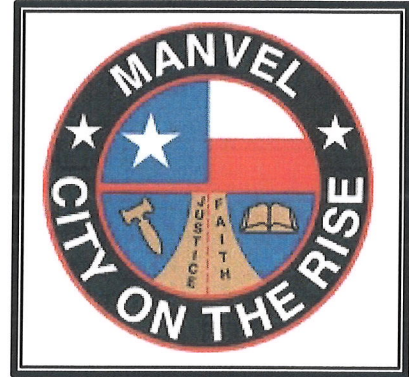


THE STATE OF TEXAS §
COUNTY OF BRAZORIA §
CITY OF MANVEL §



**MANVEL PLANNING DEVELOPMENT AND ZONING COMMISSION
NOTICE IS HEREBY GIVEN
6:00 P.M.**

MINUTES 11/10/2025

Regular Session

Call to Order

PDZ Member Ryan Miller called the meeting of the PDZ to order at 6:00 p.m.
Those in attendance were:

- Present:** Ryan Miller
Kyle Marasckin
Delores Martin
William Richardson
MaryAnn Atkinson

- Absent:** Kenneth Haynes
Christy Kennard

- Also Present:** Jose Abraham, Director of Development Services
Elaheh Roohbakhsh, Senior Planner
Bobby Gervais, City Attorney

Pledge

Public Comments: "Comment Card" Required

Consent PDZ

- A. Approve the meeting minutes to date.

PDZ Member Delores Martin made the motion to approve. PDZ Member Kyle Marasckin seconded the motion.

The motion carried with a vote: 5/0

- Yes: Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson, MaryAnn Atkinson
- No: None
- Absent: Kenneth Haynes, Christy Kennard
- Abstained: None

Regular Agenda

- A. Consideration and possible action to approve Avellino Section 2 Final Plat; BEING A SUBDIVISION OF 14.781 ACRES OUT OF THE H.T. & B.R.R. CO. SURVEY, SECTION NO. 71, A-291, IN BRAZORIA COUNTY, TEXAS; AND ALSO BEING OUT OF THE EMIGRATION LAND COMPANY SUBDIVISION AS RECORDED IN VOL. 2, PG. 81-82, B.C.P.R.

The City staff recommends approval of the Avellino Section 2 Final Plat with the following conditions:

1. Provide signature of the Registered Professional Land Surveyor on the face of the plat (Mylar and electronic copies) (Section 62-38 (b)(4)).
2. Provide property owner's signature and associated notary signatures on the face of the plat (Mylar and electronic copies) (Section 62-38 (b)(6))
3. Please clarify if the radii for Curves C4 and C16 are correct (Section 62-38 (b)(10)).
4. Revise to fill in the blank spaces to include document numbers for adjacent subdivisions or remove references to them and mention them as Future development (Section 62-38 (b)(11)).
5. Please revise to:
 - a. Show a STM SE in Lot 1, Block 4 for the storm line to be installed per approved civil plans.
 - b. Show the WLE in Lot 9, Block 6 extending to the property line along Bella Lynne Dr.
 - c. Include a combination WLE/STM SE in Lot 1, Block 3.
 - d. Change the SSE in Lot 6, Block 2 to a WLE to match the approved civil plans.
 - e. Show the 10' UE along the south property line of Lot 6, Block 2 as indicated on the approved civil plans.
 - f. Indicate a 14' UE in front of lots fronting San Michelle Way on the east side.
 - g. Show a rear 7' UE for lots fronting San Michelle Way on the east side (see markups for reference).
 - h. Extend the STM SE for lots fronting San Michelle Way on the west side to begin before the Lot 14/15 boundary.
 - i. Show the Temporary Storm Sewer Easement referenced in Note 17 of the General Notes on the plat (Section 62-38 (b) (13)).
6. Indicate the MUD boundary lines, and add a note referencing the City Council approved Variance on the Plat with the Development Agreement recordation number 2025039915. Additionally, please revise the BDD4 Benchmark Note to include "... at the intersection of Outfall A..." for to match the Data Sheet (Section 62-38 (b)(18)).
7. Although the drainage plans have been approved by the drainage district, since the property is located within the City's ETJ, please provide the Drainage District signatures on the plat (Section 62-38 (b)(19)).

