



Felix Paiz, Chair, Place 4
Prince Chavis, Vice Chair, Place 2
Julie Leonard, Place 1
Gabrielle Orion, Place 3
Jeffrey Stensland, Place 5
Cecil Meyer, Place 6
Jim Terry, Place 7
Gabriel Nila, Alternate No. 1
Vacant, Alternate No. 2

Planning & Zoning Commission Regular Meeting

Wednesday, September 11, 2024 at 6:30 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

AGENDA

This meeting will be live-streamed on Manor's YouTube Channel
You can access the meeting at <https://www.cityofmanor.org/page/livestream>

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

Non-Agenda Item Public Comments (white card): Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person.

Agenda Item Public Comments (yellow card): Comments will be taken from the audience on non-agenda and agenda items combined for a length of time, not to exceed five (5) minutes total per person on all items, except for Public Hearings. Comments on Public Hearing items must be made when the item comes before the Board/Commission/Committee and, not to exceed two (2) minutes per person. No Action or Discussion May be Taken by the Board/Commission/Committee during Public Comments on Non-Agenda Items.

To address the Board/Commission/Committee, please complete the white or yellow card and present it to the city staff designee prior to the meeting.

PUBLIC HEARING

- 1. Conduct a public hearing on a Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.**

Applicant: Foresite

Owner: White Oak Development

CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Planning and Zoning Commission and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Chairperson or a Commission Member; in which event, the item will be removed from the consent agenda and considered separately.

2. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes for:

- August 14, 2024, Planning and Zoning Commission Regular Session; and
- August 26, 2024, Planning and Zoning Commission Workshop.

REGULAR AGENDA

3. Consideration, discussion, and possible action on the recusal of Felix Paiz from the P&Z Chairperson position.

4. Consideration, discussion, and possible action on choosing a new Planning and Zoning Commission Chairperson.

5. Consideration, discussion, and possible action on a Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Applicant: Foresite

Owner: White Oak Development

6. Consideration, discussion, and possible action on a Final Plat for the Holley Smith - Mustang Valley Subdivision - Phase 2, one hundred and nine (109) lots on 28.384 acres, more or less, and being located near the opposite side of the road at the intersection of FM 973 and Arnhamn Lane Manor, TX.

Applicant: Carlson, Brigance & Doering, Inc.

Owner: KB Home Lone Star, Inc.

7. Consideration, discussion, and possible action on a final plat for the Mustang Valley - Holley Smith Phase 4a ROW Subdivision, being 6.178 acres of right of way, and being located in between the existing Anderson Road and Gregg Lane, Manor, TX.

Applicant: Carlson, Brigance & Doering, Inc.

Owner: KB Home Lone Star, Inc.

8. Consideration, discussion, and possible action on a Final Plat for the Ventura at Tower Road Apartments Subdivision, one (1) lot on 15.074 acres more or less, and being located at 12100 Tower Road Manor, TX.

Applicant: Kimley-Horn

Owner: Kenneth and Susanna Tumlinson

ADJOURNMENT

In addition to any executive session already listed above, the Planning & Zoning Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

CONFLICT OF INTEREST

In accordance with Section 12.04 (Conflict of Interest) of the City Charter, “No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest.”

Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no Planning & Zoning Commission member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the Planning & Zoning Commission member or City officer has a substantial interest (as defined by Chapter 171) and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, September 6, 2024, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Lluvia T. Almaraz, TRMC
City Secretary for the City of Manor, Texas

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 10 days prior to this meeting. Please contact the City Secretary at 512.215.8285 or e-mail jalmaraz@manortx.gov



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 11, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Applicant: Foresite

Owner: White Oak Development

BACKGROUND/SUMMARY:

This property was annexed on September 20th, 2017, by Ordinance 483. It was zoned Agricultural as that is the default zoning after annexation if permanent zoning is not requested during the annexation.

This property has direct frontage on US Hwy 290 (approximately 220') and is located almost to the eastern extent of the city limits. It is near the intersection of US 290 and Ballerstedt Rd as well as US 290 and Abrahamson Road. The area is a mix of commercial, industrial, and residential uses. Most of the residential uses are on the lots behind the subject lot along Voelker Lane with the closest residential unit being 340' from the subject lot's southern property line. The property to the west is a self-storage business, the property across US 290 is vacant, and the property to the east is the property zoned for Heavy Commercial with stipulations on July 3, 2024, by ordinance 754. Within 750' are an industrial building housing a large mechanical/plumbing company, a concrete manufacturing facility, and the residential units along Voelker Lane.

This area on our Future Land Use Map is designated as Commercial Corridor. Commercial Corridors consist of nonresidential land uses that meet the needs of both local and regional residents. This includes big box stores and multi-tenant commercial or retail uses. They are typically located along high-volume roadways or at high-volume intersections and generate large amounts of sales tax revenue. The property owner is seeking to use the property for "mini-storage warehouse" which is a similar use as their direct neighbor to the west, Blue Star Storage. Under the city's zoning code, a Mini-storage warehouse is conditionally permitted in C-1 Light commercial, C-2 Medium Commercial, and C-3 Heavy Commercial zoning.

The conditions are as follows:

- The site is a minimum of four acres, which includes an office, enclosed individual self-storage lease space, and may include a caretaker residence and outdoor parking lease spaces for boats, RVs, trucks, and trailers, excluding storage of wrecked or inoperable vehicles, comprising no more than 20 percent of the gross site area.
- Any buildings with exterior access to the storage facilities do not exceed 12 feet in height, which may be increased to 16 feet for buildings built solely for boats and recreational vehicles.
- Any buildings with interior access to the storage facilities have a maximum height of 30 feet.

- Individual storage units cannot exceed 2,000 cubic feet, excluding units used to store boats, RVs, trucks, and trailers.
- A six-foot privacy fence encloses the entire area that includes the self-storage use, with exception of the office and its customer and employee parking.
- Any outdoor storage/parking of boats, RVs, trailers, etc. is located a minimum of 20 feet from any property line.
- If a caretaker residence is part of the use, it is in connection with the office at the entry to the development and is:
 1. A minimum of 800 square feet.
 2. Has a pitched roof.
 3. Has a maximum height of 30 feet.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Rezoning Map
- Aerial Image
- Comprehensive Plan FLUM
- Commercial Corridor Dashboard
- C-2 permitted uses
- Public Notice
- Mailing Labels

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Open, Close, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing on a Rezoning Application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

Memo

To: City of Manor Planning and Zoning
From: Foresite Group, LLC
Date: 8/7/2024
Re: Letter of Intent – Rezoning of 16005 US 290 Manor, TX.

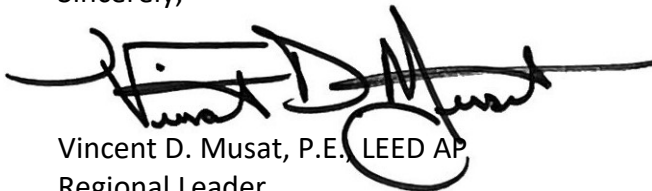
To whom it may concern,

Foresite Group, LLC is submitting a rezoning application on behalf of White Oak Development. The site is located at 16005 US 290, Manor, TX 78621. The site, consisting of approximately 4.00 acres, is within the Full Purpose Jurisdiction of the City of Manor. The lot is platted and has the legal description of, Lot 14 Bluebonnet Park in Travis County, Texas.

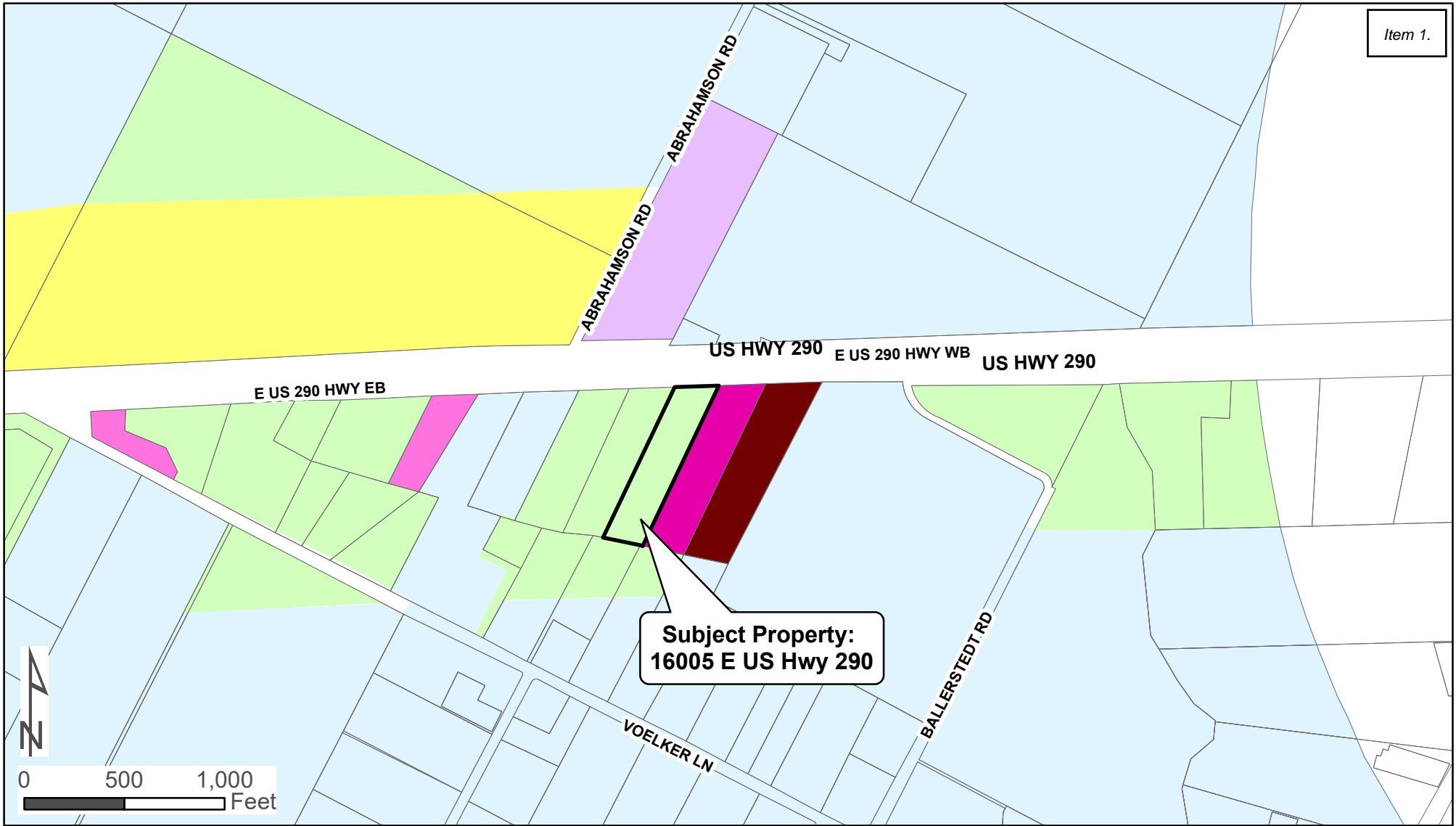
The site is currently zoned Agricultural by default following annexation that was passed and approved on September 20, 2017. On behalf of the owner, we are seeking rezoning of the lot from Agricultural to Medium Commercial (C-2) to accommodate the proposed use of “mini-storage warehouse” which is not permitted in the Agricultural district but is a conditional use in the Medium Commercial zoning district.

Please accept the following submittal package and support materials. If you have any questions or concerns, please feel free to contact me at vmusat@fg-inc.net.

Sincerely,



Vincent D. Musat, P.E. LEED AP
Regional Leader
Foresite Group, LLC



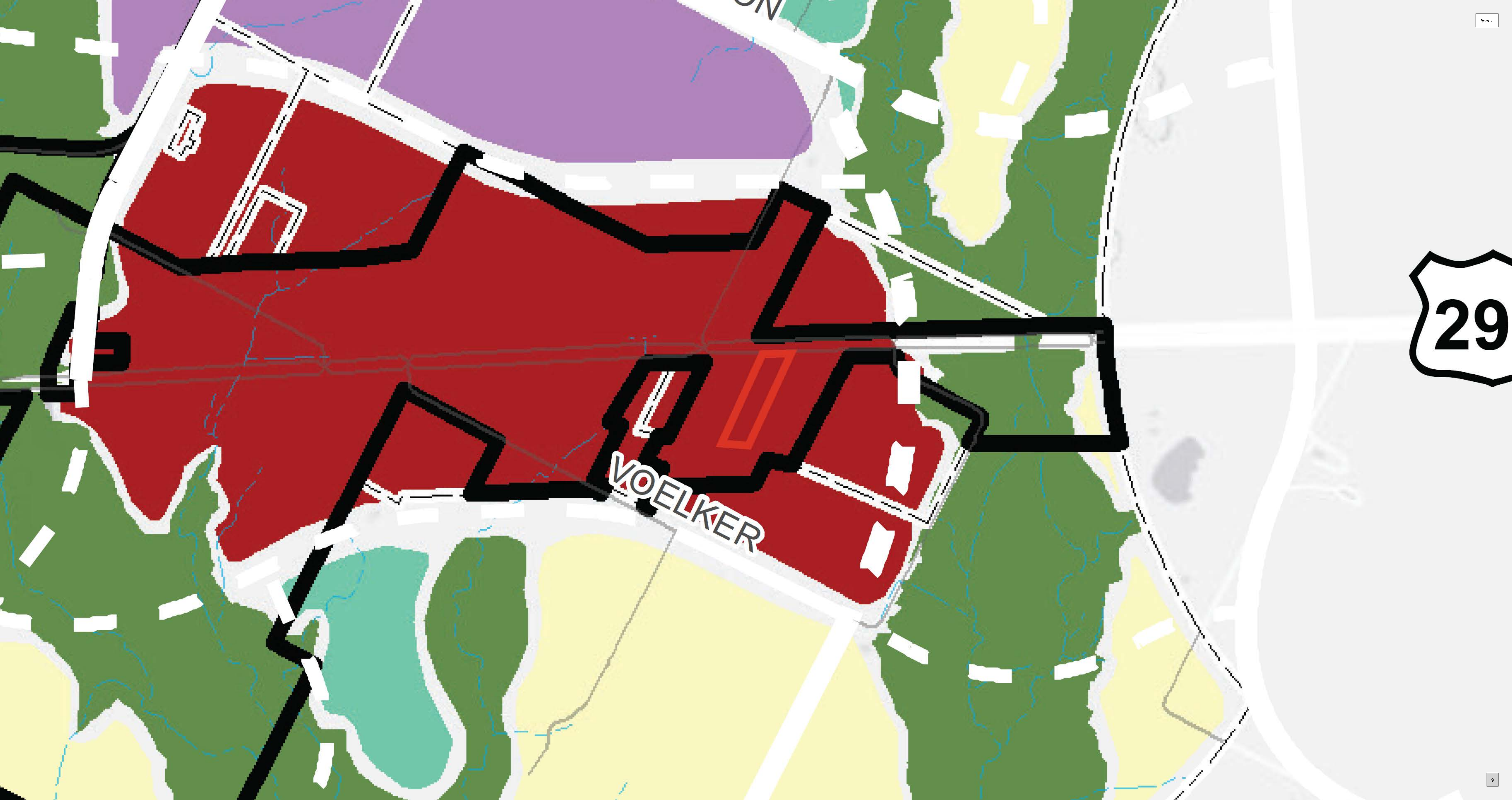
Current:
(A) Agricultural

Proposed:
(C-2) Medium Commercial



Zone	
	A - Agricultural
	SF-1 - Single Family Suburban
	SF-2 - Single Family Standard
	TF - Two Family
	TH - Townhome
	MF-1 - Multi-Family 15
	MF-2 - Multi-Family 25
	MH-1 - Manufactured Home
	I-1 - Institutional Small
	I-2 - Institutional Large
	GO - General Office
	C-1 - Light Commercial
	C-2 - Medium Commercial
	C-3 - Heavy Commercial
	NB - Neighborhood Business
	DB - Downtown Business
	IN-1 - Light Industrial
	IN-2 - Heavy Industrial
	PUD - Planned Unit Development
	ETJ





COMMERCIAL CORRIDOR

Commercial Corridors consist of nonresidential land uses that meet the needs of both local and regional residents. This includes big box stores and multi-tenant commercial or retail uses.

They are typically located along high volume roadways or at high volume intersections and generate large amounts of sales tax revenue.

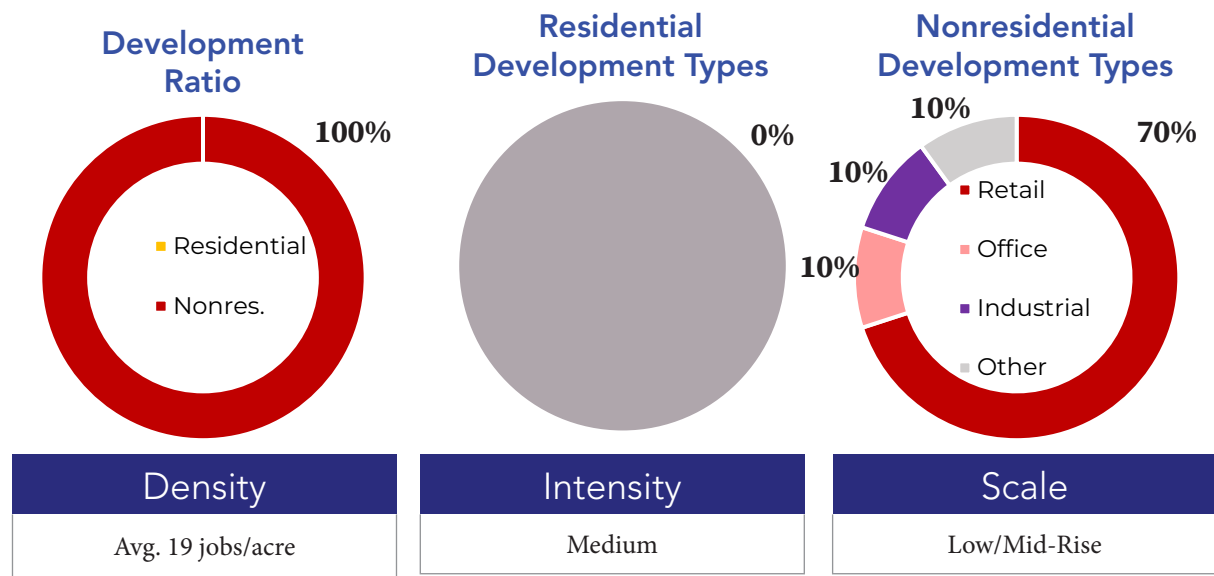
Commercial corridors often consist of traditional and suburban commercial development with large surface parking lots that front a major roadway or highway.

While it is recognized these corridors rely upon automobile accessibility and exposure, development should seek opportunities to leverage different forms with elements of mixed-use within the non-residential use framework. This introduces walkability for people once they arrive, reducing the number of trips and increasing the area's appeal as a destination.

This district is especially appropriate for several needs that residents of Manor currently look elsewhere to provide, including:

- Healthcare services, including hospitals.
- Retail and entertainment.
- Specialized facilities that support workforce and skills development, such as information technology, skilled trades and advanced manufacturing.

Figure 3.6. Commercial Corridor Land Use Mix Dashboard



DEVELOPMENT TYPE	APPROPRIATENESS	CONDITIONS
Single-Family Detached (SFD)	● ○ ○ ○ ○	Not considered appropriate, as the Commercial Corridors are generally oriented towards uses that rely on access and visibility to major roadways and highways and residential is not encouraged along the major roadways and highways for environmental justice and quality of life reasons. The activity and traffic generated by Commercial Corridor uses is not compatible with residential housing.
SFD + ADU	● ○ ○ ○ ○	
SFA, Duplex	● ○ ○ ○ ○	
SFA, Townhomes and Detached Missing Middle	● ○ ○ ○ ○	
Apartment House (3-4 units)	● ○ ○ ○ ○	
Small Multifamily (8-12 units)	● ○ ○ ○ ○	
Large Multifamily (12+ units)	● ○ ○ ○ ○	
Mixed-Use Urban, Neighborhood Scale	● ● ● ○ ○	May be nonresidential mixed-use, such as office over retail or some residential can be appropriate if deeper within a site and less proximate to the major roadways. Residential mixed-use can also be appropriate to support transition to adjacent, lower density or residential areas. To note, mixed-use buildings are typically considered the highest fiscally performing development type on a per-acre basis.
Mixed-Use Urban, Community Scale	● ● ● ○ ○	
Shopping Center, Neighborhood Scale	● ● ● ● ●	Appropriate overall.
Shopping Center, Community Scale	● ● ● ● ●	
Light Industrial Flex Space	● ● ○ ○ ○	Not considered appropriate due to limited potential for sales tax revenue generation and lower dependence on direct exposure to major roadways; can be appropriate if deeper within a site and less proximate to the major roadways, but should not be predominant use.
Manufacturing	● ○ ○ ○ ○	Not considered appropriate.
Civic	● ● ● ● ●	Considered supportive to the function of this future land use category; likely more functional facilities, such as utilities, rather than people-centered or community serving facilities.
Parks and Open Space	● ● ● ● ●	Generally considered appropriate or compatible within all Land Use Categories.

C-2

Medium Commercial

The medium commercial district is intended for moderately dense commercial development, such as large-format retailers and malls, serving local and regional needs. Medium commercial uses should be located along or the intersections of major roadways to accommodate the traffic generated.

Permitted and Conditional Uses

Non-Residential Uses

Adult day care	Food Court Establishment (c/s)	Recreational Vehicle sale, service, and rental (c)
Alcoholic Beverage Establishment (c)	Food Preparation (c)	Religious Assembly
Amusement (Indoor) (c)	Food Sales (c)	Restaurant (c)
Amusement (outdoor) (c)	Funeral Services (c)	Restaurant-Drive in or Drive-Through (c)
Antique Shop	Game Room (c/s)	School, boarding
Art Studio or Gallery	Garden Center (c)	School, business or trade
Automobile Repair (Major)(c)	Gasoline Station (Limited) (c/s)	School, College or University
Automobile Repair (Minor) (c)	Gasoline Station Full Service (c/s)	School, private or parochial
Automobile Sale/Rental (c)	General Retail Sales (Convenience)	School, public
Automobile Washing (c)	General Retail Sales (General)	Semi-Permanent food establishment (c)
Brewery, micro (c)	Governmental facilities	Smoke shop or Tobacco Store
Brewpub (c)	Hospital Services (s)	Theater
Business Support Services	Hotel (c)	Transportation Terminal (c)
Child Care Center	Kennel (c)	Truck and Trailer sales and rental (c)
Club or Lodge (c)	Laundry Service	Utility services (minor)
Commercial Off-Street Parking (c)	Laundry Service (Self)	Veterinary Services, large (c)
Communication Services or Facilities	Liquor Sales (c)	Veterinary Services, small (c)
Construction and Equipment Sales (Minor)	Medical Clinic (s)	Wireless Transmission Facilities, attached (c)
Consumer repair Services	Mini-Storage Warehouse (c)	Wireless Transmission Facilities, stealth (c)
Contractor's shop (c)	Offices, Government	Wireless Transmission Facilities, monopole (c/s)
Distillery, micro	Offices, Medical (s)	Zoo, private
Event Center (c/s)	Offices, Professional (s)	
Financial Services (c)	Offices, Showroom	
Financial Services, alternative (c)	Off-site Accessory Parking	
)	Pawnshop (c)	
Florist (c)	Personal Improvement Services	
	Personal Services	
	Pet Store (c)	
	Printing and Publishing (c)	
	Recreational Vehicle Park (c/s)	

C-2

Medium Commercial

Site Development Standards

Lot		Massing	
Minimum Lot Area	1/2 acre	Maximum Height	60 ft
Minimum Lot Width	100 ft ¹	Minimum Setbacks:	
Maximum principle structure lot coverage	60% ²	Front Setback	20 ft
Maximum principle and accessory structure lot coverage ³	70%	Streetside Setback	15 ft
		Exterior Side Setback	40 ft ⁶
		Rear Setback	40 ft ⁶
Landscape Requirement	15% ³		
Streetscape yard	15 ft ⁴		
Bufferyard	25 ft ⁵		

¹ Corner lots add 10 ft

² Properties located within the historic district as defined in section 14.02.031 shall have a minimum of 60 percent front facade masonry and 50 percent overall facade masonry. Percent calculations are based on total exterior facades excluding window and door openings. Masonry is considered stone, brick, or cement stucco and excludes cementitious planking.

³ 2 Trees per 600 s.f. of landscaped area.
4 shrubs per 600 s.f. of landscaped area.

⁴ 1 medium or large tree (type A or B) must be planted for every 40 linear feet of street frontage when overhead utilities are absent. If overhead utilities are present, then 1 small tree (type C) must be planted for every 20 linear feet of street frontage.

⁵ 4 large and/or medium evergreen trees and 15 shrubs per 100 linear feet of the site development boundary plus an opaque wall. Bufferyards required to all SF-E, SF-1, SF-2, MH-1, MH-2, TF, and TH.

⁶ Setback to non-residential can be 10 ft



8/28/2024

City of Manor Development Services

Notification for a Rezoning Application

Project Name: 16005 E US 290 Rezoning from (A) Agricultural to (C-2) Medium Commercial
 Case Number: 2024-P-1677-ZO
 Case Manager: Michael Burrell
 Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Rezoning Application for 16005 E US Hwy 290, Manor, TX from (A) Agriculture to (C-2) Medium Commercial. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Applicant: Foresite

Owner: White Oak Development

The Planning and Zoning Commission will meet at 6:30PM on September 11, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 18, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
 (T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG

PHANTASTIC ENDEAVOR LLC
3345 KENDALL LN
IRVING, TX 75062-6593

16023 HWY 290 LLC
108 FRED COUPLES DR
ROUND ROCK, TX 78664-4036

BRADLEY BLANCHE D
16100 VOELKER LN
ELGIN, TX 78621-4108

CHUNG BENJAMIN TAEHOON
PO BOX 812
MANOR, TX 78653-0812

KERLIN JIMMY R & BRENDA J
16000 VOELKER LN
ELGIN, TX 78621-4106

LOUGRACE VERNA
15916 VOELKER LN
ELGIN, TX 78621-4111

FARMER JERRY R JR &
BELINDA CLARK
15905 HIGHWAY 290 E
ELGIN, TX 78621-4127

LINVILLE LLC
1100 N AVENUE F
ELGIN, TX 78621-1035

TILB HOLDINGS LLC
214 ABBEYVILLE WALK
LAKEWAY, TX 78738-4429

BRYANT CRAIG T
PO BOX 1534
BROWNWOOD, TX 76804-1534

424 GILMER LLC
12702 SHERBOURNE ST # B
AUSTIN, TX 78729-4541



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 11, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes for:

- August 14, 2024, Planning and Zoning Commission Regular Session; and
- August 26, 2024, Planning and Zoning Commission Workshop.

BACKGROUND/SUMMARY:

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- August 14, 2024, Planning and Zoning Commission Regular Session; and
- August 26, 2024, Planning and Zoning Commission Workshop

STAFF RECOMMENDATION:

It is the City Staff’s recommendation that the Planning and Zoning Commission approve the consent agenda.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
AUGUST 14, 2024**

This meeting was live streamed on Manor's YouTube Channel at:
<https://www.youtube.com/@cityofmanorsocial/streams>

PRESENT:

COMMISSIONERS:

- Felix Paiz, Chair, Place 4 (Absent)
- Prince Chavis, Vice Chair Place 2 (Absent)
- Julie Leonard, Place 1
- Gabrielle Orion, Place 3
- Jeffrey Stensland, Place 5
- Cecil Meyer, Place 6 (Absent)
- James Terry, Place 7
- Gabriel Nila, Alternate No. 1 (Absent)
- Vacant, Alternate No. 2

CITY STAFF:

- Scott Dunlop, Development Services Director
- Mandy Miller, Development Services Supervisor

REGULAR SESSION 6:30 P.M.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With a quorum present, the regular session of the Manor Planning and Zoning Commission was called to order by Commissioner Leonard at 6:38 p.m. on Wednesday, August 14, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PUBLIC COMMENTS

Robert Battaile with the Austin Bocce League submitted a speaker card to speak during the Public Comments. Mr. Battaile spoke about his success with the prior bocce leagues he helped establish and the creation of Manor's bocce courts.

PUBLIC HEARING

- 1. Conduct a public hearing on a Subdivision Concept Plan for the Manor Heights Subdivision Phases 2, 3, 4, 5, and 6, being one thousand three hundred and ninety-five (1,395) lots on 477.8 acres, more or less, and located at the northeast intersection of US HWY 290 and Old Kimbro Rd., Manor, TX. Applicant: Kimley-Horn & Associates. Owner: RHOF LLC.**

City Staff recommended that the Planning and Zoning Commission conduct a public hearing on a Subdivision Concept Plan for the Manor Heights Subdivision Phases 2, 3, 4, 5, and 6, being one thousand three hundred and ninety-five (1,395) lots on 477.8 acres, more or less, and located at the northeast intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.

Commissioner Leonard opened the public hearing.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card for this item, however, he was unavailable to speak.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to close the public hearing.

There was no further discussion.

Motion to Close carried 4-0.

- 2. Conduct a public hearing on a Subdivision Concept Plan for the Ventura Subdivision, being one (1) lot on 15.48 acres, more or less, and located near the intersection of Tower Rd. and Suncrest Rd., specifically 12100 Tower Rd., Manor, TX. Applicant: Kimley-Horn. Owner: Kenneth and Suanna Tumlinson.**

City Staff recommended that the Planning and Zoning Commission conduct a public hearing on a Subdivision Concept Plan for the Ventura Subdivision, being one (1) lot on 15.48 acres, more or less, and located near the intersection of Tower Rd. and Suncrest Rd., specifically 12100 Tower Rd., Manor, TX.

Commissioner Leonard opened the public hearing.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card for this item, however, he was unavailable to speak.

Andrew Graham with Kimley-Horn, 10814 Jollyville Rd Suite 200, Austin, Texas, submitted a speaker card in support of this item. Mr. Graham did not wish to speak; however, he was available for any questions.

Director Dunlop stated this concept plan has been approved by the city engineers. City staff will recommend approval. Director Dunlop gave background information for this project. He confirmed a site plan has been submitted to the city. He detailed some of the roadway improvements associated with this project.

Director Dunlop answered questions regarding the multifamily project.

MOTION: Upon a motion made by Commissioner Orion and seconded by Commissioner Stensland to close the public hearing.

There was no further discussion.

Motion to Close carried 4-0.

CONSENT AGENDA

3. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes for:

- July 10, 2024, Planning and Zoning Commission Workshop; and
- July 10, 2024, Planning and Zoning Commission Regular Session.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to approve the consent agenda.

There was no further discussion.

Motion to Approve carried 4-0.

REGULAR AGENDA

4. Consideration, discussion, and possible action on a Subdivision Concept Plan for the Manor Heights Subdivision Phases 2, 3, 4, 5, and 6, being one thousand three hundred and ninety-five (1,395) lots on 477.8 acres, more or less, and located at the northeast intersection of US HWY 290 and Old Kimbro Rd., Manor, TX. Applicant: Kimley-Horn & Associates. Owner: RHOF LLC.

City Staff recommended that the Planning and Zoning Commission approve the Subdivision Concept Plan for the Manor Heights Subdivision Phases 2, 3, 4, 5, and 6, being one thousand three hundred and ninety-five (1,395) lots on 477.8 acres, more or less, and located at the northeast intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card for this item, however, he was unavailable to speak.

Director Dunlop summarized the history of this subdivision. He answered questions regarding the prior uses. He clarified a few of the modifications from the original concept plan.

Director Dunlop answered questions regarding open space and parkland dedication areas.

Sarah Starkey with Kimley Horn addressed concerns regarding lighting within the park and open space areas. Ms. Starkey answered questions regarding separation of commercial and residential spaces. She explained the commercial and residential areas of the subdivision had different owners.

Ms. Starkey addressed the commercial property uses planned for the subdivision. She spoke about the C-1 (light commercial) and modified C-2 (medium commercial) uses. She answered questions regarding ingress and egress for the development.

MOTION: Upon a motion made by Commissioner Orion and seconded by Commissioner Terry to approve the Subdivision Concept Plan for the Manor Heights Subdivision Phases 2, 3, 4, 5, and 6, being one thousand three hundred and ninety-five (1,395) lots on 477.8 acres, more or less, and located at the northeast intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.

There was no further discussion.

Motion to Approve carried 4-0.

- 5. Consideration, discussion, and possible action on a Subdivision Concept Plan for the Ventura Subdivision, being one (1) lot on 15.48 acres, more or less, and located near the intersection of Tower Rd. and Suncrest Rd., specifically 12100 Tower Rd., Manor, TX. Applicant: Kimley-Horn. Owner: Kenneth and Suanna Tumlinson.**

City Staff recommended that the Planning and Zoning Commission approve a Subdivision Concept Plan for the Ventura Subdivision, being one (1) lot on 15.48 acres, more or less, and located near the intersection of Tower Rd. and Suncrest Rd., specifically 12100 Tower Rd., Manor, TX.

Director Dunlop stated this concept plan has been approved by the city engineers and is a non-discretionary item. He gave information on the project including right of way dedications and roadway improvements.

Andrew Graham with Kimley-Horn, 10814 Jollyville Rd Suite 200, Austin, Texas, speaker card in support of this item. Mr. Graham answered questions regarding the implementation of the roadway improvements along Tower Road and Suncrest Loop that are associated with this project.

Mr. Graham recapped the prior issues with the bordering property owners. He elaborated on the actions they have taken to resolve their list of complaints. He reviewed the intentions to increase the culvert size to allow stormwater to travel under the roadway instead of over the road. He confirmed there were no access points proposed at this time on the north side of the property.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Stensland to approve the Subdivision Concept Plan for the Ventura Subdivision, being one (1) lot on 15.48 acres, more or less, and located near the intersection of Tower Rd. and Suncrest Rd., specifically 12100 Tower Rd., Manor, TX.

There was no further discussion.

Motion to Approve carried 4-0.

- 6. Consideration, discussion, and possible action on a Final Plat for the Manor Heights Subdivision Phase 5, one hundred ninety-seven (197) lots on 62.33 acre, more or less, and being located near the intersection of Rosen Way and Carper Drive, Manor, TX.**
Applicant: Kimley-Horn & Associates. Owner: Forestar (USA) Real Estate Group, Inc.

City Staff recommended that the Planning and Zoning Commission approve a Final Plat for the Manor Heights Subdivision Phase 5, one hundred ninety-seven (197) lots on 62.33 acre, more or less, and being located near the intersection of Rosen Way and Carper Drive, Manor, TX.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card for this item, however, he was unavailable to speak.

Director Dunlop stated this item is a non-discretionary item. It has been approved by the engineers. He gave a summary and answered questions regarding the final plat.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Orion to approve the Final Plat for the Manor Heights Subdivision Phase 5, one hundred ninety-seven (197) lots on 62.33 acre, more or less, and being located near the intersection of Rosen Way and Carper Drive, Manor, TX.

There was no further discussion.

Motion to Approve carried 4-0.

- 7. Consideration, discussion, and possible action on a Subdivision Construction Variance for the New Haven Subdivision from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 42(b)(1) to permit a modified street pavement detail and being located at the northwest intersection of FM 973 and Gregg Ln, Manor, TX.**
Applicant: Quiddity. Owner: Gregg Lane Dev. LLC.

City Staff recommended that the Planning and Zoning Commission approve with city engineer recommendations a Subdivision Construction Variance for the New Haven Subdivision from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 42(b)(1) to permit a modified street pavement detail and being located at the northwest intersection of FM 973 and Gregg Ln, Manor, TX.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas, submitted a speaker card for this item, however, he was unavailable to speak.

Brad Carabajal with Quiddity, 3100 Alvin Devane Blvd #150, Austin, Texas, submitted a speaker card in support of this item. Mr. Carabajal did not wish to speak; however, he was available for any questions.

Travis Janik with Ashton Gray Development, 101 Parklane Boulevard Suite 102, Sugar Land, Texas, submitted a speaker card in support of this item. Mr. Janik did not wish to speak; however, he was available for any questions.

John Alvarez with Quiddity, 3100 Alvin Devane Blvd #150, Austin, Texas, gave a presentation for this item. (see attached) Mr. Alvarez gave a brief recap for this variance. Mr. Alvarez answered questions. He confirmed no changes had been made to the overall plan for the construction. He stated the difference between this meeting and the last would be in the maintenance plan. They are purposing the regular maintenance bond with an additional maintenance program that would include the following:

- Year 1 – semiannual (2 times) monitoring for cracking and provide sealing with a 100% (one hundred percent) maintenance bond.
- Year 2 – quarterly (4 times) monitoring for cracking and provide sealing with a 10% (ten percent) maintenance bond.
- Year 3 – quarterly (4 times) monitoring for cracking and provide sealing, which the city does not normally require.

Engineer Gray answered questions regarding the geogrid used in Manor. She gave examples of how it has held up in the past.

Mr. Alvarez answered questions pertaining to the potential vertical rise of the proposed road. He explained what PVR was and how it was related to this variance request.

Engineer Gray answered questions regarding the standards for the nearby subdivisions that were currently underway. She detailed the role soil conditions play during the construction phase of a subdivision. She explained ways soil conditions discovered after construction could hinder progress. She gave examples of some obstacles that were being dealt with in the construction of roads inside the Monarch Ranch subdivision.

Engineer Gray answered questions about the use of geogrid requirements. She described the use of the Geotech Report.

The Commission requested more information on using cement verse lime as part of the subgrade. Commissioners wanted to know which is better and why. Mr. Alvarez stated that he felt it was preference, that either would accomplish stabilization. For this project they would be using lime.

Director Dunlop informed the Commission that the maintenance bond requirements were established by a separate portion of the City Code of Ordinance. The bond requirements would remain the same regardless of the vote to approve or deny this request. The only reason the maintenance requirement would change would be if it was modified as part of a condition for approval.

Engineer Gray explained the current maintenance bond process.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Stensland to approve the Subdivision Construction Variance for the New Haven Subdivision from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 42(b)(1) to permit a modified street pavement detail and being located at the northwest intersection of FM 973 and Gregg Ln, Manor, TX, with the following conditions:

1. Require Geogrid on both street types to meet or exceed a treated subgrade thickness of at least 16 inches.
2. Year 1 – semiannual (2 times) monitoring for cracking and provide sealing with a 100% (one hundred percent) maintenance bond.
3. Year 2 – quarterly (4 times) monitoring for cracking and provide sealing with a 100% (one hundred percent) maintenance bond.
4. Year 3 – quarterly (4 times) monitoring for cracking and provide sealing with no additional bond.

There was no further discussion.

Motion to Approve with Conditions carried 4-0.

8. Consideration, discussion, and possible action on the Asco Equipment Coordinated Sign Plan.

City staff recommended that the Planning and Zoning Commission approve the Asco Equipment Coordinated Sign Plan as revised.

Details in the CSP include:

- One 170.72-square-foot internally illuminated pole sign
- Two Asco channel letter signs, each 27.28 square feet
- Two existing Case channel letter signs, each 30.26 square feet
- Two "construction" backlit sign cabinets, each 16.89 square feet

The pole sign be limited to 90 square feet to be at a more appropriate scale and to still afford sufficient signage for their business operations.

Cody Cagle with Skyrite Sign Company, 700 SE 10th Street, Amarillo, Texas, submitted speaker card to speak in support of this item. Mr. Cagle stated he was seeking approval to complete a refacing of a sign for the Asco Business.

Director Dunlop stated that placing or altering any sign would require a permit and would need to be brought into compliance with the current code. He gave a summary of how this sign request was affected by the code. He stated the main issue would be the size of the sign. The pylon sign in question is currently 170 feet which is approximately double the allowable size by current code which would be 80 feet.

Director Dunlop explained the purpose of a coordinated sign plan. He answered questions about other businesses who had to go through this same process.

Mr. Cagle answered questions about the cost impact for Asco and Skyrite Sign Company if they were made to update to the current code. He answered questions about the reason behind the sign replacement. He stated it was due to damage caused by a storm in 2022.

Mr. Cagle confirmed that Asco was a large company and not locally owned.

Director Dunlop addressed questions regarding safety concerns about larger signs. He stated size requirements have been consistent throughout the last 5-10 years. This sign should have required reduction prior.

Discussion was held regarding the signage for the other businesses nearby.

MOTION: Upon a motion made by Commissioner Stensland and seconded by Commissioner Terry to approve the Asco Equipment Coordinated Sign Plan without revisions to the existing pole sign.

There was no further discussion.

Motion to Approve carried 4-0.

9. Consideration, discussion, and possible action on the Manor Crossing Coordinated Sign Plan.

City staff recommended that the Planning and Zoning Commission approve the Manor Crossing Coordinated Sign Plan as revised.

Director Dunlop gave background information for this coordinated sign plan. He listed the businesses that would be affected by this item. He stated the development agreement negotiated with City Council allowed for the signage to be up to 75 (seventy-five) feet which exceeded the maximum allowable height per City Code

Director Dunlop stated a Sign Application had been submitted to the city. The signage height in the application is 55 (fifty-five) feet. The developer is requesting language in the coordinator sign plan that would allow modifications up to 75 (seventy-five) feet to avoid the need for an amended sign plan later if Highway 290 is constructed as an elevated expressway.

Director Dunlop explained the staff recommendation. He stated that he did not feel it was appropriate to take away the ability to modify from the future planning and zoning or council members. He personally felt it was more appropriate to require them to come back before the commission or council if modifications were needed in the future.

Matt Harris, Chief Financial Officer for Butler Family Interest, submitted a speaker card to speak in support of this item. Mr. Harris spoke on the history of negotiations between the city and the developer, the location of this development, and the traffic concerns for the intersection of FM 973 and Highway 290 East. He stated there would be major traffic improvements to alleviate the stress on this intersection and others.

Bob Strobeck with FSG Signs, 10212 Metric Blvd, Austin, submitted a speaker card in support of this item. Mr. Strobeck answered questions pertaining to sign longevity. He clarified the lifespan of a sign would be depicted by the quality of the build.

Discussion was held regarding the feasibility of modifying the 55-foot structure once constructed to increase the height. Mr. Harris explained the foundation of the structure would be constructed to accommodate the expansion if it was deemed necessary in the future.

Discussion was held regarding traffic and roadway expansion concerns.

Commissioners considered the negotiations of the original development agreement. It was the consensus that action on this item should adhere to the spirit of the agreement.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Terry to approve the Manor Crossing Coordinated Sign Plan as revised with the exception to Section 11C where as the “Butler Cove Freestanding Sign”, shall be allowed per the Development Agreement with a maximum fifty-five feet for initial construction with an allowance to increase through administrative process up to a maximum of seventy-five feet in height upon the construction of an elevated roadway of either FM 973 or Highway 290 East.

There was no further discussion.

Motion to Approve carried 4-0.

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Stensland to adjourn the Regular Session of the Manor Planning and Zoning Commission at 8:32 p.m. on Wednesday August 14, 2024.

There was no further discussion.

Motion to Adjourn carried 4-0.

The Planning and Zoning Commission approved these minutes on September 11, 2024.

APPROVED:

Chairperson

ATTEST:

Mandy Miller

Development Services Supervisor

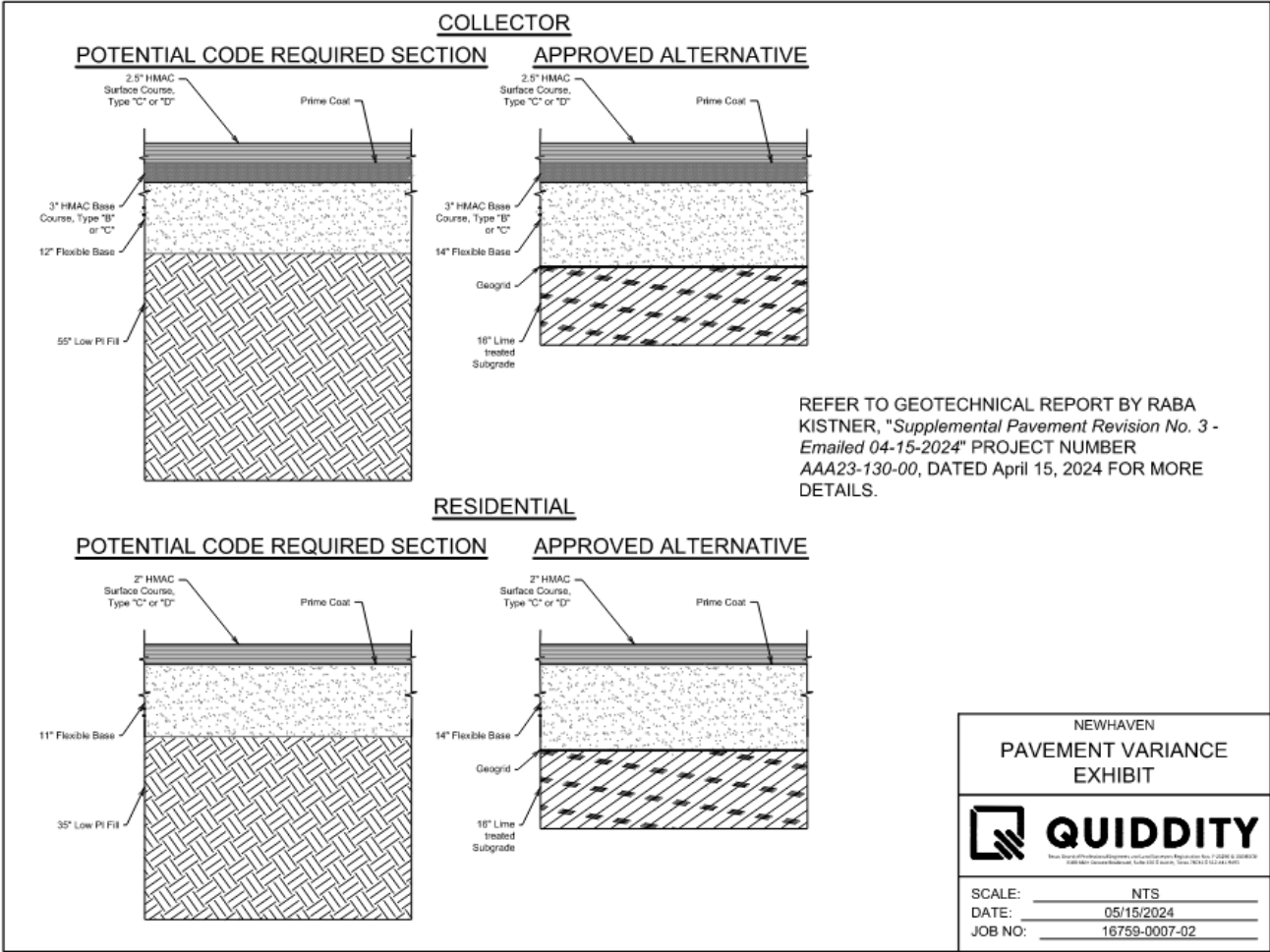
DRAFT



QUIDDITY

PLANNING AND ZONING COMMISSION MEETING August 14, 2024

PAVEMENT SECTION SUMMARY



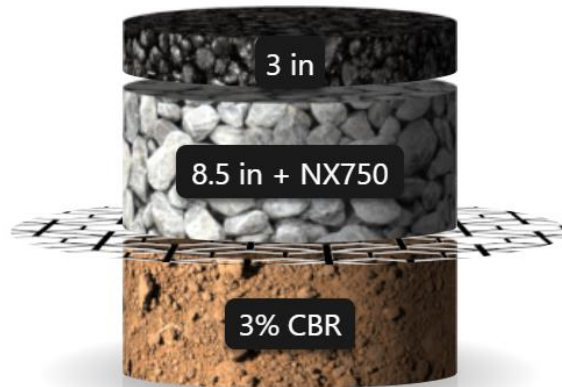
EXPANSIVE SOILS

Unstabilized
355,100 ESALs



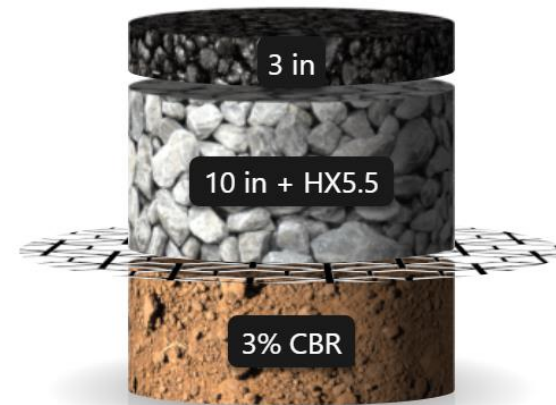
InterAX NX750

Stabilized
368,200 ESALs



H-Series HX5.5

Stabilized
400,300 ESALs



SECTION EXAMPLES



Edmund St.
Taylor, TX
Built – 2022

SECTION EXAMPLES

Item 2.



Village at Manor Commons
Manor, TX
Built – October 2021

Hutto Bypass (Limmer Loop) – Williamson County

Item 2.





**PLANNING AND ZONING COMMISSION
WORKSHOP MINUTES
AUGUST 26, 2024**

This meeting was live streamed on Manor's YouTube Channel at:
<https://www.youtube.com/@cityofmanorsocial/streams>

PRESENT:

COMMISSIONERS:

- Felix Paiz, Chair, Place 4 (Absent)
- Prince Chavis, Vice Chair Place 2 (Absent)
- Julie Leonard, Place 1 (Absent)
- Gabrielle Orion, Place 3
- Jeffrey Stensland, Place 5
- Cecil Meyer, Place 6
- James Terry, Place 7 (Absent)
- Gabriel Nila, Alternate No. 1 (Absent)
- Vacant, Alternate No. 2

CITY STAFF:

- Scott Dunlop, Development Services Director
- Mandy Miller, Development Services Supervisor
- Michael Burrell, Planning Coordinator

WORKSHOP 5:30 P.M.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With no quorum of the Planning and Zoning (P&Z) Commission present, the Workshop was cancelled by Commissioner Orion at 5:58 p.m. on Monday, August 26, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

ADJOURNMENT

The Planning and Zoning Commission approved these minutes on September 11, 2024.

APPROVED:

Chairperson

ATTEST:

Mandy Miller
Development Services Supervisor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 11, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the recusal of Felix Paiz from the P&Z Chairperson position

BACKGROUND/SUMMARY:

Felix Paiz is the current Chairperson for the Planning and Zoning Commission. Mr. Paiz took his oath as a Commissioner on December 7, 2022. He was voted in as Chairperson by the Commission on January 10, 2024.

Mr. Paiz would like to relinquish his position as Chairperson for personal reasons, however, would like to maintain his positions as Commissioner.

LEGAL REVIEW: Not applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: No

ACTIONS:

<i>Discretion</i>	Discretionary
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<i>Subdivision Review Type</i>	Not Applicable
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<i>Actions</i>	Accept, Deny, Postpone
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STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission consider accepting Felix Paiz's recusal.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 11, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on choosing a new Planning and Zoning Commission Chairperson.

BACKGROUND/SUMMARY:

With Chairperson Paiz’s recusal, a new Chairperson needs to be appointed.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: No

ACTIONS:

<i>Discretion</i>	Discretionary
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<i>Subdivision Review Type</i>	Not Applicable
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<i>Actions</i>	Approve, Postpone
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STAFF RECOMMENDATION:

It is the City Staff’s recommendation that the Planning and Zoning Commission decide on a new Chairperson.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 11, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Applicant: Foresite

Owner: White Oak Development

BACKGROUND/SUMMARY:

This property was annexed on September 20th, 2017, by Ordinance 483. It was zoned Agricultural as that is the default zoning after annexation if permanent zoning is not requested during the annexation.

This property has direct frontage on US Hwy 290 (approximately 220') and is located almost to the eastern extent of the city limits. It is near the intersection of US 290 and Ballerstedt Rd as well as US 290 and Abrahamson Road. The area is a mix of commercial, industrial, and residential uses. Most of the residential uses are on the lots behind the subject lot along Voelker Lane with the closest residential unit being 340' from the subject lot's southern property line. The property to the west is a self-storage business, the property across US 290 is vacant, and the property to the east is the property zoned for Heavy Commercial with stipulations on July 3, 2024, by ordinance 754. Within 750' are an industrial building housing a large mechanical/plumbing company, a concrete manufacturing facility, and the residential units along Voelker Lane.

This area on our Future Land Use Map is designated as Commercial Corridor. Commercial Corridors consist of nonresidential land uses that meet the needs of both local and regional residents. This includes big box stores and multi-tenant commercial or retail uses. They are typically located along high-volume roadways or at high-volume intersections and generate large amounts of sales tax revenue. The property owner is seeking to use the property for "mini-storage warehouse" which is a similar use as their direct neighbor to the west, Blue Star Storage. Under the city's zoning code, a Mini-storage warehouse is conditionally permitted in C-1 Light commercial, C-2 Medium Commercial, and C-3 Heavy Commercial zoning.

The conditions are as follows:

- The site is a minimum of four acres, which includes an office, enclosed individual self-storage lease space, and may include a caretaker residence and outdoor parking lease spaces for boats, RVs, trucks, and trailers, excluding storage of wrecked or inoperable vehicles, comprising no more than 20 percent of the gross site area.
- Any buildings with exterior access to the storage facilities do not exceed 12 feet in height, which may be increased to 16 feet for buildings built solely for boats and recreational vehicles.
- Any buildings with interior access to the storage facilities have a maximum height of 30 feet.

- Individual storage units cannot exceed 2,000 cubic feet, excluding units used to store boats, RVs, trucks, and trailers.
- A six-foot privacy fence encloses the entire area that includes the self-storage use, with exception of the office and its customer and employee parking.
- Any outdoor storage/parking of boats, RVs, trailers, etc. is located a minimum of 20 feet from any property line.
- If a caretaker residence is part of the use, it is in connection with the office at the entry to the development and is:
 1. A minimum of 800 square feet.
 2. Has a pitched roof.
 3. Has a maximum height of 30 feet.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- | | |
|---|--|
| <ul style="list-style-type: none"> • Letter of Intent • Rezoning Map • Aerial Image • Comprehensive Plan FLUM | <ul style="list-style-type: none"> • Commercial Corridor Dashboard • C-2 permitted uses • Public Notice • Mailing Labels |
|---|--|

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Approve, Approve with Conditions, Deny, Postpone

STAFF RECOMMENDATION:

It is the City Staff’s recommendation that the Planning and Zoning Commission approve the Rezoning Application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

Memo

To: City of Manor Planning and Zoning
From: Foresite Group, LLC
Date: 8/7/2024
Re: Letter of Intent – Rezoning of 16005 US 290 Manor, TX.

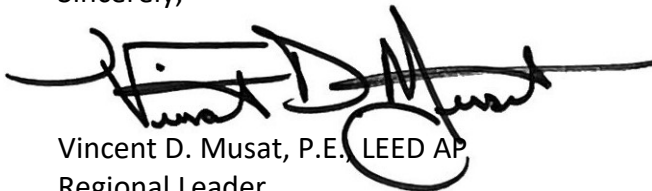
To whom it may concern,

Foresite Group, LLC is submitting a rezoning application on behalf of White Oak Development. The site is located at 16005 US 290, Manor, TX 78621. The site, consisting of approximately 4.00 acres, is within the Full Purpose Jurisdiction of the City of Manor. The lot is platted and has the legal description of, Lot 14 Bluebonnet Park in Travis County, Texas.

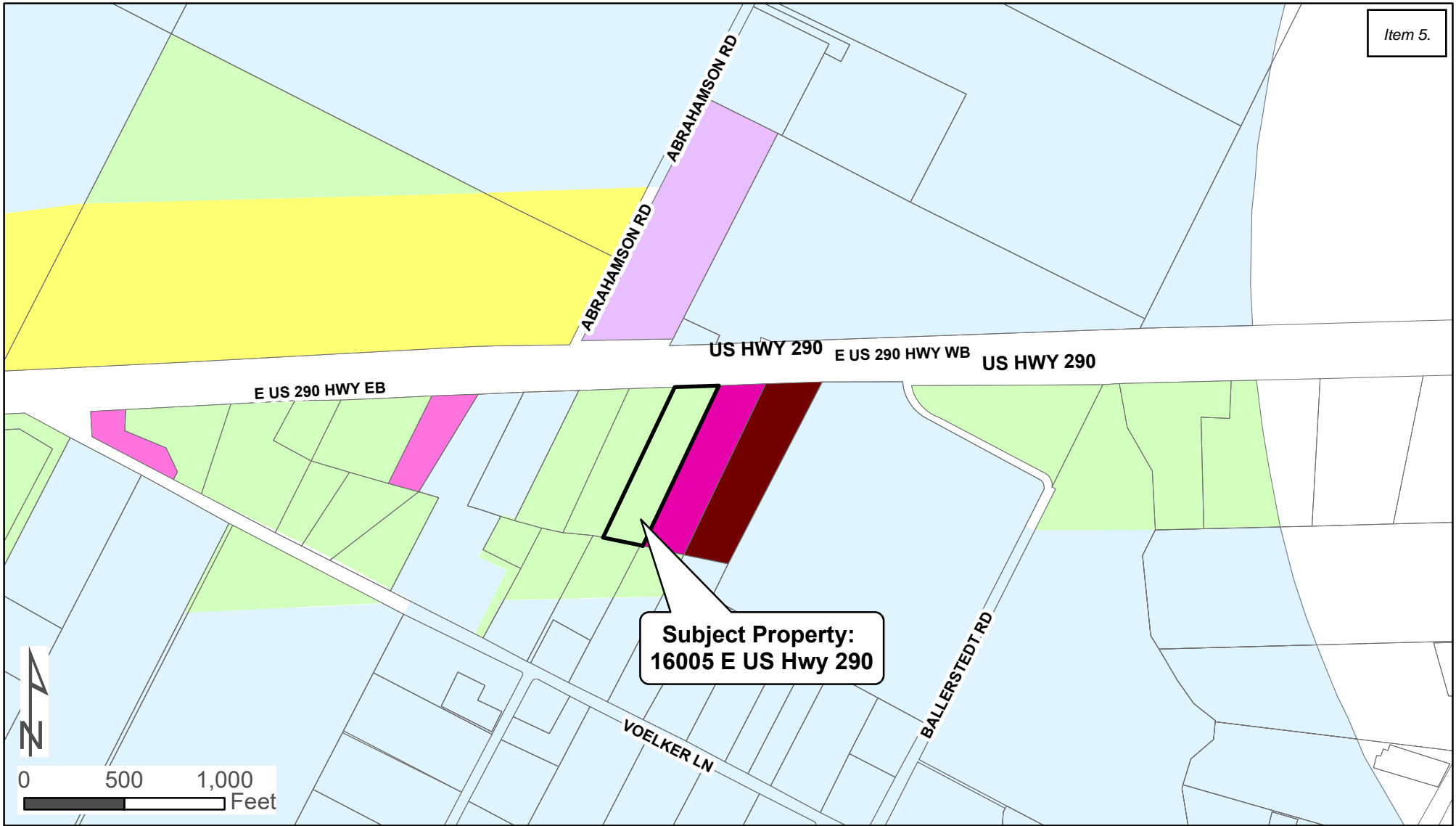
The site is currently zoned Agricultural by default following annexation that was passed and approved on September 20, 2017. On behalf of the owner, we are seeking rezoning of the lot from Agricultural to Medium Commercial (C-2) to accommodate the proposed use of “mini-storage warehouse” which is not permitted in the Agricultural district but is a conditional use in the Medium Commercial zoning district.

Please accept the following submittal package and support materials. If you have any questions or concerns, please feel free to contact me at vmusat@fg-inc.net.

Sincerely,



Vincent D. Musat, P.E. LEED AP
Regional Leader
Foresite Group, LLC

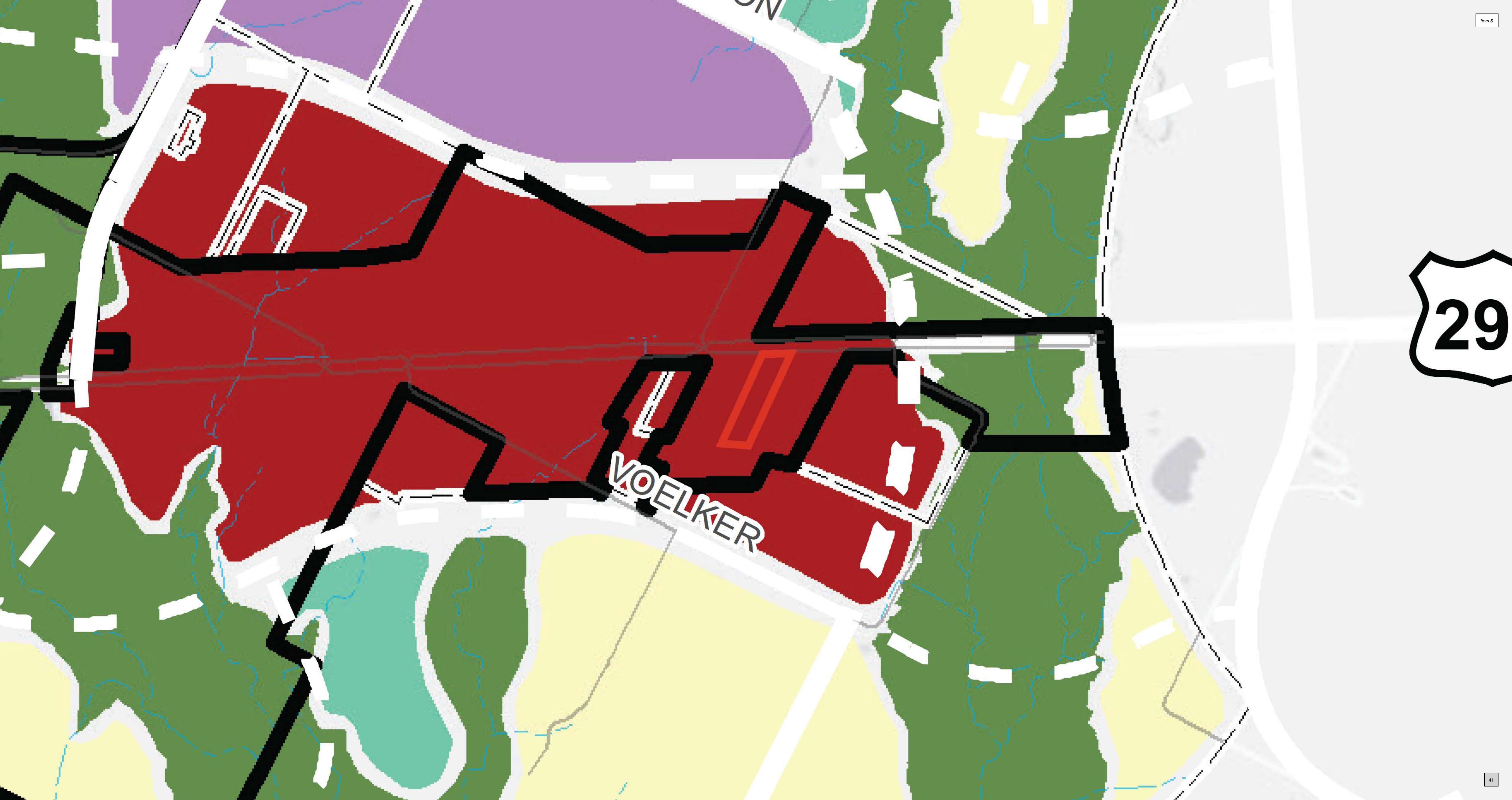


Current:
(A) Agricultural

Proposed:
(C-2) Medium Commercial

Zone	
	A - Agricultural
	SF-1 - Single Family Suburban
	SF-2 - Single Family Standard
	TF - Two Family
	TH - Townhome
	MF-1 - Multi-Family 15
	MF-2 - Multi-Family 25
	MH-1 - Manufactured Home
	I-1 - Institutional Small
	I-2 - Institutional Large
	GO - General Office
	C-1 - Light Commercial
	C-2 - Medium Commercial
	C-3 - Heavy Commercial
	NB - Neighborhood Business
	DB - Downtown Business
	IN-1 - Light Industrial
	IN-2 - Heavy Industrial
	PUD - Planned Unit Development
	ETJ





COMMERCIAL CORRIDOR

Commercial Corridors consist of nonresidential land uses that meet the needs of both local and regional residents. This includes big box stores and multi-tenant commercial or retail uses.

They are typically located along high volume roadways or at high volume intersections and generate large amounts of sales tax revenue.

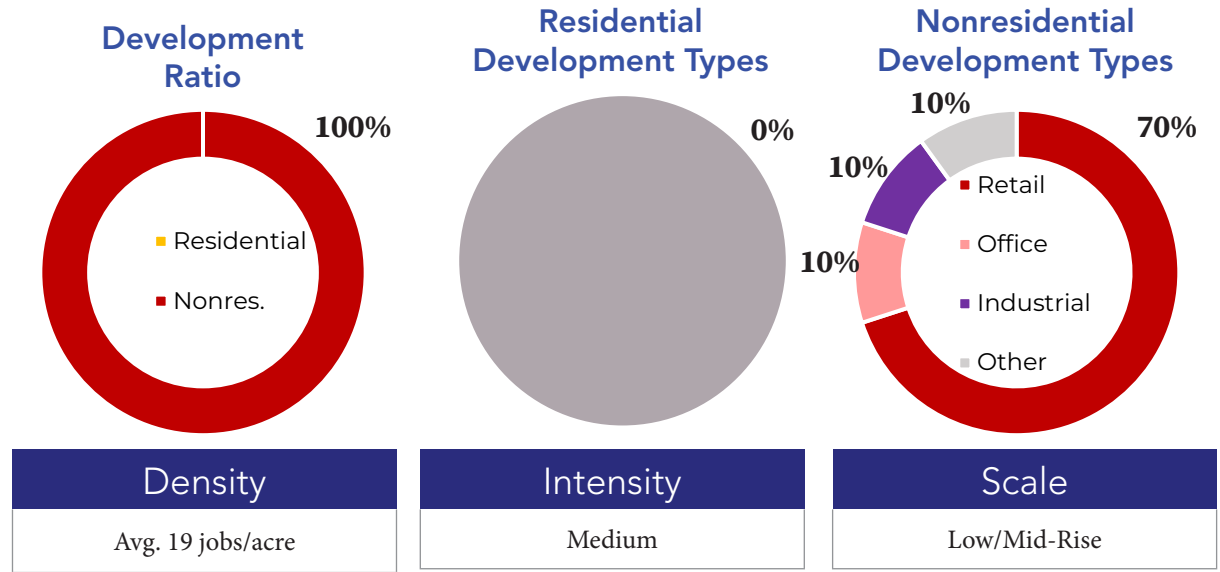
Commercial corridors often consist of traditional and suburban commercial development with large surface parking lots that front a major roadway or highway.

While it is recognized these corridors rely upon automobile accessibility and exposure, development should seek opportunities to leverage different forms with elements of mixed-use within the non-residential use framework. This introduces walkability for people once they arrive, reducing the number of trips and increasing the area’s appeal as a destination.

This district is especially appropriate for several needs that residents of Manor currently look elsewhere to provide, including:

- Healthcare services, including hospitals.
- Retail and entertainment.
- Specialized facilities that support workforce and skills development, such as information technology, skilled trades and advanced manufacturing.

Figure 3.6. Commercial Corridor Land Use Mix Dashboard



DEVELOPMENT TYPE	APPROPRIATENESS	CONDITIONS
Single-Family Detached (SFD)	● ○ ○ ○ ○	Not considered appropriate, as the Commercial Corridors are generally oriented towards uses that rely on access and visibility to major roadways and highways and residential is not encouraged along the major roadways and highways for environmental justice and quality of life reasons. The activity and traffic generated by Commercial Corridor uses is not compatible with residential housing.
SFD + ADU	● ○ ○ ○ ○	
SFA, Duplex	● ○ ○ ○ ○	
SFA, Townhomes and Detached Missing Middle	● ○ ○ ○ ○	
Apartment House (3-4 units)	● ○ ○ ○ ○	
Small Multifamily (8-12 units)	● ○ ○ ○ ○	
Large Multifamily (12+ units)	● ○ ○ ○ ○	
Mixed-Use Urban, Neighborhood Scale	● ● ● ○ ○	May be nonresidential mixed-use, such as office over retail or some residential can be appropriate if deeper within a site and less proximate to the major roadways. Residential mixed-use can also be appropriate to support transition to adjacent, lower density or residential areas. To note, mixed-use buildings are typically considered the highest fiscally performing development type on a per-acre basis.
Mixed-Use Urban, Community Scale	● ● ● ○ ○	
Shopping Center, Neighborhood Scale	● ● ● ● ●	Appropriate overall.
Shopping Center, Community Scale	● ● ● ● ●	
Light Industrial Flex Space	● ● ○ ○ ○	Not considered appropriate due to limited potential for sales tax revenue generation and lower dependence on direct exposure to major roadways; can be appropriate if deeper within a site and less proximate to the major roadways, but should not be predominant use.
Manufacturing	● ○ ○ ○ ○	Not considered appropriate.
Civic	● ● ● ● ●	Considered supportive to the function of this future land use category; likely more functional facilities, such as utilities, rather than people-centered or community serving facilities.
Parks and Open Space	● ● ● ● ●	Generally considered appropriate or compatible within all Land Use Categories.

C-2

Medium Commercial

The medium commercial district is intended for moderately dense commercial development, such as large-format retailers and malls, serving local and regional needs. Medium commercial uses should be located along or the intersections of major roadways to accommodate the traffic generated.

Permitted and Conditional Uses

Non-Residential Uses

Adult day care	Food Court Establishment (c/s)	Recreational Vehicle sale, service, and rental (c)
Alcoholic Beverage Establishment (c)	Food Preparation (c)	Religious Assembly
Amusement (Indoor) (c)	Food Sales (c)	Restaurant (c)
Amusement (outdoor) (c)	Funeral Services (c)	Restaurant-Drive in or Drive-Through (c)
Antique Shop	Game Room (c/s)	School, boarding
Art Studio or Gallery	Garden Center (c)	School, business or trade
Automobile Repair (Major)(c)	Gasoline Station (Limited) (c/s)	School, College or University
Automobile Repair (Minor) (c)	Gasoline Station Full Service (c/s)	School, private or parochial
Automobile Sale/Rental (c)	General Retail Sales (Convenience)	School, public
Automobile Washing (c)	General Retail Sales (General)	Semi-Permanent food establishment (c)
Brewery, micro (c)	Governmental facilities	Smoke shop or Tobacco Store
Brewpub (c)	Hospital Services (s)	Theater
Business Support Services	Hotel (c)	Transportation Terminal (c)
Child Care Center	Kennel (c)	Truck and Trailer sales and rental (c)
Club or Lodge (c)	Laundry Service	Utility services (minor)
Commercial Off-Street Parking (c)	Laundry Service (Self)	Veterinary Services, large (c)
Communication Services or Facilities	Liquor Sales (c)	Veterinary Services, small (c)
Construction and Equipment Sales (Minor)	Medical Clinic (s)	Wireless Transmission Facilities, attached (c)
Consumer repair Services	Mini-Storage Warehouse (c)	Wireless Transmission Facilities, stealth (c)
Contractor's shop (c)	Offices, Government	Wireless Transmission Facilities, monopole (c/s)
Distillery, micro	Offices, Medical (s)	Zoo, private
Event Center (c/s)	Offices, Professional (s)	
Financial Services (c)	Offices, Showroom	
Financial Services, alternative (c)	Off-site Accessory Parking	
)	Pawnshop (c)	
Florist (c)	Personal Improvement Services	
	Personal Services	
	Pet Store (c)	
	Printing and Publishing (c)	
	Recreational Vehicle Park (c/s)	

C-2

Medium Commercial

Site Development Standards

Lot		Massing	
Minimum Lot Area	1/2 acre	Maximum Height	60 ft
Minimum Lot Width	100 ft ¹	Minimum Setbacks:	
Maximum principle structure lot coverage	60% ²	Front Setback	20 ft
		Streetside Setback	15 ft
Maximum principle and accessory structure lot coverage ³	70%	Exterior Side Setback	40 ft ⁶
		Rear Setback	40 ft ⁶
Landscape Requirement	15% ³		
Streetscape yard	15 ft ⁴		
Bufferyard	25 ft ⁵		

¹ Corner lots add 10 ft

² Properties located within the historic district as defined in section 14.02.031 shall have a minimum of 60 percent front facade masonry and 50 percent overall facade masonry. Percent calculations are based on total exterior facades excluding window and door openings. Masonry is considered stone, brick, or cement stucco and excludes cementitious planking.

³ 2 Trees per 600 s.f. of landscaped area.
4 shrubs per 600 s.f. of landscaped area.

⁴ 1 medium or large tree (type A or B) must be planted for every 40 linear feet of street frontage when overhead utilities are absent. If overhead utilities are present, then 1 small tree (type C) must be planted for every 20 linear feet of street frontage.

⁵ 4 large and/or medium evergreen trees and 15 shrubs per 100 linear feet of the site development boundary plus an opaque wall. Bufferyards required to all SF-E, SF-1, SF-2, MH-1, MH-2, TF, and TH.

⁶ Setback to non-residential can be 10 ft



8/28/2024

City of Manor Development Services

Notification for a Rezoning Application

Project Name: 16005 E US 290 Rezoning from (A) Agricultural to (C-2) Medium Commercial
 Case Number: 2024-P-1677-ZO
 Case Manager: Michael Burrell
 Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Rezoning Application for 16005 E US Hwy 290, Manor, TX from (A) Agriculture to (C-2) Medium Commercial. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Applicant: Foresite

Owner: White Oak Development

The Planning and Zoning Commission will meet at 6:30PM on September 11, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 18, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
 (T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG

PHANTASTIC ENDEAVOR LLC
3345 KENDALL LN
IRVING, TX 75062-6593

16023 HWY 290 LLC
108 FRED COUPLES DR
ROUND ROCK, TX 78664-4036

BRADLEY BLANCHE D
16100 VOELKER LN
ELGIN, TX 78621-4108

CHUNG BENJAMIN TAEHOON
PO BOX 812
MANOR, TX 78653-0812

KERLIN JIMMY R & BRENDA J
16000 VOELKER LN
ELGIN, TX 78621-4106

LOUGRACE VERNA
15916 VOELKER LN
ELGIN, TX 78621-4111

FARMER JERRY R JR &
BELINDA CLARK
15905 HIGHWAY 290 E
ELGIN, TX 78621-4127

LINVILLE LLC
1100 N AVENUE F
ELGIN, TX 78621-1035

TILB HOLDINGS LLC
214 ABBEYVILLE WALK
LAKEWAY, TX 78738-4429

BRYANT CRAIG T
PO BOX 1534
BROWNWOOD, TX 76804-1534

424 GILMER LLC
12702 SHERBOURNE ST # B
AUSTIN, TX 78729-4541



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 11, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Final Plat for the Holley Smith - Mustang Valley Subdivision - Phase 2, one hundred and nine (109) lots on 28.384 acres, more or less, and being located near the opposite side of the road at the intersection of FM 973 and Arnhamn Lane Manor, TX.

Applicant: Carlson, Brigance & Doering, Inc.

Owner: KB Home Lone Star, Inc.

BACKGROUND/SUMMARY:

This plat has been approved by our engineers. It encompasses 109 single-family lots across 7 blocks that are 60' wide.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Plat
- Aerial location Image
- Engineer Comments
- Conformance Letter

ACTIONS:

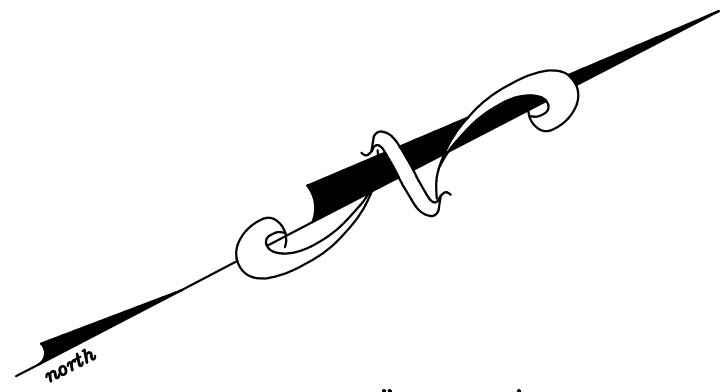
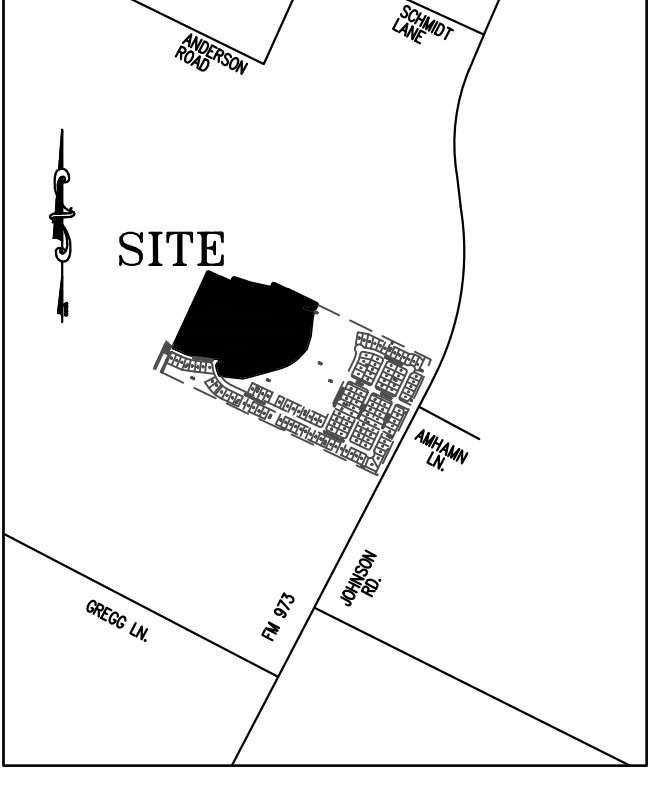
<i>Discretion</i>	Non-Discretionary
<i>Subdivision Review Type</i>	Concurrent
<i>Actions</i>	Approve, Approve with Conditions, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Final Plat for the Holley Smith - Mustang Valley Subdivision - Phase 2, one hundred and nine (109) lots on 28.384 acres, more or less, and being located near the opposite side of the road at the intersection of FM 973 and Arnhamn Lane Manor, TX.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

HOLLEY-SMITH PHASE 2



SCALE: 1" = 100'
GRAPHIC SCALE



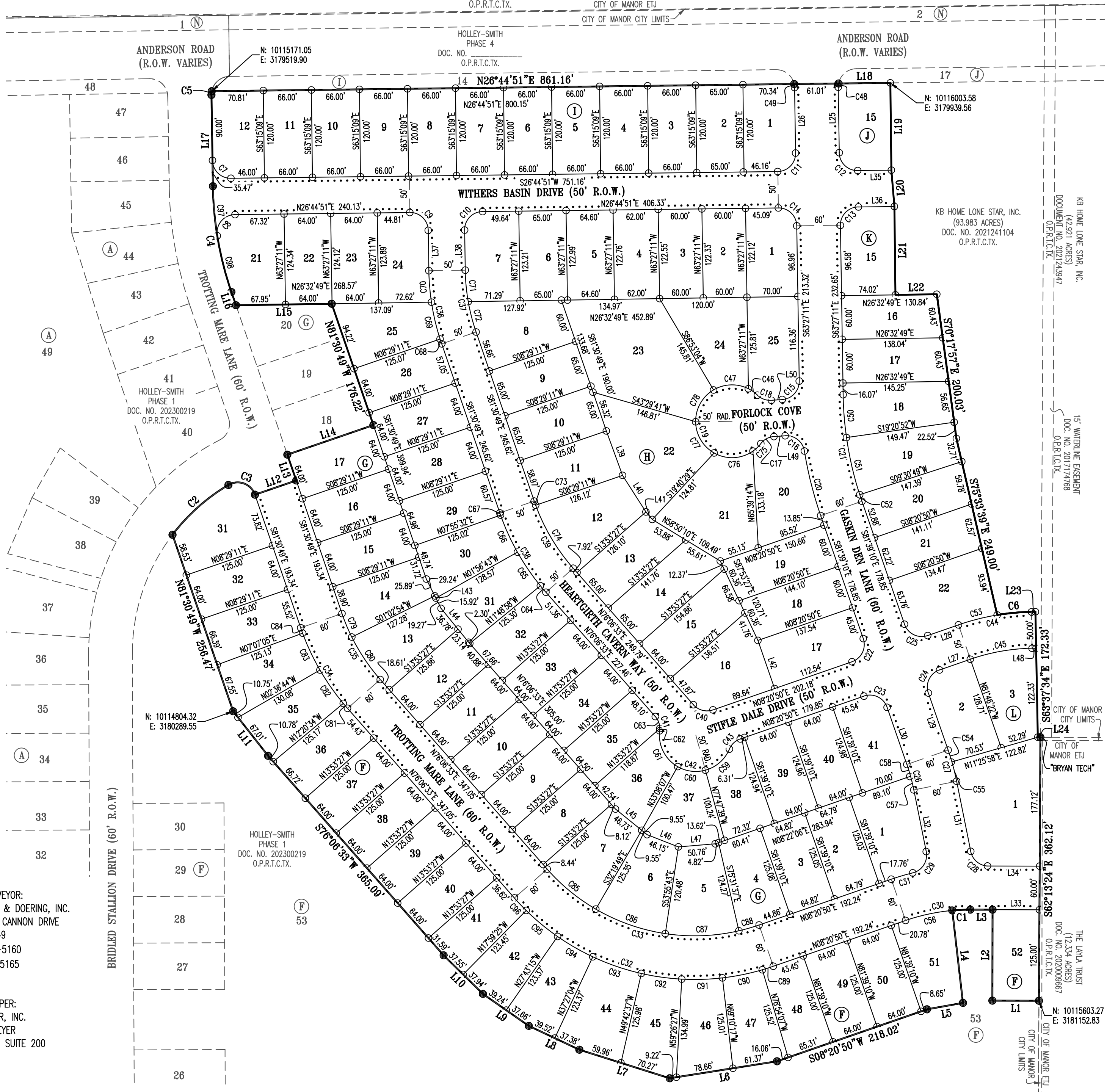
(IN FEET)
1 inch = 100 ft.

LEGEND

- CAPPED 1/2" IRON ROD SET STAMPED "CBD SETSTONE"
- CAPPED 1/2" IRON ROD FOUND
- STAMPED "CBD SETSTONE" (UNLESS NOTED OTHERWISE)
- ⊕ BENCHMARK
- 1 LOT NUMBER
- ⊙ BLOCK DESIGNATOR
- P.U.E. PUBLIC UTILITY EASEMENT
- APPROX. SIDEWALK LOCATION
- B.S.L. BUILDING SETBACK LINE
- O.P.R.T.C.TX. OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS

LOCATION MAP
SCALE: 1" = 2,000'

GAB MANOR, LLC
(40.03 ACRES)
DOC. NO. 2021161462
O.P.R.T.C.TX.



ENGINEER AND SURVEYOR:
CARLSON, BRIGANCE & DOERING, INC.
5501 WEST WILLIAM CANNON DRIVE
AUSTIN, TEXAS 78749
PHONE: (512)-280-5160
FAX: (512)-280-5165

OWNER AND DEVELOPER:
KB HOME LONE STAR, INC.
ATTN: JOHN ZINSMEYER
10800 PECAN PARK, SUITE 200
AUSTIN, TX 78750

REVISED DATE: APRIL 29, 2024
ACREAGE: 28.384 ACRES
SURVEY: SUMNER BACON SURVEY
NUMBER 62, ABSTRACT NUMBER 63

F.E.M.A. MAP NO.: 48453C0295H,
TRAVIS COUNTY, TEXAS
DATED: SEPTEMBER 26, 2008

SINGLE FAMILY LOTS: 109
TOTAL LOTS: 109
BLOCKS: 7

BENCHMARK NOTES:
#1 - CAPPED 1/2" IRON ROD SET STAMPED "CONTROL"
N: 10,114,414.72
E: 3,182,177.13
ELEV=558.02' (NAVD '88)

STREETS	R.O.W.	L.F.
HEARTGIRTH CAVERN WAY	50' R.O.W.	846'
STIFLE DALE DRIVE	50' R.O.W.	490'
FORLOCK COVE	50' R.O.W.	124'
GASKIN DEN LANE	60' R.O.W.	1,133'
WITHERS BASIN DRIVE	50' R.O.W.	934'
TROTTING MARE LANE	60' R.O.W.	1,400'
TOTAL		4,927'

SHEET NO. 1 OF 3

Carlson, Brigance & Doering, Inc.
FIRM ID #F3791 REG. # 10024900

Civil Engineering Surveying
5501 West William Cannon Austin, Texas 78749
Phone No. (512) 280-5160 Fax No. (512) 280-5165

BASIS OF BEARINGS - TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203)
ELEVATION DATUM - NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD '88')

J:\AC3D\5411.2\SURVEY\PLAT - HOLLEY SMITH PH 2.DWG

HOLLEY-SMITH PHASE 2

STATE OF TEXAS §
COUNTY OF TRAVIS §

KNOW ALL MEN BY THESE PRESENTS: THAT LAURIE LARA, SENIOR DIRECTOR OF LAND DEVELOPMENT OF KB HOME LONE STAR, INC, BEING OWNERS OF THAT CERTAIN CALLED 93.983 ACRE TRACT RECORDED IN DOCUMENT NUMBER 2021241104, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, AND HEREBY SUBDIVIDE 28.384 ACRES OF LAND IN ACCORDANCE WITH SECTION 212 OF THE LOCAL GOVERNMENT CODE AND WITH THE ATTACHED MAP OR PLAT, TO BE KNOWN AS:

"HOLLEY-SMITH PHASE 2"

AND DOES HEREBY DEDICATE TO THE PUBLIC, THE USE OF THE STREETS AND EASEMENTS SHOWN HEREON, SUBJECT TO ANY EASEMENTS AND/OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED.

WITNESS MY HAND, THIS THE _____, DAY OF _____, 20____, A.D.

LAURIE LARA, SENIOR DIRECTOR OF LAND DEVELOPMENT
KB HOME LONE STAR, INC.
10800 PECAN PARK BOULEVARD, SUITE 200
AUSTIN, TEXAS 78750

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED LAURIE LARA, AUTHORIZED AGENT, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT OF WRITING, AND (S)HE ACKNOWLEDGED TO ME THAT (S)HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

WITNESS MY HAND AND SEAL OF OFFICE, THIS THE _____ DAY OF _____, 20____, A.D.

NOTARY PUBLIC IN AND FOR TRAVIS COUNTY, TEXAS

ENGINEERS CERTIFICATION

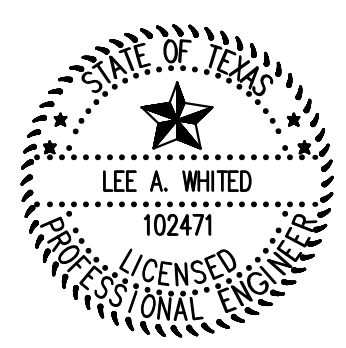
I, LEE A. WHITED, A LICENSED PROFESSIONAL ENGINEER, DO HEREBY ATTEST:

FLOOD PLAIN AND DRAINAGE EASEMENT NOTES:

NO PORTION OF THIS TRACT IS WITHIN THE DESIGNATED FLOOD HAZARD AREA FOR THE 100 YEAR FLOODPLAIN AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) # MAP NO.: 48453C0295H, TRAVIS COUNTY, TEXAS, DATED SEPTEMBER 26, 2008.

THIS IS TO CERTIFY THAT I AM LICENSED TO PRACTICE THE PROFESSION OF ENGINEERING IN THE STATE OF TEXAS, THAT I PREPARED THE PLANS SUBMITTED HERewith, AND THAT ALL INFORMATION SHOWN HEREON IS ACCURATE AND CORRECT TO THE BEST OF MY KNOWLEDGE AS RELATED TO THE ENGINEERING PORTIONS THEREOF, AND THAT SAID PLANS COMPLY WITH THE CITY OF MANOR CODES AND ORDINANCES.

WITNESS MY HAND THIS _____ DAY OF _____, 20____



LEE A. WHITED, P.E. NO. 102471
CARLSON, BRIGANCE & DOERING, INC.
5501 WEST WILLIAM CANNON DRIVE
AUSTIN, TEXAS 78749

THIS FLOOD STATEMENT, AS DETERMINED BY A H.U.D.-F.I.A. FLOOD INSURANCE RATE MAP, DOES NOT IMPLY THAT THE PROPERTY OR THE IMPROVEMENTS THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE. ON RARE OCCASIONS, GREATER FLOODS CAN AND WILL OCCUR, AND FLOOD HEIGHTS MAY INCREASE BY MAN-MADE OR NATURAL CAUSES.

THIS STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF ENGINEER OR SURVEYOR.

ACCEPTED AND AUTHORIZED FOR RECORD BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS, ON THIS THE _____ DAY OF _____, 20____.

APPROVED: _____ ATTEST: _____
CHAIRPERSON LLUVIA T. ALMARAZ, CITY SECRETARY

ACCEPTED AND AUTHORIZED FOR RECORD BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, ON THIS THE _____ DAY OF _____, 20____.

APPROVED: _____ ATTEST: _____
HONORABLE DR. CHRISTOPHER HARVEY, LLUVIA T. ALMARAZ, CITY SECRETARY
MAYOR OF THE CITY OF MANOR, TEXAS

STATE OF TEXAS §
COUNTY OF TRAVIS §

I, DYANA LIMON-MERCADO CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE _____ DAY OF _____, 20____, A.D., AT _____ O'CLOCK ____M., OF SAID COUNTY AND STATE IN DOCUMENT NUMBER _____, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY COURT OF SAID COUNTY, THE _____ DAY OF _____, 20____ A.D.

DYANA LIMON-MERCADO, COUNTY CLERK, TRAVIS COUNTY, TEXAS

BY: DEPUTY

JOHN DAVID KIPP, R.P.L.S. NO. 5844
CARLSON, BRIGANCE & DOERING, INC.
5501 WEST WILLIAM CANNON DRIVE
AUSTIN, TEXAS 78749

DATE

SHEET NO. 3 OF 3

Carlson, Brigance & Doering, Inc.
 FIRM ID #F3791 REG. # 10024900
 Civil Engineering Surveying
 5501 West William Cannon Austin, Texas 78749
 Phone No. (512) 280-5160 Fax No. (512) 280-5165

J: \AC3D\5411.2\SURVEY\PLAT - HOLLEY SMITH PH 2.DWG





1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Thursday, February 8, 2024

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1600-FP
Job Address: 15200 N FM Rd 973, Manor, TX. 78653

Dear Geoff Guerrero,

The first submittal of the Holley Smith - Mustang Valley - Phase 2 Final plat (*Final Plat*) submitted by Carlson, Brigance & Doering, Inc. and received on January 24, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Tyler Shows by telephone at (737) 247-7552 or by email at tshows@gbateam.com.

- i. Provide a 2023 tax certificate.
CBD: new tax certificates have been ordered and will be submitted upon receipt. In the interim please find record of payment of taxes on the properties involved in this project.
- ii. On the cover page provide the identification and location of proposed uses and reservations for all lots within the subdivision.
CBD: a lot table has been added to the cover sheet.
- iii. Provide The owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary.
CBD: all adjacent landowner information is shown on the plat.
- iv. Where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County. Provide this documentation.
CBD: please refer to the attached email thread confirming street names with E911.
- v. Provide documentation that this area is de-annex from Aqua Water CCN, note on page 2 has this area served by the City of Manor. Provide documentation that the process has started.
CBD: please refer to the attached PUC approval letter for the Aqua de-annexation.
- vi. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat
CBD: all utilities are provided by Manor.
- vii. Provide a copy of the deed.
CBD: please refer to the attached deed.
- viii. Lakesha Small is no longer the chairperson, having just "Chairperson" is sufficient.
CBD: the title of Chairperson has been added for P&Z sign-off.
- ix. Reminder the final plat cannot be approved until the construction plans are approved.
CBD: comment noted, thank you.

2/8/2024 4:59:37 PM

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Tyler Shows
Staff Engineer
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Monday, April 8, 2024

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Comment Response in Green

Permit Number 2023-P-1600-FP
Job Address: 15200 N FM Rd 973, Manor 78653

Dear Geoff Guerrero,

The subsequent submittal of the Holley Smith - Mustang Valley - Phase 2 Final plat submitted by Carlson, Brigance & Doering, Inc. and received on March 15, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Tyler Shows. Should you have any questions or require additional information regarding any of these comments, please contact Tyler Shows by telephone at (737) 247-7552 or by email at tshows@gbateam.com.

- i. ~~Provide a 2023 tax certificate.~~
- ii. On the cover page provide the identification and location of proposed uses and reservations for all lots within the subdivision. **Table now shown on sheet 1. All single family lots.**
- iii. Provide The owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary. **Now provided on sheet 1.**
- iv. Where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County. Provide this documentation. **911 addressing verification of street names is now provided.**
- v. Provide documentation that this area is de-annex from Aqua Water CCN, note on page 2 has this area served by the City of Manor. Provide documentation that the process has started. **The deannexation letter is provided. See attached.**
- vi. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat. **There are no easements for other providers needed. The Final plat conforms to the approved preliminary plat.**
- vii. Provide a copy of the deed. **A copy of the deed is provided with this update.**
- viii. ~~Lakesha Small is no longer the chairperson, having just "Chairperson" is sufficient.~~
- ix. **A location map showing the relation of the subdivision to streets and other prominent features in all directions for at least one mile using a scale of 1"=2000' is required. The location map is now updated.**
- x. **The owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls should be included on the plat. This is now provided on sheet 1.**

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at pgray@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Tuesday, August 13, 2024

Geoff Guerrero
Carlson, Brigrance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1600-FP
Job Address: 15200 N FM Rd 973, Manor 78653

Dear Geoff Guerrero,

The subsequent submittal of the Holley Smith - Mustang Valley - Phase 2 Final plat submitted by Carlson, Brigrance & Doering, Inc. and received on June 27, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Tyler Shows. Should you have any questions or require additional information regarding any of these comments, please contact Tyler Shows by telephone at (737) 247-7552 or by email at tshows@gbateam.com.

- i. ~~Provide a 2023 tax certificate.~~
- ii. ~~On the cover page provide the identification and location of proposed uses and reservations for all lots within the subdivision.~~
- iii. ~~Provide The owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary.~~
- iv. ~~Where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County. Provide this documentation.~~
- v. ~~Provide documentation that this area is de annex from Aqua Water CCN, note on page 2 has this area served by the City of Manor. Provide documentation that the process has started.~~
- vi. ~~If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat~~
- vii. ~~Provide a copy of the deed.~~
- viii. ~~Lakesha Small is no longer the chairperson, having just "Chairperson" is sufficient.~~
- ix. **A location map showing the relation of the subdivision to streets and other prominent features in all directions for at least one mile using a scale of 1"=2000' is required.**
- x. **The owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls should be included on the plat.**
- xi. **Per City of Manor Code of Ordinances, the final plat cannot be approved until the construction plans are approved. The construction plans have NOT been approved for this project.**

CBD: construction plans received approval 8/26. Please refer to the attached approval letter.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at pgray@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Tuesday, August 13, 2024

Geoff Guerrero
Carlson, Brigrance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1600-FP
Job Address: 15200 N FM Rd 973, Manor 78653

Dear Geoff Guerrero,

The subsequent submittal of the Holley Smith - Mustang Valley - Phase 2 Final plat submitted by Carlson, Brigrance & Doering, Inc. and received on August 28, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Tyler Shows. Should you have any questions or require additional information regarding any of these comments, please contact Tyler Shows by telephone at (737) 247-7552 or by email at tshows@gbateam.com.

- i. ~~Provide a 2023 tax certificate.~~
- ii. ~~On the cover page provide the identification and location of proposed uses and reservations for all lots within the subdivision.~~
- iii. ~~Provide The owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary.~~
- iv. ~~Where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County. Provide this documentation.~~
- v. ~~Provide documentation that this area is de annex from Aqua Water CCN, note on page 2 has this area served by the City of Manor. Provide documentation that the process has started.~~
- vi. ~~If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat~~
- vii. ~~Provide a copy of the deed.~~
- viii. ~~Lakesha Small is no longer the chairperson, having just "Chairperson" is sufficient.~~
- ix. **A location map showing the relation of the subdivision to streets and other prominent features in all directions for at least one mile using a scale of 1"=2000' is required.**
- x. **The owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls should be included on the plat.**
- xi. **Per City of Manor Code of Ordinances, the final plat cannot be approved until the construction plans are approved. The construction plans have NOT been approved for this project.**

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at pgray@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Wednesday, August 28, 2024

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1600-FP
Job Address: 15200 N FM Rd 973, Manor 78653

Dear Geoff Guerrero,

We have conducted a review of the final plat for the above-referenced project, submitted by Geoff Guerrero and received by our office on August 28, 2024, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance. Please call if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads "Pauline M. Gray".

Pauline Gray, P.E.
Lead AES
GBA



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 11, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a final plat for the Mustang Valley - Holley Smith Phase 4a ROW Subdivision, being 6.178 acres of right of way, and being located in between the existing Anderson Road and Gregg Lane, Manor, TX.

Applicant: Carlson, Brigance & Doering, Inc.

Owner: KB Home Lone Star, Inc.

BACKGROUND/SUMMARY:

This plat creates the right-of-way for the newly extended Anderson Road from its current configuration to the secondary entrance of the Mustang Valley Subdivision. It will eventually connect to the future Cameron Road extension coming from the east.

LEGAL REVIEW: Not Applicable

FISCAL IMPACT: No

PRESENTATION: No

ATTACHMENTS: Yes

- Approved plat
- Engineer Comments and Responses
- Engineer Conformance Letter

ACTIONS:

<i>Discretion</i>	Non-Discretionary
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<i>Subdivision Review Type</i>	Concurrent
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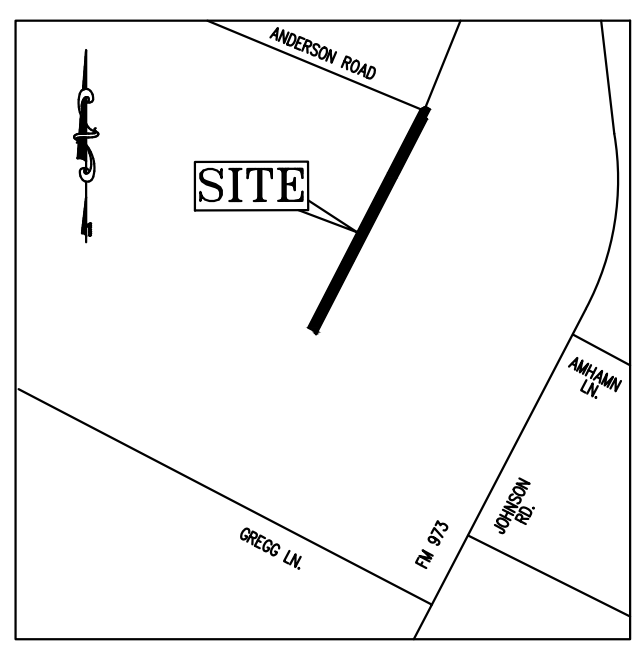
<i>Actions</i>	Approve, Approve with Conditions, Postpone
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STAFF RECOMMENDATION:

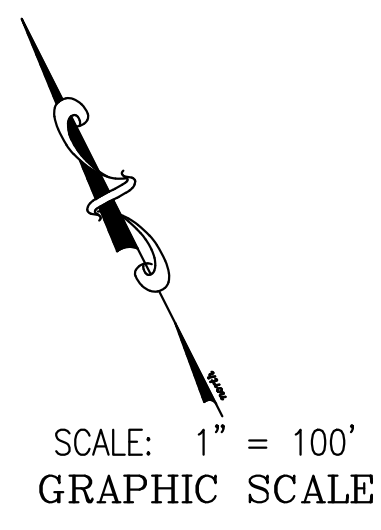
It is the City Staff's recommendation that the Planning and Zoning Commission approve the final plat for the Mustang Valley - Holley Smith Phase 4a ROW Subdivision, being 6.178 acres of right of way, and being located in between the existing Anderson Road and Gregg Lane, Manor, TX.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

HOLLEY-SMITH PHASE 4



LOCATION MAP
SCALE: 1" = 2,000'



- LEGEND**
- CAPPED 1/2" IRON ROD SET STAMPED "CBD SETSTONE"
 - CAPPED 1/2" IRON ROD FOUND STAMPED "CBD SETSTONE"
 - ⊕ BENCHMARK
 - 1 LOT NUMBER
 - ⊙ BLOCK DESIGNATOR
 - L.S. LANDSCAPE
 - H.O.A. HOME OWNER ASSOCIATION
 - APPROX. SIDEWALK LOCATION
 - O.P.R.T.C.T.X. OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS

OWNER AND DEVELOPER:
KB HOME LONE STAR, INC.
ATTN: JOHN ZINSMEYER
10800 PECAN PARK, SUITE 200
AUSTIN, TX 78750

ENGINEER AND SURVEYOR:
CARLSON, BRIGANCE & DOERING, INC.
5501 WEST WILLIAM CANNON DRIVE
AUSTIN, TEXAS 78749
PHONE: (512)-280-5160
FAX: (512)-280-5165

DATE: APRIL 10, 2024
ACREAGE: 6.178 ACRES
SURVEY: SUMNER BACON SURVEY NUMBER 62,
ABSTRACT NUMBER 63
F.E.M.A. MAP NO.: 48453C0295H
TRAVIS COUNTY, TEXAS
DATED: SEPTEMBER 26, 2008

Line #	Length	Direction
L1	55.03	N62°25'38"E
L2	5.96	S63°17'54"E
L3	45.99	S61°52'16"E
L4	103.33	S26°47'46"W
L5	20.00	S62°36'18"E
L6	61.02	S26°49'14"W
L7	83.95	N63°15'09"W

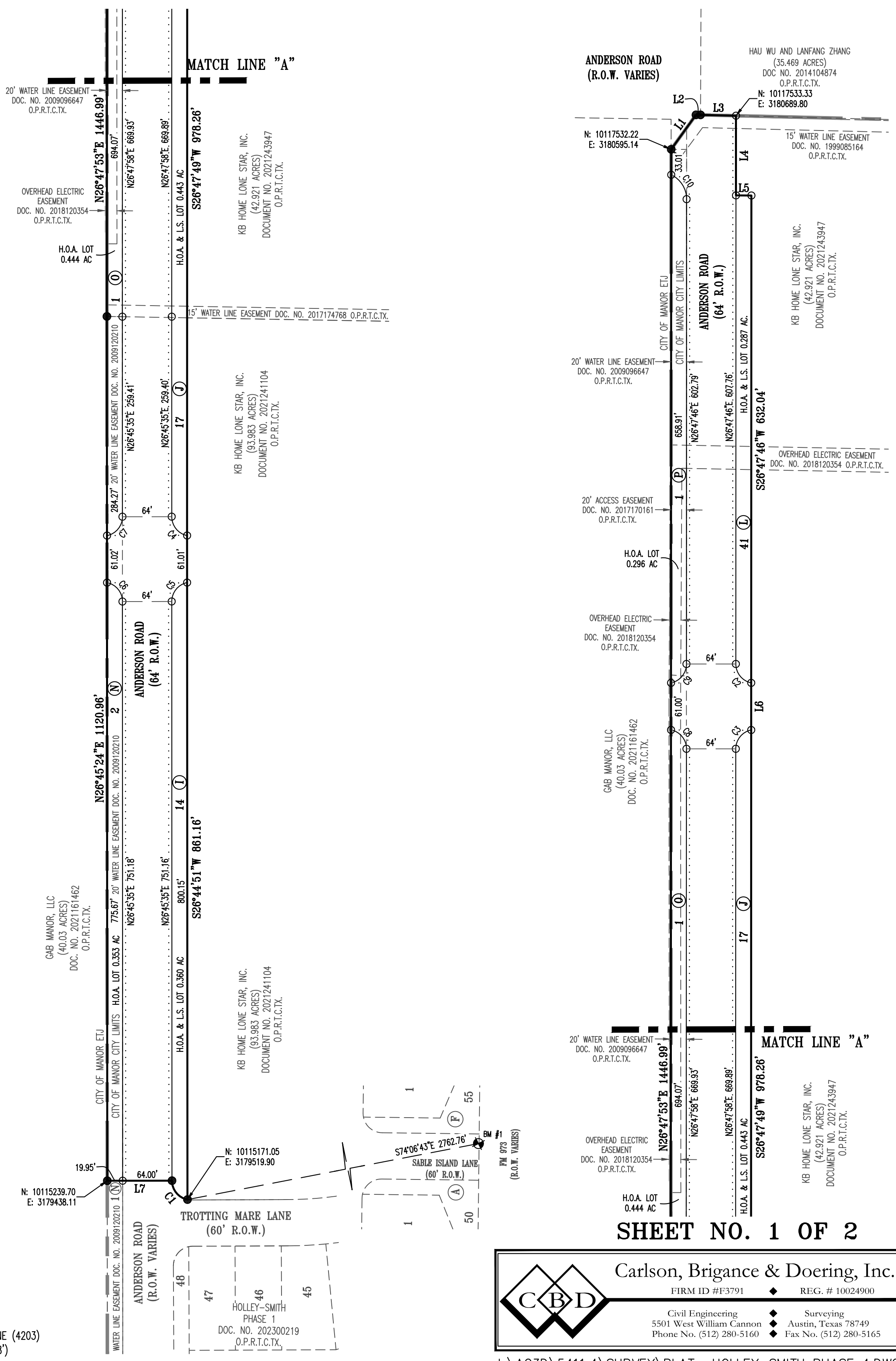
Curve #	Length	Radius	Chord Direction	Chord Length	Tangent	DELTA
C1	34.24	25.00	N12°29'02"W	31.62	20.41	78°27'47"
C2	34.23	25.00	N12°26'00"W	31.62	20.41	78°27'37"
C3	34.21	25.00	N66°00'13"E	31.60	20.39	78°24'34"
C4	34.09	25.00	N12°13'40"W	31.51	20.29	78°07'26"
C5	34.11	25.00	N65°45'20"E	31.52	20.31	78°10'02"
C6	34.22	25.00	N12°27'11"W	31.61	20.40	78°25'31"
C7	34.22	25.00	N65°58'33"E	31.61	20.40	78°25'57"
C8	34.26	25.00	N12°27'20"W	31.64	20.43	78°30'36"
C9	34.26	25.00	N66°03'13"E	31.64	20.43	78°30'54"
C10	39.48	35.00	N05°30'58"W	37.42	22.14	64°37'30"

H.O.A. & L.S. LOTS	3
H.O.A. LOTS:	3
TOTAL LOTS:	6
BLOCKS:	6

STREETS	R.O.W. WIDTH	L.F.
ANDERSON ROAD	64' R.O.W.	2,610
TOTAL		2,610

BENCHMARK NOTES:
#1 - CAPPED 1/2" IRON ROD SET STAMPED "CONTROL"
N: 10,114,414.72
E: 3,182,177.13
ELEV=558.02' (NAVD '88)

BASIS OF BEARINGS - TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203)
ELEVATION DATUM - NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD '88')



SHEET NO. 1 OF 2

Carlson, Brigance & Doering, Inc.
FIRM ID #F3791 REG. # 10024900

Civil Engineering Surveying
5501 West William Cannon Austin, Texas 78749
Phone No. (512) 280-5160 Fax No. (512) 280-5165

HOLLEY-SMITH PHASE 4

STATE OF TEXAS §
COUNTY OF TRAVIS §

KNOW ALL MEN BY THESE PRESENTS: THAT JOHN ZINSMEYER, VICE PRESIDENT OF KB HOME LONE STAR, INC., BEING OWNERS OF THAT CERTAIN CALLED 93.983 ACRE TRACT RECORDED IN DOCUMENT NUMBER 2021241104, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, AND THAT CALLED 42.921 ACRE TRACT RECORDED IN DOCUMENT NUMBER 2021243947, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, DO HEREBY SUBDIVIDE 6.178 ACRES OF LAND IN ACCORDANCE WITH SECTION 212 OF THE LOCAL GOVERNMENT CODE AND WITH THE ATTACHED MAP OR PLAT, TO BE KNOWN AS:

"HOLLEY-SMITH PHASE 4"

AND DOES HEREBY DEDICATE TO THE PUBLIC, THE USE OF THE STREETS AND EASEMENTS SHOWN HEREON, SUBJECT TO ANY EASEMENTS AND/OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED.

WITNESS MY HAND, THIS THE _____, DAY OF _____, 20____, A.D.

JOHN ZINSMEYER, VICE PRESIDENT
KB HOME LONE STAR, INC.
10800 PECAN PARK BOULEVARD, SUITE 200
AUSTIN, TEXAS 78750

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED JOHN ZINSMEYER, AUTHORIZED AGENT, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT OF WRITING, AND HE ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

WITNESS MY HAND AND SEAL OF OFFICE, THIS THE _____ DAY OF _____, 20____, A.D.

NOTARY PUBLIC IN AND FOR TRAVIS COUNTY, TEXAS

ENGINEERS CERTIFICATION

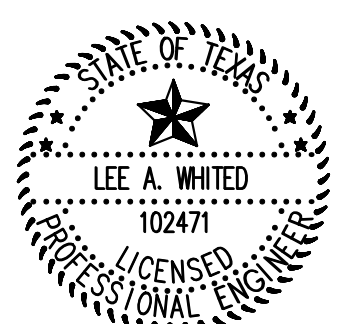
I, CHARLES R. BRIGANCE JR., A LICENSED PROFESSIONAL ENGINEER, DO HEREBY ATTEST:

FLOOD PLAIN AND DRAINAGE EASEMENT NOTES:

NO PORTION OF THIS TRACT IS WITHIN THE DESIGNATED FLOOD HAZARD AREA FOR THE 100 AND 500 YEAR FLOODPLAIN AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) # MAP NO.: 48453C0295H, TRAVIS COUNTY, TEXAS, DATED SEPTEMBER 26, 2008.

THIS IS TO CERTIFY THAT I AM LICENSED TO PRACTICE THE PROFESSION OF ENGINEERING IN THE STATE OF TEXAS, THAT I PREPARED THE PLANS SUBMITTED HERewith, AND THAT ALL INFORMATION SHOWN HEREON IS ACCURATE AND CORRECT TO THE BEST OF MY KNOWLEDGE AS RELATED TO THE ENGINEERING PORTIONS THEREOF, AND THAT SAID PLANS COMPLY WITH THE CITY OF MANOR CODES AND ORDINANCES AND TRAVIS COUNTY.

WITNESS MY HAND THIS _____ DAY OF _____, 2022



CARLSON, BRIGANCE & DOERING, INC.
ID# F3791

LEE A. WHITED, P.E. NO. 102471
CARLSON, BRIGANCE & DOERING, INC.
5501 WEST WILLIAM CANNON DRIVE
AUSTIN, TEXAS 78749

THIS FLOOD STATEMENT, AS DETERMINED BY A H.U.D.-F.I.A. FLOOD INSURANCE RATE MAP, DOES NOT IMPLY THAT THE PROPERTY OR THE IMPROVEMENTS THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE. ON RARE OCCASIONS, GREATER FLOODS CAN AND WILL OCCUR, AND FLOOD HEIGHTS MAY INCREASE BY MAN-MADE OR NATURAL CAUSES.

THIS STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF ENGINEER OR SURVEYOR.

I, THE UNDERSIGNED, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND. THIS PROPERTY COMPLIES WITH TRAVIS COUNTY CHAPTER 482 DEVELOPMENT REGULATIONS.

JOHN DAVID KIPP, R.P.L.S. NO. 5844
CARLSON, BRIGANCE & DOERING, INC.
5501 WEST WILLIAM CANNON DRIVE
AUSTIN, TEXAS 78749



PLAT GENERAL NOTES

- PROPERTY OWNERS OF THE LOTS ON WHICH THE PUBLIC UTILITY EASEMENT OR THE UNDERGROUND STORM WATER DRAINAGE FACILITIES EASEMENT ARE LOCATED AS SHOWN ON THIS PLAT SHALL PROVIDE ACCESS TO THE CITY OF MANOR IN ORDER FOR THE CITY OF MANOR TO INSPECT AND MAINTAIN THE UNDERGROUND FACILITIES LOCATED WITHIN ANY OF SUCH EASEMENTS.
- A 10' PUBLIC UTILITY EASEMENT IS HEREBY DEDICATED ALONG AND ADJACENT TO ALL STREET RIGHTS OF WAY.
- PUBLIC SIDEWALKS BUILT TO THE CITY OF MANOR STANDARDS, ARE REQUIRED ALONG ALL STREETS WITHIN THIS SUBDIVISION, THESE SIDEWALKS SHALL BE IN PLACE PRIOR TO THE ADJOINING LOT BEING OCCUPIED, FAILURE TO CONSTRUCT THE REQUIRED SIDEWALKS MAY RESULT IN THE WITHHOLDING OF CERTIFICATES OF OCCUPANCY, BUILDING PERMITS OR UTILITY CONNECTIONS BY THE COVERING BODY OR UTILITY COMPANY.
- PUBLIC SIDEWALKS (4' WIDE) BUILT TO THE CITY OF MANOR STANDARDS, ARE REQUIRED ALONG THE SUBDIVISION SIDE OF ANDERSON ROAD AS SHOWN BY A DOTTED LINE ON THE FACE OF THE PLAT. THESE SIDEWALKS SHALL BE IN PLACE PRIOR TO THE ADJOINING LOT BEING OCCUPIED, FAILURE TO CONSTRUCT THE REQUIRED SIDEWALKS MAY RESULT IN THE WITHHOLDING OF CERTIFICATES OF OCCUPANCY, BUILDING PERMITS OR UTILITY CONNECTIONS BY THE COVERING BODY OR UTILITY COMPANY.
- DRIVEWAY AND DRAINAGE CONSTRUCTION STANDARDS SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY OF MANOR STANDARDS UNLESS OTHERWISE SPECIFIED AND APPROVED BY THE CITY OF MANOR.
- NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTION IS MADE TO THE CITY OF MANOR WASTEWATER SYSTEM.
- NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTION IS MADE TO THE AQUA WATER SUPPLY CORPORATION.
- ALL STREETS, DRAINAGE IMPROVEMENTS, SIDEWALKS, WATER AND WASTEWATER LINES, AND EROSION CONTROLS SHALL BE CONSTRUCTED AND INSTALLED TO CITY OF MANOR STANDARDS.
- EROSION CONTROLS ARE REQUIRED FOR ALL CONSTRUCTION ON INDIVIDUAL LOTS, INCLUDING DETACHED SINGLE FAMILY IN ACCORDANCE WITH SECTION 1.4.0 OF THE CITY OF AUSTIN ENVIRONMENTAL CRITERIA MANUAL.
- ALL STREETS IN THE SUBDIVISION SHALL BE CONSTRUCTED TO CITY OF MANOR URBAN STREET STANDARDS. ALL STREETS WILL BE CONSTRUCTED WITH CURB AND GUTTER.
- THE SUBDIVISION OWNER/DEVELOPER AS IDENTIFIED ON THIS PLAN IS RESPONSIBLE FOR POSTING FISCAL SURETY FOR THE CONSTRUCTION OF ALL SIDEWALKS AS SHOWN OR LISTED ON THE PLAN, WHETHER INSTALLED BY THE OWNER/DEVELOPER OR INDIVIDUAL HOMEBUILDERS. IT IS THE RESPONSIBILITY OF THE OWNER/DEVELOPER TO ENSURE ALL SIDEWALKS ARE ADA COMPLIANT UNLESS A WAIVER HAS BEEN GRANTED BY THE TEXAS DEPARTMENT OF LICENSING AND REGULATION.
- THE BEARINGS SHOWN HEREON ARE TIED TO THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203), AS DETERMINED BY THE GLOBAL POSITIONING SYSTEM (GPS). THE UNIT OF LINEAR MEASUREMENT IS U.S. SURVEY FEET.
- THE BUILDING SETBACK LINES SHALL COMPLY WITH THE CITY'S ZONING ORDINANCE.
- THE HOME OWNERS ASSOCIATION, AND/OR ITS SUCCESSORS AND ASSIGNS (THE "H.O.A.") SHALL BE RESPONSIBLE FOR MAINTENANCE OF ALL NON-RESIDENTIAL LOTS THAT ARE DEDICATED TO THE H.O.A..
- THIS PLAT IS SUBJECT TO THE HOLLEY/SMITH-KB HOME DEVELOPMENT AGREEMENT EXECUTED ON OCTOBER 2, 2021, AND SUBSEQUENT AMENDMENTS.
- THIS SUBDIVISION IS SUBJECT TO THE COVENANTS, CONDITIONS AND RESTRICTIONS AS FOUND IN DOC. NO. 2023072453 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.
- LOTS 14, BLOCK I, LOT 17, BLOCK J, LOT 41, BLOCK L, LOT 2, BLOCK N, LOT 1, BLOCK O, AND LOT 1, BLOCK P SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION AND/OR ITS SUCCESSORS AND ASSIGNS (THE "H.O.A."). NO RESIDENTIAL USES ARE ALLOWED ON THESE AFOREMENTIONED LOTS.
- THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS THE _____ DAY OF _____, 20____.
- FLOOD PLAIN NOTE: NO PORTION OF THIS TRACT IS WITHIN THE DESIGNATED FLOOD HAZARD AREA AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP # 48453C0295H, FOR TRAVIS COUNTY, TEXAS, DATED SEPTEMBER 26, 2008.
- PERFORMANCE AND MAINTENANCE GUARANTEES AS REQUIRED BY THE CITY.
- THIS PROPERTY IS SUBJECT TO A BLANKET-TYPE ELECTRIC TRANSMISSION OR DISTRIBUTION LINE OR SYSTEM EASEMENT GRANTED TO THE LOWER COLORADO RIVER ELECTRIC COOPERATIVE, INC. IN VOLUME 649, PAGE 213 AND VOLUME 650, PAGE 185, DEED RECORDS OF TRAVIS COUNTY, TEXAS.
- THIS PROPERTY IS SUBJECT TO A BLANKET-TYPE EASEMENT AND RIGHT-OF-WAY GRANTED TO TEXAS POWER & LIGHT COMPANY IN VOLUME 1022, PAGE 620, DEED RECORDS OF TRAVIS COUNTY, TEXAS.
- THIS PROPERTY IS SUBJECT TO A BLANKET-TYPE EASEMENT GRANTED TO AQUA WATER SUPPLY CORPORATION IN VOLUME 3816, PAGE 398, DEED RECORDS OF TRAVIS COUNTY, TEXAS AND DOCUMENT NO. 2003155668, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

ACCEPTED AND AUTHORIZED FOR RECORD BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS, ON THIS THE _____ DAY OF _____, 20____.

APPROVED: _____ ATTEST:
CHAIRPERSON _____ LLUVIA T. ALMARAZ, CITY SECRETARY

ACCEPTED AND AUTHORIZED FOR RECORD BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, ON THIS THE _____ DAY OF _____, 20____.

APPROVED: _____ ATTEST:
HONORABLE DR. CHRISTOPHER HARVEY, _____
MAYOR OF THE CITY OF MANOR, TEXAS LLUVIA T. ALMARAZ, CITY SECRETARY

STATE OF TEXAS §
COUNTY OF TRAVIS §

I, DYANA LIMON-MERCADO CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE _____ DAY OF _____, 20____, A.D., AT _____ O'CLOCK _____M., OF SAID COUNTY AND STATE IN DOCUMENT NUMBER _____, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY COURT OF SAID COUNTY, THE _____ DAY OF _____, 20____ A.D.

DYANA LIMON-MERCADO, COUNTY CLERK, TRAVIS COUNTY, TEXAS

BY: DEPUTY

SHEET NO. 2 OF 2

Carlson, Brigance & Doering, Inc.
 FIRM ID #F3791 REG. # 10024900
 Civil Engineering Surveying
 5501 West William Cannon Austin, Texas 78749
 Phone No. (512) 280-5160 Fax No. (512) 280-5165



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Tuesday, November 28, 2023

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1589-FP
Job Address: , , LA.

Dear Geoff Guerrero,

The first submittal of the Mustang Valley - Holley Smith Phase 4a ROW Final Plat (*Final Plat*) submitted by Carlson, Brigance & Doering, Inc. and received on August 09, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Tyler Shows by telephone at (737) 247-7552 or by email at tshows@gbateam.com.

- i. Provide a copy of the deed.
- ii. Add the following note under plat general notes "Performance and maintenance guarantees as required by the City".
- iii. Since R.O.W width is being dedicated "R.O.W varies" is not acceptable. Provide the ROW width.
- iv. LaKesha Small is the current chairperson.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,

11/28/2023 1:09:03 PM
Mustang Valley - Holley Smith Phase 4a ROW Final
Plat
2023-P-1589-FP
Page 2
Tyler Shows
Staff Engineer
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

CBD COMMENT RESPONSE

Date: Tuesday, November 28, 2023

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1589-FP
Job Address: , , LA.

Dear Geoff Guerrero,

The first submittal of the Mustang Valley - Holley Smith Phase 4a ROW Final Plat (*Final Plat*) submitted by Carlson, Brigance & Doering, Inc. and received on November 02, 2023, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Tyler Shows by telephone at (737) 247-7552 or by email at tshows@gbateam.com.

- i. Provide a copy of the deed.
CBD: deed is provided in the update.
- ii. Add the following note under plat general notes 'Performance and maintenance guarantees as required by the City':
CBD: this has been added as Note 20, Sheet 2.
- iii. Since R.O.W width is being dedicated 'R.O.W varies' is not acceptable. Provide the ROW width.
CBD: the ROW widths have been added to Sheet 1.
- iv. LaKesha Small is the current chairperson.
CBD: Ms. Small has been added as the Chair on Sheet 2.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,

11/28/2023 1:09:03 PM
Mustang Valley - Holley Smith Phase 4a ROW Final
Plat
2023-P-1589-FP
Page 2
Tyler Shows
Staff Engineer
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Friday, February 9, 2024

Geoff Guerrero
Carlson, Brigrance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1589-FP
Job Address: ,

Dear Geoff Guerrero,

The subsequent submittal of the Mustang Valley - Holley Smith Phase 4a ROW Final Plat submitted by Carlson, Brigrance & Doering, Inc. and received on August 09, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

- i. ~~Provide a copy of the deed.~~
- ii. ~~Add the following note under plat general notes "Performance and maintenance guarantees as required by the City".~~
- iii. ~~Since R.O.W width is being dedicated "R.O.W varies" is not acceptable. Provide the ROW width.~~
- iv. ~~LaKesha Small is the current chairperson. Felix Paiz is the current P&Z Chairperson.~~
- v. **A tax certificate showing that all 2023 taxes have been paid needs to be submitted.**
- vi. **The streets table on Sheet 1 still lists ROW varies for Anderson Road. The plat still shows this as well.**
- vii. **ROW is being dedicated to the City, therefore, it needs to have a defined width.**
- viii. **Additionally per City Staff, the plat needs to show stub outs on the left side of Anderson Road to be proactive in the future development on that side of the road.**

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at pgray@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Friday, February 9, 2024

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1589-FP
Job Address: ,

Dear Geoff Guerrero,

The subsequent submittal of the Mustang Valley - Holley Smith Phase 4a ROW Final Plat submitted by Carlson, Brigance & Doering, Inc. and received on February 09, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

- i. ~~Provide a copy of the deed.~~
- ii. ~~Add the following note under plat general notes "Performance and maintenance guarantees as required by the City".~~
- iii. ~~Since R.O.W width is being dedicated "R.O.W varies" is not acceptable. Provide the ROW width.~~
- iv. ~~Lakesha Small is the current chairperson. Felix Paiz is the current P&Z Chairperson.~~
CBD: Felix Paiz has been added as Chairperson.
- v. **A tax certificate showing that all 2023 taxes have been paid needs to be submitted.**
CBD: tax certificates have been ordered and will be submitted prior to recording. In the interim please refer to the attached tax receipt showing all taxes paid.
- vi. **The streets table on Sheet 1 still lists ROW varies for Anderson Road. The plat still shows this as well.**
CBD: the street table has been updated and the ROW portion of Anderson Road that is being platted also shows a 64' ROW. The ROW outside of the Phase 4A platted area still shows as being varied because of a transition area.
- vii. **ROW is being dedicated to the City, therefore, it needs to have a defined width.**
CBD: all ROW within the boundary of the platted area shows a defined width.
- viii. **Additionally per City Staff, the plat needs to show stub outs on the left side of Anderson Road to be proactive in the future development on that side of the road.**
CBD: stub-outs to the west have been added.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at pgray@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for

Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Tuesday, April 9, 2024

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1589-FP
Job Address: ,

Dear Geoff Guerrero,

The subsequent submittal of the Mustang Valley - Holley Smith Phase 4a ROW Final Plat submitted by Carlson, Brigance & Doering, Inc. and received on August 09, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

- i. ~~Provide a copy of the deed.~~
- ii. ~~Add the following note under plat general notes "Performance and maintenance guarantees as required by the City".~~
- iii. ~~Since R.O.W width is being dedicated "R.O.W varies" is not acceptable. Provide the ROW width.~~
- iv. ~~LaKesha Small is the current chairperson. Felix Paiz is the current P&Z Chairperson.~~
- v. ~~A tax certificate showing that all 2023 taxes have been paid needs to be submitted.~~
- vi. ~~The streets table on Sheet 1 still lists ROW varies for Anderson Road. The plat still shows this as well.~~
- vii. ~~ROW is being dedicated to the City, therefore, it needs to have a defined width.~~
- viii. ~~Additionally per City Staff, the plat needs to show stub outs on the left side of Anderson Road to be proactive in the future development on that side of the road.~~
- ix. **The final plat cannot be approved until the construction plans are approved.**
- x. **The final plat cannot be approved until an approved Travis County permit is supplied. An approved Travis County permit is required for the proposed tie in at Anderson Road.**

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at pgray@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Tuesday, June 11, 2024

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1589-FP
Job Address: ,

Dear Geoff Guerrero,

The subsequent submittal of the Mustang Valley - Holley Smith Phase 4a ROW Final Plat submitted by Carlson, Brigance & Doering, Inc. and received on May 17, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Tyler Shows. Should you have any questions or require additional information regarding any of these comments, please contact Tyler Shows by telephone at (737) 247-7552 or by email at tshows@gbateam.com.

- i. ~~Provide a copy of the deed.~~
- ii. ~~Add the following note under plat general notes "Performance and maintenance guarantees as required by the City".~~
- iii. ~~Since R.O.W width is being dedicated "R.O.W varies" is not acceptable. Provide the ROW width.~~
- iv. ~~LaKeshia Small is the current chairperson. Felix Paiz is the current P&Z Chairperson.~~
- v. ~~A tax certificate showing that all 2023 taxes have been paid needs to be submitted.~~
- vi. ~~The streets table on Sheet 1 still lists ROW varies for Anderson Road. The plat still shows this as well.~~
- vii. ~~ROW is being dedicated to the City, therefore, it needs to have a defined width.~~
- viii. ~~Additionally per City Staff, the plat needs to show stub outs on the left side of Anderson Road to be proactive in the future development on that side of the road.~~
- ix. **The final plat cannot be approved until the construction plans are approved.**
- x. **The final plat cannot be approved until an approved Travis County permit is supplied. An approved Travis County permit is required for the proposed tie in at Anderson Road.**

CBD: construction plans have been approved and the Travis County permit has been submitted with this update.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at /Manor/Parts/Blank, or by e-mail at tshows@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Tyler Shows
Staff Engineer
GBA



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Tuesday, September 3, 2024

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2023-P-1589-FP
Job Address: ,

Dear Geoff Guerrero,

We have conducted a review of the final plat for the above-referenced project, submitted by Geoff Guerrero and received by our office on August 09, 2024, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance. Please call if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tyler Shows'.

Tyler Shows
Staff Engineer
GBA



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 11, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Final Plat for the Ventura at Tower Road Apartments Subdivision, one (1) lot on 15.074 acres more or less, and being located at 12100 Tower Road Manor, TX.

Applicant: Kimley-Horn

Owner: Kenneth and Susanna Tumlinson

BACKGROUND/SUMMARY:

This plat has been approved by our engineers with the stipulations that the final plat cannot be recorded until the CCN swap with Manville is complete and the Preliminary plat goes through P&Z. The CCN transfer agreement is intended to go to the September 18th City Council meeting and upon acceptance, will be filled with the PUC. The preliminary plat has already been administratively approved, but did not make the public notice deadline so will be heard on October 9th.

LEGAL REVIEW: Not Applicable

FISCAL IMPACT: No

PRESENTATION: No

ATTACHMENTS: Yes

- Plat
- Aerial Image
- Engineer Comments
- Approval Letter

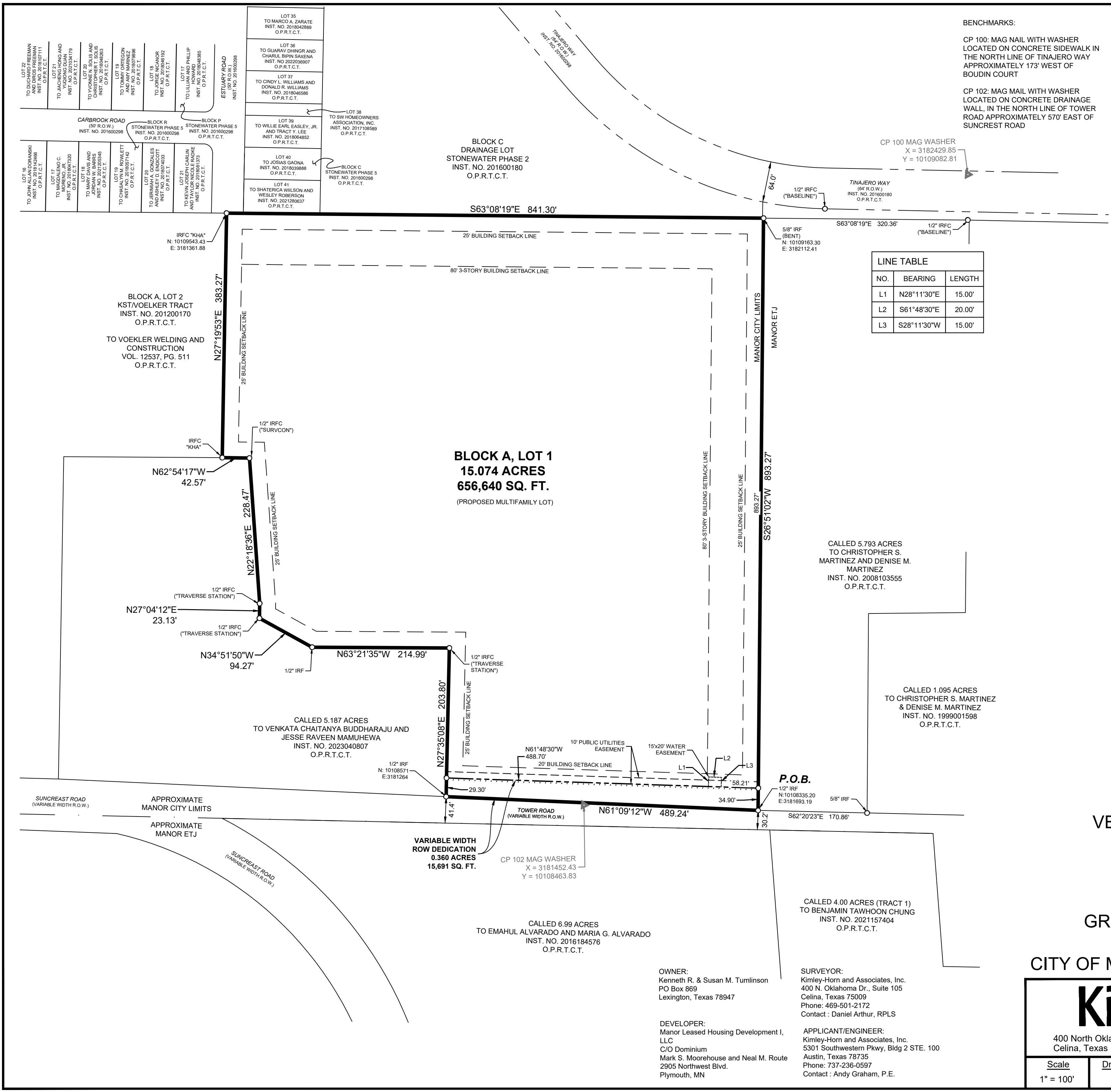
ACTIONS:

<i>Discretion</i>	Non-Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Approve, Approve with Conditions, Postpone

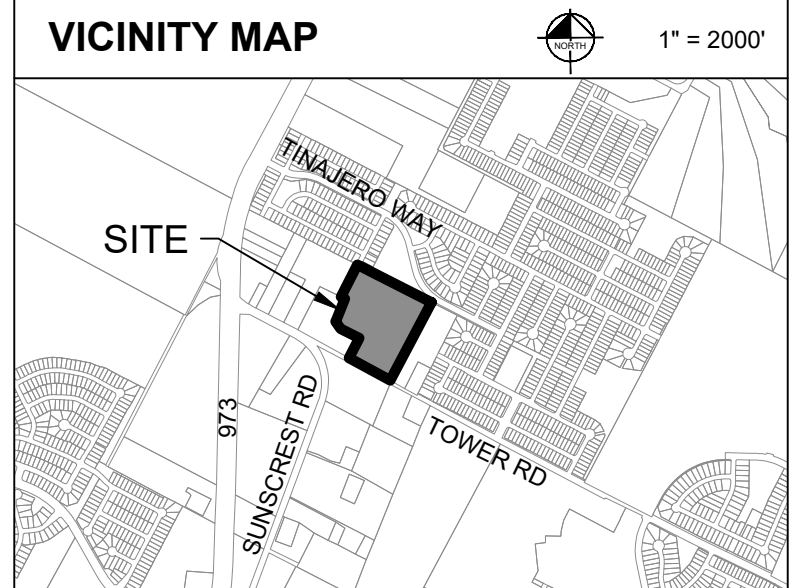
STAFF RECOMMENDATION:

It is the City Staff’s recommendation that the Planning and Zoning Commission approve a Final Plat for the Ventura at Tower Road Apartments Subdivision, one (1) lot on 15.074 acres more or less, and being located at 12100 Tower Road Manor, TX with the stipulations that the final plat cannot be recorded until the CCN swap with Manville is complete and the Preliminary plat goes through P&Z.

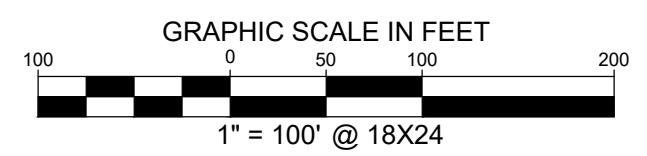
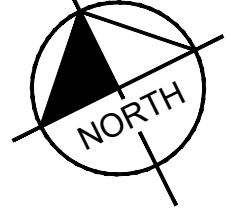
PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



BENCHMARKS:
 CP 100: MAG NAIL WITH WASHER LOCATED ON CONCRETE SIDEWALK IN THE NORTH LINE OF TINAJERO WAY APPROXIMATELY 173' WEST OF BOUNDARY COURT
 CP 102: MAG NAIL WITH WASHER LOCATED ON CONCRETE DRAINAGE WALL, IN THE NORTH LINE OF TOWER ROAD APPROXIMATELY 570' EAST OF SUNCREST ROAD



LINE TABLE		
NO.	BEARING	LENGTH
L1	N28°11'30"E	15.00'
L2	S61°48'30"E	20.00'
L3	S28°11'30"W	15.00'



O.P.R.T.C.T.		OFFICIAL PUBLIC RECORDS	
P.R.T.C.T.		TRAVIS COUNTY, TEXAS	
IRF	IRON ROD FOUND	IRFC	IRON ROD FOUND CAPPED
IRSC	1/2" IRON ROD SET CAPPED (STAMPED "KHA")	MNS	MAG NAIL SET
POB	POINT OF BEGINNING	BRS	BEARS CALL
(BEARING DISTANCE)	RECORD CALL	▲	PROJECT BENCHMARK
LINE TYPE LEGEND			
	BOUNDARY LINE		ADJACENT PROPERTY LINE
	EASEMENT LINE		ABSTRACT SURVEY LINE
	ROAD CENTERLINE		CITY LIMIT LINE
	ROW DEDICATION LINE		SIDEWALK EASEMENT
	BUILDING LINE		

FINAL PLAT
VENTURA AT TOWER ROAD
BLOCK A, LOT 1
 BEING
15.074 ACRES
 IN THE
GREENBURY GATES SURVEY
ABSTRACT NO. 315
CITY OF MANOR, TRAVIS COUNTY, TEXAS

Kimley»Horn

400 North Oklahoma Dr., Suite 105
 Celina, Texas 75009 FIRM # 10194503 Tel. No. (469) 501-2200
 www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 100'	SPA	MJS	8/15/2024	069264311	1 OF 2

OWNER:
 Kenneth R. & Susan M. Tumlinson
 PO Box 869
 Lexington, Texas 78947

DEVELOPER:
 Manor Leased Housing Development I, LLC
 C/O Dominion
 Mark S. Moorehouse and Neal M. Route
 2905 Northwest Blvd.
 Plymouth, MN

SURVEYOR:
 Kimley-Horn and Associates, Inc.
 400 N. Oklahoma Dr., Suite 105
 Celina, Texas 75009
 Phone: 469-501-2172
 Contact : Daniel Arthur, RPLS

APPLICANT/ENGINEER:
 Kimley-Horn and Associates, Inc.
 5301 Southwestern Pkwy, Bldg 2 STE. 100
 Austin, Texas 78735
 Phone: 737-236-0597
 Contact : Andy Graham, P.E.

PROPERTY DESCRIPTION

BEING a tract of land situated in the Greenbury Gates Survey, Abstract No. 315, located in the City of Manor, Travis County, Texas being all of a called 15.4217 acre tract of land conveyed to Kenneth R. Tumlinson and Suanna M. Tumlinson by deed recorded in Instrument No. 2023004432, Official Public Records of Travis County, Texas (O.P.R.T.C.T.), and being more particularly described as follows:

BEGINNING at a 1/2-inch iron rod found for the southeast corner of said 15.4217 acre tract of land, same being the southwest corner of a called 5.793 acre tract of land conveyed to Christopher S. Martinez and Denise M. Martinez by deed recorded in Instrument No. 2008103555, O.P.R.T.C.T., same being the north right of way line of Tower Road, a variable width right of way, from which a 5/8-inch iron rod found for the southeast corner of said 5.793 acre tract, same being the southwest corner of a called 1.095 acre tract of land conveyed to Christopher S. Martinez and Denise M. Martinez by deed recorded in Instrument No. 1999001598, O.P.R.T.C.T., bears South 62°20'23" East, 170.86 feet;

THENCE North 61°09'12" West, along the south line of said 15.4217 acre tract, same being said north right of way line, 489.24 feet to a 1/2-inch iron rod found for the southwest corner of said 15.4217 acre tract, same being the southeast corner of a called 5.187 acre tract of land conveyed to Venkata Chitanya Buddhharaju and Jesse Raveen Manuhewa by deed recorded in Instrument No. 2023040807, O.P.R.T.C.T.;

THENCE along the west line of said 15.4217 acre tract, same being the east line of said 5.187 acre tract the following courses:

North 27°35'08" East, 233.10 feet to a 1/2-inch iron rod found capped (stamped "Traverse Station");

North 63°21'35" West, 214.99 feet to a 1/2-inch iron rod found;

North 34°51'50" West, 94.27 feet to a 1/2-inch iron rod found capped (stamped "Traverse Station");

North 27°04'12" East, 23.13 feet to a 1/2-inch iron rod found capped (stamped "Traverse Station");

North 22°18'36" East, 228.47 feet to a 1/2-inch iron rod found capped (stamped "Survcon");

North 62°54'17" West, 42.57 feet to a 5/8-inch iron rod set capped (stamped "KHA") for a westerly corner of said 15.4217 acre tract, same being the southeast corner of Block A, Lot 2 of KST/Voelker Tract, a platted addition to Travis County recorded in Instrument No. 201200170, O.P.R.T.C.T.;

THENCE North 27°19'53" East, continuing along the west line of said 15.4217 acre tract, same being the east line of said Lot 2, 383.27 feet to a 5/8-inch iron rod set capped (stamped "KHA") for the northwest corner of said 15.4217 acre tract, same being the northeast corner of said Lot 2, and same being in the south right of way line of Estuary Drive, a called 50 foot right of way, dedicated by Stonewater Phase 5, a platted addition to Travis County recorded in Instrument No. 201600298, O.P.R.T.C.T., from which a 1/2-inch iron rod found capped (stamped "Baseline") for the southwest corner of said Estuary Drive, same being the southeast corner of Block R, Lot 21 of said Stonewater Phase 5 bears, North 63°08'19" West, 23.73 feet;

THENCE South 63°08'19" East, along the north line of said 15.4217 acre tract, same being the south line of said Stonewater Phase 5, passing at 26.27 feet a 1/2-inch iron rod found for the southeast corner of said Estuary Drive, same being the southwest corner of Block C, Lot 41 of said Stonewater Phase 5, passing at 146.28 feet a 1/2-inch iron rod found capped (stamped "Baseline") for the southeast corner of said Lot 41, same being the southwest corner of Block C Drainage Lot of Stonewater Phase 2, a platted addition to Travis County recorded in Instrument No. 201600180, O.P.R.T.C.T., and continuing along said north line, same being the south line of said Drainage Lot, for a total distance of 841.30 feet to a 5/8-inch iron rod found (bent) for the northeast corner of said 15.4217 acre tract, same being the northwest corner of said 5.793 acre tract, and same being in the south line of Block C Open Space lot of said Stonewater Phase 2, from which a 1/2-inch iron rod found capped (stamped "Baseline") in the south line of said Open Space lot bears South 63°08'19" East, 320.36 feet;

THENCE South 26°51'02" West, along the east line of said 15.4217 acre tract, same being the west line of said 5.793 acre tract, 928.17 feet to the **POINT OF BEGINNING** and containing 672,331 square feet or 15.435 acres of land.

