7.716 ACRE TRACT CONVEYED TO JOHN W. AND DEE L. BROWN IN VOLUME 11955, PAGE 793 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS, SAME BEING THE NORTHEAST ELL CORNER OF SAID 55.312 ACRE TRACT, CONTINUING WITH A NORTH LINE OF SAID 55.312 ACRE TRACT, SAME BEING THE SOUTH LINE OF SAID 7.716 ACRE TRACT, A TOTAL DISTANCE OF 781.22 FEET TO AN IRON ROD WITH CAP MARKED "PROPERTY CORNER" FOUND AT THE SOUTHEAST CORNER OF SAID 7.716 ACRE TRACT, SAME BEING AN EAST CORNER OF SAID 55.312 ACRE TRACT, ALSO BEING A POINT IN THE WEST MARGIN OF SUNCREST ROAD FOR THE NORTHEAST CORNER HEREOF;

THENCE S 20°10'09" W, WITH THE EAST LINE OF SAID 55.312 ACRE TRACT, SAME BEING THE WEST MARGIN OF SAID SUNCREST ROAD, A DISTANCE OF 948.01 FEET TO AN IRON ROD WITH CAP MARKED "RPLS 1753" FOUND AT THE SOUTHEAST CORNER OF SAID 55.312 ACRE TRACT, SAME BEING THE NORTHEAST CORNER OF SAID REMNANT PORTION OF A 70.312 ACRE TRACT FOR THE SOUTHEAST CORNER HEREOF;

THENCE N 62°19'27" W, DEPARTING THE WEST MARGIN OF SAID SUNCREST ROAD, WITH THE SOUTH LINE OF SAID 55.312 ACRE TRACT, SAME BEING THE NORTH LINE OF SAID REMNANT PORTION OF SAID 70.312 ACRE TRACT, A DISTANCE OF 475.60 FEET TO THE POINT OF BEGINNING AND CONTAINING 13.189 ACRES IN TRAVIS COUNTY, TEXAS. SAID TRACT BEING DESCRIBED IN ACCORDANCE WITH A SURVEY MAP PREPARED BY PAPE-DAWSON ENGINEERS, INC. UNDER JOB NUMBER 59033-16.

STATE OF TEXAS  
COUNTY OF HIDALGO

WHEREAS, WYATT TRUSCHEIT, THE OWNER OF A REMNANT PORTION OF A CALLED 55.312 ACRE TRACT OF LAND CONVEYED TO TERRELL TIMMERMAN RECORDED IN DOCUMENT NO. 2000046321 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS SITUATED IN THE GREENBURY GATES SURVEY, SECTION NO. 63, ABSTRACT NO. 315 IN TRAVIS COUNTY TEXAS, AND DO HEREBY SUBDIVIDE SAID HAVING BEEN APPROVED FOR SUBDIVISION, PURSUANT OF THE PUBLIC NOTIFICATION & HEARING PROVISION OF CHAPTER 212 AND 232 OF THE LOCAL GOVERNMENT CODE.

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS: THAT WE THE UNDERSIGNED OWNERS OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS "IDEA - MANOR" OF THE CITY OF MANOR, TRAVIS COUNTY, TEXAS, AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY SUBDIVIDES 13.189 ACRES OF SAID LAND IN ACCORDANCE WITH THE ATTACHED MAP OR PLAT TO BE KNOWN AS "IDEA - MANOR" AND DO HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS ALLEYS, PARKS, WATERCOURSES, DRAINS, PUBLIC EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED; SUBJECT TO ANY EASEMENTS OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED.

WITNESS MY HAND THIS DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

\_\_\_\_\_  
WYATT TRUSCHEIT  
CHIEF FINANCIAL OFFICER  
IDEA PUBLIC SCHOOLS  
2115 W. PIKE BLVD.  
WESLACO, TEXAS 78596  
(956) 377-6000

STATE OF TEXAS  
COUNTY OF HIDALGO

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED \_\_\_\_\_, KNOWN TO ME TO BE THE PERSON OR AGENT WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY HEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS \_\_\_\_\_

DAY OF \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC IN AND FOR  
THE STATE OF TEXAS

### SURVEYOR'S CERTIFICATION

I, VALERIE ZURCHER, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH THE SURVEYING RELATED PORTIONS OF THE CITY OF MANOR, TEXAS SUBDIVISION ORDINANCE, IS TRUE AND CORRECT, AND WAS PREPARED FROM AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECTION AND SUPERVISION.

\_\_\_\_\_  
VALERIE ZURCHER  
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6222

### ENGINEER'S CERTIFICATION

I, SHAUNA L. WEAVER, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF ENGINEERING, AND HEREBY CERTIFY THAT THIS PLAT IS FEASIBLE FROM AN ENGINEERING STANDPOINT AND COMPLIES WITH THE ENGINEERING RELATED PORTIONS OF THE CITY OF MANOR, TEXAS SUBDIVISION ORDINANCE, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

NO PORTION OF THIS TRACT IS WITHIN THE DESIGNATED FLOOD HAZARD AREA AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) 48453C0485J, TRAVIS COUNTY, TEXAS, DATED AUGUST 18, 2014, COMMUNITY #481027.

\_\_\_\_\_  
SHAUNA L. WEAVER  
REGISTERED PROFESSIONAL ENGINEER NO. 89512

### WATER AND WASTEWATER:

THE TRACT OF LAND SHOWN HEREON IS WITHIN THE BOUNDARIES OF PRESIDENTIAL GLEN M.U.D. AND SAID M.U.D. HAS WATER AND WASTEWATER SERVICE AVAILABLE UPON COMPLETION OF FACILITIES BY THE DEVELOPER.

DATE \_\_\_\_\_ KENNETH SCHROEDER, PE., M.U.D. ENGINEER  
SCHROEDER ENGINEERING CO.

### CITY OF MANOR ACKNOWLEDGEMENTS

THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE  
\_\_\_\_\_, DAY OF \_\_\_\_\_, 20\_\_\_\_.

THIS PRELIMINARY PLAT HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS, AND IS HEREBY RECOMMENDED FOR APPROVAL BY THE CITY COUNCIL ON THIS THE  
\_\_\_\_\_, DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

APPROVED: \_\_\_\_\_ ATTEST: \_\_\_\_\_

PHILIP TRYON, CHAIRPERSON \_\_\_\_\_ LLUVIA T. ALMARAZ, CITY SECRETARY

ACCEPTED AND APPROVED FOR RECORD BY THE CITY COUNCIL, CITY OF MANOR, TEXAS, ON THIS THE \_\_\_\_ OF \_\_\_\_ 20\_\_\_\_ A.D.

APPROVED: \_\_\_\_\_ ATTEST: \_\_\_\_\_

HONORABLE DR. LARRY WALLACE JR., \_\_\_\_\_ LLUVIA T. ALMARAZ,  
MAYOR OF THE CITY OF MANOR, TEXAS CITY SECRETARY

STATE OF TEXAS  
COUNTY OF TRAVIS

I, DANA DEBEAUVIOR, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY

OFFICE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ AT \_\_\_\_\_ O'CLOCK \_\_\_\_ M., DULY

RECORDED ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ AT \_\_\_\_\_ O'CLOCK \_\_\_\_ M., IN

THE PLAT RECORDS OF SAID COUNTY AND STATE IN DOCUMENT No. \_\_\_\_\_, OFFICIAL RECORDS OF TRAVIS COUNTY, TEXAS.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

DANA DEBEAUVIOR, COUNTY CLERK,  
TRAVIS COUNTY, TEXAS

BY: \_\_\_\_\_  
DEPUTY



SAN ANTONIO | AUSTIN | HOUSTON | FORT WORTH | DALLAS  
2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000  
TBPE FIRM REGISTRATION #470 | TBPLS FIRM REGISTRATION #10028800

DATE OF PLAT PREPARATION: MAY 15, 2020

DATE OF APPLICATION SUBMITTAL: MAY 15, 2020

SHEET 2 OF 2