



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

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## Planning & Zoning Commission Regular Meeting

Wednesday, March 13, 2024 at 6:30 PM

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

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### AGENDA

This meeting will be live streamed on Manor's YouTube Channel  
You can access the meeting at <https://www.youtube.com/@cityofmanorsocial/streams>

#### CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

#### PUBLIC COMMENTS

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

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

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

#### PUBLIC HEARING

- 1. Conduct a public hearing on a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, TX.**

*Applicant: Retail Connections*

*Owner: Retail Connections*

- 2. Conduct a public hearing on a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, TX**

*Applicant: Quiddity Engineering*

*Owner: Gregg Lane Dev., LLC*

- 3. Conduct a public hearing on a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX.**

*Applicant: Morton Buildings*

*Owner: Morton Buildings*

## **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.*

- 4. Consideration, discussion, and possible action to approve the P&Z Commission minutes for:**
- **February 13, 2024, P&Z Commission Workshop Session; and**
  - **February 13, 2024, P&Z Commission Called Special Session.**

## **REGULAR AGENDA**

- 5. Consideration, discussion, and possible action on a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, TX.**

*Applicant: Retail Connections*

*Owner: Retail Connections*

- 6. Consideration, discussion, and possible action on a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, TX.**

*Applicant: Quiddity Engineering*

*Owner: Gregg Lane Dev., LLC*

- 7. Consideration, discussion, and possible action on a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX.**

*Applicant: Morton Buildings*

*Owner: Morton Buildings*

- 8. Consideration, discussion, and possible action on a Final Plat for the Las Entradas South Section 4 subdivision, two (2) lots on 13.22 acres, more or less, and being located near the intersection of Gregg Manor Road and W. Eggleston Street, Manor, TX.**

*Applicant: Kimley-Horn*

*Owner: Manor MF, LLC*

- 9. Consideration, discussion, and possible action on a Setback Waiver for Lot 10, Block 19, Town of Manor to permit a 20' front setback, 10' rear setback, and 5' side setback.**

## **ADJOURNMENT**



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

### **CONFLICT OF INTEREST**

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

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

### **POSTING CERTIFICATION**

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, March 8, 2024, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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

### **NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:**

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



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 13, 2024  
**PREPARED BY:** Scott Dunlop, Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, Tx

*Applicant: Retail Connections*

*Owner: Retail Connections*

### BACKGROUND/SUMMARY:

This SUP request is on the property for the multi-tenant portion of the larger Manor Crossing development that is planned to have an HEB, Home Depot, and 11 pad sites. The multi-tenant property will have approximately 150,000 sf of commercial space. This SUP is requesting up to 15,000 sf of that be used for medical offices or medical clinics. Those uses would include dentists, eye doctors, and clinics.

**LEGAL REVIEW:** Not Applicable  
**FISCAL IMPACT:** NO  
**PRESENTATION:** NO  
**ATTACHMENTS:** YES

- Letter of Intent
- Building layout
- Proposed tenants
- Notice
- Mailing labels

### ACTIONS:

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

### STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct the public hearing on a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, Tx

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



March 8, 2024

City of Manor – Planning & Zoning  
105 E Eggleston St,  
Manor, TX 78653  
ATTN: Scott Dunlop, Michael Burrell

Via email: [sdunlop@manortx.gov](mailto:sdunlop@manortx.gov) , [mburrell@manortx.gov](mailto:mburrell@manortx.gov)

**RE: Letter of Intent regarding applicant's intent to obtain an SUP in relation to "Medical Office(s)" & "Medical Clinic(s)" at Manor Crossing Shopping Center in Manor, Texas.**

To whom it may concern,

This Letter of Intent ("LOI") shall formally represent applicant's intent to obtain a Special Use Permit ("SUP") for the right to operate one or multiple Medical Office(s) and/or Medical Clinic(s) (as defined in Sec. 14.01.008 in the city's ordinance and shown below) up to 15,000 square feet in the zone as shown on Exhibit A labeled as "Shopping Center".

Any and all Medical Office(s) and/or Medical Clinic(s) or replacements thereof, will be of the type and quality typically found in Class A shopping centers in Texas.

**Medical Office Definition:**

*"Office, medical means the use of the site for the consultation, diagnosis, therapeutic, preventative, or corrective personal treatment by doctors, dentists, or similar practitioners of medical and healing arts for humans, medical or dental laboratories. These facilities can be differentiated from a medical clinic in that such facilities primarily operate on an appointment basis, are generally not open to the general walk-in public, and offer specialized services or attention."*

**Medical Clinic Definition:**

*"Medical clinic means the use of the site for the provision of medical, psychiatric, or surgical services on an outpatient basis. These facilities can be differentiated from a medical office in that such facilities would be primarily open to and operated for the general, walk-in public, and would not normally require an appointment. This use includes ambulatory surgical centers (ASC); end-stage renal disease facility (dialysis); outpatient services; and freestanding emergency medical care facility."*

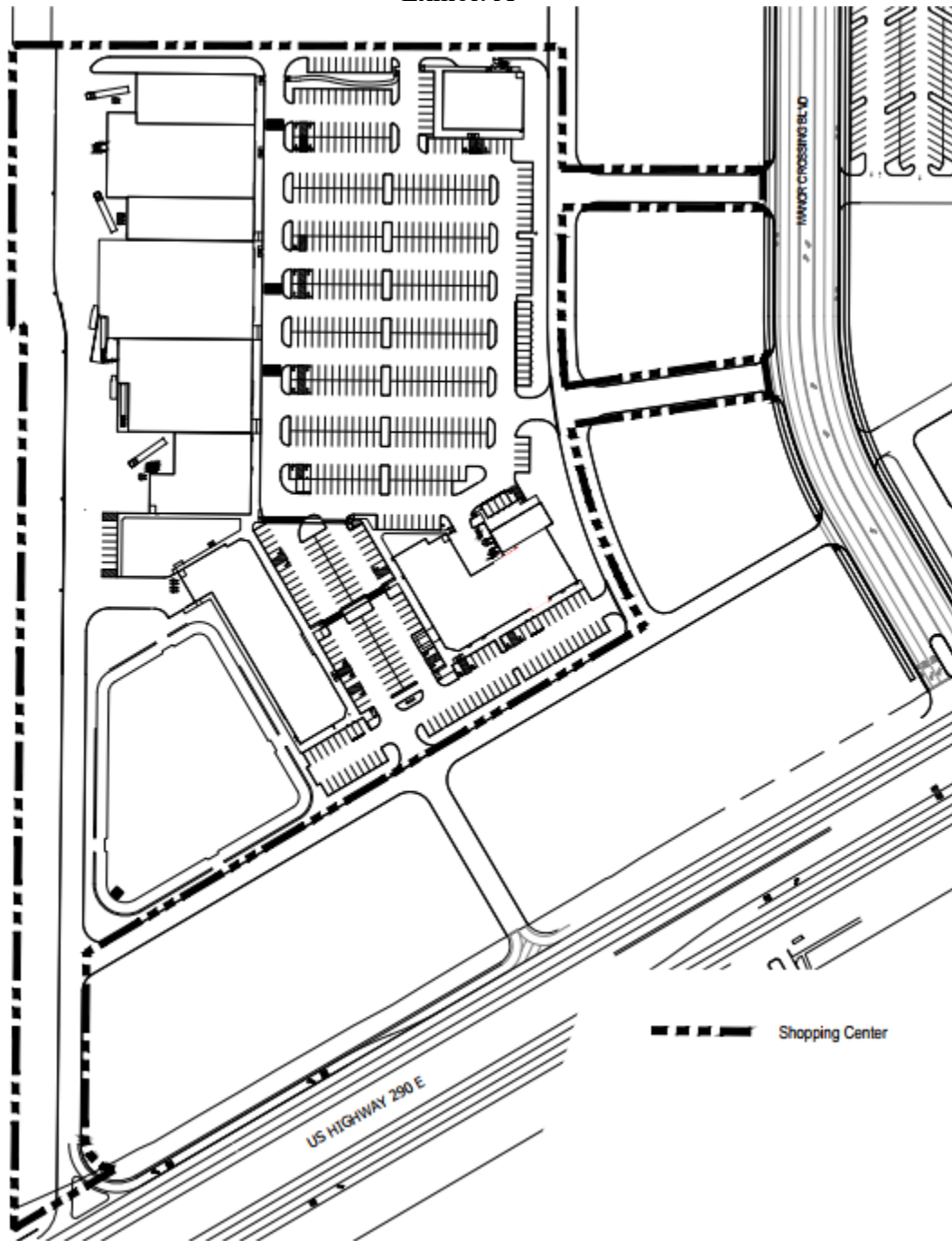
Let us know if there's further questions.

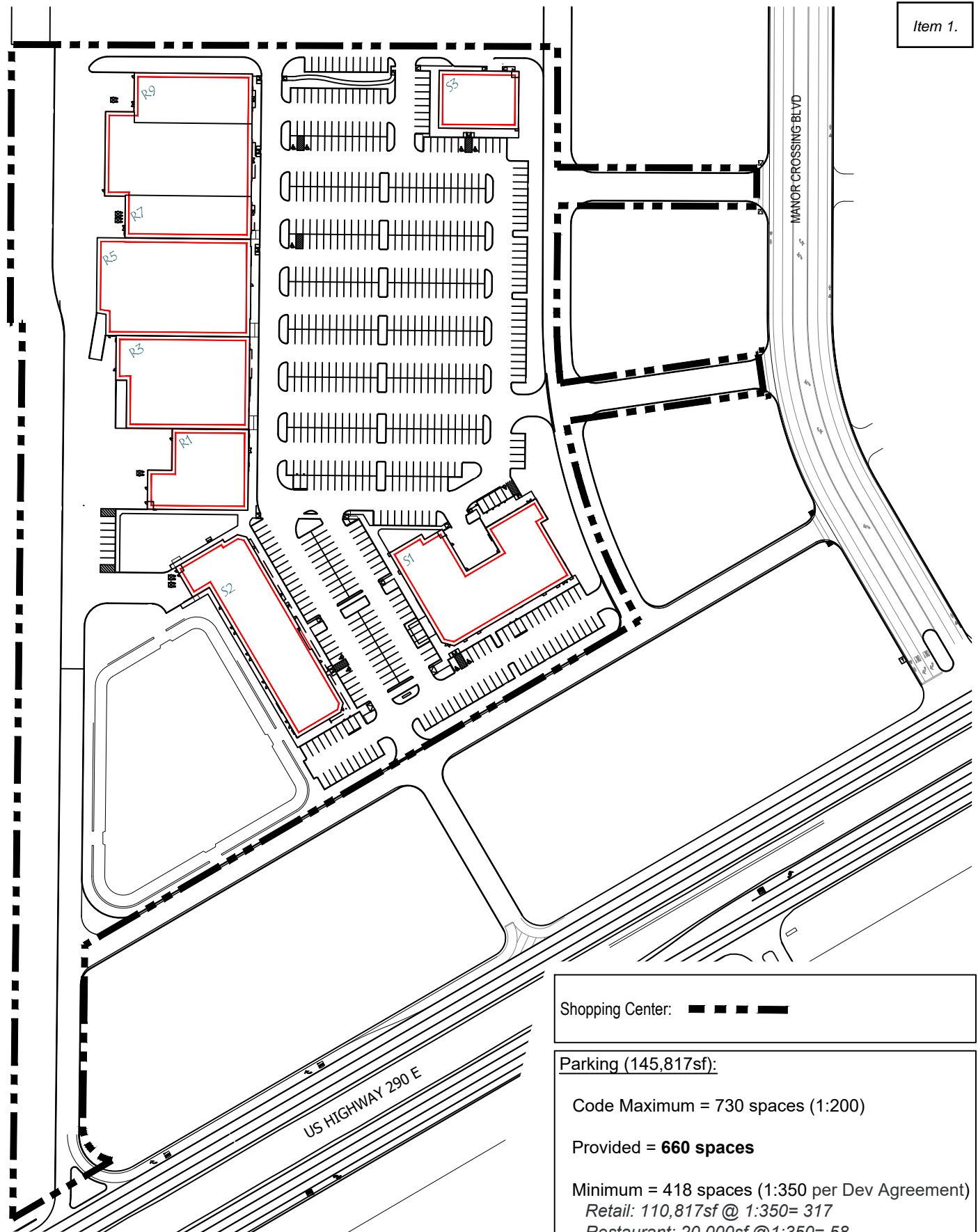
Sincerely,

**CONNECTED ACQUISITION SERVICES, LLC,**

By:  
Name: Matt Wilson

Exhibit A





Shopping Center: ■ ■ ■ ■ ■

Parking (145,817sf):

Code Maximum = 730 spaces (1:200)

Provided = **660 spaces**

Minimum = 418 spaces (1:350 per Dev Agreement)

Retail: 110,817sf @ 1:350= 317

Restaurant: 20,000sf @ 1:350= 58

Medical Office: 15,000sf @ 1:350 = 43

This site plan is presented solely for the purpose of identifying the approximate location and size of the buildings presently contemplated by the Owner. Building sizes, site dimensions, access and parking areas, existing tenant locations and identities are subject to change at the Owner's discretion, except as otherwise expressly restricted herein.

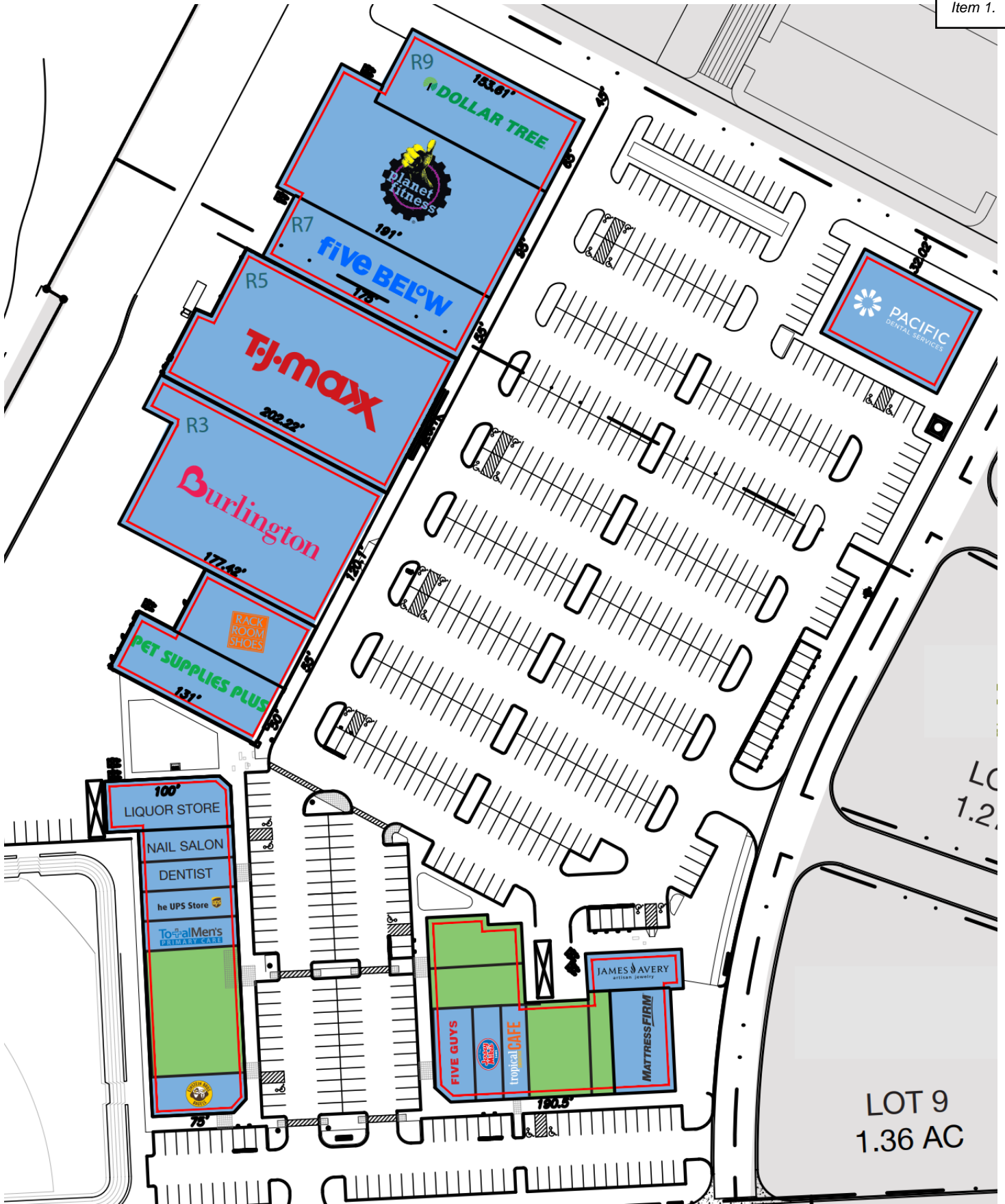


Manor Crossing

Manor, TX February 15, 2024







Item 1.

Property ID: 986086 ↗

Owner Name: 13100 FM 973 INC

[VIEW INFO](#)





2/28/2024

## City of Manor Development Services

# Notification for a Specific Use Permit Application

Project Name: Medical Office SUP - Manor Crossing

Case Number: 2024-P-1618-CU

Case Manager: Michael Burrell

Contact: [mburrell@manortx.gov](mailto:mburrell@manortx.gov) – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, Tx. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing on a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, Tx**

***Applicant: Retail Connections***

***Owner: Retail Connections***

The Planning and Zoning Commission will meet at 6:30PM on March 13, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

The City of Manor City Council will meet at 7:00PM on March 20, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

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

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

Manor Crossing - SUP Notices Addresses (300')	
Parcel ID	Address
710219	14008 Shadowglen Blvd, 78653
568065	12801 Lexington St, 78653
697020	13720 Shadowglade Pl., 78653
697021	13724 Shadowglade Pl., 78653
697022	13728 Shadowglade Pl., 78653
697023	13725 Shadowglade Pl., 78653
697024	13721 Shadowglade Pl., 78653
697025	13717 Shadowglade Pl., 78653
697054	11708 Pillion Pl., 78653
697055	11705 Gold Run CV., 78653
697056	11716 Pillion Pl., 78653
697057	11720 Pillion Pl., 78653
697026	11709 Pillion Pl., 78653
697027	11713 Pillion Pl., 78653
697028	11717 Pillion Pl., 78653
697029	11721 Pillion Pl., 78653
697030	11725 Pillion Pl., 78653
697031	11729 Pillion Pl., 78653
697032	11733 Pillion Pl., 78653
697033	11737 Pillion Pl., 78653
697034	13745 Shady Ridge Ln., 78653
700577	13816 Field Spar Dr., 78653
700578	13820 Field Spar Dr., 78653
700579	13824 Field Spar Dr., 78653
700580	13828 Field Spar Dr., 78653
700581	13832 Field Spar Dr., 78653
700582	11501 Sun Glass Dr., 78653
700616	11505 Sun Glass Dr., 78653
700648	11509 Sun Glass Dr., 78653
700621	11513 Sun Glass Dr., 78653
700590	13821 Field Spar Dr., 78653
700591	13817 Field Spar Dr., 78653
700670	13820 Tercel Trce., 78653
700671	13824 Tercel Trce., 78653
236853	13407 N. FM Rd 973, 78653
236854	E. U.S. HY 290, 78653



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 13, 2024  
**PREPARED BY:** Scott Dunlop, Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, Tx

*Applicant: Quiddity Engineering*

*Owner: Gregg Lane Dev., LLC*

### BACKGROUND/SUMMARY:

The New Haven PUD was first approved on April 19<sup>th</sup>, 2023. The current PUD contains:

- 190 50' residential lots
- 81 60' residential lots
  - 271 total
- 1 commercial lot
- 1 public utility lot (water storage tanks)
- 21.6 acres of open space and parks, which contain:
  - 8' – 6' concrete trails
  - 10-20 space parking lot
  - Shade structure
  - Playgrounds
  - Active play equipment, exercise equipment, volleyball court, picnic tables
  - Benches and trash receptacles

The revised PUD contains:

- 175 50' residential lots
- 87 60' residential lots
  - 262 total
- 1 commercial lot
- 1 public utility lot (water storage tanks)
- 26.3 acres of open space and parks, which contain:
  - 8' – 6' concrete trails
  - 10-20 space parking lot
  - Shade structure
  - Playgrounds
  - Active play equipment, exercise equipment, volleyball court, picnic tables
  - Benches and trash receptacles

The revised PUD has reduced the number of residential lots by nine and increased the open space and park acreage by 4.7 acres. There is no change to the park amenities, the commercial acreage, or the utility lot acreage. The street layout has also been revised and there is now more street visibility into the open space and park areas.

The PUD is being revised because the proposed street is more cost-efficient for the developer due to the topography of the area and the grading work necessary during construction.

**LEGAL REVIEW:** *Not Applicable*  
**FISCAL IMPACT:** *NO*  
**PRESENTATION:** *NO*  
**ATTACHMENTS:** *YES*

- New Haven revised PUD
- New Haven current PUD
- PUD comparison

- Conformance Letter
- Public notice
- Mailing labels

**ACTIONS:**

<i>Discretion</i>	Discretionary
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<i>Subdivision Review Type</i>	NA
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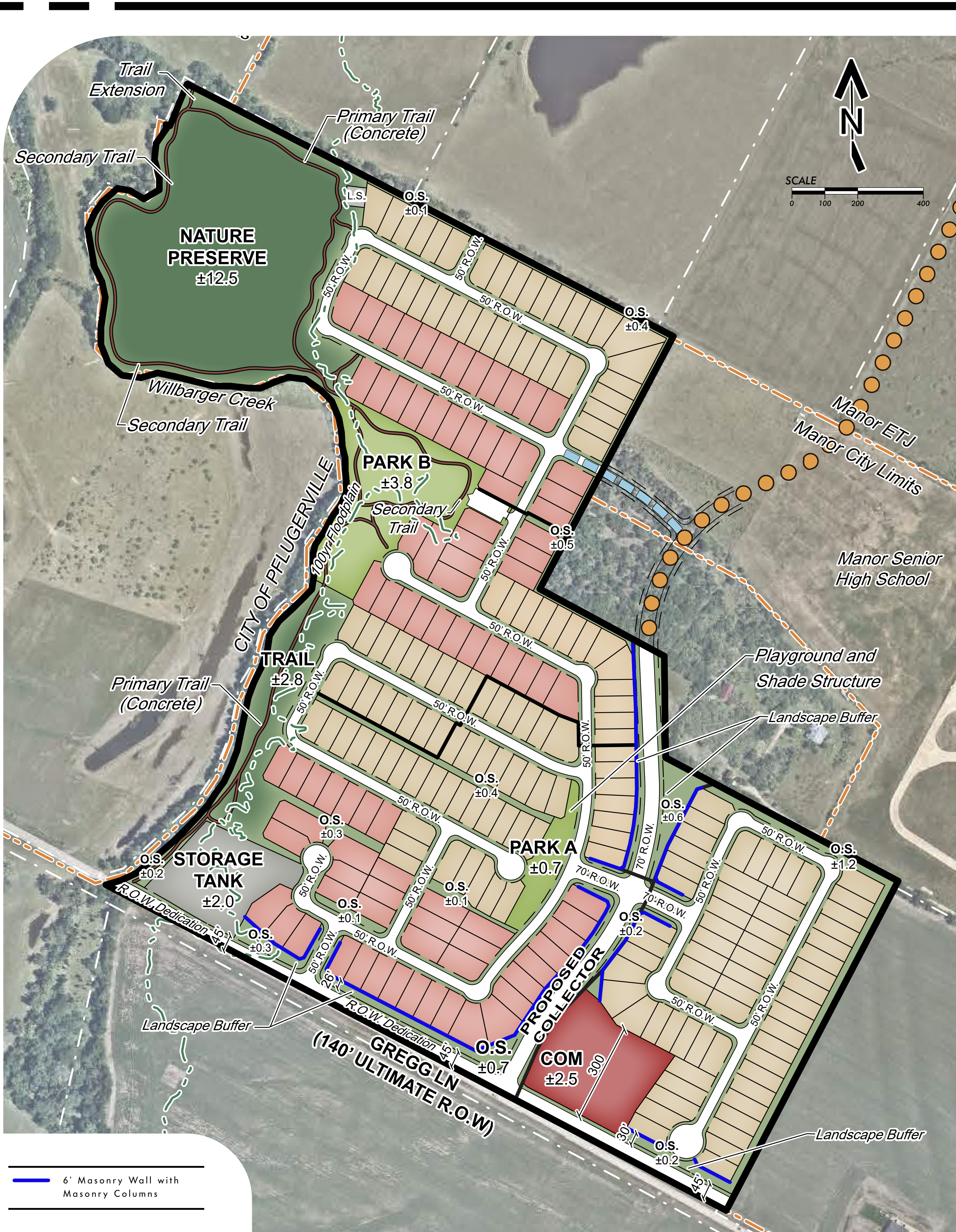
<i>Actions</i>	Approve, Approve with Conditions, Postpone, Deny
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**STAFF RECOMMENDATION:**

It is the City Staff's recommendation that the Planning and Zoning Commission conduct the public hearing on a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, Tx

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





\*Masonry Columns shall be installed approximately 200' apart.

PUD DATA TABLES:

1) APPROVED LAND USES -

LAND USES		LOTS	ACRES*	TOTAL %
SF	SF RESIDENTIAL - TYP. 50'x120'	175 LOTS	35.6 Ac.	40%
SF	SF RESIDENTIAL - TYP. 60'x125'	87 LOTS	19.2 Ac.	21%
COM	COMMERCIAL		2.5 Ac.	3%
UT	UTILITY		2.0 Ac.	2%
DET	DETENTION / NATURE PRESERVE		12.5 Ac.	14%
PO	PARK/OPEN SPACE		10.8 Ac.	12%
TR	TRAILS		3.0 Ac.	3%
COL	COLLECTOR / THOROUGHFARE		4.7 Ac.	5%
TOTALS		262 LOTS	90.3 Ac.	100%

\*calculation is approximate and includes adjacent right of way

2) MINIMUM LOT SIZE HEIGHT AND PLACEMENT REQUIREMENTS

Land Use	Setbacks				Minimum Lot SF	Minimum Lot Width	Maximum Height	Maximum Density
	Front	Side	Corner side	Rear				
SF-50'	25'/20' on cul de sac	5'	15'	10'	5,750	50'	35'	6 du/ac
SF-60'	25'/20' on cul de sac	5'	15'	10'	7,200	60'	35'	5 du/ac
Commercial	25'	5'	15'	10'	n/a	40'	35'	n/a

\* Corner lots will be required to have an additional 5' of width when adjacent to right of way along the side yard.

3) LOT COVERAGE

Land Use	Main Building	Main and Accessory Building
SF-50'	50%	60%
SF-60'	50%	60%
Commercial	70%	70%

4) PARKING LOT SCREENING

IN COMMERCIAL AREAS, OFF-STREET PARKING FOR MORE THAN FIVE VEHICLES AND LOADING AREAS SHALL BE EFFECTIVELY SCREENED BY A PRIVATE FENCE, HEDGE, PLANTING OR NATURAL VEGETATION OR TOPOGRAPHY ON EACH SIDE WHICH ADJOINS LAND DESIGNATED FOR A RESIDENTIAL USE OR A RESIDENTIAL USE.

5) LANDSCAPING

THE FOLLOWING PERCENTAGE OF THE NET AREA OF EACH LOT SHALL BE LANDSCAPED. THE NET LOT AREA SHALL EQUAL THE TOTAL LOT AREA LESS THE AREA TO BE LEFT UNIMPROVED BECAUSE OF THE EXISTENCE OF NATURAL FEATURES THAT ARE WORTHY OF PRESERVATION OR THAT WOULD MAKE IMPROVEMENTS IMPRACTICAL.

Land Use	Net Lot Area
SF-50'	20%
SF-60'	20%
Commercial	15%
Open Space/Park	20%

NOTE: MINIMUM LANDSCAPE REQUIREMENTS FOR EACH LOT WITHIN A SINGLE-FAMILY DWELLING SHALL BE A MINIMUM OF TWO (2) THREE-INCH TREES, SIX (6) TWO-GALLON SHRUBS AND LAWN GRASS FROM THE PROPERTY LINE TO THE FRONT TWO (2) CORNERS OF THE STRUCTURE ON LOTS 50' IN WIDTH OR GREATER.

NOTE: MINIMUM FIFTEEN (15) FOOT LANDSCAPE BUFFER, MEASURED FROM THE EDGE OF THE GREGG LANE RIGHT OF WAY, SHALL BE PROVIDED. FOUR(4), MINIMUM THREE(3) INCH CALIPER, TYPE A LARGE OR TYPE B MEDIUM NATIVE TREES (AS DEFINED BY THE MANOR CODE OF ORDINANCES) AND FIFTEEN(15), MINIMUM THREE(3) GALLON, SHRUBS SHALL BE PLANTED PER 200 LINEAR FEET OF LANDSCAPE BUFFER.

NOTE: FOR INTERNAL, UNLOADED COLLECTOR ROADWAYS, A MINIMUM TEN(10) FOOT LANDSCAPE BUFFER, MEASURED FROM THE EDGE OF THE COLLECTOR RIGHT OF WAY, SHALL BE PROVIDED. ONE(1), MINIMUM THREE(3) INCH CALLIPER, TYPE A LARGE OR TYPE B MEDIUM NATIVE TREE(AS DEFINED BY MANOR CODE OF ORDINANCES) AND FIVE(5), MINIMUM THREE(3) GALLON, SHRUBS SHALL BE PLANTED PER 50 LINEAR FEET OF LANDSCAPE BUFFER

6) PARKLAND -

PARKLAND WILL BE PROVIDED BY FEE-IN-LIEU (\$550.00 PER LOT) OF DEDICATION PER APPLICABLE CITY ORDINANCES.