PDZ Member Delores Martin made the motion to approve with conditions. PDZ Member William Richardson seconded the motion.

The motion carried with a vote: 5/0

Yes: Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson, MaryAnn Atkinson
No: None
Absent: Kenneth Haynes, Christy Kennard
Abstained: None

- B. Consideration and possible action to approve Meridiana Section 8A Preliminary Plat; A SUBDIVISION OF 16.88 ACRES, BEING A PARTIAL REPLAT OF LOTS 4-10, BLOCK 1 OF LULLING STONE SECTION 1, A PLAT OR MAP THEREOF AS RECORDED AT VOLUME 21, PAGES 267-270, BRAZORIA COUNTY PLAT RECORDS, CITY OF MANVEL, BRAZORIA COUNTY, TEXAS.

The City staff recommends approval of the Meridiana Section 8A Preliminary Plat with the following condition:

1. Please have the detention ledger in the drainage exhibit and the acreage shown on the plan view of the exhibit consistent with the submitted plans for the Pond Z expansion (Section 62-38 (a)(12)).

PDZ Member Delores Martin made the motion to approve with conditions. PDZ Member Kyle Marasckin seconded the motion.

The motion carried with a vote: 4/1

Yes:	Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson
No:	MaryAnn Atkinson
Absent:	Kenneth Haynes, Christy Kennard
Abstained:	None

- C. Consideration and possible action to approve Meridiana Section 9 Preliminary Plat; BEING A SUBDIVISION OF 10.05 ACRES, BEING A PARTIAL REPLAT OF LOTS 4-9 BLOCK 1 OF LULLING STONE SECTION 1, A PLAT OR MAP THEREOF AS RECORDED AT VOLUME 21, PAGES 267-270, BRAZORIA COUNTY PLAT RECORDS, CITY OF MANVEL, BRAZORIA COUNTY, TEXAS.

The City staff recommends approval of the Meridiana Section 9 Preliminary Plat with the following conditions:

1. Please label all with pipe sizes, grades within 200 feet of tract such as water and storm sewer near the northern boundary (Section 62-38 (a)(7)).
2. Please ensure the PUE in Reserve A along S Inspiration Way covers the utility lines (Section 62-38 (a)(9)).
3. Per Approved PUD, local streets shall have a minimum right-of-way width of 60 feet within single family sections in which 50% or more of the lots are 70 feet wide or greater. Please revise to meet this requirement (Section 62-38 (a)(9)).
4. Please have the detention ledger in the drainage exhibit and the acreage shown on the plan view of the exhibit consistent with the submitted plans for the Pond Z expansion (Section 62-38 (a)(12)).

PDZ Member Delores Martin made the motion to approve with conditions. PDZ Member William Richardson seconded the motion.

The motion carried with a vote: 4/1

Yes:	Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson
No:	MaryAnn Atkinson
Absent:	Kenneth Haynes, Christy Kennard
Abstained:	None

- D. Consideration and possible action to approve Meridiana Section 15A Preliminary Plat; BEING A SUBDIVISION OF 19.37 ACRES OUT OF THE OLIVER HALL SURVEY, A-203, ALSO BEING A PARTIAL REPLAT OF RESERVE 'A' OF MERIDIANA SECTION 13A, A PLAT OR MAP THEREOF RECORDED AT BRAZORIA COUNTY CLERK'S FILE NO. 202405528, CITY OF MANVEL, BRAZORIA COUNTY, TEXAS.

1. Please verify that the bearings along all shared boundaries, including those shared with the 13A plat, the Lift Station No. 1 plat, and the Cadence Drive Phase 1 plat, as well as the length of line L4 shared with the Lift Station No. 1 plat, are consistent (Section 62-38(a)(4)).
2. Please verify that all existing utilities are shown within 200' of the project. Specifically in the area around the lift station/13A (Section 62-38 (a)(7)).

PDZ Member Delores Martin made the motion to approve with conditions. PDZ Member Kyle Marasckin seconded the motion.

The motion carried with a vote: 4/1

Yes: Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson
No: MaryAnn Atkinson
Absent: Kenneth Haynes, Christy Kennard
Abstained: None

- E. Consideration and possible action to forward a recommendation of approval to City Council;
A SUBDIVISION VARIANCE REQUEST SEEKING TO VARY THE REQUIREMENTS OF (1) CHAPTER 62, SECTION 111 - ADDITIONAL STREET REQUIREMENTS AND SECTION 113 – SIDEWALKS, TO ALLOW ESCROWING OF FUNDS IN LIEU OF PERIMETER ROAD AND SIDEWALK CONSTRUCTION, AND (2) SECTION 104.11 - STREETS, RIGHTS-OF-WAY WIDTHS, TO ALLOW REDUCED RIGHTS-OF-WAY WIDTH OF 50 FEET INSTEAD OF MINIMUM REQUIRED 60 FEET, FOR TWO LOCAL STREETS WITHIN PRIMROSE, A PROPOSED RESIDENTIAL SUBDIVISION WITH AN APPROXIMATE 174.8 ACRES OUT OF THE H.T. & B.R.R. CO. SURVEY, SECTION 71, A-291, BRAZORIA COUNTY, TEXAS, LOCATED ALONG THE SOUTHERN SIDE OF RODEO PALMS PARKWAY, EAST SIDE OF COUNTY ROAD 48, ABUTTING AVELLINO SUBDIVISION TO THE EAST AND NORTH.

Staff recommends approval of this variance request to Chapter 62, Section 111 - Additional Street Requirements, Section 113 – Sidewalks, and Section 104 Streets (11), Rights-of-way widths, with the following conditions:

1. Funds shall be escrowed for the construction of road and sidewalk for an amount approved by the City Engineer. The fund shall be escrowed prior to submittal of final plat;
2. The Master Plan Amendment No.1 for the Primrose shall include a note indicating the variance approval and escrow arrangement;
3. Approval is contingent upon formal approval by Brazoria County Commissioners Court for the proposed variance or a letter of no objection from the County Engineer’s office;
4. Master plan shall not be amended in the future to include non-residential use along the existing 40’ wide right-of-way/ Kirby Drive.

Brad Sweitzer was present for questions and provided a brief overview of the request. He requested that the condition requiring Brazoria County Commissioner’s Court approval be reconsidered at the City Council level. Staff recommended against this.

PDZ Member William Richardson made the motion to approve with conditions. PDZ Member Mary Ann Atkinson seconded the motion.

The motion carried with a vote: 5/0

Yes: Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson, MaryAnn Atkinson
No: None
Absent: Kenneth Haynes, Christy Kennard
Abstained: None

- F. Consideration and possible action to forward a final report recommending approval to City Council;
REGARDING A PROPOSED ORDINANCE (2025-O-33) TO ESTABLISH PLANNED UNIT DEVELOPMENT (PUD) ZONING DISTRICT AND ADOPTING A PUD DOCUMENT PROVIDING FOR ZONING AND DEVELOPMENT RELATED PROVISIONS AND REQUIREMENTS IN ACCORDANCE WITH SECTION 77-79.(A) OF CITY OF MANVEL’S

ZONING ORDINANCE; FOR AN APPROXIMATE 47.3156 ACRES OF LAND, PROPOSED FOR ANNEXATION INTO CITY OF MANVEL'S CITY LIMITS AND SUBSEQUENT DEVELOPMENT AS A RETAIL CENTER; LOCATED AT THE NORTHWEST CORNER OF STATE HIGHWAY (SH) 6 AND KIRBY DRIVE INTERSECTION; CONTAINING A 34.2791 ACRE TRACT AND A 11.3999 ACRE TRACT SEPARATED BY A 40-FOOT-WIDE (0.844 ACRE) UNIMPROVED RIGHT-OF-WAY; SITUATED IN H.T. & B. RAILROAD COMPANY SURVEY, SECTION 71, ABSTRACT NO. 291, BRAZORIA COUNTY, TEXAS, AND A 1.6366 ACRE TRACT BEING A PORTION OF LOT 29 OF EMIGRATION LAND COMPANY SUBDIVISION OF IOWA COLONY H.T. & B. RAILROAD COMPANY SURVEY NO. 71 (ALSO REFERRED TO AS THE IMMIGRATION LAND COMPANY SUBDIVISION OF SECTION 71, H.T. & B.R.R. COMPANY SURVEY) ABSTRACT 291, BRAZORIA COUNTY, TEXAS). *(Tabled at the 10/27/2025 PD&Z Meeting)*

The applicant presented an updated PUD reflecting numerous revisions since the prior meeting, including:

General formatting and cleanup of the document;

Clarification that, if the PUD expires, the property would revert to Light Commercial (LC) with no PUD overlay;

Updated sign standards (eliminating pylon signs for single-tenant users, refining multi-tenant signs, adjusting wall sign percentages, and adding setbacks);

Additional building height/setback relationships for taller buildings;

Removal of certain uses (including gas stations and car washes) and limitation/clarification of auto-related uses;

Adjustments to storage, parking, and internal design standards.

Staff walked through a 27-item comment list covering clarifications and "cleanup" items, including: public vs. parallel access easements; accuracy of NAICS codes and permitted-use descriptions; how the SH 6 overlay standards interact with the PUD; sidewalk requirements along SH 6 and Kirby; tree survey/tree preservation and possible waivers; parking counts, stall dimensions, and shared-parking methodology; signage height/area, multi-tenant vs. monument signs, and temporary/directional signage; and definition/administrative language to avoid future interpretation issues.

Commission discussion focused on:

1. Telecom towers removed

Confirmation that telecom towers are to be struck from the permitted uses.

2. Sidewalks are important and expected

Commission explicitly emphasized sidewalks along SH 6 and CR 48 as a priority for safety and connectivity, even if details (location, design) are finalized at planning stage, not at zoning.

3. Limits on automotive uses (location, number, and quality)

Auto-related uses (discount tire type, Midas, Advance Auto, etc.) should be: Limited in number (essentially "one of each type" as discussed),

Clustered on the west side of the site, away from the more prominent/high-end frontages, and Held to higher aesthetic standards, including no "junked" appearance.

4. Outdoor storage & auto repair behavior For any auto-repair/auto-type use allowed:

No vehicles, parts, or equipment stored outside overnight in the parking lot.

Outdoor storage strictly controlled so it doesn't undermine the "higher-end" character.

5. Parking – strong pushback on reduced stall sizes Item 16 (smaller parking stalls for 50% of spaces):

One commissioner was open to "less than 50%,"

But the clear consensus (and what staff captured) was essentially a "hard no" on the 50% reduced-size request, based on past work to establish current standards and concern about large vehicles.

Direction: keep current stall standards, not the requested reduction.

6. Accessible (ADA) parking – more than minimum

Note that ADA spaces should exceed the minimum code requirement, not just meet it (suggested ~20% more than basic minimum).

7. Tree preservation and replacement

If a waiver from full tree survey/preservation is granted:

Replacement trees should be larger-caliper than typical (e.g., larger caliper sizes than 1½"–2½"). Separate concern that any large, older “heritage” trees on the site should be preserved where practicable and integrated into the design (e.g., as focal points/seating areas).

8. Signage height and type

Multi-tenant sign height on SH 6 should match Manvel Town Center (40 ft), not exceed it (staff had noted this; PD&Z agreed and reinforced it).

Desire to avoid sign clutter and not end up with a “1960s strip” feel:

Balance between multi-tenant signs at entrances and single-tenant monument signs, rather than allowing excessive or duplicative signage.

Clear expectation that there will be no pole signs; monument and multi-tenant signs only, consistent with higher-quality appearance.

9. “Higher-end” development character and uses

Repeated emphasis that Manvel Crossing is expected to attract higher-end, sit-down restaurants and quality retail, not predominantly lower-tier, convenience, or fast-food uses.

PD&Z clearly signaled they want the PUD’s allowed uses and standards to support that vision (think full-service restaurants vs. a sea of service/repair/low-end retail).

10. Car wash and similar uses clearly prohibited

Direction to ensure car wash and gas stations are explicitly listed as non-permitted and removed from both use table and definitions everywhere (no lingering references).

11. Detention areas as an amenity, not an eyesore

Support for the applicant’s stated intent to make detention areas landscaped, usable features (e.g., trails, connectivity) rather than bare basins.

Expectation that the PUD language will capture a minimum level of treatment (landscaping and connectivity) so expectations align with what is ultimately built.

12. General “cleanup and clarity” emphasis Reinforcement of staff’s push to:

Remove references to an administrative “designated official” making land-use changes, Tighten definitions (e.g., mixed use not implying residential, anchor tenant, LED signs), and Ensure that the PUD text and exhibits match what was represented at the meeting.

PDZ Member Ryan Miller made the motion to forward a recommendation of approval to City Council subject to staff’s comments and the additional notes provided by PD&Z. PDZ Member Delores Martin seconded the motion.

The motion carried with a vote: 5/0

Yes: Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson, MaryAnn Atkinson

No: None

Absent: Kenneth Haynes, Christy Kennard

Abstained: None

G. Consideration and possible action to forward a recommendation of approval to City Council for Primrose Master Plan Amendment.

*This item was moved ahead of item F.

City staff recommends approval of the Primrose Masterplan Amendment No.1 with the following

conditions:

1. Please revise note 14 to be consistent with the requested variances and for clarity (Section 62-38(a)(9)).
2. Please revise the Municipal Utility District (MUD) No. 47 boundaries to be accurate (Section 62-38 (a)(11)).
3. Please provide updated Traffic Impact Analysis (TIA) and Drainage Impact Analysis (DIA) reports to reflect the changes proposed in the Master Plan Amendment or provide clarification that the proposed revisions will not impact traffic or drainage. Additionally, provide proof of their submittal to the County and Drainage District, if applicable. (Section 62-38(a)(13)).
4. Approval of the requested variances shall be obtained prior to approval of this Master Plan Amendment (Section 62-111, 62-113, & 62-104.11).
5. Revise notes 12 and 13 from “June 9, 2025” to “July 21, 2025”.

PDZ Member Delores Martin made the motion to approve with conditions. PDZ Member Kyle Marasckin seconded the motion.

The motion carried with a vote: 5/0

Yes: Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson, MaryAnn Atkinson
No: None
Absent: Kenneth Haynes, Christy Kennard
Abstained: None

- H. Consideration and possible action to direct staff to provide Applicants written statements of the conditions for any conditional approvals, and the reasons for disapproval of any plans or plats that were not approved, per Texas Local Government Code §212.0091.

PDZ Member Delores Martin made the motion to approve. PDZ Member Kyle Marasckin seconded the motion.

The motion carried with a vote: 5/0

Yes: Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson, MaryAnn Atkinson
No: None
Absent: Kenneth Haynes, Christy Kennard
Abstained: None

Adjourn

PDZ Member Ryan Miller made the motion to adjourn the meeting at 7:33 p.m. PDZ Member Delores Martin seconded the motion.

The motion carried with a vote: 5/0

Yes: Ryan Miller, Kyle Marasckin, Delores Martin, William Richardson, MaryAnn Atkinson
No: None
Absent: Kenneth Haynes, Christy Kennard
Abstained: None

CERTIFICATION



TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS