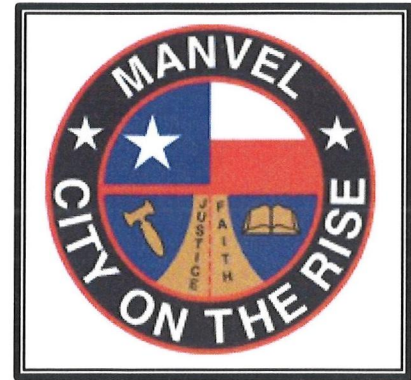


THE STATE OF TEXAS §
COUNTY OF BRAZORIA §
CITY OF MANVEL §



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

MINUTES 9/22/2025

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
Kenneth Haynes
Christy Kennard
Delores Martin (Arrived late)
William Richardson
MaryAnn Atkinson

Absent: None

Also Present: Jose Abraham, Director of Development Services
Tammy Bell, City Secretary
Robert Gervais, City Attorney
Elaheh Roohbakhsh, Senior Planner
Matt De La Rosa, Assistant City Engineer
Jessica Portie, Associate Planner

Pledge

Public Comments: "Comment Card" Required

Staff Presentation on Public Hearing Item(s)

Public Hearing

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY, BY CHANGING THE ZONING CLASSIFICATION OF A CERTAIN TRACT OF LAND BEING 2.066 ACRES LOCATED AT 7123 GILBOUGH AVE (PID 228041), BEING LOT 1-12, BLOCK 24 OF DR. A. A. LUTHER SUBDIVISION OF MANVEL, IN BRAZORIA COUTY, TEXAS, VOL. 1, PG. 71, OF THE PLAT RECORDS OF BRAZORIA COUNTY, TEXAS; FROM LIGHT COMMERCIAL (LC) DISTRICT TO HIGHWAY MIX USE (HMU) DISTRICT; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

Staff presented a request to rezone a 2-acre tract at 7123 Gilbough Avenue from Light Commercial with Highway 6 Overlay to Highway Mixed Use with Highway 6 Overlay. The applicant seeks to use the existing house as staff housing and operate a small plant-based tissue culture lab related to a nursery business. Surrounding properties include undeveloped land, a non-conforming residence, and a church. While the site is within 700 feet of Highway 6, it does not meet ordinance requirements for Highway Mixed Use zoning, which requires direct adjacency to a state highway or farm-to-market road. The request would create a single Highway Mixed Use tract surrounded by Light Commercial zoning. No public comments or opposition were received. Staff recommended denial, as the request does not meet location requirements.

Ryan Miller opened the Public Hearing at 6:05 p.m.

1st call for comments -

Stewart Martin - does not want to see the zoning changed

2nd call for comments -

Betty Martin - would also like it to stay light commercial zoning

Property owner - explained he's owned the property since 2000 and hasn't been able to live in the home due to the zoning. He wants to do tissue cultures on plants on the property with workers living in the house. He has a nursery in Liverpool.

3rd call for comments - None

Ryan Miller closed the Public Hearing at 6:13 p.m.

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, AMENDING THE SPECIFIC USE PERMIT ESTABLISHED BY ORDINANCE NO. 2022-O-14 ALLOWING NAICS USE NO. 811111 "GENERAL AUTOMOTIVE REPAIR" AND NAICS USE NO. 811121 "AUTOMOTIVE BODY, PAINT AND INTERIOR REPAIR AND MAINTENANCE" WITH CONDITIONS, TO INCLUDE ALLOWANCE FOR NAICS USE 441340 "TIRE DEALERS" WITH CONDITIONS FOR AN APPROXIMATE 1.24-ACRE TRACT LOCATED AT 22303 HIGHWAY 6, MANVEL, TEXAS (PID 165646), BEING LAND SITUATED IN THE H.T. & B.R.R. COMPANY SURVEY, ABSTRACT 231, BRAZORIA COUNTY, TEXAS; ZONED LIGHT COMMERCIAL DISTRICT / STATE HIGHWAY 6 OVERLAY DISTRICT WITH SPECIFIC USE PERMIT (LC/SH6-SUP), PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

Staff presented a request to amend an existing Specific Use Permit for a 1.24-acre tract at 22303 Highway 6, currently zoned Light Commercial with Highway 6 Overlay. The amendment would allow tire sales and installation as a supporting function to the existing auto repair business. No outside display/storage of tires or new development is proposed. Staff found the request consistent with the comprehensive plan and compatible with surrounding uses. No opposition was received, and staff recommended approval with conditions (no outside tire storage/display; all prior 2022 conditions remain in effect).

Ryan Miller opened the Public Hearing at 6:16 p.m.

First call for comments - None

Second call for comments - None

Third call for comments - None

Ryan Miller closed the Public Hearing at 6:16 p.m.

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATE

0.8275-ACRE TRACT OF LAND OUT OF AND A PART OF A CALLED 3.661 ACRE TRACT OF RECORD IN THE NAME OF HJR HWY 6, LLC IN BRAZORIA COUNTY CLERK'S FILE (B.C.C.F.) NUMBER 2025010977 (PID: 167704); SAID 0.8275 ACRE TRACT BEING OUT OF A PART OF TRACT 37, SECTION 71 IN EMIGRATION LAND COMPANY'S SUBDIVISION IN BOOK NUMBER 2, PAGE 81, IN THE BRAZORIA COUNTY PLAT RECORDS (B.C.P.R.), GENERALLY LOCATED ALONG THE SOUTHERN SIDE OF STATE HIGHWAY 6, THE SECOND PARCEL OF LAND TO THE WEST OF THE CHEVRON GAS STATION LOCATED AT 17230 HIGHWAY 6, MANVEL, TX, ACROSS FROM THE MANVEL TOWN CENTER (H-E-B); FROM LIGHT COMMERCIAL DISTRICT / STATE HIGHWAY 6 OVERLAY DISTRICT TO LIGHT COMMERCIAL DISTRICT / STATE HIGHWAY 6 OVERLAY DISTRICT WITH SPECIFIC USE PERMIT (LC/SH6-SUP) FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 811192 "CAR WASHES"; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

Staff presented a Specific Use Permit request for a proposed Whitewater Express Car Wash on a 0.8275-acre portion of a 3.6-acre tract at 22303 Highway 6, zoned Light Commercial with Highway 6 Overlay. The site would be subdivided to accommodate the car wash and future retail uses. The facility would operate daily from 7:30 a.m. to 8:00 p.m. with wash and vacuum services. Staff reviewed site access, drainage, utilities, and compliance with city standards for parking, lighting, screening, and landscaping. While noting multiple nearby car washes, staff found the request consistent with the comprehensive plan and compatible with surrounding land uses. Recommendation: conditional approval subject to compliance with city codes, access easements, landscaping, fencing, light controls, and a minimum of 18 parking spaces.

Ryan Miller opened the Public Hearing at 6:22 p.m.

First call for comments -

Donald Atkinson would like to see this past so this can spur development on this side of the road. He also shared how MEDC has invested in this.

Jake Baker, representative for the project, spoke in favor

Drew Denowski with Claymore Engineering and Engineer for Whitewater Carwash, spoke in support of the project

Second call for comments - None

Third call for comments - None

Ryan Miller closed the Public Hearing at 6:24 p.m.

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: 7/0

Yes: Ryan Miller, Kyle Marasckin, Kenneth Haynes, Christy Kennard, Delores Martin, William Richardson, MaryAnn Atkinson

No: None

Absent: None

Abstained: None

Regular Agenda

- A. Consideration and possible action to forward a final report recommending approval to City Council;

AMENDING THE ZONING ORDINANCE OF THE CITY, BY CHANGING THE ZONING CLASSIFICATION OF A CERTAIN TRACT OF LAND BEING 2.066 ACRES LOCATED AT 7123 GILBOUGH AVE (PID 228041), BEING LOT 1-12, BLOCK 24 OF DR. A. A. LUTHER SUBDIVISION OF MANVEL, IN BRAZORIA COUNTY, TEXAS, VOL. 1, PG. 71, OF THE PLAT RECORDS OF BRAZORIA COUNTY, TEXAS; FROM LIGHT COMMERCIAL (LC) DISTRICT TO HIGHWAY MIX USE (HMU) DISTRICT. (PROPOSED ORDINANCE NO. 2025-0-25)

The applicant sought Highway Mixed Use zoning to allow staff housing and a nursery-related home lab within the existing house. Staff explained that while the property previously held a grandfathered legal non-conforming residential use, that status was lost after a prolonged vacancy, meaning residential use is no longer permitted under Light Commercial zoning. The applicant argued the house was never abandoned and should still qualify for residential use, citing utility records and ongoing maintenance. Staff reiterated that Highway Mixed Use zoning requires direct adjacency to a state highway or farm-to-market road, which the site does not meet, and therefore staff could not recommend approval.

PDZ Member Ryan Miller made the motion to approve. PDZ Member Kenneth Haynes seconded the motion.

The motion carried with a vote: 6/1

Yes: Ryan Miller, Kenneth Haynes, Christy Kennard, Delores Martin, William Richardson, MaryAnn Atkinson

No: Kyle Marasckin

Absent: None

Abstained: None

- B. Consideration and possible action to forward a final report recommending approval to City Council;

AMENDING THE SPECIFIC USE PERMIT ESTABLISHED BY ORDINANCE NO. 2022-O-14 ALLOWING NAICS USE NO. 811111 "GENERAL AUTOMOTIVE REPAIR" AND NAICS USE NO. 811121 "AUTOMOTIVE BODY, PAINT AND INTERIOR REPAIR AND MAINTENANCE" WITH CONDITIONS, TO INCLUDE ALLOWANCE FOR NAICS USE 441340 "TIRE DEALERS" WITH CONDITIONS FOR AN APPROXIMATE 1.24-ACRE TRACT LOCATED AT 22303 HIGHWAY 6, MANVEL, TEXAS (PID 165646), BEING LAND SITUATED IN THE H.T.&B.R.R. COMPANY SURVEY, ABSTRACT 231, BRAZORIA COUNTY, TEXAS; ZONED LIGHT COMMERCIAL DISTRICT / STATE HIGHWAY 6 OVERLAY DISTRICT WITH SPECIFIC USE PERMIT (LC/SH6-SUP). (PROPOSED ORDINANCE NO. 2025-0-26)

The request is to amend an existing SUP to allow tire sales at an auto repair shop. Discussion centered on conditions for outdoor tire display and storage. Staff explained the concern with unsightly or hazardous outdoor storage, noting that the applicant proposed keeping all tires indoors but requested allowance for limited outdoor display.

Staff recommends approval of this SUP request for the subject site to allow adding NAICS use 441340, "Tire Dealers." with the following conditions:

1. No tires shall be displayed or stored outside the building.
2. Except as expressly amended by this Ordinance 2025-O-26, requirements, regulations, and conditions included in Ordinance No. 2022-O-14 shall remain in full force and effect, and unchanged.

PDZ Member Ryan Miller made the motion to approve with conditions but changing condition #1 to prohibit outside storage but permit limited outdoor display of up to eight tires during business hours, in compliance with city code setback and landscaping requirements.
PDZ Member Mary Ann Atkinson seconded the motion.

The motion carried with a vote: 7/0

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

- C. Consideration and possible action to forward a final report recommending approval to City Council;

AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATE 0.8275-ACRE TRACT OF LAND OUT OF AND A PART OF A CALLED 3.661 ACRE TRACT OF RECORD IN THE NAME OF HJR HWY 6, LLC IN BRAZORIA COUNTY CLERK'S FILE (B.C.C.F.) NUMBER 2025010977 (PID: 167704); SAID 0.8275 ACRE TRACT BEING OUT OF A PART OF TRACT 37, SECTION 71 IN EMIGRATION LAND COMPANY'S SUBDIVISION IN BOOK NUMBER 2, PAGE 81, IN THE BRAZORIA COUNTY PLAT RECORDS (B.C.P.R.), GENERALLY LOCATED ALONG THE SOUTHERN SIDE OF STATE HIGHWAY 6, THE SECOND PARCEL OF LAND TO THE WEST OF THE CHEVRON GAS STATION LOCATED AT 17230 HIGHWAY 6, MANVEL, TX, ACROSS FROM THE MANVEL TOWN CENTER (H-E-B); FROM LIGHT COMMERCIAL DISTRICT / STATE HIGHWAY 6 OVERLAY DISTRICT TO LIGHT COMMERCIAL DISTRICT/ STATE HIGHWAY 6 OVERLAY DISTRICT WITH SPECIFIC USE PERMIT (LC/SH6-SUP) FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 811192 "CAR WASHES". (PROPOSED ORDINANCE NO. 2025-0-27)

The SUP is for a new Whitewater Express Car Wash on Highway 6. The applicant presented background on their company, noting its strong record of community involvement and growth, and addressed concerns about the number of car washes in the area by highlighting population growth and market demand.

Staff recommends approval of this SUP request for the subject site to allow NAICS use 811192, "Car Washes." with the following conditions:

1. Any changes to the presented concept site development plan required to conform to adopted City of Manvel codes and ordinances shall be made as part of the construction plan and building permit review process;
2. The subject site is required to provide a Public Access Easement (PAE) along the north side as development progresses.
3. The proposed carwash on the subject site must comply with all pollution control related requirements of Chapter 77, Article III, Appendix A - Pollution Control;
4. Sidewalk shall be provided in conformance with Section 62-113, Sidewalks;
5. An opaque fence shall be provided at the rear property line in conformance with Section 77-43, Fences;
6. In addition to complying with all trees, landscaping, fencing and screening requirements of Section 77-44, a continuous row of shrubs shall be provided along the front property line to provide screening;
7. A minimum of 18 parking spaces shall be provided;
8. A photometric plan must be provided to demonstrate compliance with the maximum allowable light level of 0.3 foot-candles along all property lines.

9. Outdoor lighting shall be shielded and shall conform with the Illuminating Engineering Society of North America ("IES") criteria for full cut-off fixtures, which is 100 percent of light output below 90 degrees, and 90 percent of light output below 80 degrees from a vertical line through the fixture;

10. The SUP approval shall expire if construction of the proposed carwash is substantially underway or completed within one year from the date of approval.

Commissioners clarified the wording of the condition on expiration of the SUP to ensure it applied only if construction was not substantially underway or completed within one year.

PDZ Member Christy Kennard made the motion to approve with all conditions, editing condition 10 to read "not substantially". PDZ Member William Richardson seconded the motion.

The motion carried with a vote: 7/0

Yes: Ryan Miller, Kyle Marasckin, Kenneth Haynes, Christy Kennard, Delores Martin, William Richardson, MaryAnn Atkinson

No: None

Absent: None

Abstained: None

- D. Consideration and possible action to forward a recommendation of approval to City Council;
A SUBDIVISION VARIANCE REQUEST SEEKING TO VARY THE REQUIREMENTS OF CHAPTER 62, SECTION 111 (A) & (C) - ADDITIONAL STREET REQUIREMENTS, SECTION 62-113 - SIDEWALKS, AND SECTION 62-42 (B) (4) - MINOR PLAT TO WAIVE PERIMETER ROAD RIGHT-OF-WAY DEDICATION REQUIREMENT AND TO ALLOW ESCROWING OF FUNDS FOR PERIMETER ROAD AND SIDEWALK CONSTRUCTION FOR A PROPOSED COMMERCIAL DEVELOPMENT ON AN APPROXIMATE 3.661-ACRE TRACT OF LAND (PID: 167704), LOCATED ALONG SOUTH SIDE OF STATE HIGHWAY 6, SITUATED IN THE H.T. & B.R.R. CO. SURVEY, ABSTRACT 291, BRAZORIA COUNTY, TEXAS BEING OUT OF TRACT 37, SECTION 71, EMIGRATION LAND COMPANY'S SUBDIVISION, RECORDED IN PLAT BOOK NO. 2, PAGE 81, BRAZORIA COUNTY PLAT RECORDS. (Tabled at the 9/8/2025 PD&Z Meeting)

Staff explained that while they did not recommend approval at the last meeting, the applicant has since provided additional documentation, including legal opinion and exhibits, showing that required right-of-way dedication combined with drainage district easement requirements would make development infeasible. Staff acknowledged unique circumstances and recommended approval waiving the dedication of right-of-way and escrow of funds with conditions.

The applicant presented updated site plans, explained constraints related to drainage easements, right-of-way alignment discrepancies, and costs of detention pond construction, and emphasized economic benefits including sales tax and job creation. Commissioners asked clarifying questions regarding emergency access, ownership/maintenance of the oil well access road, and the city's ability to decline dedication of certain easements.

After discussion, the Commission agreed that while right-of-way waivers are normally discouraged, the unique conditions justified approval in this case.

Conditions for the request to escrow funds for construction of street and sidewalk are:

1. Fund shall be escrowed for construction of street and sidewalk for an amount approved by the City Engineer. The fund shall be escrowed prior to plat approval;
2. The plat for the subject site Include a plat note specifying ROW dedication and escrow arrangement;

3. A plat shall establish a minimum building setback of 40 feet measured from the center line of the gravel ROW along the southern side of the subject site;
4. The variance shall expire and escrowed funds shall be refunded to the applicant if the construction of the proposed development does not start within 2 years from the date of approval.

PDZ Member William Richardson made the motion to approve with conditions. PDZ Member Christy Kennard seconded the motion.

The motion carried with a vote: 6/1

Yes: Ryan Miller, Kyle Marasckin, Kenneth Haynes, Christy Kennard, William Richardson, MaryAnn Atkinson
No: Delores Martin
Absent: None
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 CHAPTER 62, SECTION 111 (A) & (C) - ADDITIONAL STREET REQUIREMENTS, SECTION 62-113 - SIDEWALKS, AND SECTION 62-41 (B) (28) - FINAL PLAT, TO ALLOW MILLING AND OVERLAYING OF ASPHALT FOR APPLICABLE PORTION OF EXISTING JORDAN ROAD IN LIEU OF CONSTRUCTING ONE-HALF OF THE SAID ROAD TO CURRENT STANDARDS WITH SIDEWALK FOR AN APPROXIMATE 7.687-ACRE TRACT OF LAND ZONED PLANNED UNIT DEVELOPMENT (MERIDIANA PUD), LOCATED AT THE SOUTHWEST CORNER OF MERIDIANA PKWY AND JORDAN ROAD (PID 228416), IN THE H. T. & B. R.R. CO. SURVEY, SECTION 62, ABSTRACT 484, BRAZORIA COUNTY, TEXAS, BEING OUT OF OUTLOT 135 OF THE DR. A.A. LUTHER LANDS IN THE TOWN OF MANVEL (A.A. LUTHER SUBDIVISION) AS PER PLAT RECORDED IN VOLUME 1, PAGE 71-72 OF THE BRAZORIA COUNTY PLAT RECORDS (B.C.P.R.), AND BEING A PART OF THAT CERTAIN TRACT OF LAND CONVEYED TO GR-M1, LTD. CALLED 33.631 ACRES RECORDED UNDER BRAZORIA. COUNTY CLERKS FILE NUMBER (B.C.C.F. NO.) 2006032287. (Tabled at the 9/8/2025 PD&Z Meeting)

The Commission reconsidered a request previously tabled regarding improvements along Jordan Road at Meridiana Parkway. The applicant proposed to repave approximately 975 feet of Jordan Road with asphalt (mill and overlay) in lieu of constructing half of a curb-and-gutter section, and requested a variance from the requirement to install a sidewalk along the project frontage. The applicant noted constructability challenges due to roadside ditches and floodplain conditions, as well as concerns that a sidewalk in this location would provide little connectivity or benefit. Staff supported the asphalt repaving but maintained their general policy of not recommending sidewalk variances, emphasizing the importance of long-term pedestrian connectivity.

Staff recommends approval of the variance request to Chapter 62, Sections 62-111(a) & (c), 62-113, and 62-41 (b) (28) with the following conditions as specified in the development agreement:

1. Applicant shall mill and overlay the portion of existing Jordan Road along the property boundary.
2. A 5-foot-wide sidewalk shall be constructed along the property frontage on Jordan Road, consistent 2024 Design Criteria Manual.
3. This subdivision variance shall expire if the Planned Unit Development or General Development Plan is amended to change the development standards or landuse allowance for the subject site.

PDZ Member Christy Kennard made the motion to approve with Conditions 1 and 3, excluding Condition 2 (sidewalk requirement). PDZ Member Kyle Marasckin seconded the motion.

The motion carried with a vote: 5/2

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

F. Development Services Staff Update.

Jose Abraham provided the update.

Adjourn

PDZ Member Ryan Miller made the motion to adjourn the meeting at 7:45 p.m. PDZ Member William Richardson seconded the motion.

The motion carried with a vote: 7/0

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

CERTIFICATION



TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS