

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 6/8/2026

Regular Session

Call to Order

PDZ Member Kyle Marasckin called the meeting of the PDZ to order at 6:00 p.m.

Those in attendance were:

Present: Kyle Marasckin
MaryAnn Atkinson
Kenneth Haynes
Delores Martin
Benterah Morton

Absent: Ryan Miller
Christy Kennard

Also Present: Jose Abraham, Director of Development Services
Robert Gervais, City Attorney
Elaheh Roohbakhsh, Senior Planner
Jessica Portie, Associate Planner
Alyssa Deaton, Assistant City Secretary

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 Mary Ann Atkinson seconded the motion.

The motion carried with a vote: 5/0

Yes: Kyle Marasckin, MaryAnn Atkinson, Kenneth Haynes, Delores Martin,
Benterah Morton

No: None

Absent: Ryan Miller, Christy Kennard

Abstained: None

Regular Agenda

- A. Consideration and possible action to approve Brazoria County Municipal Utility District No. 57 Lift Station No. 4 Preliminary Plat;
BEING A SUBDIVISION OF 0.94 ACRES, BEING A PARTIAL REPLAT OF LOTS 5-7, 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.

Jesica Portie presented. Staff recommends approval with the following conditions:

1. Please revise the vicinity map to clearly depict the City of Manvel city limits and ETJ boundaries (Section 62-38(a)(2)).
2. Please verify that all proposed street names are correct and revise the plat as necessary to ensure street names are consistent throughout all submitted documents and exhibits (Section 62-38(a)(9)).
3. Please provide a detention summary table within the Preliminary Drainage Exhibit identifying the required detention volume, provided detention volume, and any applicable drainage calculations (Section 62-38(a)(12)).
4. Please revise the Preliminary Drainage Exhibit to clearly label all streets, lots, reserves, and tracts, as applicable (Section 62-38(a)(14)).
5. Please revise Notes 12 and 13 to reference the most recently adopted City ordinance number.

PDZ Member Delores Martin made the motion to approve with conditions. PDZ Member Kenneth Haynes seconded the motion.

The motion carried with a vote: 5/0

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

- B. Consideration and possible action to approve The Market at Valencia Preliminary Plat;
BEING A SUBDIVISION OF 12.063 ACRES OF LAND, BEING A PORTION OF OUTLOT 179, DR. A.A. LUTHER SUBDIVISION OF MANVEL, RECORDED IN VOL. 1, PGS. 71-72 B.C.P.R., SITUATED IN THE H.T. & B.R.R. CO. SURVEY, ABSTRACT NO. 483, CITY OF MANVEL, BRAZORIA COUNTY, TEXAS.

Jesica Portie presented. Staff recommends approval with the following conditions:

1. Please revise the title block to reflect "Preliminary Plat" instead of "Minor Plat." (Section 62-38(a)(1)).
2. Please revise the vicinity map to:
 - a. Be drawn at a scale of 1" = 2,640';
 - b. Show the City limits and ETJ boundaries for reference; and
 - c. Include the full date (Section 62-38(a)(2)).
3. Please revise the owner information to include the property owner's telephone number (Section 62-38(a)(3)).
4. Please verify and revise, if necessary, the north property boundary adjoining Bluewater Lakes Section 6, as it does not appear to match the recorded plat for Bluewater Lakes Section 6 (Section 62-38(a)(4)).
5. Please revise the plat to include the ownership information for all adjacent properties (Section 62-38(a)(5)).
6. Please revise the plat to show and label the north and south right-of-way boundaries of State Highway 6 (Section 62-38(a)(6)).
7. Please revise the plat to show all existing pavement, sanitary sewer lines, water mains, culverts, and other underground utilities located within and adjacent to the tract, including those located within 200 feet of the property. Pipe sizes, grades, and locations shall be identified (Section 62-38(a)(7)).
8. Please provide a separate reserve for the proposed monument (Section 62-38(a)(8)).

9. Please revise the plat to provide the required Public Access Easements (PAEs) in accordance with the State Highway 6 Overlay District regulations, including any required perpendicular and parallel PAEs for reciprocal access between adjacent properties (Section 62-38(a)(9)).
10. Please provide a curb table (Section 62-38 (a) (9)).
11. Please verify and revise, if necessary, note 9 as it appears to conflict with the easements shown along the western and southern boundaries of the plat (Section 62-38(a)(9)).
12. Please show and label all setback lines adjacent from ROW. Additionally provide all required dimensions. (Section 62-38 (a) (10)).
13. Please identify and label the applicable MUD boundary on the plat. Additionally, remove the ground elevation labels and revise the plat to reference the correct FEMA FIRM Map Number (Section 62-38(a)(11)).
14. Please add a note identifying the Base Flood Elevation (BFE) and the benchmark utilized for the project (Section 62-38(a)(12)).
15. Revise note 13 to "approval of the preliminary plat shall expire 12 months after planning commission approval, unless the final plat has been submitted to the planning commission for final approval during that time" (section 62-38 (f)).
16. Please remove the City Manager, Surveyor, and Owner signature blocks from the preliminary plat. Signature blocks will be required at the time of final plat submittal.
17. Please revise the legal description, as the legal description shown in the title block does not match the field note legal description.
18. Please provide the P.O.B. including the northing and easting.
19. Please provide a reserve table identifying each reserve and the responsible maintenance entity.
20. Please add a note stating that all landscaping, structures, and fencing located near intersections shall comply with the City of Manvel and AASHTO sight-distance requirements.
21. Please provide a draft of any protective covenants, if applicable.

PDZ Member Delores Martin made the motion to approve with conditions. PDZ Member Benterah Morton seconded the motion.

The motion carried with a vote: 5/0

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

- C. Consideration and possible action to approve Meridiana Section 9 Final Plat;
BEING A SUBDIVISION OF 10.05 ACRES OUT OF THE OLIVER HALL SURVEY, ABSTRACT 203; ALSO BEING A PARTIAL REPLAT OF A PORTION OF LOTS 3 THROUGH 9 OF LULLING STONE SECTION ONE, AS RECORDED IN VOL. 21, PGS. 267-270, OF THE BRAZORIA COUNTY PLAT RECORDS, CITY OF MANVEL, BRAZORIA COUNTY, TEXAS.

Jesica Portie presented. Staff recommends approval with the following conditions:

1. Provide signature of the Registered Professional Land Surveyor on the face of the plat (Mylar and electronic copies) (Section 62-41 (b) (4)).
2. Provide property owner's signature and associated notary signatures on the face of the plat (Mylar and electronic copies) (Section 62-41 (b) (6)).
3. Please confirm that the names of adjacent property owners are current and up to date (Section 62-41 (b) (11)).
4. Please update the ordinance number and date in Notes 6 and 7 (Section 62-41 (b) (18) & (b) (22)).

PDZ Member Benterah Morton made the motion to approve with conditions. PDZ Member Delores Martin seconded the motion.

The motion carried with a vote: 5/0

Yes: Kyle Marasckin, MaryAnn Atkinson, Kenneth Haynes, Delores Martin, Benterah Morton

No: None
Absent: Ryan Miller, Christy Kennard
Abstained: None

- D. Consideration and possible action to approve Meridiana Section 8A Final Plat;
BEING A SUBDIVISION OF 16.89 ACRES OUT OF THE OLIVER HALL SURVEY,
ABSTRACT 203; ALSO BEING A PARTIAL REPLAT OF A PORTION OF LOTS 4
THROUGH 10 OF LULLING STONE SECTION ONE, AS RECORDED IN VOL. 21, PGS.
267-270, OF THE BRAZORIA COUNTY PLAT RECORDS, CITY OF MANVEL, BRAZORIA
COUNTY, TEXAS.

Jesica Portie presented. Staff recommends approval with the following conditions:

1. Please provide the signature and seal of the Registered Professional Land Surveyor on the face of the plat (Mylar) prior to recordation (Section 62-41(b)(4)).
2. Please provide the property owner's signature and all required notary acknowledgments on the face of the plat, including both the Mylar and electronic copies (Section 62-41(b)(6)).
3. Please revise the plat to include the recording information for the 60-foot-wide Permanent Access Easement located within proposed Reserve D and serving the adjacent 1-acre tract (Section 62-41(b)(18)).
4. Please revise Notes 6 and 7 to reference the correct ordinance number and adoption date (Sections 62-41(b)(18) and 62-41(b)(22)).

PDZ Member Delores Martin made the motion to approve with conditions. PDZ Member Mary Ann Atkinson seconded the motion.

The motion carried with a vote: 5/0

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

- E. Consideration and possible action to forward a recommendation of approval to City Council, the
Manvel Crossing Master Plan;
A SUBDIVISION OF 56.7 ACRES OUT OF THE H.T. & B.R.R. CO. SURVEY, SECTION 71,
A-291, CITY OF MANVEL, AND CITY OF MANVEL ETJ, BRAZORIA COUNTY, TEXAS.

Combined with F.

- F. Consideration and possible action to forward a recommendation of approval to City Council for
the Second Amendment to the Primrose Master Plan;
BEING A SUBDIVISION OF 166.5 ACRES OUT OF THE H.T. & B.R.R. CO. SURVEY,
SECTION 71, A-291, CITY OF MANVEL, BRAZORIA COUNTY, TEXAS.

Elaheh Roohbakhsh presented the two related items together, noting that approval of the Manvel Crossing Master Plan was dependent upon approval of the second amendment to the Primrose Master Plan. The amendment involved approximately eight acres previously designated for residential development being conveyed for use as an off-site detention facility for Manvel Crossing. The applicant provided additional information regarding survey boundary discrepancies between the projects and stated that the involved parties had reached agreement on the revised boundaries. Commissioners discussed pipeline easement considerations, access points, and future development of the commercial reserves.

Staff recommends approval with the following conditions:

Manvel Crossing Master Plan Conditions -

1. We are unable to verify the total acreage shown on the Master Plan with the information

provided. Based on the submitted Primrose Master Plan Amendment No. 2, Section 6 is proposed to be removed and utilized as the Manvel Crossing detention area; however, the detention acreage does not appear to reconcile with the total acreage shown, resulting in a discrepancy. Please verify the acreage calculations and revise the Master Plan as necessary. Additionally, please clearly identify and label all reserve boundaries with the acreage for each reserve, as they are currently unclear, and clarify whether Reserves 5 and 6 are intended to function as access easements (Section 62-39(a)).

2. Please provide a revised phasing schedule and separate phasing map that clearly identify each phase of development and the timing of all public improvements and dedications, including roads, sidewalks, utilities, drainage, detention, landscaping, trails, and the drainage reserve (Section 62-39(b)).

3. Please label all MUD boundaries, especially the MUD boundary located east of Kirby Drive.

4. Note 12 incorrectly references the location of Kirby Drive and refers to Section 1, which is not identified elsewhere on the Master Plan. Please revise Note 12 accordingly to ensure consistency with the Master Plan and clarify that the portion of Kirby Drive extending from the subject development to Highway 6, which has not yet been constructed, shall be constructed as part of this development.

5. Please add a note stating that a portion of the approved Primrose Master Plan Amendment No. 1 is being incorporated into Manvel Crossing Master Plan. Additionally, identify the acreage associated with the recently abandoned right-of-way that is now included within this proposed Master Plan.

6. Approved PUD and proposed TIA indicate 3 shared access easements from Highway 6 while this proposed master plan shows 2 shared access easements. Please revise for consistency with the approved PUD.

7. Please add a note referencing the approved subdivision variance for the 40-foot right-of-way located along the west side of the proposed off-site detention pond when this area was part of the Primrose Master Plan (Case No. 2026006803). Also verify the width of this right-of-way, as the proposed Primrose Master Plan Amendment No. 2 shows a 50-foot width while this proposed Master Plan shows a 40-foot width.

