

Julie Leonard, Place 1 Anthony Butler, Place 2 Cresandra Hardeman, Place 3 Felix Paiz, Place 4 Vacant, Place 5 Cecil Meyer, Place 6 LaKesha Small, Place 7

Planning & Zoning Commission Regular Meeting

Wednesday, January 11, 2023 at 6:30 PM

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

AGENDA

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

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. Comments on specific agenda items must be made when the item comes before the Commission. To address the Planning and Zoning Commission, please complete the white card and present it to the City staff prior to the meeting. <u>No Action May be Taken by the Planning and Zoning Commission During Public Comments.</u>

PUBLIC HEARING

- **1.** Conduct a public hearing on a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB). *Applicant: Jiwon Jung Owner: Buildblock*
- 2. Conduct a public hearing on a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). Applicant: Jiwon Jung Owner: Buildblock
- 3. Conduct a public hearing on a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). Applicant: Jiwon Jung Owner: Buildblock

- **4.** Conduct a public hearing on a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2). *Applicant: Mahoney Engineering Owner: River City Partners Ltd.*
- 5. Conduct a public hearing on a Short Form Final Plat with variance for the Buena Vida Subdivision, one (1) lot on 1.28 acres, more or less, and being located at 12334 Ballerstedt Road, Elgin, TX.

Applicant: I.T Gonzalez Engineers Owner: Gerald Jaimes

6. Conduct a public hearing on a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517 acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX. *Applicant: ALM Engineering Owner: Greenview Manor Commons SW LP*

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.

7. Consideration, discussion, and possible action to approve the minutes of December 14, 2022, P&Z Commission Regular Meeting.

REGULAR AGENDA

- 8. Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB). Applicant: Jiwon Jung Owner: Buildblock
- **9.** Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). *Applicant: Jiwon Jung Owner: Buildblock*
- 10. Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). Applicant: Jiwon Jung Owner: Buildblock

- **11.** Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2). *Applicant: Mahoney Engineering Owner: River City Partners Ltd.*
- **12.** Consideration, discussion, and possible action on a Short Form Final Plat with variance for the Buena Vida Subdivision, one (1) lot on 1.28 acres, more or less, and being located at 12334 Ballerstedt Road, Elgin, TX.

Applicant: I.T Gonzalez Engineers Owner: Gerald Jaimes

13. Consideration, discussion, and possible action on a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX.

Applicant: ALM Engineering Owner: Greenview Manor Commons SW LP

- **14.** Consideration, discussion, and possible action on a Coordinated Sign Plan Amendment for 203 West Murray Ave.
- **15.** Consideration, discussion, and possible action on a 2023 Subdivision Calendar.
- **<u>16.</u>** Consideration, discussion, and possible action to appoint a Planning and Zoning Commission Chairperson to serve a 1-year term.
- **<u>17.</u>** Consideration, discussion, and possible action to appoint a Planning and Zoning Commission Vice-Chair to serve a 1-year term.

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: <u>Friday, January 6, 2023, by 5:00 PM</u> 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 72 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail lalmaraz@manortx.gov

AGENDA ITEM NO.

1

Item 1.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB). *Applicant: Jiwon Jung Owner: Buildblock*

BACKGROUND/SUMMARY:

The owner is seeking to rezoning this lot, and adjacent lots, to Downtown Business to allow for denser mixed-use development. The requested zoning is in accordance with the adopted Future Land Use Map which designated the area as Downtown Mixed-Use.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Letter of Intent
- Rezoning Map
- Aerial Image

- FLUM
- Public Notice
- Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing on a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB).

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None

Dec. 02, 2022

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

Letter of Intent for Rezoning

Project Address: 101 W Boyce St, Manor, TX 78653 Property ID: 238627 Legal Description: LOT 4-5 BLK 43 MANOR TOWN OF

The property owner seeks to rezone the 0.264-acre lot located at 101 W Boyce St, Manor, TX 78653 from NB (Neighborhood Business) to DB (Downtown Business).

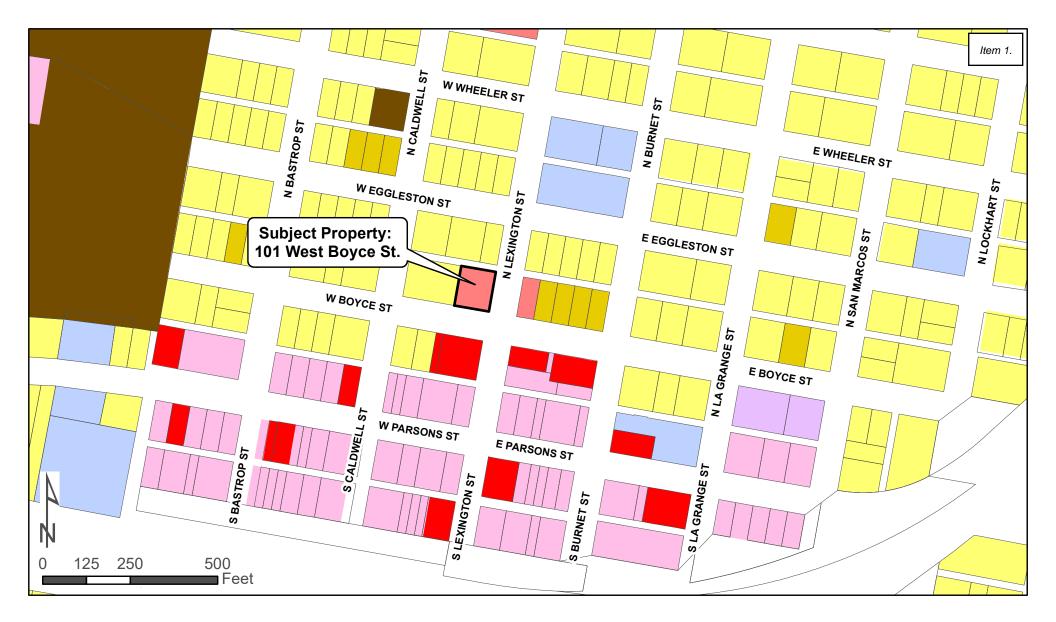
Manor city is planning to expand its central commercial area to revitalize the city and improve the quality of life of adjacent residential areas. To keep up with that idea, dense development of urban areas, especially divided into Downtown Mixed-Use uses including the site, will be required. However, the subject site, which is in the Downtown Mixed-Use area, is currently designated as an NB(Neighborhood Business) zone, and only low-density development is possible, which is not in line with Manor city's urban planning. In this situation, I hope that we can create a dense commercial and residential community to meet the idea of Manor city planning, through this zoning change.

As a large multi-family and mixed-use development project such as Manor Crossing Project is planned, the owner seeks an opportunity to respond to the population growth. Rezoning this tract will allow providing opportunities for cultural diversity and commercial growth. The property currently sits along West Boyce Street as a cross lot being DB-zoned parcel. I believe that rezoning the subject tract as proposed will not alter or impair the adjacent uses/properties.

I appreciate your consideration of the proposed rezoning application for approval and will be available to answer questions you might have regarding this matter. Please do not hesitate to email with your questions and comments.

Sincerely,

Jiwon Jung CEO of Build Block Inc. 101 W Boyce St, Manor, TX 78653

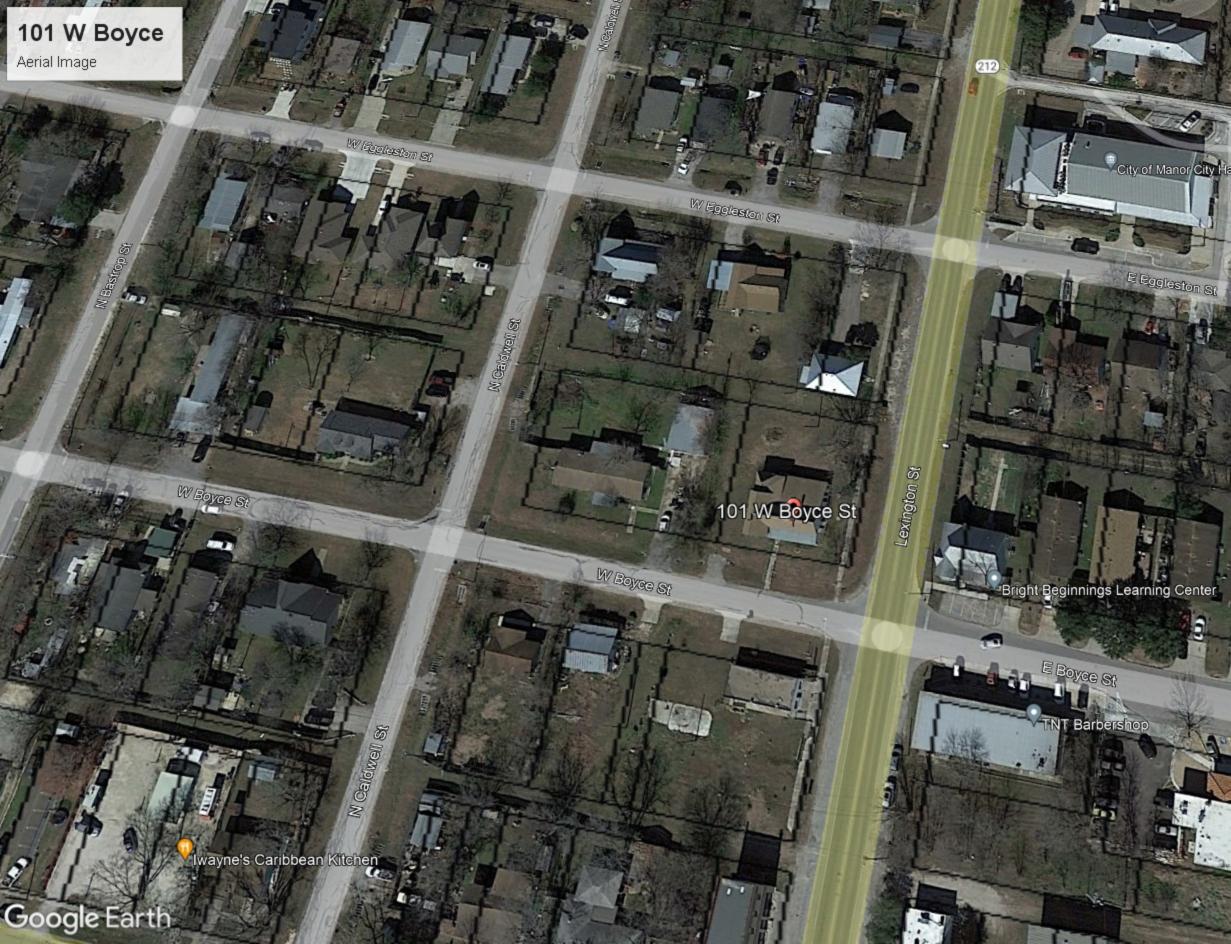




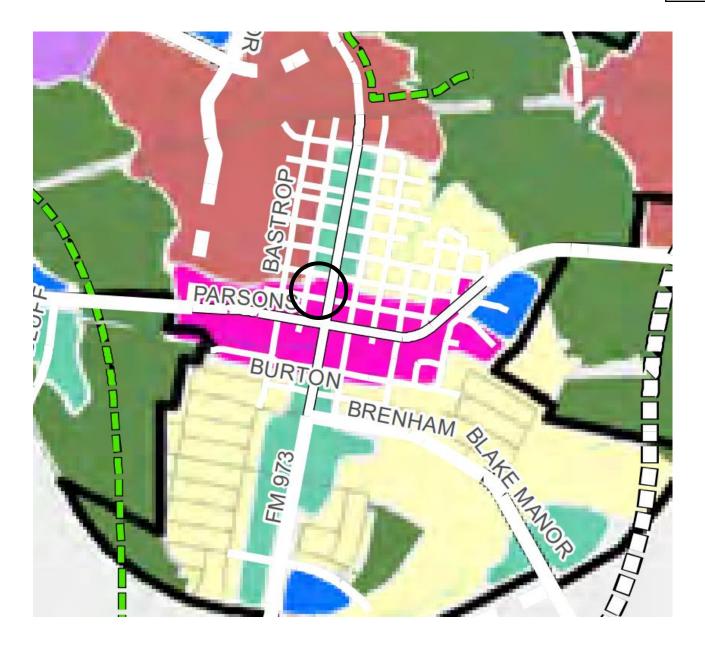
Current: Neighborhood Business (NB)

Proposed: Downtown Business (DB)











DOWNTOWN MIXED-USE

Downtown Mixed-Use is intended for the residential, commercial, business, and office uses that line the Old Highway 20 corridor and adjacent streets, including the traditional downtown shopping district of Manor.

Not only is this area currently a mixed-use environment currently, but it is envisioned to see a strong reinvention via more density and a higher mix of uses in the future. This area should be designed to accommodate transit, should rail services extend to Manor from Austin. However, even if the rail does not come, a downtown that is comprised of high-density mixed-use development will still bring many opportunities and benefits to the community.

Densities range between 4 and 40 units per acre, although individual sites may achieve higher densities if they are coordinated within the rest of the area, provide superior access to services and amenities, and appropriate compatibility to adjacent uses is provided.

Here, infill development especially presents opportunities for small businesses, unique and dense housing options and potentially even small scale/artisan manufacturing.

The pedestrian environment and experience should be top priority in Downtown and feature public gathering places, active streets, engaging storefronts, and sidewalk cafes. This is the best place in Manor to double down on and invest in creating a sense of place and identity for the community.

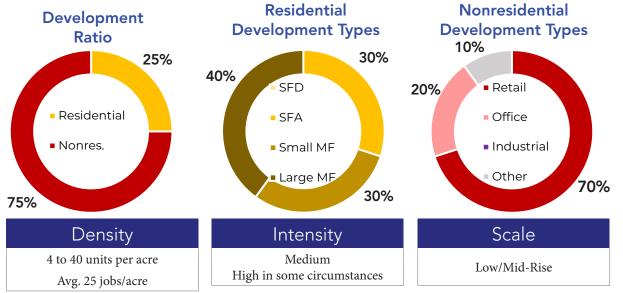






Figure 3.10. Downtown Mixed-Use Land Use Mix Dashboard



DEVELOPMENT TYPE	APPROPRIATENESS	CONDITIONS	
Single-Family Detached (SFD)	0000		
SFD + ADU	0000	Not considered compatible since the intent is to provide retail/services, activity centers and diversified housing to support surrounding neighborhoods and drive community identity/gathering	
SFA, Duplex	0000	nousing to support surrounding neighborhoods and drive community identity/gamering	
SFA, Townhomes and De- tached Missing Middle	•••00	This can be compatible provided that the overall Downtown Mixed Use area also contains mixed-use	
Apartment House (3-4 units)	●●●○○	urban flex buildings or shopping centers with which this housing product integrates in a manner to promote walkability and transitions; these development types should be located on secondary roads	
Small Multifamily (8-12 units)	●●●○○	rather than primary thoroughfares within Downtown, as those areas are best reserved for ground-floor retail and services	
Large Multifamily (12+ units)	$\bullet \bullet \bullet \circ \circ \circ$		
Mixed-Use Urban, Neighbor- hood Scale	••••	This is the ideal form of development within the Downtown Mixed Use category; provides for activity centers, retail, services and diverse housing options at a scale compatible with and supportive of surrounding neighborhoods to promote walkability; design should emphasize the pedestrian experience rather than people driving automobiles	
Mixed-Use Urban, Communi- ty Scale	•••00	Not generally considered compatible due to incompatible scale with neighborhoods, but can be de- pending on adjacencies to green space or more intensive uses	
Shopping Center, Neighbor- hood Scale		While less preferred than a mixed-use urban flex building, the use provides for activity centers, retail and services at a scale compatible with and supportive of surrounding neighborhoods to promote walk- ability; becomes more compatible if a horizontal approach to mixed-use is deployed, such as inclusion of small apartments nearby or within the same site, or to match the scale of adjacent historic buildings	
Shopping Center, Community Scale	••000	Not generally considered compatible due to incompatible scale with Downtown, but can be depending on adjacencies to green space or more intensive uses; may function better on the western and eastern edges of the Downtown Mixed Use area	
Light Industrial Flex Space	●●○○○	Not generally considered compatible due to incompatible scale with Downtown, but can be if particu- larly small-scale and included alongside more appropriate development types, or with integration of a storefront experience. Examples of appropriate uses might include maker spaces, coffee roasting, micro- breweries, and similar businesses	
Manufacturing	00000	Not considered compatible	
Civic	••••	Considered supportive to the function and livability of this future land use category, government build- ings, schools and community facilities can serve as activity hubs.	
Parks and Open Space		Generally considered appropriate or compatible within all Land Use Categories.	



12/21/2022

City of Manor Development Services

Notification for a Subdivision Rezoning Application

Project Name: 101 W Boyce Rezoning NB to DB Case Number: 2022-P-1494-ZO Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Rezoning Application for 101 W Boyce, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB). *Applicant: Jiwon Jung Owner: Buildblock*

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 at 105 East Eggleston Street in the City Hall Council Chambers.

The Manor City Council will meet at 7:00 PM on January 18, 2023 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.

Jesse & Julia Rocha PO Box 1002 Manor TX 78653

Jesse & Olivia Sanchez PO Box 811 Manor TX 87653

Build Block Inc 2700 E 2nd St Los Angeles CA 90033

> Behzad Bahrami PO Box 82653 Austin TX 78708

Barbarita Samudio Sanchez PO Box 142 Manor TX 78653

> Juan Ojeda Mendez 104 E Eggleston St Manor TX 78653

Jose Sabas Castillo PO Box 1097 Manor TX 78653

Juan Jr & Diana E Gerl Vasquez PO Box 449 Manor TX 78653

Debbie Ann & Darrell Guajardo 2501 Goforth Rd Kyle TX 78640

Nora L & Jose A Jr Sanchez PO Box 232 Manor TX 78653 Alfredo, Contreras Renteria, Aurelia PO Box 11 Manor TX 78653

Jose Soto & Maribella, Cortez Gonzalez, Jaimes 14845 Bois Darc LN Manor TX 78653

Jorge Moreno 4301 Jan St Unit B Harlingen TX 78550

> Tancor LLC 9009 Fairway Hill Dr Austin TX 78750

Ross Etux Nunn PO Box 207 Manor TX 78653

Moses Acosta 106 Eggleston St Manor TX 78653

Marcos & Maria Chavez 127 Dry Creek Rd Unit B Manor TX 78653

Monica Ann Castillo PO Box 1097 Manor TX 78653

> Helen Casas PO BOX 223 Manor TX 78653

Lillie M Nunn PO Box 207 Manor TX 78653 Bradley G & Paula B Bowen 18109 Whitewater CV Round Rock TX 78681

Sepeco PO Box 170309 Austin TX 78717

Davis Capital Investments LLC PO Box 268 Manor TX 78653

> 2017 Manor LLC 203 W Parsons St Manor TX 78653

> Ramon E Jr Paiz PO Box 280 Manor TX 78653

Miguel Angel & Gloria Alvarado PO Box 294 Manor TX 78653

Claudie G & Sammie M Young PO Box 145 Manor TX 78653

Veronica Michelle Donley 204 W. Eggleston St Manor TX 78653

Victor M & Debra B Almaguer 3209 Ray St Austin TX 78702

> Maria Rocha 207 W Boyce St Manor TX 78653

> > 13

14

Colle Foster & Stephen Snyder

McDonnel 103 W Eggleston St Manor TX 78653

Virginia Z Cardenas PO Box 243 Manor TX 78653

Rosalinda Rodriguez 105 W Eggleston Manor TX 78653

> Carmen Davila 205 W Eggleston Manor TX 78653

Austin TX 78731

Allen Matetzschk 207 E Eggleston Manor TX 78653

James T, Alexandra Lutz, Carrillo 14812 FM 973 N Manor TX 78653

> **Timothy Mack Sherrod** 2705 Taft Blvd Wichita Falls TX 76308

Las Salsas Bar and Grill Mexican **Restaurant LLC** 12012 Barker Hills Dr Manor TX 78653

Ernesto Suarez

14121 Bois D Arc Ln

Manor TX 78653

James T Anderson

1601 W 38th St Ste 2

Ofelia Estrada PO Box 108 Manor TX 78653

Moein M Hassan PO Box 140853

William C Gault

PO Box 32

Manor TX 78653

Michael E & Tabatha A Darilek

PO Box 976

Manor TX 78653

120 East Boyce Street LLC

1004 Meriden Ln

Austin TX 78703

Emma Gildon

PO Box 872

Manor TX 78653

Austin TX 78714

Andersons Coffee Co. Inc.

1601 W 38th St Ste 2 Austin TX 78731

Glenissa & Torrey Overton 1135 Don Ann St Austin TX 78721

AGENDA ITEM NO.

2

Item 2.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). Applicant: Jiwon Jung Owner: Buildblock

BACKGROUND/SUMMARY:

The owner is seeking to rezoning this lot, and adjacent lots, to Downtown Business to allow for denser mixeduse development. The requested zoning is in accordance with the adopted Future Land Use Map which designated the area as Downtown Mixed-Use.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Letter of Intent
- Rezoning Map
- Aerial Image

- FLUM
- Public Notice
- Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing on a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB)

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None

Dec. 02, 2022

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

Letter of Intent for Rezoning

Project Address: 107 W Boyce St, Manor, TX 78653 Property ID: 238628 Legal Description: LOT 1-3 BLK 43 MANOR TOWN OF MH S#KBTXSNA/B344122

The property owner seeks to rezone the 0.396-acre lot located at 107 W Boyce St, Manor, TX 78653 from NB (Neighborhood Business) to DB (Downtown Business).

Manor city is planning to expand its central commercial area to revitalize the city and improve the quality of life of adjacent residential areas. To keep up with that idea, dense development of urban areas, especially divided into Downtown Mixed-Use uses including the site, will be required. However, the subject site, which is in the Downtown Mixed-Use area, is currently designated as an SF-1 zone, and only low-density development is possible, which is not in line with Manor city's urban planning. In this situation, I hope that we can create a dense commercial and residential community to meet the idea of Manor city planning, through this zoning change.

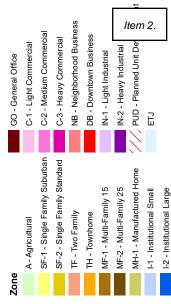
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Sincerely,

Jiwon Jung CEO of Build Block Inc. 2700 E 2nd St Los Angeles, CA 90033





Proposed: Downtown Business (DB)

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W Boyce St

W Egglesten St

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Lexington St

Iwayne's Caribbean Kitchen

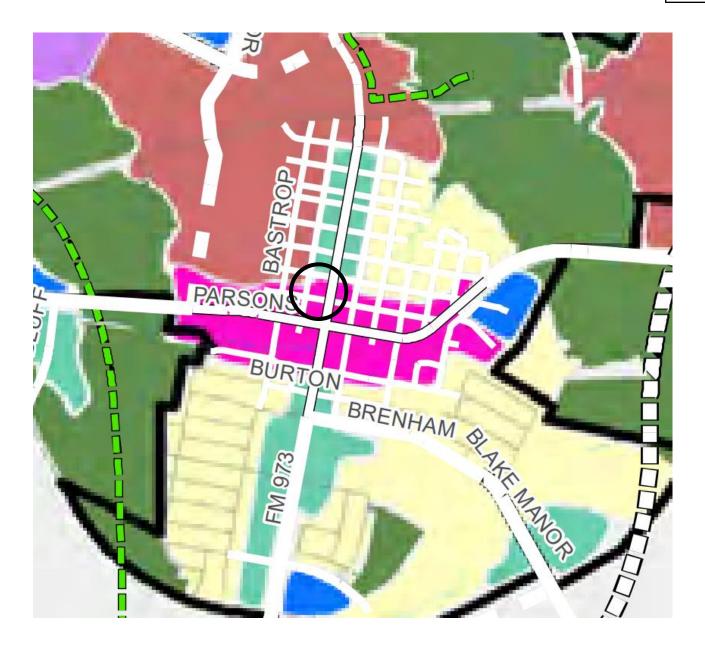
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W Berleston St

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DOWNTOWN MIXED-USE

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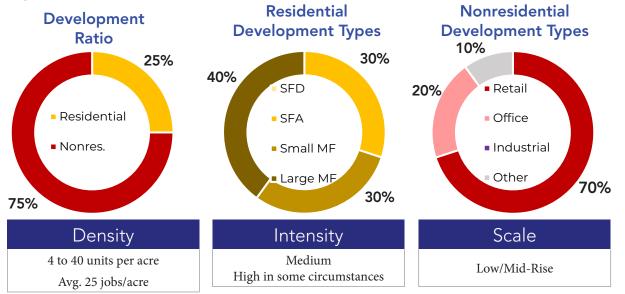






Figure 3.10. Downtown Mixed-Use Land Use Mix Dashboard



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Parks and Open Space	$\bullet \bullet \bullet \bullet \bullet$	Generally considered appropriate or compatible within all Land Use Categories.	



12/21/2022

City of Manor Development Services

Notification for a Subdivision Rezoning Application

Project Name: 107 W Boyce Rezoning SF-1 to DB Case Number: 2022-P-1492-ZO Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Rezoning Application for 107 W Boyce, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). *Applicant: Jiwon Jung Owner: Buildblock*

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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.

Jesse & Julia Rocha PO Box 1002 Manor TX 78653

Jesse & Olivia Sanchez PO Box 811 Manor TX 87653

Build Block Inc 2700 E 2nd St Los Angeles CA 90033

> Behzad Bahrami PO Box 82653 Austin TX 78708

Barbarita Samudio Sanchez PO Box 142 Manor TX 78653

> Juan Ojeda Mendez 104 E Eggleston St Manor TX 78653

Jose Sabas Castillo PO Box 1097 Manor TX 78653

Juan Jr & Diana E Gerl Vasquez PO Box 449 Manor TX 78653

Debbie Ann & Darrell Guajardo 2501 Goforth Rd Kyle TX 78640

Nora L & Jose A Jr Sanchez PO Box 232 Manor TX 78653 Alfredo, Contreras Renteria, Aurelia PO Box 11 Manor TX 78653

Jose Soto & Maribella, Cortez Gonzalez, Jaimes 14845 Bois Darc LN Manor TX 78653

Jorge Moreno 4301 Jan St Unit B Harlingen TX 78550

> Tancor LLC 9009 Fairway Hill Dr Austin TX 78750

Ross Etux Nunn PO Box 207 Manor TX 78653

Moses Acosta 106 Eggleston St Manor TX 78653

Marcos & Maria Chavez 127 Dry Creek Rd Unit B Manor TX 78653

Monica Ann Castillo PO Box 1097 Manor TX 78653

> Helen Casas PO BOX 223 Manor TX 78653

Lillie M Nunn PO Box 207 Manor TX 78653 Bradley G & Paula B Bowen 18109 Whitewater CV Round Rock TX 78681

Item 2.

Sepeco PO Box 170309 Austin TX 78717

Davis Capital Investments LLC PO Box 268 Manor TX 78653

> 2017 Manor LLC 203 W Parsons St Manor TX 78653

> Ramon E Jr Paiz PO Box 280 Manor TX 78653

Miguel Angel & Gloria Alvarado PO Box 294 Manor TX 78653

Claudie G & Sammie M Young PO Box 145 Manor TX 78653

Veronica Michelle Donley 204 W. Eggleston St Manor TX 78653

Victor M & Debra B Almaguer 3209 Ray St Austin TX 78702

> Maria Rocha 207 W Boyce St Manor TX 78653

24

William C Gault PO Box 32 Manor TX 78653

Michael E & Tabatha A Darilek PO Box 976 Manor TX 78653

120 East Boyce Street LLC 1004 Meriden Ln Austin TX 78703

> Emma Gildon PO Box 872 Manor TX 78653

Moein M Hassan

PO Box 140853 Austin TX 78714

Andersons Coffee Co. Inc.

1601 W 38th St Ste 2 Austin TX 78731

Colle Foster & Stephen Snyder McDonnel 103 W Eggleston St Manor TX 78653

> Virginia Z Cardenas PO Box 243 Manor TX 78653

Rosalinda Rodriguez 105 W Eggleston Manor TX 78653

> **Ofelia Estrada** PO Box 108 Manor TX 78653

Carmen Davila 205 W Eggleston Manor TX 78653

Glenissa & Torrey Overton 1135 Don Ann St

Austin TX 78721

James T, Alexandra Lutz, Carrillo 14812 FM 973 N Manor TX 78653

Item 2.

Timothy Mack Sherrod 2705 Taft Blvd Wichita Falls TX 76308

Las Salsas Bar and Grill Mexican **Restaurant LLC** 12012 Barker Hills Dr Manor TX 78653

> **Ernesto Suarez** 14121 Bois D Arc Ln Manor TX 78653

James T Anderson 1601 W 38th St Ste 2 Austin TX 78731

Allen Matetzschk 207 E Eggleston Manor TX 78653

AGENDA ITEM NO.

3



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). Applicant: Jiwon Jung Owner: Buildblock

BACKGROUND/SUMMARY:

The owner is seeking to rezoning this lot, and adjacent lots, to Downtown Business to allow for denser mixeduse development. The requested zoning is in accordance with the adopted Future Land Use Map which designated the area as Downtown Mixed-Use.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Letter of Intent
- Rezoning Map
- Aerial Image

- FLUM
- Public Notice
- Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing on a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB).

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None

Dec. 02, 2022

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

Letter of Intent for Rezoning

Project Address: 108 W Boyce St, Manor, TX 78653 Property ID: 238660 Legal Description: W 1/2 OF LOT 18,19-20 BLK 29 MANOR TOWN OF

The property owner seeks to rezone the 0.165-acre lot located at 108 W Boyce St, Manor, TX 78653 from SF-1(Single Family Suburban) to DB (Downtown Business).

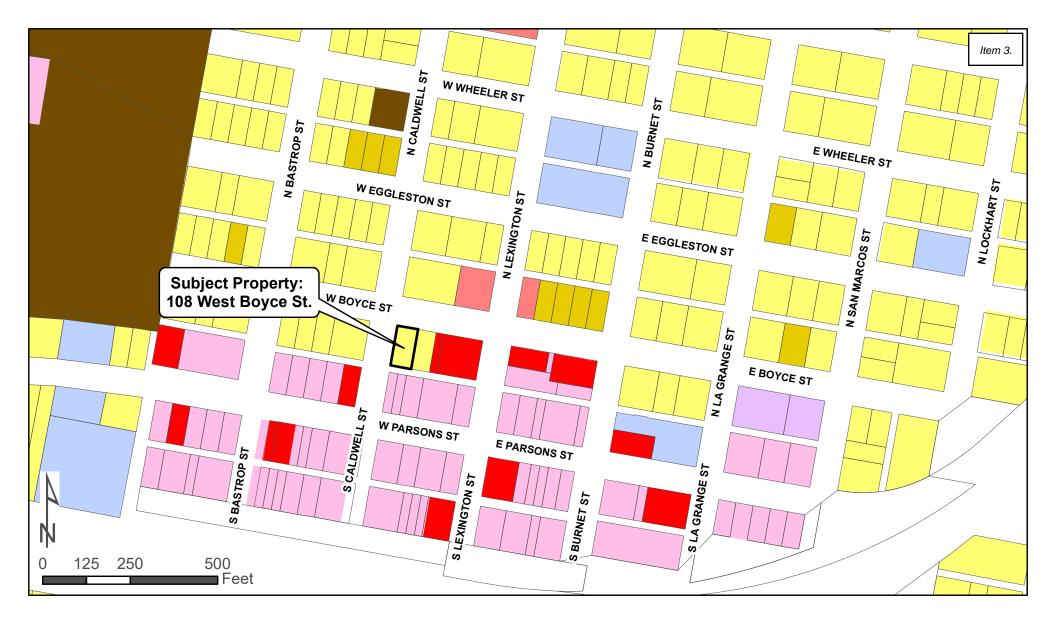
Manor city is planning to expand its central commercial area to revitalize the city and improve the quality of life of adjacent residential areas. To keep up with that idea, dense development of urban areas, especially divided into Downtown Mixed-Use uses including the site, will be required. However, the subject site, which is in the Downtown Mixed-Use area, is currently designated as an SF-1(Single Family Suburban) zone, and only low-density development is possible, which is not in line with Manor city's urban planning. In this situation, I hope that we can create a dense commercial and residential community to meet the idea of Manor city planning, through this zoning change.

As a large multi-family and mixed-use development project such as Manor Crossing Project is planned, the owner seeks an opportunity to respond to the population growth. Rezoning this tract will allow providing opportunities for cultural diversity and commercial growth. The property currently sits along West Boyce Street as a cross lot being DB-zoned parcel. I believe that rezoning the subject tract as proposed will not alter or impair the adjacent uses/properties.

I appreciate your consideration of the proposed rezoning application for approval and will be available to answer questions you might have regarding this matter. Please do not hesitate to email with your questions and comments.

Sincerely,

Jiwon Jung CEO of Build Block Inc. 2700 E 2nd St Los Angeles, CA 90033





Current: Single Family Suburban (SF-1)

Proposed: Downtown Business (DB)



lwayne's Caribbean Kitchen

N Caldmen St

Vce S

Google Earth

W BERKOP SY

in



W Replation at

11

Illie Maels Comfort Food

W Boyce St

108 W Boyce St

Mi Caldurali ar

Bright Beginnings Learning Center

Lexington St

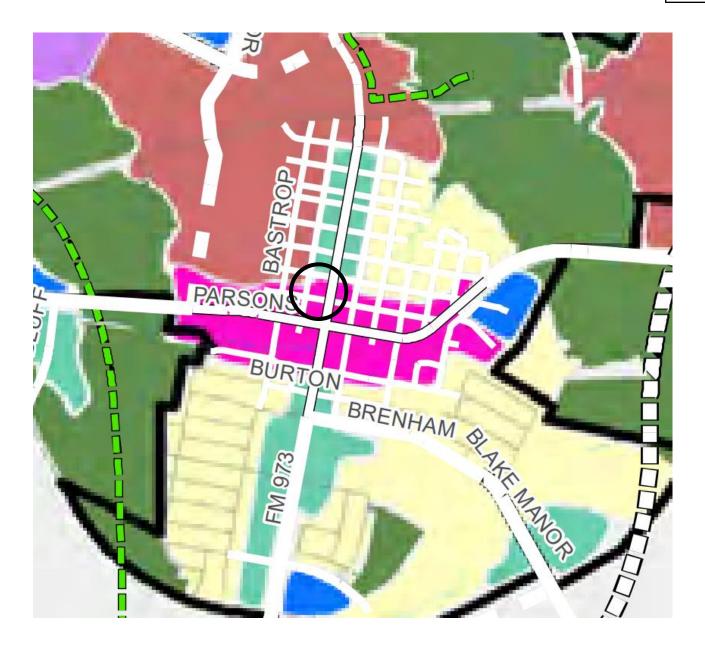


TNT Barbershop

16.3



100 ft





DOWNTOWN MIXED-USE

Downtown Mixed-Use is intended for the residential, commercial, business, and office uses that line the Old Highway 20 corridor and adjacent streets, including the traditional downtown shopping district of Manor.

Not only is this area currently a mixed-use environment currently, but it is envisioned to see a strong reinvention via more density and a higher mix of uses in the future. This area should be designed to accommodate transit, should rail services extend to Manor from Austin. However, even if the rail does not come, a downtown that is comprised of high-density mixed-use development will still bring many opportunities and benefits to the community.

Densities range between 4 and 40 units per acre, although individual sites may achieve higher densities if they are coordinated within the rest of the area, provide superior access to services and amenities, and appropriate compatibility to adjacent uses is provided.

Here, infill development especially presents opportunities for small businesses, unique and dense housing options and potentially even small scale/artisan manufacturing.

The pedestrian environment and experience should be top priority in Downtown and feature public gathering places, active streets, engaging storefronts, and sidewalk cafes. This is the best place in Manor to double down on and invest in creating a sense of place and identity for the community.

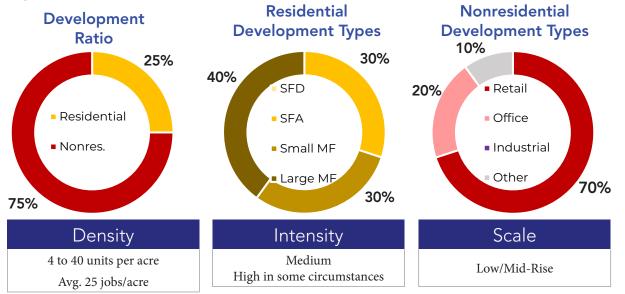






Figure 3.10. Downtown Mixed-Use Land Use Mix Dashboard



DEVELOPMENT TYPE	APPROPRIATENESS	CONDITIONS	
Single-Family Detached (SFD)	●0000		
SFD + ADU	0000	Not considered compatible since the intent is to provide retail/services, activity centers and diversified housing to support surrounding neighborhoods and drive community identity/gathering	
SFA, Duplex	0000	nousing to support surrounding neighborhoods and drive community identity/gamering	
SFA, Townhomes and De- tached Missing Middle	•••00	This can be compatible provided that the overall Downtown Mixed Use area also contains mixed-use	
Apartment House (3-4 units)	●●●○○	urban flex buildings or shopping centers with which this housing product integrates in a manner to promote walkability and transitions; these development types should be located on secondary roads	
Small Multifamily (8-12 units)	●●●○○	rather than primary thoroughfares within Downtown, as those areas are best reserved for ground-floor retail and services	
Large Multifamily (12+ units)	$\bullet \bullet \bullet \circ \circ$		
Mixed-Use Urban, Neighbor- hood Scale	••••	This is the ideal form of development within the Downtown Mixed Use category; provides for activity centers, retail, services and diverse housing options at a scale compatible with and supportive of surrounding neighborhoods to promote walkability; design should emphasize the pedestrian experience rather than people driving automobiles	
Mixed-Use Urban, Communi- ty Scale	•••00	Not generally considered compatible due to incompatible scale with neighborhoods, but can be de- pending on adjacencies to green space or more intensive uses	
Shopping Center, Neighbor- hood Scale		While less preferred than a mixed-use urban flex building, the use provides for activity centers, retail and services at a scale compatible with and supportive of surrounding neighborhoods to promote walk- ability; becomes more compatible if a horizontal approach to mixed-use is deployed, such as inclusion of small apartments nearby or within the same site, or to match the scale of adjacent historic buildings	
Shopping Center, Community Scale	●●○○○	Not generally considered compatible due to incompatible scale with Downtown, but can be depending on adjacencies to green space or more intensive uses; may function better on the western and eastern edges of the Downtown Mixed Use area	
Light Industrial Flex Space	●●○○○	Not generally considered compatible due to incompatible scale with Downtown, but can be if particu- larly small-scale and included alongside more appropriate development types, or with integration of a storefront experience. Examples of appropriate uses might include maker spaces, coffee roasting, micro- breweries, and similar businesses	
Manufacturing	●0000	Not considered compatible	
Civic	••••	Considered supportive to the function and livability of this future land use category, government build- ings, schools and community facilities can serve as activity hubs.	
Parks and Open Space	••••	Generally considered appropriate or compatible within all Land Use Categories. Land Use and Development 31	



12/21/2022

City of Manor Development Services

Notification for a Subdivision Rezoning Application

Project Name: 108 W Boyce Rezoning SF-1 to DB Case Number: 2022-P-1493-ZO Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Rezoning Application for 108 W Boyce, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). *Applicant: Jiwon Jung Owner: Buildblock*

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 at 105 East Eggleston Street in the City Hall Council Chambers.

The Manor City Council will meet at 7:00 PM on January 18, 2023 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.

Behzad Bahrami PO Box 82653 Austin, TX 78708

Claudie G & Sammie M Young PO Box 145 Manor, TX 78653

> Veronica Michelle Donley 204 W. Eggleston St Manor, TX 78653

Victor M & Debra B Almaguer 3209 Ray St Austin, TX 78702

> Timothy Mack Sherrod 2705 Taft Blvd Wichita Falls, TX 76308

Alfredo, Contreras Renteria, Aurelia PO Box 11 Manor, TX 78653

Jose Soto & Maribella, Cortez Gonzalez, Jaimes 14845 Bois Darc LN Manor, TX 78653

> 2017 Manor LLC 203 W Parsons St Manor, TX 78653

Davis Capital Investments LLC PO Box 268 Manor, TX 78653

120 East Boyce Street LLC 1004 Meriden Ln Austin, TX 78703 Ramon E Jr Paiz PO Box 280 Manor, TX 78653

Juan Jr & Diana E Gerl Vasquez PO Box 449 Manor, TX 78653

Debbie Ann & Darrell Guajardo 2501 Goforth Rd Kyle, TX 78640

> Jiwon Jung 2700 E 2nd St Los Angeles, CA 90033

> > Maria Rocha 207 W Boyce St Manor, TX 78653

Bradley G & Paula B Bowen 18109 Whitewater CV Round Rock, TX 78681

> Sepeco PO Box 170309 Austin, TX 78717

Barbarita Samudio Sanchez PO Box 142 Manor, TX 78653

> William C Gault PO Box 32 Manor, TX 78653

Michael E & Tabatha A Darilek PO Box 976 Manor, TX 78653 Marcos & Maria Chave 127 Dry Creek Rd Unit B Manor, TX 78653

Monica Ann Castillo PO Box 1097 Manor, TX 78653

Helen Casas PO BOX 223 Manor, TX 78653

Nora L & Jose A Jr Sanchez PO Box 232 Manor, TX 78653

> Jesse & Julia Rocha PO Box 1002 Manor, TX 78653

Jesse & Olivia Sanchez PO Box 811 Manor, TX 87653

> 2017 Manor LLC 203 W Parsons St Manor, TX 78653

Jorge Moreno 4301 Jan St Unit B Harlingen, TX 78550

Ernesto Suarez 14121 Bois D Arc Ln Manor TX 78653

Virginia Z Cardenas PO Box 243 Manor, TX 78653 **Lundgren Edwin O Estate** 507 Arbors CIR Elgin, TX 78621 Lopez Mar Lift Estate 208 West Parsons Manor, TX 78653

Aurelio Jr Ponce

200 W Parsons St

Manor, TX 78653

L&L Investment Enterprises LLC

Ernesto Suarez

14121 Bois D Arc Ln Manor, TX 78653

302 E 32nd St Austin, TX 78705

Billy C Duett

Po Box 562 Manor, TX 78653

Maqil Inc PO Box 399 Manor, TX 78653

Ringo Ming-Ling, Yu ChiSun, Wu

707 Knollwood Dr

Austin, TX 78746

AGENDA ITEM NO.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2). Applicant: Mahoney Engineering Owner: River City Partners Ltd.

BACKGROUND/SUMMARY:

This property is where M&M Auto Repair used to be. It was purchased by Riata Ford and they are looking to move or expand a portion of their business into this location and are requesting the same zoning category as their current dealership property. C-1 permits Minor Automotive Repair while C-2 permits Minor and Major Automotive Repair as well as Automobile Sales.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Letter of Intent
- Rezoning Map
- Aerial Image
- FLUM

Auto Repair DefinitionsPublic Notice

Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing on a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2).

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None

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4

Item 4.



Item 4.

Letter of Intent

December 8, 2022

Attention: Scott Dunlop, Director of Development Services City of Manor Development Services Department 105 E. Eggleston Street Manor, Texas 78653

Reference: Letter of Intent Rezoning Determination 10905 E HYW 290 Manor, Texas 78653

Dear Mr. Dunlop,

On behalf of Leif Johnson Ford, Mahoney Engineering is requesting to rezone a property located at 10905 East Highway 290, Manor, Texas 78653. According to TCAD, the Parcel ID Number is 0237591301. The property is currently zoned Light Commercial (C-1). Mahoney Engineering proposes the entire property be rezoned to Medium Commercial (C-2).

There is currently an Automotive Repair (Major) Facility located on the 0.68-Acre site that has existed since 2010 named M&M Diesel and Auto. Before this, the earliest legible google earth image is from January of 1995 and shows the current structures were existing in 1995 and being used as a gas station and potential automotive repair. New ownership would like to keep the existing use of Automotive Repair (Major); therefore, the property needs to be rezoned to comply with the permitted uses per zoning requirements. Currently the property to the south and west of the subject property is zoned C-2, the property to the east is zoned Institutional-Small (I-1), and properties to the north, across US Highway 290, are zoned C-1. Hence, the zoning change will not alter the character of the area and will not impair the use of the adjacent properties, due to no change in the current use.

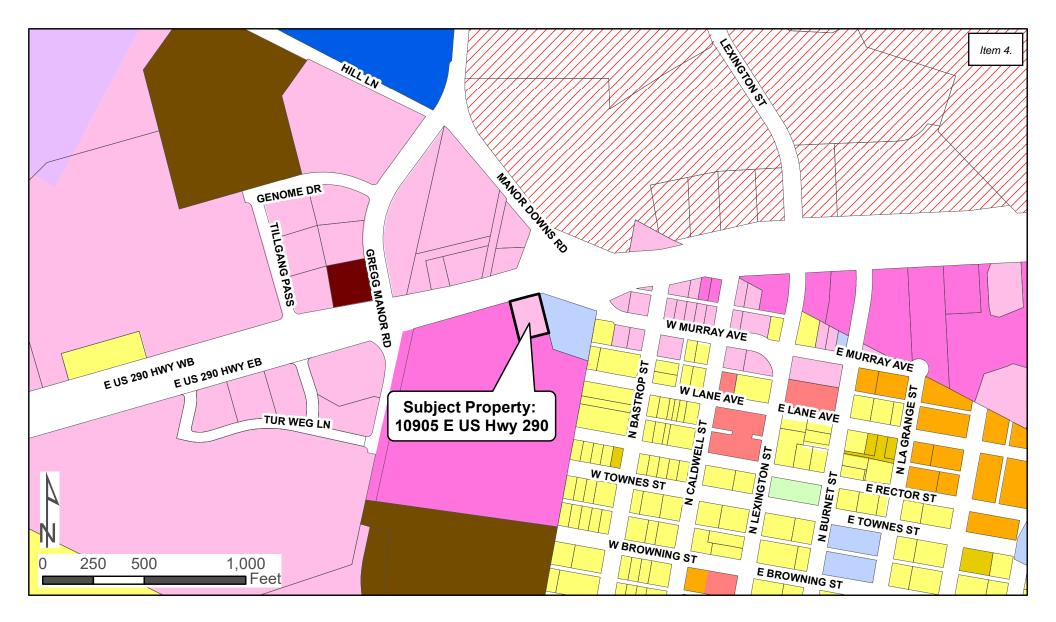
We look forward to receiving your support for Council approval to rezone the property, Parcel # 0237591301, from current zoning of C-1 to a future zoning of C-2.

Sincerely, MAHONEY ENGINEERING

Bovkin

Associate (737) 270-7310 tboykin@mahoneyeng.com

Bryče Dierschke Engineer Associate (737) 263-5562 bdierschke@mahoneyeng.com

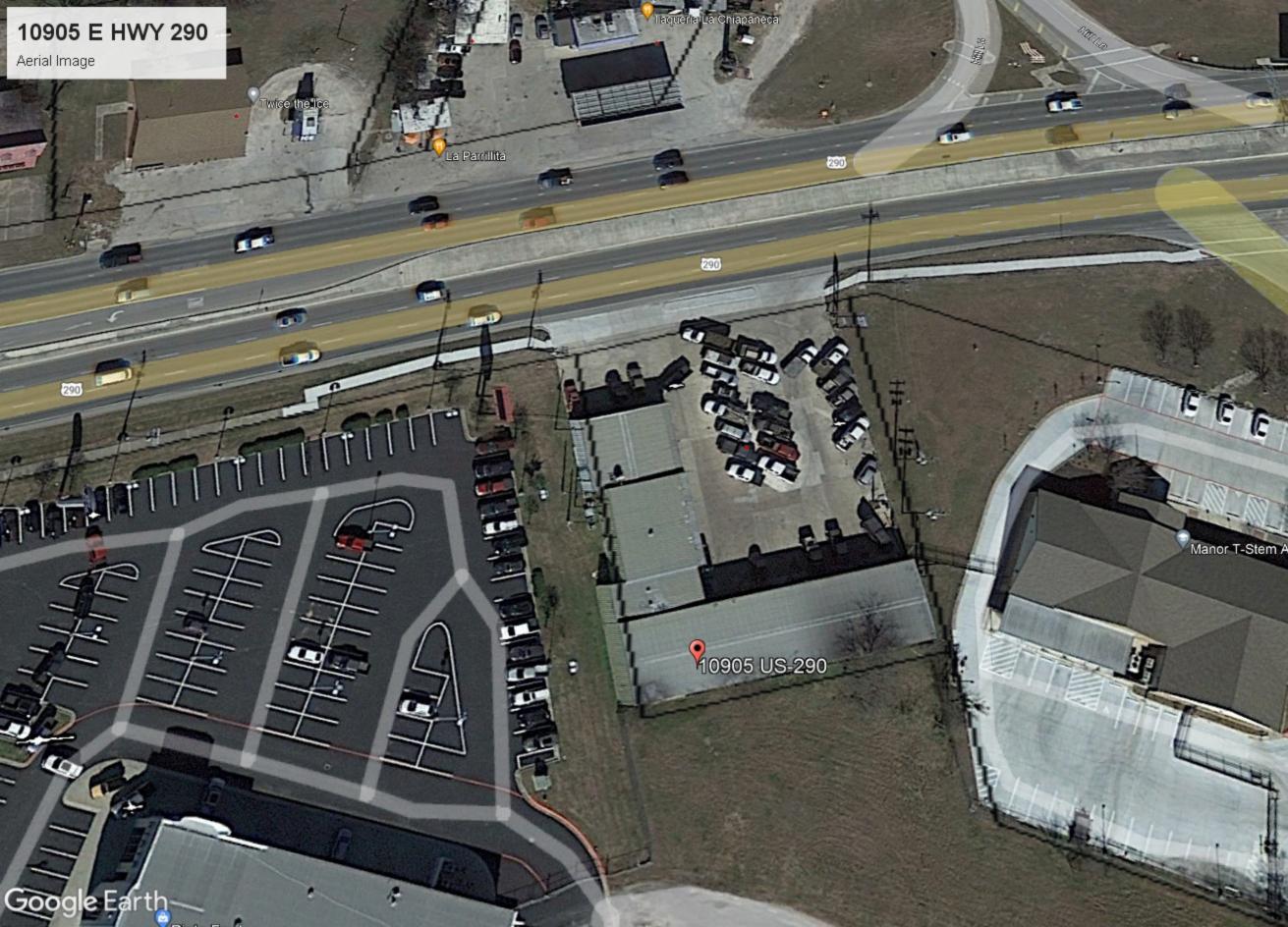




Current: Light Commercial (C-1)

Proposed: Medium Commercial (C-2)





Legend

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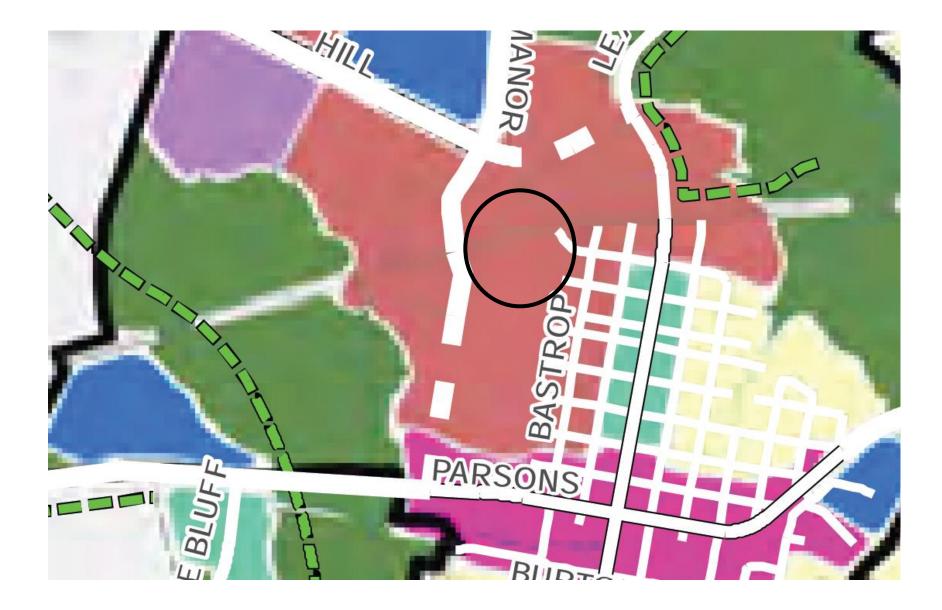
City of Manor City Hall

• Feature 1

♀ Feature 2

Manor T-Stem Academy







COMMUNITY MIXED-USE

The Community Mixed-Use allows a combination of dense residential and nonresidential uses in a compact design to create a walkable environment, but at a larger scale than Neighborhood Mixed-Use.

The category encourages a density range of 18-40 dwelling units per acre, although elements within a coordinated community mixed-use area could reach higher densities provided superior access to services and amenities and appropriate compatibility to adjacent uses is provided.

Community Mixed-Use areas allow residential units in close proximity to goods, services and civic activities, reducing residents' dependence on the car.

Community Mixed-Use places a great emphasis on the following design elements: density, intensity and scale; the mix of housing; walkability; streetscapes and a high quality public realm; parking management; and access to amenities such as parks, civic spaces and neighborhood services.

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

- Healthcare services, including hospitals.
- Larger employers in a variety of industries that residents currently commute to outside of Manor.
- Specialized facilities that support workforce and skills development, such as information technology, skilled trades and advanced manufacturing; provided such facilities fit the form described above.

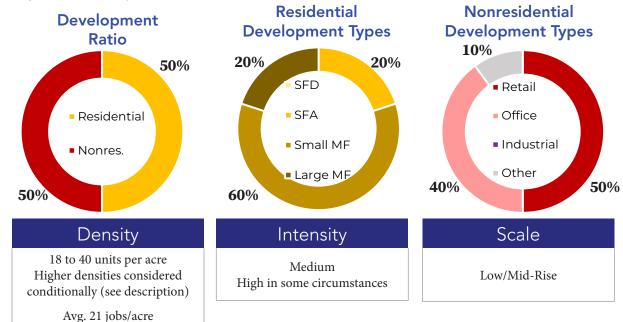




Figure 3.9. Community Mixed-Use Land Use Mix Dashboard



DEVELOPMENT TYPE	APPROPRIATENESS	CONDITIONS
Single-Family Detached (SFD)	•0000	Not considered appropriate since the intent is to provide retail, services, activity centers and diversified
SFD + ADU	0000	housing to support surrounding neighborhoods, achieve strong fiscal performance, and drive community
SFA, Duplex	0000	identity and gathering.
SFA, Townhomes and De- tached Missing Middle	•••00	
Apartment House (3-4 units)	•••00	This can be appropriate provided that the overall Community Mixed-Use area also contains mixed-use buildings and/or shopping centers with which this product integrates in a manner to promote walkability
Small Multifamily (8-12 units)	•••00	and access. Can be utilized as a transition between Community Mixed-Use and other uses. These develop ment types should be located on secondary roads rather than primary thoroughfares, as primary frontage are best reserved for ground-floor retail and services.
Large Multifamily (12+ units)	•••00	
Mixed-Use Urban, Neigh- borhood Scale	••••	This is the ideal form of development within the Community Mixed Use category; provides for activity centers, retail, services and diverse housing options. Design should emphasize the pedestrian experience
Mixed-Use Urban, Com- munity Scale	••••	rather than people driving automobiles. Vertical mixed-use is likely most appropriate, in order to achieve the intended densities. Ground floor uses are encouraged to be food and beverage or pedestrian-oriented retail and services, to promote foot traffic and activity.
Shopping Center, Neigh- borhood Scale		While less preferred, this use can provide retail and services near housing, promoting walkability and
Shopping Center, Commu- nity Scale	$\bullet \bullet \bullet \bullet \circ$	10-minute neighborhoods. Becomes more appropriate if a horizontal approach to mixed-use is deployed.
Light Industrial Flex Space	●●○○○	Not generally considered appropriate due to lower sales tax generation and limited ability to design at pe- destrian scale, but can be if particularly small-scale and included alongside more appropriate development types, or with integration of a storefront experience.
Manufacturing	00000	Not considered appropriate.
Civic	••••	Considered supportive to the function and livability of this future land use category, government buildings, schools and community facilities can serve as activity hubs.
Parks and Open Space	$\bullet \bullet \bullet \bullet \bullet$	Generally considered appropriate or compatible within all Land Use Categories.

Automotive repair (major) means a business specializing in major repair of motor vehicles entirely within an enclosed building, including any use listed below, as well as any use not listed as minor vehicle servicing:

(1) Auto glass, seat cover and muffler shop;

(2) Auto painting or body rebuilding shop;

(3) Tire retreading and capping;

(4) Body, fender, clutch, transmission, differential, axle, spring and frame repairs;

(5) Major overhauling of engines requiring removal therefrom of cylinder head or crankcase pan and any associated engine rebuilding;

(6) Repair of radiator requiring removal from the vehicle;

(7) Repair of truck, trailer, farm or industrial equipment, or other machinery/supplies; and

(8) Brake work, other than minor maintenance such as disc pad replacement and minor brake adjustment.

Automotive repair (minor) means a business specializing in minor, routine, periodic, preventive maintenance of a motor vehicle conducted entirely within an enclosed building, including the following:

(1) Servicing of spark plugs, batteries, distributors and distributor parts and including minor engine tuneups;

(2) Tire servicing and flat repair but not recapping or regrooving;

(3) Radiator cleaning and flushing (on vehicle);

(4) Fuel pump, oil pump and related maintenance;

(5) Minor servicing of carburetors;

(6) Emergency wiring repairs;

(7) Minor motor adjustment not involving removal of head or crankcase;

(8) Quick oil and filter change;

(9) Servicing hoses, fan belts, brake fluid, light bulbs, fuses, floor mats, seat belts, windshield wipers, mirrors, and installation of vehicle accessories such as radios;

(10) Lubrication, greasing and washing; and

(11) Disc pad replacement and minor brake adjustment.



12/21/2022

City of Manor Development Services

Notification for a Subdivision Rezoning Application

Project Name: 10905 E US 290 Rezoning C-1 to C-2 Case Number: 2022-P-1501-ZO Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Rezoning Application for 10905 E US 290, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2). *Applicant: Mahoney Engineering Owner: River City Partners Ltd.*

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 at 105 East Eggleston Street in the City Hall Council Chambers.

The Manor City Council will meet at 7:00 PM on January 18, 2023 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.

LLANO LAS ENTRADAS I LLC

1537 SINGLETON BLVD

DALLAS, TX 75212-5239

K-N CORPORATION 1717 W 6TH ST STE 330 AUSTIN, TX 78703-4791

MANOR, INDEPENDENT SCHOOL DISTR PO BOX 359 MANOR, TX 78653 COTTONWOOD HOLDINGS LTD 9900 US HIGHWAY 290 E MANOR, TX 78653-9720

CASTELAN CARILU 20912 CAMERON RD COUPLAND, TX 78615-4866

LOZANO BENJAMIN KEEF (1945094) 8005 BRIARWOOD LN AUSTIN, TX 78757-8111 NINH LILIAN DOAN ETAL (1855929) 1411 DEXFORD DR AUSTIN, TX 78753-1607

TURMAN THOMAS M (215726) 21609 UNION LEE CHURCH RD MANOR, TX 78653-5329

ROBINSON WALTER L 3608 EAGLES NEST ST ROUND ROCK, TX 78665-1131

AGENDA ITEM NO.

5

Item 5.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Short Form Final Plat with variance for the Buena Vida Subdivision, one (1) lot on 1.28 acres, more or less, and being located at 12334 Ballerstedt Road, Elgin, TX. Applicant: I.T Gonzalez Engineers Owner: Gerald Jaimes

BACKGROUND/SUMMARY:

This plat has been approved by our engineers but is filed with a variance that is at the Commission's discretion for approval. The variance is from Ch. 10, Exh. A, Art. III, Section 45(b)(9) that requires lots in our ETJ to have a minimum of 60' of width on a public ROW. This lot was created with a 29.59' width. However, the lot was created prior to the effective date (Nov. 4, 2020 – Ordinance 590) of the 60' requirement so had it been platted at the time of its creation (August 17, 2018 – SWD 2018133195) it would have been permitted. For this reason, staff supports approval of the variance request.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Letter of Intent
- Plat
- Engineer Comments
- Conformance Letter

- SWD 2018133195
- Notice
- Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing on a Short Form Final Plat with variance for the Buena Vida Subdivision, one (1) lot on 1.28 acres, more or less, and being located at 12334 Ballerstedt Road, Elgin, TX.

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None





January 23, 2022

City of Manor 105 E. Eggleston Street Manor, Texas 78653

Project: Proposed 1.30-acre Subdivision in Manor ETJ- Deed Record 2020169543, TCAD Property ID 910655

Dear Sir/Madam:

Our Clients, the Jaimes's, desire to subdivide their 1.30-acre tract into a legal lot. In order to do so, they would need a variance from Ordinance 590, Section 11. This Ordinance requires that lot frontage at road/street be 60 ft width. The 1.30-acre tract of land was bought in its current configuration with a 29.59 ft width fronting on Ballerstedt Rd, prior to the effective date of Ordinance 590, requiring a 60 ft width.

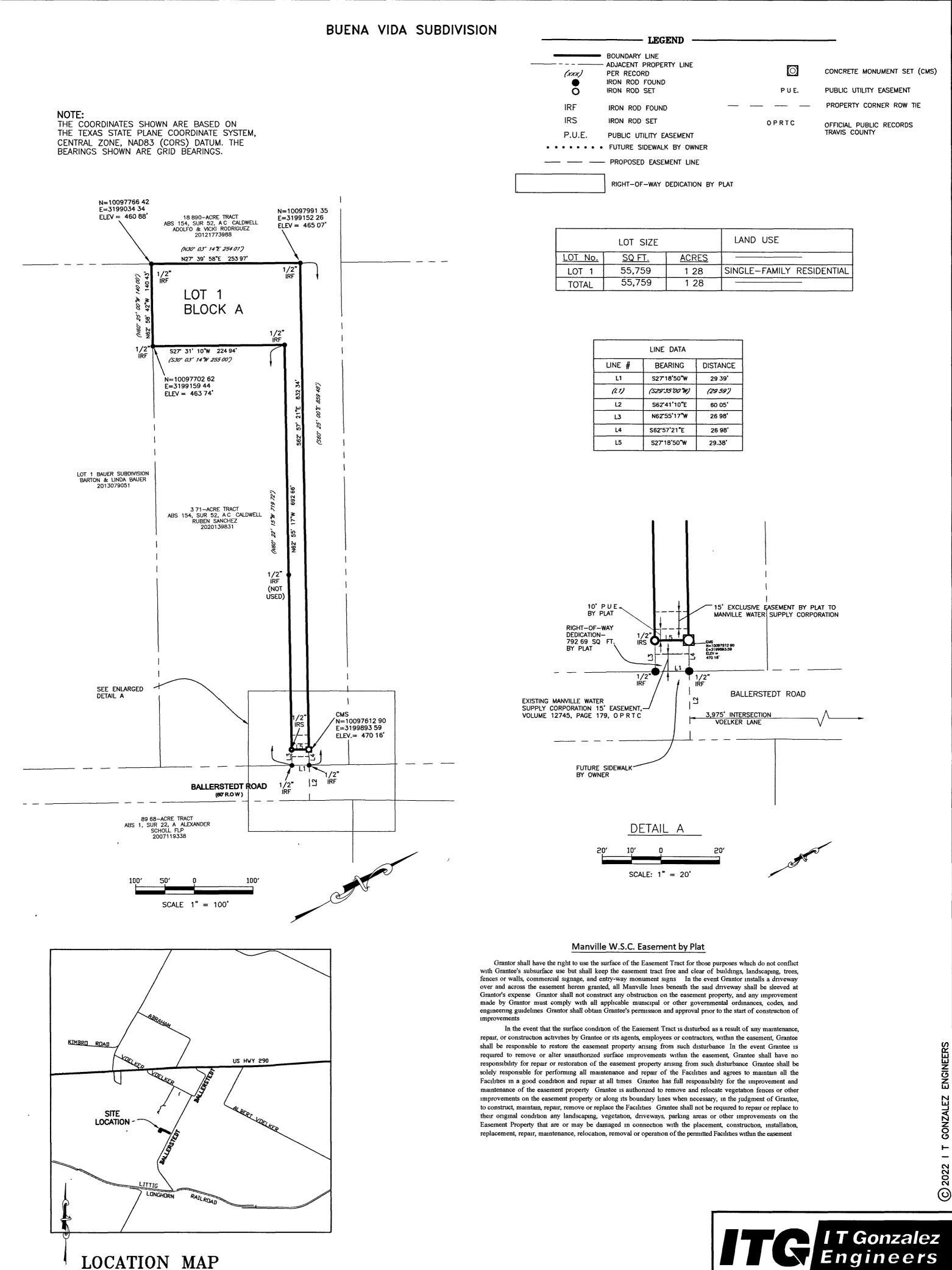
Thank you Kindly.

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Sincerely I T Gonzalez, PE, RPLS itgonz@swbell.net

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TEL:(512)447-7400

SURVEYING FIRM REGISTRATION NO. 100573-0 ENGINEERING FIRM REGISTRATION NO. F-3216 3501 MANUR RUAD AUSTIN, TEXAS 78723

SHEET 3 DF 3

I.T.G. ENGINEERS PROJECT NO: P21.11.13.01

GBA

1500 County Road 269 Leander, TX 78641

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

Date: Wednesday, July 20, 2022

Bill Graham I. T. Gonzalez Engineers 3501 Manor Road Austin TX 78723 bill@itgonzalezengineers.com

Permit Number 2022-P-1453-SF Job Address: 12334 Ballerstedt Road, Elgin, TX.

Dear Bill Graham,

The first submittal of the Buena Vida Short Form Final Plat (*Short Form Final Plat*) submitted by I. T. Gonzalez Engineers and received on November 03, 2022, 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. Project is within the City's extra-territorial jurisdiction. For projects located within the City's extraterritorial jurisdiction, one extra copy of the above-referenced items must be provided to the County for review and approval. The applicant shall be responsible for any additional information required by the County for Final Plat approval. Chapter 10 – Subdivision Regulations. Exhibit A – Subdivision Ordinance. Article II. – Procedure. Section 28. – Short Form Final Plats. Section 24 – Final Plat. (3).

2. Incorrect Chairperson. Incorrect Mayor of the city of Manor. The Chairperson is Julie Leonard. The Mayor of the city of Manor is Dr. Christopher Harvey. Certification and signature blocks as required by the City and the County. Chapter 10 – Subdivision Regulations. Exhibit A – Subdivision Ordinance. Article II. – Procedure. Section 28. – Short Form Final Plats. Section 24 – Final Plat. (vi).

3. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.

4. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.

5. For projects located within the City's extra-territorial jurisdiction, one (1) extra copy of the above-referenced items must be provided to the County for review and approval. The applicant shall be responsible for any additional information required by the County for Final Plat approval.

7/20/2022 7:54:36 AM Buena Vida Short Form Final Plat 2022-P-1453-SF 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,

Pauline M Gray

Pauline Gray, P.E. Lead AES GBA

COMMENT RESPONSE LETTER -

SUBMITTED AS PART OF UPDATE 1 FOR JULY 20, 2022 CITY OF MANOR REVIEW COMMENTS PROJECT: Buena Vida Subdivision LOCATION: 12234 Ballerstedt Road, Elgin, TX PERMIT #: 2022-P-1453-SF REVIEW ENGINEER: Pauline Gray, P.E. SUBMITTED BY: I. T. Gonzalez Engineers DATE: 11-02-2022

Engineer Review

1. Project is within the City's extra-territorial jurisdiction. For projects located within the City's extraterritorial jurisdiction, one extra copy of the above-referenced items must be provided to the County for review and approval. The applicant shall be responsible for any additional information required by the County for Final Plat approval. Chapter 10 – Subdivision Regulations. Exhibit A – Subdivision Ordinance. Article II. – Procedure. Section 28. – Short Form Final Plats. Section 24 – Final Plat. (3). *Noted. Travis County is reviewing the subdivision.*

2. Incorrect Chairperson. Incorrect Mayor of the city of Manor. The Chairperson is Julie Leonard. The Mayor of the city of Manor is Dr. Christopher Harvey. Certification and signature blocks as required by the City and the County. Chapter 10 – Subdivision Regulations. Exhibit A – Subdivision Ordinance. Article II. – Procedure. Section 28. – Short Form Final Plats. Section 24 – Final Plat. (vi). *The correct Chairperson and Mayor are now shown on the plat.*

3. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners. The plat is rotated to the state plane coordinate system and northern easting coordinates shown at 4 property corners.

4. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.

Manville WSC has provided an approval letter for a 15' exclusive water easement. This letter is included as part of this submittal.

5. For projects located within the City's extra-territorial jurisdiction, one (1) extra copy of the above-referenced items must be provided to the County for review and approval. The applicant shall be responsible for any additional information required by the County for Final Plat approval. *Noted. Travis County is reviewing the subdivision.*

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.

Noted.

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. *Noted.*

1500 County Road 269 Leander, TX 78641

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

GBA

Date: Wednesday, November 30, 2022

Bill Graham I. T. Gonzalez Engineers 3501 Manor Road Austin TX 78723 bill@itgonzalezengineers.com

Permit Number 2022-P-1453-SF Job Address: 12334 Ballerstedt Road, Elgin

Dear Bill Graham,

We have conducted a review of the final plat for the above-referenced project, submitted by Bill Graham and received by our office on November 03, 2022, 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,

Pauline M Gray

Pauline Gray, P.E. Lead AES GBA

TRV 2018133195 4 PGS

Special Warranty Deed

NOTICE OF CONFIDENTIALITY RIGHTS

IF YOU-ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Date: August 1, 2018
Grantor: Carlos Sarlchez, Maria Sarichez, and Benjamin Vences

Grantor's Mailing Address: 12326 Ballerstedt Rd Elgin, Texas 78621

Grantee: Ava Juliet Sanchez, a single person,

Grantee's Mailing Address: 12326 Bailerstedt Rd Elgin, Texas 78621

Consideration: Cash and other good and valuable consideration.

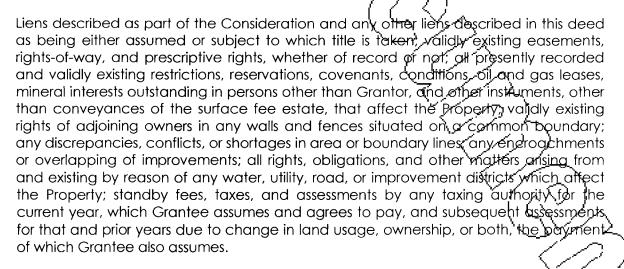
Property (including any improvements):

¥TÍUÀ IIIIIIIII

The Property is located in Travis County, Texas; and is more particularly described in Exhibit "A" attached to this document and incorporated by reference.

Reservations from Conveyance: None

Exceptions to Conveyance and Warranty:



54

Granter, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forevel. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof by or through Grantor but not otherwise, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

When the context requires, singular nouns and pronouns include the plural.

CARLOS-SANCHE Carlos Sanchez Mara Sa. Maria Sanchez éniamin Vences

NOTICE: This instrument was prepared by Hahcock McGill & Bleau, LLLP using information provided by third parties. We have not investigated or verified information provided to us and do not warrant the validity of the information or quality of title to the real estate described above. We do not represent the parties named in this instrument. The parties should seek independent legal coursel for dvice concerning the effect and consequences of this instrument.

State of Texas County of Travis This document was acknowledged before me on August 1/2018 by Carlos Sanchez.

Notary Public, State of Texas

ARIANE GEORGE

Expires September 29, 2020

Item 5. State, of Tjexas County of Travis This accument was acknowledged before me on August <u>1</u>, 2018 by Maria Sanchez. ARIANE GEORGE My Notary ID # 130840973 Notary Public, State of Jexas Expires September 29, 2020 State of Texas County of Travis This document was acknowledged, before me on August 11, 2018 by Benjamin Vences. ARIANE GEORGE My Notary ID # 130840973 Expires September 29, 2020 Notary Public, State of Texas AFTER RECORDING RETURN TO: Ava Juliet Sanchez 12326 Ballerstedt Rd Elgin, Texas 78621 Page 3 of 4 55

EXHIBIT "A"

BEING A 1.300 ACRE TRACT OF LAND SITUATED IN THE A. C. CALDWELL SURVEY, ABSTRACT NO. (154, FRAVIS COUNTY, TEXAS, BEING A PORTION OF THAT CERTAIN TRACT OF LAND CONVEYED IN DEED TO SONYA ARELLANO, AS RECORDED IN INSTRUMENT NO. 2013065009, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS (BEING DESCRIBED BY METES AND BOUNDS IN INSTRUMENT NO. 2003H33150, SAID OFFICIAL PUBLIC RECORDS), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 12-INCH-BEN ROD FOUND AT THE EAST CORNER OF SAID ARELLANO TRACT AND THE MOST-EASTEREY SOUTH CORNER OF THAT CERTAIN TRACT OF LAND DESCRIBED IN DEED TO ADOLFO RODRIGUEZ AND WIFE, VICKI RODRIGUEZ, AS RECORDED IN INSTRUMENT NO. 2012177398, SAUD OFFICIAL PUBLIC RECORDS, SAID IRON ROD BEING ON THE NORTHWEST LINE OF BALLERSTEDT ROAD (60 FOOT RIGHT-OF-WAY);

THENCE SOUTH 29° 35' 00" WEST, A DISTANCE OF 29.59 FEET ALONG SAID NORTHWEST LINE TO A 1/2-INCH IRON ROD SET;

THENCE NORTH 60° 22' 15" WEST, DEPARTING SAID NORTHWEST LINE, A DISTANCE OF 719.72 FEET TO A 1/2-INCH IRON ROD SET;

THENCE SOUTH 30° 03' 14" WEST, A DISTANCE OF 223,00 FEET TO A 1/2-INCH IRON ROD SET ON THE COMMON LINE OF AFORESAID ARELLANO TRACT AND LOT 1, OF BAUER SUBDIVISION, AN ADDITION TO TRAVIS COUNTY, TEXAS; ACCORDING TO THE PLAT THEREOF RECORDED IN INSTRUMENT NO. 201300175, AFORESAID OFFICIAL PUBLIC RECORDS;

THENCE NORTH 60° 25' 00" WEST, A DISTANCE OF 140.00 FEET ALONG SAID COMMON LINE TO A 1/2-INCH IRON ROD SET FROM WHICH A 1/2-INCH IRON ROD FOUND BEARS NORTH 60° 25' 00" WEST - 0.39 OF ONE FOOT, SAID IRON ROD SET BEING THE WEST CORNER OF SAID ARELLANO TRACT AND THE NORTH CORNER OF SAID LOT, 1, AND BEING ON THE MOST NORTHWESTERLY SOUTHEAST LINE OF AFORESAID RODRIGUEZ TRACT;

THENCE NORTH 30° 03' 14" EAST, A DISTANCE OF 254/01 EEETALONG THE COMMON LINE OF SAID ARELLANO AND RODRIGUEZ TRACTS TO A SET 600 NAIL FROM WHICH A 1/2-INCH IRON ROD FOUND BEARS SOUTH 25° 11' 16" WEST - 0.69 OF ONE FOOT SAID 600 NAIL BEING THE NORTH CORNER OF SAID ARELLANO TRACT;

THENCE SOUTH 60° 25' 00" EAST, A DISTANCE OF 859.48 FEET ALONG SAID COMMON LINE TO THE POINT OF BEGINNING AND CONTAINING 56,645 SQUARE FEET OF 1,300 ACRES OF LAND.

FILED AND RECORDED OFFICIAL PUBLIC RECORDS ma De Beann

Aug 21, 2018 12 32 PM 2018133495 WILLIAMSJ: \$38.00 Dana DeBeauvoir, County Clerk Travis County TEXAS

Recorders Memorandum-N, the time of recordation this instrument was found to be inadequate for the best reproduction, because of illegibility, carbon of photocopy, discolored paper, etc. All blockouts additions and changes were present at the time the instrument was filed and recorded.

Page 4 of 4



December 21, 2022

City of Manor Development Services

Notification for a Subdivision Short Form Final Plat

Project Name: Buena Vida Short Form Final Plat Case Number: 2022-P-1453-SF Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Subdivision Short Form Final Plat for the Buena Vida Subdivision located at 12234 Ballerstedt Road, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Short Form Final Plat with variance for the Buena Vida Subdivision, one (1) lot on 1.28 acres, more or less, and being located at 12234 Ballerstedt Road, Manor, TX. *Applicant: I.T Gonzalez Engineers Owner: Gerald Jaimes*

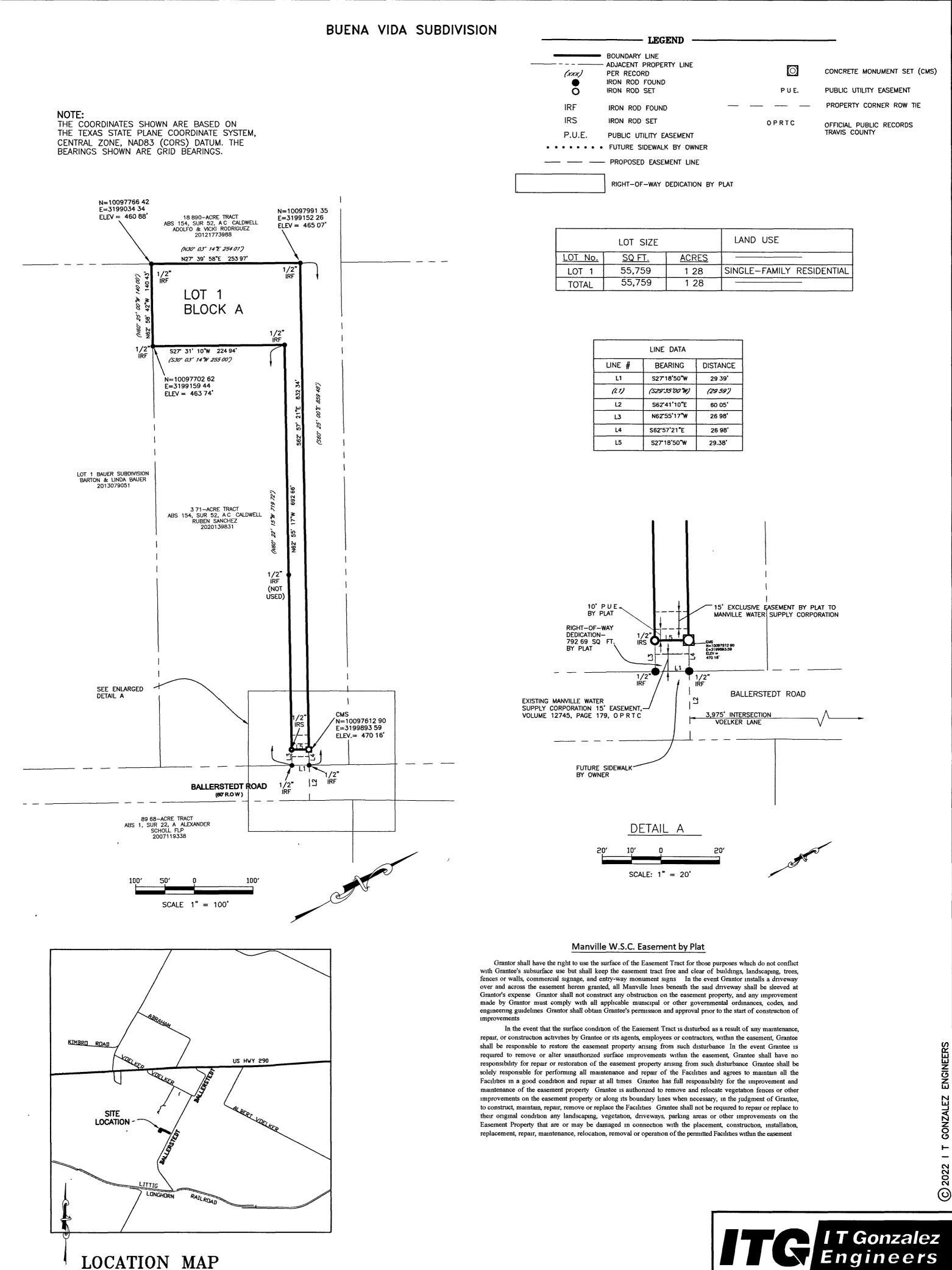
Variance Request: 29.59 feet lot width at public right-of-way

Code Requirement: 60.00 feet lot width at public right-of-way (Ch. 10, Ex. A, Art. III, Sec 45(b) (9)

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 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 Short Form Final 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.

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SHEET 3 DF 3

I.T.G. ENGINEERS PROJECT NO: P21.11.13.01

58

SURVEYING FIRM REGISTRATION NO. 100573-0 ENGINEERING FIRM REGISTRATION NO. F-3216 3501 MANUR RUAD AUSTIN, TEXAS 78723

TEL:(512)447-7400

Item 5.

THOMAS STEWART 12351 BALLERSTEDT RD ELGIN, TX 78621-4126

RUBEN SANCHEZ

12326 BALLERSTEDT RD

ELGIN, TX 78621-4188

GRIER H JR & THOMAS L RAGGIO 3841 NORMANDY DALLAS, TX 75205-2106

SCHOLL FLP 5205 BACKTRAIL DR AUSTIN, TX 78731-2668

ADOLFO & VICKI RODRIGUEZ

11428 CARNELIAN DR

AUSTIN, TX 78739-4381

KELLY AUSLEY-FLORES JOE R FLORES 2353 BALLERSTEDT RD ELGIN, TX 78621-4126

SAMUEL & ARACELI PENA DIAZ 7702 MULLEN DR AUSTIN, TX 78757-1347 ROBERT II & CARMEN A JACKSON 12362 BALLERSTEDT RD ELGIN, TX 78621-4188 CARLOS R & EVELYN J HERNANDEZ 12320 BALLERSTEDT RD ELGIN, TX 78621-4188

BARTON & LINDA C BAUER 12312 BALLERSTEDT ELGIN, TX 78621-4188

AGENDA ITEM NO.

6



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Development Services
DEPARTMENT:	Director

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517 acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX. Applicant: ALM Engineering **Owner: Greenview Manor Commons SW LP**

BACKGROUND/SUMMARY:

This plat has been approved by our engineers. They are dividing out 1 lot of a larger lot to create a commercial pad site. Valvoline has filed a site development plan for the lot.

Notice

Mailing Labels

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

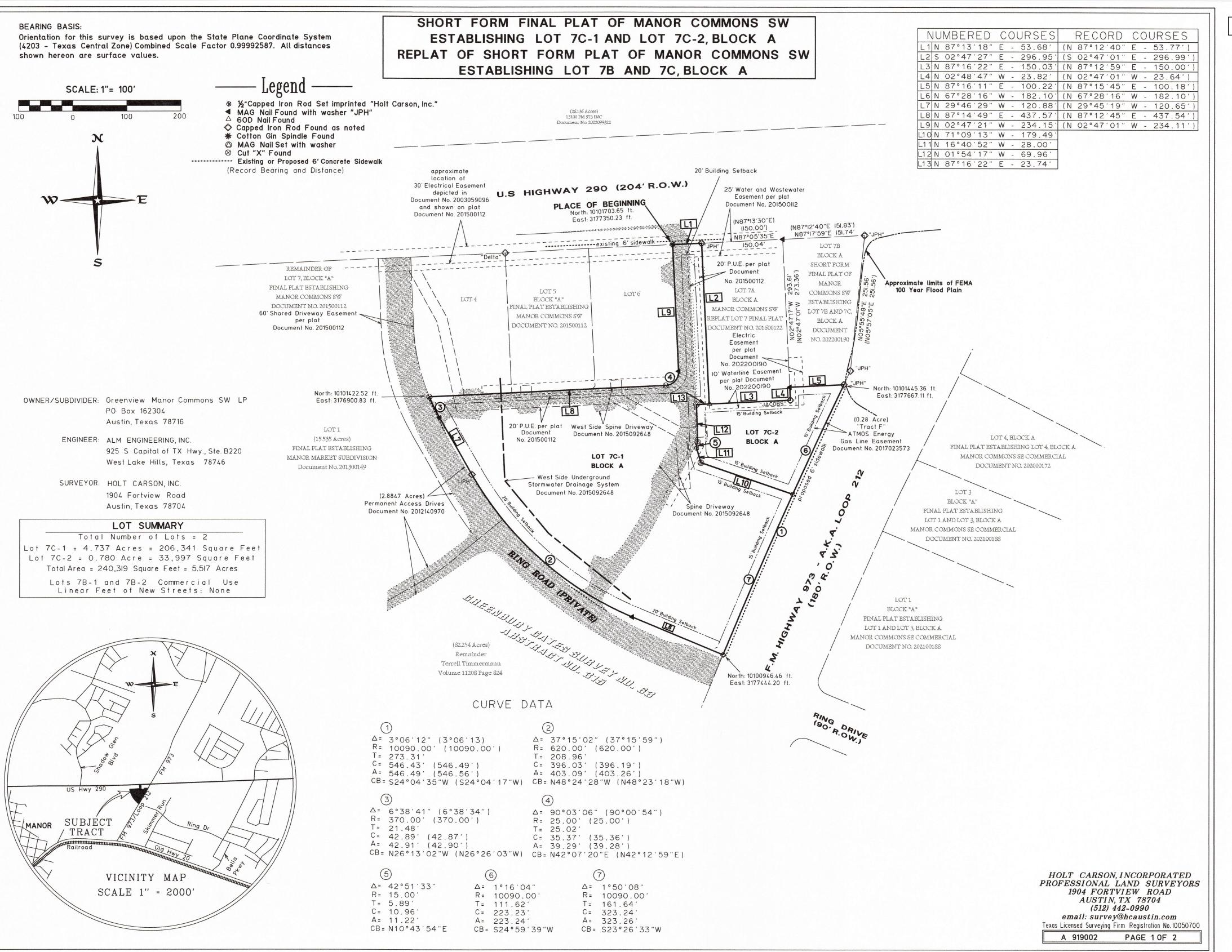
- Plat •
- **Engineer Comments**
- **Conformance Letter**

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing on a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517 acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX.

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
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Item 6.



ltem 6.

OWNER'S ACKNOWLEDGMENT: THE STATE OF TEXAS ×

THE COUNTY OF TRAVIS * KNOW ALL MEN BY THESE PRESENTS

That, Greenview Manor Commons SW LP, owner of 5.517 acres of land out of the Greenbury Gates Survey No. 63, Abstract No. 315, in the City of Manor, Travis County, Texas, and being all of Lot 7C, Block A, Short Form Final plat of Manor Commons SW Establishing Lot 7B & 7C, Block A, an addition to the City of Manor and recorded under Document No. 202200190 of the Official Public Records of Travis County, Texas, same being a portion of that certain tract of land as conveyed to Greenview Manor Commons SW LP, a Texas limited partnership by Special Warranty Deed recorded in Document No. 2015139479 of the Official Public Records of Travis County, Texas; said tract having been approved for pursuant to the Public Notification and Hearing Provision of Chapter 212.015 of the Local Government Code, said 5.157 acre tract of land pursuant to Chapter 26, of the Manor City Code and Chapter 212 of the Local Government Code as amended and in accordance with the tract as shown hereon, to be known as SHORT FORM FINAL PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7C-1 AND LOT 7C-2, BLOCK A, REPLAT OF SHORT FORM PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7B AND 7C, BLOCK A and do hereby dedicate to the Public the use of all streets and easements shown on said plat, subject to any easements and/or restrictions heretofore granted, and not released.

WITNESS MY HAND this the _____day of ______ A.D., 20____

Barth Timmermann, President Greenview Manor Commons SW LP 501 Vale Street Austin, Texas 78746

THE STATE OF TEXAS THE COUNTY OF TRAVIS

I, the undersigned authority, on this the _____ day of _____, A.D., 20____ did personally appear Barth Timmermann, known to me to be the person whose name is subscribed to the foregoing instrument of writing, and he acknowledged before me that he executed the same for the purposes and considerations therein expressed

NOTARY PUBLIC

Printed Name

Commission Expires

SURVEYOR'S CERTIFICATION: THE STATE OF TEXAS ×

THE COUNTY OF TRAVIS ×

I, Holt Carson, Registered Professional Land Surveyor No. 5166, in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property and that the property markers and monuments were placed under my my supervision on the ground, The field work was completed on August 24, 2022.

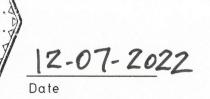
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*

5166

OFESSIO

HOLT CARSON



Holt Carson Registered Professional Land Surveyor No. 5166 HOLT CARSON, INC 1904 Fortview Road Austin, Texas 78704 (512) 442-0990

ENGINEER'S CERTIFICATION:

THE STATE OF TEXAS × THE COUNTY OF TRAVIS ×

I, Matthew Mitchell, a Registered Professional Engineer in the State of Texas, do hereby certify that this plat is in compliance with the codes and ordinances of the City of Manor, Texas and is not inundated by the 100 year flood plain as identified by the U.S. Federal Emergency Management Agency Boundary Map, (Flood Insurance Rate Map), Community Panel Number 48453C0485J, dated August 18, 2014 and revised to reflect Letter of Map Revision (LOMR 19-06-2660P), effective June 1, 2020.

12/8/2022 Date Matthew Mitchell P.E. No. 83335 ALM ENGINEERING, INC. F-3565 925 S Capital of TX Hwy, Suite B220 MATTHEW MITCHEL West Lake Hills, Texas 78746 83335 (512) 431-9600

SHORT FORM FINAL PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7C-1 AND LOT 7C-2, BLOCK A REPLAT OF SHORT FORM PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7B AND 7C, BLOCK A

PLAT NOTES:

1.) Water and wastewater systems servint this subdivision shall be designed and

installed in accordance with the City of Manor and State Health Department plans and Specifications and specifications shall be submitted to the City of Manor, Water and Wastewater Department for review. 2.) All water and wastewater construction must be inspected by the City of Manor. 3.) No lot in this subdivision shall be occupied until connected to the City of Manor water and wastewater 4.) Prior to construction, a site development permit must be obtained from the City of Manor 5.) Prior to Construction on lots in this subdivision, drainage plans will be submitted to the City of Manor for review. 6.) The property owners or assigns shall maintain all drainage easements on private property. 7.) The property owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by governmental authorities. 8.) Building setbacks shall comply with requirements shown in the City of Manor Code of Ordinances. 9.) This subdivision is subject to all general notes and restrictions appearing on the Final Plat Establishing Manor commons SW, recorded in Document No. 201500112: and Short Form Final Plat of Manor Commons Establishing Lot 7B & 7C, Block A, recorded in Document No. 202200190, all of the Official Public Records of Travis County, Texas. 10.) This subdivision is subject to Easements with Covenants and Restrictions affecting land (ECR) as described in Document No. 2012140970, the Declaration of Drainage and

Access Easements, Covenants and Conditions as described in Document No. 2015092648 and as supplemented br instrument recorded in Document No. 2016084509, all of the Official Public Records of Travis County, Texas.

LEGAL DESCRIPTION:

FIELD NOTE DESCRIPTION OF 5.517 ACRES OF LAND OUT OF THE GREENBURY GATES SURVEY NO. 63, ABSTRACT NO. 315 IN TRAVIS COUNTY, TEXAS, BEING ALL OF LOT 7C, BLOCK A, SHORT FORM FINAL PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7B & 7C, BLOCK A, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN DOCUMENT NO. 202200190 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, SAME BEING A PORTION OF THE PROPERTY DESCRIBED IN A SPECIAL WARRANTY DEED TO GREENVIEW MANOR COMMONS SW. L.P., A TEXAS LIMITED PARTNERSHIP, RECORDED IN DOCUMENT NO. 2015139479 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a cotton spindle found in the South right-of-way line of U.S. Highway at the Northeast corner of Lot 6, Block A, Final Plat Establishing Manor Commons SW, a subdivision in Travis County. Texas according to the map of Plat there of recorded in Document No. 201500112 of the Official Public Records of Travis County, Texas, same being the most Northerly Northwest corner of Lot 7C, Block A, Short Form Final Plat of Manor Commons SW Establishing Lot 7B & 7C, Block A, a subdivision in Travis County, Texas, according to the map or plat thereof recorded in Document No. 202200190 of the Official Public Records of Travis County, Texas and being the most Northerly Northwest corner and the PLACE OF BEGINNING of the herein described tract;

THENCE with the South right-of-way line of U.S. Highway 290 and with the North line of said Lot 7C, N 87 deg. 13'18" E 53.68 ft. to a 1/2" iron rod found with a plastic cap imprinted "JPH Land Surveying" found the Northwest corner of Lot 7A, Block A, Manor Commons SW Replat Lot 7 Final Plat, a subdivision in Travis County, Texas, according to the map or plat thereof recorded in Document No. 201600122, of the Official Public Records of Travis County, Texas;

THENCE leaving the South right-of-way line of U.S. Highway 290 with an East line of said Lot 7C and with the West line of said Lot 7A, S 02 deg. 47' 27" E 296.95 ft. to a 60D nail found at the Southwest corner of said Lot 7A, same being an angle corner of said Lot 7C and being an angle corner of the herein describe tract

THENCE with the South line of said Lot 7A and with a North line of said Lot 7C, N 87 deg. 16' 33" E 150.03 ft. to a 1/2" iron rod with a plastic cap imprinted "Jacobs Prop. Cor" found at the Southeast comer of said Lot 7A, same being an angle corner of said Lot 7C and being an angle corner of the herein described tract;

THENCE with the East line of said Lot 7A and with a westerly line of said Lot 7C, N 02 deg. 48' 47" W 297.00 ft. to a MAG nail with a washer imprinted "JPH Land Surveying" found in concrete at the Southwest corner of Lot 7B, Block A, Short Form Final Plat of Manor Commons SW Establishing Lot 7B & 7C, Block A, same being an angle corner of said Lot 7C and being an angle corner of the herein describe tract:

THENCE with the South line of said Lot 7B and with a North line of said Lot 7C, N 87 deg. 16'11" E 100.22 ft. to a 1/2" iron rod with a plastic cap imprinted "JPH Land Surveying" found in the curving West rightway line of F.M. 973 at the Southeast corner of said Lot 7B, same being the most Easterly corner of said Lot 7C and being the most Easterly corner of the herein described tract; THENCE with the West right-of-way line of F.M. 973 and with the East line of said Lot 7C, along a curve to the left, with a radius of 10,090.00 ft for an arc length of 546.49 ft and which chord bears, S 24 deg. 04'35" W 546.43 ft. to a 1/2" iron rod with a plastic cap imprinted "JPH Land Surveying" found at th most Southerly corner of said Lot 7C, same being in the Northeast line of an access road locally known Ring Road and being the most Southerly corner of the herein described tract; THENCE along the Southwest line of said Lot 7C and the Northeast line of said access drive known as Ring Road the following four (4) courses:

1.) N 67 deg. 28'10" W 182.10 ft. to a MAG nail with a washer imprinted "JPH Land Surveying" found in a concrete wing wall at a point of curvature:

2.) along a curve to the right with a radius of 620.00 ft. at an arc distance of 302.47 ft. passing an an corner of Lot 7, Final Plat Establishing Manor Commons SW, continuing for a total arc length of 403.09 ft. and which chord bears, N 48 deg. 24'28" W 396.03 ft. to a 1/2" iron rod with a plastic cap imprinted "JPH Land Surveying" found at a point of tangency; 3.) N 29 deg. 46'29" W 120.88 ft. to a MAG nail with a washer imprinted "JPH Land Surveying" found at a point of curvature;

4.) Along a curve to the right with a radius of 370.00 ft. for an arc length of 42.91 ft. and which chord bears, N 26 deg. 13'02" W 42.89 ft. to a cut "X" found in concrete at the Southwest corner of Lot 4, Block A, Final Plat Establishing Manor Commons SW, same being the most westerly corner of said Lot 7C and being the most westerly corner of the herein described tract; THENCE with the South line of Lot 4, Lot 5, and Lot 6, Block A Final Plat Establishing Manor Commons SW and with a North line of said Lot 7C, N 87 deg. 14'49'" E 437.57 ft. to a cut "X" found in concrete at the Southerly Southeast corner of said Lot 6;

THENCE along a curve to the left with a radius of 25.00 ft. for an arc length of 39.29 ft. and which chord bears N 42 deg. 07'20" E 35.37 ft. to a MAG nail with a washer imprinted "JPH Land Surveying" found at the Easterly Southeast of said Lot 6;

THENCE with the East line of said Lot 6 and with a West line of said Lot 7C, N 02 deg. 47'21" W 234.15 ft. to the PLACE OF BEGINNING and containing 5.517 acres of land.

CITY OF MANOR PLANNING AND ZONING CO	
ACCEPTED AND AUTHORIZED for record by	
City of Manor, Texas, on this the da	ay of 20, A.D.
Approved:	
Iulia Lasanad. Chainnean	
Iulie Leonard, Chairperson	Date
Attest:	
Lluvia T. Almaraz, City Secretary	Date
This subdivision is located within the Ci December 7, 2022.	ity of Manor as of this date,
CITY OF MANOR CITY COUNCIL APPROVAL:	:
ACCEPTED AND AUTHORIZED for record by City of Manor, Texas, on this the d	
Approved:	
Honorable Dr. Christopher Harvey, Mayor	Date
Attest:	
Lluvia T. Almaraz, City Secretary	Date
THE STATE OF TEXAS	
THE COUNTY OF TRAVIS I, Rebecca Guerrero, Clerk	of Travis County, Texas, do hereby certify
that the foregoing instrument of Writing was filed for record in my office on th	ne
	D., ato'clockM. and duly recorded _, A.D., ato'clockM. in the Official
	te in Document No
WITNESS MY HAND AND SEAL OF OFF COUNTY this the day of	
REBECCA GUERRERO, COUNTY CLERK TR	RAVIS COUNTY, TEXAS
BY:	
BY: Deputy	

Texas Licensed Surveying Firm Registration No. 10050700

PAGE 2 OF 2

A 1123078



1500 County Road 269 Leander, TX 78641

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

Date: Monday, December 5, 2022

Matthew Mitchell ALM ENGINEERING, INC. 925 S CAPITAL OF TX HWY WEST LAKE HILLS 78746 almeng@sbcglobal.net

Permit Number 2022-P-1487-SF Job Address: Manor Commons SW Lot 7C-1 & 7C-2 SF, , LA.

Dear Matthew Mitchell,

The first submittal of the Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat (*Short Form Final Plat*) submitted by ALM ENGINEERING, INC. and received on December 08, 2022, 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. The street name Ring Road should be corrected to say Ring Drive.
- 2. The ROW width of FM 973 should be provided. The City of Manor will not accept varies for a ROW on plats.

3. Note number 9 should be removed from the Notes section of the plat and be placed near the City signature blocks. Also, a date should be provided not just the month and year.

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,

Pauline M Gray

12/5/2022 11:16:41 AM Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat 2022-P-1487-SF Page 2 Pauline Gray, P.E. Lead AES GBA



1500 County Road 269 Leander, TX 78641

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

Date: Monday, December 5, 2022

Matthew Mitchell ALM ENGINEERING, INC. 925 S CAPITAL OF TX HWY WEST LAKE HILLS 78746 almeng@sbcglobal.net

Permit Number 2022-P-1487-SF Job Address: Manor Commons SW Lot 7C-1 & 7C-2 SF, , LA.

Dear Matthew Mitchell,

The first submittal of the Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat (Short Form Final Plat) submitted by ALM ENGINEERING, INC. and received on November 14, 2022, 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. The street name Ring Road should be corrected to say Ring Drive. The private roadway Ring Road was dedicated per plat 201500112 and the public roadway Ring Drive was dedicated per plat 201900077, this is how the roads are currently annotated.

2. The ROW width of FM 973 should be provided. The City of Manor will not accept varies for a ROW on plats. The right-of-way width has been noted

3. Note number 9 should be removed from the Notes section of the plat and be placed near the City signature blocks. Also, a date should be provided not just the month and year. Note has been moved and complete date added

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. 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,

Pauline M Shary

12/5/2022 11:16:41 AM Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat 2022-P-1487-SF Page 2 Pauline Gray, P.E. Lead AES GBA **GBA**

1500 County Road 269 Leander, TX 78641

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

Date: Monday, December 19, 2022

Matthew Mitchell ALM ENGINEERING, INC. 925 S CAPITAL OF TX HWY WEST LAKE HILLS 78746 almeng@sbcglobal.net

Permit Number 2022-P-1487-SF Job Address: Manor Commons SW Lot 7C-1 & 7C-2 SF,

Dear Matthew Mitchell,

We have conducted a review of the final plat for the above-referenced project, submitted by Matthew Mitchell and received by our office on December 08, 2022, 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,

Pauline M Gray

Pauline Gray, P.E. Lead AES GBA



12/21/2022

City of Manor Development Services

Notification for a Subdivision Short Form Final Plat

Project Name: Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat Case Number: 2022-P-1487-SF Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Subdivision Short Form Final Plat for the Manor Commons SW Subdivision located at the intersection of US HWY 290 and F.M. 973 in Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX. *Applicant: ALM Engineering Owner: Greenview Manor Commons SW LP*

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 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 Short Form Final 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.

WAL-MART REAL ESTATE BUSINESS TRUST MS 0555 PO BOX 8050 BENTONVILLE AR 72712-8055

HAZA REALTY LP 4415 HIGHWAY 6 SUGAR LAND TX 77478-4476

TIMMERMANN GERALDINE PO BOX 4784 AUSTIN TX 78765-4784

GREENVIEW DEVELOPMENT 973 L P BARTH TIMMERMANN 501 VALE ST AUSTIN TX 78746-5732 CFT NV DEVELOPMENTS LLC 1683 WALNUT GROVE AVE ROSEMOND CA 91770-3711

SURFVIEW MANOR LLC 19 BAY VISTA DR MILL VALLEY CA 94941-1604

GREENVIEW DEVELOPMENT 973 L P BARTH TIMMERMANN 501 VALE ST AUSTIN TX 78746-5732 13100 FM 973 INC 10095 US Highway 290 E Manor TX 78653-0539

GREENVIEW MANOR COMMONS SW LP PO BOX 162304 AUSTIN TX 78716-2304

AJT REAL ESTATE LLC 2501 LOU HOLLOW PL CEDAR PARK TX USA 78613-3107

AGENDA ITEM NO.



7

Item 7.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:January 11 2023PREPARED BY:Scott Dunlop, DirectorDEPARTMENT:Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the minutes of December 14, 2022, P&Z Commission Regular Meeting.

BACKGROUND/SUMMARY:

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

• December 14, 2022, P&Z Commission Regular Session Minutes

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve the minutes of the December 14, 2022, P&Z Commission Regular Meeting.

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None

AGENDA ITEM NO.

8

Item 8.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB).

Applicant: Jiwon Jung Owner: Buildblock BACKGROUND/SUMMARY:

The owner is seeking to rezoning this lot, and adjacent lots, to Downtown Business to allow for denser mixeduse development. The requested zoning is in accordance with the adopted Future Land Use Map which designated the area as Downtown Mixed-Use.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Letter of Intent
- Rezoning Map
- Aerial Image

- FLUM
- Public Notice
- Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB).

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
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Dec. 02, 2022

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

Letter of Intent for Rezoning

Project Address: 101 W Boyce St, Manor, TX 78653 Property ID: 238627 Legal Description: LOT 4-5 BLK 43 MANOR TOWN OF

The property owner seeks to rezone the 0.264-acre lot located at 101 W Boyce St, Manor, TX 78653 from NB (Neighborhood Business) to DB (Downtown Business).

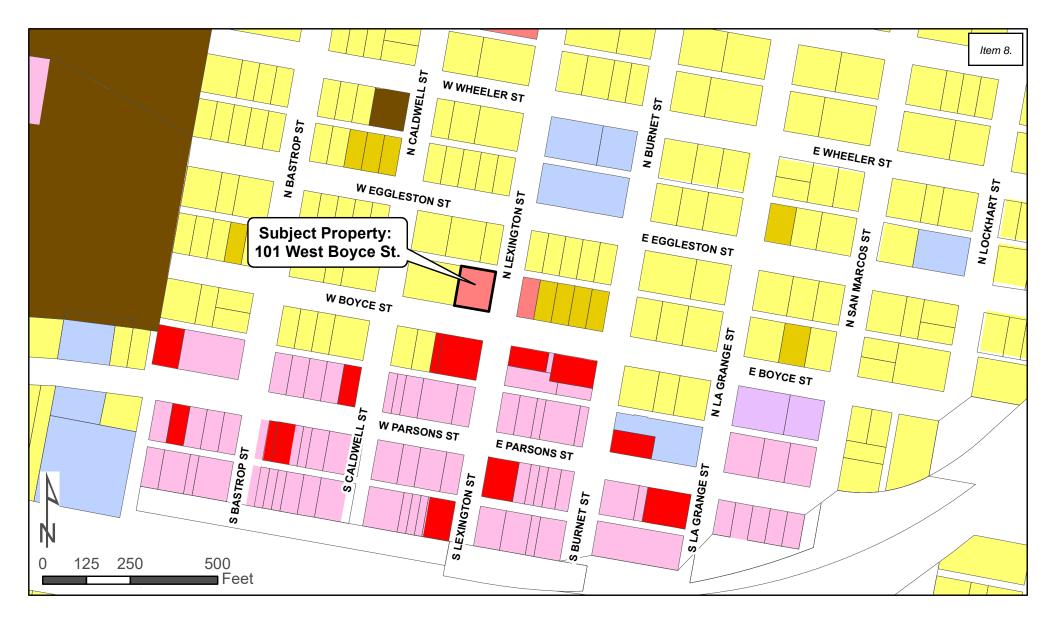
Manor city is planning to expand its central commercial area to revitalize the city and improve the quality of life of adjacent residential areas. To keep up with that idea, dense development of urban areas, especially divided into Downtown Mixed-Use uses including the site, will be required. However, the subject site, which is in the Downtown Mixed-Use area, is currently designated as an NB(Neighborhood Business) zone, and only low-density development is possible, which is not in line with Manor city's urban planning. In this situation, I hope that we can create a dense commercial and residential community to meet the idea of Manor city planning, through this zoning change.

As a large multi-family and mixed-use development project such as Manor Crossing Project is planned, the owner seeks an opportunity to respond to the population growth. Rezoning this tract will allow providing opportunities for cultural diversity and commercial growth. The property currently sits along West Boyce Street as a cross lot being DB-zoned parcel. I believe that rezoning the subject tract as proposed will not alter or impair the adjacent uses/properties.

I appreciate your consideration of the proposed rezoning application for approval and will be available to answer questions you might have regarding this matter. Please do not hesitate to email with your questions and comments.

Sincerely,

Jiwon Jung CEO of Build Block Inc. 101 W Boyce St, Manor, TX 78653

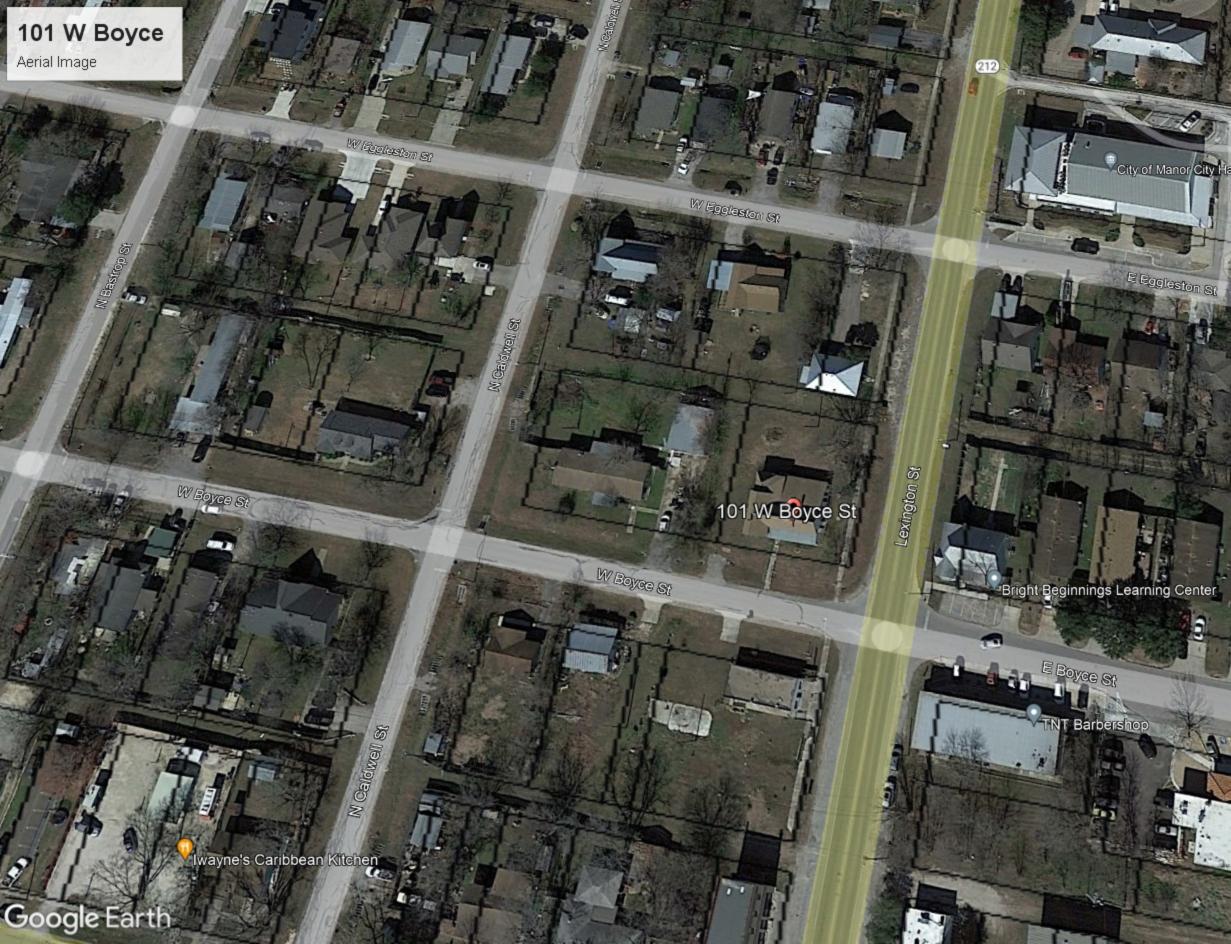




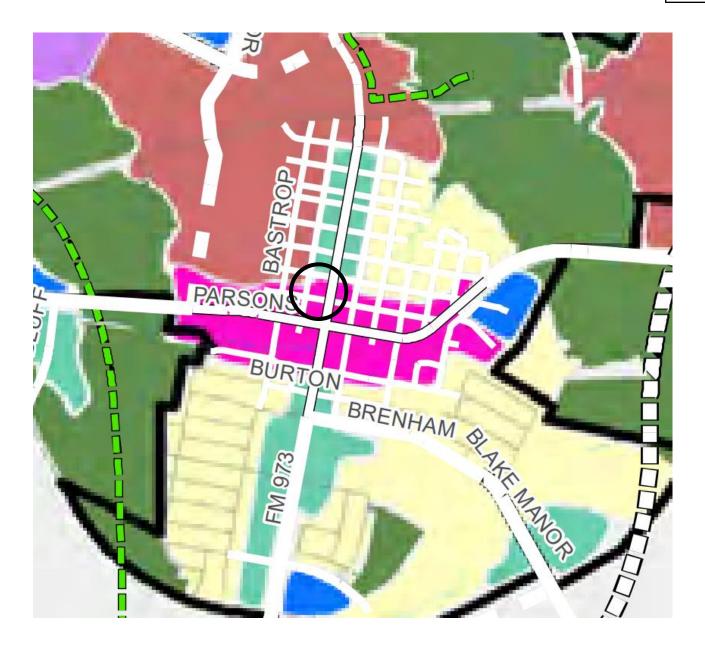
Current: Neighborhood Business (NB)

Proposed: Downtown Business (DB)











DOWNTOWN MIXED-USE

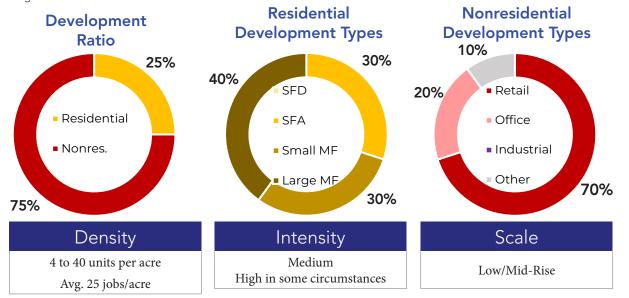
Downtown Mixed-Use is intended for the residential, commercial, business, and office uses that line the Old Highway 20 corridor and adjacent streets, including the traditional downtown shopping district of Manor.

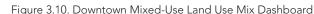
Not only is this area currently a mixed-use environment currently, but it is envisioned to see a strong reinvention via more density and a higher mix of uses in the future. This area should be designed to accommodate transit, should rail services extend to Manor from Austin. However, even if the rail does not come, a downtown that is comprised of high-density mixed-use development will still bring many opportunities and benefits to the community.

Densities range between 4 and 40 units per acre, although individual sites may achieve higher densities if they are coordinated within the rest of the area, provide superior access to services and amenities, and appropriate compatibility to adjacent uses is provided.

Here, infill development especially presents opportunities for small businesses, unique and dense housing options and potentially even small scale/artisan manufacturing.

The pedestrian environment and experience should be top priority in Downtown and feature public gathering places, active streets, engaging storefronts, and sidewalk cafes. This is the best place in Manor to double down on and invest in creating a sense of place and identity for the community.











DEVELOPMENT TYPE	APPROPRIATENESS	CONDITIONS
Single-Family Detached (SFD)	●0000	
SFD + ADU	0000	Not considered compatible since the intent is to provide retail/services, activity centers and diversified housing to support surrounding neighborhoods and drive community identity/gathering
SFA, Duplex	0000	nousing to support surrounding neighbornoods and arre community racially, gautering
SFA, Townhomes and De- tached Missing Middle	•••00	This can be compatible provided that the overall Downtown Mixed Use area also contains mixed-use
Apartment House (3-4 units)	●●●○○	urban flex buildings or shopping centers with which this housing product integrates in a manner to promote walkability and transitions; these development types should be located on secondary roads
Small Multifamily (8-12 units)	●●●○○	rather than primary thoroughfares within Downtown, as those areas are best reserved for ground-floor retail and services
Large Multifamily (12+ units)	$\bullet \bullet \bullet \circ \circ$	
Mixed-Use Urban, Neighbor- hood Scale	••••	This is the ideal form of development within the Downtown Mixed Use category; provides for activity centers, retail, services and diverse housing options at a scale compatible with and supportive of surrounding neighborhoods to promote walkability; design should emphasize the pedestrian experience rather than people driving automobiles
Mixed-Use Urban, Communi- ty Scale	•••00	Not generally considered compatible due to incompatible scale with neighborhoods, but can be de- pending on adjacencies to green space or more intensive uses
Shopping Center, Neighbor- hood Scale		While less preferred than a mixed-use urban flex building, the use provides for activity centers, retail and services at a scale compatible with and supportive of surrounding neighborhoods to promote walk- ability; becomes more compatible if a horizontal approach to mixed-use is deployed, such as inclusion of small apartments nearby or within the same site, or to match the scale of adjacent historic buildings
Shopping Center, Community Scale	••000	Not generally considered compatible due to incompatible scale with Downtown, but can be depending on adjacencies to green space or more intensive uses; may function better on the western and eastern edges of the Downtown Mixed Use area
Light Industrial Flex Space	●●○○○	Not generally considered compatible due to incompatible scale with Downtown, but can be if particu- larly small-scale and included alongside more appropriate development types, or with integration of a storefront experience. Examples of appropriate uses might include maker spaces, coffee roasting, micro- breweries, and similar businesses
Manufacturing	0000	Not considered compatible
Civic	••••	Considered supportive to the function and livability of this future land use category, government build- ings, schools and community facilities can serve as activity hubs.
Parks and Open Space	••••	Generally considered appropriate or compatible within all Land Use Categories.



12/21/2022

City of Manor Development Services

Notification for a Subdivision Rezoning Application

Project Name: 101 W Boyce Rezoning NB to DB Case Number: 2022-P-1494-ZO Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Rezoning Application for 101 W Boyce, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Rezoning Application for one (1) lot on .264 acres, more or less, and being located at 101 W Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB). *Applicant: Jiwon Jung Owner: Buildblock*

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 at 105 East Eggleston Street in the City Hall Council Chambers.

The Manor City Council will meet at 7:00 PM on January 18, 2023 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.

Jesse & Julia Rocha PO Box 1002 Manor TX 78653

Jesse & Olivia Sanchez PO Box 811 Manor TX 87653

Build Block Inc 2700 E 2nd St Los Angeles CA 90033

> Behzad Bahrami PO Box 82653 Austin TX 78708

Barbarita Samudio Sanchez PO Box 142 Manor TX 78653

> Juan Ojeda Mendez 104 E Eggleston St Manor TX 78653

Jose Sabas Castillo PO Box 1097 Manor TX 78653

Juan Jr & Diana E Gerl Vasquez PO Box 449 Manor TX 78653

Debbie Ann & Darrell Guajardo 2501 Goforth Rd Kyle TX 78640

Nora L & Jose A Jr Sanchez PO Box 232 Manor TX 78653 Alfredo, Contreras Renteria, Aurelia PO Box 11 Manor TX 78653

Jose Soto & Maribella, Cortez Gonzalez, Jaimes 14845 Bois Darc LN Manor TX 78653

Jorge Moreno 4301 Jan St Unit B Harlingen TX 78550

> Tancor LLC 9009 Fairway Hill Dr Austin TX 78750

Ross Etux Nunn PO Box 207 Manor TX 78653

Moses Acosta 106 Eggleston St Manor TX 78653

Marcos & Maria Chavez 127 Dry Creek Rd Unit B Manor TX 78653

Monica Ann Castillo PO Box 1097 Manor TX 78653

> Helen Casas PO BOX 223 Manor TX 78653

Lillie M Nunn PO Box 207 Manor TX 78653 Bradley G & Paula B Bowen 18109 Whitewater CV Round Rock TX 78681

Sepeco PO Box 170309 Austin TX 78717

Davis Capital Investments LLC PO Box 268 Manor TX 78653

> 2017 Manor LLC 203 W Parsons St Manor TX 78653

> Ramon E Jr Paiz PO Box 280 Manor TX 78653

Miguel Angel & Gloria Alvarado PO Box 294 Manor TX 78653

Claudie G & Sammie M Young PO Box 145 Manor TX 78653

Veronica Michelle Donley 204 W. Eggleston St Manor TX 78653

Victor M & Debra B Almaguer 3209 Ray St Austin TX 78702

> Maria Rocha 207 W Boyce St Manor TX 78653

80

James T, Alexandra Lutz, Carrillo 14812 FM 973 N Manor TX 78653

Item 8.

Timothy Mack Sherrod 2705 Taft Blvd Wichita Falls TX 76308

Las Salsas Bar and Grill Mexican **Restaurant LLC** 12012 Barker Hills Dr Manor TX 78653

> **Ernesto Suarez** 14121 Bois D Arc Ln Manor TX 78653

James T Anderson 1601 W 38th St Ste 2 Austin TX 78731

Allen Matetzschk 207 E Eggleston Manor TX 78653

Colle Foster & Stephen Snyder McDonnel 103 W Eggleston St Manor TX 78653

> Virginia Z Cardenas PO Box 243 Manor TX 78653

Rosalinda Rodriguez 105 W Eggleston Manor TX 78653

> **Ofelia Estrada** PO Box 108 Manor TX 78653

Carmen Davila 205 W Eggleston Manor TX 78653

Glenissa & Torrey Overton

Austin TX 78721

William C Gault PO Box 32 Manor TX 78653

Michael E & Tabatha A Darilek PO Box 976 Manor TX 78653

120 East Boyce Street LLC 1004 Meriden Ln Austin TX 78703

> Emma Gildon PO Box 872 Manor TX 78653

Moein M Hassan

PO Box 140853 Austin TX 78714

Andersons Coffee Co. Inc.

1601 W 38th St Ste 2 Austin TX 78731

1135 Don Ann St

AGENDA ITEM NO.

9

Item 9.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). Applicant: Jiwon Jung **Owner: Buildblock**

BACKGROUND/SUMMARY:

The owner is seeking to rezoning this lot, and adjacent lots, to Downtown Business to allow for denser mixeduse development. The requested zoning is in accordance with the adopted Future Land Use Map which designated the area as Downtown Mixed-Use.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	
ATTACHMENTS:	YES

- Letter of Intent •
- **Rezoning Map** •
- Aerial Image •

- FLUM
- **Public Notice**
- Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB)

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None

Dec. 02, 2022

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

Letter of Intent for Rezoning

Project Address: 107 W Boyce St, Manor, TX 78653 Property ID: 238628 Legal Description: LOT 1-3 BLK 43 MANOR TOWN OF MH S#KBTXSNA/B344122

The property owner seeks to rezone the 0.396-acre lot located at 107 W Boyce St, Manor, TX 78653 from NB (Neighborhood Business) to DB (Downtown Business).

Manor city is planning to expand its central commercial area to revitalize the city and improve the quality of life of adjacent residential areas. To keep up with that idea, dense development of urban areas, especially divided into Downtown Mixed-Use uses including the site, will be required. However, the subject site, which is in the Downtown Mixed-Use area, is currently designated as an SF-1 zone, and only low-density development is possible, which is not in line with Manor city's urban planning. In this situation, I hope that we can create a dense commercial and residential community to meet the idea of Manor city planning, through this zoning change.

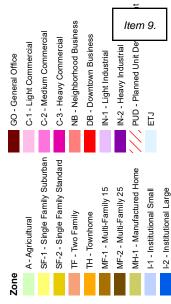
As a large multi-family and mixed-use development project such as Manor Crossing Project is planned, the owner seeks an opportunity to respond to the population growth. Rezoning this tract will allow providing opportunities for cultural diversity and commercial growth. The property currently sits along West Boyce Street as a cross lot being DB-zoned parcel. I believe that rezoning the subject tract as proposed will not alter or impair the adjacent uses/properties.

I appreciate your consideration of the proposed rezoning application for approval and will be available to answer questions you might have regarding this matter. Please do not hesitate to email with your questions and comments.

Sincerely,

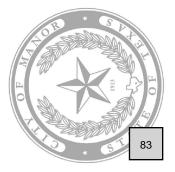
Jiwon Jung CEO of Build Block Inc. 2700 E 2nd St Los Angeles, CA 90033





Proposed: Downtown Business (DB)

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N Basire

900

Boyce St

77

9107 W Boyce St

11

W Boyce St

W Egglesten St

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Lexington St

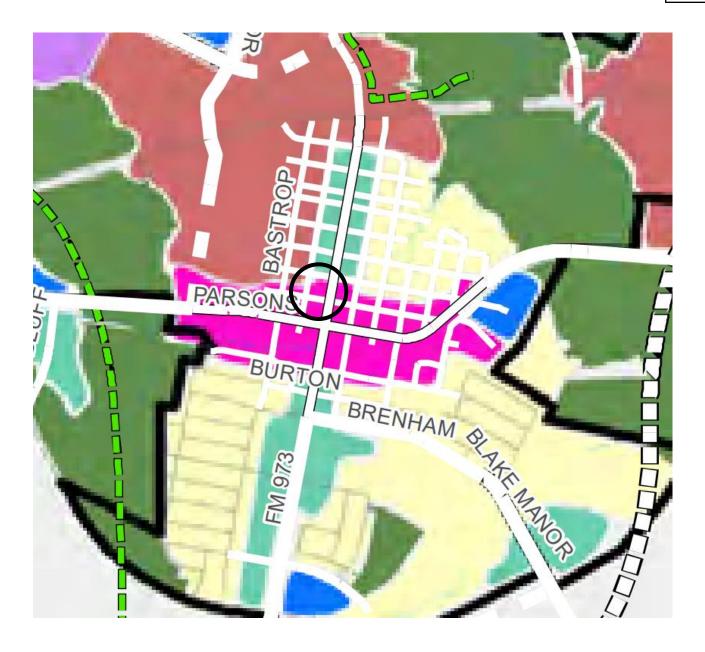
Iwayne's Caribbean Kitchen

N Caldwell St

W Berleston St

Google Earth







DOWNTOWN MIXED-USE

Downtown Mixed-Use is intended for the residential, commercial, business, and office uses that line the Old Highway 20 corridor and adjacent streets, including the traditional downtown shopping district of Manor.

Not only is this area currently a mixed-use environment currently, but it is envisioned to see a strong reinvention via more density and a higher mix of uses in the future. This area should be designed to accommodate transit, should rail services extend to Manor from Austin. However, even if the rail does not come, a downtown that is comprised of high-density mixed-use development will still bring many opportunities and benefits to the community.

Densities range between 4 and 40 units per acre, although individual sites may achieve higher densities if they are coordinated within the rest of the area, provide superior access to services and amenities, and appropriate compatibility to adjacent uses is provided.

Here, infill development especially presents opportunities for small businesses, unique and dense housing options and potentially even small scale/artisan manufacturing.

The pedestrian environment and experience should be top priority in Downtown and feature public gathering places, active streets, engaging storefronts, and sidewalk cafes. This is the best place in Manor to double down on and invest in creating a sense of place and identity for the community.

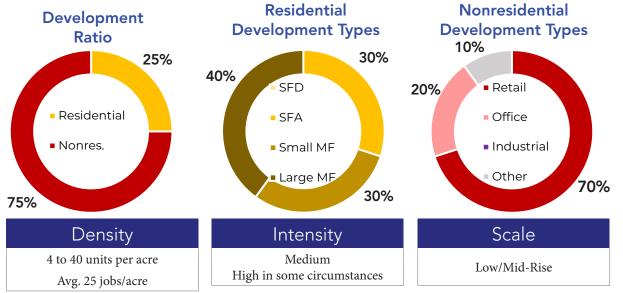






Figure 3.10. Downtown Mixed-Use Land Use Mix Dashboard



DEVELOPMENT TYPE	APPROPRIATENESS	CONDITIONS
Single-Family Detached (SFD)	●0000	
SFD + ADU	0000	Not considered compatible since the intent is to provide retail/services, activity centers and diversified housing to support surrounding neighborhoods and drive community identity/gathering
SFA, Duplex	0000	nousing to support surrounding neighbornoods and arre community racially, gautering
SFA, Townhomes and De- tached Missing Middle	•••00	This can be compatible provided that the overall Downtown Mixed Use area also contains mixed-use
Apartment House (3-4 units)	●●●○○	urban flex buildings or shopping centers with which this housing product integrates in a manner to promote walkability and transitions; these development types should be located on secondary roads
Small Multifamily (8-12 units)	●●●○○	rather than primary thoroughfares within Downtown, as those areas are best reserved for ground-floor retail and services
Large Multifamily (12+ units)	$\bullet \bullet \bullet \circ \circ$	
Mixed-Use Urban, Neighbor- hood Scale	••••	This is the ideal form of development within the Downtown Mixed Use category; provides for activity centers, retail, services and diverse housing options at a scale compatible with and supportive of surrounding neighborhoods to promote walkability; design should emphasize the pedestrian experience rather than people driving automobiles
Mixed-Use Urban, Communi- ty Scale	•••00	Not generally considered compatible due to incompatible scale with neighborhoods, but can be de- pending on adjacencies to green space or more intensive uses
Shopping Center, Neighbor- hood Scale		While less preferred than a mixed-use urban flex building, the use provides for activity centers, retail and services at a scale compatible with and supportive of surrounding neighborhoods to promote walk- ability; becomes more compatible if a horizontal approach to mixed-use is deployed, such as inclusion of small apartments nearby or within the same site, or to match the scale of adjacent historic buildings
Shopping Center, Community Scale	●●○○○	Not generally considered compatible due to incompatible scale with Downtown, but can be depending on adjacencies to green space or more intensive uses; may function better on the western and eastern edges of the Downtown Mixed Use area
Light Industrial Flex Space	●●○○○	Not generally considered compatible due to incompatible scale with Downtown, but can be if particu- larly small-scale and included alongside more appropriate development types, or with integration of a storefront experience. Examples of appropriate uses might include maker spaces, coffee roasting, micro- breweries, and similar businesses
Manufacturing	0000	Not considered compatible
Civic	••••	Considered supportive to the function and livability of this future land use category, government build- ings, schools and community facilities can serve as activity hubs.
Parks and Open Space	$\bullet \bullet \bullet \bullet \bullet$	Generally considered appropriate or compatible within all Land Use Categories.



12/21/2022

City of Manor Development Services

Notification for a Subdivision Rezoning Application

Project Name: 107 W Boyce Rezoning SF-1 to DB Case Number: 2022-P-1492-ZO Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Rezoning Application for 107 W Boyce, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Rezoning Application for one (1) lot on .396 acres, more or less, and being located at 107 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). *Applicant: Jiwon Jung Owner: Buildblock*

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 at 105 East Eggleston Street in the City Hall Council Chambers.

The Manor City Council will meet at 7:00 PM on January 18, 2023 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.

Jesse & Julia Rocha PO Box 1002 Manor TX 78653

Jesse & Olivia Sanchez PO Box 811 Manor TX 87653

Build Block Inc 2700 E 2nd St Los Angeles CA 90033

> Behzad Bahrami PO Box 82653 Austin TX 78708

Barbarita Samudio Sanchez PO Box 142 Manor TX 78653

> Juan Ojeda Mendez 104 E Eggleston St Manor TX 78653

Jose Sabas Castillo PO Box 1097 Manor TX 78653

Juan Jr & Diana E Gerl Vasquez PO Box 449 Manor TX 78653

Debbie Ann & Darrell Guajardo 2501 Goforth Rd Kyle TX 78640

Nora L & Jose A Jr Sanchez PO Box 232 Manor TX 78653 Alfredo, Contreras Renteria, Aurelia PO Box 11 Manor TX 78653

Jose Soto & Maribella, Cortez Gonzalez, Jaimes 14845 Bois Darc LN Manor TX 78653

Jorge Moreno 4301 Jan St Unit B Harlingen TX 78550

> Tancor LLC 9009 Fairway Hill Dr Austin TX 78750

Ross Etux Nunn PO Box 207 Manor TX 78653

Moses Acosta 106 Eggleston St Manor TX 78653

Marcos & Maria Chavez 127 Dry Creek Rd Unit B Manor TX 78653

Monica Ann Castillo PO Box 1097 Manor TX 78653

> Helen Casas PO BOX 223 Manor TX 78653

Lillie M Nunn PO Box 207 Manor TX 78653 Bradley G & Paula B Bowen 18109 Whitewater CV Round Rock TX 78681

Sepeco PO Box 170309 Austin TX 78717

Davis Capital Investments LLC PO Box 268 Manor TX 78653

> 2017 Manor LLC 203 W Parsons St Manor TX 78653

> Ramon E Jr Paiz PO Box 280 Manor TX 78653

Miguel Angel & Gloria Alvarado PO Box 294 Manor TX 78653

Claudie G & Sammie M Young PO Box 145 Manor TX 78653

Veronica Michelle Donley 204 W. Eggleston St Manor TX 78653

Victor M & Debra B Almaguer 3209 Ray St Austin TX 78702

> Maria Rocha 207 W Boyce St Manor TX 78653

90

Item 9.

William C Gault

Michael E & Tabatha A Darilek PO Box 976 Manor TX 78653

PO Box 32

Manor TX 78653

120 East Boyce Street LLC 1004 Meriden Ln Austin TX 78703

> Emma Gildon PO Box 872 Manor TX 78653

Moein M Hassan

PO Box 140853 Austin TX 78714

Andersons Coffee Co. Inc.

1601 W 38th St Ste 2 Austin TX 78731

Colle Foster & Stephen Snyder McDonnel 103 W Eggleston St Manor TX 78653

> Virginia Z Cardenas PO Box 243 Manor TX 78653

Rosalinda Rodriguez 105 W Eggleston Manor TX 78653

> **Ofelia Estrada** PO Box 108 Manor TX 78653

Carmen Davila 205 W Eggleston Manor TX 78653

Glenissa & Torrey Overton 1135 Don Ann St

Austin TX 78721

James T, Alexandra Lutz, Carrillo 14812 FM 973 N Manor TX 78653

> **Timothy Mack Sherrod** 2705 Taft Blvd Wichita Falls TX 76308

Las Salsas Bar and Grill Mexican **Restaurant LLC** 12012 Barker Hills Dr Manor TX 78653

> **Ernesto Suarez** 14121 Bois D Arc Ln Manor TX 78653

James T Anderson 1601 W 38th St Ste 2 Austin TX 78731

Allen Matetzschk 207 E Eggleston Manor TX 78653

AGENDA ITEM NO.

10

Item 10.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023	
PREPARED BY:	Scott Dunlop, Director	
DEPARTMENT:	Development Services	

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). *Applicant: Jiwon Jung Owner: Buildblock*

e mien Bundbieek

BACKGROUND/SUMMARY:

The owner is seeking to rezoning this lot, and adjacent lots, to Downtown Business to allow for denser mixeduse development. The requested zoning is in accordance with the adopted Future Land Use Map which designated the area as Downtown Mixed-Use.

NO
NO
NO
YES

- Letter of Intent
- Rezoning Map
- Aerial Image

- FLUM
- Public Notice
- Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB).

PLANNING & ZONING	Recommend Approval	Disapproval	None
COMMISSION:			

Dec. 02, 2022

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

Letter of Intent for Rezoning

Project Address: 108 W Boyce St, Manor, TX 78653 Property ID: 238660 Legal Description: W 1/2 OF LOT 18,19-20 BLK 29 MANOR TOWN OF

The property owner seeks to rezone the 0.165-acre lot located at 108 W Boyce St, Manor, TX 78653 from SF-1(Single Family Suburban) to DB (Downtown Business).

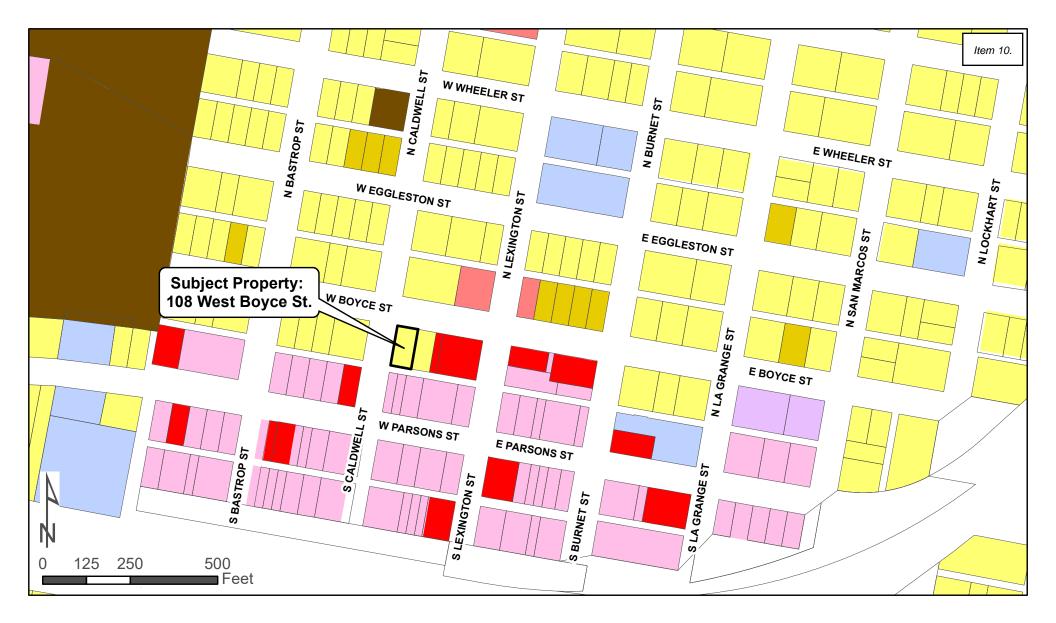
Manor city is planning to expand its central commercial area to revitalize the city and improve the quality of life of adjacent residential areas. To keep up with that idea, dense development of urban areas, especially divided into Downtown Mixed-Use uses including the site, will be required. However, the subject site, which is in the Downtown Mixed-Use area, is currently designated as an SF-1(Single Family Suburban) zone, and only low-density development is possible, which is not in line with Manor city's urban planning. In this situation, I hope that we can create a dense commercial and residential community to meet the idea of Manor city planning, through this zoning change.

As a large multi-family and mixed-use development project such as Manor Crossing Project is planned, the owner seeks an opportunity to respond to the population growth. Rezoning this tract will allow providing opportunities for cultural diversity and commercial growth. The property currently sits along West Boyce Street as a cross lot being DB-zoned parcel. I believe that rezoning the subject tract as proposed will not alter or impair the adjacent uses/properties.

I appreciate your consideration of the proposed rezoning application for approval and will be available to answer questions you might have regarding this matter. Please do not hesitate to email with your questions and comments.

Sincerely,

Jiwon Jung CEO of Build Block Inc. 2700 E 2nd St Los Angeles, CA 90033





Current: Single Family Suburban (SF-1)

Proposed: Downtown Business (DB)



lwayne's Caribbean Kitchen

N Caldmen St

Yce S

Google Earth

W BERKOP SY

in



W Replation at

11

Illie Maels Comfort Food

W Boyce St

108 W Boyce St

Mi Caldurali ar

Bright Beginnings Learning Center

Lexington St

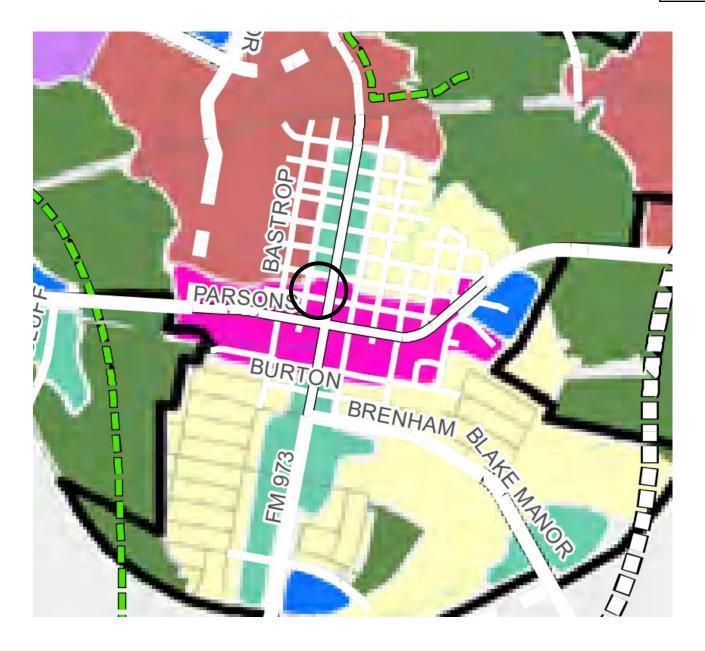


TNT Barbershop

16.3



100 ft





DOWNTOWN MIXED-USE

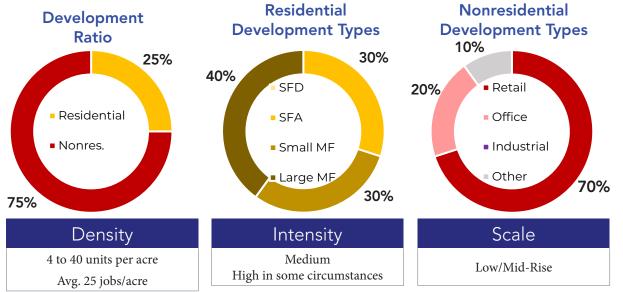
Downtown Mixed-Use is intended for the residential, commercial, business, and office uses that line the Old Highway 20 corridor and adjacent streets, including the traditional downtown shopping district of Manor.

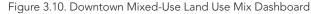
Not only is this area currently a mixed-use environment currently, but it is envisioned to see a strong reinvention via more density and a higher mix of uses in the future. This area should be designed to accommodate transit, should rail services extend to Manor from Austin. However, even if the rail does not come, a downtown that is comprised of high-density mixed-use development will still bring many opportunities and benefits to the community.

Densities range between 4 and 40 units per acre, although individual sites may achieve higher densities if they are coordinated within the rest of the area, provide superior access to services and amenities, and appropriate compatibility to adjacent uses is provided.

Here, infill development especially presents opportunities for small businesses, unique and dense housing options and potentially even small scale/artisan manufacturing.

The pedestrian environment and experience should be top priority in Downtown and feature public gathering places, active streets, engaging storefronts, and sidewalk cafes. This is the best place in Manor to double down on and invest in creating a sense of place and identity for the community.











DEVELOPMENT TYPE	APPROPRIATENESS	CONDITIONS
Single-Family Detached (SFD)	00000	
SFD + ADU	00000	Not considered compatible since the intent is to provide retail/services, activity centers and diversified housing to support surrounding neighborhoods and drive community identity/gathering
SFA, Duplex	00000	
SFA, Townhomes and De- tached Missing Middle	•••00	This can be compatible provided that the overall Downtown Mixed Use area also contains mixed-use
Apartment House (3-4 units)	●●●○○	urban flex buildings or shopping centers with which this housing product integrates in a manner to promote walkability and transitions; these development types should be located on secondary roads
Small Multifamily (8-12 units)	•••00	rather than primary thoroughfares within Downtown, as those areas are best reserved for ground-floor retail and services
Large Multifamily (12+ units)	$\bullet \bullet \bullet \circ \circ \circ$	
Mixed-Use Urban, Neighbor- hood Scale	••••	This is the ideal form of development within the Downtown Mixed Use category; provides for activity centers, retail, services and diverse housing options at a scale compatible with and supportive of surrounding neighborhoods to promote walkability; design should emphasize the pedestrian experience rather than people driving automobiles
Mixed-Use Urban, Communi- ty Scale	•••00	Not generally considered compatible due to incompatible scale with neighborhoods, but can be de- pending on adjacencies to green space or more intensive uses
Shopping Center, Neighbor- hood Scale		While less preferred than a mixed-use urban flex building, the use provides for activity centers, retail and services at a scale compatible with and supportive of surrounding neighborhoods to promote walk- ability; becomes more compatible if a horizontal approach to mixed-use is deployed, such as inclusion of small apartments nearby or within the same site, or to match the scale of adjacent historic buildings
Shopping Center, Community Scale	••000	Not generally considered compatible due to incompatible scale with Downtown, but can be depending on adjacencies to green space or more intensive uses; may function better on the western and eastern edges of the Downtown Mixed Use area
Light Industrial Flex Space	••000	Not generally considered compatible due to incompatible scale with Downtown, but can be if particu- larly small-scale and included alongside more appropriate development types, or with integration of a storefront experience. Examples of appropriate uses might include maker spaces, coffee roasting, micro- breweries, and similar businesses
Manufacturing	00000	Not considered compatible
Civic	••••	Considered supportive to the function and livability of this future land use category, government build- ings, schools and community facilities can serve as activity hubs.
Parks and Open Space	••••	Generally considered appropriate or compatible within all Land Use Categories.



12/21/2022

City of Manor Development Services

Notification for a Subdivision Rezoning Application

Project Name: 108 W Boyce Rezoning SF-1 to DB Case Number: 2022-P-1493-ZO Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Rezoning Application for 108 W Boyce, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Rezoning Application for one (1) lot on .165 acres, more or less, and being located at 108 W Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB). *Applicant: Jiwon Jung Owner: Buildblock*

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 at 105 East Eggleston Street in the City Hall Council Chambers.

The Manor City Council will meet at 7:00 PM on January 18, 2023 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.

Behzad Bahrami PO Box 82653 Austin, TX 78708

Claudie G & Sammie M Young PO Box 145 Manor, TX 78653

> Veronica Michelle Donley 204 W. Eggleston St Manor, TX 78653

Victor M & Debra B Almaguer 3209 Ray St Austin, TX 78702

> **Timothy Mack Sherrod** 2705 Taft Blvd Wichita Falls, TX 76308

Alfredo, Contreras Renteria, Aurelia PO Box 11 Manor, TX 78653

Jose Soto & Maribella, Cortez Gonzalez, Jaimes 14845 Bois Darc LN Manor, TX 78653

> 2017 Manor LLC 203 W Parsons St Manor, TX 78653

Davis Capital Investments LLC PO Box 268 Manor, TX 78653

120 East Boyce Street LLC 1004 Meriden Ln Austin, TX 78703

Ramon E Jr Paiz PO Box 280 Manor, TX 78653

Juan Jr & Diana E Gerl Vasquez PO Box 449 Manor, TX 78653

Debbie Ann & Darrell Guajardo 2501 Goforth Rd Kyle, TX 78640

> Jiwon Jung 2700 E 2nd St Los Angeles, CA 90033

> > Maria Rocha 207 W Boyce St Manor, TX 78653

Bradley G & Paula B Bowen 18109 Whitewater CV Round Rock, TX 78681

> Sepeco PO Box 170309 Austin, TX 78717

Barbarita Samudio Sanchez PO Box 142 Manor, TX 78653

> William C Gault PO Box 32 Manor, TX 78653

Michael E & Tabatha A Darilek PO Box 976 Manor, TX 78653

Marcos & Maria Chave 127 Dry Creek Rd Unit B Manor, TX 78653

Monica Ann Castillo PO Box 1097 Manor, TX 78653

Helen Casas **PO BOX 223** Manor, TX 78653

Nora L & Jose A Jr Sanchez PO Box 232 Manor, TX 78653

> Jesse & Julia Rocha PO Box 1002 Manor, TX 78653

Jesse & Olivia Sanchez PO Box 811 Manor, TX 87653

> 2017 Manor LLC 203 W Parsons St Manor, TX 78653

Jorge Moreno 4301 Jan St Unit B Harlingen, TX 78550

Ernesto Suarez 14121 Bois D Arc Ln Manor TX 78653

Virginia Z Cardenas PO Box 243 Manor, TX 78653

100

Ernesto Suarez 14121 Bois D Arc Ln Manor, TX 78653

L&L Investment Enterprises LLC

302 E 32nd St Austin, TX 78705

Billy C Duett

Po Box 562 Manor, TX 78653

Lundgren Edwin O Estate 507 Arbors CIR Elgin, TX 78621

Ringo Ming-Ling, Yu ChiSun, Wu 707 Knollwood Dr Austin, TX 78746

208 West Parsons Manor, TX 78653

Lopez Mar Lift Estate

Aurelio Jr Ponce 200 W Parsons St Manor, TX 78653

Maqil Inc

PO Box 399

Manor, TX 78653

AGENDA ITEM NO.

Item 11.





AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2). *Applicant: Mahoney Engineering*

Owner: River City Partners Ltd.

BACKGROUND/SUMMARY:

This property is where M&M Auto Repair used to be. It was purchased by Riata Ford and they are looking to move or expand a portion of their business into this location and are requesting the same zoning category as their current dealership property. C-1 permits Minor Automotive Repair while C-2 permits Minor and Major Automotive Repair as well as Automobile Sales.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Letter of Intent
- Rezoning Map
- Aerial Image
- FLUM

- Auto Repair Definitions
- Public Notice
- Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2).

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None



Item 11.

Letter of Intent

December 8, 2022

Attention: Scott Dunlop, Director of Development Services City of Manor Development Services Department 105 E. Eggleston Street Manor, Texas 78653

Reference: Letter of Intent Rezoning Determination 10905 E HYW 290 Manor, Texas 78653

Dear Mr. Dunlop,

On behalf of Leif Johnson Ford, Mahoney Engineering is requesting to rezone a property located at 10905 East Highway 290, Manor, Texas 78653. According to TCAD, the Parcel ID Number is 0237591301. The property is currently zoned Light Commercial (C-1). Mahoney Engineering proposes the entire property be rezoned to Medium Commercial (C-2).

There is currently an Automotive Repair (Major) Facility located on the 0.68-Acre site that has existed since 2010 named M&M Diesel and Auto. Before this, the earliest legible google earth image is from January of 1995 and shows the current structures were existing in 1995 and being used as a gas station and potential automotive repair. New ownership would like to keep the existing use of Automotive Repair (Major); therefore, the property needs to be rezoned to comply with the permitted uses per zoning requirements. Currently the property to the south and west of the subject property is zoned C-2, the property to the east is zoned Institutional-Small (I-1), and properties to the north, across US Highway 290, are zoned C-1. Hence, the zoning change will not alter the character of the area and will not impair the use of the adjacent properties, due to no change in the current use.

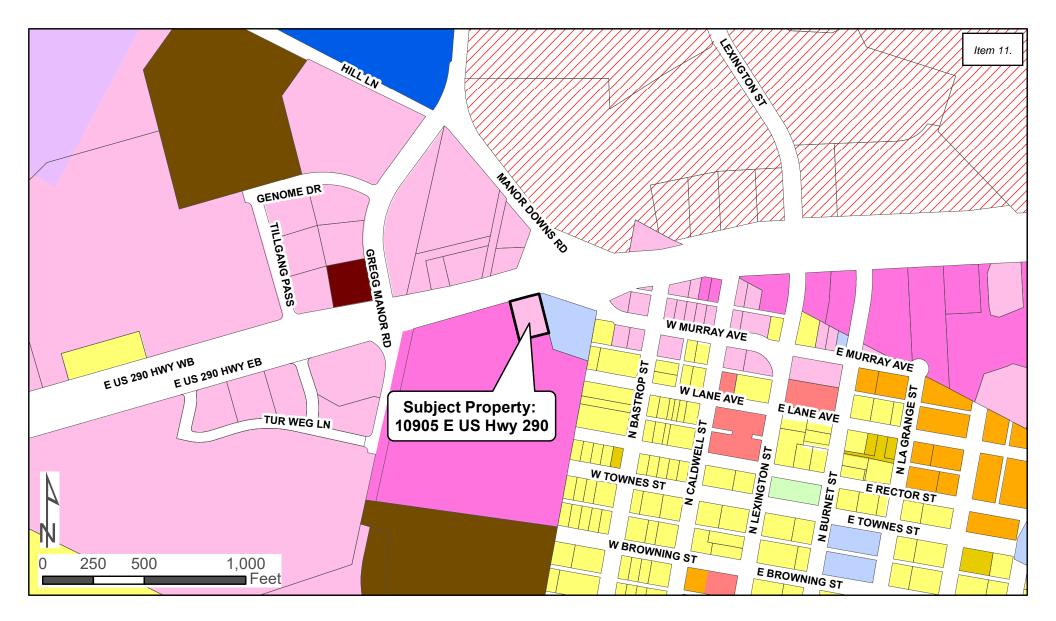
We look forward to receiving your support for Council approval to rezone the property, Parcel # 0237591301, from current zoning of C-1 to a future zoning of C-2.

Sincerely, MAHONEY ENGINEERING

Bovkin

Associate (737) 270-7310 tboykin@mahoneyeng.com

Bryce Dierschke Engineer Associate (737) 263-5562 bdierschke@mahoneyeng.com

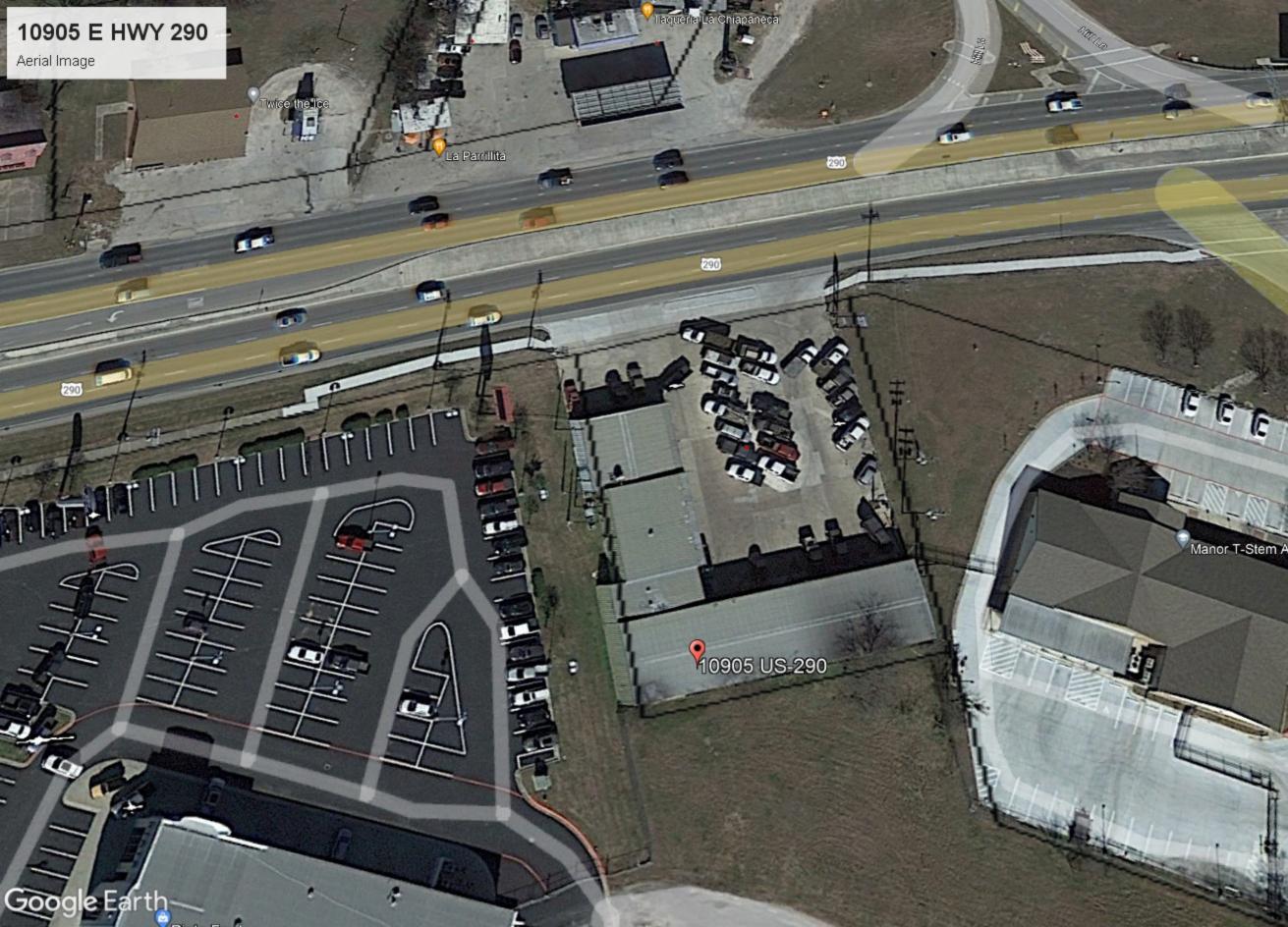




Current: Light Commercial (C-1)

Proposed: Medium Commercial (C-2)





Legend

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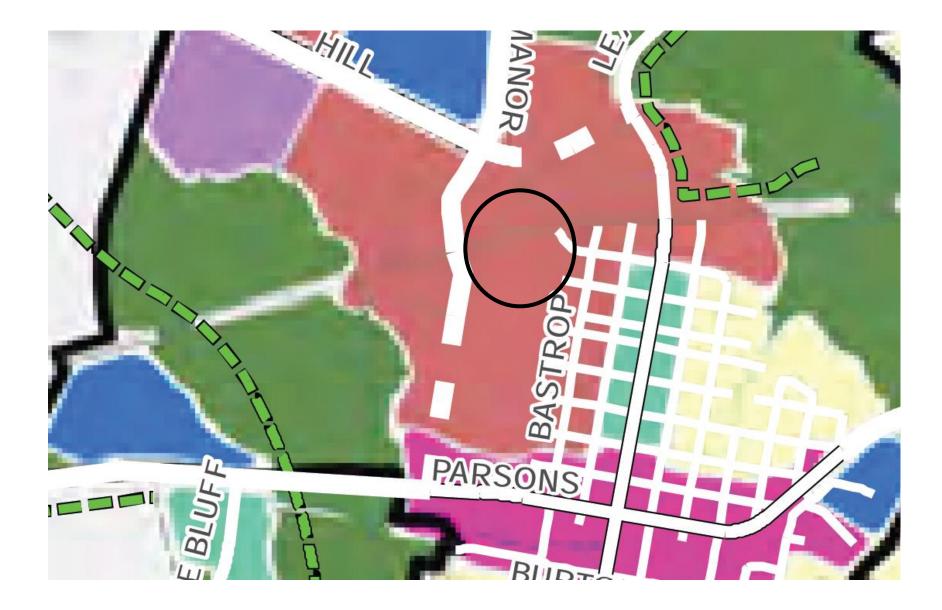
City of Manor City Hall

• Feature 1

♀ Feature 2

Manor T-Stem Academy







COMMUNITY MIXED-USE

The Community Mixed-Use allows a combination of dense residential and nonresidential uses in a compact design to create a walkable environment, but at a larger scale than Neighborhood Mixed-Use.

The category encourages a density range of 18-40 dwelling units per acre, although elements within a coordinated community mixed-use area could reach higher densities provided superior access to services and amenities and appropriate compatibility to adjacent uses is provided.

Community Mixed-Use areas allow residential units in close proximity to goods, services and civic activities, reducing residents' dependence on the car.

Community Mixed-Use places a great emphasis on the following design elements: density, intensity and scale; the mix of housing; walkability; streetscapes and a high quality public realm; parking management; and access to amenities such as parks, civic spaces and neighborhood services.

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

- Healthcare services, including hospitals.
- Larger employers in a variety of industries that residents currently commute to outside of Manor.
- Specialized facilities that support workforce and skills development, such as information technology, skilled trades and advanced manufacturing; provided such facilities fit the form described above.

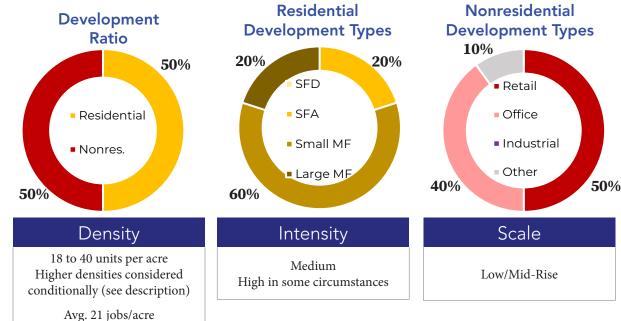


Figure 3.9. Community Mixed-Use Land Use Mix Dashboard







DEVELOPMENT TYPE	APPROPRIATENESS	CONDITIONS
Single-Family Detached (SFD)	•0000	Not considered appropriate since the intent is to provide retail, services, activity centers and diversified
SFD + ADU	0000	housing to support surrounding neighborhoods, achieve strong fiscal performance, and drive community
SFA, Duplex	00000	identity and gathering.
SFA, Townhomes and De- tached Missing Middle	•••00	
Apartment House (3-4 units)	•••00	This can be appropriate provided that the overall Community Mixed-Use area also contains mixed-use buildings and/or shopping centers with which this product integrates in a manner to promote walkability and access. Can be utilized as a transition between Community Mixed-Use and other uses. These develop-
Small Multifamily (8-12 units)	•••00	ment types should be located on secondary roads rather than primary thoroughfares, as primary frontages are best reserved for ground-floor retail and services.
Large Multifamily (12+ units)	•••00	
Mixed-Use Urban, Neigh- borhood Scale	••••	This is the ideal form of development within the Community Mixed Use category; provides for activity centers, retail, services and diverse housing options. Design should emphasize the pedestrian experience
Mixed-Use Urban, Com- munity Scale	••••	rather than people driving automobiles. Vertical mixed-use is likely most appropriate, in order to achieve the intended densities. Ground floor uses are encouraged to be food and beverage or pedestrian-oriented retail and services, to promote foot traffic and activity.
Shopping Center, Neigh- borhood Scale		While less preferred, this use can provide retail and services near housing, promoting walkability and
Shopping Center, Commu- nity Scale	$\bullet \bullet \bullet \bullet \circ$	10-minute neighborhoods. Becomes more appropriate if a horizontal approach to mixed-use is deployed.
Light Industrial Flex Space	••000	Not generally considered appropriate due to lower sales tax generation and limited ability to design at pe- destrian scale, but can be if particularly small-scale and included alongside more appropriate development types, or with integration of a storefront experience.
Manufacturing	•0000	Not considered appropriate.
Civic	••••	Considered supportive to the function and livability of this future land use category, government buildings, schools and community facilities can serve as activity hubs.
Parks and Open Space	$\bullet \bullet \bullet \bullet \bullet$	Generally considered appropriate or compatible within all Land Use Categories.

Automotive repair (major) means a business specializing in major repair of motor vehicles entirely within an enclosed building, including any use listed below, as well as any use not listed as minor vehicle servicing:

(1) Auto glass, seat cover and muffler shop;

(2) Auto painting or body rebuilding shop;

(3) Tire retreading and capping;

(4) Body, fender, clutch, transmission, differential, axle, spring and frame repairs;

(5) Major overhauling of engines requiring removal therefrom of cylinder head or crankcase pan and any associated engine rebuilding;

(6) Repair of radiator requiring removal from the vehicle;

(7) Repair of truck, trailer, farm or industrial equipment, or other machinery/supplies; and

(8) Brake work, other than minor maintenance such as disc pad replacement and minor brake adjustment.

Automotive repair (minor) means a business specializing in minor, routine, periodic, preventive maintenance of a motor vehicle conducted entirely within an enclosed building, including the following:

(1) Servicing of spark plugs, batteries, distributors and distributor parts and including minor engine tuneups;

(2) Tire servicing and flat repair but not recapping or regrooving;

(3) Radiator cleaning and flushing (on vehicle);

(4) Fuel pump, oil pump and related maintenance;

(5) Minor servicing of carburetors;

(6) Emergency wiring repairs;

(7) Minor motor adjustment not involving removal of head or crankcase;

(8) Quick oil and filter change;

(9) Servicing hoses, fan belts, brake fluid, light bulbs, fuses, floor mats, seat belts, windshield wipers, mirrors, and installation of vehicle accessories such as radios;

(10) Lubrication, greasing and washing; and

(11) Disc pad replacement and minor brake adjustment.



12/21/2022

City of Manor Development Services

Notification for a Subdivision Rezoning Application

Project Name: 10905 E US 290 Rezoning C-1 to C-2 Case Number: 2022-P-1501-ZO Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Rezoning Application for 10905 E US 290, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Rezoning Application for one (1) lot on .677 acres, more or less, and being located at 10905 E US 290, Manor, TX from Light Commercial (C-1) to Medium Commercial (C-2). *Applicant: Mahoney Engineering Owner: River City Partners Ltd.*

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 at 105 East Eggleston Street in the City Hall Council Chambers.

The Manor City Council will meet at 7:00 PM on January 18, 2023 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.

LLANO LAS ENTRADAS I LLC

1537 SINGLETON BLVD

DALLAS, TX 75212-5239

K-N CORPORATION 1717 W 6TH ST STE 330 AUSTIN, TX 78703-4791

MANOR, INDEPENDENT SCHOOL DISTR PO BOX 359 MANOR, TX 78653 COTTONWOOD HOLDINGS LTD 9900 US HIGHWAY 290 E MANOR, TX 78653-9720

CASTELAN CARILU 20912 CAMERON RD COUPLAND, TX 78615-4866

LOZANO BENJAMIN KEEF (1945094) 8005 BRIARWOOD LN AUSTIN, TX 78757-8111 NINH LILIAN DOAN ETAL (1855929) 1411 DEXFORD DR AUSTIN, TX 78753-1607

TURMAN THOMAS M (215726) 21609 UNION LEE CHURCH RD MANOR, TX 78653-5329

ROBINSON WALTER L 3608 EAGLES NEST ST ROUND ROCK, TX 78665-1131

AGENDA ITEM NO.

12

Item 12.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Short Form Final Plat with variance for the Buena Vida Subdivision, one (1) lot on 1.28 acres, more or less, and being located at 12334 Ballerstedt Road, Elgin, TX. *Applicant: I.T Gonzalez Engineers*

Owner: Gerald Jaimes

BACKGROUND/SUMMARY:

This plat has been approved by our engineers but is filed with a variance that is at the Commission's discretion for approval. The variance is from Ch. 10, Exh. A, Art. III, Section 45(b)(9) that requires lots in our ETJ to have a minimum of 60' of width on a public ROW. This lot was created with a 29.59' width. However, the lot was created prior to the effective date (Nov. 4, 2020 – Ordinance 590) of the 60' requirement so had it been platted at the time of its creation (August 17, 2018 – SWD 2018133195) it would have been permitted. For this reason, staff supports approval of the variance request.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Letter of Intent
- Plat
- Engineer Comments
- Conformance Letter

- SWD 2018133195
- Notice
- Mailing Labels

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve on a Short Form Final Plat with variance for the Buena Vida Subdivision, one (1) lot on 1.28 acres, more or less, and being located at 12334 Ballerstedt Road, Elgin, TX.

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
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January 23, 2022

City of Manor 105 E. Eggleston Street Manor, Texas 78653

Project: Proposed 1.30-acre Subdivision in Manor ETJ- Deed Record 2020169543, TCAD Property ID 910655

Dear Sir/Madam:

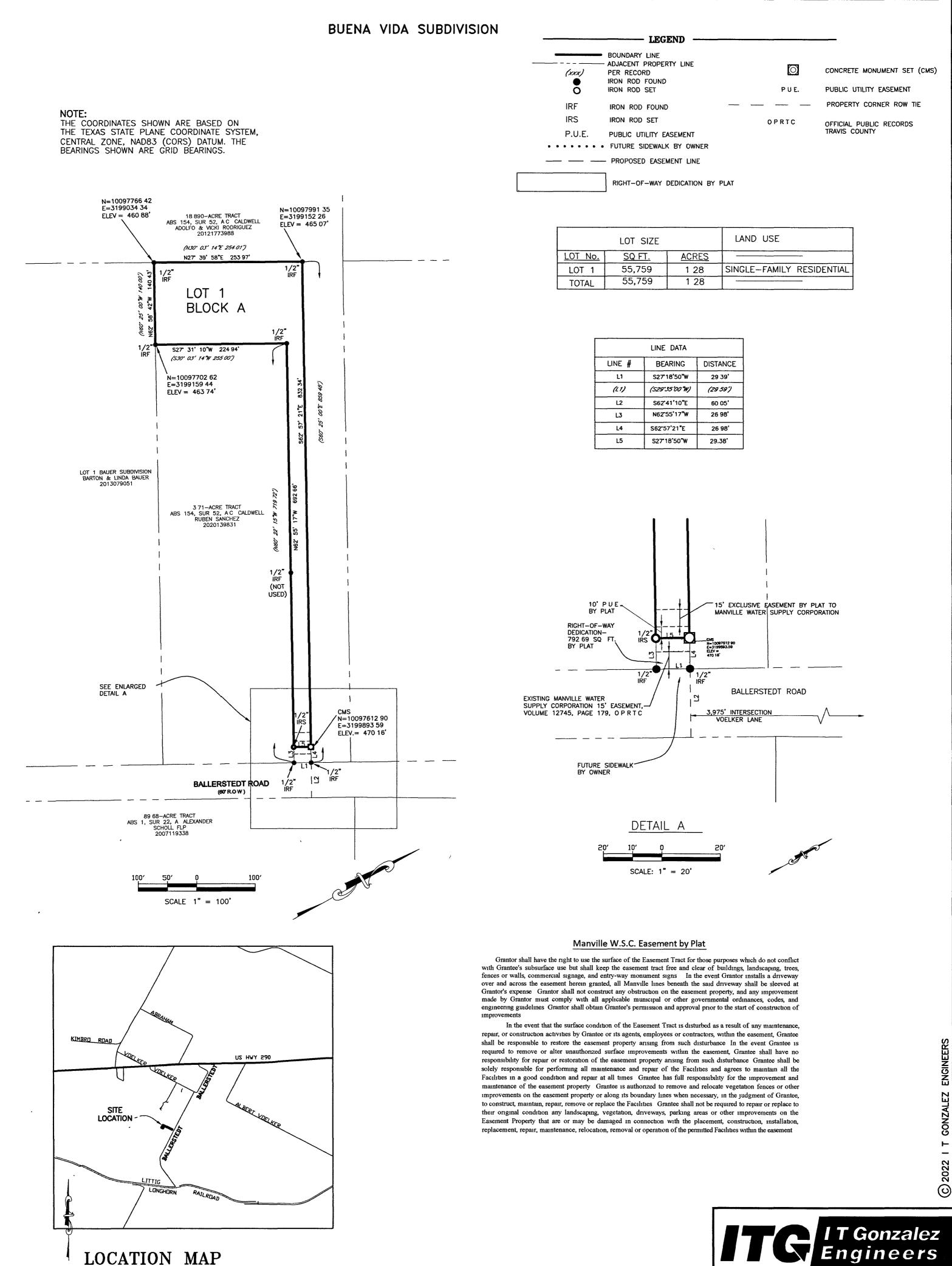
Our Clients, the Jaimes's, desire to subdivide their 1.30-acre tract into a legal lot. In order to do so, they would need a variance from Ordinance 590, Section 11. This Ordinance requires that lot frontage at road/street be 60 ft width. The 1.30-acre tract of land was bought in its current configuration with a 29.59 ft width fronting on Ballerstedt Rd, prior to the effective date of Ordinance 590, requiring a 60 ft width.

Thank you Kindly.

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Sincerely I T Gonzalez, PE, RPLS itgonz@swbell.net

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SHEET 3 DF 3

I.T.G. ENGINEERS PROJECT NO: P21.11.13.01

113

SURVEYING FIRM REGISTRATION NO. 100573-0 ENGINEERING FIRM REGISTRATION NO. F-3216 3501 MANUR RUAD AUSTIN, TEXAS 78723

TEL:(512)447-7400

GBA

1500 County Road 269 Leander, TX 78641

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

Date: Wednesday, July 20, 2022

Bill Graham I. T. Gonzalez Engineers 3501 Manor Road Austin TX 78723 bill@itgonzalezengineers.com

Permit Number 2022-P-1453-SF Job Address: 12334 Ballerstedt Road, Elgin, TX.

Dear Bill Graham,

The first submittal of the Buena Vida Short Form Final Plat (*Short Form Final Plat*) submitted by I. T. Gonzalez Engineers and received on November 03, 2022, 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. Project is within the City's extra-territorial jurisdiction. For projects located within the City's extraterritorial jurisdiction, one extra copy of the above-referenced items must be provided to the County for review and approval. The applicant shall be responsible for any additional information required by the County for Final Plat approval. Chapter 10 – Subdivision Regulations. Exhibit A – Subdivision Ordinance. Article II. – Procedure. Section 28. – Short Form Final Plats. Section 24 – Final Plat. (3).

2. Incorrect Chairperson. Incorrect Mayor of the city of Manor. The Chairperson is Julie Leonard. The Mayor of the city of Manor is Dr. Christopher Harvey. Certification and signature blocks as required by the City and the County. Chapter 10 – Subdivision Regulations. Exhibit A – Subdivision Ordinance. Article II. – Procedure. Section 28. – Short Form Final Plats. Section 24 – Final Plat. (vi).

3. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.

4. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.

5. For projects located within the City's extra-territorial jurisdiction, one (1) extra copy of the above-referenced items must be provided to the County for review and approval. The applicant shall be responsible for any additional information required by the County for Final Plat approval.

7/20/2022 7:54:36 AM Buena Vida Short Form Final Plat 2022-P-1453-SF 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,

Pauline M Gray

Pauline Gray, P.E. Lead AES GBA

COMMENT RESPONSE LETTER -

SUBMITTED AS PART OF UPDATE 1 FOR JULY 20, 2022 CITY OF MANOR REVIEW COMMENTS PROJECT: Buena Vida Subdivision LOCATION: 12234 Ballerstedt Road, Elgin, TX PERMIT #: 2022-P-1453-SF REVIEW ENGINEER: Pauline Gray, P.E. SUBMITTED BY: I. T. Gonzalez Engineers DATE: 11-02-2022

Engineer Review

1. Project is within the City's extra-territorial jurisdiction. For projects located within the City's extraterritorial jurisdiction, one extra copy of the above-referenced items must be provided to the County for review and approval. The applicant shall be responsible for any additional information required by the County for Final Plat approval. Chapter 10 – Subdivision Regulations. Exhibit A – Subdivision Ordinance. Article II. – Procedure. Section 28. – Short Form Final Plats. Section 24 – Final Plat. (3). *Noted. Travis County is reviewing the subdivision.*

2. Incorrect Chairperson. Incorrect Mayor of the city of Manor. The Chairperson is Julie Leonard. The Mayor of the city of Manor is Dr. Christopher Harvey. Certification and signature blocks as required by the City and the County. Chapter 10 – Subdivision Regulations. Exhibit A – Subdivision Ordinance. Article II. – Procedure. Section 28. – Short Form Final Plats. Section 24 – Final Plat. (vi). *The correct Chairperson and Mayor are now shown on the plat.*

3. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners. The plat is rotated to the state plane coordinate system and northern easting coordinates shown at 4 property corners.

4. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.

Manville WSC has provided an approval letter for a 15' exclusive water easement. This letter is included as part of this submittal.

5. For projects located within the City's extra-territorial jurisdiction, one (1) extra copy of the above-referenced items must be provided to the County for review and approval. The applicant shall be responsible for any additional information required by the County for Final Plat approval. *Noted. Travis County is reviewing the subdivision.*

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.

Noted.

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. *Noted.*

1500 County Road 269 Leander, TX 78641

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

GBA

Date: Wednesday, November 30, 2022

Bill Graham I. T. Gonzalez Engineers 3501 Manor Road Austin TX 78723 bill@itgonzalezengineers.com

Permit Number 2022-P-1453-SF Job Address: 12334 Ballerstedt Road, Elgin

Dear Bill Graham,

We have conducted a review of the final plat for the above-referenced project, submitted by Bill Graham and received by our office on November 03, 2022, 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,

Pauline M Gray

Pauline Gray, P.E. Lead AES GBA

TRV 2018133195 4 PGS

Special Warranty Deed

NOTICE OF CONFIDENTIALITY RIGHTS

IF YOU-ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

17.	
Date: August 4, 2018	
Grantor: Carlos Sarichez, Maria Sarichez, and Benjamin Vences	

Grantor's Mailing Address: 12326 Ballerstedt Rd Elgin, Texas 78621

Grantee: Ava Juliet Sanchez, a single person,

Grantee's Mailing Address: 12326 Bailerstedt Rd Elgin, Texas 78621

Consideration: Cash and other good and valuable consideration.

Property (including any improvements):

¥TÍUŽ UNIN

The Property is located in Travis County, Texas; and is more particularly described in Exhibit "A" attached to this document and incorporated by reference.

Reservations from Conveyance: None

Exceptions to Conveyance and Warranty:

Liens described as part of the Consideration and any other liens described in this deed as being either assumed or subject to which title is taken, validly existing easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded and validly existing restrictions, reservations, covenants, conditions, oil and gas leases, mineral interests outstanding in persons other than Grantor, and other instruments, other than conveyances of the surface fee estate, that affect the Property; validly existing rights of adjoining owners in any walls and fences situated on a common boundary; any discrepancies, conflicts, or shortages in area or boundary lines; any encroachments or overlapping of improvements; all rights, obligations, and other matters arising from and existing by reason of any water, utility, road, or improvement districts which affect the Property; standby fees, taxes, and assessments by any taxing authority, for the current year, which Grantee assumes and agrees to pay, and subsequent assessments, for that and prior years due to change in land usage, ownership, or both, the payment of which Grantee also assumes. Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forevel. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof by or through Grantor but not otherwise, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

When the context requires, singular nouns and pronouns include the plural.

CARLOS-SANCHE Carlos Sanchez Mara Sa. Maria Sanchez éniamin Vences

NOTICE: This instrument was prepared by Hallcock McGill & Bleau, LLLP using information provided by third parties. We have not investigated or verified information provided to us and do not warrant the validity of the information or quality of title to the real estate described above. We do not represent the parties named in this instrument. The parties should seek independent legal coursel for dvice concerning the effect and consequences of this instrument.

State of Texas County of Travis This document was acknowledged before me on August 1/2018 by Carlos Sanchez.

Notary Public, State of Texas

ARIANE GEORGE

Expires September 29, 2020

Item 12. State, of Tjexas County of Travis This accument was acknowledged before me on August <u>1</u>, 2018 by Maria Sanchez. ARIANE GEORGE My Notary ID # 130840973 Notary Public, State of Jexas Expires September 29, 2020 State of Texas County of Travis This document was acknowledged, before me on August 11, 2018 by Benjamin Vences. ARIANE GEORGE My Notary ID # 130840973 Expires September 29, 2020 Notary Public, State of Texas AFTER RECORDING RETURN TO: Ava Juliet Sanchez 12326 Ballerstedt Rd Elgin, Texas 78621 Page 3 of 4 121

EXHIBIT "A"

BEING A 1.300 ACRE TRACT OF LAND SITUATED IN THE A. C. CALDWELL SURVEY, ABSTRACT NO. (154, FRAVIS COUNTY, TEXAS, BEING A PORTION OF THAT CERTAIN TRACT OF LAND CONVEYED IN DEED TO SONYA ARELLANO, AS RECORDED IN INSTRUMENT NO. 2013065009, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS (BEING DESCRIBED BY METES AND BOUNDS IN INSTRUMENT NO. 2003H33150, SAID OFFICIAL PUBLIC RECORDS), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 12-INCH-BEN ROD FOUND AT THE EAST CORNER OF SAID ARELLANO TRACT AND THE MOST-EASTERLY SOUTH CORNER OF THAT CERTAIN TRACT OF LAND DESCRIBED IN DEED TO ADOLFO RODRIGUEZ AND WIFE, VICKI RODRIGUEZ, AS RECORDED IN INSTRUMENT NO. 2012177398, SAUD OFFICIAL PUBLIC RECORDS, SAID IRON ROD BEING ON THE NORTHWEST LINE OF BALLERSTEDT ROAD (60 FOOT RIGHT-OF-WAY);

THENCE SOUTH 29° 35' 00" WEST, A DISTANCE OF 29.59 FEET ALONG SAID NORTHWEST LINE TO A 1/2-INCH IRON ROD SET;

THENCE NORTH 60° 22' 15" WEST, DEPARTING SAID NORTHWEST LINE, A DISTANCE OF 719.72 FEET TO A 1/2-INCH IRON ROD SET;

THENCE SOUTH 30° 03' 14" WEST, A DISTANCE OF 223,00 FEET TO A 1/2-INCH IRON ROD SET ON THE COMMON LINE OF AFORESAID ARELLANO TRACT AND LOT 1, OF BAUER SUBDIVISION, AN ADDITION TO TRAVIS COUNTY, TEXAS; ACCORDING TO THE PLAT THEREOF RECORDED IN INSTRUMENT NO. 201300175, AFORESAID OFFICIAL PUBLIC RECORDS;

THENCE NORTH 60° 25' 00" WEST, A DISTANCE OF 140.00 FEET ALONG SAID COMMON LINE TO A 1/2-INCH IRON ROD SET FROM WHICH A 1/2-INCH IRON ROD FOUND BEARS NORTH 60° 25' 00" WEST - 0.39 OF ONE FOOT, SAID IRON ROD SET BEING THE WEST CORNER OF SAID ARELLANO TRACT AND THE NORTH CORNER OF SAID LOT, 1, AND BEING ON THE MOST NORTHWESTERLY SOUTHEAST LINE OF AFORESAID RODRIGUEZ TRACT;

THENCE NORTH 30° 03' 14" EAST, A DISTANCE OF 254/01 FEET ALONG THE COMMON LINE OF SAID ARELLANO AND RODRIGUEZ TRACTS TO A SET 600 NAIL FROM WHICH A 1/2-INCH IRON ROD FOUND BEARS SOUTH 25° 11' 16" WEST - 0.69 OF ONE FOOT SAID 600 NAIL BEING THE NORTH CORNER OF SAID ARELLANO TRACT;

THENCE SOUTH 60° 25' 00" EAST, A DISTANCE OF 859.48 FEET ALONG SAID COMMON LINE TO THE POINT OF BEGINNING AND CONTAINING 56,645 SQUARE FEET OR 1,300 ACRES OF LAND.

FILED AND RECORDED OFFICIAL PUBLIC RECORDS ma De Beann

Aug 21, 2018 12 32 PM 2018133495 WILLIAMSJ: \$38.00 Dana DeBeauvoir, County Clerk Travis County TEXAS

Recorders Memorandum-At the time of recordation this instrument was found to be inadequate for the best reproduction, because of illegibility, carbon of photocopy, discolored paper, etc. All blockouts additions and changes were present at the time the instrument was filed and recorded.

122

Page 4 of 4



December 21, 2022

City of Manor Development Services

Notification for a Subdivision Short Form Final Plat

Project Name: Buena Vida Short Form Final Plat Case Number: 2022-P-1453-SF Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Subdivision Short Form Final Plat for the Buena Vida Subdivision located at 12234 Ballerstedt Road, Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Short Form Final Plat with variance for the Buena Vida Subdivision, one (1) lot on 1.28 acres, more or less, and being located at 12234 Ballerstedt Road, Manor, TX. *Applicant: I.T Gonzalez Engineers Owner: Gerald Jaimes*

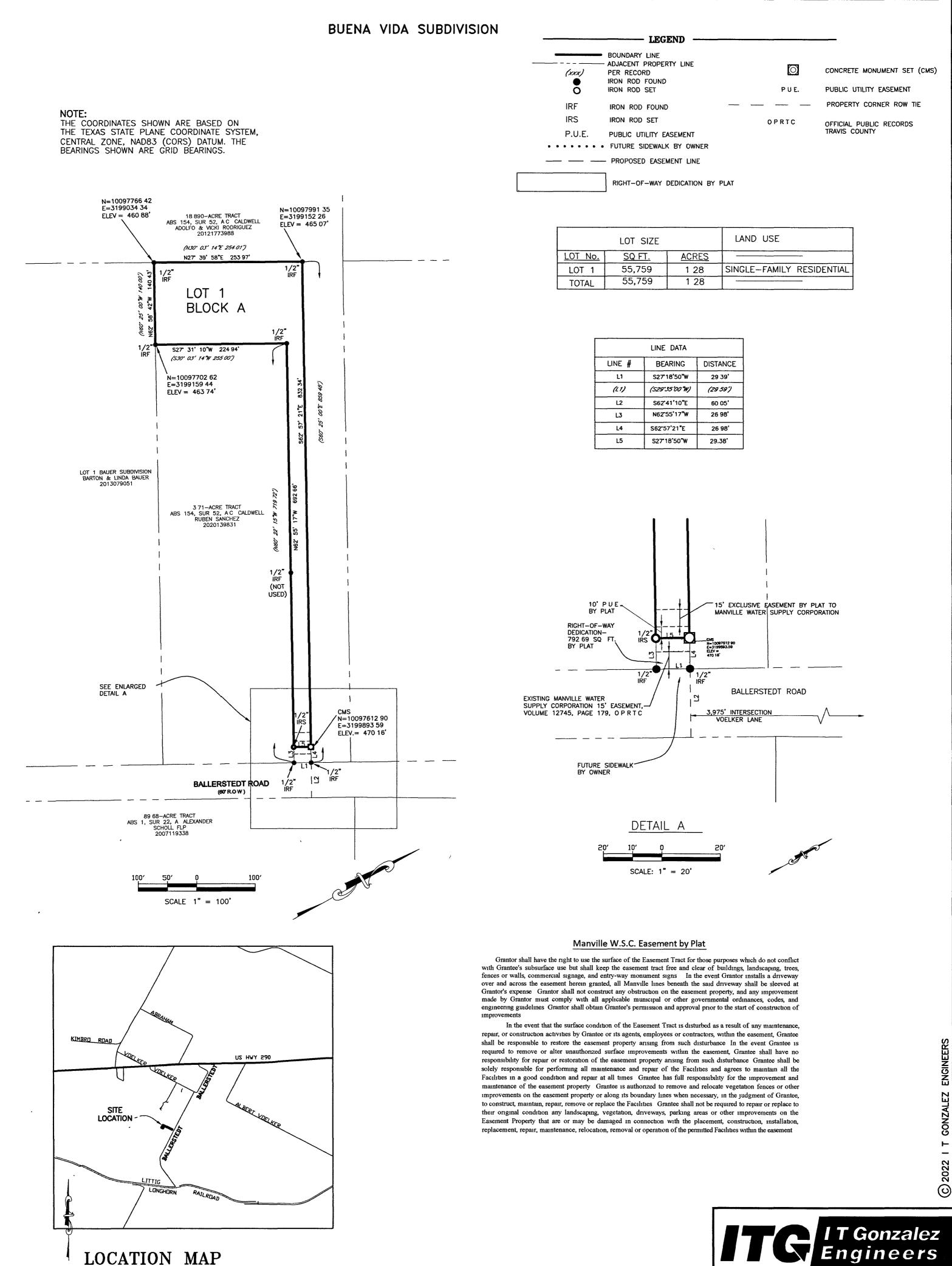
Variance Request: 29.59 feet lot width at public right-of-way

Code Requirement: 60.00 feet lot width at public right-of-way (Ch. 10, Ex. A, Art. III, Sec 45(b) (9)

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 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 Short Form Final 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.

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I.T.G. ENGINEERS PROJECT NO: P21.11.13.01

SURVEYING FIRM REGISTRATION NO. 100573-0 ENGINEERING FIRM REGISTRATION NO. F-3216 3501 MANUR RUAD AUSTIN, TEXAS 78723

TEL:(512)447-7400

125

Item 12.

THOMAS STEWART 12351 BALLERSTEDT RD ELGIN, TX 78621-4126

GRIER H JR & THOMAS L RAGGIO 3841 NORMANDY DALLAS, TX 75205-2106

SCHOLL FLP 5205 BACKTRAIL DR AUSTIN, TX 78731-2668

ADOLFO & VICKI RODRIGUEZ

11428 CARNELIAN DR

AUSTIN, TX 78739-4381

KELLY AUSLEY-FLORES JOE R FLORES 2353 BALLERSTEDT RD ELGIN, TX 78621-4126

SAMUEL & ARACELI PENA DIAZ 7702 MULLEN DR AUSTIN, TX 78757-1347

ROBERT II & CARMEN A JACKSON 12362 BALLERSTEDT RD ELGIN, TX 78621-4188 RUBEN SANCHEZ 12326 BALLERSTEDT RD ELGIN, TX 78621-4188

CARLOS R & EVELYN J HERNANDEZ 12320 BALLERSTEDT RD ELGIN, TX 78621-4188

BARTON & LINDA C BAUER 12312 BALLERSTEDT ELGIN, TX 78621-4188

AGENDA ITEM NO.

13

Item 13.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:January 11, 2023PREPARED BY:Scott Dunlop, Development ServicesDEPARTMENT:Director

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517 acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX.

Applicant: ALM Engineering Owner: Greenview Manor Commons SW LP BACKGROUND/SUMMARY:

This plat has been approved by our engineers. They are dividing out 1 lot of a larger lot to create a commercial pad site. Valvoline has filed a site development plan for the lot.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Plat
- Engineer Comments
- Conformance Letter

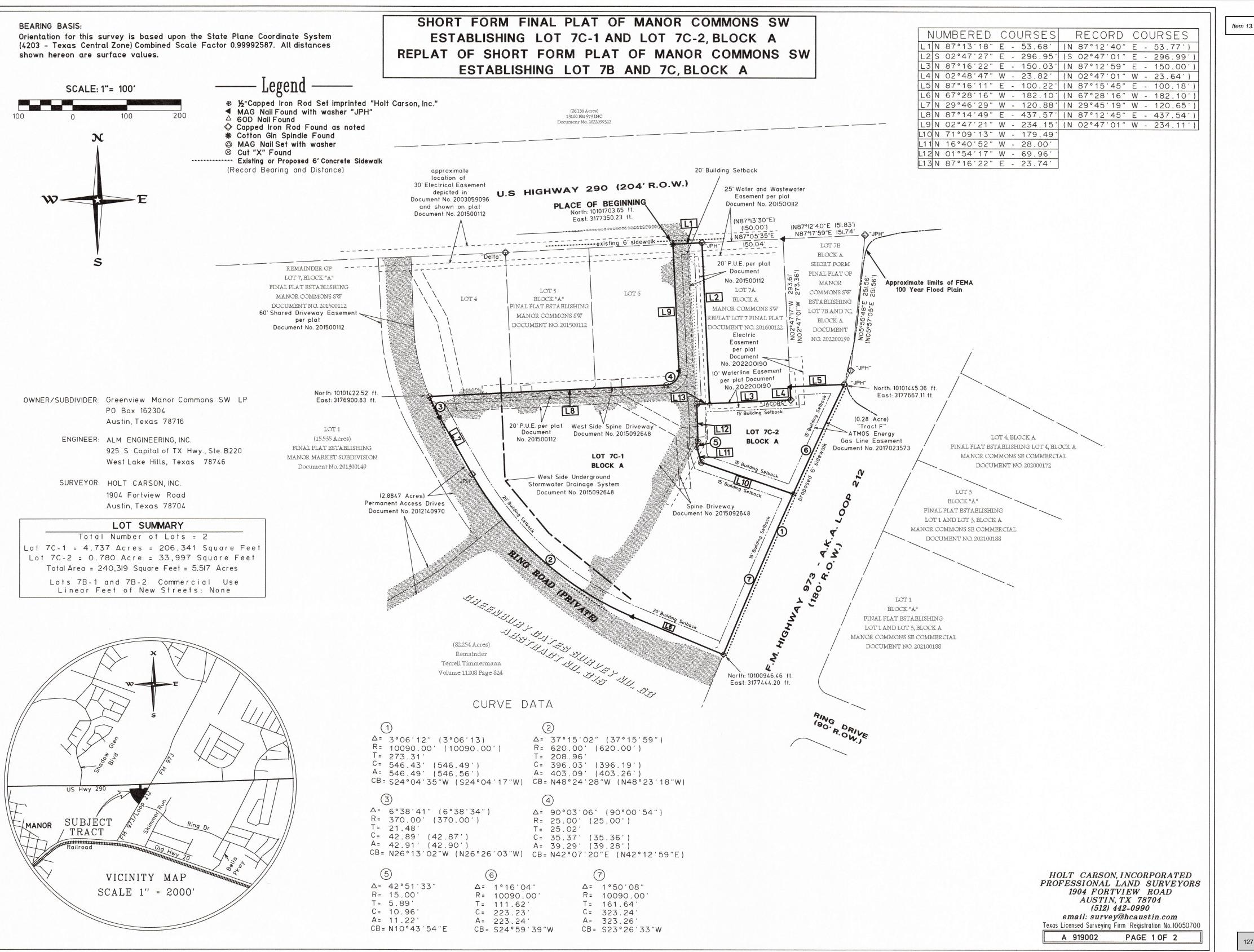
STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517 acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX.

Notice

Mailing Labels

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None



OWNER'S ACKNOWLEDGMENT: THE STATE OF TEXAS ×

THE COUNTY OF TRAVIS * KNOW ALL MEN BY THESE PRESENTS

That, Greenview Manor Commons SW LP, owner of 5.517 acres of land out of the Greenbury Gates Survey No. 63, Abstract No. 315, in the City of Manor, Travis County, Texas, and being all of Lot 7C, Block A, Short Form Final plat of Manor Commons SW Establishing Lot 7B & 7C, Block A, an addition to the City of Manor and recorded under Document No. 202200190 of the Official Public Records of Travis County, Texas, same being a portion of that certain tract of land as conveyed to Greenview Manor Commons SW LP, a Texas limited partnership by Special Warranty Deed recorded in Document No. 2015139479 of the Official Public Records of Travis County, Texas; said tract having been approved for pursuant to the Public Notification and Hearing Provision of Chapter 212.015 of the Local Government Code, said 5.157 acre tract of land pursuant to Chapter 26, of the Manor City Code and Chapter 212 of the Local Government Code as amended and in accordance with the tract as shown hereon, to be known as SHORT FORM FINAL PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7C-1 AND LOT 7C-2, BLOCK A, REPLAT OF SHORT FORM PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7B AND 7C, BLOCK A and do hereby dedicate to the Public the use of all streets and easements shown on said plat, subject to any easements and/or restrictions heretofore granted, and not released.

WITNESS MY HAND this the _____day of ______ A.D., 20____

Barth Timmermann, President Greenview Manor Commons SW LP 501 Vale Street Austin, Texas 78746

THE STATE OF TEXAS THE COUNTY OF TRAVIS

I, the undersigned authority, on this the _____ day of _____, A.D., 20____ did personally appear Barth Timmermann, known to me to be the person whose name is subscribed to the foregoing instrument of writing, and he acknowledged before me that he executed the same for the purposes and considerations therein expressed

NOTARY PUBLIC

Printed Name

Commission Expires

SURVEYOR'S CERTIFICATION: THE STATE OF TEXAS ×

THE COUNTY OF TRAVIS ×

I, Holt Carson, Registered Professional Land Surveyor No. 5166, in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property and that the property markers and monuments were placed under my my supervision on the ground, The field work was completed on August 24, 2022.

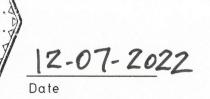
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5166

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HOLT CARSON



Holt Carson Registered Professional Land Surveyor No. 5166 HOLT CARSON, INC 1904 Fortview Road Austin, Texas 78704 (512) 442-0990

ENGINEER'S CERTIFICATION:

THE STATE OF TEXAS × THE COUNTY OF TRAVIS ×

I, Matthew Mitchell, a Registered Professional Engineer in the State of Texas, do hereby certify that this plat is in compliance with the codes and ordinances of the City of Manor, Texas and is not inundated by the 100 year flood plain as identified by the U.S. Federal Emergency Management Agency Boundary Map, (Flood Insurance Rate Map), Community Panel Number 48453C0485J, dated August 18, 2014 and revised to reflect Letter of Map Revision (LOMR 19-06-2660P), effective June 1, 2020.

12/8/2022 Date Matthew Mitchell P.E. No. 83335 ALM ENGINEERING, INC. F-3565 925 S Capital of TX Hwy, Suite B220 MATTHEW MITCHEL West Lake Hills, Texas 78746 83335 (512) 431-9600

SHORT FORM FINAL PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7C-1 AND LOT 7C-2, BLOCK A REPLAT OF SHORT FORM PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7B AND 7C, BLOCK A

PLAT NOTES:

1.) Water and wastewater systems servint this subdivision shall be designed and

installed in accordance with the City of Manor and State Health Department plans and Specifications and specifications shall be submitted to the City of Manor, Water and Wastewater Department for review. 2.) All water and wastewater construction must be inspected by the City of Manor. 3.) No lot in this subdivision shall be occupied until connected to the City of Manor water and wastewater 4.) Prior to construction, a site development permit must be obtained from the City of Manor 5.) Prior to Construction on lots in this subdivision, drainage plans will be submitted to the City of Manor for review. 6.) The property owners or assigns shall maintain all drainage easements on private property. 7.) The property owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by governmental authorities. 8.) Building setbacks shall comply with requirements shown in the City of Manor Code of Ordinances. 9.) This subdivision is subject to all general notes and restrictions appearing on the

Final Plat Establishing Manor commons SW, recorded in Document No. 201500112: and Short Form Final Plat of Manor Commons Establishing Lot 7B & 7C, Block A, recorded in Document No. 202200190, all of the Official Public Records of Travis County, Texas. 10.) This subdivision is subject to Easements with Covenants and Restrictions affecting land (ECR) as described in Document No. 2012140970, the Declaration of Drainage and Access Easements, Covenants and Conditions as described in Document No. 2015092648 and as supplemented br instrument recorded in Document No. 2016084509, all of the Official Public Records of Travis County, Texas.

LEGAL DESCRIPTION:

FIELD NOTE DESCRIPTION OF 5.517 ACRES OF LAND OUT OF THE GREENBURY GATES SURVEY NO. 63, ABSTRACT NO. 315 IN TRAVIS COUNTY, TEXAS, BEING ALL OF LOT 7C, BLOCK A, SHORT FORM FINAL PLAT OF MANOR COMMONS SW ESTABLISHING LOT 7B & 7C, BLOCK A, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN DOCUMENT NO. 202200190 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, SAME BEING A PORTION OF THE PROPERTY DESCRIBED IN A SPECIAL WARRANTY DEED TO GREENVIEW MANOR COMMONS SW. L.P., A TEXAS LIMITED PARTNERSHIP, RECORDED IN DOCUMENT NO. 2015139479 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a cotton spindle found in the South right-of-way line of U.S. Highway at the Northeast corner of Lot 6, Block A, Final Plat Establishing Manor Commons SW, a subdivision in Travis County. Texas according to the map of Plat there of recorded in Document No. 201500112 of the Official Public Records of Travis County, Texas, same being the most Northerly Northwest corner of Lot 7C, Block A, Short Form Final Plat of Manor Commons SW Establishing Lot 7B & 7C, Block A, a subdivision in Travis County, Texas, according to the map or plat thereof recorded in Document No. 202200190 of the Official Public Records of Travis County, Texas and being the most Northerly Northwest corner and the PLACE OF BEGINNING of the herein described tract;

THENCE with the South right-of-way line of U.S. Highway 290 and with the North line of said Lot 7C, N deg. 13'18" E 53.68 ft. to a 1/2" iron rod found with a plastic cap imprinted "JPH Land Surveying" found the Northwest corner of Lot 7A, Block A, Manor Commons SW Replat Lot 7 Final Plat, a subdivision in Travis County, Texas, according to the map or plat thereof recorded in Document No. 201600122, of the Official Public Records of Travis County, Texas;

THENCE leaving the South right-of-way line of U.S. Highway 290 with an East line of said Lot 7C and wi the West line of said Lot 7A, S 02 deg. 47' 27" E 296.95 ft. to a 60D nail found at the Southwest corner said Lot 7A, same being an angle corner of said Lot 7C and being an angle corner of the herein describ tract

THENCE with the South line of said Lot 7A and with a North line of said Lot 7C, N 87 deg. 16' 33" E 150.03 ft. to a 1/2" iron rod with a plastic cap imprinted "Jacobs Prop. Cor" found at the Southeast come of said Lot 7A, same being an angle corner of said Lot 7C and being an angle corner of the herein described tract;

THENCE with the East line of said Lot 7A and with a westerly line of said Lot 7C, N 02 deg. 48' 47" W 297.00 ft. to a MAG nail with a washer imprinted "JPH Land Surveying" found in concrete at the Southwest corner of Lot 7B, Block A, Short Form Final Plat of Manor Commons SW Establishing Lot 7B & 7C, Block A, same being an angle corner of said Lot 7C and being an angle corner of the herein describ tract:

THENCE with the South line of said Lot 7B and with a North line of said Lot 7C, N 87 deg. 16'11" E 100.2 ft. to a 1/2" iron rod with a plastic cap imprinted "JPH Land Surveying" found in the curving West right way line of F.M. 973 at the Southeast corner of said Lot 7B, same being the most Easterly corner of said Lot 7C and being the most Easterly corner of the herein described tract; THENCE with the West right-of-way line of F.M. 973 and with the East line of said Lot 7C, along a curve to the left, with a radius of 10,090.00 ft for an arc length of 546.49 ft and which chord bears S 24 deg. 04'35" W 546.43 ft. to a 1/2" iron rod with a plastic cap imprinted "JPH Land Surveying" found at most Southerly corner of said Lot 7C, same being in the Northeast line of an access road locally known Ring Road and being the most Southerly corner of the herein described tract; THENCE along the Southwest line of said Lot 7C and the Northeast line of said access drive known as Ring Road the following four (4) courses:

1.) N 67 deg. 28'10" W 182.10 ft. to a MAG nail with a washer imprinted "JPH Land Surveying" found in a concrete wing wall at a point of curvature:

2.) along a curve to the right with a radius of 620.00 ft at an arc distance of 302.47 ft passing an a corner of Lot 7, Final Plat Establishing Manor Commons SW, continuing for a total arc length of 403.09 ft. and which chord bears, N 48 deg. 24'28" W 396.03 ft. to a 1/2" iron rod with a plastic cap imprinted "JPH Land Surveying" found at a point of tangency; 3.) N 29 deg. 46'29" W 120.88 ft. to a MAG nail with a washer imprinted "JPH Land Surveying" found at a point of curvature;

4.) Along a curve to the right with a radius of 370.00 ft. for an arc length of 42.91 ft. and which chord bears, N 26 deg. 13'02" W 42.89 ft. to a cut "X" found in concrete at the Southwest corner of Lot 4, Block A, Final Plat Establishing Manor Commons SW, same being the most westerly corner of said Lot 7C and being the most westerly corner of the herein described tract; THENCE with the South line of Lot 4, Lot 5, and Lot 6, Block A Final Plat Establishing Manor Commons SW and with a North line of said Lot 7C, N 87 deg. 14'49'" E 437.57 ft. to a cut "X" found in concrete at the Southerly Southeast corner of said Lot 6;

THENCE along a curve to the left with a radius of 25.00 ft. for an arc length of 39.29 ft. and which cho bears N 42 deg. 07'20" E 35.37 ft to a MAG nail with a washer imprinted "JPH Land Surveying" found a the Easterly Southeast of said Lot 6;

THENCE with the East line of said Lot 6 and with a West line of said Lot 7C, N 02 deg. 47'21" W 234.15 ft. to the PLACE OF BEGINNING and containing 5.517 acres of land.

CCEPTED AND AUTHORIZED for record by the Planning Commission of the by of Manor, Texas, on this the day of 20 AD. pproved: lie Leanard, Charperson Date test uwin T.Almoraz, City Secretary Date This subdivision is located within the City of Manor as of this date, December 7, 2022. CITY OF MANOR CITY COUNCIL APPROVALI ACCEPTED AND AUTHORIZED for record by the City Council of the City of Manor, Texas, on this the day of 20, AD. approved: 	CITY OF MANOR PLANNING AND ZONI	ING COMMISSION APPROVAL:
Ite Leonard, Chairperson Date test	ACCEPTED AND AUTHORIZED for reco	ord by the Planning Commission of the
THE STATE OF TEXAS T	pproved:	
uvia T. Almaraz, City Secretary Date The subdivision is located within the City of Manor as of this date, December 7, 2022. Date CITY OF MANOR CITY COUNCL APPROVALI ACCEPTED AND AUTHORIZED for record by the City Council of the	ulie Leonard, Chairperson	Date
THE STATE OF TEXAS THE COUNTY OF TRAVIS THE STATE OF TEXAS THE COUNTY OF TRAVIS THE STATE OF TEXAS THE COUNTY OF TRAVIS COUNTY, TEXAS THE COUNTY THIS THE	ttest:	
December 7, 2022. CITY OF MANCR CITY COUNCIL APPROVAL: ACCEPTED AND AUTHORIZED for record by the City Cauncil of the City of Manor, Texas, on this the day of 20AD. Approved: Innorable Dr. Christopher Harvey, Mayor Date THE STATE OF TEXAS THE COUNTY OF TRAVIS I, Rebecca Guerrero, 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 theday of?0AD, ato'clockM and duly recorded on theday of?0AD, ato'clockM and duly recorded on theday of?0AD, ato'clockM and duly recorded OUNTY this theday ofZ0AD REBECCA GUERRERO, COUNTY CLERK TRAVIS COUNTY, TEXAS BY Deputy BULT_CARSON, INCORPORATED BRAGESSIONAL_LAND SUBREYORS IS04 FORTYLEW ROAD	luvia T. Almaraz, City Secretary	Date
Neproved: Intest: Luvia 1. Almaraz, City Secretary	December 7, 2022. CITY OF MANOR CITY COUNCIL APPR ACCEPTED AND AUTHORIZED for rec	ROVAL: cord by the City Council of the
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Attest: Lluvia T. Almaroz, City Secretary Date THE STATE OF TEXAS THE COUNTY OF TRAVIS I, Rebecca Guerrero, 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	Approved:	
Lluvia T. Almaraz, City Secretary	Honorable Dr. Christopher Harvey, May	yor Date
THE STATE OF TEXAS THE COUNTY OF TRAVIS I, Rebecca Guerrero, 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, AD, ato'clockM and duly recorded on theday of, AD, ato'clockM in the Official Public Records of said County and State in Document No. WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK OF SAID COUNTY this the day of 20, AD REBECCA GUERRERO, COUNTY CLERK TRAVIS COUNTY, TEXAS BY Deputy HOLT CARSON, INCORPORATED PROFESSIONAL LAND SURVEYORS 1904 FORTVIEW ROAD	Attest:	
THE COUNTY OF TRAVIS I, Rebecca Guerrero, 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 theday of, 20, A.D., ato'clockM. and duly recorded on theday of, A.D., ato'clockM. in the Official Public Records of said County and State in Document No	Lluvia T. Almaraz, City Secretary	Date
THE COUNTY OF TRAVIS I, Rebecca Guerrero, 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 theday of, 20, A.D., ato'clockM. and duly recorded on theday of, A.D., ato'clockM. in the Official Public Records of said County and State in Document No		
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COUNTY this the day of 20, A.D REBECCA GUERRERO, COUNTY CLERK TRAVIS COUNTY, TEXAS BY: Deputy HOLT CARSON, INCORPORATED PROFESSIONAL LAND SURVEYORS 1904 FORTVIEW ROAD AUSTIN, TX 78704	THE COUNTY OF TRAVIS I, Rebecca Guerrero, that the foregoing instrument of W was filed for record in my office	/riting and its Certificate of Authentication on the
REBECCA GUERRERO, COUNTY CLERK TRAVIS COUNTY, TEXAS BY: Deputy HOLT CARSON, INCORPORATED PROFESSIONAL LAND SURVEYORS 1904 FORTVIEW ROAD AUSTIN, TX 78704	THE COUNTY OF TRAVIS I, Rebecca Guerrero, that the foregoing instrument of W was filed for record in my office day of, 20 on theday of	/riting and its Certificate of Authentication on the , A.D., ato'clockM. and duly recorded , A.D., ato'clockM. in the Official
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(512) 442-0990 email: survey@hciastin.com	THE COUNTY OF TRAVIS I, Rebecca Guerrero, that the foregoing instrument of W was filed for record in my office day of, 20 on theday of Public Records of said County an WITNESS MY HAND AND SEAL OF COUNTY this theday of REBECCA GUERRERO, COUNTY CLE	Initing and its Certificate of Authentication A.D., ato'clockM. and duly recorded A.D., ato'clockM. in the Official Ind State in Document No

A 1123078

PAGE 2 OF 2

GBA

1500 County Road 269 Leander, TX 78641

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

Date: Monday, December 5, 2022

Matthew Mitchell ALM ENGINEERING, INC. 925 S CAPITAL OF TX HWY WEST LAKE HILLS 78746 almeng@sbcglobal.net

Permit Number 2022-P-1487-SF Job Address: Manor Commons SW Lot 7C-1 & 7C-2 SF, , LA.

Dear Matthew Mitchell,

The first submittal of the Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat (*Short Form Final Plat*) submitted by ALM ENGINEERING, INC. and received on December 08, 2022, 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. The street name Ring Road should be corrected to say Ring Drive.
- 2. The ROW width of FM 973 should be provided. The City of Manor will not accept varies for a ROW on plats.

3. Note number 9 should be removed from the Notes section of the plat and be placed near the City signature blocks. Also, a date should be provided not just the month and year.

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,

Pauline M Gray

12/5/2022 11:16:41 AM Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat 2022-P-1487-SF Page 2 Pauline Gray, P.E. Lead AES GBA **GBA**

1500 County Road 269 Leander, TX 78641

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

Date: Monday, December 5, 2022

Matthew Mitchell ALM ENGINEERING, INC. 925 S CAPITAL OF TX HWY WEST LAKE HILLS 78746 almeng@sbcglobal.net

Permit Number 2022-P-1487-SF Job Address: Manor Commons SW Lot 7C-1 & 7C-2 SF, , LA.

Dear Matthew Mitchell,

The first submittal of the Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat (Short Form Final Plat) submitted by ALM ENGINEERING, INC. and received on November 14, 2022, 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. The street name Ring Road should be corrected to say Ring Drive. The private roadway Ring Road was dedicated per plat 201500112 and the public roadway Ring Drive was dedicated per plat 201900077, this is how the roads are currently annotated.

2. The ROW width of FM 973 should be provided. The City of Manor will not accept varies for a ROW on plats. The right-of-way width has been noted

3. Note number 9 should be removed from the Notes section of the plat and be placed near the City signature blocks. Also, a date should be provided not just the month and year. Note has been moved and complete date added

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. 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,

Pauline M Shary

12/5/2022 11:16:41 AM Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat 2022-P-1487-SF Page 2 Pauline Gray, P.E. Lead AES GBA

1500 County Road 269 Leander, TX 78641

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

GBA

Date: Monday, December 19, 2022

Matthew Mitchell ALM ENGINEERING, INC. 925 S CAPITAL OF TX HWY WEST LAKE HILLS 78746 almeng@sbcglobal.net

Permit Number 2022-P-1487-SF Job Address: Manor Commons SW Lot 7C-1 & 7C-2 SF,

Dear Matthew Mitchell,

We have conducted a review of the final plat for the above-referenced project, submitted by Matthew Mitchell and received by our office on December 08, 2022, 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,

Pauline M Gray

Pauline Gray, P.E. Lead AES GBA



12/21/2022

City of Manor Development Services

Notification for a Subdivision Short Form Final Plat

Project Name: Manor Commons SW Lot 7C-1 & 7C-2 Short Form Final Plat Case Number: 2022-P-1487-SF Case Manager: Michael Burrell Contact: <u>mburrell@manortx.gov</u> 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 on a Subdivision Short Form Final Plat for the Manor Commons SW Subdivision located at the intersection of US HWY 290 and F.M. 973 in Manor, TX. The request will be posted on the agenda as follows:

<u>Public Hearing</u>: Conduct a public hearing on a Short Form Final Plat for the Manor Commons SW Subdivision, two (2) lots on 5.517acres, more or less, and being located at the intersection of US HWY 290 and F.M. 973 in Manor, TX. *Applicant: ALM Engineering Owner: Greenview Manor Commons SW LP*

The Planning and Zoning Commission will meet at 6:30PM on January 11, 2023 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 Short Form Final 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.

WAL-MART REAL ESTATE BUSINESS TRUST MS 0555 PO BOX 8050 BENTONVILLE AR 72712-8055

HAZA REALTY LP 4415 HIGHWAY 6 SUGAR LAND TX 77478-4476

TIMMERMANN GERALDINE PO BOX 4784 AUSTIN TX 78765-4784

GREENVIEW DEVELOPMENT 973 L P BARTH TIMMERMANN 501 VALE ST AUSTIN TX 78746-5732 CFT NV DEVELOPMENTS LLC 1683 WALNUT GROVE AVE ROSEMOND CA 91770-3711

SURFVIEW MANOR LLC 19 BAY VISTA DR MILL VALLEY CA 94941-1604

GREENVIEW DEVELOPMENT 973 L P BARTH TIMMERMANN 501 VALE ST AUSTIN TX 78746-5732 13100 FM 973 INC 10095 US Highway 290 E Manor TX 78653-0539

GREENVIEW MANOR COMMONS SW LP PO BOX 162304 AUSTIN TX 78716-2304

AJT REAL ESTATE LLC 2501 LOU HOLLOW PL CEDAR PARK TX USA 78613-3107

AGENDA ITEM NO.

14

Item 14.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Coordinated Sign Plan Amendment for 203 West Murray Ave.

BACKGROUND/SUMMARY:

Originally approved on 12/12/2018 this amendment slightly reduces the total allowable signage by 12.5 sf (162.5 sf to 150 sf). The amendment provides more flexibility on the sign design by not specifying the lettering colors, allowing logos, and having either 11" or 16" lettering.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

- Letter of Authorization
- CSP Amendment
- Original CSP

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Coordinated Sign Plan Amendment for 203 West Murray Ave.

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
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November 21, 2022

To City of Manor:

I Rolando Elizondo owner of building located at 203 West Murray Avenue, Manor TX, 78653 grants permission to (tenant) Jacqueline L. Harrington to change uniform sign plan, unit #2.

Thank you

For any questions regarding this letter, please call me (512) 587-7020

Rolando Elizondo

203 West Murray Avenue Manor TX, 78653

Change Of Uniform Sign Plan Standard



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1002 West Pecan Street - Pflugerville, TX 78660 Tel: 512-828-7828 - Fax: 512-377-1544 www.Signarama-NATX.com

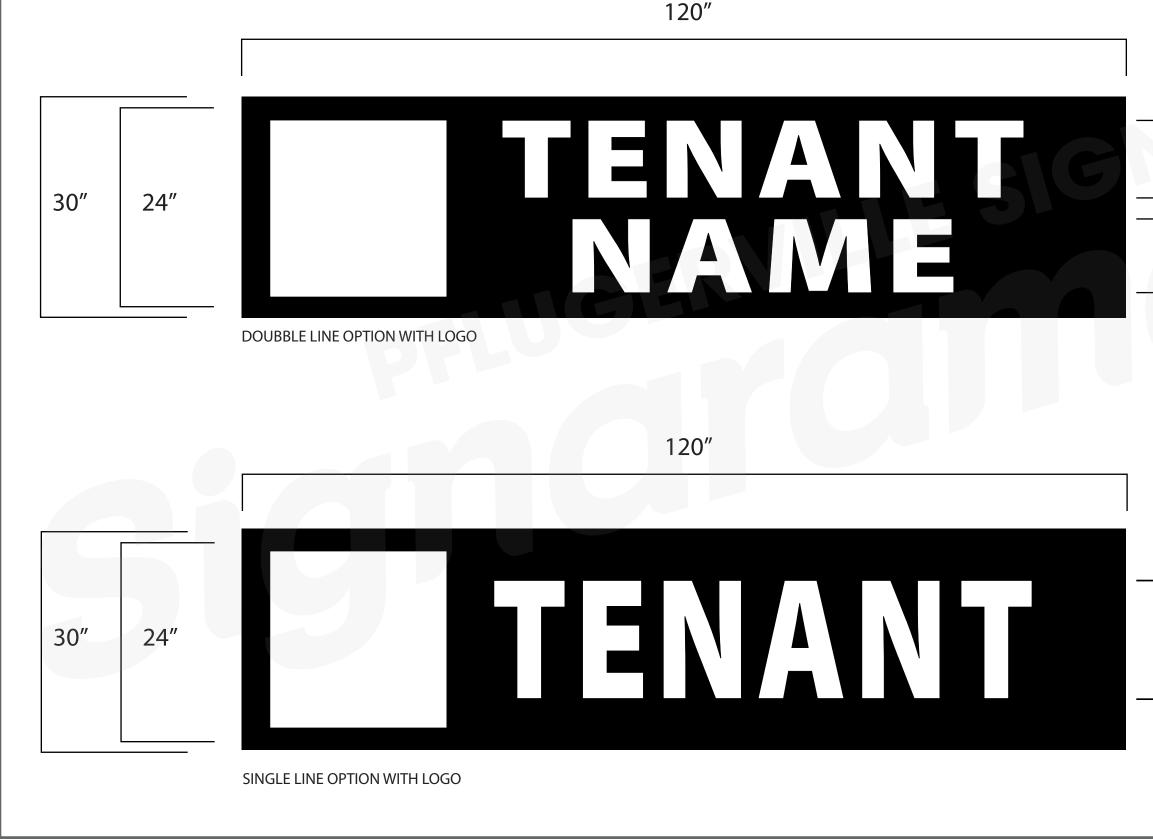


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Pflugerville Signs Signarama DOES NOT provide primary electrical to sign. Power to the sign must be done by a licensed electrical contractor or licensed electrician which we can provide at an additional cost seperate from sign fabrication and installation. Each sign must have

WE ARE NOT RESPONSIBLE FOR ANY SPELLING ERRORS ONCE CLIENT APPROVAL IS RECEIVED. THERE WILL BE AN Additional CHARGE TO FIX ANY SIGN DUE TO SPELLING ERRORS AFTER PROOF APPROVAL.

PLEASE CHECK ALL SPELLING



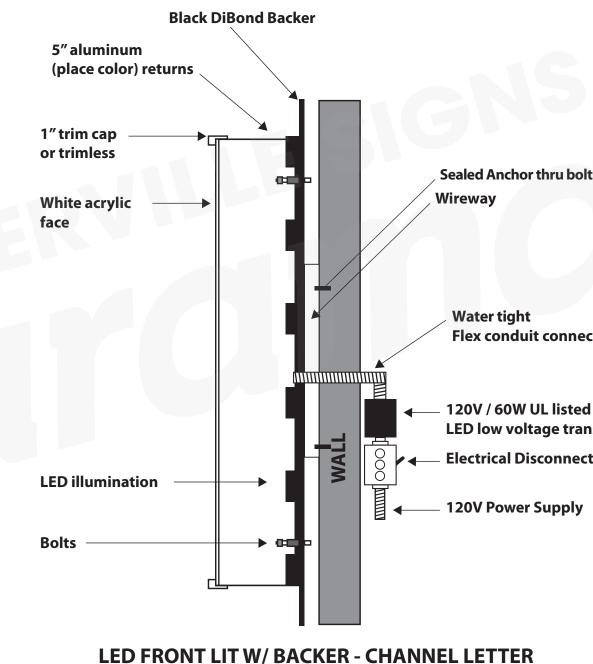
11″	PFLUGERVILLE Item 14. Item 14. DO2 West Pecan Street Pflugerville, TX 78660 Tel: 512-828-7828 - Fax: 512-377-1544 PROJECT NAME: CLIENT:
11″	CONTACT: PHONE : EMAIL :
	PROJECT LOCATION: SITE CONTACT: CELLPHONE:
	PROJECT MANAGER: DESIGNER: REVISION DATE & NUMBER:
16″	Rev FILE LOCATION: Location INTERNAL APPROVAL SIGNATURE
ALL PARTS USED TO BUILD VOUR SIGN ARE UL LISTED	CLIENT APPROVAL SIGNATURE
ninimum of one dedicated 120V 20A circuit ction box installed within 6 feet of sign ree wires: Line, Ground, Neutral OM PFLUGERVILLE SIGNS SIGNARAMA LLC.	 ★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★

SIGNG DETAIL STANDARD:

Total Sign area to be 30" heigh x 120" wide Black Backer with wireway. 6" black aluminum returns Black trim cap or trimless letter edge White LED modules 7200K (Principle LED Quickmods 2) Power supply 120-270 input -120 Watts at 12v Round or Square logo box (as presented in layout)

Sign letters can be 11" tall if stacked and fit within 24"h x 112"w area without a logo, and 24"h x 84"w when a logo is used, with an allowable logo area not to exceed 24" x 24" on the left.

If a single line of letter then the max height should 16" w without logo, and a not to acceed area of 16"h x 112"w, or 16"h x 84" w, when a logo is used with an allowable logo area not to exceed 24" x 24" on the left.



SECTION DETAILS

PLEASE CHECK ALL SPELLING

WE ARE NOT RESPONSIBLE FOR ANY SPELLING ERRORS ONCE CLIENT APPROVAL IS RECEIVED. THERE WILL BE AN Additional CHARGE TO FIX ANY SIGN DUE TO SPELLING ERRORS AFTER PROOF APPROVAL

Pflugerville Signs Signarama DOES NOT provide primary electrical to sign. Power to the sign must be done by a licensed electrical contractor or licensed Each sign must ha

INTELLECTUAL PROPERTY & COPYRIGHTS

© COPYRIGHT 2018, PFLUGERVILLE SIGNS SIGNARAMA LLC. ALL DESIGNS PRESENTED ARE THE SOLE PROPERTY OF PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAIL OR ANY DIGITAL MEDIA WITHOUT THE WRITTEN PERMISSION FROM PFLUGERVILLE SIGNS SIGNARAMA LLC, & MAY NOT BE REPRODUCED IN PART OR WHOLE, INCLUDING SHARING VIA EMAI

Sealed Anchor thru bolts

Flex conduit connector

LED low voltage transformer

Electrical Disconnect Switch

ALL PARTS USED TO BUILD YOUR SIGN ARE UL LISTED

um of one dedicated 120V 20A circuit alled within 6 feet of sig

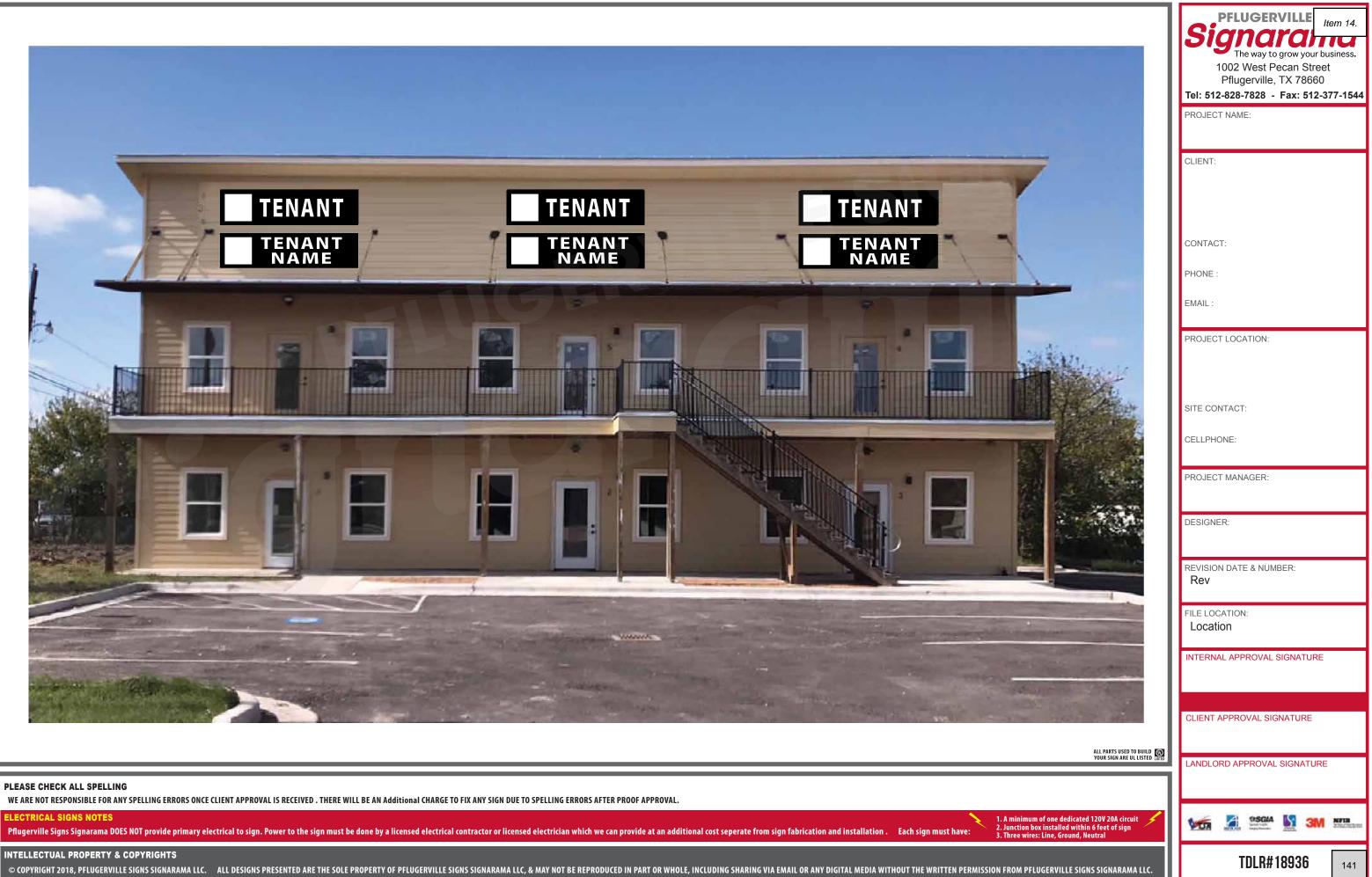
PFLUGERVILLE he way to grow your business 1002 West Pecan Street Pflugerville, TX 78660 Tel: 512-828-7828 - Fax: 512-377-1544 PROJECT NAME CLIENT: CONTACT PHONE EMAIL PROJECT LOCATION: SITE CONTACT CELLPHONE: PROJECT MANAGER: DESIGNER REVISION DATE & NUMBER: Rev FILE LOCATION: Location INTERNAL APPROVAL SIGNATURE CLIENT APPROVAL SIGNATURE LANDLORD APPROVAL SIGNATURE UN.

TDLR#18936

Pflugerville Signs Signarama DOES NOT provide primary electrical to sign. Power to the sign must be done by a licensed electrical contractor or licensed electrician which we can provide at an additional cost seperate from sign fabrication and installation. Each sign must have:

ELECTRICAL SIGNS NOTES

WE ARE NOT RESPONSIBLE FOR ANY SPELLING ERRORS ONCE CLIENT APPROVAL IS RECEIVED. THERE WILL BE AN Additional CHARGE TO FIX ANY SIGN DUE TO SPELLING ERRORS AFTER PROOF APPROVAL.



C rev1



BUILDING TENNANT SIGNS SPECS:

SIGN TYPE: FRONT LITE CHANNEL LETTERS SIGN PANEL AREA: 30" X 130" **RACEWAY: NONE** LETTER SIZE: 12" TALL FACES: PLEXIGLASS FACE COLOR: RED, BLACK OR BLUE RETURNS: BLACK **ILLUMINATION: LED** ELECTRICAL: 120VAC / 20 AMP MOUNTING: THRU WALL ANCHORS

Master Sign Plan

AGENDA ITEM NO.

15

Item 15.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:January 11, 2023PREPARED BY:Scott Dunlop, DirectorDEPARTMENT:Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a 2023 Subdivision Calendar.

BACKGROUND/SUMMARY:

When an application for a subdivision plat or plan files under Standard Review they must follow a calendar of pre-determined dates to comply with state mandated review and approval timelines. This calendar sets those dates for 2023.

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	YES

• 2023 Subdivision Calendar

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a 2023 Subdivision Calendar.

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
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2023 Subdivision Calendar

11am 15

19 20

 17 18

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								Iten	n 15.								
		Jan	uar	y 20)23			1 New Year's Day	4 Independence Day – City Closed 5 Pre-Con Meeting			J	uly	202	3		
w	S	М	Т	w	т	F	S	2 City Closed – Observed Holiday 3 Pre-Con Meeting	11 1 st App Completeness check	w	S	м	Т	w	Т	F	S
1	1	2	3	4	5	6	7	10 1 st App Completeness check	12 P&Z	26							1
2	8	9	10	11	12	13	14	11 P&Z	13 Resubmitted Projects 10 Day	27	2	3	4	5	6	7	8
3	15	16	17	18	19	20	21	16 Martin Luther King - City Closed 24 1 st App 10-Day Submittal Period	Submittal Period 26 Re-Submittal Completeness Check	28	9	10	11	12	13	14	15
4	22	23	24	25	26	27	28	24 1 App 10-Day Submittar Period	20 Re-Submittal Completeness Check	29	16	17	18	19	20	21	22
5	29	30	31	20	20		20			30	23	24	25	26	27	28	29
5	23	50	51							31	30	31	23	20	21	20	23
										51	30	51					
		Fob		m 7	022	,		7 1 st App Completeness check	2 1 st App 10-Day Submittal Period			۸.,	qus	+ 20	22		
147	1			ry 2		1		8 P&Z	8 Pre-Con Meeting	141					1	-	
W	S	м	Т	W	Т	F	S	8 Resubmitted Projects 10 Day Submittal Period	9 P&Z	W	S	м	T	W	T	F	S
5	_			1	2	3	4	20 President's Day - City Closed	15 1 st App Completeness check 17 Resubmitted Projects 10-Day	31		-	1	2	3	4	5
6	5	6	7	08	9	10	11	22 Re-Submittal Completeness Check	Submittal Period	32	6	7	8	9	10	11	12
7	12	13	14	15	16	17	18	28 1 st App 10-Day Submittal Period	29 1 st App 10-Day Submittal Period	33	13	14	15	16	17	18	19
8	19	20	21	22	23	24	25		30 Re-Submittal Completeness Check	34	20	21	22	23	24	25	26
9	26	27	28							35	27	28	29	30	31		
	March 2023 2 Texas Ind. Day - City Closed				2 Texas Ind. Day - City Closed 7 Pre-Con Meeting	4 Labor Day – City Closed 5 Pre-Con Meeting	September 2023										
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9				1	2	3	4	14 1 st App Completeness check	13 P&Z	35						1	2
10	5	6	7	08	9	10	11	16 Resubmitted Projects 10-Day Submittal Period	14 Resubmitted Projects 10-Day Submittal Period	36	3	4	5	6	7	8	9
11	12	13	14	15	16	17	18	28 1 st App 10-Day Submittal Period	26 1 st App 10-Day Submittal Period	37	10	11	12	13	14	15	16
12	19	20	21	22	23	24	25	29 Re-Submittal Completeness Check	27 Re-Submittal Completeness Check	38	17	18	19	20	21	22	23
13	26	27	28	29	30	31				39	24	25	26	27	28	29	30
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										_							
		Α	pril	202	23			4 Pre-Con Meeting	3 Pre-Con Meeting	October 2023							
w	S	м	т	w	т	F	S	7 Good Friday – City Closed 11 1 st App Completeness check	9 Columbus Day – City Closed 10 1 st App Completeness check	w	S	м	т	w	т	F	S
13						1	1	12 P&Z	11 P&Z	40	1	2	3	4	5	6	7
14	2	3	4	5	6	7	8	13 Resubmitted Projects 10-Day	12 Resubmitted Projects 10-Day	41	8	9	10	11	12	13	14
15	9	10	11	12	13	14	-	Submittal Period 26 Resubmittal Completeness Check	Submittal Period 25 Resubmittal Completeness Check	42	15	16	17	18	19	20	21
	16	17	18		20	21	22	20 Resubmittar completeness Check	31 1 st App 10-Day Submittal Period	43	22	23	24	25	26	27	28
16							-			43	22 29	30	24 31	23	20	21	20
17	23	24	25	26	27	28	29			-+4	23	1.00	51		I		
18	30																
				202	2			3 1 st App 10-Day Submittal Period	7 Pre-Con Meeting			Nore	k		0.0-24		
			-	202		1		9 Pre-Con Meeting	8 P&Z		1	Nov		-	-		
W	S	М	Т	W	Т	F	S	10 P&Z	10/11 Veterans Day- City Closed	w	S	М	Т	W	Τ	F	S
18		1	2	3	4	5	6	16 1 st App Completeness check 17 Resubmitted Projects 10-Day	14 1 st App Completeness check Resubmitted Projects 10-Day	44		<u> </u>		1	2	3	4
19	7	8	9	10	11	12	13	Submittal Period	Submittal Period	45	5	6	7	8	9	10	11
4						1	1			1							

10 | 11 | 12 | 13 | **Submittal Period** 29 Memorial Day – City Closed 31 1st App 10-Day Submittal Period **31 Resubmittal Completeness Check**

23/24 Thanksgiving Holiday - City Closed 29 1st App 10-Day Submittal Period 26 27 29 Resubmittal Completeness Check **5** Pre-Con Meeting December 2023 12 1st App Completeness W S M T W T F 12 Resubmitted Projects 10-Day **Submittal Period** 13 P&Z 22-25 Christmas Holiday – City Closed - Observed Holiday

27 Resubmittal Completeness Check

June 2023										
w	S	М	Т	W	Т	F	S			
22					1	2	3			
23	4	5	6	7	8	9	10			
24	11	12	13	14	15	16	17			
25	18	19	20	21	22	23	24			
26	25	26	27	28	29	30				

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29

6 Pre-Con Meeting 13 1st App Completeness check 14 P&Z/

14 Resubmitted Projects 10-Day **Submittal Period**

19 Juneteenth – City Closed 27 1st App 10-Day Submittal Period

28 Resubmittal Completeness Check

AGENDA ITEM NO.

16

Item 16.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to appoint a Planning and Zoning Commission Chairperson to serve a 1-year term.

BACKGROUND/SUMMARY:

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	NO

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission appoint a Planning and Zoning Commission Chairperson to serve a 1-year term.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None

AGENDA ITEM NO.

17

Item 17.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE:	January 11, 2023
PREPARED BY:	Scott Dunlop, Director
DEPARTMENT:	Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to appoint a Planning and Zoning Commission Vice-Chair to serve a 1-year term.

BACKGROUND/SUMMARY:

LEGAL REVIEW:	NO
FISCAL IMPACT:	NO
PRESENTATION:	NO
ATTACHMENTS:	NO

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission appoint a Planning and Zoning Commission Vice-Chair to serve a 1-year term.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None