



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

Planning & Zoning Commission Regular Meeting

Wednesday, December 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) lot on 4.879 acres, more or less, and being located at 16023 E US 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial.**
Applicant: Henderson Professional Engineers
Owner: 16023 HWY 290 LLC
- 2. Conduct a public hearing on a Rezoning application for three (3) lots on 0.2376 acres, more or less, and being located at the southwest corner of the intersection of E. Parsons St and Lexington St., Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.**
Applicant: CG Design
Owner: Manor Grocery

- 3. Conduct a public hearing on a Subdivision Preliminary Plat Amendment for Manor Heights Phase 6 being twelve (12) lots on 47.696 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.**

Applicant: Kimley-Horn & Associates

Owner: RHOF LLC

- 4. Conduct a public hearing on a Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8 being six hundred and ninety (690) lots on 247.029 acres, more or less, and being located at 14111 Fuchs Grove Rd., Manor, TX.**

Applicant: KTCivil

Owner: Meritage Homes of Texas LLC

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.

- 5. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes for November 11, 2024, Planning and Zoning Commission Regular Session.**
- 6. Consideration, Discussion, and Possible Action on a subdivision final plat for Mustang Valley being one hundred and nineteen (119) lots on 41.973 acres, more or less, and being located at 15200 N FM Rd 973 Manor, TX.**
Applicant: Carlson, Brigance & Doering, Inc.
Owner: KB Home Lone Star, Inc.
- 7. Consideration, discussion, and possible action on a 2025 Subdivision Calendar.**

REGULAR AGENDA

- 8. Consideration, Discussion, and Possible Action on a rezoning application for one (1) lot on 4.879 acres, more or less, and being located at 16023 E US 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial.**
Applicant: Henderson Professional Engineers
Owner: 16023 HWY 290 LLC
- 9. Consideration, Discussion, and Possible Action on a Rezoning application for three (3) lots on 0.2376 acres, more or less, and being located at the southwest corner of the intersection of E. Parsons St and Lexington St., Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.**
Applicant: CG Design
Owner: Manor Grocery

- 10.** **Consideration Discussion, and Possible Action on a Subdivision Preliminary Plat Amendment for Manor Heights Phase 6 being twelve (12) lots on 47.696 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.**
Applicant: Kimley-Horn & Associates
Owner: RHOF LLC
- 11.** **Consideration, Discussion, and Possible Action on a Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8 being six-hundred and ninety (690) lots on 247.029 acres, more or less, and being located at 14111 Fuchs Grove Rd., Manor, TX.**
Applicant: KTCivil
Owner: Meritage Homes of Texas LLC
- 12.** **Consideration, discussion, and possible action on a Coordinated Sign Plan for the Mini-Max Gas Station located at 13320 E US HWY 290 Manor, TX.**
Applicant: Inayat Marediya
Owner: Inayat Marediya
- 13.** **Consideration, Discussion, and Possible action on a setback waiver for 202 E. Wheeler St. Manor, TX.**
Applicant: Daniel Zapata
Owner: Daniel Zapata
- 14.** **Consideration, Discussion, and Possible action on a setback waiver for 204 E. Wheeler St. Manor, TX.**
Applicant: Daniel Zapata
Owner: Daniel Zapata
- 15.** **Consideration, Discussion, and Possible action on a setback waiver for 406 E Carrie Manor St. Manor, TX.**
Applicant: Uriel Ocampo
Owner: Uriel Ocampo
- 16.** **Consideration, Discussion, and Possible action on a setback waiver for 104 W. Burton St. Manor, TX.**
Applicant: Yessica Valle and Juan Valle
Owner: Yessica Valle and Juan Valle

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, December 06, 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 lalmaraz@manortx.gov



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: December 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) lot on 4.879 acres, more or less, and being located at 16023 E US 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial.

Applicant: Henderson Professional Engineers

Owner: 16023 HWY 290 LLC

BACKGROUND/SUMMARY: This property was zoned for (GO) General Office on September 77, 2022, by Ordinance 673.

This property has direct frontage on US Hwy 290 (approximately 282') 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 approximately 620' from the subject lot's southern property line. The property to the west was recently rezoned to (C-3) heavy commercial, the property across US 290 is vacant, and the property to the east is currently in our ETJ.

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 commercial retail in the front as well as offices and warehouses in the back.

The request for C-3 Heavy Commercial would permit the use of the property for a mix of retail sales and warehouses, which is a retail/industrial use, as well as all other uses permitted under C-3 Heavy Commercial. C-3 is the city's most permissive zoning category, being a mix of commercial and industrial uses. If the P&Z is inclined to support the zoning and use of the property for what is presented, it is recommended that certain uses be removed as permitted. This would keep the permitted uses more consistent with the Future Land Use Maps designation as Commercial Corridor and the intent of that district. Suggest uses to be removed from C-3 are:

1. *Adult-Oriented Businesses* - an adult arcade, adult bookstore or adult video store, adult cabaret, adult motel, adult motion picture theater, adult theater, escort agency, nude model studio, or sexual encounter center or other commercial enterprise the primary business of which is the offering of service or the selling, renting, or exhibiting of devices or any other items intended to provide sexual stimulation or sexual gratification to the customer.
2. *Data Center* - a facility housing a collection of computer servers and associated components, such as telecommunication, storage and backup systems that supply information to a single or multiple end users off-site. Facilities typically require large amounts of electricity, strict temperature control and security, and will generally have few employees present on-site.
3. *Light Industrial* - a use engaged in the manufacture of finished products or parts predominantly from previously prepared materials, including processing, fabrication, assembly, treatment, packaging, incidental storage, sales and distribution of such products, but excluding basic industrial processing.
4. *Mini-storage warehouse* - an establishment offering small, individual storage units for rent or lease and are restricted solely to the storage of items such as motor vehicles, trailers, boats, bulky household goods and various personal property. There is no conduct of sales, business or any other activity within the individual storage units.
5. *Product Development Services (general)* - development and testing of non-hazardous products related to research services.
6. *Research Services (general)* - establishments engaged in research of an industrial or scientific nature not involving or requiring the use of any biological, chemical or other agent that could cause a hazard to adjacent property. Typical uses include electronics research laboratories, and development and testing of computer software packages
7. *Truck Stop or Travel Center* - a use primarily engaged in the maintenance, servicing, storage, parking or repair of commercial vehicles, including the sale of fuels or other petroleum products, and the sale of accessories or equipment for trucks and similar commercial vehicles. A travel center or truck stop may also include overnight accommodations, showers, restaurant facilities, game rooms, vehicle scales, and/or other activities intended primarily for use of truck crews and interregional travelers.
8. *Vehicle Storage Facility* - a garage, parking lot, or other facility owned or operated by a person or business, other than a governmental entity, for storing or parking ten or more motor vehicles, including motorized waterborne vehicles, per year. This definition does not include businesses with the primary purpose of vehicle sales on the property within the corporate limits of the city, such as automotive dealerships.

Removing the above uses as permitted on the property would keep the allowable uses more in line with what is permitted under C-2 Medium Commercial, but still allow for Major Construction and Equipment Sales.

**Please note – gas stations are permitted by right in C-3 Heavy Commercial, meaning one could be constructed on the lot without a Specific Use Permit. If the P&Z is not inclined to support a gas station on this property, Gas Station (full service) and Gas Station (limited) should also be added to the removed list.

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

- Letter of Intent
- Rezoning Map
- Aerial Image

- C-3 permitted uses
- Comprehensive Plan FLUM
- Public Notice
- Mailing Labels

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<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) for lot on 4.879 acres, more or less, and being located at 16023 E US Hwy 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial with certain permitted uses removed.

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



October 25, 2024

City of Manor – Planning Department
105 E Eggleston St.
Manor, TX 78653
512-272-5555

RE: 16023 E US-290 Manor, Texas 78621
Legal Description: Lot 16 Bluebonnet Park
Project Name: “Salt and Pepper Rezone”

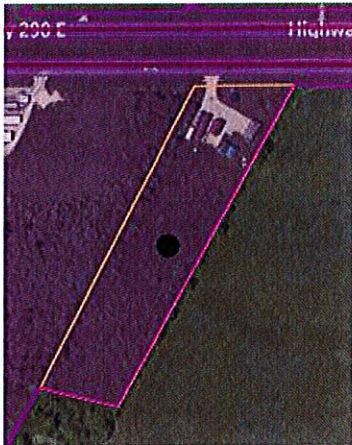
To Whom It May Concern:

Henderson Professional Engineers is under contract with Salt and Pepper Development regarding the property located at 16023 E US-290 Manor, Texas 78621 for a Re-Zoning application to rezone the property from GO (General Office) to C-3 (Heavy Commercial). The 4.879-acre tract of land is shown in Travis County Appraisal District records as 773142 and is inside the corporate limits of Manor, Texas. It is important to note that this re-zoning request is a proposal and this could be changed and may be entirely different than this vision. This proposal cannot be conditionally approved for the rezoning.

The City of Manor requires information to be submitted to the development services department no less than 4 weeks before the first available Planning and Zoning Commission meeting. Those meetings are held on the second Wednesday of each Month. Based on our history of re-zoning applications in the area, the Planning and Zoning commission will then make a recommendation to the City Council to approve or deny the rezoning application. The City Council meets on the first and third Wednesday of each month and must hear the rezoning case and hold a public hearing twice prior to final approval. Based on the best available written data, it is possible that the re-zoning may be approved within 90 days from the date of the conveyance of the land and the application submittal to the city.

In my career, I have personally been involved in numerous re-zoning and re-platting projects within the Hill Country area. I am very familiar with the process in Manor, Texas and have a great working relationship with the City staff of Manor, Texas. I have a high degree of confidence that the rezoning from GO (General Office) to C-3 (Heavy Commercial) will be approved.






The property is outlined in yellow below:



The project site is currently zoned GO (General Office) and the existing roads and utilities (water, sewer and power) will serve the new commercial development. The current zoning of the surrounding areas is:



Legend

	A	Agricultural
	GO	General Office
	C-1	Light Commercial
	C-2	Medium Commercial
	C-3	Heavy Commercial

The City of Manor Code of Ordinances provides the regulations for the jurisdiction of this development at this time. The Code of Ordinances, Chapter 14, indicates that Heavy Commercial should provide a mix of commercial and light industrial complexes to support the community as a whole and to provide employment opportunities for both the community and the region. The proposed construction in this project includes a commercial retail building in the front with offices and warehouses in the back, which would fit with the proposed land use of "Office, warehouse", whose definition in Chapter 14 includes retail and wholesale sales areas as accessory uses. This site, located along an arterial roadway and can provide for transitional uses between neighborhoods and more intensive commercial regional activities.



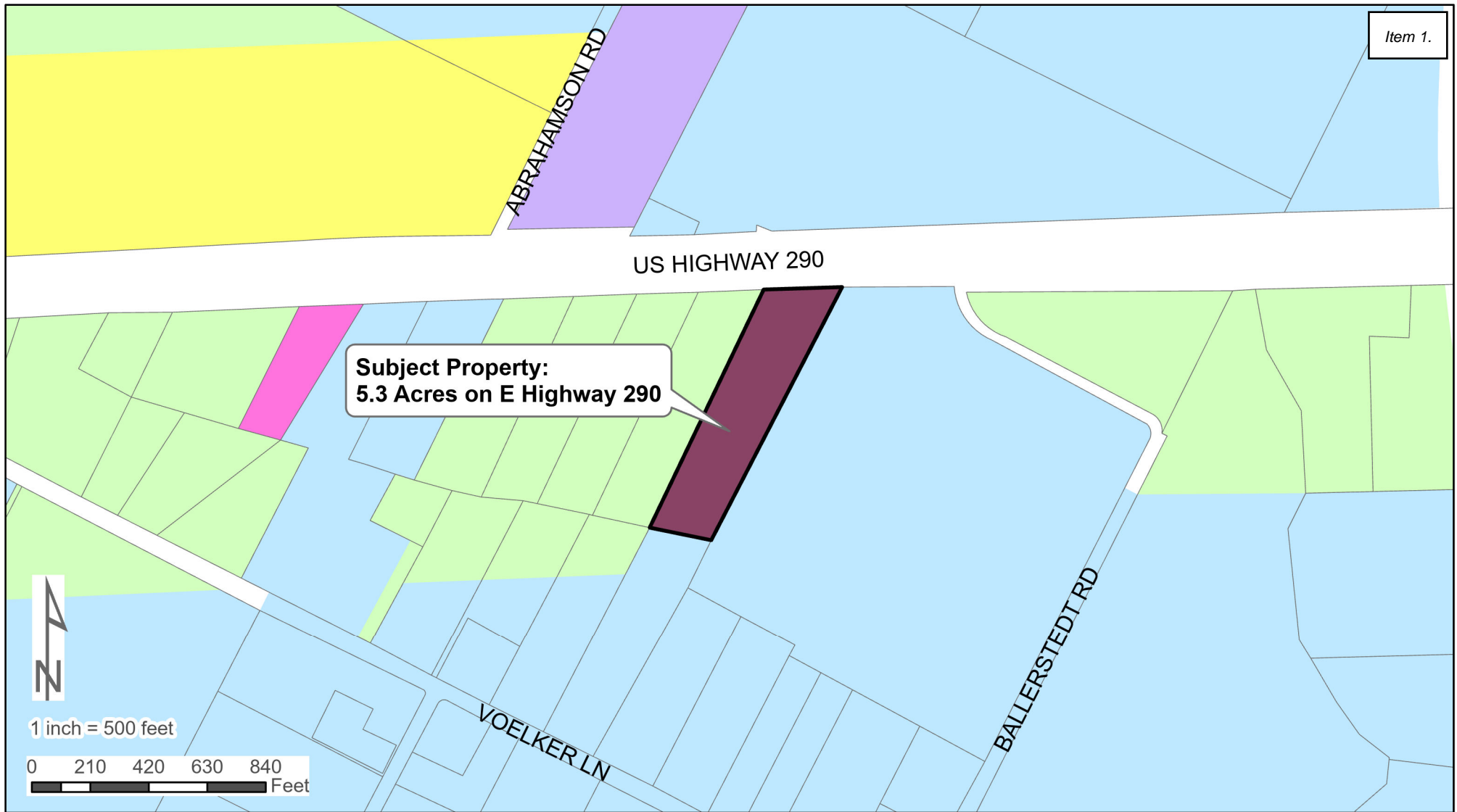
Should you need additional information please do not hesitate to contact me at hpe@hendersonpe.com or 737.203.8953.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Jen Henderson', is written over a faint, larger blue signature.

Jen Henderson, P.E.
President & CEO
Henderson Professional Engineers, LLC

JH/RJC/DR



Proposed Zoning: **C-3 Heavy Commercial**

Current Zoning:
General Office (GO)

Zoning Legend

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



LOCATION EXHIBIT
TO SERVE

SALT AND PEPPER MANOR

16023 US HWY 290
MANOR, TX 78621

**WOMEN
OWNED**

CERTIFIED BY | WOMEN'S BUSINESS ENTERPRISE
NATIONAL COUNCIL

THE DRAWING AND WRITTEN MATERIAL
HEREIN CONSTITUTE ORIGINAL WORK OF THE
ENGINEER, AND AS THE INTELLECTUAL
PROPERTY AND INSTRUMENTS OF SERVICE
ARE SUBJECT TO COPYRIGHT AND MAY NOT
BE REPRODUCED, DISTRIBUTED PUBLISHED
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EXPRESSED WRITTEN CONSENT OF THE
ENGINEER.

Henderson Professional Engineers

HPE

Civil Engineering

600 ROUND ROCK WEST
DRIVE, SUITE 604
ROUND ROCK, TX 78681
512.350.6228

PELS FIRM #F-22208

www.hendersonpe.com

WBE210166 | HUB 1853873845300



11/27/24

City of Manor Development Services

Notification for a Rezoning Application

Project Name: 16023 E US 290 rezoning from GO - General office to C3 - Heavy Commercial
 Case Number: 2024-P-1689-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 16023 E US 290 Manor, TX from (GO) General office to (C3) Heavy Commercial. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for one (1) lot on 4.879 acres, more or less, and being located at 16023 E US Hwy 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial.

Applicant: 16023 HWY 290 LLC
Owner: Henderson Professional Engineers

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

The City Council will meet at 7:00PM on December 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

ALCAT NED AUSTIN LLC
655 N AIA
JUPITER, FL 33477

ABRAHAMSON ROYCE L
7009 BENT OAK CIR
AUSTIN, TX 78749

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

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



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning application for three (3) lots on 0.2376 acres, more or less, and being located at the southwest corner of the intersection of E. Parsons St and Lexington St., Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: CG Design

Owner: Manor Grocery

BACKGROUND/SUMMARY: This is the Manor Grocery store in downtown. The owner is attempting to get (C-1) zoning to allow them the ability to sequentially apply for a gas station specific use permit. Currently, their zoning is (DB) Downtown Business which allows for their grocery store to operate once the necessary repairs made to the store.

There are currently three gas stations within a mile of the Manor Grocery store with two of them being located off Lexington St. This location was previously able to operate as a gas station due to its existence before our current zoning ordinance. However, after 90 days of inactivity, the grandfathering of the non-conformance is lifted, and the property must be brought into compliance with current code.

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

- Summary Form
- Aerial Image
- Mailing notice

- Zoning map
- Mailing Addresses

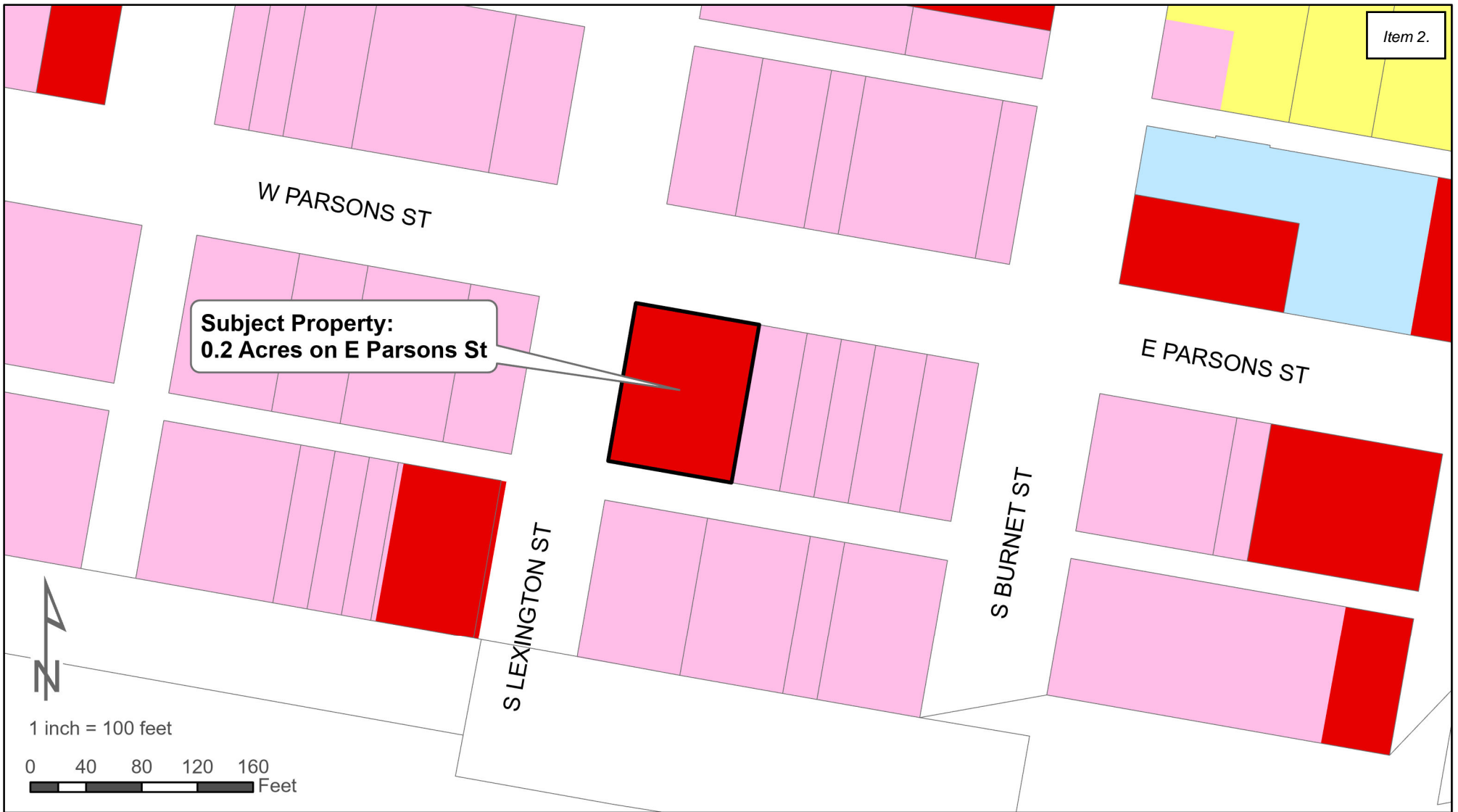
ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<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 three (3) lots on 0.2376 acres, more or less, and being located at the southwest corner of the intersection of E. Parsons St and Lexington St., Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	X	None
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Proposed Zoning:
C-1 Light Commercial

Current Zoning:
Downtown Business (DB)

Zoning Legend

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





11/27/24

City of Manor Development Services

Notification for a Rezoning Application

Project Name: Manor Grocery (102 E Parsons) Rezoning from (DB) Downtown Business to (C-1) Light Commercial
 Case Number: 2024-P-1690-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 102 E Parsons Manor, TX also known as Manor Grocery from (DB) Downtown Business to (C-1) Light Commercial. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for four (4) lots on 0.2376 acres, more or less, and being located at 102 E Parsons, Manor, TX also known as Manor Grocery from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: Cristian Garcia
Owner: Manor Grocery

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

The City Council will meet at 7:00PM on December 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

Travis Central Appraisal District
Center location of work required
102 W. Parsons St.
Manor TX 78653

Manor Grocery

Property ID:238889

Legal : Lot 18-20 &W15FT of Lot 17 Blk 23 Manor Town

East Property Owners:

Name:

Relax Inn Of Manor

Address: 106 E Parsons St, Manor TX 78653

LOT 16 & E10FT OF LOT 17 BLK 23 MANOR TOWN OF (COMMERCIAL PERSONAL
PROPERTY)

Name:

Paredes Adrian P & Mariana G Ibanez

Owner Address: 5002 Smokey VLY Unit A, Austin TX 78731

Address: 114 E Parsons St, Manor TX 78653

LOT 14 BLK 23 MANOR TOWN OF

Name:

Rodriguez Adrian & Keyna

Owner Address: 9115 GOLDEN LEAF, AUSTIN TX 78748-6529

Address: 116 E Parsons St A, Manor TX 78653

W1/2 OF LOT 12 LOT 13 BLK 23 MANOR TOWN OF

Name:

C&K Brother & CO LLC

Address: 201 E Parsons St, Manor TX 78653

LOT 17-20 BLK 22 MANOR TOWN OF

West Property Owners:

Name:

Duetty Billy C

Owner Address: PO BOX 562, Manor TX 78653

Address: 100 TX Parsons St, Manor TX 78653

LOT 11-12 BLK 24 MANOR TOWN OF

LOT 13-15 BLK 24 MANOR TOWN OF

LOT 16-17 BLK 24 MANOR TOWN OF

LOT 18-20 BLK 24 MANOR TOWN OF

South Property Owners:

Name:

City Of Manor (884629)

PO BOX 387 Manor TX 78653

LOT 1-3 BLK 23 MANOR TOWN OF

Name:

GILDON GEORGE EDWARD ETAL (1654966)

1303 GLENWOOD DR

AUSTIN TX 78723-1130

Situs Address: Old HY 20, TX 78653

LOT 4-6 BLK 23 MANOR TOWN OF

Name:

RODRIGUEZ ADRIAN & KEYNA (1888496)

9115 GOLDEN LEAF

AUSTIN TX 78748-6529

LOT 7 BLK 23 MANOR TOWN OF

Situs Address: Old HY 20, TX 78653

Name:

RODRIGUEZ ADRIAN & KEYNA (1888496)

9115 GOLDEN LEAF

AUSTIN TX 78748-6529

LOT 8-10 BLK 23 MANOR TOWN OF

Name:

AUS-TEX PROPERTIES LLC (1652288)

7309 BURLESON MANOR RD

MANOR TX 78653-5105

Situs Address: S Lexington St. Manor TX 78653

LOT 8-A TOWN OF MANOR AMD LTS 8-10 BLK 24 LT 8-A

Name:

DUETT BILLY C (1559887)

PO BOX 562

MANOR TX 78653-0562

LOT 7 BLK 24 MANOR TOWN OF

LOT 5 BLK 24 MANOR TOWN OF

Name:

city of manor (215624)

105 e Eggleston st

manor TX 78653-3463

lot 1-4 blk 24 manor town of

North Property Owners:

Name:

SUAREZ ERNESTO (215802)

14121 BOIS D ARC LN

MANOR TX 78653-3815

LOT 1&2 BLK 30 MANOR TOWN OF

Name:

ANDERSON JAMES T (105908)

1601 W 38TH ST STE 2

AUSTIN TX 78731-6233

Situs Address: 105 E Parson St. TX 78653

LOT 5 BLK 30 MANOR TOWN OF

LOT 6-9 BLK 30 MANOR TOWN OF

Name:

ANDERSONS COFFEE CO INC (215800)

1601 W 38TH ST STE 2

AUSTIN TX 78731-6233

Situs Address: 205 Parsons St. TX 78653

LOT 10 BLK 30 MANOR TOWN OF

Name:

HUNTER HEIGHTS LLC (1715136)

PO BOX 82653

AUSTIN TX 78708-2653

Situs Address: 201 E Parson St. Manor TX 78653

1791 AC OF LOTS 1-3 BLK 31 MANOR TOWN OF

Name:

CANO FAMILY ESTATE LLC (2013516)

204 SMITH LN

MANOR TX 78653-2036

Situs Address: 101 FM973

LOT 9-10 BLK 29 MANOR TOWN OF (COMMERCIAL PERSONAL PROPERTY)

Name:

CARDENAS VIRGINIA Z (1657773)

PO BOX 243

MANOR TX 78653-0243

Situs Address: 105 W. Parsons St, TX 78653

LOT 5-8 BLK 29 MANOR TOWN OF

Name:

DARILEK MICHAEL E & TABATHA A (215647)

PO BOX 976

MANOR TX 78653-0976

Situs Address: 107 Parsons St

LOT 3&4 BLK 29 MANOR TOWN OF

LOT 2 BLK 29 MANOR TOWN OF

LOT 1 BLK 29 MANOR TOWN OF

Name:

DAVIS CAPITAL INVESTMENTS LLC (1850555)

P.O. BOX 248

MANOR TX 78653-0248

Situs Address: 109 N Lexington St Manor TX 78653

LOT 11-14 & E 1/2 OF LOT 15 BLK 29 MANOR TOWN OF

W1/2 OF LOT 15 & E 1/2 OF LOT 16 BLK 29 MANOR TOWN OF (PRORATE 7/10/2020 TO
12/31/2020)

Name:

BUILD BLOCK INC (1907925)

2700 E 2ND ST

LOS ANGELES CA 90033-4102

Situs Address: 108 W Boyce St, TX 78653

W 1/2 OF LOT 18,19-20 BLK 29 MANOR TOWN OF

Name:

120 EAST BOYCE STREET LLC (1754550)

1004 MERIDEN LN

AUSTIN TX 78703-3823

Situs Address: 102 Boyce St, TX 78653

W10FT OF N50FT OF LOT 16 *& N50FT OF LOT 17-20 BLK 30 MANOR TOWN OF

Name:

GAULT WILLIAM C (195354)

PO BOX 32

MANOR TX 78653-0032

Boyce St, TX 78653

E15FT OF N50FT OF LOT 16 BLK 30 MANOR TOWN OF

S35FT OF LOT 15 & S65FT OF LOT 16-20 BLK 30 MANOR TOWN OF



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Subdivision Preliminary Plat Amendment for Manor Heights Phase 6 being twelve (12) lots on 47.696 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: RHOF LLC

BACKGROUND/SUMMARY: This preliminary plat is being revised to add additional lots to the commercial portion of Manor Heights. Originally, there were 4 large commercial lots and 1 open space lot partially within flood plain. The revision further divides the commercial lots into 11 total lots while maintaining 1 open space lot.

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

- Summary Form
- Approved Plat
- Engineer Comments and Responses
- Conformance Letter
- Public Notice
- Mailing Labels

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Open, Close, Postpone

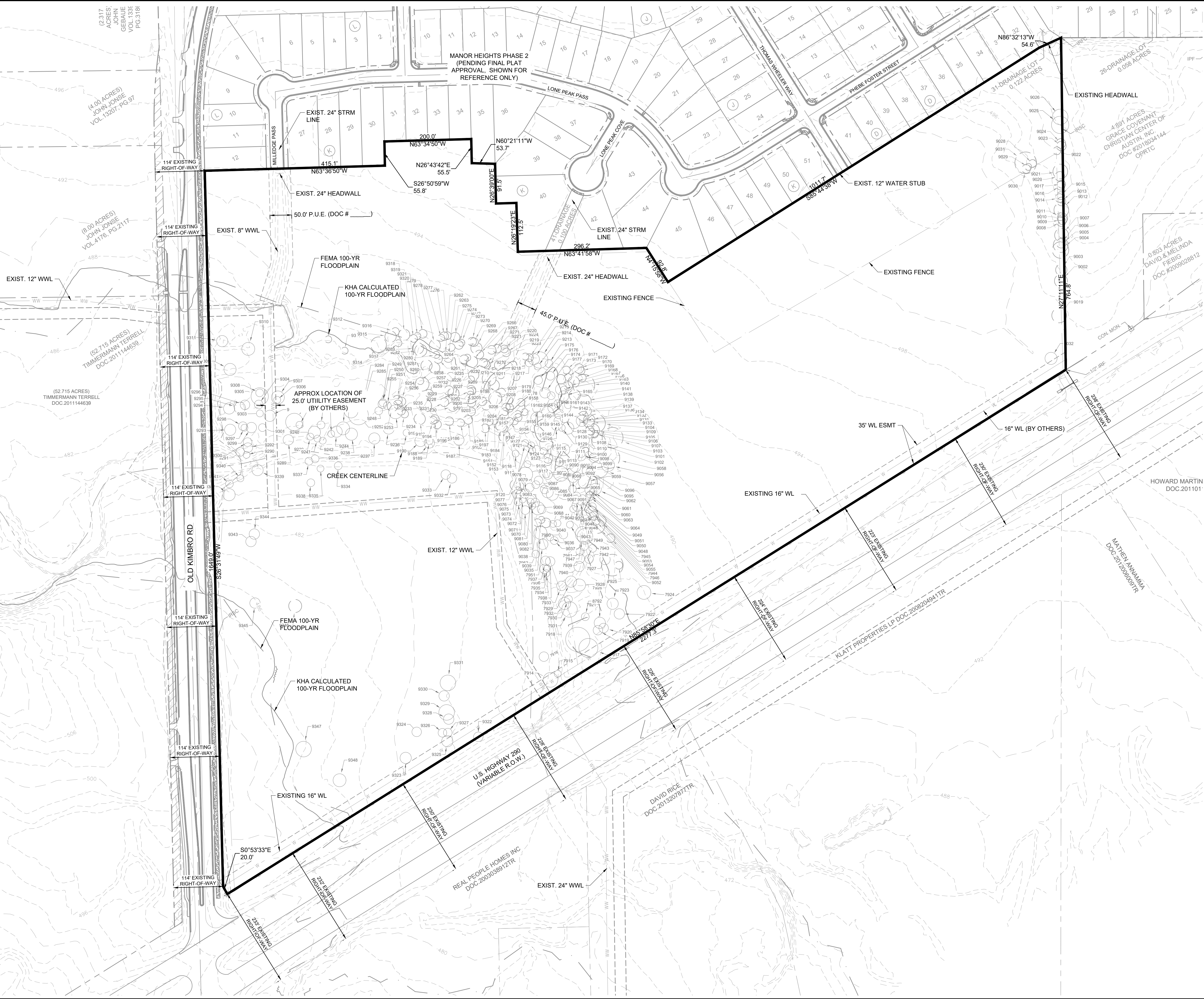
STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing on a Subdivision Preliminary Plat Amendment for Manor Heights Phase 6 being twelve (12) lots on 47.696 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval X None

Plotted By: Barry, Kirby Date: July 03, 2024 02:12:24pm File Path: K:\AUS-Civil\069254402 Manor Heights Phase 6\Cad\Collector Road Preliminary\PlanSheets\EXISTING CONDITIONS.dwg

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



LEGEND

—	PROPERTY LINE
- - - 6.32	EXISTING CONTOUR
- - - OHP	EXISTING OVERHEAD POWER LINE
- - - W	EXISTING WATER LINE
- - - SS	EXISTING WASTEWATER LINE
⊙	EXISTING POWER POLE
⊕	EXISTING FIRE HYDRANT
⊗	EXISTING WATER METER
⊙	EXISTING WASTEWATER MANHOLE
○	EXISTING TREE
○	TREE TO BE REMOVED

NOTE:

1. REFERENCE SHEET 3 FOR TREE TABLES.

BENCHMARKS

DATUM IS NAVD '88, USING GEOID 12a, BASED ON GPS OBSERVATIONS.

BM #101 MAG NAIL WWASHER SET AT THE CONCRETE CULVERT EAST OF DRIVEWAY SOUTHEAST OF PROPERTY.

- ELEV. = 500.350'

BM #102 MAG NAIL WWASHER SET AT THE CONCRETE CULVERT ON THE NORTH RIGHT-OF-WAY OF U.S. HIGHWAY 290.

- ELEV. = 483.520'

BM #103 MAG NAIL WWASHER SET AT THE CONCRETE ON THE NORTHWEST CORNER OF U.S. HIGHWAY 290 AND OLD KIMBRO ROAD.

- ELEV. = 495.520'

REVISE LAND USE PER PUD AMENDMENT, 04/23/2024 AEG

PROPOSED LOT LINES

No.	REVISIONS	DATE

Kimley»Horn

© 2021 KIMLEY-HORN AND ASSOCIATES, INC.
10814 JOLLYVILLE ROAD, AVALLON IV, SUITE 200, AUSTIN, TX 78759
PHONE: 512-418-1771 FAX: 512-418-791
WWW.KIMLEY-HORN.COM
TEXAS REGISTERED ENGINEERING FIRM F-928

09/06/2021

STATE OF TEXAS
ALEXANDER G. GREGG, R.C.S.
38084
LICENSE
PROFESSIONAL ENGINEER
Alfonso E. Rios-Lin

KHA PROJECT	069254402
DATE	SEPTEMBER 2021
SCALE	AS SHOWN
DESIGNED BY:	SFC
DRAWN BY:	AMP
CHECKED BY:	AEG

PRELIMINARY PLANS FOR
**MANOR HEIGHTS
PHASE 6**
CITY OF MANOR
TRAVIS COUNTY, TEXAS

SHEET NUMBER
2



Date: Wednesday, November 29, 2023

Sarah Starkey
 Kimley-Horn & Associates
 501 South Austin Ave, Suite 1310
 Georgetown TX 78626
 sarah.starkey@kimley-horn.com

Permit Number 2023-P-1595-PP
 Job Address: Old Kimbro Road, Manor 78653

Dear Sarah Starkey,

Staff has completed its review of plans for the Manor Heights Phase 6 Preliminary plan amendment that is to be located at Old Kimbro Road, Manor 78653. Comments from this review follow.

City Planning Review

The following comments have been provided by Michael Burrell. Should you have any questions or require additional information regarding any of these comments, please contact Michael Burrell by telephone at (512) 215-8158 or by email at mburrell@manortx.gov.

- Submit a new plan set for this amendment. An accurate sheet count, current dates, and only the sheets with changes being made are what should be uploaded.
- Ensure that the mailout list is accurate.

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.

Review of this submittal does not constitute a verification of all data, information, and calculations supplied by the applicant. 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.

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 (512) 215-8158, or by e-mail at mburrell@manortx.gov.

Thank you,

11/29/2023 12:15:52 PM
Manor Heights Phase 6 Preliminary plan amendment
2023-P-1595-PP
Page 2

Item 3.

Michael Burrell
Development Services



November 29, 2023

Michael Burrell
City of Manor Development Services
105 E. Eggleston Street
Manor, TX 78653

**RE: Permit Number: 2023-P-1594-PP
Manor Heights Phase 6 Preliminary Plat Revision
Manor, TX 78653**

Dear Mr. Burrell:

Please accept this **Comment Response Letter** in reply to your review, dated November 29, 2023, of the first submittal of the *Manor Heights Phase 6 Preliminary Plat Revision* submitted on November 29, 2023. Original comments have been included below for reference. Kimley-Horn's responses are in red.

1. Submit a new plan set for this amendment. An accurate sheet count, current dates, and only the sheets with changes being made are what should be uploaded.

Acknowledged. Updated plan set has been uploaded with this submittal with only the sheets being changed. The only changes being made is subdividing the previously approved lots and updating the open space lot to be shown as commercial (C-2) from open space per the approved PUD amendment.

2. Ensure the mailout list is accurate.

Please indicate the reason for mailout lists being needed for this preliminary plan revision, if necessary. The list previously provided with the PUD amendment has been provided with this submittal.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink that reads "Sarah Starkey".

Sarah Starkey, P.E.
512-617-8504
sarah.starkey@kimley-horn.com



1500 County Road 269
Leander, TX 78641

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

Date: Monday, April 22, 2024

Sarah Starkey
Kimley-Horn & Associates
501 South Austin Ave, Suite 1310
Georgetown TX 78626
sarah.starkey@kimley-horn.com

Permit Number 2023-P-1595-PP
Job Address: Old Kimbro Road, Manor, TX. 78653

Dear Sarah Starkey,

The first submittal of the Manor Heights Phase 6 Preliminary plan amendment (*Preliminary Plan*) submitted by Kimley-Horn & Associates and received on October 15, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

City Planning 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 Michael Burrell by telephone at (512) 215-8158 or by email at mburrell@manortx.gov.

- Submit a new plan set for this amendment. An accurate sheet count, current dates, and only the sheets with changes being made are what should be uploaded.
- Ensure that the mailout list is accurate.

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. **Note: The preliminary plat can't be approved until the concept plan is approved. Is the concept plan being revised? Has it been approved?**
- ii. ~~No wastewater improvements or infrastructure is shown in the preliminary plans. Provide information on how wastewater service will reach the proposed lots.~~
- iii. ~~Page 6 has a proposed 24" storm line on the south side of the property on lot 57, Block K. Is this a typo? This line/callout is not shown again on the utility plan page 7 or 8.~~
- iv. **Please provide calculations for the LUEs provided for the proposed development.**

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,

A handwritten signature in black ink, appearing to read 'Tyler Shows', followed by a long horizontal flourish.

Tyler Shows
Staff Engineer
GBA



July 9, 2024

Tyler Shows
Jay Engineering, a Division of GBA
1500 County Road 269
Leander, TX 78646-2029

RE: 2023-P-1595-PP
Manor Heights Phase 6
Preliminary Plan Amendment

Dear Tyler Shows,

Please accept this Comment Response Letter in reply to the City of Manor's review, dated August 6, 2024. Original comments have been included below for reference. All Kimley-Horn responses are written in red.

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 (512) 259-3882 or by email at tshows@gba.com.

1. Note: Preliminary plat can't be approved until the concept plan is approved. Is the concept plan being revised? Has it been approved?

Response: Acknowledged. Concept plan was approved and signed revision has been provided with this submittal.

2. Please provide calculations for the LUEs provided for the proposed development.

Response: LUEs provided are per the original approved preliminary plan. No changes have been made.

Please contact me at 512-617-8504 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink that reads "Sarah Starkey".

Sarah Starkey, P.E.
Sarah.starkey@kimley-horn.com



1500 County Road 269
Leander, TX 78641

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

Date: Tuesday, August 6, 2024

Sarah Starkey
Kimley-Horn & Associates
501 South Austin Ave, Suite 1310
Georgetown TX 78626
sarah.starkey@kimley-horn.com

Permit Number 2023-P-1595-PP
Job Address: Old Kimbro Road, Manor 78653

Dear Sarah Starkey,

The subsequent submittal of the Manor Heights Phase 6 Preliminary plan amendment submitted by Kimley-Horn & Associates and received on October 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. **Note: The preliminary plat can't be approved until the concept plan is approved. Is the concept plan being revised? Has it been approved?**
- ii. ~~No wastewater improvements or infrastructure is shown in the preliminary plans. Provide information on how wastewater service will reach the proposed lots.~~
- iii. ~~Page 6 has a proposed 24" storm line on the south side of the property on lot 57, Block K. Is this a typo? This line/callout is not shown again on the utility plan page 7 or 8.~~
- iv. **Please provide calculations for the LUEs provided for the proposed development.**

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, November 13, 2024

Sarah Starkey
Kimley-Horn & Associates
501 South Austin Ave, Suite 1310
Georgetown TX 78626
sarah.starkey@kimley-horn.com

Permit Number 2023-P-1595-PP
Job Address: Old Kimbro Road, Manor 78653

Dear Sarah Starkey,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Sarah Starkey and received by our office on October 15, 2024, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

Please submit a hard copy of the cover sheet to Scott Dunlop at the City of Manor for signatures. A copy of the signed cover sheet will be uploaded under project files on the my permit now website.

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



11/27/24

City of Manor Development Services

Notification for a Subdivision Preliminary Plat Amendment

Project Name: Manor Heights Phase 6 Preliminary plan amendment

Case Number: 2023-P-1595-PP

Case Manager: Michael Burrell

Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat Amendment for Manor heights Phase 6. Subdivision Preliminary Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Subdivision Preliminary Plat Amendment for Manor heights Phase 6 being twelve (12) lots on 47.696 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: RHOF LLC

The Planning and Zoning Commission will meet at 6:30PM on December 11, 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 Subdivision Preliminary Plat 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

PARKS CATHERINE & GREG 13304 MILLEDGE PASS MANOR, TX 78653-2731	NGUYEN LE FAMILY TRUST 808 HEDGESTONE WAY MODESTO, CA 95355-4559	VALLADARES VICTOR R & SUSANA VALLADERES 13300 LONE PEAK CV MANOR, TX 78653-2732
HO STEVEN A & KATIE LAM-HO 20311 LONE PEAK PASS MANOR, TX 78653-2734	FORESTAR USA REAL ESTATE 2221 E LAMAR BLVD STE 790 ARLINGTON, TX 76006-7429	DZURISIN CARA & ERIC 13306 LONE PEAK CV MANOR, TX 78653-2732
HUYNH TRUC LE MINH & PHUONG TU HAN 20403 PHEBE FOSTER ST MANOR, TX 78653-2739	SANTIKOS DEMETRIOS 20805 PHEBE FOSTER ST MANOR, TX 78653-2747	AUSPRO ENTERPRISES LP PO BOX 13549 AUSTIN, TX 78711-3549
KLATT PROPERTIES LP 2001 PICADILLY DR ROUND ROCK TX 78664-9511	CUADRADO DAIRON LABARGA 20302 LONE PEAK PASS MANOR, TX 78653-2734	NGUYEN LE FAMILY TRUST 808 HEDGESTONE WAY MODESTO, CA 95355-4559
HERNANDEZ JOSE M & MA SALUSTIA ALICIA LANDAVERDE ESPINO 20304 LONE PEAK PASS MANOR, TX 78653-2734	GEBRE GULILAT GIRMA 20306 LONE PEAK PASS MANOR, TX 78653-2734	AUSTIN, 21 LLC 117 FORT HOOD LN GEORGETOWN,, TX 78628-6007
JEIZAN ELHAM 2900 CENTURY PARK BLVD APT 303 AUSTIN,, TX 78727-1255	BALBOA JESSICA THALIA & JOSE LUIS RODRIGUEZ JR 20408 LONE PEAK PASS MANOR, TX 78653-2735	MENDOZA ELIZABETH & ZACHARY N HUDSON 20416 LONE PEAK PASS MANOR, TX 78653
RANGANATHAN SURESH BERI 20500 LONE PEAK PASS MANOR, TX 78653-2736	TIGS EDWARD & KRISTIN A MIRANDA 20601 PHEBE FOSTER ST MANOR, TX 78653-2745	JONSE JOHN & RITA PO BOX 21 MANOR, TX 78653-0021
JONSE KIRK J & CATHY W 13326 OLD KIMBRO RD MANOR, TX 78653-4511	GEBAUER JOHN JR 13330 OLD KIMBRO RD MANOR, TX 78653-4511	PERNESKY MATTHEW & TRACY 20307 LONE PEAK PASS MANOR, TX 78653-2734
CARILLON RESIDENTIAL COMMUNITY INC 5757 ALPHA RD STE 680 DALLAS TX 75240-4785	CARILLON RESIDENTIAL COMMUNITY INC 5757 ALPHA RD STE 680 DALLAS TX 75240-4785	PADRON LEONARDO SANCHEZ SR & ANA KARINA LEURA RODRIGUEZ 20409 LONE PEAK PASS MANOR, TX 78653-2735
MORONFOLU QUWIYAT FOLAWUMI 20402 LONE PEAK PASS MANOR, TX 78653-2735	LE BRIAN & HUYEN THI MINH NGUYEN 20308 LONE PEAK PASS MANOR, TX 78653-2734	FORESTAR USA REAL ESTATE GROUP, INC 2221 E LAMAR BLVD STE 790 ARLINGTON TX 76006-7429

LUCENA FREDDIE
13304 LONE PEAK CV
MANOR, TX 78653-2732

NAVA KEVIN JORDAN & DAHAJIRA
IVETTE LOPEZ CRUZ
20406 LONE PEAK PASS
MANOR, TX 78653-2735

NGUYEN THANH K & THONG
14520 EAST US HWY 290
MANOR, TX 78653-4747

GRACE COVENANT CHRISTIAN CENTER
OF AUSTIN, INC
PO BOX 1068
MANOR, TX 78653-1068

HAGENIMANA ABDOU & JOCELYN
20603 PHEBE FOSTER ST
MANOR, TX 78653-2745

CARILLON RESIDENTIAL COMMUNITY
INC
5757 ALPHA RD STE 680
DALLAS TX 75240-4785

KARCHER CHRISTOPHER RYAN
1001 CASHEW LN
CEDAR PARK TX 78613-3231

PADRON ALMA BEATRIZ MEDRANO &
JESHUA MEDRANO MONTOYA
20401 PHEBE FOSTER ST
MANOR, TX 78653-2739

JUN SARAH & JASON J
20506 LONE PEAK PASS
MANOR, TX 78653-2736

HIGGINS JON TERRENCE & DEMETRA
RENEE WILLIAMS & SAM CALLOWAY
HIGGINS
20508 LONE PEAK PASS
MANOR, TX 78653-2736

WHITFIELD SHARON
20510 LONE PEAK PASS
MANOR, TX 78653-2736

UWINEZA ALINE
20703 PHEBE FOSTER ST
MANOR, TX 78653-2746

CERVANTES ANA
20707 PHEBE FOSTER ST
MANOR, TX 78653-2746

TIMMERMAN COMMERCIAL
INVESTMENTS LP
501 VALE ST
AUSTIN, TX 78746-5732

GEBRELULE KIDANE ASGEDE &
NATSNET SIMON KESETE
13310 MILLEDGE PASS
MANOR, TX 78653-2731

CALDWELL CHARLES K
20309 LONE PEAK PASS
MANOR, TX 78653-2734

IRIZARRY MELISSA IVETTE RIVERA &
BENIGNO TORRES ROSSY
20400 LONE PEAK PASS MANOR, TX
78653-2735

PLEITES MARIO JOSE & ELSA MARINA
13301 LONE PEAK CV
MANOR, TX 78653

PENA DANY ARIEL & YARETH BARRIOS
RODRIGUEZ
20513 LONE PEAK PASS
MANOR, TX 78653

HERNANDEZ ALEISHA JEAN & JOSE
LEON
20412 LONE PEAK PASS
MANOR, TX 78653-2735

RICHMOND AMERICAN HOMES OF
TEXAS INC
4350 S MONACO ST STE 500
DENVER CO 80237-3400

RICHMOND AMERICAN HOMES OF
TEXAS INC
4350 S MONACO ST STE 500
DENVER CO 80237-3400

CARILLON RESIDENTIAL COMMUNITY
INC
5757 ALPHA RD STE 680
DALLAS TX 75240-4785

TECSON JOAN CHRISTINE &
KRISTOFFER GERRY YUMUL
20705 PHEBE FOSTER ST
MANOR, TX 78653-2746

ROSEMOND KERRICK JR & WHITNEY
13302 MILLEDGE PASS
MANOR, TX 78653-2731

RANGEL FRANCISCO CASTRO ETAL
20303 LONE PEAK PASS
MANOR, TX 78653-2734

GUZMAN FRANKLIN PERLA SR &
DANIEL ANTHONY BISSESSAR
13308 MILLEDGE PASS
MANOR, TX 78653-2731

NGUYEN DUSTIN & CHAN HONG PHAM
& KATHY NGUYEN
9888 CASTELLI WAY
ELK GROVE CA 95757-3015

ROBERTS RICHARD JUMBOSEBIETOMA
& DESIREE MICHELLE LAUDERDALE
20401 LONE PEAK PASS
MANOR, TX 78653-2735

FENNIX TURRAN CORTEZ
20403 LONE PEAK PASS
MANOR, TX 78653-2735

GUERRERO ALAN
20509 LONE PEAK PASS
MANOR, TX 78653-2736

ROCHA MIGUEL
2187 BENTLEY RIDGE DR
SAN JOSE, CA 95138-2422

FORESTAR USA REAL ESTATE GROUP
INC
2221 E LAMAR BLVD STE 790
ARLINGTON TX 76006-7429

CONTINENTAL HOMES OF TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

CONTINENTAL HOMES OF TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

BRYANT CRAIG & JUNE
20607 PHEBE FOSTER ST
MANOR, TX 78653-2745

MONCADA DENIS CASTILLO &
VLADIMIR MARCANO
20801 PHEBE FOSTER ST
MANOR, TX 78653-2747

TANI INVESTMENTS LLC ETAL
608 PETERSON LANE
LAKEWAY, TX US 78734-4108

BERUMEN ARMANDO JR & AMELIA J
13300 MILLEDGE PASS
MANOR, TX 78653-2731

CORDOVA CRISTAL & MARICELA
CORDOVA
20300 LONE PEAK PASS
MANOR, TX 78653-2734

AUSTIN, 21 LLC
117 FORT HOOD LN
GEORGETOWN,, TX 78628-6007

TOBAR MARILYN JOHANA SORIANO
20509 PHEBE FOSTER ST
MANOR, TX 78653-2740

GUERRA CHRISTINA & ALEJANDRO
20305 LONE PEAK PASS
MANOR, TX 78653-2734

ELLINGTON AARON & SHANNON
20515 LONE PEAK PASS
MANOR, TX 78653-2736

CONTINENTAL HOMES OF TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

CONTINENTAL HOMES OF TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

THOMAS MOSHE MOSES & WINIFRED
NANCY THOMAS
20505 PHEBE FOSTER ST
MANOR, TX 78653-2740

PALAO MARTHA
20507 PHEBE FOSTER ST
MANOR, TX 78653-2740

PENA LUIS ANGEL
20511 PHEBE FOSTER ST
MANOR, TX 78653-2740

SERUGO FREDERIC
20605 PHEBE FOSTER ST
MANOR, TX 78653-2745



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8 being six hundred and ninety (690) lots on 247.029 acres, more or less, and being located at 14111 Fuchs Grove Rd., Manor, TX.

Applicant: KTCivil

Owner: Meritage Homes of Texas LLC

BACKGROUND/SUMMARY:

Shadowglen Phase 3 Sections 3-8 is a proposed residential subdivision project located in the City of Manor's Extra-Territorial Jurisdiction, Travis County, Texas, with the proposed Wilbarger Creek bridge improvements lying within the City of Manor's Full Purpose Jurisdiction. The proposed development includes 675 single-family residential lots, an amenity center, 4 drainage lots, 9 open space lots, and a lot for a lift station with associated roadway, drainage, and utility infrastructure. The Project is a part of the Development Agreement and its addenda for the Shadowglen Subdivision, the most recent being the third amendment dated December 7, 2021, and recorded as Document No. 2021267279 in the Official Public Records of Travis County, Texas.

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

- Summary Form
- Cover Letter
- Approved Plat

- Engineer Comments and Responses
- Conformance letter
- Public Notice
- Mailing Labels

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<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 Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8 being six hundred and ninety (690) lots on 247.029 acres, more or less, and being located at 14111 Fuchs Grove Rd., Manor, TX.

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	X	None
--	---------------------------	--------------------	----------	-------------



April 25th, 2024

City of Manor – City Hall Development Services Dept.
ATTN: Scott Dunlop, AICP
105 E. Eggleston Street
Manor, Texas 78653

RE: Shadowglen Phase 3 Sections 3-8 Preliminary Plat
Subdivision Preliminary Plat
Manor, Travis County, Texas

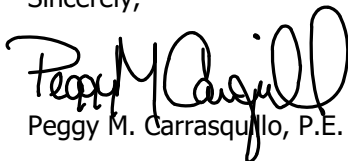
Dear Mr. Dunlop,

Please find enclosed our Shadowglen Phase 3 Sections 3-8 Preliminary Plat and related materials for initial application submittal in accordance with Chapter 10, Exhibit A, Article II, Section 20(e)(g) of the City's code.

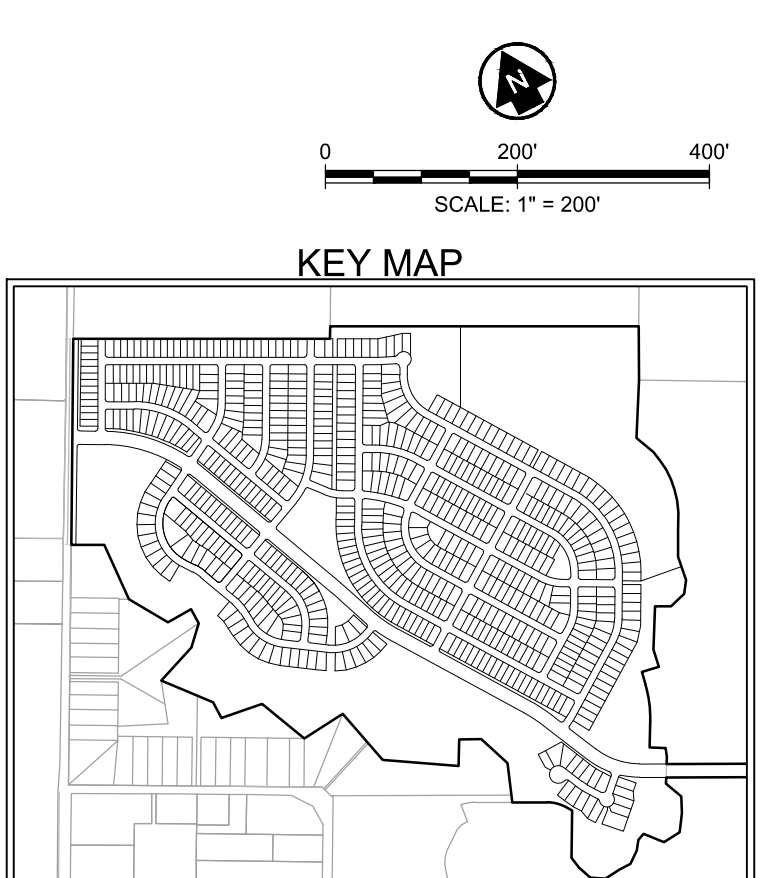
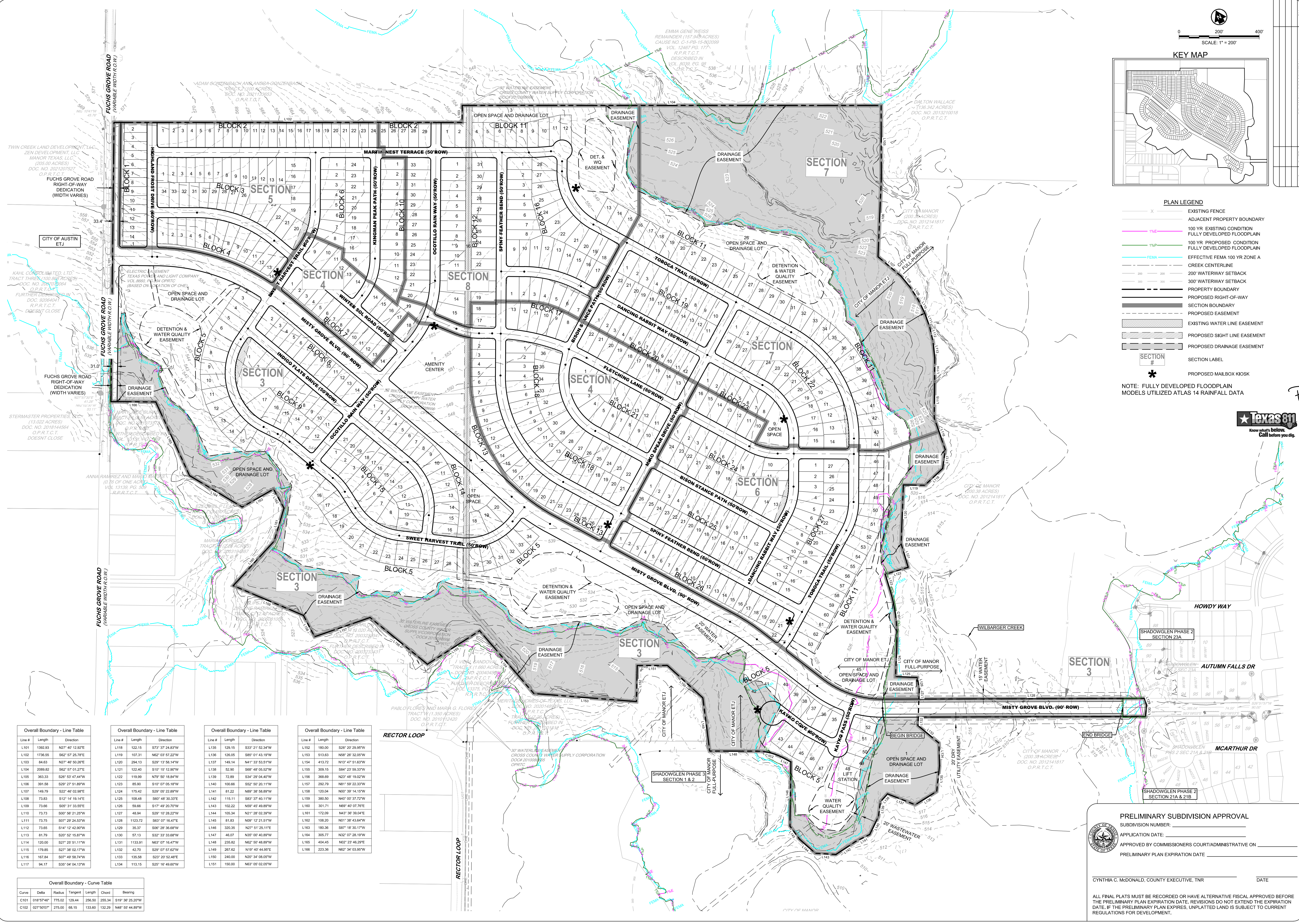
We submitted the Shadowglen Phase 3 Sections 3-8 Preliminary Plan to Travis County on Monday, April 22nd, 2024. The submittal is currently being reviewed for completeness by the County, the project number is APP-Sub55911.

Please let me know if you have any questions or concerns or if you need any additional information. You may contact me at (512) 758-7474 or by e-mail at peggy.carrasquillo@ktcivil.com.

Sincerely,



Peggy M. Carrasquillo, P.E.



- PLAN LEGEND**
- EXISTING FENCE
 - ADJACENT PROPERTY BOUNDARY
 - 100 YR EXISTING CONDITION FULLY DEVELOPED FLOODPLAIN
 - 100 YR PROPOSED CONDITION FULLY DEVELOPED FLOODPLAIN
 - EFFECTIVE FEMA 100 YR ZONE A
 - CREEK CENTERLINE
 - 200' WATERWAY SETBACK
 - 300' WATERWAY SETBACK
 - PROPERTY BOUNDARY
 - PROPOSED RIGHT-OF-WAY
 - SECTION BOUNDARY
 - PROPOSED EASEMENT
 - EXISTING WATER LINE EASEMENT
 - PROPOSED SIGHT LINE EASEMENT
 - PROPOSED DRAINAGE EASEMENT
 - SECTION #
 - SECTION LABEL
 - PROPOSED MAILBOX KIOSK

NOTE: FULLY DEVELOPED FLOODPLAIN MODELS UTILIZED ATLAS 14 RAINFALL DATA



KT CIVIL

6805 N. CAPITAL OF TEXAS HIGHWAY SUITE 315
AUSTIN, TEXAS 78731 | TEL (512) 756-7474
TPELS FIRM NO. F-18129

MeritageHomes®

SHADOWGLEN PHASE 3
SECTIONS 3-8
MANOR FULL-PURPOSE AND ETJ,
TRAVIS COUNTY, TEXAS

PEGGY M. CARRASQUILLO
65211
LICENSED PROFESSIONAL ENGINEER
NOV 2024

NOT FOR CONSTRUCTION
UNTIL APPROVED BY
REGULATORY AGENCIES

OVERALL PRELIMINARY
PLAT SHEET

SHEET
3
OF 8
CASE#

PRELIMINARY SUBDIVISION APPROVAL
SUBDIVISION NUMBER: _____
APPLICATION DATE: _____
APPROVED BY COMMISSIONERS COURT/ADMINISTRATIVE ON: _____
PRELIMINARY PLAN EXPIRATION DATE: _____

CYNTHIA C. McDONALD, COUNTY EXECUTIVE, TNR

DATE

ALL FINAL PLATS MUST BE RECORDED OR HAVE ALTERNATIVE FISCAL APPROVED BEFORE
THE PRELIMINARY PLAN EXPIRATION DATE. REVISIONS DO NOT EXTEND THE EXPIRATION
DATE. IF THE PRELIMINARY PLAN EXPIRES, UNPLATTED LAND IS SUBJECT TO CURRENT
REGULATIONS FOR DEVELOPMENT.

Overall Boundary - Line Table		
Line #	Length	Direction
L101	1392.93	N27° 40' 12.92"E
L102	1736.55	S62° 09' 26.79"E
L103	84.63	N27° 46' 00.92"E
L104	2089.82	S62° 09' 01.27"E
L105	363.33	S29° 53' 47.42"W
L106	391.58	S29° 27' 51.89"W
L107	149.79	S22° 46' 02.98"E
L108	73.83	S12° 14' 16.14"E
L109	73.66	S09° 31' 33.59"E
L110	73.73	S09° 56' 21.29"W
L111	73.75	S07° 29' 24.53"W
L112	73.65	S14° 12' 42.90"W
L113	81.79	S29° 52' 51.11"W
L114	120.00	S27° 25' 51.11"W
L115	179.85	S27° 36' 02.17"W
L116	167.84	S07° 49' 58.74"W
L117	94.17	S39° 04' 04.13"W

Overall Boundary - Line Table		
Line #	Length	Direction
L118	122.15	S73° 37' 52.34"W
L119	107.31	N62° 09' 57.22"W
L120	294.13	S29° 13' 53.51"W
L121	122.40	S10° 15' 12.90"W
L122	119.59	N79° 50' 18.84"W
L123	85.50	S10° 07' 05.18"W
L124	175.42	S29° 09' 22.89"W
L125	108.48	S60° 48' 30.33"E
L126	59.66	S17° 49' 20.70"W
L127	48.94	S29° 10' 28.22"W
L128	1123.72	S63° 07' 16.47"E
L129	35.37	S06° 28' 36.68"W
L130	57.13	S32° 33' 33.68"W
L131	1133.91	N63° 07' 16.47"W
L132	42.70	S29° 07' 52.62"E
L133	135.58	S23° 20' 52.48"E
L134	113.15	S25° 16' 49.60"W

Overall Boundary - Line Table		
Line #	Length	Direction
L135	129.15	S33° 21' 52.34"W
L136	126.05	S88° 01' 43.19"W
L137	149.14	N41° 33' 53.51"W
L138	52.90	S88° 48' 05.52"W
L139	72.89	S34° 29' 04.40"W
L140	100.66	S52° 52' 20.11"W
L141	81.22	N89° 38' 58.89"W
L142	115.11	S63° 37' 40.11"W
L143	102.22	N99° 05' 49.89"W
L144	105.34	N21° 28' 02.39"W
L145	81.83	N09° 12' 21.51"W
L146	320.35	N27° 51' 25.11"E
L147	46.07	N35° 07' 40.89"W
L148	235.82	N62° 07' 48.89"W
L149	267.62	N19° 40' 44.95"E
L150	240.00	N20° 34' 08.00"W
L151	150.00	N63° 05' 02.05"W

Overall Boundary - Line Table		
Line #	Length	Direction
L152	180.00	S28° 29' 29.90"W
L153	513.63	N56° 26' 32.95"W
L154	413.72	N13° 47' 51.63"W
L155	306.15	S84° 23' 56.33"W
L156	389.69	N23° 48' 19.02"W
L157	292.79	N81° 59' 22.33"W
L158	120.04	N00° 39' 14.10"W
L159	380.50	N40° 00' 37.72"W
L160	301.71	N89° 00' 07.70"E
L161	172.09	N43° 36' 39.04"E
L162	108.20	N01° 38' 43.63"W
L163	180.36	S87° 18' 30.17"W
L164	306.77	N32° 07' 28.19"W
L165	404.45	N02° 23' 46.29"E
L166	223.36	N62° 34' 03.90"W

Overall Boundary - Curve Table				
Curve	Delta	Radius	Length	Bearing
C101	018°57'48"	775.02	129.44	255.34 S19° 36' 25.20"W
C102	027°50'07"	275.00	68.15	133.00 N48° 55' 48.89"W



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, June 5, 2024

Peggy Carrasquillo
KTCivil
6805 N. Capital of Texas Hwy., Suite 315
Austin TX 78731
peggy.carrasquillo@ktcivil.com

Permit Number 2024-P-1646-PP
Job Address: 14111 Fuchs Grove Road, Manor, TX. 78653

Dear Peggy Carrasquillo,

The first submittal of the Shadowglen Phase 3 Sections 3-8 Preliminary Plat (*Preliminary Plan*) submitted by KTCivil and received on October 01, 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 Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

- ~~1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.~~
- ~~2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.~~
- ~~3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?~~
- ~~4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.~~
- ~~5. Please provide a copy of the approved CLOMR for the project.~~
- ~~6. The P&Z Chairperson is Felix Paiz.~~
- ~~7. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown. Include the exhibit provided in the overall submittal.~~
- ~~8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be~~

~~shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet.~~

~~9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.~~

~~10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.~~

~~11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.~~

~~12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.~~

~~13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.~~

~~14. Utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements.~~

~~15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one-hundred (100) year floodplain outside of the City limits).~~

~~16. Provide approval from Travis County.~~

~~17. The vicinity map needs to be scaled 1" = 2,000'.~~

~~18. Replacement Trees shall be shown on the Preliminary Plat based on a replacement ratio (inches removed to inches planted) of:~~

~~a) 1:2 for Significant Trees eighteen (18) inches in caliper and larger, and~~

~~b) 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.~~

~~c) Replacement Trees shall not be required for the removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.~~

~~Provide calculations as a table.~~

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,

A handwritten signature in blue ink that reads "Pauline M. Gray". The signature is fluid and cursive, with the first name "Pauline" and last name "Gray" clearly legible.

Pauline Gray, P.E.
Lead AES
GBA

July 29, 2024

Ms. Pauline Gray, PE
GBA
P.O. Box 2029
Leander, Texas 78646-2029

**RE: SHADOWGLEN PHASE 3 SECTIONS 3-8 – PRELIMINARY PLAN (2024-P-1646-PP)
UPDATE 1 SUBMITTAL**

Dear Ms. Gray,

Please accept this letter as our formal response to the review comments dated June 5th, 2024. The comments are listed below with our responses in bold.

1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.

Response: The only work that will occur in the Waters of the U.S. will be for the construction of the Wilbarger Bridge. A Corps permit application will be submitted when the bridge design is refined and a more accurate footprint of the impact to the Waters is defined.

2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.

Response: No waterway buffers are proposed on City of Manor property. The waterway setback lines have been removed from the City of Manor owned land.

3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?

Response: There will be a total of six sections, 3 through 8. The Floodplain Report has been updated to correct this. The updated Floodplain Report is included with this submittal.

4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.

Response: Per email correspondence with Scott Dunlop, the preliminary plat may be submitted if it is in accordance with the Concept Plan approved as part of the Development Agreement. A copy of Scott's email and of the recorded Development Agreement and all its amendments and their exhibits are included with this submittal. Please refer to Schedule 2 in the first

addendum to the Development Agreement, page 238 of the PDF file. The preliminary plat agrees with the concept plan.

5. Please provide a copy of the approved CLOMR for the project.

Response: A copy of the approved CLOMR is included with this submission.

6. The P&Z Chairperson is Felix Paiz.

Response: We have corrected the P&Z chairperson's name to be Felix Paiz.

7. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown.

Response: A tree survey and tree list has been provided as a separate exhibit to this update submittal, including planned tree removal. The overall tree list is on the final sheets of the tree survey sheets.

8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet.

Response: The existing topographic contours have been added to the preliminary plan in accordance with City of Manor code. Contours of slopes less than 5% are shown with one-foot intervals, slopes between 5% and 10% are shown with two-foot intervals, and slopes exceeding 10% are shown with five-foot intervals.

9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.

Response: The only known existing utilities within or close to the preliminary plan area are the 30" waterline that is contained within the 30' waterline easement, Doc. No. 2010088666 depicted on the face of the preliminary plan, and the overhead electric/telecommunication lines along Fuchs Grove Road that are contained within an easement dedicated under Vol. 8660, Pg. 894. The holder of the waterline easement is Cross County Water Supply Corporation, and the grantee of the dry utility easement is/was Texas Power & Light Company of Dallas, Texas. Both easement documents are provided with this update submittal.

10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed

on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.

Response: A preliminary storm sewer layout has been added to the preliminary plan as Exhibit D.

11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.

Response: The requested information has been added to the preliminary plat.

12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.

Response: 45' wide lots are allowed per the Development Agreement for the Shadowglen Subdivision per Exhibit C of the document. A copy of the Development Agreement and all of its amendments and their exhibits is included with this submittal. Refer to page 54 of the PDF file for approval of 45' lots.

13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.

Response: A tree survey and tree list has been provided as a separate exhibit to this update submittal, including planned tree removal.

14. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements.

Response: We have prepared a signed and sealed letter that details the water and wastewater utility demands of the proposed subdivision. Preliminary water and wastewater layouts have been added to the preliminary plan as Exhibits E and F, respectively.

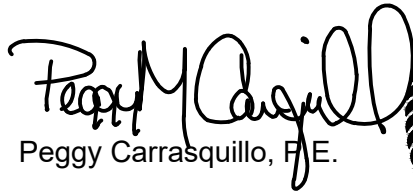
15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one hundred (100) year floodplain outside of the City limits.

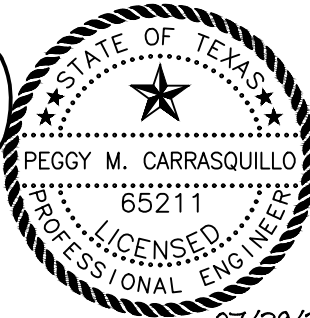
Response: Per communication with Pauline Gray, submittal to Travis County TNR for subdivision review, rather than the County Health District, satisfies this comment. The e-mail from Pauline Gray is included with this submittal.

END OF REPORT

These responses, along with the attachments should provide the necessary information to clear most of the comments received on June 5th, 2024. Please contact me with any questions or if you need additional information. You can contact me at (512) 758-7474 or by email at peggy.carrasquillo@ktcivil.com.

Sincerely,


Peggy Carrasquillo, P.E.



07/29/2024



1500 County Road 269
Leander, TX 78641

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

Date: Monday, August 26, 2024

Peggy Carrasquillo
KTCivil
6805 N. Capital of Texas Hwy., Suite 315
Austin TX 78731
peggy.carrasquillo@ktcivil.com

Permit Number 2024-P-1646-PP
Job Address: 14111 Fuchs Grove Road, Manor 78653

Dear Peggy Carrasquillo,

The subsequent submittal of the Shadowglen Phase 3 Sections 3-8 Preliminary Plat submitted by KTCivil and received on October 01, 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.

- ~~1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.~~
- ~~2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.~~
- ~~3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.5. Please provide a copy of the approved CLOMR for the project6. The P&Z Chairperson is Felix Paiz.~~
- ~~4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.~~
- ~~5. Please provide a copy of the approved CLOMR for the project.~~
- ~~6. The P&Z Chairperson is Felix Paiz.~~
- ~~7. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown. Include the exhibit provided in the overall submittal.~~
- ~~8. Topographic data indicating one(1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty five percent (25%) of the distance across the tract, but not fewer than~~

~~fifty (50) feet nor more than two hundred (200) feet.~~

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~~15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one-hundred (100) year floodplain outside of the City limits).~~

~~16. Provide approval from Travis County.~~

~~17. The vicinity map needs to be scaled 1" = 2,000'.~~

~~18. Replacement Trees shall be shown on the Preliminary Plat based on a replacement ratio (inches removed to inches planted) of:-~~

~~a) 1:2 for Significant Trees eighteen (18) inches in caliper and larger, and~~

~~b) 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.~~

~~c) Replacement Trees shall not be required for the removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.~~

~~Provide calculations as a table.~~

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@gbteam.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,

A handwritten signature in black ink, appearing to read 'Tyler Shows', followed by a long horizontal flourish.

Tyler Shows
Staff Engineer
GBA

September 30, 2024

Mr. Tyler Shows
GBA
P.O. Box 2029
Leander, Texas 78646-2029

**RE: SHADOWGLEN PHASE 3 SECTIONS 3-8 – PRELIMINARY PLAN (2024-P-1646-PP)
UPDATE 2 SUBMITTAL**

Dear Mr. Shows,

Please accept this letter as our formal response to the review comments dated August 26th, 2024. The comments are listed below with our responses in bold.

1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.

U1. Comment pending.

Response: We have not identified any disturbance to the Waters of the US as we are trying to span them or bore under them, as applicable. However, we understand that should disturbance occur, we will need to submit for a Corps permit and we will provide that to City of Manor.

2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.

U1. Comment cleared.

3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?

U1. Comment cleared.

4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.

U1. Comment cleared.

5. Please provide a copy of the approved CLOMR for the project.

U1. Comment cleared.

6. The P&Z Chairperson is Felix Paiz.

U1. Comment cleared.

7. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown.

U1. Comment updated. Include the exhibit provided in the overall submittal.

Response: We have included the tree survey sheets as part of the preliminary plan.

8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet.

U1. Comment cleared.

9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.

U1. Comment cleared.

10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.

U1. Comment cleared.

11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.

U1. Comment cleared.

12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.

U1. Comment cleared.

13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.

U1. Comment cleared.

14. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements.

U1. Comment cleared.

15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one hundred (100) year floodplain outside of the City limits.

U1. Comment cleared.

NEW COMMENTS – UPDATE 1

16. Provide approval from Travis County.

Response: We will provide when obtained.

17. The vicinity map needs to be scaled 1" = 2,000'.

Response: Per e-mail with reviewer, the scale can stay as is since Travis County had requested the larger scale. See e-mail from 8/27 submitted with this update.

18. Replacement Trees shall be shown on the Preliminary Plat based on a replacement ratio (inches removed to inches planted) of:

- a) 1:2 for Significant Trees eighteen (18) inches in caliper and larger, and
- b) 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.
- c) Replacement Trees shall not be required for the removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches caliper require Commission approval.


Provide calculations as a table.


Response: Per e-mail with the reviewer, the mitigation table can be provided with the construction documents in agreement with the Shadowglen Development Agreement. E-mail from 9/12 submitted with this update.

END OF REPORT

These responses, along with the attachments should provide the necessary information to clear most of the comments received on August 26th, 2024. Please contact me with any questions or if you need additional information. You can contact me at (512) 758-7474 or by email at peggy.carrasquillo@ktcivil.com.

Sincerely,


Peggy Carrasquillo, P.E.


09/29/2024



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, October 30, 2024

Peggy Carrasquillo
KTCivil
6805 N. Capital of Texas Hwy., Suite 315
Austin TX 78731
peggy.carrasquillo@ktcivil.com

Permit Number 2024-P-1646-PP
Job Address: 14111 Fuchs Grove Road, Manor 78653

Dear Peggy Carrasquillo,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Peggy Carrasquillo and received by our office on October 01, 2024, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

Please submit a hard copy of the cover sheet to Scott Dunlop at the City of Manor for signatures. A copy of the signed cover sheet will be uploaded under project files on the my permit now website.

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', followed by a long horizontal flourish.

Tyler Shows
Staff Engineer
GBA



11/27/24

City of Manor Development Services

Notification for a Subdivision Preliminary Plat

Project Name: Shadowglen Phase 3 Sections 3-8 Preliminary Plat

Case Number: 2024-P-1646-PP

Case Manager: Michael Burrell

Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8. Subdivision Preliminary Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8 being six hundred and ninety (690) lots on 247.029 acres, more or less, and being located at 14111 Fuchs Grove Rd., Manor, TX.

Applicant: KTCivil

Owner: Meritage Homes of Texas LLC

The Planning and Zoning Commission will meet at 6:30PM on December 11, 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 Subdivision Preliminary Plat 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

CITY OF MANOR
105 E EGGLESTON ST
MANOR, TX 78653-3463

LEAL EZEQUIEL P
PO BOX 500
MANOR, TX 78653-0500

FLORES PABLO & MARIA G
13909 RECTOR LOOP
MANOR, TX 78653-3309

OKRA LAND INCORPORATED
9505 JOHNNY MORRIS RD
AUSTIN, TX 78724-1527

RODRIGUEZ MARIA A
14031 FUCHS GROVE RD
MANOR, TX 78653-3332

TAVIRA YOLANDA ESQUIVEL
13905 RECTOR LOOP
MANOR, TX 78653-3309

WEISS DEBRA GENE & JAMES DONALD
WEISS
10201 GREGG LN
MANOR, TX 78653-3596

MACIAS JOSE & NANCY
14027 FUCHS GROVE RD
MANOR, TX 78653-3332

MERITAGE HOMES OF TEXAS LLC
17013 BRIDGEFARMER BOULEVARD
PFLUGERVILLE, TX 78660-3476

GONZENBACH CLIFTON L
15309 FUCHS GROVE RD
MANOR, TX 78653-3314

VAZQUEZ JUAN
14023 FUCHS GROVE RD
MANOR, TX 78653-3332

LANK ALEXANDRA NOELLE
14308 MCARTHUR DR
MANOR, TX 78653-2359

TWIN CREEK LAND DEVELOPMENT LLC
ETAL
4126 REMINGTON RD
CEDAR PARK, TX 78613-7756

BUENTELLO IRENE &
13945 RECTOR LOOP
MANOR, TX 78653-3309

SAYLOR JACOB HARRISON
14312 MCARTHUR DR
MANOR, TX 78653-2359

MANOR 100 LLC
4126 REMINGTON RD
CEDAR PARK, TX 78613-7756

PINA FELIPE & ZIRLENE RAMIREZ PINA
13939 RECTOR LOOP
MANOR, TX 78653-3309

TURNQUIST ANTHONY JOHN &
14317 MCARTHUR DR
MANOR, TX 78653-2359

STERMASTER PROPERTIES LLC
40206 INDUSTRIAL PARK CIR #101
GEORGETOWN, TX 78626-4761

BARLOW LESLIE
13937 RECTOR LOOP
MANOR, TX 78653-3309

JONES SHANNON WM III
14313 MCARTHUR DR
MANOR, TX 78653-2359

BURKE MARY JUDE
2109 SHARON DRIVE
CEDAR PARK, TX 78613-3559

PEREZ ABEL & YVONNE
13933 RECTOR LOOP
MANOR, TX 78653-3309

CARREON SIGGY J
14309 MCARTHUR DR
MANOR, TX 78653-2359

RAMIREZ ANNA & MARIO MATIAS
14204 FUCHS GROVE RD
MANOR, TX 78653-3322

SILLAS MARIANITA P
13929 RECTOR LOOP
MANOR, TX 78653-3309

WEAVER WARREN B
14305 MCARTHUR DR
MANOR, TX 78653-2359

CABRERA JUAN & MATILDE CARBAJAL
14119 FUCHS GROVE RD
MANOR, TX 78653-3315

CEBALLOS ELENA MARQUEZ & LORENZO
13925 RECTOR LOOP
MANOR, TX 78653-3309

PARK CHAN WOONG
12026 REICHLING LN
WHITTIER, CA 90606-2561

AUS-TEX PARTS & SERVICE LTD
14115 FUCHS GROVE RD
MANOR, TX 78653-3315

GUERRERO RUPERTO & MARIA G
13921 RECTOR LOOP
MANOR, TX 78653-3309

ORTIZ NOEL
14217 MCARTHUR DR
MANOR, TX 78653-2358

Item 4.

MARQUEZ ANTONIO &
14111 FUCHS GROVE DR
MANOR, TX 78653-3315

MONGES BLANCA & JAVIER AGUILLON
13917 RECTOR LOOP
MANOR, TX 78653-3309

LGI HOMES-TEXAS LLC
5345 TOWNE SQUARE DR STE 145
PLANO, TX 75024-2476

POWERS JAMES
301 E 19TH ST
GEORGETOWN, TX 78626-7908

ANGEL ANTONIO & MARIA HERNANDEZ
13913 RECTOR LOOP
MANOR, TX 78653-3309

SG LAND HOLDINGS LLC
2646 DUPONT DR STE 60 PMB 520
IRVINE, CA 92612-7651

AGENDA ITEM NO. 5



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: December 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 November 11, 2024, Planning and Zoning Commission Regular Session

BACKGROUND/SUMMARY:

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

- November 11, 2024, Planning and Zoning Commission Regular Session

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
NOVEMBER 13, 2024**

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

PRESENT:

COMMISSIONERS:

Jeffrey Stensland, Chair, Place 5
Prince Chavis, Vice Chair, Place 2 (Absent)
Julie Leonard, Place 1
Gabrielle Orion, Place 3 (Absent)
Felix Paiz, Chair, Place 4
Cecil Meyer, Place 6
James Terry, Place 7

CITY STAFF:

Michael Burrell, Interim Development Services Director
Veronica Rivera, Assistant City Attorney
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 (P&Z) Commission was called to order by Chair Stensland at 6:30 p.m. on Wednesday, November 13, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

PUBLIC COMMENTS

No one appeared to speak at this time.

PUBLIC HEARING

- 1. Conduct a public hearing on a Subdivision Short Form Final Plat for two (2) lots on 5.735 acres, more or less, and being located at 11712 Arnham Lane Manor, TX.** Applicant: Baeza Engineering, PLLC. Owner: John Kerr.

Chair Stensland opened the public hearing.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing.

No one submitted a speaker card regarding this item.

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

There was no further discussion.

Motion to Close carried 5-0.

CONSENT AGENDA

2. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes for October 9, 2024, Planning and Zoning Commission Regular Session.

City Staff recommended that the Planning and Zoning Commission approve the consent agenda.

Commissioner Leonard requested clarification on abstaining from vote due to attendance at last meeting. Attorney Rivera stated abstaining was not necessary.

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

There was no further discussion.

Motion to Approve carried 5-0.

REGULAR AGENDA

3. Consideration, discussion, and possible action on a Subdivision Short Form Final Plat for two (2) lots on 5.735 acres, more or less, and being located at 11712 Arnhamn Lane Manor, TX.

Applicant: Baeza Engineering, PLLC. Owner: John Kerr.

City Staff recommended that the Planning and Zoning Commission approve the Subdivision Short Form Final Plat for two (2) lots on 5.735 acres, more or less, and being located at 11712 Arnhamn Lane Manor, TX.

Interim Director Burrell answered questions about the location of 11712 Arnhamn Lane.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Leonard to approve the Subdivision Short Form Final Plat for two (2) lots on 5.735 acres, more or less, and being located at 11712 Arnhamn Lane Manor, TX.

There was no further discussion.

Motion to Approve carried 5-0.

4. Consideration, discussion, and possible action on a Permit Extension Request for the Manor Heights Phase 6 Construction Plans, Project Number 2021-P-1389-CO.

City Staff recommended that the Planning and Zoning Commission approve the Permit Extension Request for the Manor Heights Phase 6 Construction Plans, Project Number 2021-P-1389-CO.

Interim Director Burrell gave details of the extension request. He stated these plans were originally approved in December of 2022. There were delays due to remediation requirements by the Texas Commission on Environmental Quality – TCEQ.

Discussion was held regarding the prior history of the property.

Alyssa Flynn with Kimley-Horn, 10814 Jollyville Road, Suite 200, Austin, Texas, submitted a speaker card to speak in support of this item. Ms. Flynn answered questions regarding the remediation process that has been gone through for this property. She clarified the TCEQ requirement was for clean-up of contamination in the soil.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Paiz to approve the Permit Extension Request for the Manor Heights Phase 6 Construction Plans, Project Number 2021-P-1389-CO.

There was no further discussion.

Motion to Approve carried 5-0.

5. Consideration, discussion, and possible action for the Las Entradas Shops Coordinated Sign Plan for the planned shopping center located at the northwest corner of Tillgang Pass and E. U S 290 Hwy, Manor, TX. Applicant: Comet Signs by Stratus.

City Staff recommended that the Planning and Zoning Commission approve the Las Entradas Shops Coordinated sign plan for the planned shopping center located at the northwest corner of Tillgang Pass and E. U S 290 Hwy, Manor, TX.

Interim Director Burrell gave a detailed summary of the coordinated sign plan. He stated a coordinated sign plan was required for this development. He confirmed this sign plan while allowed to deviate from code was in general compliance with Manor's Code of Ordinance.

Discussion was held regarding the details of the coordinated sign plan.

Jacob Clark with Long View Equity, 4314 Medical Parkway, Suite 200, Austin, Texas, submitted a speaker card in support of this item. Mr. Clark confirmed all signs were in compliance with the Manor Code.

The quality and quantity of details in the plan including size and illumination of the signs were discussed. Interim Director Burrell answered questions regarding the requirements of the future tenants.

MOTION: Upon a motion made by Commissioner Paiz and seconded by Commissioner Terry to approve the Las Entradas Shops Coordinated sign plan for the planned shopping center located at the northwest corner of Tillgang Pass and E. U S 290 Hwy, Manor, TX.

There was no further discussion.

Motion to Approve carried 5-0.

6. Consideration, discussion, and possible action on a Coordinated Sign Plan for 310 Murray Street Manor, TX. Applicant: Signarama. Owner: Carilu Realty.

City Staff recommended that the Planning and Zoning Commission approve a Coordinated Sign Plan for 310 Murray Street, Manor, TX.

Interim Director Burrell summarized this item. He spoke regarding the property location and reason behind the need for the coordinated sign plan. He answered questions pertaining to location of signs, number and size of signs, and illustration of signs.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Paiz to approve the Coordinated Sign Plan for 310 Murray Street, Manor, TX.

There was no further discussion.

Motion to Approve carried 5-0.

7. Consideration, discussion, and possible action on a request to remove 2 heritage trees in the Boyce Mixed-Use Development Site located at 101 West Boyce St., Manor, TX.

City Staff recommended that the Planning and Zoning Commission recommend approval of the tree removal request to remove 2 heritage trees in the Boyce Mixed-Use Development Site located at 101 West Boyce St., Manor, TX.

Bo Hyun Chang with BuildBlock, 101 W Boyce Street, Manor, Texas, Submitted a speaker card to speak in support of this item. Mr. Chang stated they were requesting permission to remove 2 trees that were over 25 inches because they were too large for the development.

Interim Director Burrell stated the P&Z Commission would need to provide a recommendation prior to City Council taking action on the request to remove the 2 (two) heritage trees. He gave details on how the trees are affecting the development and gave a summary of the development agreement between the city and this developer.

Discussion was held regarding why these trees were considered heritage trees. Potential impact to the environment and air quality was considered.

Mr. Chang answered questions regarding the location of the trees. He stated the ways the trees were preventing the development of the property. He indicated one of the trees was in poor health and could possibly have to be removed in the future anyway.

Attorney Rivera stated City Council would need a super majority to pass, which would be 5 votes, if P&Z Commission recommended denial of the tree removal request.

Interim Director Burrell confirmed the site plan approval was contingent upon the removal of tree #89 and #90 on the site lay-out.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Paiz to approve the removal of Heritage Tree #89 and preserve Heritage Tree #90 of the Mixed-Use Development Site located at 101W. Boyce Street.

There was no further discussion.

Motion to Approve FAILED 2-3. Opposed by Chair Stensland, Commissioner Meyer, and Commissioner Terry.

Attorney Rivera answered questions on the proper way to entertain a new motion.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Terry to approve the tree removal request to remove 2 heritage trees in the Boyce Mixed-Use Development Site located at 101 West Boyce St., Manor, TX.

Discussion was held regarding the motion to remove the trees from the property

Assistant Attorney Rivera answered questions regarding friendly amendments to the motion. She detailed the options available for recommendations, which would be planting additional trees, fee in lieu, or a combination of both.

Commissioner Meyer and Commissioner Terry both stated they were in favor of a friendly amendment to the motion to include a fee in lieu requirement.

Discussion was held regarding the information found in the back-up provided by staff and how it pertains to the motion options given by Attorney Rivera. Consideration was given to the negotiation and setting of the fee in lieu amount. Attorney Rivera confirmed the amount would be set by City Council. The amount would be considered discretionary.

Chair Stensland restated the motion to include the friendly amendment.

AMENDED MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Terry to approve the tree removal request to remove 2 heritage trees in the Boyce Mixed-Use Development Site located at 101 West Boyce St., Manor, TX, with the condition of the applicant be required to pay a fee in lieu to be set by City Council.

Commissioner Leonard stated even with the friendly amendment she would have a hard time voting in favor of approval. She expressed her displeasure with the lack of proper vetting on the developer's part when purchasing this property with the large trees for this type of development.

There was no further discussion.

Motion to Approve carried 4-1. Opposed by Commissioner Paiz

- 8. Consideration, discussion, and possible action on a Setback Variance Request for three (3) lots on 0.96 acres, more or less and being located at what is currently known as LOTS 1-5 BLOCK 43 & LOTS 16-20 BLOCK 29 TOWN OF MANOR Manor, TX. Applicant: BuildBlock. Owner: Jiwon Jung.**

City Staff recommended that the Planning and Zoning Commission approve a setback variance request for the short form plat of LOTS 1-5 BLOCK 43 & LOTS 16-20 BLOCK 29 TOWN OF MANOR Manor, TX.

Bo Hyun Chang with BuildBlock, 101 W Boyce Street, Manor, Texas, submitted a speaker card to speak in support of this item. Mr. Chang gave a summary of the proposed mixed-use development. He explained they were requesting a setback variance for the property.

Interim Director Burrell gave background information. He explained the differences between a regular setback request and a setback variance which is part of the amended plat.

Discussion was held regarding the Setback Variance Request. The following items were considered:

- Impervious Coverage
- Infrastructure Improvements
- Stormwater Run-off
- Utility Service Impact
- Parking Availability and Requirements
- Property Access Points

MOTION: Upon a motion made by Commissioner Paiz and seconded by Commissioner Terry to approve the setback variance request for the short form plat of LOTS 1-5 BLOCK 43 & LOTS 16-20 BLOCK 29 TOWN OF MANOR Manor, TX.

There was no further discussion.

Motion to Approve carried 5-0.

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Paiz to adjourn the Regular Session of the Manor Planning and Zoning Commission at 7:28 p.m. on Wednesday November 13, 2024.

There was no further discussion.

Motion to Adjourn carried 5-0.

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

APPROVED:

Jeffrey Stensland
Chairperson

ATTEST:

Mandy Miller
Development Services Supervisor



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration, Discussion, and Possible Action on a subdivision final plat for Mustang Valley being one hundred and nineteen (119) lots on 41.973 acres, more or less, and being located at 15200 N FM Rd 973 Manor, TX.

Applicant: Carlson, Brigance & Doering, Inc.

Owner: KB Home Lone Star, Inc.

BACKGROUND/SUMMARY: This is a subdivision Final Plat approved in accordance with our ordinance. It is required to be approved by P&Z.

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

- Summary Form
- Approved Plat

- Engineer Comments and Responses
- Conformance Letter

ACTIONS:

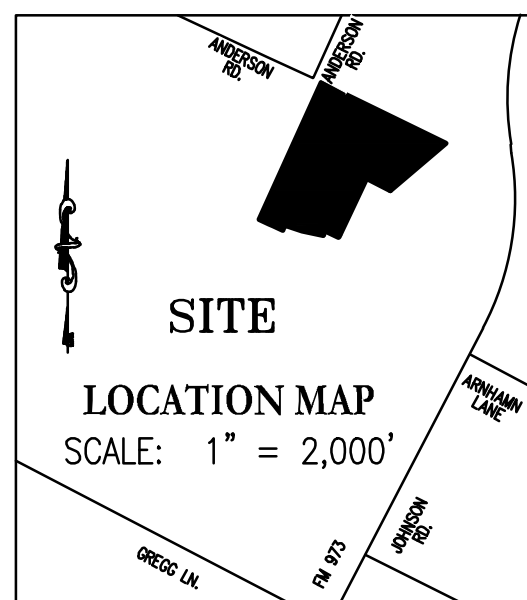
<i>Discretion</i>	Non-Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Approve, Approve with Conditions

STAFF RECOMMENDATION:

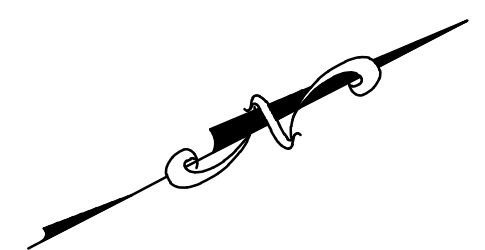
It is the City Staff's recommendation that the Planning and Zoning Commission approve a subdivision final plat for Mustang Valley being one hundred and nineteen (119) lots on 41.973 acres, more or less, and being located at 15200 N FM Rd 973 Manor, TX.

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

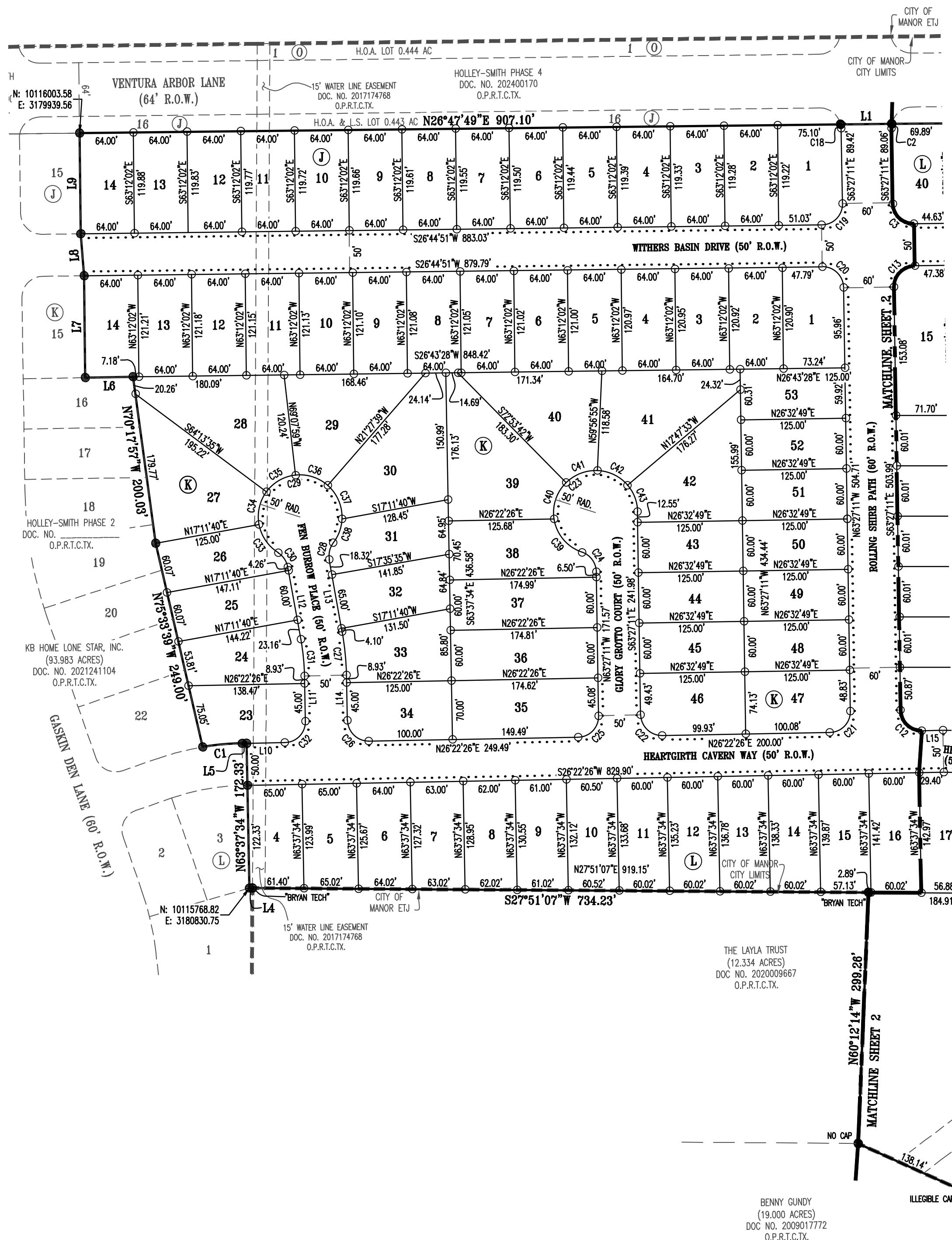
HOLLEY-SMITH PHASE 3



(IN FEET)
1 inch = 100 ft.



SCALE: 1" = 100'



LEGEND

- CAPPED 1/2" IRON ROD SET STAMPED "CBD SETSTONE"
- 1/2" IRON ROD FOUND STAMPED "CBD SETSTONE" (UNLESS NOTED OTHERWISE)
- CONCRETE MONUMENT FOUND
- ⊕ BENCHMARK
- 1 LOT NUMBER
- Ⓢ BLOCK DESIGNATOR
- APPROX. SIDEWALK LOCATION
- 100-YEAR FEMA LINE
- CITY OF MANOR CITY LIMITS/ETJ
- D.E. DRAINAGE EASEMENT
- P.U.E. PUBLIC UTILITY EASEMENT
- B.S.L. BUILDING SETBACK LINE
- L.S.E. LANDSCAPE EASEMENT
- S.W.E. SIDEWALK EASEMENT
- L.S. LANDSCAPE
- H.O.A. HOMEOWNER'S ASSOCIATION
- O.P.R.T.C.T.X. OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS

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: OCTOBER 22, 2024
ACREAGE: 41.937 ACRES
SURVEY: SUMNER BACON SURVEY NUMBER 62,
ABSTRACT NUMBER 63

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

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.
CAMERON ROAD	R.O.W. VARIES	1,586'
FEN BURROW PLACE	50' R.O.W.	295'
GLORY GROTTO COURT	50' R.O.W.	317'
HEARTGIRTH CAVERN WAY	50' R.O.W.	1,041'
ROLLING SHIRE PATH	60' R.O.W.	748'
NARROW DIVIDE DRIVE	50' R.O.W.	732'
WITHERS BASIN DRIVE	50' R.O.W.	1,447'
TOTAL		6,166'

DRAINAGE EASEMENT LOTS:	1
OPEN SPACE/GREENBELT/D.E. LOTS:	1
P.U.E./L.S.E./S.W.E. LOTS:	1
SINGLE FAMILY LOTS:	117
TOTAL LOTS:	120
BLOCKS:	4

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 4



Carlson, Brigrance & Doering, Inc.

FIRM ID #F3791 REG. # 10024900

Civil Engineering
5501 West William Cannon
Phone No. (512) 280-5160

Surveying
Austin, Texas 78749
Fax No. (512) 280-5165

J:\AC3D\5411.3\SURVEY\PLAT - HOLLEY SMITH PH 3.DWG

HOLLEY-SMITH PHASE 3

GRAPHIC SCALE

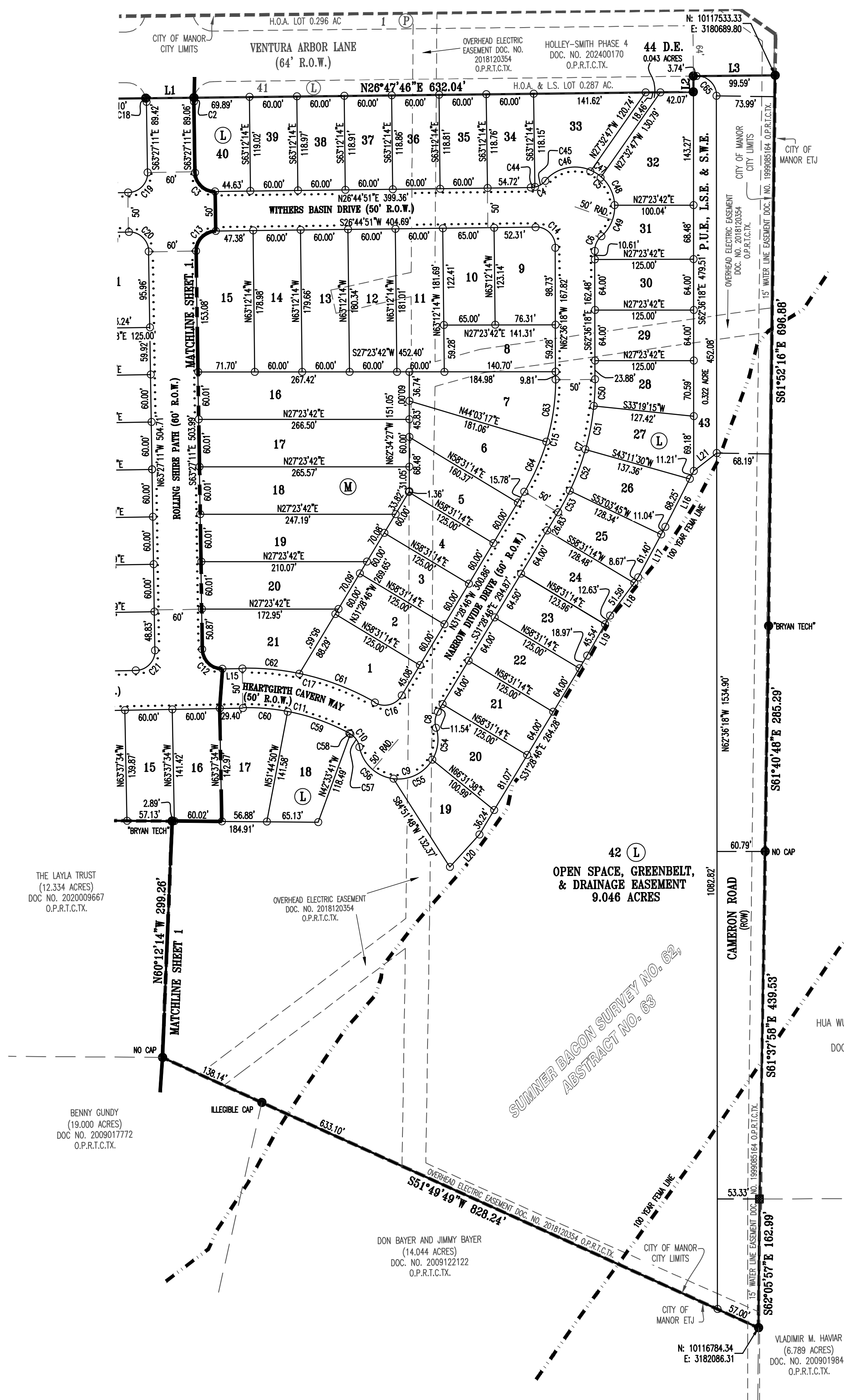


(IN FEET)
1 inch = 100 ft.

SCALE: 1" = 100'

LEGEND

- CAPPED 1/2" IRON ROD SET
STAMPED "CBD SETSTONE"
- 1/2" IRON ROD FOUND
STAMPED "CBD SETSTONE"
(UNLESS NOTED OTHERWISE)
- CONCRETE MONUMENT FOUND
- ⊕ BENCHMARK
- 1 LOT NUMBER
- Ⓢ BLOCK DESIGNATOR
- APPROX. SIDEWALK LOCATION
- 100-YEAR FEMA LINE
- CITY OF MANOR CITY LIMITS/ETJ
- D.E. DRAINAGE EASEMENT
- P.U.E. PUBLIC UTILITY EASEMENT
- B.S.L. BUILDING SETBACK LINE
- L.S.E. LANDSCAPE EASEMENT
- S.W.E. SIDEWALK EASEMENT
- L.S. LANDSCAPE
- H.O.A. HOMEOWNER'S ASSOCIATION
- O.P.R.T.C.TX. OFFICIAL PUBLIC RECORDS
OF TRAVIS COUNTY, TEXAS



SHEET NO. 2 OF 4

Carlson, Brigrance & 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\5411.3\SURVEY\PLAT - HOLLEY SMITH PH 3.DWG

HOLLEY-SMITH PHASE 3

Curve Table					
Curve #	Length	Radius	DELTA	Chord Direction	Chord Length
C1	47.21	325.00	8°19'23"	S22°12'45"W	47.17
C2	5.14	25.00	11°47'11"	S57°33'36"E	5.13
C3	39.53	25.00	90°36'05"	N71°14'47"E	35.54
C4	21.03	25.00	48°11'23"	N02°39'09"E	20.41
C5	163.21	50.00	187°01'37"	N72°04'16"E	99.81
C6	21.03	25.00	48°11'23"	S38°30'37"E	20.41
C7	176.55	325.00	31°07'32"	S47°02'32"E	174.39
C8	21.03	25.00	48°11'23"	S55°34'28"E	20.41
C9	162.34	50.00	186°01'37"	S13°20'39"W	99.86
C10	22.18	25.00	50°50'20"	S80°56'18"W	21.46
C11	139.89	275.00	29°08'42"	S40°56'47"W	138.38
C12	39.35	25.00	90°10'22"	N71°27'38"E	35.41
C13	39.36	25.00	90°12'20"	S18°21'20"E	35.42
C14	39.56	25.00	90°39'29"	S72°03'59"W	35.56
C15	149.39	275.00	31°07'32"	N47°02'32"W	147.56
C16	38.73	25.00	88°46'21"	N12°54'24"E	34.97
C17	175.38	325.00	30°55'08"	N41°50'00"E	173.26
C18	4.68	25.00	10°44'13"	S69°26'12"E	4.68
C19	39.36	25.00	90°12'02"	S18°21'10"E	35.42
C20	39.18	25.00	89°47'58"	S71°38'50"W	35.29

Curve Table					
Curve #	Length	Radius	DELTA	Chord Direction	Chord Length
C21	39.19	25.00	89°49'29"	N18°32'18"W	35.30
C22	39.35	25.00	90°10'22"	N71°27'38"E	35.41
C23	218.63	50.00	250°31'44"	N08°43'03"W	81.65
C24	30.77	25.00	70°31'42"	S81°16'56"W	28.87
C25	39.19	25.00	89°49'38"	N18°32'22"W	35.30
C26	39.27	25.00	90°00'00"	N71°22'26"E	35.36
C27	52.07	325.00	9°10'47"	S68°12'57"E	52.01
C28	21.03	25.00	48°11'23"	S48°42'39"E	20.41
C29	241.19	50.00	276°22'46"	N17°11'40"E	66.67
C30	21.03	25.00	48°11'23"	S83°05'58"W	20.41
C31	44.06	275.00	9°10'47"	N68°12'57"W	44.01
C32	39.27	25.00	90°00'00"	N18°37'34"W	35.36
C33	41.89	50.00	48°00'11"	N83°00'22"E	40.68
C34	41.21	50.00	47°13'07"	S49°22'59"E	40.05
C35	41.15	50.00	47°09'23"	S02°11'44"E	40.00
C36	41.15	50.00	47°09'23"	S44°57'39"W	40.00
C37	44.91	50.00	51°28'00"	N85°43'40"W	43.42
C38	30.87	50.00	35°22'42"	N42°18'18"W	30.39
C39	54.62	50.00	62°35'26"	N77°18'48"E	51.94
C40	47.37	50.00	54°17'11"	S44°14'54"E	45.62

Curve Table					
Curve #	Length	Radius	DELTA	Chord Direction	Chord Length
C41	41.15	50.00	47°09'23"	S06°28'23"W	40.00
C42	41.15	50.00	47°09'23"	S53°37'46"W	40.00
C43	34.33	50.00	39°20'21"	N83°07'22"W	33.66
C44	5.32	25.00	12°11'13"	N20°39'14"E	5.31
C45	15.71	25.00	36°00'10"	N03°26'27"W	15.45
C46	63.32	50.00	72°33'26"	N14°50'11"E	59.17
C47	15.07	50.00	17°16'24"	N59°45'06"E	15.02
C48	40.80	50.00	46°45'04"	S88°14'10"E	39.68
C49	44.02	50.00	50°26'42"	S39°38'17"E	42.61
C50	33.61	325.00	5°55'33"	S59°38'32"E	33.60
C51	55.99	325.00	9°52'15"	S51°44'37"E	55.92
C52	55.99	325.00	9°52'15"	S41°52'22"E	55.92
C53	30.96	325.00	5°27'28"	S34°12'31"E	30.95
C54	41.61	50.00	47°40'50"	S55°49'44"E	40.42
C55	57.80	50.00	66°13'51"	S01°07'36"W	54.63
C56	62.93	50.00	72°06'56"	S70°17'59"W	58.86
C57	20.76	25.00	47°34'12"	S82°34'21"W	20.17
C58	1.43	25.00	3°16'07"	S57°09'12"W	1.43
C59	82.87	275.00	17°15'58"	S46°53'09"W	82.56
C60	57.01	275.00	11°52'44"	S32°18'48"W	56.91

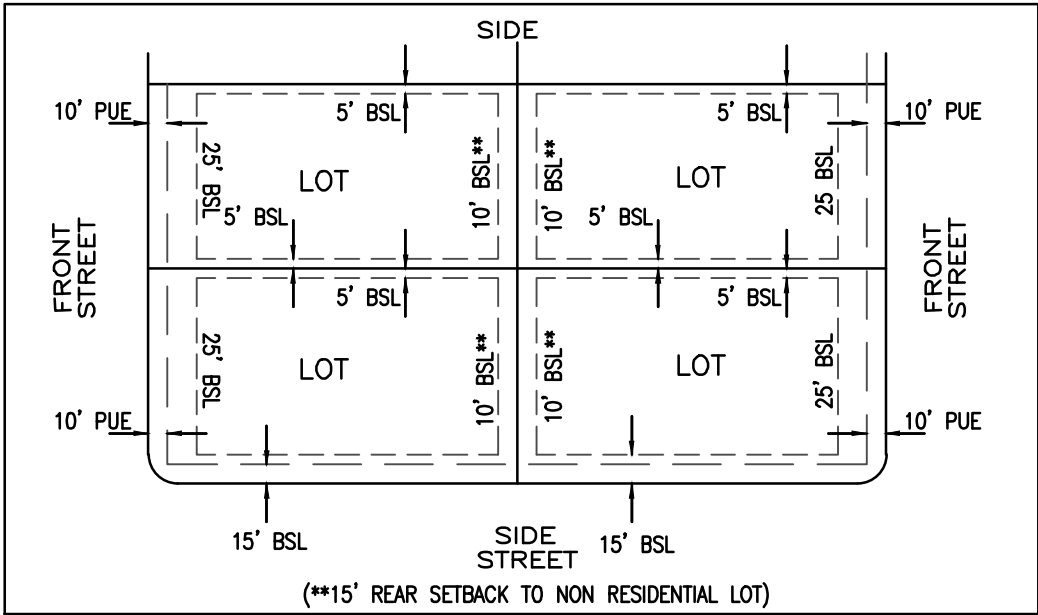
Curve Table					
Curve #	Length	Radius	DELTA	Chord Direction	Chord Length
C61	102.60	325.00	18°05'15"	N48°14'57"E	102.17
C62	72.78	325.00	12°49'53"	N32°47'23"E	72.63
C63	79.96	275.00	16°39'36"	N54°16'31"W	79.68
C64	69.43	275.00	14°27'56"	N38°42'45"W	69.25
C65	39.53	25.00	90°35'55"	S72°05'44"W	35.54

Line Table		
Line #	Direction	Length
L1	N26°49'14"E	61.02
L2	N62°36'18"W	20.00
L3	N26°47'46"E	103.33
L4	S27°44'02"W	3.62
L5	S26°22'26"W	5.50
L6	S26°32'49"W	56.82
L7	N63°12'02"W	121.41
L8	N67°21'04"W	50.13
L9	N63°12'02"W	119.94
L10	N26°22'26"E	45.40
L11	N63°37'34"W	53.93
L12	N72°48'20"W	87.42
L13	S72°48'20"E	87.42
L14	S63°37'34"E	53.93
L15	N26°22'26"E	25.01
L16	N35°32'32"W	79.46
L17	S34°16'28"E	72.44
L18	N26°08'30"W	60.26
L19	N32°47'03"W	58.17
L20	S20°14'38"E	55.52
L21	N10°22'29"W	36.69

PLAT GENERAL NOTES

1. 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.
2. A 10' PUBLIC UTILITY EASEMENT IS HEREBY DEDICATED ALONG AND ADJACENT TO ALL STREET RIGHTS OF WAY.
3. PUBLIC SIDEWALKS BUILT TO THE CITY OF MANOR STANDARDS, ARE REQUIRED ALONG ALL STREETS WITHIN THIS SUBDIVISION, WITH THE EXCEPTION OF CAMERON ROAD. 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.
4. 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.
5. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTION IS MADE TO THE CITY OF MANOR WASTEWATER SYSTEM.
6. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTION IS MADE TO THE CITY OF MANOR WATER SYSTEM.
7. ALL STREETS, DRAINAGE IMPROVEMENTS, SIDEWALKS, WATER AND WASTEWATER LINES, AND EROSION CONTROLS SHALL BE CONSTRUCTED AND INSTALLED TO CITY OF MANOR STANDARDS.
8. EROSION CONTROLS ARE REQUIRED FOR ALL CONSTRUCTION ON INDIVIDUAL LOTS, INCLUDING DETACHED SINGLE FAMILY IN ACCORDANCE WITH THE CITY OF MANOR ADOPTED ENVIRONMENTAL CRITERIA.
9. ALL STREETS IN THE SUBDIVISION SHALL BE CONSTRUCTED TO CITY OF MANOR URBAN STREET STANDARDS. ALL STREETS WILL BE CONSTRUCTED WITH CURB AND GUTTER.
10. THE SUBDIVISION OWNER/DEVELOPER AS IDENTIFIED ON THIS PLAT IS RESPONSIBLE FOR POSTING FISCAL SURETY FOR THE CONSTRUCTION OF ALL SIDEWALKS AS SHOWN OR LISTED ON THE PLAT, 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.
11. 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.
12. THE BUILDING SETBACK LINES SHALL COMPLY WITH THE CITY'S ZONING ORDINANCE.
13. THE HOMEOWNER'S ASSOCIATION, AND/OR ITS SUCCESSORS AND ASSIGNS (THE "HOA") SHALL BE RESPONSIBLE FOR MAINTENANCE OF ALL NON-RESIDENTIAL LOTS THAT ARE DEDICATED TO THE HOA.
14. THIS PLAT IS SUBJECT TO THE HOLLEY/SMITH-KB HOME DEVELOPMENT AGREEMENT EXECUTED ON OCTOBER 2, 2021, AND SUBSEQUENT AMENDMENTS.
15. THE SUBDIVISION OWNER/DEVELOPER, AS IDENTIFIED ON THIS PLAT, IS REQUIRED TO DEDICATE RIGHT OF WAY FOR CAMERON ROAD. THE OWNER IS NOT RESPONSIBLE FOR IMPROVEMENTS FOR CAMERON ROAD AS DESCRIBED IN THE HOLLEY/SMITH-KB HOME DEVELOPMENT AGREEMENT.
16. 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.
17. LOTS 42, 43, AND 44, BLOCK L, SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION AND/OR ITS SUCCESSORS AND ASSIGNS (THE "HOA"). NO RESIDENTIAL USES ARE ALLOWED ON THESE AFOREMENTIONED LOTS.
18. THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS THE 8TH DAY OF SEPTEMBER, 2023.
19. FLOODPLAIN NOTE: A 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.
20. PERFORMANCE AND MAINTENANCE GUARANTEES AS REQUIRED BY THE CITY.
21. 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.
22. 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.
23. 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.

TYPICAL LOT, BUILDING SETBACK LINE
AND EASEMENT LOCATION DETAIL
(1" = 100')



SHEET NO. 3 OF 4

CBD

Carlson, Brigrance & 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\5411.3\SURVEY\PLAT – HOLLEY SMITH PH 3.DWG

HOLLEY-SMITH PHASE 3

STATE OF TEXAS §
§ KNOW ALL MEN BY THESE PRESENTS
COUNTY OF TRAVIS §

THAT LAURIE LARA, VICE PRESIDENT, LAND DEVELOPMENT & FORWARD PLANNING, 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 CERTAIN CALLED 42.921 ACRE TRACT RECORDED IN DOCUMENT NUMBER 2021243947, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, DO HEREBY SUBDIVIDE 41.937 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 3"

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, VICE PRESIDENT,
LAND DEVELOPMENT & FORWARD PLANNING
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

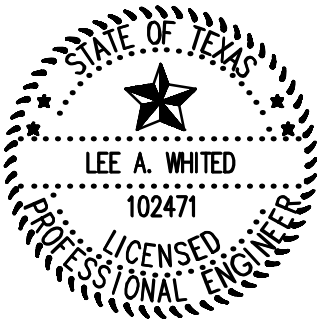
I, LEE A. WHITED, A LICENSED PROFESSIONAL ENGINEER, DO HEREBY ATTEST:

FLOODPLAIN AND DRAINAGE EASEMENT NOTES:

A 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 _____, 2024



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

DATE

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.

SURVEYOR'S CERTIFICATION

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 CITY OF MANOR DEVELOPMENT REGULATIONS.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT. RELEASE DATE 10/18/2024.

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

DATE

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: _____
JEFFREY STENSLAND, 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

SHEET NO. 4 OF 4

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

J: \AC3D\5411.3\SURVEY\PLAT – HOLLEY SMITH PH 3.DWG



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, June 26, 2024

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

Permit Number 2024-P-1653-FP
Job Address: 15200 N FM Rd 973, Manor, TX. 78653

Dear Geoff Guerrero,

The first submittal of the Mustang Valley - holley smith phase 3 - final plat (*Final Plat*) submitted by Carlson, Brigance & Doering, Inc. and received on October 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. ~~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. ~~This area is in the Aqua Water CCN, but the notes have this area served by the City of Manor. Has this area been de-annexed from Aqua water? Provide documentation.~~
 - b. ~~How will this area connect to the City of Manor water system?~~
- ii. ~~How will this system connect to the City of Manor wastewater lines?~~
 - a. ~~Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.~~
- iii. ~~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.~~
- iv. ~~Is ROW being dedicated along Anderson Road? If so, then provide the ROW width for Anderson Road.~~
- v. ~~Location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the subdivision or is contiguous to the subdivision boundaries.~~
- 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 easement conform to those approved on the Preliminary Plat.~~
- vii. ~~Provide a copy of the deed.~~
- viii. ~~Provide the following note: Performance and maintenance guarantees as required by the city.~~
- ix. ~~Note that final plats cannot be approved until construction plans are approved.~~
- x. ~~The P&Z Chairperson is Jeffrey Stensland.~~
- xi. ~~Is ROW being dedicated for Cameron Road? The road is shown to be located within the property limits. If ROW is being dedicated, an exact width is required to be shown on the plat. It cannot say ROW width varies.~~

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: Wednesday, June 26, 2024

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

Permit Number 2024-P-1653-FP
Job Address: 15200 N FM Rd 973, Manor, TX. 78653

CBD COMMENT RESPONSE

Dear Geoff Guerrero,

The first submittal of the Mustang Valley - holley smith phase 3 - final plat (*Final Plat*) submitted by Carlson, Brigrance & Doering, Inc. and received on May 28, 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. 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. This area is in the Aqua Water CCN, but the notes have this area served by the City of Manor. Has this area been de-annexed from Aqua water? Provide documentation.
CBD: please refer to the attached de-annexation certification.
 - b. How will this area connect to the City of Manor water system?
CBD: the prior two phases are already being served by the City of Manor. This phase will tie into Phase 2 water system for service.
- ii. How will this system connect to the City of Manor wastewater lines?
 - a. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.
CBD: the prior two phases are already being served by the City of Manor. This phase will tie into Phase 2 wastewater system for service.
- iii. 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.
CBD: please refer to the attached Addressing approval email.
- iv. Is ROW being dedicated along Anderson Road? If so, then provide the ROW width for Anderson Road.
CBD: no ROW for Ventura Arbor Lane (formerly Anderson Rd) is being dedicated with the Phase 3 final plat. The full ROW for Ventura Arbor Lane is being platted with the Holley Smith Phase 4A final plat.
- v. Location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the subdivision or is contiguous to the subdivision boundaries.
CBD: the city limit line notation has been added to the plat.
- 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 easement conform to those approved on the Preliminary Plat.

- CBD: all utilities are provided by the City of Manor.*
- vii. Provide a copy of the deed.
CBD: please refer to the attached property deed.
- viii. Provide the following note: Performance and maintenance guarantees as required by the city.
CBD: this has been added as Note 20, Sheet 3.
- ix. Note that final plats cannot be approved until construction plans are approved.

CBD: comment noted, thank you.

6/26/2024 8:26:33 AM

Mustang Valley - holley smith phase 3 - final plat

2024-P-1653-FP

Page 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,



Tyler Shows
Staff Engineer
GBA



1500 County Road 269
Leander, TX 78641

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

Date: Thursday, October 17, 2024

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

Permit Number 2024-P-1653-FP
Job Address: 15200 N FM Rd 973, Manor 78653

Dear Geoff Guerrero,

The subsequent submittal of the Mustang Valley - holley smith phase 3 - final plat submitted by Carlson, Brigance & Doering, Inc. and received on October 24, 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. ~~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. ~~This area is in the Aqua Water CCN, but the notes have this area served by the City of Manor. Has this area been de-annexed from Aqua water? Provide documentation.~~
 - b. ~~How will this area connect to the City of Manor water system?~~
- ii. ~~How will this system connect to the City of Manor wastewater lines?~~
 - a. ~~Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.~~
- iii. ~~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.~~
- iv. ~~Is ROW being dedicated along Anderson Road? If so, then provide the ROW width for Anderson Road.~~
- v. ~~Location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the subdivision or is contiguous to the subdivision boundaries.~~
- 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 easement conform to those approved on the Preliminary Plat.~~
- vii. ~~Provide a copy of the deed.~~
- viii. ~~Provide the following note: Performance and maintenance guarantees as required by the city.~~
- ix. ~~Note that final plats cannot be approved until construction plans are approved.~~
- x. ~~The P&Z Chairperson is Jeffrey Stensland.~~
- xi. ~~Is ROW being dedicated for Cameron Road? The road is shown to be located within the property limits. If ROW is being dedicated, an exact width is required to be shown on the plat. It cannot say ROW width varies.~~

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: Thursday, October 17, 2024

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

Permit Number 2024-P-1653-FP
Job Address: 15200 N FM Rd 973, Manor 78653

Dear Geoff Guerrero,

The subsequent submittal of the Mustang Valley - holley smith phase 3 - final plat submitted by Carlson, Brigrance & Doering, Inc. and received on September 25, 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. ~~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. ~~This area is in the Aqua Water CCN, but the notes have this area served by the City of Manor. Has this area been de-annexed from Aqua water? Provide documentation.~~
 - b. ~~How will this area connect to the City of Manor water system?~~
- ii. ~~How will this system connect to the City of Manor wastewater lines?~~
 - a. ~~Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.~~
- iii. ~~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.~~
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- vii. ~~Provide a copy of the deed.~~
- viii. ~~Provide the following note: Performance and maintenance guarantees as required by the city.~~
- ix. ~~Note that final plats cannot be approved until construction plans are approved.~~
- x. **The P&Z Chairperson is Jeffrey Stensland.**
CBD: the Chair name has been updated.
- xi. **Is ROW being dedicated for Cameron Road? The road is shown to be located within the property limits. If ROW is being dedicated, an exact width is required to be shown on the plat. It cannot say ROW width varies.**
CBD: yes, ROW for future Cameron Road is being dedicated with this plat but not being built with the Phase 3 project. The width of the ROW dedication has been added to the plat and the word "varies" has been removed from the ROW area.

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.

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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: Thursday, November 21, 2024

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

Permit Number 2024-P-1653-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 October 24, 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", is written over a horizontal line.

Tyler Shows
Staff Engineer
GBA



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a 2025 Subdivision Calendar.

BACKGROUND/SUMMARY:

This calendar sets the submittal dates for subdivision projects that choose to follow our Standard Subdivision Process as outlined in state statutes. It has set dates for when submittals can be received and actions to occur by the city, the Planning and Zoning Commission, and/or the City Council. It also provides the dates for the Planning and Zoning Commission meetings. There are no changes planned at this time to our standard 2nd Wednesday meetings.

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

- 2025 Subdivision Calendar

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<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

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

2025 Subdivision Calendar

Item 7.

January 2025						
W	S	M	T	W	T	F S
1				1	2	3 4
2	5	6	7	8	9	10 11
3	12	13	14	15	16	17 18
4	19	20	21	22	23	24 25
5	26	27	28	29	30	31

1 New Year's Day City Closed – Observed Holiday
3 1st App 10-Day Submittal Period
8 P&Z
13 1st App Completeness check
18 Resubmitted Projects 10 Day Submittal Period
20 Martin Luther King - City Closed
24 Pre-Con Meeting
28 Re-Submittal Completeness Check
31 1st App 10-Day Submittal Period

4 1st App 10-Day Submittal Period
4 Independence Day – City Closed
9 P&Z
14 1st App Completeness check
19 Resubmitted Projects 10 Day Submittal Period
25 Pre-Con Meeting
31 1st App 10-Day Submittal Period
29 Re-Submittal Completeness Check

July 2025						
W	S	M	T	W	T	F S
27			1	2	3	4 5
28	6	7	8	9	10	11 12
29	13	14	15	16	17	18 19
30	20	21	22	23	24	25 26
31	27	28	29	30	31	

February 2025						
W	S	M	T	W	T	F S
5						1
6	2	3	4	5	6	7 8
7	9	10	11	12	13	14 15
8	16	17	18	19	20	21 22
9	23	24	25	26	27	28

10 1st App Completeness check
12 P&Z
15 Resubmitted Projects 10 Day Submittal Period
17 President's Day - City Closed
21 Pre-Con Meeting
28 1st App 10-Day Submittal Period
25 Re-Submittal Completeness Check

1 1st App 10-Day Submittal Period
11 1st App Completeness check
13 P&Z
16 Resubmitted Projects 10-Day Submittal Period
22 Pre-Con Meeting
29 1st App 10-Day Submittal Period
26 Re-Submittal Completeness Check

August 2025						
W	S	M	T	W	T	F S
31						1 2
32	3	4	5	6	7	8 9
33	10	11	12	13	14	15 16
34	17	18	19	20	21	22 23
35	24	25	26	27	28	29 30

March 2025						
W	S	M	T	W	T	F S
9						1
10	2	3	4	5	6	7 8
11	9	10	11	12	13	14 15
12	16	17	18	19	20	21 22
13	23	24	25	26	27	28 29
14	30	31				

2 Texas Ind. Day - City Closed on 3rd
10 1st App Completeness check
12 P&Z
15 Resubmitted Projects 10-Day Submittal Period
25 Re-Submittal Completeness Check
28 Pre-Con Meeting
29 Good Friday – City Closed

1 Labor Day – City Closed
11 1st App Completeness check
10 P&Z
13 Resubmitted Projects 10-Day Submittal Period
23 Re-Submittal Completeness Check
26 Pre-Con Meeting

September 2025						
W	S	M	T	W	T	F S
36		1	2	3	4	5 6
37	7	8	9	10	11	12 13
38	14	15	16	17	18	19 20
39	21	22	23	24	25	26 27
40	28	29	30			

April 2025						
W	S	M	T	W	T	F S
14			1	2	3	4 5
15	6	7	8	9	10	11 12
16	13	14	15	16	17	18 19
17	20	21	22	23	24	25 26
18	27	28	29	30		

4 1st App 10-Day Submittal Period
9 P&Z
14 1st App Completeness check
18 Good Friday – City Closed
19 Resubmitted Projects 10-Day Submittal Period
29 Resubmittal Completeness Check
25 Pre-Con Meeting

3 1st App 10-Day Submittal Period
8 P&Z
13 1st App Completeness check
14 Columbus Day – City Closed
18 Resubmitted Projects 10-Day Submittal Period
24 Pre-Con Meeting
24 1st App 10-Day Submittal Period
28 Resubmittal Completeness Check

October 2025						
W	S	M	T	W	T	F S
40				1	2	3 4
41	5	6	7	8	9	10 11
42	12	13	14	15	16	17 18
43	19	20	21	22	23	24 25
44	26	27	28	29	30	31

May 2025						
W	S	M	T	W	T	F S
18					1	2 3
19	4	5	6	7	8	9 10
20	11	12	13	14	15	16 17
21	18	19	20	21	22	23 24
22	25	26	27	28	29	30 31

2 1st App 10-Day Submittal Period
14 P&Z
12 1st App Completeness check
17 Resubmitted Projects 10-Day Submittal Period
23 Pre-Con Meeting
26 Memorial Day – City Closed
30 1st App 10-Day Submittal Period
27 Resubmittal Completeness Check

10 1st App Completeness check
11 Veterans Day- City Closed
12 P&Z
15 Resubmitted Projects 10-Day Submittal Period
25 Resubmittal Completeness Check
26 Pre-Con Meeting
27-28 Thanksgiving Holiday - City Closed

November 2025						
W	S	M	T	W	T	F S
44						1
45	2	3	4	5	6	7 8
46	9	10	11	12	13	14 15
47	16	17	18	19	20	21 22
48	23	24	25	26	27	28 29
49	30					

June 2025						
W	S	M	T	W	T	F S
23	1	2	3	4	5	6 7
24	8	9	10	11	12	13 14
25	15	16	17	18	19	20 21
26	22	23	24	25	26	27 28
27	29	30				

9 1st App Completeness check
11 P&Z
14 Resubmitted Projects 10-Day Submittal Period
19 Juneteenth – City Closed
24 Resubmittal Completeness Check
27 Pre-Con Meeting

5 1st App 10-Day Submittal Period
10 P&Z
15 1st App Completeness check
20 Resubmitted Projects 10-Day Submittal Period
24-25 Christmas Holiday – City Closed – Observed Holiday
30 Resubmittal Completeness Check

December 2025						
W	S	M	T	W	T	F S
49		1	2	3	4	5 6
50	7	8	9	10	11	12 13
51	14	15	16	17	18	19 20
52	21	22	23	24	25	26 27
1	28	29	30	31		



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: December 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) lot on 4.879 acres, more or less, and being located at 16023 E US 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial.

Applicant: Henderson Professional Engineers

Owner: 16023 HWY 290 LLC

BACKGROUND/SUMMARY: This property was zoned for (GO) General Office on September 77, 2022, by Ordinance 673.

This property has direct frontage on US Hwy 290 (approximately 282') 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 approximately 620' from the subject lot's southern property line. The property to the west was recently rezoned to (C-3) heavy commercial, the property across US 290 is vacant, and the property to the east is currently in our ETJ.

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 commercial retail in the front as well as offices and warehouses in the back.

The request for C-3 Heavy Commercial would permit the use of the property for a mix of retail sales and warehouses, which is a retail/industrial use, as well as all other uses permitted under C-3 Heavy Commercial. C-3 is the city's most permissive zoning category, being a mix of commercial and industrial uses. If the P&Z is inclined to support the zoning and use of the property for what is presented, it is recommended that certain uses be removed as permitted. This would keep the permitted uses more consistent with the Future Land Use Maps designation as Commercial Corridor and the intent of that district. Suggest uses to be removed from C-3 are:

1. *Adult-Oriented Businesses* - an adult arcade, adult bookstore or adult video store, adult cabaret, adult motel, adult motion picture theater, adult theater, escort agency, nude model studio, or sexual encounter center or other commercial enterprise the primary business of which is the offering of service or the selling, renting, or exhibiting of devices or any other items intended to provide sexual stimulation or sexual gratification to the customer.
2. *Data Center* - a facility housing a collection of computer servers and associated components, such as telecommunication, storage and backup systems that supply information to a single or multiple end users off-site. Facilities typically require large amounts of electricity, strict temperature control and security, and will generally have few employees present on-site.
3. *Light Industrial* - a use engaged in the manufacture of finished products or parts predominantly from previously prepared materials, including processing, fabrication, assembly, treatment, packaging, incidental storage, sales and distribution of such products, but excluding basic industrial processing.
4. *Mini-storage warehouse* - an establishment offering small, individual storage units for rent or lease and are restricted solely to the storage of items such as motor vehicles, trailers, boats, bulky household goods and various personal property. There is no conduct of sales, business or any other activity within the individual storage units.
5. *Product Development Services (general)* - development and testing of non-hazardous products related to research services.
6. *Research Services (general)* - establishments engaged in research of an industrial or scientific nature not involving or requiring the use of any biological, chemical or other agent that could cause a hazard to adjacent property. Typical uses include electronics research laboratories, and development and testing of computer software packages
7. *Truck Stop or Travel Center* - a use primarily engaged in the maintenance, servicing, storage, parking or repair of commercial vehicles, including the sale of fuels or other petroleum products, and the sale of accessories or equipment for trucks and similar commercial vehicles. A travel center or truck stop may also include overnight accommodations, showers, restaurant facilities, game rooms, vehicle scales, and/or other activities intended primarily for use of truck crews and interregional travelers.
8. *Vehicle Storage Facility* - a garage, parking lot, or other facility owned or operated by a person or business, other than a governmental entity, for storing or parking ten or more motor vehicles, including motorized waterborne vehicles, per year. This definition does not include businesses with the primary purpose of vehicle sales on the property within the corporate limits of the city, such as automotive dealerships.

Removing the above uses as permitted on the property would keep the allowable uses more in line with what is permitted under C-2 Medium Commercial, but still allow for Major Construction and Equipment Sales.

**Please note – gas stations are permitted by right in C-3 Heavy Commercial, meaning one could be constructed on the lot without a Specific Use Permit. If the P&Z is not inclined to support a gas station on this property, Gas Station (full service) and Gas Station (limited) should also be added to the removed list.

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

- Letter of Intent
- Rezoning Map
- Aerial Image

- C-3 permitted uses
- Comprehensive Plan FLUM
- Public Notice
- Mailing Labels

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Approve, Approve with Conditions, Deny

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Rezoning Application for one (1) lot on 4.879 acres, more or less, and being located at 16023 E US Hwy 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial with certain permitted uses removed.

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



October 25, 2024

City of Manor – Planning Department
105 E Eggleston St.
Manor, TX 78653
512-272-5555

RE: 16023 E US-290 Manor, Texas 78621
Legal Description: Lot 16 Bluebonnet Park
Project Name: “Salt and Pepper Rezone”

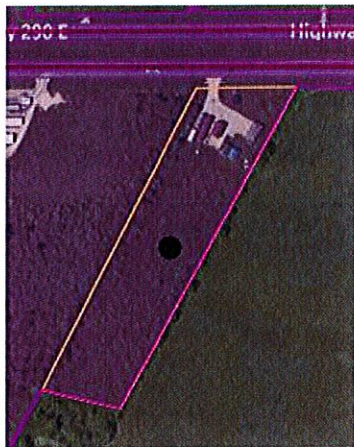
To Whom It May Concern:

Henderson Professional Engineers is under contract with Salt and Pepper Development regarding the property located at 16023 E US-290 Manor, Texas 78621 for a Re-Zoning application to rezone the property from GO (General Office) to C-3 (Heavy Commercial). The 4.879-acre tract of land is shown in Travis County Appraisal District records as 773142 and is inside the corporate limits of Manor, Texas. It is important to note that this re-zoning request is a proposal and this could be changed and may be entirely different than this vision. This proposal cannot be conditionally approved for the rezoning.

The City of Manor requires information to be submitted to the development services department no less than 4 weeks before the first available Planning and Zoning Commission meeting. Those meetings are held on the second Wednesday of each Month. Based on our history of re-zoning applications in the area, the Planning and Zoning commission will then make a recommendation to the City Council to approve or deny the rezoning application. The City Council meets on the first and third Wednesday of each month and must hear the rezoning case and hold a public hearing twice prior to final approval. Based on the best available written data, it is possible that the re-zoning may be approved within 90 days from the date of the conveyance of the land and the application submittal to the city.

In my career, I have personally been involved in numerous re-zoning and re-platting projects within the Hill Country area. I am very familiar with the process in Manor, Texas and have a great working relationship with the City staff of Manor, Texas. I have a high degree of confidence that the rezoning from GO (General Office) to C-3 (Heavy Commercial) will be approved.




The property is outlined in yellow below:



The project site is currently zoned GO (General Office) and the existing roads and utilities (water, sewer and power) will serve the new commercial development. The current zoning of the surrounding areas is:



Legend

	A	Agricultural
	GO	General Office
	C-1	Light Commercial
	C-2	Medium Commercial
	C-3	Heavy Commercial

The City of Manor Code of Ordinances provides the regulations for the jurisdiction of this development at this time. The Code of Ordinances, Chapter 14, indicates that Heavy Commercial should provide a mix of commercial and light industrial complexes to support the community as a whole and to provide employment opportunities for both the community and the region. The proposed construction in this project includes a commercial retail building in the front with offices and warehouses in the back, which would fit with the proposed land use of "Office, warehouse", whose definition in Chapter 14 includes retail and wholesale sales areas as accessory uses. This site, located along an arterial roadway and can provide for transitional uses between neighborhoods and more intensive commercial regional activities.



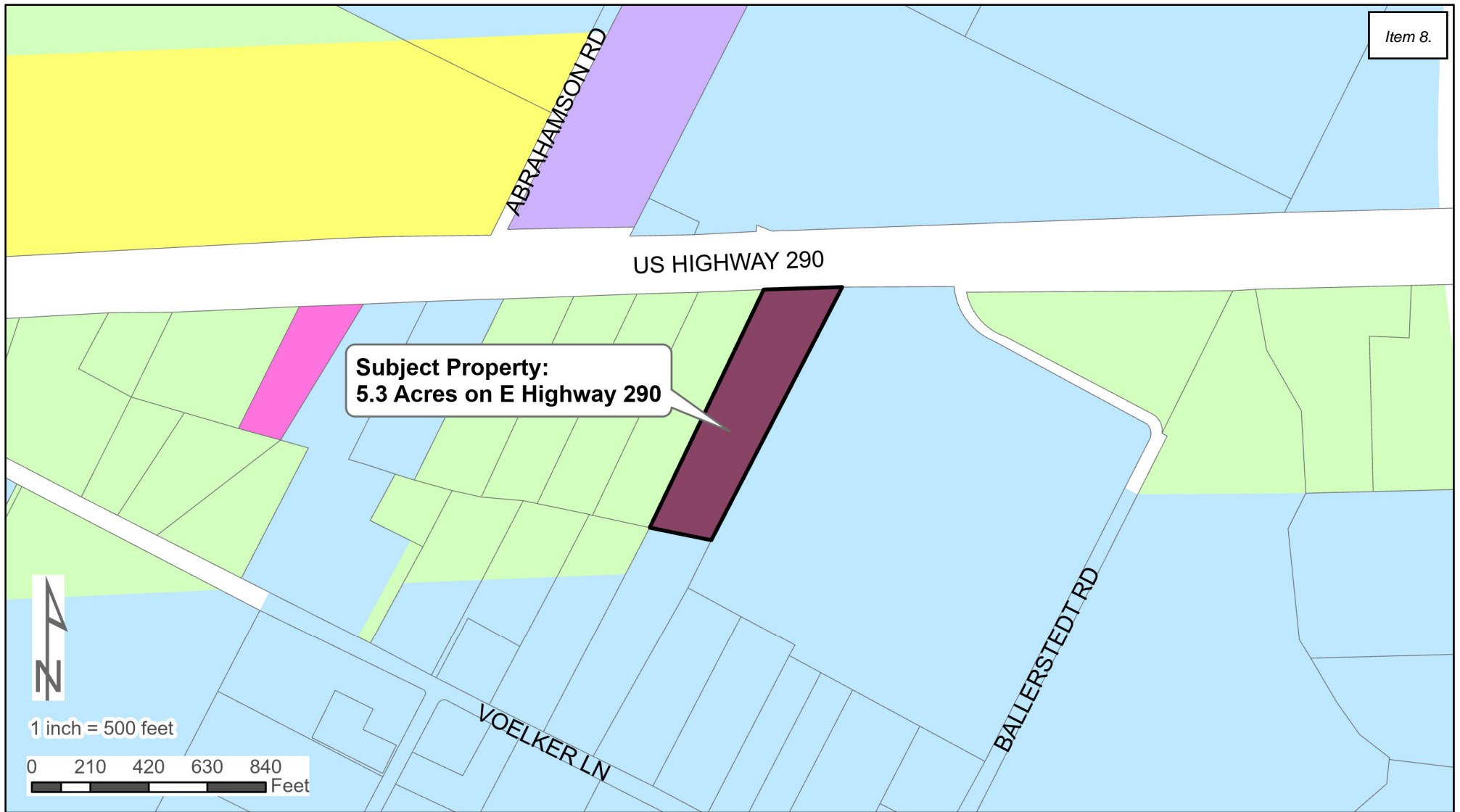
Should you need additional information please do not hesitate to contact me at hpe@hendersonpe.com or 737.203.8953.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Jen Henderson', is positioned above the printed name.

Jen Henderson, P.E.
President & CEO
Henderson Professional Engineers, LLC

JH/RJC/DR



Proposed Zoning: C-3 Heavy Commercial

Current Zoning:
General Office (GO)

Zoning Legend

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



LOCATION EXHIBIT
TO SERVE

SALT AND PEPPER MANOR

16023 US HWY 290
MANOR, TX 78621

**WOMEN
OWNED**

CERTIFIED BY | WOMEN'S BUSINESS ENTERPRISE
NATIONAL COUNCIL

THE DRAWING AND WRITTEN MATERIAL
HEREIN CONSTITUTE ORIGINAL WORK OF THE
ENGINEER, AND AS THE INTELLECTUAL
PROPERTY AND INSTRUMENTS OF SERVICE
ARE SUBJECT TO COPYRIGHT AND MAY NOT
BE REPRODUCED, DISTRIBUTED PUBLISHED
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HPE

Civil Engineering

600 ROUND ROCK WEST
DRIVE, SUITE 604
ROUND ROCK, TX 78681
512.350.6228

PELS FIRM #F-22208

www.hendersonpe.com

WBE210166 | HUB 1853873845300



11/27/24

City of Manor Development Services

Notification for a Rezoning Application

Project Name: 16023 E US 290 rezoning from GO - General office to C3 - Heavy Commercial
 Case Number: 2024-P-1689-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 16023 E US 290 Manor, TX from (GO) General office to (C3) Heavy Commercial. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for one (1) lot on 4.879 acres, more or less, and being located at 16023 E US Hwy 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial.

Applicant: 16023 HWY 290 LLC
Owner: Henderson Professional Engineers

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

The City Council will meet at 7:00PM on December 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

ALCAT NED AUSTIN LLC
655 N AIA
JUPITER, FL 33477

ABRAHAMSON ROYCE L
7009 BENT OAK CIR
AUSTIN, TX 78749

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

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



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration, Discussion, and Possible Action on a Rezoning application for three (3) lots on 0.2376 acres, more or less, and being located at the southwest corner of the intersection of E. Parsons St and Lexington St., Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: CG Design

Owner: Manor Grocery

BACKGROUND/SUMMARY: This is the Manor Grocery store in downtown. The owner is attempting to get (C-1) zoning to allow them the ability to sequentially apply for a gas station specific use permit. Currently, their zoning is (DB) Downtown Business which allows for their grocery store to operate once the necessary repairs made to the store.

There are currently three gas stations within a mile of the Manor Grocery store with two of them being located off Lexington St. This location was previously able to operate as a gas station due to its existence before our current zoning ordinance. However, after 90 days of inactivity, the grandfathering of the non-conformance is lifted, and the property must be brought into compliance with current code.

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

- Summary Form
- Aerial Image
- Mailing notice

- Zoning map
- Mailing Addresses

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Approve, Approve with Conditions, Deny

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission deny a Rezoning application for three (3) lots on 0.2376 acres, more or less, and being located at the southwest corner of the intersection of E. Parsons St and Lexington St., Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.

PLANNING & ZONING COMMISSION:	Recommend Approval	X	Disapproval	None
--	---------------------------	----------	--------------------	-------------



Proposed Zoning:
C-1 Light Commercial

Current Zoning:
Downtown Business (DB)

Zoning Legend

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





11/27/24

City of Manor Development Services

Notification for a Rezoning Application

Project Name: Manor Grocery (102 E Parsons) Rezoning from (DB) Downtown Business to (C-1) Light Commercial
 Case Number: 2024-P-1690-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 102 E Parsons Manor, TX also known as Manor Grocery from (DB) Downtown Business to (C-1) Light Commercial. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for four (4) lots on 0.2376 acres, more or less, and being located at 102 E Parsons, Manor, TX also known as Manor Grocery from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: Cristian Garcia
Owner: Manor Grocery

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

The City Council will meet at 7:00PM on December 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

Travis Central Appraisal District
Center location of work required
102 W. Parsons St.
Manor TX 78653

Manor Grocery

Property ID:238889

Legal : Lot 18-20 &W15FT of Lot 17 Blk 23 Manor Town

East Property Owners:

Name:

Relax Inn Of Manor

Address: 106 E Parsons St, Manor TX 78653

LOT 16 & E10FT OF LOT 17 BLK 23 MANOR TOWN OF (COMMERCIAL PERSONAL
PROPERTY)

Name:

Paredes Adrian P & Mariana G Ibanez

Owner Address: 5002 Smokey VLY Unit A, Austin TX 78731

Address: 114 E Parsons St, Manor TX 78653

LOT 14 BLK 23 MANOR TOWN OF

Name:

Rodriguez Adrian & Keyna

Owner Address: 9115 GOLDEN LEAF, AUSTIN TX 78748-6529

Address: 116 E Parsons St A, Manor TX 78653

W1/2 OF LOT 12 LOT 13 BLK 23 MANOR TOWN OF

Name:

C&K Brother & CO LLC

Address: 201 E Parsons St, Manor TX 78653

LOT 17-20 BLK 22 MANOR TOWN OF

West Property Owners:

Name:

Duetty Billy C

Owner Address: PO BOX 562, Manor TX 78653

Address: 100 TX Parsons St, Manor TX 78653

LOT 11-12 BLK 24 MANOR TOWN OF

LOT 13-15 BLK 24 MANOR TOWN OF

LOT 16-17 BLK 24 MANOR TOWN OF

LOT 18-20 BLK 24 MANOR TOWN OF

South Property Owners:

Name:

City Of Manor (884629)

PO BOX 387 Manor TX 78653

LOT 1-3 BLK 23 MANOR TOWN OF

Name:

GILDON GEORGE EDWARD ETAL (1654966)

1303 GLENWOOD DR

AUSTIN TX 78723-1130

Situs Address: Old HY 20, TX 78653

LOT 4-6 BLK 23 MANOR TOWN OF

Name:

RODRIGUEZ ADRIAN & KEYNA (1888496)

9115 GOLDEN LEAF

AUSTIN TX 78748-6529

LOT 7 BLK 23 MANOR TOWN OF

Situs Address: Old HY 20, TX 78653

Name:

RODRIGUEZ ADRIAN & KEYNA (1888496)

9115 GOLDEN LEAF

AUSTIN TX 78748-6529

LOT 8-10 BLK 23 MANOR TOWN OF

Name:

AUS-TEX PROPERTIES LLC (1652288)

7309 BURLESON MANOR RD

MANOR TX 78653-5105

Situs Address: S Lexington St. Manor TX 78653

LOT 8-A TOWN OF MANOR AMD LTS 8-10 BLK 24 LT 8-A

Name:

DUETT BILLY C (1559887)

PO BOX 562

MANOR TX 78653-0562

LOT 7 BLK 24 MANOR TOWN OF

LOT 5 BLK 24 MANOR TOWN OF

Name:

city of manor (215624)

105 e Eggleston st

manor TX 78653-3463

lot 1-4 blk 24 manor town of

North Property Owners:

Name:

SUAREZ ERNESTO (215802)

14121 BOIS D ARC LN

MANOR TX 78653-3815

LOT 1&2 BLK 30 MANOR TOWN OF

Name:

ANDERSON JAMES T (105908)

1601 W 38TH ST STE 2

AUSTIN TX 78731-6233

Situs Address: 105 E Parson St. TX 78653

LOT 5 BLK 30 MANOR TOWN OF

LOT 6-9 BLK 30 MANOR TOWN OF

Name:

ANDERSONS COFFEE CO INC (215800)

1601 W 38TH ST STE 2

AUSTIN TX 78731-6233

Situs Address: 205 Parsons St. TX 78653

LOT 10 BLK 30 MANOR TOWN OF

Name:

HUNTER HEIGHTS LLC (1715136)

PO BOX 82653

AUSTIN TX 78708-2653

Situs Address: 201 E Parson St. Manor TX 78653

1791 AC OF LOTS 1-3 BLK 31 MANOR TOWN OF

Name:

CANO FAMILY ESTATE LLC (2013516)

204 SMITH LN

MANOR TX 78653-2036

Situs Address: 101 FM973

LOT 9-10 BLK 29 MANOR TOWN OF (COMMERCIAL PERSONAL PROPERTY)

Name:

CARDENAS VIRGINIA Z (1657773)

PO BOX 243

MANOR TX 78653-0243

Situs Address: 105 W. Parsons St, TX 78653

LOT 5-8 BLK 29 MANOR TOWN OF

Name:

DARILEK MICHAEL E & TABATHA A (215647)

PO BOX 976

MANOR TX 78653-0976

Situs Address: 107 Parsons St

LOT 3&4 BLK 29 MANOR TOWN OF

LOT 2 BLK 29 MANOR TOWN OF

LOT 1 BLK 29 MANOR TOWN OF

Name:

DAVIS CAPITAL INVESTMENTS LLC (1850555)

P.O. BOX 248

MANOR TX 78653-0248

Situs Address: 109 N Lexington St Manor TX 78653

LOT 11-14 & E 1/2 OF LOT 15 BLK 29 MANOR TOWN OF

W1/2 OF LOT 15 & E 1/2 OF LOT 16 BLK 29 MANOR TOWN OF (PRORATE 7/10/2020 TO
12/31/2020)

Name:

BUILD BLOCK INC (1907925)

2700 E 2ND ST

LOS ANGELES CA 90033-4102

Situs Address: 108 W Boyce St, TX 78653

W 1/2 OF LOT 18,19-20 BLK 29 MANOR TOWN OF

Name:

120 EAST BOYCE STREET LLC (1754550)

1004 MERIDEN LN

AUSTIN TX 78703-3823

Situs Address: 102 Boyce St, TX 78653

W10FT OF N50FT OF LOT 16 *& N50FT OF LOT 17-20 BLK 30 MANOR TOWN OF

Name:

GAULT WILLIAM C (195354)

PO BOX 32

MANOR TX 78653-0032

Boyce St, TX 78653

E15FT OF N50FT OF LOT 16 BLK 30 MANOR TOWN OF

S35FT OF LOT 15 & S65FT OF LOT 16-20 BLK 30 MANOR TOWN OF



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration Discussion, and Possible Action on a Subdivision Preliminary Plat Amendment for Manor Heights Phase 6 being twelve (12) lots on 47.696 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: RHOF LLC

BACKGROUND/SUMMARY: This preliminary plat is being revised to add additional lots to the commercial portion of Manor Heights. Originally, there were 4 large commercial lots and 1 open space lot partially within flood plain. The revision further divides the commercial lots into 11 total lots while maintaining 1 open space lot.

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

- Summary Form
- Approved Plat
- Engineer Comments and Responses

- Conformance Letter
- Public Notice
- Mailing Labels

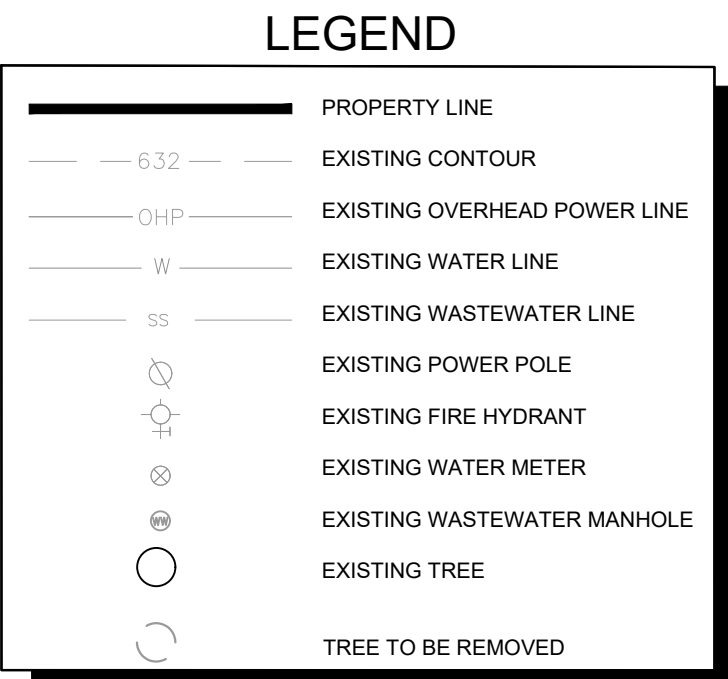
ACTIONS:

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

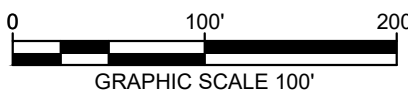
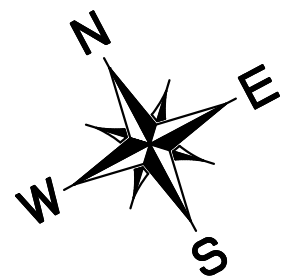
STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Preliminary Plat Amendment for Manor Heights Phase 6 being twelve (12) lots on 47.696 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.

PLANNING & ZONING COMMISSION: X Recommend Approval Disapproval None



NOTE:
1. REFERENCE SHEET 3 FOR TREE TABLES.



	REVISE LAND USE PER PUJ AMENDMENT	04/23/2024	AGC
	PROPOSED LOT LINES		
No.	REVISIONS	DATE	B

Kimley»»Horn

© 2021 KIMLEY-HORN AND ASSOCIATES, INC.
10814 JOLLYVILLE ROAD, AVALLON IV, SUITE 200, AUSTIN, TX 78759
PHONE: 512-418-1771 FAX: 512-418-1791
WWW.KIMLEY-HORN.COM
TEXAS REGISTERED ENGINEERING FIRM F-928

am 10.

REVISIONS

 \dot{N} 

09/06/202

KHA PROJECT 069254402	DATE SEPTEMBER 2021
SCALE: AS SHOWN	DESIGNED BY: SFC
	DRAWN BY: AMP
	CHECKED BY: AEG

EXISTING CONDITIONS

PRELIMINARY PLANS FOR
MANOR HEIGHTS
PHASE 6
CITY OF MANOR
TRAVIS COUNTY, TEXAS

SHEET NUMBER

2

105

BENCHMARKS

DATUM IS NAVD '88, USING GEOID 12a, BASED ON GPS OBSERVATIONS.

BM #101 MAG NAIL W/WASHER SET AT THE CONCRETE
CULVERT EAST OF DRIVEWAY SOUTHEAST
OF PROPERTY.

- ELEV. = 500.350'

BM #102 MAG NAIL W/WASHER SET AT THE CONCRETE
CULVERT ON THE NORTH RIGHT-OF-WAY OF
U.S. HIGHWAY 290.

BM #103 MAG NAIL W/WASHER SET AT THE CONCRETE
ON THE NORTHWEST CORNER OF U.S.
HIGHWAY 290 AND OLD KIMBRO ROAD.
• ELEV. = 495.520'



Date: Wednesday, November 29, 2023

Sarah Starkey
 Kimley-Horn & Associates
 501 South Austin Ave, Suite 1310
 Georgetown TX 78626
 sarah.starkey@kimley-horn.com

Permit Number 2023-P-1595-PP
 Job Address: Old Kimbro Road, Manor 78653

Dear Sarah Starkey,

Staff has completed its review of plans for the Manor Heights Phase 6 Preliminary plan amendment that is to be located at Old Kimbro Road, Manor 78653. Comments from this review follow.

City Planning Review

The following comments have been provided by Michael Burrell. Should you have any questions or require additional information regarding any of these comments, please contact Michael Burrell by telephone at (512) 215-8158 or by email at mburrell@manortx.gov.

- Submit a new plan set for this amendment. An accurate sheet count, current dates, and only the sheets with changes being made are what should be uploaded.
- Ensure that the mailout list is accurate.

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.

Review of this submittal does not constitute a verification of all data, information, and calculations supplied by the applicant. 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.

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 (512) 215-8158, or by e-mail at mburrell@manortx.gov.

Thank you,

11/29/2023 12:15:52 PM
Manor Heights Phase 6 Preliminary plan amendment
2023-P-1595-PP
Page 2

Item 10.

Michael Burrell
Development Services



November 29, 2023

Michael Burrell
City of Manor Development Services
105 E. Eggleston Street
Manor, TX 78653

**RE: Permit Number: 2023-P-1594-PP
Manor Heights Phase 6 Preliminary Plat Revision
Manor, TX 78653**

Dear Mr. Burrell:

Please accept this **Comment Response Letter** in reply to your review, dated November 29, 2023, of the first submittal of the *Manor Heights Phase 6 Preliminary Plat Revision* submitted on November 29, 2023. Original comments have been included below for reference. Kimley-Horn's responses are in red.

1. Submit a new plan set for this amendment. An accurate sheet count, current dates, and only the sheets with changes being made are what should be uploaded.

Acknowledged. Updated plan set has been uploaded with this submittal with only the sheets being changed. The only changes being made is subdividing the previously approved lots and updating the open space lot to be shown as commercial (C-2) from open space per the approved PUD amendment.

2. Ensure the mailout list is accurate.

Please indicate the reason for mailout lists being needed for this preliminary plan revision, if necessary. The list previously provided with the PUD amendment has been provided with this submittal.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink that reads "Sarah Starkey".

Sarah Starkey, P.E.
512-617-8504
sarah.starkey@kimley-horn.com



1500 County Road 269
Leander, TX 78641

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

Date: Monday, April 22, 2024

Sarah Starkey
Kimley-Horn & Associates
501 South Austin Ave, Suite 1310
Georgetown TX 78626
sarah.starkey@kimley-horn.com

Permit Number 2023-P-1595-PP
Job Address: Old Kimbro Road, Manor, TX. 78653

Dear Sarah Starkey,

The first submittal of the Manor Heights Phase 6 Preliminary plan amendment (*Preliminary Plan*) submitted by Kimley-Horn & Associates and received on October 15, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

City Planning 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 Michael Burrell by telephone at (512) 215-8158 or by email at mburrell@manortx.gov.

- Submit a new plan set for this amendment. An accurate sheet count, current dates, and only the sheets with changes being made are what should be uploaded.
- Ensure that the mailout list is accurate.

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. **Note: The preliminary plat can't be approved until the concept plan is approved. Is the concept plan being revised? Has it been approved?**
- ii. ~~No wastewater improvements or infrastructure is shown in the preliminary plans. Provide information on how wastewater service will reach the proposed lots.~~
- iii. ~~Page 6 has a proposed 24" storm line on the south side of the property on lot 57, Block K. Is this a typo? This line/callout is not shown again on the utility plan page 7 or 8.~~
- iv. **Please provide calculations for the LUEs provided for the proposed development.**

4/22/2024 4:21:04 PM
Manor Heights Phase 6 Preliminary plan amendment
2023-P-1595-PP
Page 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,

A handwritten signature in black ink, appearing to read 'Tyler Shows', followed by a long horizontal flourish.

Tyler Shows
Staff Engineer
GBA



July 9, 2024

Tyler Shows
Jay Engineering, a Division of GBA
1500 County Road 269
Leander, TX 78646-2029

RE: 2023-P-1595-PP
Manor Heights Phase 6
Preliminary Plan Amendment

Dear Tyler Shows,

Please accept this Comment Response Letter in reply to the City of Manor's review, dated August 6, 2024. Original comments have been included below for reference. All Kimley-Horn responses are written in red.

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 (512) 259-3882 or by email at tshows@gba.com.

1. Note: Preliminary plat can't be approved until the concept plan is approved. Is the concept plan being revised? Has it been approved?

Response: Acknowledged. Concept plan was approved and signed revision has been provided with this submittal.

2. Please provide calculations for the LUEs provided for the proposed development.

Response: LUEs provided are per the original approved preliminary plan. No changes have been made.

Please contact me at 512-617-8504 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink that reads "Sarah Starkey".

Sarah Starkey, P.E.
Sarah.starkey@kimley-horn.com



1500 County Road 269
Leander, TX 78641

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

Date: Tuesday, August 6, 2024

Sarah Starkey
Kimley-Horn & Associates
501 South Austin Ave, Suite 1310
Georgetown TX 78626
sarah.starkey@kimley-horn.com

Permit Number 2023-P-1595-PP
Job Address: Old Kimbro Road, Manor 78653

Dear Sarah Starkey,

The subsequent submittal of the Manor Heights Phase 6 Preliminary plan amendment submitted by Kimley-Horn & Associates and received on October 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. **Note: The preliminary plat can't be approved until the concept plan is approved. Is the concept plan being revised? Has it been approved?**
- ii. ~~No wastewater improvements or infrastructure is shown in the preliminary plans. Provide information on how wastewater service will reach the proposed lots.~~
- iii. ~~Page 6 has a proposed 24" storm line on the south side of the property on lot 57, Block K. Is this a typo? This line/callout is not shown again on the utility plan page 7 or 8.~~
- iv. **Please provide calculations for the LUEs provided for the proposed development.**

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, November 13, 2024

Sarah Starkey
Kimley-Horn & Associates
501 South Austin Ave, Suite 1310
Georgetown TX 78626
sarah.starkey@kimley-horn.com

Permit Number 2023-P-1595-PP
Job Address: Old Kimbro Road, Manor 78653

Dear Sarah Starkey,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Sarah Starkey and received by our office on October 15, 2024, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

Please submit a hard copy of the cover sheet to Scott Dunlop at the City of Manor for signatures. A copy of the signed cover sheet will be uploaded under project files on the my permit now website.

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



11/27/24

City of Manor Development Services

Notification for a Subdivision Preliminary Plat Amendment

Project Name: Manor Heights Phase 6 Preliminary plan amendment

Case Number: 2023-P-1595-PP

Case Manager: Michael Burrell

Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat Amendment for Manor heights Phase 6. Subdivision Preliminary Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Subdivision Preliminary Plat Amendment for Manor heights Phase 6 being twelve (12) lots on 47.696 acres, more or less, and being located at the northeast corner of the intersection of US HWY 290 and Old Kimbro Rd., Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: RHOF LLC

The Planning and Zoning Commission will meet at 6:30PM on December 11, 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 Subdivision Preliminary Plat 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

PARKS CATHERINE & GREG 13304 MILLEDGE PASS MANOR, TX 78653-2731	NGUYEN LE FAMILY TRUST 808 HEDGESTONE WAY MODESTO, CA 95355-4559	VALLADARES VICTOR R & JESSICA VALLADERES 13300 LONE PEAK CV MANOR, TX 78653-2732
HO STEVEN A & KATIE LAM-HO 20311 LONE PEAK PASS MANOR, TX 78653-2734	FORESTAR USA REAL ESTATE 2221 E LAMAR BLVD STE 790 ARLINGTON, TX 76006-7429	DZURISIN CARA & ERIC 13306 LONE PEAK CV MANOR, TX 78653-2732
HUYNH TRUC LE MINH & PHUONG TU HAN 20403 PHEBE FOSTER ST MANOR, TX 78653-2739	SANTIKOS DEMETRIOS 20805 PHEBE FOSTER ST MANOR, TX 78653-2747	AUSPRO ENTERPRISES LP PO BOX 13549 AUSTIN, TX 78711-3549
KLATT PROPERTIES LP 2001 PICADILLY DR ROUND ROCK TX 78664-9511	CUADRADO DAIRON LABARGA 20302 LONE PEAK PASS MANOR, TX 78653-2734	NGUYEN LE FAMILY TRUST 808 HEDGESTONE WAY MODESTO, CA 95355-4559
HERNANDEZ JOSE M & MA SALUSTIA ALICIA LANDAVERDE ESPINO 20304 LONE PEAK PASS MANOR, TX 78653-2734	GEBRE GULILAT GIRMA 20306 LONE PEAK PASS MANOR, TX 78653-2734	AUSTIN, 21 LLC 117 FORT HOOD LN GEORGETOWN,, TX 78628-6007
JEIZAN ELHAM 2900 CENTURY PARK BLVD APT 303 AUSTIN,, TX 78727-1255	BALBOA JESSICA THALIA & JOSE LUIS RODRIGUEZ JR 20408 LONE PEAK PASS MANOR, TX 78653-2735	MENDOZA ELIZABETH & ZACHARY N HUDSON 20416 LONE PEAK PASS MANOR, TX 78653
RANGANATHAN SURESH BERI 20500 LONE PEAK PASS MANOR, TX 78653-2736	TIGS EDWARD & KRISTIN A MIRANDA 20601 PHEBE FOSTER ST MANOR, TX 78653-2745	JONSE JOHN & RITA PO BOX 21 MANOR, TX 78653-0021
JONSE KIRK J & CATHY W 13326 OLD KIMBRO RD MANOR, TX 78653-4511	GEBAUER JOHN JR 13330 OLD KIMBRO RD MANOR, TX 78653-4511	PERNESKY MATTHEW & TRACY 20307 LONE PEAK PASS MANOR, TX 78653-2734
CARILLON RESIDENTIAL COMMUNITY INC 5757 ALPHA RD STE 680 DALLAS TX 75240-4785	CARILLON RESIDENTIAL COMMUNITY INC 5757 ALPHA RD STE 680 DALLAS TX 75240-4785	PADRON LEONARDO SANCHEZ SR & ANA KARINA LEURA RODRIGUEZ 20409 LONE PEAK PASS MANOR, TX 78653-2735
MORONFOLU QUWIYAT FOLAWUMI 20402 LONE PEAK PASS MANOR, TX 78653-2735	LE BRIAN & HUYEN THI MINH NGUYEN 20308 LONE PEAK PASS MANOR, TX 78653-2734	FORESTAR USA REAL ESTATE GROUP, INC 2221 E LAMAR BLVD STE 790 ARLINGTON TX 76006-7429

LUCENA FREDDIE
13304 LONE PEAK CV
MANOR, TX 78653-2732

NAVA KEVIN JORDAN & DAHAJIRA
IVETTE LOPEZ CRUZ
20406 LONE PEAK PASS
MANOR, TX 78653-2735

NGUYEN THANH K & THONG Q
14520 EAST US HWY 290
MANOR, TX 78653-4747

GRACE COVENANT CHRISTIAN CENTER
OF AUSTIN, INC
PO BOX 1068
MANOR, TX 78653-1068

HAGENIMANA ABDOU & JOCELYN
20603 PHEBE FOSTER ST
MANOR, TX 78653-2745

CARILLON RESIDENTIAL COMMUNITY
INC
5757 ALPHA RD STE 680
DALLAS TX 75240-4785

KARCHER CHRISTOPHER RYAN
1001 CASHEW LN
CEDAR PARK TX 78613-3231

PADRON ALMA BEATRIZ MEDRANO &
JESHUA MEDRANO MONTOYA
20401 PHEBE FOSTER ST
MANOR, TX 78653-2739

JUN SARAH & JASON J
20506 LONE PEAK PASS
MANOR, TX 78653-2736

HIGGINS JON TERRENCE & DEMETRA
RENEE WILLIAMS & SAM CALLOWAY
HIGGINS
20508 LONE PEAK PASS
MANOR, TX 78653-2736

WHITFIELD SHARON
20510 LONE PEAK PASS
MANOR, TX 78653-2736

UWINEZA ALINE
20703 PHEBE FOSTER ST
MANOR, TX 78653-2746

CERVANTES ANA
20707 PHEBE FOSTER ST
MANOR, TX 78653-2746

TIMMERMAN COMMERCIAL
INVESTMENTS LP
501 VALE ST
AUSTIN, TX 78746-5732

GEBRELULE KIDANE ASGEDE &
NATSNET SIMON KESETE
13310 MILLEDGE PASS
MANOR, TX 78653-2731

CALDWELL CHARLES K
20309 LONE PEAK PASS
MANOR, TX 78653-2734

IRIZARRY MELISSA IVETTE RIVERA &
BENIGNO TORRES ROSSY
20400 LONE PEAK PASS MANOR, TX
78653-2735

PLEITES MARIO JOSE & ELSA MARINA
13301 LONE PEAK CV
MANOR, TX 78653

PENA DANY ARIEL & YARETH BARRIOS
RODRIGUEZ
20513 LONE PEAK PASS
MANOR, TX 78653

HERNANDEZ ALEISHA JEAN & JOSE
LEON
20412 LONE PEAK PASS
MANOR, TX 78653-2735

RICHMOND AMERICAN HOMES OF
TEXAS INC
4350 S MONACO ST STE 500
DENVER CO 80237-3400

RICHMOND AMERICAN HOMES OF
TEXAS INC
4350 S MONACO ST STE 500
DENVER CO 80237-3400

CARILLON RESIDENTIAL COMMUNITY
INC
5757 ALPHA RD STE 680
DALLAS TX 75240-4785

TECSON JOAN CHRISTINE &
KRISTOFFER GERRY YUMUL
20705 PHEBE FOSTER ST
MANOR, TX 78653-2746

ROSEMOND KERRICK JR & WHITNEY
13302 MILLEDGE PASS
MANOR, TX 78653-2731

RANGEL FRANCISCO CASTRO ETAL
20303 LONE PEAK PASS
MANOR, TX 78653-2734

GUZMAN FRANKLIN PERLA SR &
DANIEL ANTHONY BISSESSAR
13308 MILLEDGE PASS
MANOR, TX 78653-2731

NGUYEN DUSTIN & CHAN HONG PHAM
& KATHY NGUYEN
9888 CASTELLI WAY
ELK GROVE CA 95757-3015

ROBERTS RICHARD JUMBOSEBIETOMA
& DESIREE MICHELLE LAUDERDALE
20401 LONE PEAK PASS
MANOR, TX 78653-2735

FENNIX TURRAN CORTEZ
20403 LONE PEAK PASS
MANOR, TX 78653-2735

GUERRERO ALAN
20509 LONE PEAK PASS
MANOR, TX 78653-2736

ROCHA MIGUEL
2187 BENTLEY RIDGE DR
SAN JOSE, CA 95138-2422

FORESTAR USA REAL ESTATE GROUP
INC
2221 E LAMAR BLVD STE 790
ARLINGTON TX 76006-7429

CONTINENTAL HOMES OF TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

CONTINENTAL HOMES OF TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

BRYANT CRAIG & JUNE
20607 PHEBE FOSTER ST
MANOR, TX 78653-2745

MONCADA DENIS CASTILLO &
VLADIMIR MARCANO
20801 PHEBE FOSTER ST
MANOR, TX 78653-2747

TANI INVESTMENTS LLC ETAL
608 PETERSON LANE
LAKEWAY, TX US 78734-4108

BERUMEN ARMANDO JR & AMELIA J
13300 MILLEDGE PASS
MANOR, TX 78653-2731

CORDOVA CRISTAL & MARICELA
CORDOVA
20300 LONE PEAK PASS
MANOR, TX 78653-2734

AUSTIN, 21 LLC
117 FORT HOOD LN
GEORGETOWN,, TX 78628-6007

TOBAR MARILYN JOHANA SORIANO
20509 PHEBE FOSTER ST
MANOR, TX 78653-2740

GUERRA CHRISTINA & ALEJANDRO
20305 LONE PEAK PASS
MANOR, TX 78653-2734

ELLINGTON AARON & SHANNON
20515 LONE PEAK PASS
MANOR, TX 78653-2736

CONTINENTAL HOMES OF TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

CONTINENTAL HOMES OF TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

THOMAS MOSHE MOSES & WINIFRED
NANCY THOMAS
20505 PHEBE FOSTER ST
MANOR, TX 78653-2740

PALAO MARTHA
20507 PHEBE FOSTER ST
MANOR, TX 78653-2740

PENA LUIS ANGEL
20511 PHEBE FOSTER ST
MANOR, TX 78653-2740

SERUGO FREDERIC
20605 PHEBE FOSTER ST
MANOR, TX 78653-2745



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration, Discussion, and Possible Action on a Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8 being six-hundred and ninety (690) lots on 247.029 acres, more or less, and being located at 14111 Fuchs Grove Rd., Manor, TX.

Applicant: KTCivil

Owner: Meritage Homes of Texas LLC

BACKGROUND/SUMMARY:

Shadowglen Phase 3 Sections 3-8 is a proposed residential subdivision project located in the City of Manor's Extra-Territorial Jurisdiction, Travis County, Texas, with the proposed Wilbarger Creek bridge improvements lying within the City of Manor's Full Purpose Jurisdiction. The proposed development includes 675 single-family residential lots, an amenity center, 4 drainage lots, 9 open space lots, and a lot for a lift station with associated roadway, drainage, and utility infrastructure. The Project is a part of the Development Agreement and its addenda for the Shadowglen Subdivision, the most recent being the third amendment dated December 7, 2021, and recorded as Document No. 2021267279 in the Official Public Records of Travis County, Texas.

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

- Summary Form
- Cover Letter
- Approved Plat

- Engineer Comments and Responses
- Conformance letter
- Public Notice
- Mailing Labels

ACTIONS:

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

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8 being six-hundred and ninety (690) lots on 247.029 acres, more or less, and being located at 14111 Fuchs Grove Rd., Manor, TX.

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



April 25th, 2024

City of Manor – City Hall Development Services Dept.
ATTN: Scott Dunlop, AICP
105 E. Eggleston Street
Manor, Texas 78653

RE: Shadowglen Phase 3 Sections 3-8 Preliminary Plat
Subdivision Preliminary Plat
Manor, Travis County, Texas

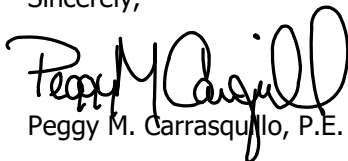
Dear Mr. Dunlop,

Please find enclosed our Shadowglen Phase 3 Sections 3-8 Preliminary Plat and related materials for initial application submittal in accordance with Chapter 10, Exhibit A, Article II, Section 20(e)(g) of the City's code.

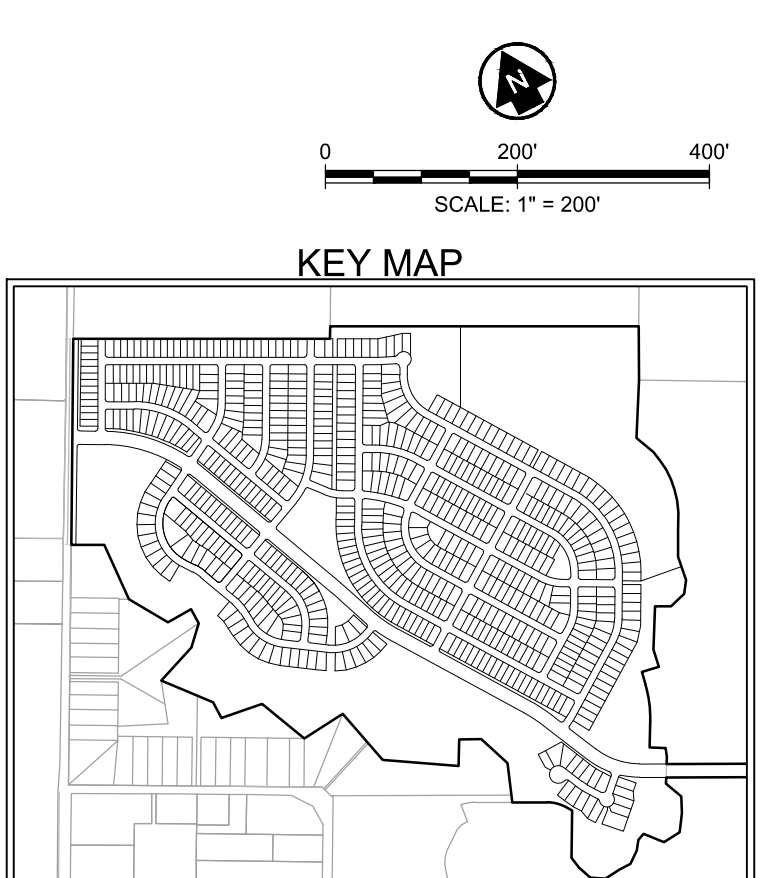
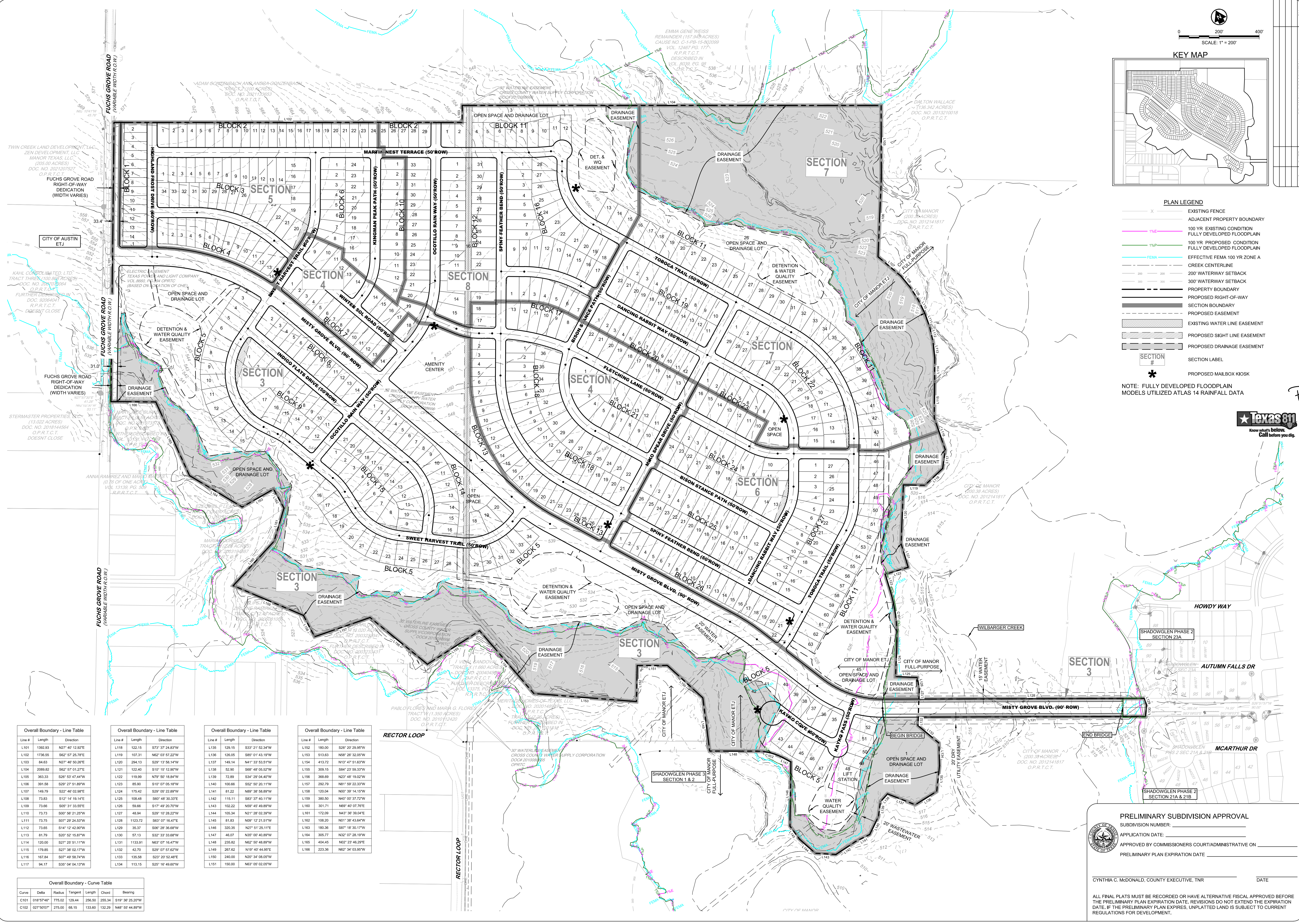
We submitted the Shadowglen Phase 3 Sections 3-8 Preliminary Plan to Travis County on Monday, April 22nd, 2024. The submittal is currently being reviewed for completeness by the County, the project number is APP-Sub55911.

Please let me know if you have any questions or concerns or if you need any additional information. You may contact me at (512) 758-7474 or by e-mail at peggy.carrasquillo@ktcivil.com.

Sincerely,



Peggy M. Carrasquillo, P.E.



- PLAN LEGEND**
- EXISTING FENCE
 - ADJACENT PROPERTY BOUNDARY
 - 100 YR EXISTING CONDITION FULLY DEVELOPED FLOODPLAIN
 - 100 YR PROPOSED CONDITION FULLY DEVELOPED FLOODPLAIN
 - EFFECTIVE FEMA 100 YR ZONE A
 - CREEK CENTERLINE
 - 200' WATERWAY SETBACK
 - 300' WATERWAY SETBACK
 - PROPERTY BOUNDARY
 - PROPOSED RIGHT-OF-WAY
 - SECTION BOUNDARY
 - PROPOSED EASEMENT
 - EXISTING WATER LINE EASEMENT
 - PROPOSED SIGHT LINE EASEMENT
 - PROPOSED DRAINAGE EASEMENT
 - SECTION #
 - SECTION LABEL
 - PROPOSED MAILBOX KIOSK

NOTE: FULLY DEVELOPED FLOODPLAIN MODELS UTILIZED ATLAS 14 RAINFALL DATA



Overall Boundary - Line Table		
Line #	Length	Direction
L101	1392.93	N27° 40' 12.92"E
L102	1736.55	S62° 09' 26.79"E
L103	84.63	N27° 46' 00.90"E
L104	2089.82	S62° 09' 01.27"E
L105	363.33	S29° 57' 47.47"W
L106	391.58	S29° 27' 51.89"W
L107	149.79	S22° 46' 02.98"E
L108	73.83	S12° 14' 16.14"E
L109	73.66	S09° 31' 33.55"E
L110	73.73	S09° 56' 21.29"W
L111	73.75	S07° 29' 24.53"W
L112	73.65	S14° 12' 42.90"W
L113	81.79	S29° 52' 51.11"W
L114	120.00	S27° 25' 51.11"W
L115	179.85	S27° 36' 02.17"W
L116	167.84	S07° 49' 58.74"W
L117	94.17	S33° 04' 04.13"W

Overall Boundary - Line Table		
Line #	Length	Direction
L118	122.15	S73° 37' 52.34"W
L119	107.31	N62° 09' 57.22"W
L120	294.13	S29° 13' 53.51"W
L121	122.40	S10° 15' 12.90"W
L122	119.59	N79° 50' 18.84"W
L123	85.50	S10° 07' 05.18"W
L124	175.42	S29° 09' 22.89"W
L125	108.48	S60° 48' 30.33"E
L126	59.66	S17° 49' 20.70"W
L127	48.94	S29° 10' 28.22"W
L128	1123.72	S63° 07' 16.47"E
L129	35.37	S06° 28' 36.68"W
L130	57.13	S32° 33' 33.68"W
L131	1133.91	N63° 07' 16.47"W
L132	42.70	S29° 07' 52.62"E
L133	135.58	S23° 20' 52.48"E
L134	113.15	S25° 16' 49.60"W

Overall Boundary - Line Table		
Line #	Length	Direction
L135	129.15	S33° 21' 52.34"W
L136	126.05	S88° 01' 43.19"W
L137	149.14	N41° 33' 53.51"W
L138	59.90	S66° 48' 05.52"W
L139	72.89	S34° 29' 04.40"W
L140	100.66	S52° 50' 20.11"W
L141	81.22	N69° 38' 58.89"W
L142	115.11	S63° 37' 40.11"W
L143	102.22	N99° 45' 49.89"W
L144	105.34	N21° 28' 02.39"W
L145	81.83	N09° 12' 21.51"W
L146	320.35	N27° 51' 25.11"E
L147	46.07	N35° 07' 40.89"W
L148	235.82	N62° 07' 44.89"W
L149	267.62	N19° 40' 44.95"E
L150	240.00	N20° 34' 08.00"W
L151	150.00	N63° 05' 02.05"W

Overall Boundary - Line Table		
Line #	Length	Direction
L152	180.00	S28° 29' 29.90"W
L153	513.63	N56° 26' 32.06"W
L154	413.72	N13° 47' 51.61"W
L155	306.15	S84° 23' 56.33"W
L156	369.69	N23° 49' 19.02"W
L157	292.79	N81° 59' 22.33"W
L158	120.04	N00° 39' 14.10"W
L159	380.50	N40° 00' 37.72"W
L160	301.71	N69° 00' 07.70"E
L161	172.09	N43° 36' 39.04"E
L162	108.20	N01° 38' 43.63"W
L163	180.36	S87° 18' 30.11"W
L164	306.77	N32° 07' 28.19"W
L165	404.45	N02° 23' 46.29"E
L166	223.36	N62° 34' 03.90"W

Overall Boundary - Curve Table					
Curve	Delta	Radius	Length	Chord	Bearing
C101	018°57'48"	775.02	129.44	256.50	S19° 36' 25.20"W
C102	027°50'07"	275.00	68.15	133.00	N48° 55' 48.89"W

PRELIMINARY SUBDIVISION APPROVAL

SUBDIVISION NUMBER: _____

APPLICATION DATE: _____

APPROVED BY COMMISSIONERS COURT/ADMINISTRATIVE ON: _____

PRELIMINARY PLAN EXPIRATION DATE: _____

CYNTHIA C. McDONALD, COUNTY EXECUTIVE, TNR _____ DATE _____

ALL FINAL PLATS MUST BE RECORDED OR HAVE ALTERNATIVE FISCAL APPROVED BEFORE THE PRELIMINARY PLAN EXPIRATION DATE. REVISIONS DO NOT EXTEND THE EXPIRATION DATE. IF THE PRELIMINARY PLAN EXPIRES, UNPLATTED LAND IS SUBJECT TO CURRENT REGULATIONS FOR DEVELOPMENT.

KT CIVIL

6805 N. CAPITAL OF TEXAS HIGHWAY SUITE 315
AUSTIN, TEXAS 78731 | TEL (512) 756-7474
TPELS FIRM NO. F-18129

MeritageHomes®

PEGGY M. CARRASQUILLO
65211
LICENSED PROFESSIONAL ENGINEER
NOV 2024

SHADOWGLEN PHASE 3
SECTIONS 3-8
MANOR FULL-PURPOSE AND ETJ,
TRAVIS COUNTY, TEXAS

OVERALL PRELIMINARY
PLAT SHEET

SHEET
3
OF 8
CASE#

Item 11.

SHADOWGLEN PHASE 3 SECTIONS 3-8



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, June 5, 2024

Peggy Carrasquillo
KTCivil
6805 N. Capital of Texas Hwy., Suite 315
Austin TX 78731
peggy.carrasquillo@ktcivil.com

Permit Number 2024-P-1646-PP
Job Address: 14111 Fuchs Grove Road, Manor, TX. 78653

Dear Peggy Carrasquillo,

The first submittal of the Shadowglen Phase 3 Sections 3-8 Preliminary Plat (*Preliminary Plan*) submitted by KTCivil and received on October 01, 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 Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

- ~~1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.~~
- ~~2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.~~
- ~~3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?~~
- ~~4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.~~
- ~~5. Please provide a copy of the approved CLOMR for the project.~~
- ~~6. The P&Z Chairperson is Felix Paiz.~~
- ~~7. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown. Include the exhibit provided in the overall submittal.~~
- ~~8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be~~

~~shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet.~~

~~9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.~~

~~10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.~~

~~11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.~~

~~12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.~~

~~13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.~~

~~14. Utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements.~~

~~15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one-hundred (100) year floodplain outside of the City limits).~~

~~16. Provide approval from Travis County.~~

~~17. The vicinity map needs to be scaled 1" = 2,000'.~~

~~18. Replacement Trees shall be shown on the Preliminary Plat based on a replacement ratio (inches removed to inches planted) of:~~

~~a) 1:2 for Significant Trees eighteen (18) inches in caliper and larger, and~~

~~b) 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.~~

~~c) Replacement Trees shall not be required for the removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.~~

~~Provide calculations as a table.~~

6/5/2024 3:00:36 PM
Shadowglen Phase 3 Sections 3-8 Preliminary Plat
2024-P-1646-PP
Page 3

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,

A handwritten signature in blue ink that reads "Pauline M. Gray". The signature is cursive and fluid.

Pauline Gray, P.E.
Lead AES
GBA

July 29, 2024

Ms. Pauline Gray, PE
GBA
P.O. Box 2029
Leander, Texas 78646-2029

**RE: SHADOWGLEN PHASE 3 SECTIONS 3-8 – PRELIMINARY PLAN (2024-P-1646-PP)
UPDATE 1 SUBMITTAL**

Dear Ms. Gray,

Please accept this letter as our formal response to the review comments dated June 5th, 2024. The comments are listed below with our responses in bold.

1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.

Response: The only work that will occur in the Waters of the U.S. will be for the construction of the Wilbarger Bridge. A Corps permit application will be submitted when the bridge design is refined and a more accurate footprint of the impact to the Waters is defined.

2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.

Response: No waterway buffers are proposed on City of Manor property. The waterway setback lines have been removed from the City of Manor owned land.

3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?

Response: There will be a total of six sections, 3 through 8. The Floodplain Report has been updated to correct this. The updated Floodplain Report is included with this submittal.

4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.

Response: Per email correspondence with Scott Dunlop, the preliminary plat may be submitted if it is in accordance with the Concept Plan approved as part of the Development Agreement. A copy of Scott's email and of the recorded Development Agreement and all its amendments and their exhibits are included with this submittal. Please refer to Schedule 2 in the first

addendum to the Development Agreement, page 238 of the PDF file. The preliminary plat agrees with the concept plan.

5. Please provide a copy of the approved CLOMR for the project.

Response: A copy of the approved CLOMR is included with this submission.

6. The P&Z Chairperson is Felix Paiz.

Response: We have corrected the P&Z chairperson's name to be Felix Paiz.

7. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown.

Response: A tree survey and tree list has been provided as a separate exhibit to this update submittal, including planned tree removal. The overall tree list is on the final sheets of the tree survey sheets.

8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet.

Response: The existing topographic contours have been added to the preliminary plan in accordance with City of Manor code. Contours of slopes less than 5% are shown with one-foot intervals, slopes between 5% and 10% are shown with two-foot intervals, and slopes exceeding 10% are shown with five-foot intervals.

9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.

Response: The only known existing utilities within or close to the preliminary plan area are the 30" waterline that is contained within the 30' waterline easement, Doc. No. 2010088666 depicted on the face of the preliminary plan, and the overhead electric/telecommunication lines along Fuchs Grove Road that are contained within an easement dedicated under Vol. 8660, Pg. 894. The holder of the waterline easement is Cross County Water Supply Corporation, and the grantee of the dry utility easement is/was Texas Power & Light Company of Dallas, Texas. Both easement documents are provided with this update submittal.

10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed

on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.

Response: A preliminary storm sewer layout has been added to the preliminary plan as Exhibit D.

11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.

Response: The requested information has been added to the preliminary plat.

12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.

Response: 45' wide lots are allowed per the Development Agreement for the Shadowglen Subdivision per Exhibit C of the document. A copy of the Development Agreement and all of its amendments and their exhibits is included with this submittal. Refer to page 54 of the PDF file for approval of 45' lots.

13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.

Response: A tree survey and tree list has been provided as a separate exhibit to this update submittal, including planned tree removal.

14. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements.

Response: We have prepared a signed and sealed letter that details the water and wastewater utility demands of the proposed subdivision. Preliminary water and wastewater layouts have been added to the preliminary plan as Exhibits E and F, respectively.

15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one hundred (100) year floodplain outside of the City limits.

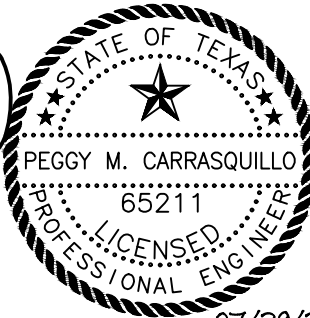
Response: Per communication with Pauline Gray, submittal to Travis County TNR for subdivision review, rather than the County Health District, satisfies this comment. The e-mail from Pauline Gray is included with this submittal.

END OF REPORT

These responses, along with the attachments should provide the necessary information to clear most of the comments received on June 5th, 2024. Please contact me with any questions or if you need additional information. You can contact me at (512) 758-7474 or by email at peggy.carrasquillo@ktcivil.com.

Sincerely,


Peggy Carrasquillo, P.E.



07/29/2024



1500 County Road 269
Leander, TX 78641

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

Date: Monday, August 26, 2024

Peggy Carrasquillo
KTCivil
6805 N. Capital of Texas Hwy., Suite 315
Austin TX 78731
peggy.carrasquillo@ktcivil.com

Permit Number 2024-P-1646-PP
Job Address: 14111 Fuchs Grove Road, Manor 78653

Dear Peggy Carrasquillo,

The subsequent submittal of the Shadowglen Phase 3 Sections 3-8 Preliminary Plat submitted by KTCivil and received on October 01, 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.

- ~~1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.~~
- ~~2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.~~
- ~~3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.5. Please provide a copy of the approved CLOMR for the project6. The P&Z Chairperson is Felix Paiz.~~
- ~~4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.~~
- ~~5. Please provide a copy of the approved CLOMR for the project.~~
- ~~6. The P&Z Chairperson is Felix Paiz.~~
- ~~7. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown. Include the exhibit provided in the overall submittal.~~
- ~~8. Topographic data indicating one(1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty five percent (25%) of the distance across the tract, but not fewer than~~

~~fifty (50) feet nor more than two hundred (200) feet.~~

~~9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.~~

~~10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.~~

~~11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way, and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.~~

~~12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.~~

~~13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.~~

~~14. Utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements.~~

~~15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one-hundred (100) year floodplain outside of the City limits).~~

~~16. Provide approval from Travis County.~~

~~17. The vicinity map needs to be scaled 1" = 2,000'.~~

~~18. Replacement Trees shall be shown on the Preliminary Plat based on a replacement ratio (inches removed to inches planted) of:~~

~~a) 1:2 for Significant Trees eighteen (18) inches in caliper and larger, and~~

~~b) 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.~~

~~c) Replacement Trees shall not be required for the removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.~~

~~Provide calculations as a table.~~

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,

A handwritten signature in black ink, appearing to read 'Tyler Shows', followed by a long horizontal flourish.

Tyler Shows
Staff Engineer
GBA

September 30, 2024

Mr. Tyler Shows
GBA
P.O. Box 2029
Leander, Texas 78646-2029

**RE: SHADOWGLEN PHASE 3 SECTIONS 3-8 – PRELIMINARY PLAN (2024-P-1646-PP)
UPDATE 2 SUBMITTAL**

Dear Mr. Shows,

Please accept this letter as our formal response to the review comments dated August 26th, 2024. The comments are listed below with our responses in bold.

1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.

U1. Comment pending.

Response: We have not identified any disturbance to the Waters of the US as we are trying to span them or bore under them, as applicable. However, we understand that should disturbance occur, we will need to submit for a Corps permit and we will provide that to City of Manor.

2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.

U1. Comment cleared.

3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?

U1. Comment cleared.

4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.

U1. Comment cleared.

5. Please provide a copy of the approved CLOMR for the project.

U1. Comment cleared.

6. The P&Z Chairperson is Felix Paiz.

U1. Comment cleared.

7. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown.

U1. Comment updated. Include the exhibit provided in the overall submittal.

Response: We have included the tree survey sheets as part of the preliminary plan.

8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet.

U1. Comment cleared.

9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.

U1. Comment cleared.

10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.

U1. Comment cleared.

11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.

U1. Comment cleared.

12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.

U1. Comment cleared.

13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.

U1. Comment cleared.

14. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements.

U1. Comment cleared.

15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one hundred (100) year floodplain outside of the City limits.

U1. Comment cleared.

NEW COMMENTS – UPDATE 1

16. Provide approval from Travis County.

Response: We will provide when obtained.

17. The vicinity map needs to be scaled 1" = 2,000'.

Response: Per e-mail with reviewer, the scale can stay as is since Travis County had requested the larger scale. See e-mail from 8/27 submitted with this update.

18. Replacement Trees shall be shown on the Preliminary Plat based on a replacement ratio (inches removed to inches planted) of:

- a) 1:2 for Significant Trees eighteen (18) inches in caliper and larger, and
- b) 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.
- c) Replacement Trees shall not be required for the removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches caliper require Commission approval.


Provide calculations as a table.


Response: Per e-mail with the reviewer, the mitigation table can be provided with the construction documents in agreement with the Shadowglen Development Agreement. E-mail from 9/12 submitted with this update.

END OF REPORT

These responses, along with the attachments should provide the necessary information to clear most of the comments received on August 26th, 2024. Please contact me with any questions or if you need additional information. You can contact me at (512) 758-7474 or by email at peggy.carrasquillo@ktcivil.com.

Sincerely,


Peggy Carrasquillo, P.E.


09/29/2024



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, October 30, 2024

Peggy Carrasquillo
KTCivil
6805 N. Capital of Texas Hwy., Suite 315
Austin TX 78731
peggy.carrasquillo@ktcivil.com

Permit Number 2024-P-1646-PP
Job Address: 14111 Fuchs Grove Road, Manor 78653

Dear Peggy Carrasquillo,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Peggy Carrasquillo and received by our office on October 01, 2024, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

Please submit a hard copy of the cover sheet to Scott Dunlop at the City of Manor for signatures. A copy of the signed cover sheet will be uploaded under project files on the my permit now website.

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



11/27/24

City of Manor Development Services

Notification for a Subdivision Preliminary Plat

Project Name: Shadowglen Phase 3 Sections 3-8 Preliminary Plat

Case Number: 2024-P-1646-PP

Case Manager: Michael Burrell

Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8. Subdivision Preliminary Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Subdivision Preliminary Plat for Shadowglen Phase 3 Sections 3-8 being six hundred and ninety (690) lots on 247.029 acres, more or less, and being located at 14111 Fuchs Grove Rd., Manor, TX.

Applicant: KTCivil

Owner: Meritage Homes of Texas LLC

The Planning and Zoning Commission will meet at 6:30PM on December 11, 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 Subdivision Preliminary Plat 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.

CITY OF MANOR
105 E EGGLESTON ST
MANOR, TX 78653-3463

LEAL EZEQUIEL P
PO BOX 500
MANOR, TX 78653-0500

FLORES PABLO & MARIA G
13909 RECTOR LOOP
MANOR, TX 78653-3309

OKRA LAND INCORPORATED
9505 JOHNNY MORRIS RD
AUSTIN, TX 78724-1527

RODRIGUEZ MARIA A
14031 FUCHS GROVE RD
MANOR, TX 78653-3332

TAVIRA YOLANDA ESQUIVEL
13905 RECTOR LOOP
MANOR, TX 78653-3309

WEISS DEBRA GENE & JAMES DONALD
WEISS
10201 GREGG LN
MANOR, TX 78653-3596

MACIAS JOSE & NANCY
14027 FUCHS GROVE RD
MANOR, TX 78653-3332

MERITAGE HOMES OF TEXAS LLC
17013 BRIDGEFARMER BOULEVARD
PFLUGERVILLE, TX 78660-3476

GONZENBACH CLIFTON L
15309 FUCHS GROVE RD
MANOR, TX 78653-3314

VAZQUEZ JUAN
14023 FUCHS GROVE RD
MANOR, TX 78653-3332

LANK ALEXANDRA NOELLE
14308 MCARTHUR DR
MANOR, TX 78653-2359

TWIN CREEK LAND DEVELOPMENT LLC
ETAL
4126 REMINGTON RD
CEDAR PARK, TX 78613-7756

BUENTELLO IRENE &
13945 RECTOR LOOP
MANOR, TX 78653-3309

SAYLOR JACOB HARRISON
14312 MCARTHUR DR
MANOR, TX 78653-2359

MANOR 100 LLC
4126 REMINGTON RD
CEDAR PARK, TX 78613-7756

PINA FELIPE & ZIRLENE RAMIREZ PINA
13939 RECTOR LOOP
MANOR, TX 78653-3309

TURNQUIST ANTHONY JOHN &
14317 MCARTHUR DR
MANOR, TX 78653-2359

STERMASTER PROPERTIES LLC
40206 INDUSTRIAL PARK CIR #101
GEORGETOWN, TX 78626-4761

BARLOW LESLIE
13937 RECTOR LOOP
MANOR, TX 78653-3309

JONES SHANNON WM III
14313 MCARTHUR DR
MANOR, TX 78653-2359

BURKE MARY JUDE
2109 SHARON DRIVE
CEDAR PARK, TX 78613-3559

PEREZ ABEL & YVONNE
13933 RECTOR LOOP
MANOR, TX 78653-3309

CARREON SIGGY J
14309 MCARTHUR DR
MANOR, TX 78653-2359

RAMIREZ ANNA & MARIO MATIAS
14204 FUCHS GROVE RD
MANOR, TX 78653-3322

SILLAS MARIANITA P
13929 RECTOR LOOP
MANOR, TX 78653-3309

WEAVER WARREN B
14305 MCARTHUR DR
MANOR, TX 78653-2359

CABRERA JUAN & MATILDE CARBAJAL
14119 FUCHS GROVE RD
MANOR, TX 78653-3315

CEBALLOS ELENA MARQUEZ & LORENZO
13925 RECTOR LOOP
MANOR, TX 78653-3309

PARK CHAN WOONG
12026 REICHLING LN
WHITTIER, CA 90606-2561

AUS-TEX PARTS & SERVICE LTD
14115 FUCHS GROVE RD
MANOR, TX 78653-3315

GUERRERO RUPERTO & MARIA G
13921 RECTOR LOOP
MANOR, TX 78653-3309

ORTIZ NOEL
14217 MCARTHUR DR
MANOR, TX 78653-2358

Item 11.

MARQUEZ ANTONIO &
14111 FUCHS GROVE DR
MANOR, TX 78653-3315

MONGES BLANCA & JAVIER AGUILLON
13917 RECTOR LOOP
MANOR, TX 78653-3309

LGI HOMES-TEXAS LLC
5345 TOWNE SQUARE DR STE 145
PLANO, TX 75024-2476

POWERS JAMES
301 E 19TH ST
GEORGETOWN, TX 78626-7908

ANGEL ANTONIO & MARIA HERNANDEZ
13913 RECTOR LOOP
MANOR, TX 78653-3309

SG LAND HOLDINGS LLC
2646 DUPONT DR STE 60 PMB 520
IRVINE, CA 92612-7651



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Coordinated Sign Plan for the Mini-Max Gas Station located at 13320 E US HWY 290 Manor, TX.

Applicant: Inayat Marediya

Owner: Inayat Marediya

BACKGROUND/SUMMARY:

This property is applying for a coordinated sign plan to account for all the signage on site. A coordinated sign plan allows for more signage than is typically allowed on a property if one of a set of requirements is met. Mini-Max meets one of the requirements by operating out of multiple buildings. The request is for multiple attached signs and two pylon signs, one for each entrance off US HWY 290. The two pylon signs are digital signs and have already been approved via development agreement heard by our City Council on the 20th of November.

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

- Coordinated sign plan
- Development agreement

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Approve, Approve with Conditions, Deny

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve the Coordinated Sign Plan for the Mini-Max Gas Station located at 13320 E US HWY 290 Manor, TX.

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

Disclaimer All Sign
Images are for
Illustrated purposes.

Please only take a look
at the dimensions of
the signs.



FRONT



RIGHT



LEFT



BACK

ELEVATIONS

Scale: NOT TO SCALE

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job Name Item 12.

miniMAX
#11

■ Proposal Drawing
□ Final Drawing

Client: MiniMax
Location: Manor, TX 78653
Salesperson: Jamie Mitol
Prj. Mngr.: Andy Leffler
Date: 6/17/2024
Designer: Chris Brazell
File Name: 81709-MiniMax
Bldg Signs.cdr

Proposal #: 81709
Job #: n/a

Revisions (M/D/Y)-(initials): desc.



TDLR: 18010 • MET: E113766

Corporate Office
5003 Stout Drive
San Antonio, TX 78219
(210) 341-7244

Dallas
2703 Mockingbird Lane
Dallas, TX 75235
(972) 870-1594

Houston
7630 Hansen Road
Houston, TX 77061
(713) 943-1831

Austin
11209 Conroy Ln.
Austin, TX 78652
(512) 374-9300

Tyler
2971 Elkton Trail
Tyler, TX 75703
(903) 561-4995



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miniMAX
#11

☒ Proposal Drawing
☐ Final Drawing

Client: MiniMax
Location:
Manor, TX 78653

Salesperson: Jamie Mitol
Prj. Mngr.: Andy Leffler
Date: 6/17/2024
Designer: Chris Brazell
File Name: 81709-MiniMax
Bldg Signs.cdr

Proposal #: 81709
Job #: n/a

Revisions (M/D/Y)-(initials): desc.



TDLR: 18010 • MET: E113766

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5003 Stout Drive
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2703 Mockingbird Lane
Dallas, TX 75235
(972) 870-1594

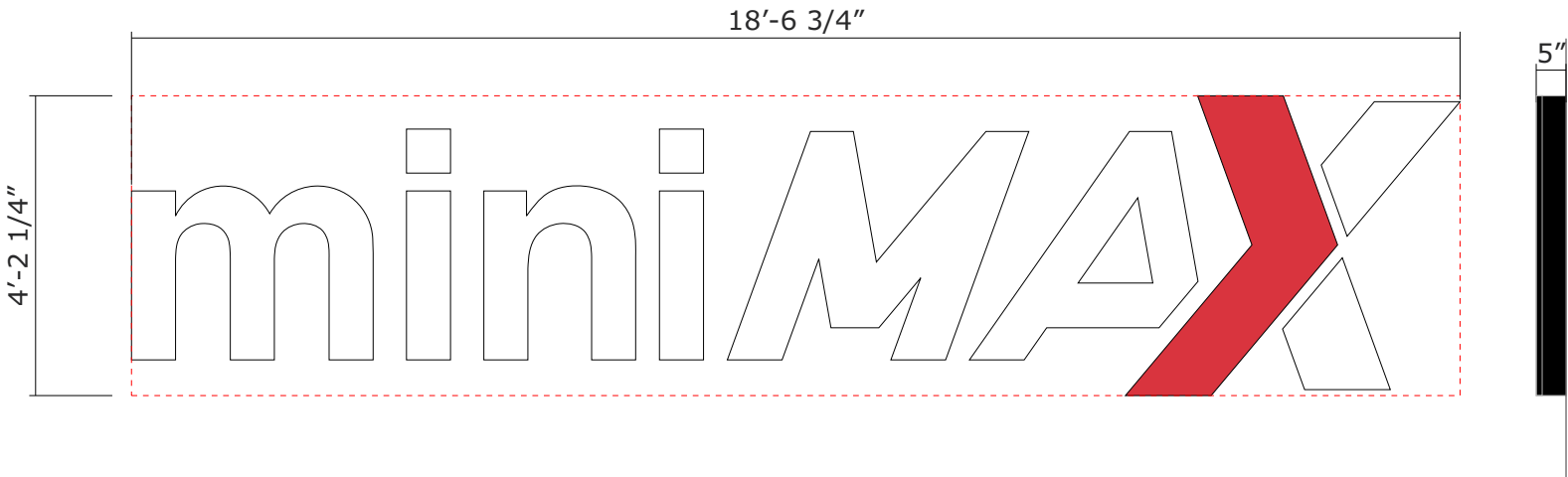
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Disclaimer All Sign Images are for Illustrated purposes.

Please only take a look at the dimensions of the signs.

A

INDIVIDUALLY MOUNTED FACE-LIT CHANNEL LETTERS

77.76 SQFT

QTY: THREE (3)

Scale: 3/8" = 1'-0"

SCOPE OF WORK:

FABRICATE AND INSTALL INDIVIDUALLY MOUNTED FACE-LIT CHANNEL LETTERS

FACES

- COPY TO BE .177" THK. #7328 WHITE ACRYLIC FACES
- LEFT PART OF 'X' TO BE .177" THK. #2447 WHITE ACRYLIC FACE WITH APPLIED (V2)

RETURNS & TRIMCAP

- 5" DEEP BLACK RETURNS AND 1" BLACK TRIMCAP

ILLUMINATION

- INTERNALLY ILLUMINATED W/ 6500K WHITE LEDS



ORACAL
8800-031
RED

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



ILLUMINATED VIEW

miniMAX
#11

■ Proposal Drawing
□ Final Drawing

Client: MiniMax
Location: Manor, TX 78653
Salesperson: Jamie Mitol
Prj. Mngr.: Andy Leffler
Date: 6/17/2024
Designer: Chris Brazell
File Name: 81709-MiniMax
Bldg Signs.cdr
Proposal #: 81709
Job #: n/a

Revisions (M/D/Y)-(initials): desc.



TDLR: 18010 • MET: E113766

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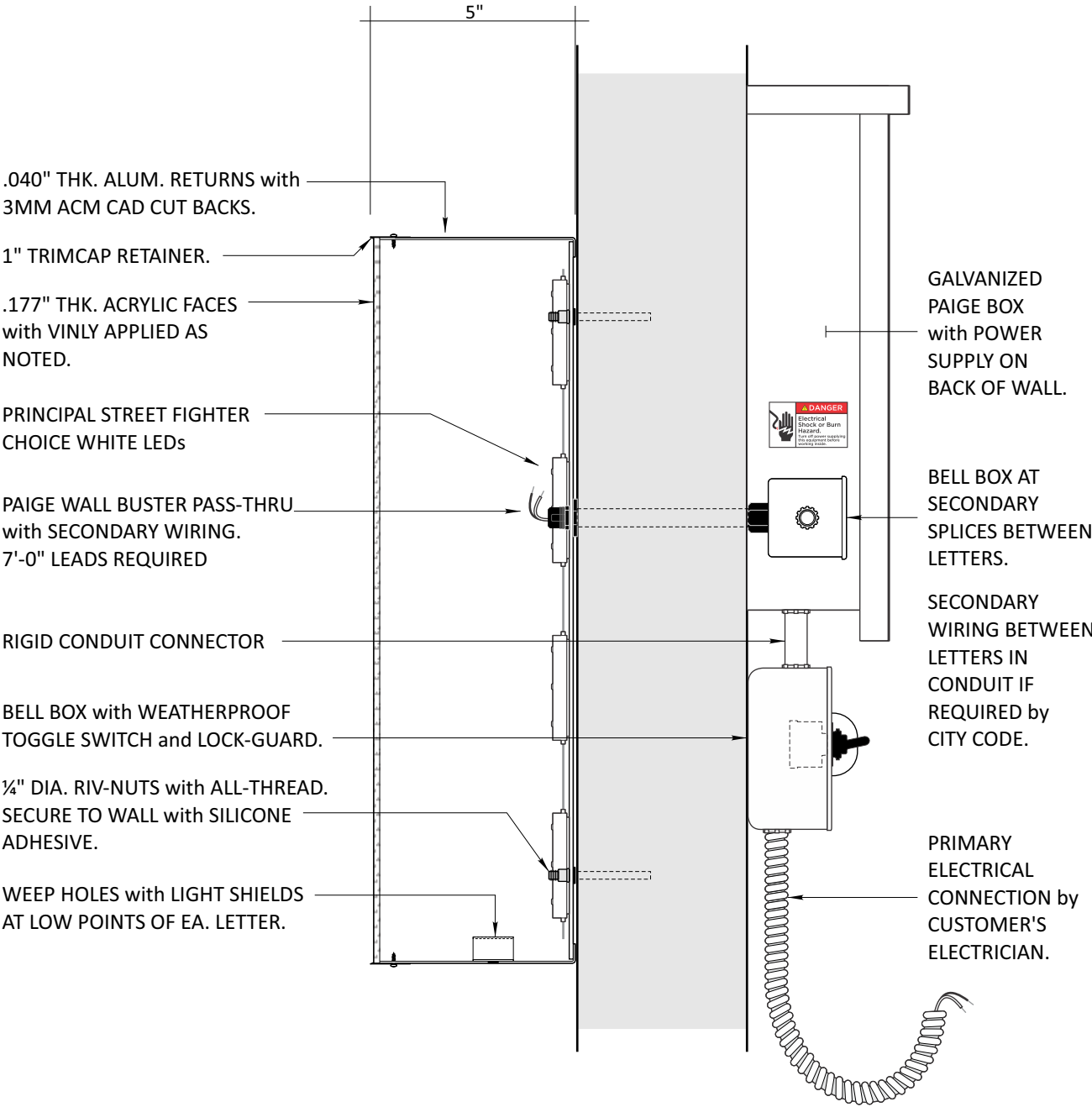
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(903) 561-4995

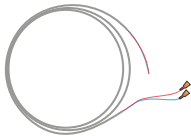


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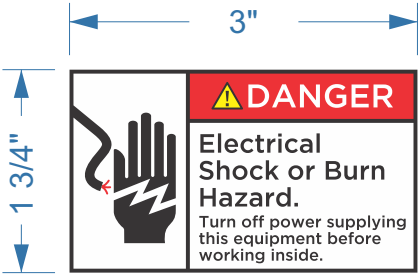
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MFG NOTE : 7'-0" WHIPS TO BE PROVIDED



Carling Technologies
SWITCH PLATE ON-OFF 15/32
Mfr. Part #:272-07293



CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

miniMAX
#11

☒ Proposal Drawing
☐ Final Drawing

Client: MiniMax
Location: Manor, TX 78653

Salesperson: Jamie Mitol
Prj. Mngr.: Andy Leffler
Date: 6/17/2024
Designer: Chris Brazell
File Name: 81709-MiniMax
Bldg Signs.cdr

Proposal #: 81709
Job #: n/a

Revisions (M/D/Y)-(initials): desc.



TDLR: 18010 • MET: E113766

Corporate Office
5003 Stout Drive
San Antonio, TX 78219
(210) 341-7244

Dallas
2703 Mockingbird Lane
Dallas, TX 75235
(972) 870-1594

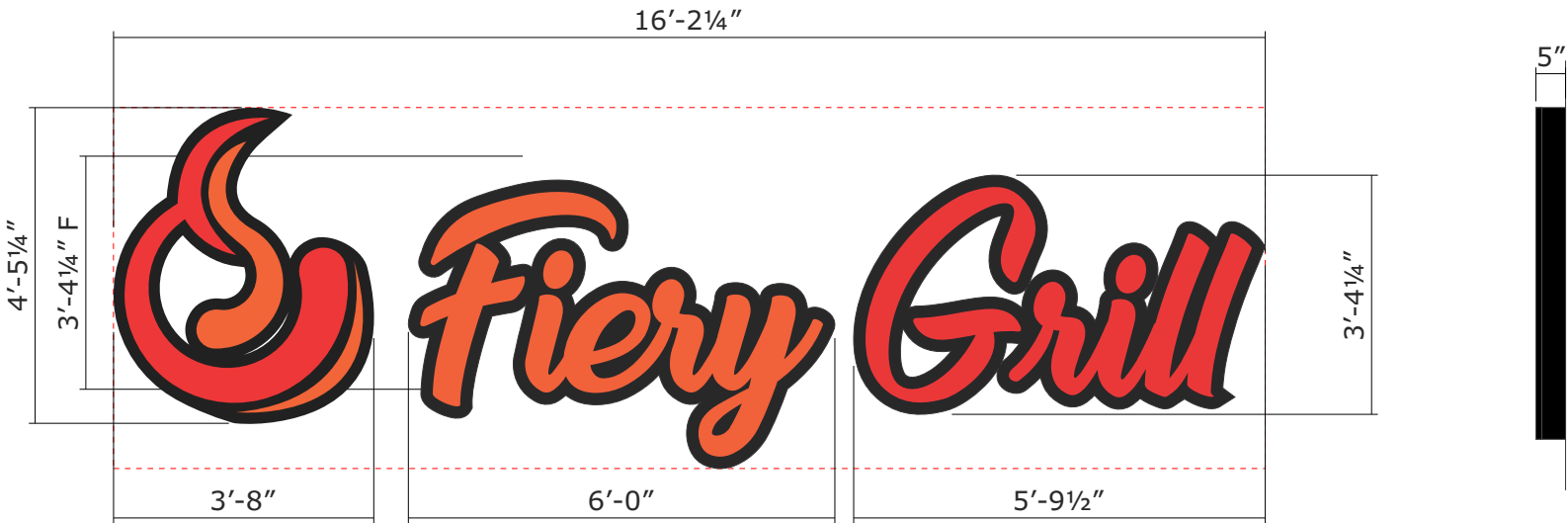
Houston
7630 Hansen Road
Houston, TX 77061
(713) 943-1831

Austin
11209 Conroy Ln.
Austin, TX 78652
(512) 374-9300

Tyler
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Tyler, TX 75703
(903) 561-4995



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B

INDIVIDUALLY MOUNTED FACE-LIT CHANNEL LETTERS 82.12 SQFT

QTY: ONE (1) SET REQUIRED AT FRONT ELEVATION. ONE (1) SET REQUIRED AT LEFT ELEVATION. Scale: 3/8" = 1'-0"

SCOPE OF WORK:
FABRICATE AND INSTALL INDIVIDUALLY-MOUNTED FACE-LIT CHANNEL LETTERS

FACES
• .177" THK. 2447 WHITE ACRYLIC FACES W/ 1ST SURFACE (V1), (V2), AND (V3)

RETURNS & TRIMCAP
• 5" DEEP BLACK RETURNS AND 1" BLACK TRIMCAP

ILLUMINATION
• INTERNALLY ILLUMINATED W/ 7100 WHITE LEDS



ILLUMINATED VIEW

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

miniMAX
#11

■ Proposal Drawing
□ Final Drawing

Client: MiniMax
Location: Manor, TX 78653
Salesperson: Jamie Mitol
Prj. Mngr.: Andy Leffler
Date: 6/17/2024
Designer: Chris Brazell
File Name: 81709-MiniMax
Bldg Signs.cdr
Proposal #: 81709
Job #: n/a

Revisions (M/D/Y)-(initials): desc.



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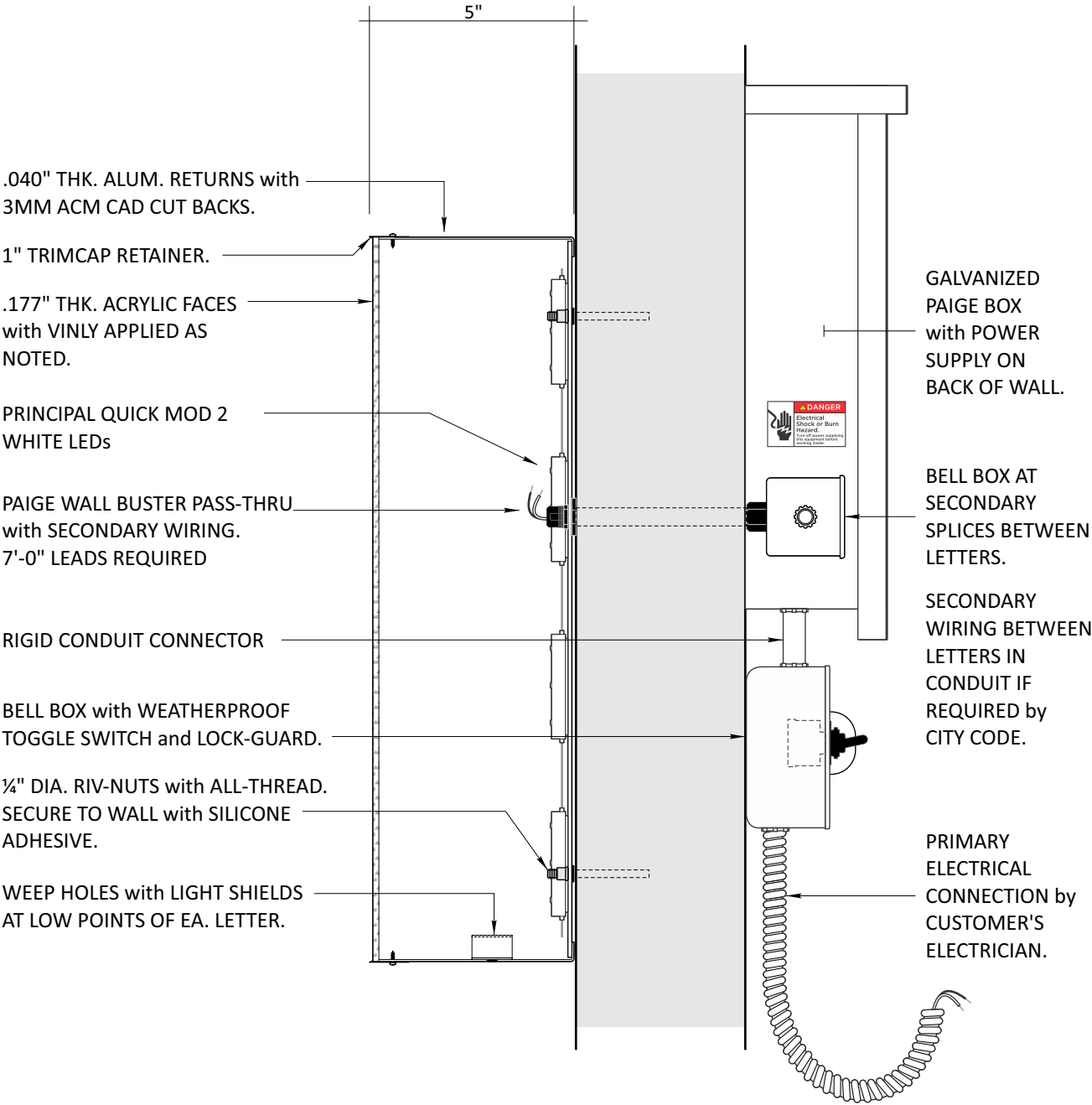
Houston
7630 Hansen Road
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(713) 943-1831

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2971 Elkton Trail
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(903) 561-4995

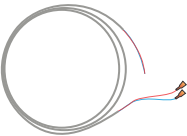


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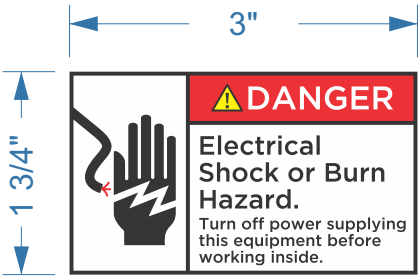
Please only take a look
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MFG NOTE : 7'-0\"/>



Carling Technologies
SWITCH PLATE ON-OFF 15/32
Mfr. Part #:272-07293



B

SECTION (VERT)
FLUSH MOUNT

3" = 1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

miniMAX
#11

☒ Proposal Drawing
☐ Final Drawing

Client: MiniMax
Location: Manor, TX 78653
Salesperson: Jamie Mitol
Prj. Mngr.: Andy Leffler
Date: 6/17/2024
Designer: Chris Brazell
File Name: 81709-MiniMax
Bldg Signs.cdr
Proposal #: 81709
Job #: n/a

Revisions (M/D/Y)-(initials): desc.