Note: The Traffic Impact Analysis (TIA) and Drainage Impact Analysis (DIA) would be updated to reflect the changes proposed Master Plan.

Primrose Master Plan Amendment No. 2 Conditions -

1. Please revise the vicinity map to accurately depict the City limits and the City's ETJ. The area to the northeast, including the Avellino subdivision, should be shown within the ETJ. Please also add a boundary line separating the future Manvel Crossing detention pond tract (ETJ) from the area immediately north located within the City limits (Section 62-38(a)(2)).

2. Please revise Rodeo Drive. While it may be acceptable to reduce the ROW to 60' within the master plan, the portion that has already been recorded must remain an 80' ROW. Please revise accordingly to remain consistent with the recorded plat (Section 62-38(a)(6)).

3. Due to the exclusion of Section 6 from the previously approved Master Plan, please revise the last sentence of Note 15 to state: "A portion of the 40-foot right-of-way strips along proposed Detention Pond A shall be abandoned on a per-plat basis."

4. Please verify the width of the right-of-way extending south from Detention Pond A. The proposed Manvel Crossing Master Plan shows a 40-foot width, while this proposed Master Plan Amendment shows a 50-foot width.

5. Please add a note stating that the portion of Kirby Drive with the width of 120 feet, located within the Section 5 of Primrose Master Plan will be constructed as part of the Primrose development. Additionally, please add a note stating that the portion of Kirby Drive located within the southeast detention pond tract shown on the Primrose Master Plan shall also be constructed as part of the Primrose development.

6. The proposed Manvel Crossing Master Plan shows a 40-foot right-of-way abandonment along its northeast boundary, west of the detention pond located on the southeast side of this proposed Master Plan Amendment No. 2. Please add a note stating: "The 40-foot right-of-way shall be abandoned prior to final plat approval."

7. Please add a note explaining the purpose of this proposed amendment. Additionally, include a note stating that approximately 8 acres of land from previously approved Master Plan

Amendment No. 1 will be incorporated into the Manvel Crossing development and utilized as an off-site detention facility serving Manvel Crossing.

8. Please provide an explanation for the reduction in trail acreage, as the previously approved Master Plan Amendment No. 1 did not identify any parks or trails within the excluded Section 6 area.

Note: The Traffic Impact Analysis (TIA) and Drainage Impact Analysis (DIA) would be updated to reflect the changes proposed in Master Plan Amendment No. 2.

An additional condition was added directing that pipeline concerns be addressed, and the Commission unanimously approved forwarding both items to City Council with conditions.

PDZ Member Delores Martin made the motion to approve items E and F with conditions, and added a condition directing that pipeline concerns be addressed. PDZ Member Mary Ann Atkinson seconded the motion.

The motion carried with a vote: 5/0

Yes: Kyle Marasckin, MaryAnn Atkinson, Kenneth Haynes, Delores Martin, Benterah Morton

No: None

Absent: Ryan Miller, Christy Kennard

Abstained: None

- G. 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 Benterah Morton seconded the motion.

The motion carried with a vote: 5/0

Yes: Kyle Marasckin, MaryAnn Atkinson, Kenneth Haynes, Delores Martin, Benterah Morton

No: None

Absent: Ryan Miller, Christy Kennard

Abstained: None

Adjourn

PDZ Member Kenneth Haynes made the motion to adjourn at 6:26 p.m. PDZ Member Kyle Marasckin seconded the motion.

The motion carried with a vote: 5/0

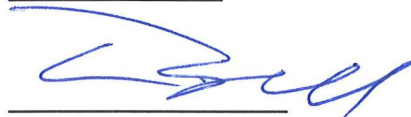
Yes: Kyle Marasckin, MaryAnn Atkinson, Kenneth Haynes, Delores Martin, Benterah Morton

No: None

Absent: Ryan Miller, Christy Kennard

Abstained: None

CERTIFICATION



TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS