

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 6/24/2024**

**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  
Mary Ann Atkinson  
Kenneth Haynes  
Christy Kennard  
Delores Martin  
William Richardson

**Absent:** None

**Also Present:** Dan Johnson, City Manager  
Robert Gervais, City Attorney  
Tammy Bell, City Secretary  
Elaheh Roohbakhsh, Associate Planner  
Ian Knox, BBG  
Jordan Cruz, BBG  
James McClain, Administrative Captain  
Brooke Cyphers, Public Information Officer

**Pledge**

**Public Comments: "Comment Card" Required**

**Public Hearing**

- A. TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING CHAPTER 77 - ZONING, OF THE CODE OF ORDINANCES, PROVIDING FOR THE REGULATION OF ACCESSORY DWELLING UNITS; PROVIDING FOR THE CREATION AND MODIFICATION OF DEFINITIONS RELATED TO THE REGULATION OF ACCESSORY DWELLING UNITS, SECTION 77-3, DEFINITIONS; PROVIDING FOR AMENDMENTS TO SECTION 77-27, OPEN SINGLE-FAMILY RESIDENTIAL (O-SFR) DISTRICT; PROVIDING FOR AMENDMENTS TO SECTION 77-28, SINGLE-FAMILY RESIDENTIAL (SFR) DISTRICT; PROVIDING FOR AMENDMENTS TO SECTION 77-37, 77-38 - RESERVED, BY ESTABLISHING SECTION 77-37 - ACCESSORY DWELLING UNIT (ADU); PROVIDING FOR THE ESTABLISHMENT

OF SECTION 77-38 – RESERVED; AND PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

PD&Z Chair Ryan Miller opened the Public Hearing at 6:03 p.m.

First call for comments - None

Second call for comments - None

Third call for comments - None

PD&Z Chair Ryan Miller closed the Public Hearing at 6:04 p.m.

- B. TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATELY 20.41 ACRE TRACT OF LAND LOCATED AT 17221 STATE HIGHWAY 6, SUITE 103, MANVEL, TEXAS (DESCRIBED AS RESERVE “B” OF MANVEL TOWN CENTER SECTION ONE), FROM PLANNED UNIT DEVELOPMENT AND STATE HIGHWAY 6 OVERLAY DISTRICT (PUD-SH6) TO PLANNED UNIT DEVELOPMENT AND STATE HIGHWAY 6 OVERLAY DISTRICT WITH SPECIFIC USE PERMIT (PUD-SH6-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR 812113, “NAIL SALONS” TO BE LOCATED WITHIN THE TOWN CENTER DEVELOPMENT; 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.

PD&Z Chair Ryan Miller opened the Public Hearing at 6:05 p.m.

First call for comments - None

Second call for comments - None

Third call for comments - None

PD&Z Chair Ryan Miller closed the Public Hearing at 6:05 p.m.

- C. TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATELY 1.5491 ACRE TRACT OF LAND GENERALLY LOCATED EAST OF 17518 MORRIS AVENUE (STATE HIGHWAY 6), MANVEL, TEXAS FROM LIGHT COMMERCIAL AND STATE HIGHWAY 6 OVERLAY DISTRICT LC-SH6) TO LIGHT COMMERCIAL AND STATE HIGHWAY 6 OVERLAY DISTRICT WITH SPECIFIC USE PERMIT (PUD-SH6-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR 621493 “AMBULATORY HEALTH CARE SERVICES”; 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.

PD&Z Chair Ryan Miller opened the Public Hearing at 6:06 p.m.

First call for comments - None

Second call for comments - None

Third call for comments - None

PD&Z Chair Ryan Miller closed the Public Hearing at 6:07 p.m.

**Consent PDZ**

- A. Approve the meeting minutes to date.

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

**The motion carried with a vote: 7/0**

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

No: None

Absent: None

Abstained: None

**Regular Agenda**

- A. Consideration and possible action to approve Final Plat of Avellino Section 1; BEING A SUBDIVISION OF 16.957 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.

Elaheh Roohbakhsh, Associate Planner, presented the item to PD&Z.

The City staff recommends approval of the Avellino Section 1 - Final Plat with two (2) conditions.

The conditions include:

1. Please fill in the blank spaces for the document numbers on the plat for Avellino Roadway, Parkland, and Detention Plat Final Plat adjacent to the northern and eastern boundary of the proposed plat before recordation (Section 62-41(b)(11)).
2. Please fill in the blank spaces in general note 17 regarding the 40' ROW on the western boundary of the proposed final plat before recordation(the applicant states that the 40' ROW is currently in the process of abandoning) (Section 62-41(b)(18)).

