



City of Manvel Development Services Monthly Update December 2019

During the month of December 2019, the Development Services Department completed work as described in Table 1: *Development Services Department Monthly Report – December 2019*. This Table captures work processed and completed between December 1, 2019 to December 31, 2019. The Table also provides data beginning from Fiscal Year 2020 (October 1, 2019) to December 31, 2019.

The Department was also involved in many meetings throughout the month including but not limited to a monthly Meridiana Development meeting, eight DRC (Development Review Committee)/pre-development meetings, three pre-construction meetings, and two City Hall expansion meetings. The bullet points below provide a summary of development related meetings.

- Meridiana Monthly Meeting – December
Staff discussed upcoming plat submittals, the need for a TIRZ meeting, updating the Utility Agreement, and finalizing the BNSF agreement.
- The DRC/pre-development meetings included a boat and RV storage located on 7515 Cemetery Road, a fast food restaurant located a Manvel Town Center pad site, and a boat and RV storage located on Allen Road. Other development related meetings were held with BCMUD 47, Daniel Haamann with HCS Group, Representative Ed Thompson’s Office, County Road 94/58 Alignment with Lateral 10, and Bulldog Funding’s Magnolia Parkway Mansion project.
 - 7515 Cemetery Road Boat and RV Storage – This is a 10-acre site proposed boat and RV storage. The development group learned the spaces will be fully enclosed. Staff discussed construction of Cemetery Road, platting, floodplain requirements, availability of utilities, and fire suppression system.
 - Manvel Town Center pad site fast food restaurant – This is a pad site located near the proposed HEB in Manvel Town Center. The applicants did not provide a brand for the fast food restaurant. The applicant had questions regarding building codes, landscaping, parking space dimensions, manhole location and driveway distance spacing.
 - Allen Road Boat and RV Storage – This a 9.5-acre property located on Allen Road in the City’s ETJ. Staff discussed paving materials and fire truck access, platting, and water well/septic requirements. Staff also referred the perspective buyers to Brazoria County for additional permitting information.
 - HCS Group Meeting with Daniel Haamann – Staff had discussion with Mr. Haamann regarding the HCS Group’s SUP requirements. The conditions stated in the SUP have not been fulfilled by the owner. HCS is speaking with another group based in the Houston area to buy the facility. HCS believes the sale will happen in the first quarter of 2020. The perspective buyer will construct the water line which was set as a condition of the SUP and add landscaping and fencing to screen the site.
- The pre-construction meetings had with City staff included the water line extension to Croix Park and Handi-Stop commercial development.

Staff is continuing working on a text amendment regarding human trafficking by proposing amendments to specific uses and reviewing the current permitted land use table in the zoning ordinance. Staff has been working on a Manvel “Development Handbook”, which provides citizen and developers a “one-stop shop” for answers regarding development that include zoning, platting, variances, infrastructure plans, etc. Included in the Development Handbook are applications related to each process with standardized information and submittal checklists. Staff is also updating the City’s Development Services page with critical information so citizen and developers have access to information online to reduce the calls on staff and provide transparency to the public.

Table 1: Development Services Department Monthly Report - December 2019

Department Activity	Fiscal Year 2020 (to date)	December 2019
<u>Permits and Inspections</u>		
Residential Home Permits Issued	139	38
Commercial Permits Issued	8	0
Other Permits Issued	308	79
Inspections Completed	2671	800
Change of Occupancy Permits Completed	2	0
Certificates of Occupancy Issued	160	37
Infrastructure Plans Processed	7	1
Sign Permits Processed	13	2
<u>Zonings</u>		
Code of Ordinance Text Amendments Completed	0	0
Rezoning Processed	0	0
SUPs Processed	0	0
New/Amended PUDs Processed	0	0
<u>Plats</u>		
Plats Processed	12	4
New Master Plans Processed	0	0
Amended Master Plans Processed	0	2
<u>Development Agreements</u>		
Development Agreements Processed	1	1
<u>Variances</u>		
Subdivision Variances Processed	5	0
Zoning Variances Processed	0	0
<u>Meetings</u>		
Pre-Development & Development Meetings Held	31	9
Pre-Construction Meetings Held	7	2