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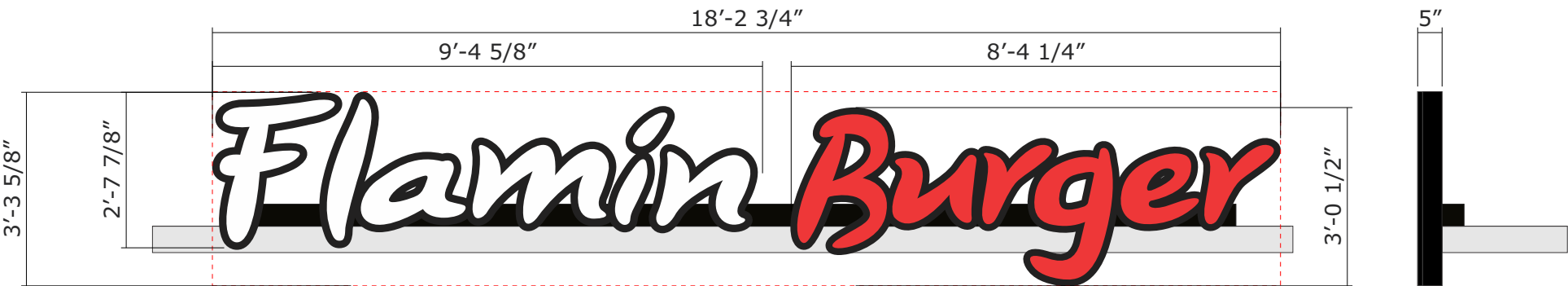
Houston
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C

RACEWAY MOUNTED FACE-LIT CHANNEL LETTERS

60.34 SQFT

QTY: ONE (1) SET REQUIRED AT FRONT ELEVATION.
ONE (1) SET REQUIRED AT LEFT ELEVATION.

Scale: 3/8" = 1'-0"

SCOPE OF WORK:

FABRICATE AND INSTALL RACEWAY-MOUNTED FACE-LIT CHANNEL LETTERS

FACES

- .177" THK. WHITE ACRYLIC FACES W/ 1ST SURFACE (V1) AND (V2)
- "FLAMIN" - #7328, "BURGER" - #2447

RETURNS & TRIMCAP

- 5" DEEP BLACK RETURNS AND BLACK 1" TRIMCAP

ILLUMINATION

- INTERNALLY ILLUMINATED W/ 7100 WHITE LEDS

RACEWAY

- 4.5"X4.5" ALUM. EXTR. RACEWAY PAINTED (P1) TO MATCH AWNING



ILLUMINATED VIEW

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

miniMAX
#11

☒ Proposal Drawing
☐ Final Drawing

Client: MiniMax
Location: Manor, TX 78653

Salesperson: Jamie Mitol
Prj. Mngr.: Andy Leffler
Date: 6/17/2024
Designer: Chris Brazell
File Name: 81709-MiniMax
Bldg Signs.cdr

Proposal #: 81709
Job #: n/a

Revisions (M/D/Y)-(initials): desc.



TDLR: 18010 • MET: E113766

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Austin, TX 78652
(512) 374-9300

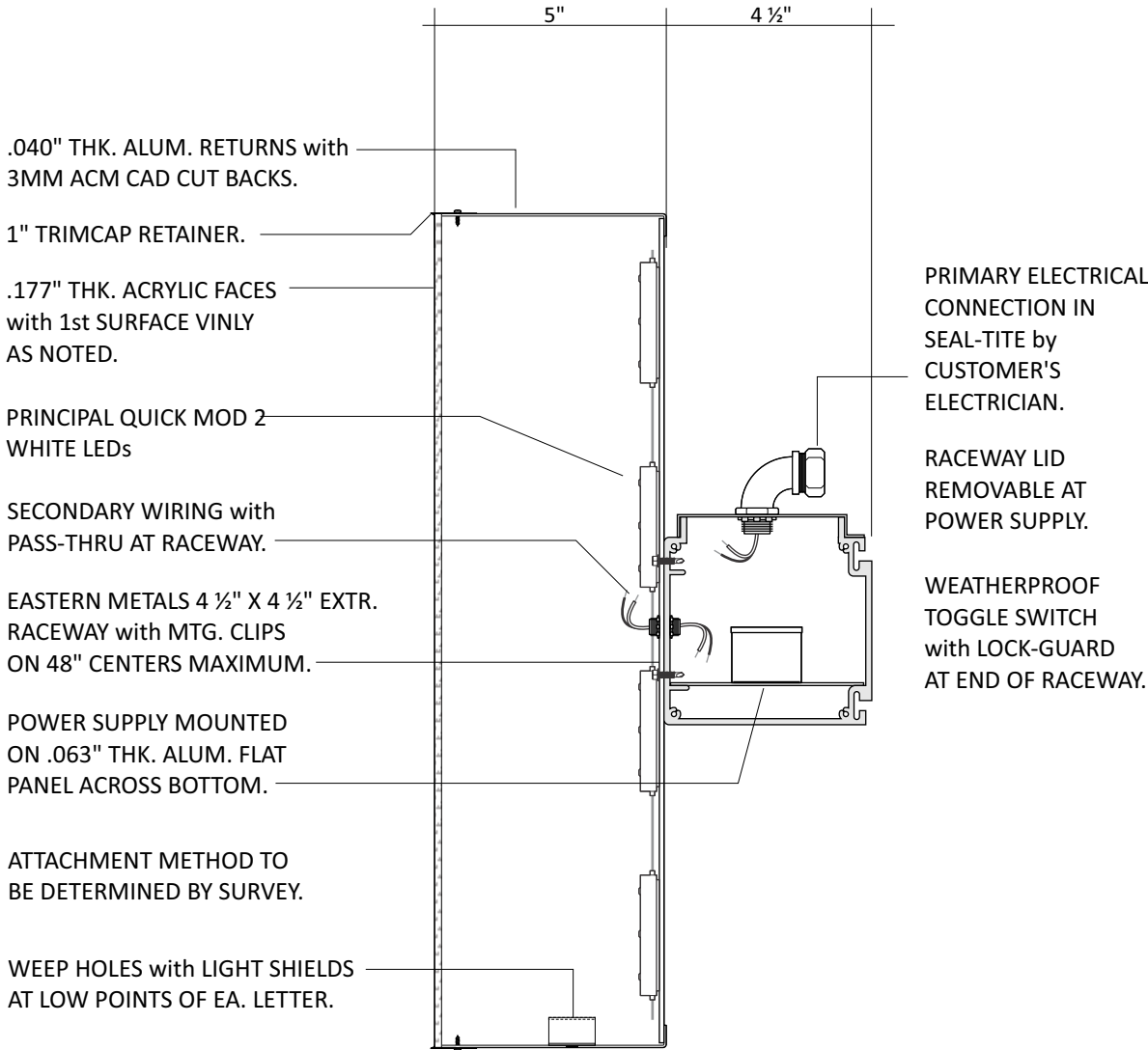
Tyler
2971 Elkton Trail
Tyler, TX 75703
(903) 561-4995



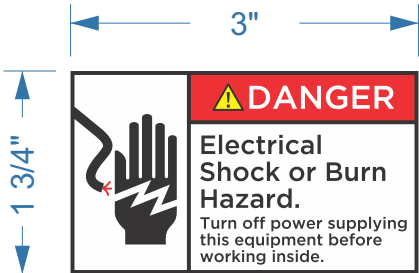
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Carling Technologies
SWITCH PLATE ON-OFF 15/32
Mfr. Part #:272-07293



C SECTION (VERT)
RACEWAY MOUNT 3" = 1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

miniMAX
#11

■ Proposal Drawing
□ Final Drawing

Client: MiniMax
Location: Manor, TX 78653
Salesperson: Jamie Mitol
Prj. Mngr.: Andy Leffler
Date: 6/17/2024
Designer: Chris Brazell
File Name: 81709-MiniMax Bldg Signs.cdr
Proposal #: 81709
Job #: n/a

Revisions (M/D/Y)-(initials): desc.



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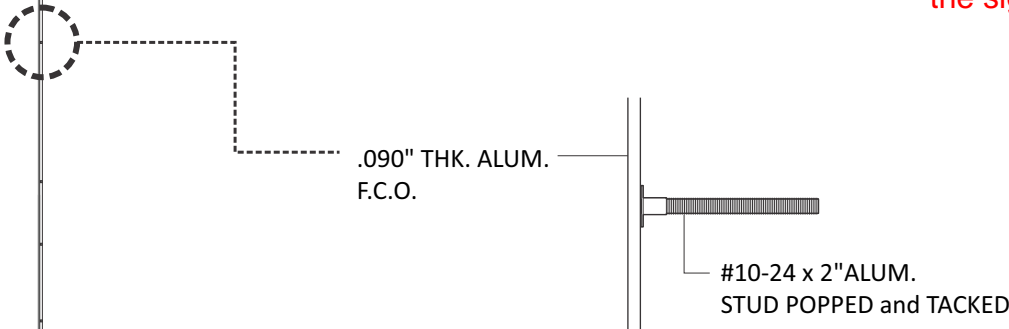
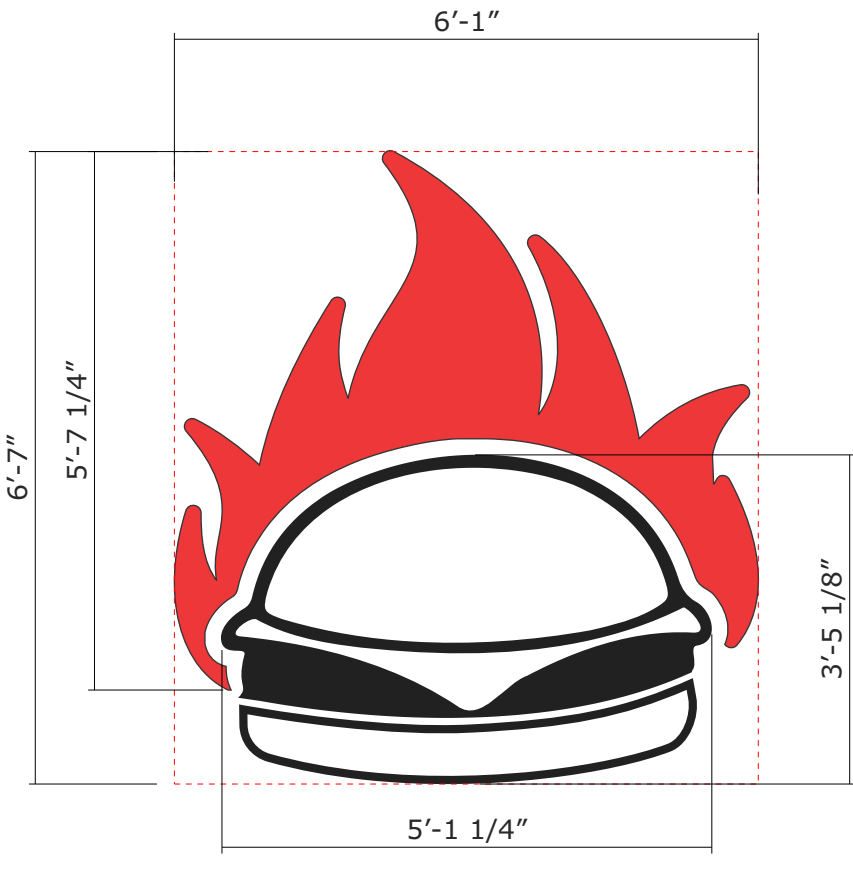
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D

ALUM. FLAT CUT OUT ICON

40 SQFT

QTY: ONE (1)

Scale: 1/2" = 1'-0"

SCOPE OF WORK:

FABRICATE AND INSTALL FLAT CUT OUT ICON

- .090 ALUM. FLAT CUT OUT ICON PAINTED RED, BLACK, AND WHITE. STUD MOUNTED 1/4" OFF FACADE.

PAINT TO MATCH PMS BLACK and ORACAL 8800-031 RED

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

miniMAX
#11

☒ **Proposal Drawing**
☐ Final Drawing

Client: MiniMax
Location: Manor, TX 78653
Salesperson: Jamie Mitol
Prj. Mngr.: Andy Leffler
Date: 6/17/2024
Designer: Chris Brazell
File Name: 81709-MiniMax
Bldg Signs.cdr
Proposal #: 81709
Job #: n/a

Revisions (M/D/Y)-(initials): desc.



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(972) 870-1594

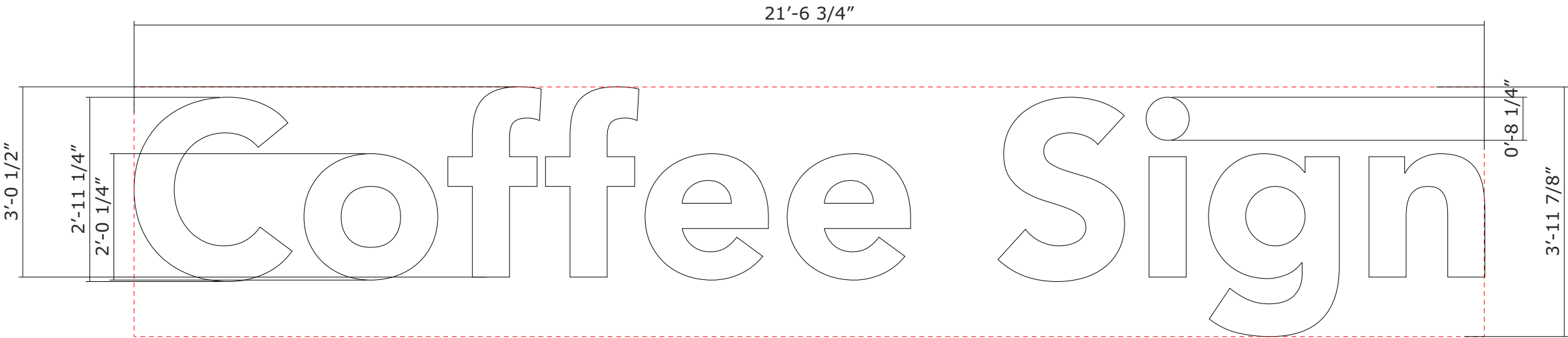
Houston
7630 Hansen Road
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(713) 943-1831

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E

INDIVIDUALLY MOUNTED FACE-LIT CHANNEL LETTERS

82.12 SQFT

QTY: ONE (1) SET REQUIRED AT FRONT ELEVATION.
ONE (1) SET REQUIRED AT LEFT ELEVATION.

Scale: 1/2" = 1'-0"

SCOPE OF WORK:

FABRICATE AND INSTALL INDIVIDUALLY-MOUNTED FACE-LIT CHANNEL LETTERS

FACES

- .177" THK. 2447 WHITE ACRYLIC FACES

RETURNS & TRIMCAP

- 5" DEEP BLACK RETURNS AND 1" BLACK TRIMCAP

ILLUMINATION

- INTERNALLY ILLUMINATED W/ 7100 WHITE LEDS

CUSTOMER APPROVAL

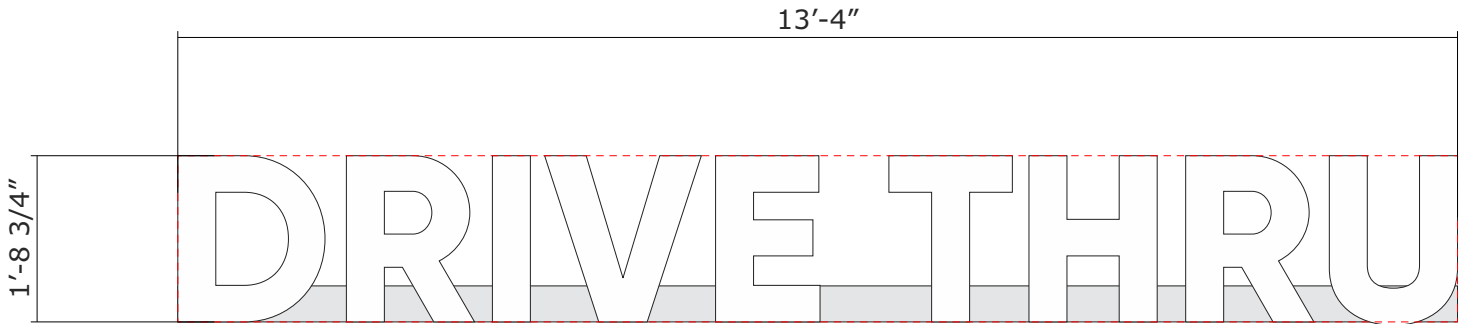
APPROVED BY: _____ DATE: ____ / ____ / ____

miniMAX
#11

☒ Proposal Drawing
☐ Final Drawing

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F

RACEWAY MOUNTED FACE-LIT CHANNEL LETTERS

23 SQFT

QTY: ONE (1) SET REQUIRED AT FRONT ELEVATION.

Scale: 1/2" = 1'-0"

SCOPE OF WORK:

FABRICATE AND INSTALL RACEWAY-MOUNTED FACE-LIT CHANNEL LETTERS

FACES

- .177" THK. WHITE ACRYLIC FACES

RETURNS & TRIMCAP

- 5" DEEP BLACK RETURNS AND BLACK 1" TRIMCAP

ILLUMINATION

- INTERNALLY ILLUMINATED W/ 7100 WHITE LEDS

RACEWAY

- 4.5"X4.5" ALUM. EXTR. RACEWAY PAINTED (P1) TO MATCH AWNING



SW 6528
"TRICON"
BLACK

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



TDLR: 18010 • MET: E113766

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NEW MVI

ID Cabinets 99 1/2" X 111 3/4"
miniMAX 99 1/2" X 111 1/4"
3RD CABINET 61 1/2" X 223 1/2" FLEX FACE DOUBLE CENTER POLE
3-FLAG MOUNT/ 74" X 108 1/2" PRICER CABINETS
REGULAR W/WASH
REGULAR W/O WASH
DIESEL
1-FLAG MOUNT/ 111 1/4" X 108 1/2"
1XVC, 1XVC, 1XVC
1-FLAG MOUNT/ 74 3/4" X 108 1/2"
1XVC, 1XVC

SLIP OVER
CENTER
POLE

SLIP OVER
CENTER
POLE

DOUBLE
CENTER
POLE

Shell Logo
closest to the road

41'-0 3/4" O.A.H.

99 1/2"
8'-3 1/2"

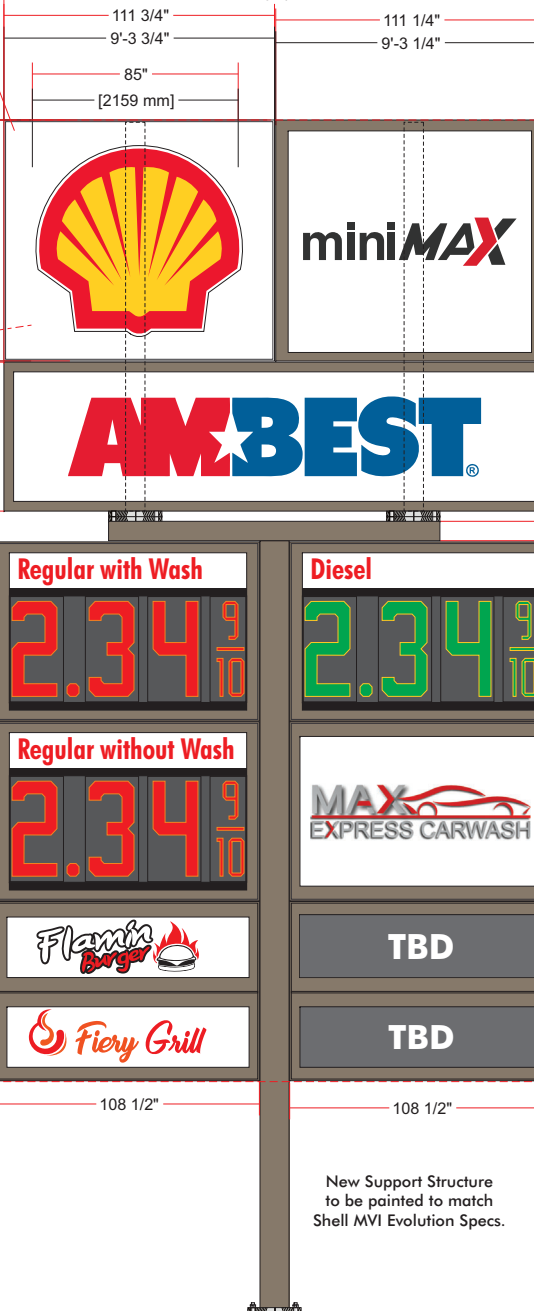
61 1/2"

74"
42" SUNSHINE
LED

74"
42" SUNSHINE
LED

74"
42" SUNSHINE
LED

8'-0" clearance



Proposed Elevation
SCALE: 1/4" = 1'

Side View

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Item 12.



1500 North Bolton Jacksonville, Tx 75766
(903) 589-2100 (800) 888-1327 Fax (903) 589-2101

Revisions:

Revised to New Layout Markup - RS 6.21.24

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BY SIGNING BELOW YOU ARE AUTHORIZING US TO MANUFACTURE TO THE ABOVE SPECIFICATION.

Client Approval/Date:

Colors Depicted In This Rendering May Not Match Actual Finished Materials. Refer To Product Samples For Exact Color Match.

Project Manager: L. YEATS

Drawn By: R. SEAGROVES

Underwriters Laboratories Inc. (UL) ELECTRICAL TO USE ULL LISTED COMPONENTS AND SHALL MEET ALL N.E.C. STANDARDS
ALL ELECTRICAL SIGNS ARE TO COMPLY WITH U.L. 48 AND ARTICLE 600 OF THE N.E.C. STANDARDS, INCLUDING THE PROPER GROUNDING AND BONDING OF ALL SIGNS.



13320 E Hwy 290,
Manor, TX 78653

JVR#SV20243334

Date: 5.31.24

Sheet Number: 1 of 1

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151



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration, Discussion, and Possible action on a setback waiver for 202 E. Wheeler St. Manor, TX.

Applicant: Daniel Zapata

Owner: Daniel Zapata

BACKGROUND/SUMMARY: The applicant is requesting the property setbacks be reduced to a 20' front setback, a 10' rear setback, a 5' side setback, and a 15' streetside setback.

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

- Setback Waiver

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Approve, Approve with Conditions, Deny

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a setback waiver for 202 E. Wheeler St. Manor, TX.

PLANNING & ZONING COMMISSION: X Recommend Approval Disapproval None

**SETBACK WAIVER REQUEST**

On approval by the Planning Commission, lots platted prior to 1980 having approximately 5,750 square feet of lot area may request approval of reduced setbacks from one or more of the setback requirements for the zoning district. The Commission shall consider the adjoining lot uses to determine whether reduction of the setback requirements is appropriate. Upon approval of building plans, the setbacks may be not less than 5 foot side yard, 10 foot rear yard and 15 foot street side yard setback and 20 foot front yard setback. Lots owned by the same person may be combined into one building site.

City of Manor Code of Ordinance, Chapter 14, Article 14.02, Division I, Section 14.02.007(c)(3).

Applicant Contact Information

Name: Daniel Ramirez Zapata
Address: 13625 BriarCreek Loop
Phone Number: 512 369-2024 Email: [REDACTED]

Property Information

Address: 202 E. Wheeler St
Lot: 10 Block: 50
Zoning District: _____
Requested Front Setback: 20'
Requested Rear Setback: 10'
Requested Side Setback: 5' / Street side 15'

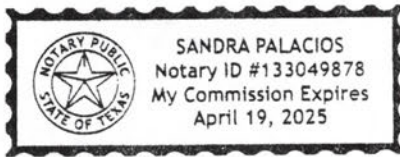
Daniel RMZ
Applicant Signature

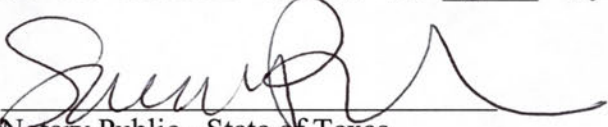
11-13-24
Date

STATE OF TEXAS §
COUNTY OF Texas/Travis §

BEFORE ME the undersigned authority on this day personally appeared Daniel Ramirez Zapata Owner of the Property, and acknowledged that s/he is fully authorized to execute the foregoing document and that s/he executed such document for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 13th day of November, 2024.




Notary Public - State of Texas

PASSED AND APPROVED on this the ____ day of _____ 202__.

THE CITY OF MANOR, TEXAS

Jeffrey Stensland,
Chairperson

ATTEST:

Michael Burrell
Development Services Interim Director

After recording return to:
Development Services Dept.
City of Manor
105 East Eggleston St.
Manor, TX 78653



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration, Discussion, and Possible action on a setback waiver for 204 E. Wheeler St. Manor, TX.

Applicant: Daniel Zapata

Owner: Daniel Zapata

BACKGROUND/SUMMARY: The applicant is requesting the property setbacks be reduced to a 20' front setback, 10' rear setback, and 5' side setbacks.

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

- Setback Waiver

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Approve, Approve with Conditions, Deny

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a setback waiver for 204 E. Wheeler St. Manor, TX.

PLANNING & ZONING COMMISSION: X Recommend Approval Disapproval None

**SETBACK WAIVER REQUEST**

On approval by the Planning Commission, lots platted prior to 1980 having approximately 5,750 square feet of lot area may request approval of reduced setbacks from one or more of the setback requirements for the zoning district. The Commission shall consider the adjoining lot uses to determine whether reduction of the setback requirements is appropriate. Upon approval of building plans, the setbacks may be not less than 5 foot side yard, 10 foot rear yard and 15 foot street side yard setback and 20 foot front yard setback. Lots owned by the same person may be combined into one building site.

City of Manor Code of Ordinance, Chapter 14, Article 14.02, Division I, Section 14.02.007(c)(3).

Applicant Contact Information

Name: Daniel Ramirez Zapata
Address: 13625 Briarclark Loop
Phone Number: 512 369-2024 Email: [REDACTED]

Property Information

Address: 204 E. Wheeler St
Lot: 9 Block: 50
Zoning District: _____
Requested Front Setback: 20'
Requested Rear Setback: 10'
Requested Side Setback: 5'

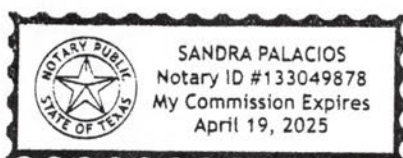
Daniel RMZ
Applicant Signature

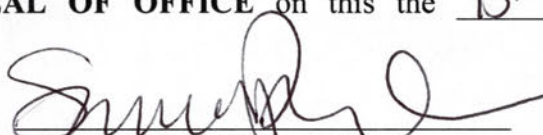
11-13-24
Date

STATE OF TEXAS §
COUNTY OF Travis §

BEFORE ME the undersigned authority on this day personally appeared Daniel Ramirez Zapata Owner of the Property, and acknowledged that s/he is fully authorized to execute the foregoing document and that s/he executed such document for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 13th day of November, 2024.




Notary Public - State of Texas

PASSED AND APPROVED on this the ____ day of _____ 202__.

THE CITY OF MANOR, TEXAS

Jeffrey Stensland,
Chairperson

ATTEST:

Michael Burrell
Development Services Interim Director

After recording return to:

Development Services Dept.
City of Manor
105 East Eggleston St.
Manor, TX 78653



AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration, Discussion, and Possible action on a setback waiver for 406 E Carrie Manor St. Manor, TX.

Applicant: Uriel Ocampo

Owner: Uriel Ocampo

BACKGROUND/SUMMARY: The applicant is requesting the property setbacks be reduced to a 20' front setback, a 10' rear setback, and 5' side setbacks.

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

- Setback Waiver

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Approve, Approve with Conditions, Deny

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a setback waiver for 406 E. Carrie Manor St. Manor, TX.

PLANNING & ZONING COMMISSION: X Recommend Approval Disapproval None

Setback Waiver Request



SETBACK WAIVER REQUEST

On approval by the Planning Commission, lots platted prior to 1980 having approximately 5,750 square feet of lot area may request approval of reduced setbacks from one or more of the setback requirements for the zoning district. The Commission shall consider the adjoining lot uses to determine whether reduction of the setback requirements is appropriate. Upon approval of building plans, the setbacks may be not less than 5 foot side yard, 10 foot rear yard and 15 foot street side yard setback and 20 foot front yard setback. Lots owned by the same person may be combined into one building site.

City of Manor Code of Ordinance, Chapter 14, Article 14.02, Division I, Section 14.02.007(c)(3).

Applicant Contact Information

Name: Uriel Ocampo
 Address: 404 E Wheeler St. Manor Tx 78653
 Phone Number: (512) 284-6904 Email: [REDACTED]

Property Information

Address: 406 E Currie Manor St
 Lot: #3 Block: 15
 Zoning District: Downtown Area SF-1
 Requested Front Setback: 20 FT
 Requested Rear Setback: 10 FT
 Requested Side Setback: 5 FT in each side

[Signature]
 Applicant Signature

01-08-2024
 Date

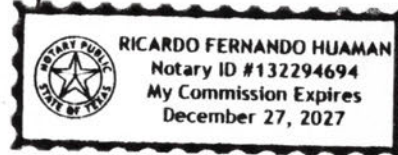
Setback Waiver Request

STATE OF TEXAS §
COUNTY OF Travis §

BEFORE ME the undersigned authority on this day personally appeared Uriel Ocampo
Owner of the Property, and acknowledged that s/he is fully authorized to execute the foregoing
document and that s/he executed such document for the purposes and consideration therein expressed
and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 8th day of
November, 2024.

[Signature]
Notary Public - State of Texas



PASSED AND APPROVED on this the ____ day of _____ 202__.

THE CITY OF MANOR, TEXAS

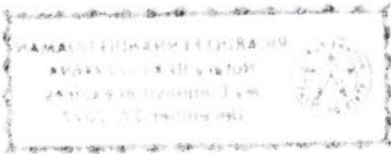
Jeffrey Stensland,
Chairperson

ATTEST:

Michael Burrell
Development Services Interim Director

After recording return to:

Development Services Dept.
City of Manor
105 East Eggleston St.
Manor, TX 78653





AGENDA ITEM SUMMARY FORM

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

AGENDA ITEM DESCRIPTION:

Consideration, Discussion, and Possible action on a setback waiver for 104 W. Burton St. Manor, TX.

Applicant: Yessica Valle and Juan Valle

Owner: Yessica Valle and Juan Valle

BACKGROUND/SUMMARY: The applicant is requesting the property setbacks be reduced to a 20' front setback, a 10' rear setback, and 5' side setbacks.

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

- Setback Waiver

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Approve, Approve with Conditions, Deny

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a setback waiver for 104 W. Burton St. Manor, TX.

PLANNING & ZONING COMMISSION: X Recommend Approval Disapproval None

**SETBACK WAIVER REQUEST**

On approval by the Planning Commission, lots platted prior to 1980 having approximately 5,750 square feet of lot area may request approval of reduced setbacks from one or more of the setback requirements for the zoning district. The Commission shall consider the adjoining lot uses to determine whether reduction of the setback requirements is appropriate. Upon approval of building plans, the setbacks may be not less than 5 foot side yard, 10 foot rear yard and 15 foot street side yard setback and 20 foot front yard setback. Lots owned by the same person may be combined into one building site.

City of Manor Code of Ordinance, Chapter 14, Article 14.02, Division I, Section 14.02.007(c)(3).

Applicant Contact Information

Name: Yessica Valle & Jean Valle
Address: 13810 Kimbro West Rd. Manor, TX 78653
Phone Number: 512-406-4850 Email: [REDACTED]

Property Information

Address: 104 W Burton St. Manor, TX 78653
Lot: 3 Block: 6
Zoning District: Town of Manor
Requested Front Setback: 20'
Requested Rear Setback: 10'
Requested Side Setback: 5'

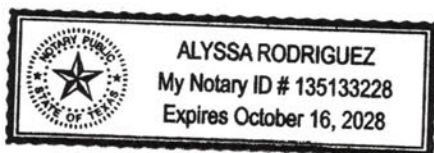
Yan Valle / Yessica Valle
Applicant Signature

11-18-2024
Date

STATE OF TEXAS §
COUNTY OF TRAVIS §

BEFORE ME the undersigned authority on this day personally appeared Jessica + Juan Valle
Owner of the Property, and acknowledged that s/he is fully authorized to execute the foregoing
document and that s/he executed such document for the purposes and consideration therein expressed
and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 18th day of
November, 2024.



Alyssa Rodriguez
Notary Public - State of Texas

PASSED AND APPROVED on this the ____ day of _____ 202__.

THE CITY OF MANOR, TEXAS

Jeffrey Stensland,
Chairperson

ATTEST:

Michael Burrell
Development Services Interim Director

After recording return to:
Development Services Dept.
City of Manor
105 East Eggleston St.
Manor, TX 78653