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

**The motion carried with a vote: 7/0**

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

No: None

Absent: None

Abstained: None

- B. Consideration and possible action to approve and forward with recommendation to City Council, Ordinance No. 2024-O-24;  
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING CHAPTER 77 - ZONING, OF THE CODE OF ORDINANCES, PROVIDING FOR THE REGULATION OF ACCESSORY DWELLING UNITS; PROVIDING FOR THE CREATION AND MODIFICATION OF DEFINITIONS RELATED TO THE REGULATION OF ACCESSORY DWELLING UNITS, SECTION 77-3, DEFINITIONS; PROVIDING FOR AMENDMENTS TO SECTION 77-27, OPEN SINGLE-FAMILY RESIDENTIAL (O-SFR) DISTRICT; PROVIDING FOR AMENDMENTS TO SECTION 77-28, SINGLE-FAMILY RESIDENTIAL (SFR) DISTRICT; PROVIDING FOR AMENDMENTS TO SECTION 77-37, 77-38 - RESERVED, BY ESTABLISHING SECTION 77-37 - ACCESSORY DWELLING UNIT (ADU); PROVIDING FOR THE ESTABLISHMENT OF SECTION 77-38 - RESERVED; AND PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

Ian Knox, BBG, presented the updates to PD&Z.

PD&Z would like to see the cleaned up, final version, before moving forward.

PDZ Member William Richardson made the motion to table. PDZ Member Christy Kennard seconded the motion.

**The motion carried with a vote: 7/0**

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

No: None

Absent: None

Abstained: None

- C. Consideration and possible action to approve and forward with recommendation to City Council, Ordinance No. 2024-O-25;

AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATELY 20.41 ACRE TRACT OF LAND LOCATED AT 17221 STATE HIGHWAY 6, SUITE 103, MANVEL, TEXAS (DESCRIBED AS RESERVE "B" OF MANVEL TOWN CENTER SECTION ONE), FROM PLANNED UNIT DEVELOPMENT AND STATE HIGHWAY 6 OVERLAY DISTRICT (PUD-SH6) TO PLANNED UNIT DEVELOPMENT AND STATE HIGHWAY 6 OVERLAY DISTRICT WITH SPECIFIC USE PERMIT (PUD-SH6-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR 812113, "NAIL SALONS" TO BE LOCATED WITHIN THE TOWN CENTER DEVELOPMENT; 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.

Ian Knox, BBG presented to PD&Z

The City staff recommends approval with two (2) conditions. The conditions include:

1. All waiting and/or lobby areas shall maintain an unobstructed view from the outside; and
2. All doors shall remain unlocked and accessible during normal business hours.

PDZ Member Christy Kennard made the motion to approve with conditions. PDZ Member Mary Ann Atkinson seconded the motion.

**The motion carried with a vote: 7/0**

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

No: None

Absent: None

Abstained: None

- D. Consideration and possible action to approve and forward with recommendation to City Council, Ordinance No. 2024-O-26;

AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATELY 1.5491 ACRE TRACT OF LAND GENERALLY LOCATED EAST OF 17518 MORRIS AVENUE ( STATE HIGHWAY 6), MANVEL, TEXAS FROM LIGHT COMMERCIAL AND STATE HIGHWAY 6 OVERLAY DISTRICT LC-SH6) TO LIGHT COMMERCIAL AND STATE HIGHWAY 6 OVERLAY DISTRICT WITH SPECIFIC USE PERMIT (PUD-SH6- SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR 621493 "AMBULATORY HEALTH CARE SERVICES"; 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.

Ian Knox, BBG, presented the item to PD&Z.

The City staff recommends approval with four (4) conditions. The conditions include:

1. The facility is permitted to be open for twenty-four (24) hours.
2. All waiting and/or lobby areas shall maintain an unobstructed view from the outside; and
3. All doors shall remain unlocked and accessible during normal business hours.
4. All dry detention ponds shall have minimum 15 feet maintenance berm around all sides of the pond.
  - a) Unless an Engineering Criteria Manual Deviation is approved for less than 15 feet for dry detention (shows 10 feet). This has been discussed with the City Engineer.
5. All development requirements must be satisfied during the permitting process.

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: 7/0**

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

No: None

Absent: None

Abstained: None

- E. 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 Ryan Miller made the motion to approve. PDZ Member Delores Martin seconded the motion.

**The motion carried with a vote: 7/0**

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

No: None

Absent: None

Abstained: None

### **Adjourn**

PDZ Member Delores Martin made the motion to adjourn the meeting at 6:53 p.m. PDZ Member Kyle Marasckin seconded the motion.

**The motion carried with a vote: 7/0**

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

No: None

Absent: None

Abstained: None

### **CERTIFICATION**

TAMMY BELL, CITY SECRETARY  
CITY OF MANVEL, TEXAS