NOTES:

1. This Subdivision is located in the City of Manor Corporate City Limits as of this _____ day of _____, 20____.

2. According to Federal Emergency Management Agency's Flood Insurance Rate Map No. 48453C0485J, for Travis County, Texas and incorporated areas, dated 08/18/2014, this property is located within Zone X (unshaded) defined as "Areas determined to be outside the 0.2% annual chance floodplain".

If this site is not within an identified special flood hazard area, this flood statement does not imply that the property and/or the structures thereon will be free from flooding or flood damage. On rare occasions, greater floods can and will occur and flood heights may be increased by man-made or natural causes. This flood statement shall not create liability on the part of the surveyor.

3. All bearings shown are based on grid north of the Texas State Plane Coordinate System of 1983, Central Zone (4203), North American Datum of 1983 (NAD 83). All dimensions shown are grid distances.

4. The proposed use for this lot is for Multifamily development.

5. Water and Wastewater providers will be the City of Manor, Texas.

6. The building setbacks shall conform to the requirements as established for the designated land use.

7. Performance and maintenance guarantees are required by the City.

8. A ten (10) feet wide easement for public utilities is hereby assigned along all rights of ways dedicated by this plat.

STATE OF TEXAS § §
COUNTY OF TRAVIS § §

Whereas, DOMINIUM, is the owner of 15.435 acres of land out of the Greenbury Gates Survey, Abstract 315 of Travis County, Texas, said tract being all of the called 15.4217 acres of land, as conveyed to us by deed recorded in document number _____ of the Official Public Records of Travis County, Texas.

Now, therefore, know all men by these presents: That we the undersigned owners of the land shown on this plat, and designated herein as "VENTURA AT TOWER ROAD BLOCK A, LOT 1" of the City of Manor, Travis County, Texas, and whose name is subscribed hereto, hereby designates said 15.487 acres of said land in accordance with the attached map of plat to be hereby dedicated to the use of the public forever all public easements thereon for the purposes and consideration therein expressed, subject to any easements or restrictions heretofore granted and not released.

Witness my hand this the ____ day of _____, 20__ a.d.

Name: _____

Title: _____

STATE OF TEXAS § §
COUNTY OF TRAVIS § §

Before me, the undersigned authority, on this day personally appeared _____ authorized signatory of _____, known to me to be the person or agent whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and considerations therein stated.

Given under my hand and seal of office, this the _____ day of _____, A.D. 20__.

Notary Public, State of Texas

SURVEYOR'S CERTIFICATION

I, Daniel Arthur, am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that this plat complies with the surveying related portions of the City of Manor, Texas subdivision ordinance, is true and correct, and was prepared from an actual survey made on the ground under my direction and supervision.

_____ Date

Daniel Arthur
Registered Professional Land Surveyor
Texas Registration No. 5933
Kimley-Horn and Associates, Inc.
400 North Oklahoma Drive, Suite 105
Celina, TX 75009
(469) 501-2172
daniel.arthur@kimley-horn.com

ENGINEER'S CERTIFICATION

I, _____, P.E. am authorized under the laws of the state of Texas to practice the profession of engineering and hereby certify that this plat is feasible from an engineering standpoint, and complies with the engineering related portions of the City of Manor, Texas subdivision ordinance, and is true and correct to the best of my knowledge.

No portion of this tract is within the designated Flood Hazard area as shown on the Federal Emergency Management Agency's Flood Insurance Rate Map No. 48453C0485J, for Travis County, Texas and incorporated areas, dated 08/18/2014, this property is located within Zone X (unshaded) defined as "Areas determined to be outside the 0.2% annual chance floodplain".

Andy Graham, P.E.
Registered Professional Engineer No. _____
Kimley-Horn and Associates, Inc.
5301 Southwest Parkway, Building 2, Suite 100
Austin, Texas 78735
PH: 737-236-0597
andy.graham@kimley-horn.com

OWNER:
Kenneth R. & Susan M. Tumlinson
PO Box 869
Lexington, Texas 78947

DEVELOPER:
Manor Leased Housing Development I,
LLC
C/O Dominium
Mark S. Moorehouse and Neal M. Route
2905 Northwest Blvd.
Plymouth, MN

SURVEYOR:
Kimley-Horn and Associates, Inc.
400 N. Oklahoma Dr., Suite 105
Celina, Texas 75009
Phone: 469-501-2172
Contact : Daniel Arthur, RPLS

APPLICANT/ENGINEER:
Kimley-Horn and Associates, Inc.
5301 Southwestern Pkwy, Bldg 2 STE. 100
Austin, Texas 78735
Phone: 737-236-0597
Contact : Andy Graham, P.E.

CITY OF MANOR ACKNOWLEDGEMENTS

This subdivision is located within the extra territorial jurisdiction of the City of Manor on this the ____ day of _____, 20____.

Accepted and Authorized for record by the Planning and Zoning Commission of the City of Manor, Texas, on this the ____ day of _____, 20____.

Approved: _____

Attest: _____

Felix Paiz, Chairperson

Lluvia T. Almaraz, City Secretary

Accepted and Authorized for record by the City Council of the City of Manor, Texas on this the ____ day of _____, 20____.

Approved: _____

Attest: _____

Honorable Dr. Christopher Harvey,
Mayor of the City of Manor, Texas

Lluvia T. Almaraz, City Secretary

STATE OF TEXAS § §
COUNTY OF TRAVIS § §

I, Dyana Limon-Mercado, Clerk of Travis County, Texas, do hereby certify that the foregoing instrument of writing and its certificate of authentication was filed for record in my office on the _____ day of _____, 20____ at _____ o'clock ____M., duly recorded on the _____ day of _____, 20____ at _____ o'clock ____M., of said county and state in document number _____ Official Public Records of Travis County, Texas.

Witness my hand and seal of office of the county clerk, this _____ day of _____, 20____ A.D.

Dyana Limon-Mercado, County Clerk
Travis County, Texas

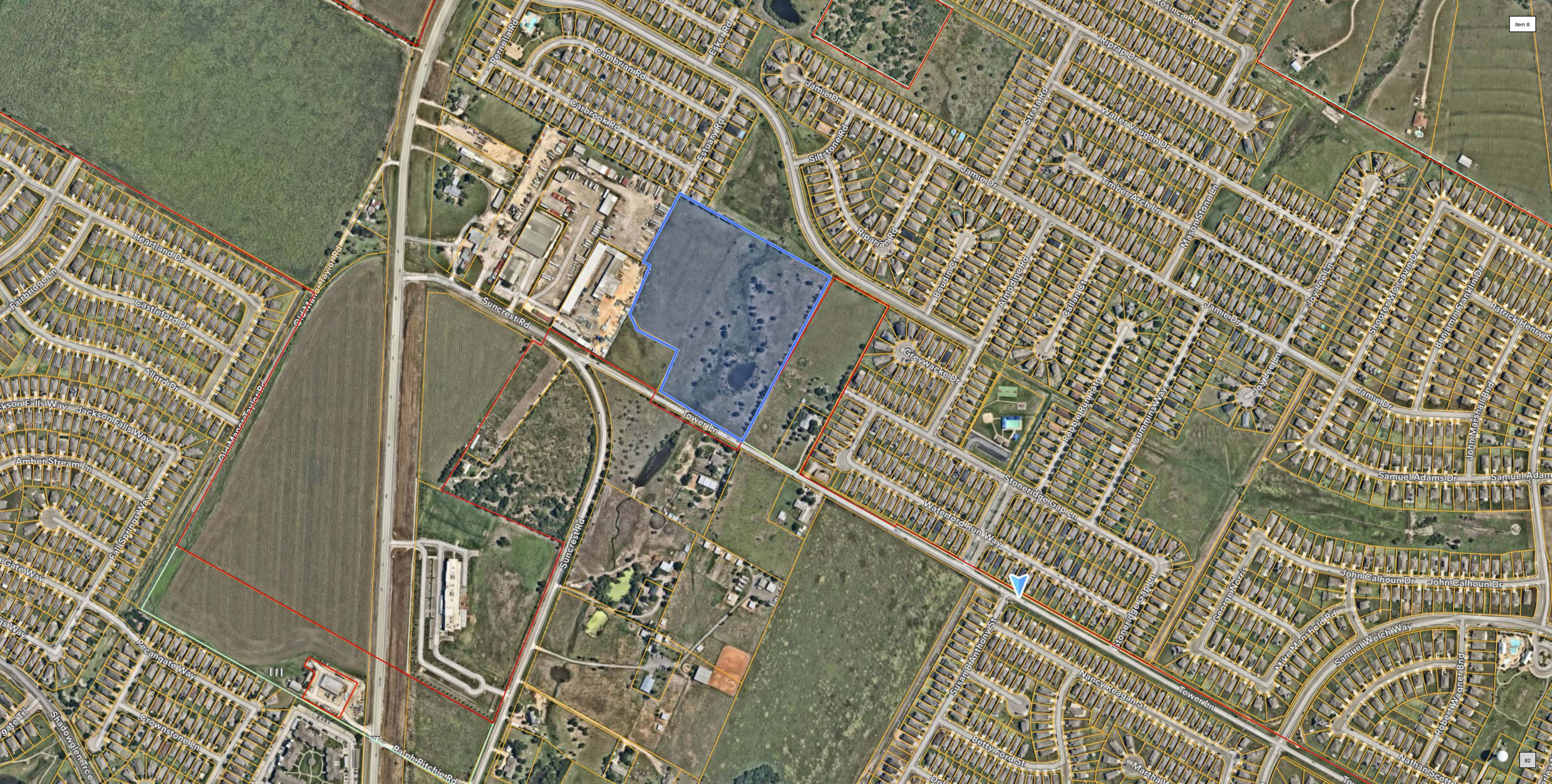
By: _____
Deputy

FINAL PLAT

**VENTURA AT TOWER ROAD
BLOCK A, LOT 1
BEING
15.074 ACRES
IN THE
GREENBURY GATES SURVEY
ABSTRACT NO. 315
CITY OF MANOR, TRAVIS COUNTY, TEXAS**

<h1>Kimley»Horn</h1>					
400 North Oklahoma Dr., Suite 105 Celina, Texas 75009	FIRM # 10194503				
Tel. No. (469) 501-2200 www.kimley-horn.com					
<u>Scale</u>	<u>Drawn by</u>	<u>Checked by</u>	<u>Date</u>	<u>Project No.</u>	<u>Sheet No.</u>
N/A	SPA	MJS	8/15/2024	069264311	2 OF 2

DWG NAME: K:\CEL_SURVEY\069264311 - VENTURA AT TOWER ROAD FINAL PLAT.DWG PLOTTED BY SWAINE, MICHAEL 8/15/2024 10:00 AM LAST SAVED 8/15/2024 9:55 AM Copyright © 2024 Kimley-Horn and Associates, Inc. All rights reserved.





1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Monday, July 1, 2024

Andy Graham
Kimley-Horn

andy.graham@kimley-horn.com

Permit Number 2024-P-1660-FP
Job Address: 12100 Tower Road, Manor, TX. 78653

Dear Andy Graham,

The first submittal of the Ventura At Tower Road Apartments Final Plat (*Final Plat*) submitted by Kimley-Horn and received on August 15, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Tyler Shows by telephone at (737) 247-7552 or by email at tshows@gbateam.com.

- ~~1. Provide a note on the cover sheet of the proposed use for the lot.~~
- 2. Provide the owner's name and the property lines of property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls. Property owner's in Stonewater need to be listed.**
3. Provide a note on who the water and wastewater provider is for this site.
- ~~4. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.~~
~~The letter provided by Manville is not sufficient in providing information if they have an adequate supply. (Paragraph two of the Manville letter) Provide documentation that supply is available.~~
~~If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.~~
- ~~5. Provide a note that the setbacks shall conform to the requirements as established for the designated land use.~~
- ~~6. Since ROW is being dedicated, provide a callout for the ROW width of any boundary street to the proposed subdivision.~~
- ~~7. Provide the location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries. As per Manor Code of Ordinance Chapter 14 Section 14.02.007.~~

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



7/1/2024 8:32:17 AM
Ventura At Tower Road Apartments Final Plat
2024-P-1660-FP
Page 3

Tyler Shows
Staff Engineer
GBA

Item 8.

July 17, 2024

1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

RE: **Permit Number 2024-P-1660-FP**
12100 Tower Road
Manor, Texas 78653

To Whom It May Concern:

Please accept this Comment Response Letter for the above referenced project. This submittal is in response to the comments provided by GBA on July 1, 2024. The original comments have also been included below for reference.

T. Shows - (737) 247-7552, tshows@gbateam.com

1. Provide a note on the cover sheet of the proposed use for the lot.

Response: A note (Note 4) explaining the proposed use for the lot has been added to the plat.

2. Provide the owner's name and the property lines of the property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls.

Response: Property lines, owner's name, and respective plat or deed references have been added the properties within 300 feet of the subdivision.

3. Provide a note on who the water and wastewater provider is for this site.

Response: A note detailing the water and wastewater provider has been added to the plat.

4. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.
 - a. The letter provided by Manville is not sufficient in providing information if they have an adequate supply. (Paragraph two of the Manville letter) Provide documentation that supply is available.
 - b. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.

Response: Water will be provided by the City of Manor water system so no certification is required.

5. Provide a note that the setbacks shall conform to the requirements as established for the designated land use.

Response: The note that setbacks shall conform has been provided on the plat.

6. Since ROW is being dedicated, provide a callout for the ROW width of any boundary street to the proposed subdivision.

Response: ROW width has been given a callout.

7. Provide the location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries. As per Manor Code of Ordinance Chapter 14 Section 14.02.007.

Response: Locations for setback lines has been provided, as well as all easement dimensions, locations, and descriptions.

8. Provide the following note "Performance and maintenance guarantees as required by the City.

Response: This note has been added to the plat.

9. Provide the following note. A TEN (10) FEET WIDE EASEMENT FOR PUBLIC UTILITIES IS HEREBY ASSIGNED ALONG ALL RIGHTS-OF-WAYS DEDICATED BY THIS PLAT.

Response: This note has been added to the plat.

10. Reminder: That the final plat cannot be approved until construction plans are approved.

Response: Noted.

11. Update the City of Manor's Acknowledgement to the correct personnel.

- a. Felix Paiz is the correct Chairperson.
- b. City Manager's signature block should say City Secretary.
- c. Dr. Christopher Harvey is the Current Mayor.
- d. Dyana Limon-Mercado is the current Travis County Clerk

Response: The City of Manor Acknowledgement has been updated on the plat.



END OF REPORT

Should you have any questions or require additional information, please feel free to contact me directly at (512) 646-2243 or andy.graham@kimley-horn.com.

Sincerely,

A handwritten signature in blue ink that reads "Andrew B. Graham".

Andrew B. Graham P.E.

Project Manager

KIMLEY-HORN AND ASSOCIATES, INC.



1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

Date: Wednesday, August 14, 2024

Andy Graham
Kimley-Horn

andy.graham@kimley-horn.com

Permit Number 2024-P-1660-FP
Job Address: 12100 Tower Road, Manor 78653

Dear Andy Graham,

The subsequent submittal of the Ventura At Tower Road Apartments Final Plat submitted by Kimley-Horn and received on August 15, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Tyler Shows. Should you have any questions or require additional information regarding any of these comments, please contact Tyler Shows by telephone at (737) 247-7552 or by email at tshows@gbateam.com.

- ~~1. Provide a note on the cover sheet of the proposed use for the lot.~~
- 2. Provide the owner's name and the property lines of property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls. Property owner's in Stonewater need to be listed.**
3. Provide a note on who the water and wastewater provider is for this site.
- ~~4. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.~~
~~The letter provided by Manville is not sufficient in providing information if they have an adequate supply. (Paragraph two of the Manville letter) Provide documentation that supply is available.~~
~~If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.~~
- ~~5. Provide a note that the setbacks shall conform to the requirements as established for the designated land use.~~
- ~~6. Since ROW is being dedicated, provide a callout for the ROW width of any boundary street to the proposed subdivision.~~
- ~~7. Provide the location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries. As per Manor Code of Ordinance Chapter 14 Section 14.02.007.~~
- ~~8. Provide the following note "Performance and maintenance guarantees as required by the City."~~
- ~~9. Provide the following note. A TEN (10) FEET WIDE EASEMENT FOR PUBLIC UTILITIES IS HEREBY ASSIGNED ALONG ALL RIGHTS OF WAYS DEDICATED BY THIS PLAT.~~
- 10. Reminder: That the final plat cannot be approved until construction plans are approved.**
- ~~11. Update the City of Manor's Acknowledgement to the correct personnel.~~
 - ~~i. Felix Paiz is the correct Chairperson.~~
 - ~~ii. City Manager's signature block should say City Secretary.~~
 - ~~iii. Dr. Christopher Harvey is the Current Mayor.~~
 - ~~iv. Dyana Limon Mercado is the current Travis County Clerk~~
- 12. The plat is not required to go to Commissioner's Court. Remove the note from the plat.**
- 13. The property is located within Manville's CCN. Has the process started to decertify from Manville and be served by the City of Manor?**

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (737) 247-7557, or by e-mail at pgray@gbateam.com.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



August 15, 2024

1500 County Road 269
Leander, TX 78641

P.O. Box 2029
Leander, TX 78646-2029

RE: **Permit Number 2024-P-1660-FP**
12100 Tower Road
Manor, Texas 78653

To Whom It May Concern:

Please accept this Comment Response Letter for the above referenced project. This submittal is in response to the comments provided by GBA on August 14, 2024. The original comments have also been included below for reference.

T. Shows - (737) 247-7552, tshows@gbateam.com

1. **Provide the owner's name and the property lines of the property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls.**
Response: Property lines, owner's name, and respective plat or deed references have been added for the properties within 300 feet of the subdivision.
2. **Provide a note on who the water and wastewater provider is for this site.**
Response: City of Manor will be providing both water and wastewater. This note was previously addressed see sheet 2 note 5.
3. **Reminder: That the final plat cannot be approved until construction plans are approved.**
Response: Noted. We anticipate the construction plans to be approved or approved with conditions by the time of FP approval. In the event it is not, we request that the FP be approved with conditions pending construction plan acceptance.
4. **The plat is not required to go to Commissioner's Court. Remove note from the plat.**
Response: This note has been removed from the plat.
5. **The property is located within Manville's CCN. Has the process started to decertify from Manville and be served by the City of Manor?**
Response: The process to decertify from Manville and served by the City of manor has started. Jackson Walker attorney Pam Madere is working with City attorney Irene Montelongo to put the PUC transfer agreement on the CC agenda in September. The City of Manor has approved the agreement and Manville is signing the agreement on August 20, 2024. Please contact the City or Pam Madere at pmadere@jw.com or (512) 236-2048.



END OF REPORT

Should you have any questions or require additional information, please feel free to contact me directly at (512) 646-2243 or andy.graham@kimley-horn.com.

Sincerely,

A handwritten signature in blue ink that reads "Andrew B. Graham".

Andrew B. Graham P.E.

Project Manager

KIMLEY-HORN AND ASSOCIATES, INC.

1500 County Road 269
Leander, TX 78641



Date: Thursday, September 5, 2024

Andy Graham
Kimley-Horn

andy.graham@kimley-horn.com

Permit Number 2024-P-1660-FP
Job Address: 12100 Tower Road, Manor 78653

Dear Andy Graham,

We have conducted a review of the final plat for the above-referenced project, submitted by Andy Graham and received by our office on August 15, 2024, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. **NOTE THAT PLAT CANNOT BE RECORDED UNTIL THE PROPERTY HAS BEEN RELEASED FROM MANVILLE'S CCN.** Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance. Please call if you have any questions or need additional information.

Sincerely,

Pauline Gray, P.E.
Lead AES
GBA