7) AMENITIES

- NATURE PRESERVE
- 8' Concrete Primary Trail (Site Connectivity)
  - 6' Concrete Secondary Trail (Site Connectivity)
  - Benches (300' Approximate Spacing)
- PARK A
- (1) Shade Structure
  - (1) 2-5 yrs. Playground Structure
  - (1) 5-12 yrs. Playground Structure
  - (1) Swing Set
  - (2) Independent Play Equipment
  - 6' Concrete Sidewalk (Site Connectivity)
  - (1) Trash Receptacle
  - (2) Picnic Tables
  - (2) Benches
  - (1) Pet Waste Station
- TRAIL
- 8' Concrete Primary Trail (Site Connectivity)
  - Benches (300' Approximate Spacing)
- PARK B
- 8' Concrete Primary Trail (Site Connectivity)
  - 6' Concrete Secondary Trail (Site Connectivity)
  - (1) Shade Structure
  - Benches (300' Approximate Spacing)
  - Trash Receptacles (300' Approximate Spacing)
  - 10-20 Parking Spaces
  - a. Screening Elements (Planting or Fencing) to reduce Light Pollution from Vehicles
  - Amenities (Teen)
    - a. Shade Trees
    - b. Passive Spaces for Social Interaction (2-person and 4-person Tables)
    - c. Charging Station (Solar)
    - d. Active Spaces for Sports Play
    - e. Active Play Equipment (Table Tennis, Corn Hole, Etc.)
    - f. Exercise Equipment
    - g. Volleyball Court
    - h. Recreation Sports Area
    - i. (2) Ping-Pong Table

8) TRAFFIC

The Traffic Volume will be 6,602 Trips generated to and from this site

9) UTILITIES

SF - 50'	35.6 Ac.	175 Lots	175 LUES
SF - 60'	19.2 Ac.	87 Lots	87 LUES
Commercial	2.5 Ac.	1 Lot	50 LUES
	58.3 Ac.		332 LUES

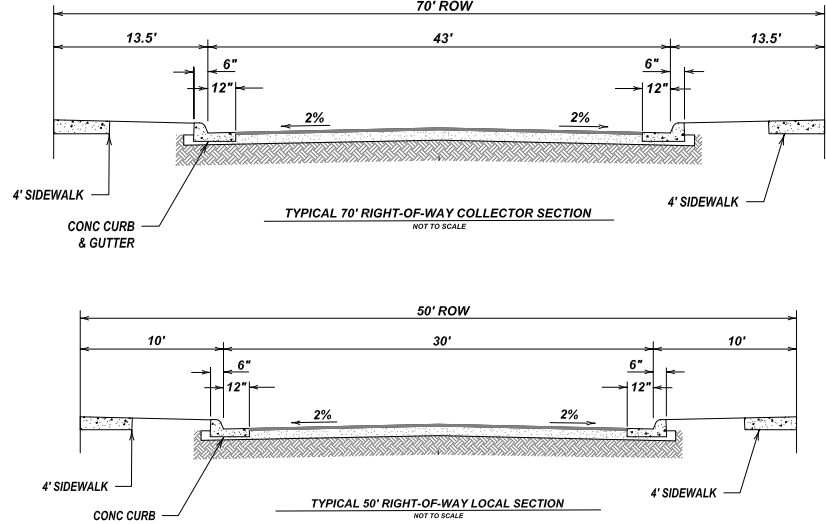
Note: These values are intended for preliminary analysis only and may vary from values provided in the final site design.

Water and Wastewater will be provided by City of Manor

10) PERMITTED USES - COMMERCIAL C-1

- A. ALCOHOLIC BEVERAGE ESTABLISHMENT, BREWPUB, LIQUOR SALES, SMOKE SHOP OR TOBACCO STORE. ALCOHOL SALES SHALL BE COMPLIANT WITH ARTICLE 4.02 ALCOHOLIC BEVERAGES.
- B. ANTIQUE SHOP, ART STUDIO OR GALLERY, BUSINESS SUPORT SERVICES, GENERAL RETAIL SALES(CONVENIENCE), GENERAL RETAIL SALES (GENERAL), LAUNDRY SERVICES(SELF), AND OFF-SITE ACCESSORY PARKING.
- C. CHILDCARE CENTER, GOVERNMENT FACILITIES, OFFICES, GOVERNMENT, SCHOOL, BOARD-ING, SCHOOL, BUSINESS OR TRADE, SCHOOL, PRIVATE OR PAROCHIAL, AND SCHOOL, PUBLIC.
- D. CLUB OR LODGE, ATHLETIC FACILITY, RESTAURANT, AND THEATER.
- E. COMMUNICATION SERVICES OR FACILITIES, CONSTRUCTION EQUIPMENT SALES (MINOR), CONSUMER REPAIR SERVICES, PERSONAL IMPROVEMENT SERVICES, PERSONAL SERVICES, RELIGIOUS ASSEMBLIES AND UTILITY SERVICES, MINOR.

11) CROSS SECTIONS



12.) LIST OF ALL REQUESTED VARIANCES

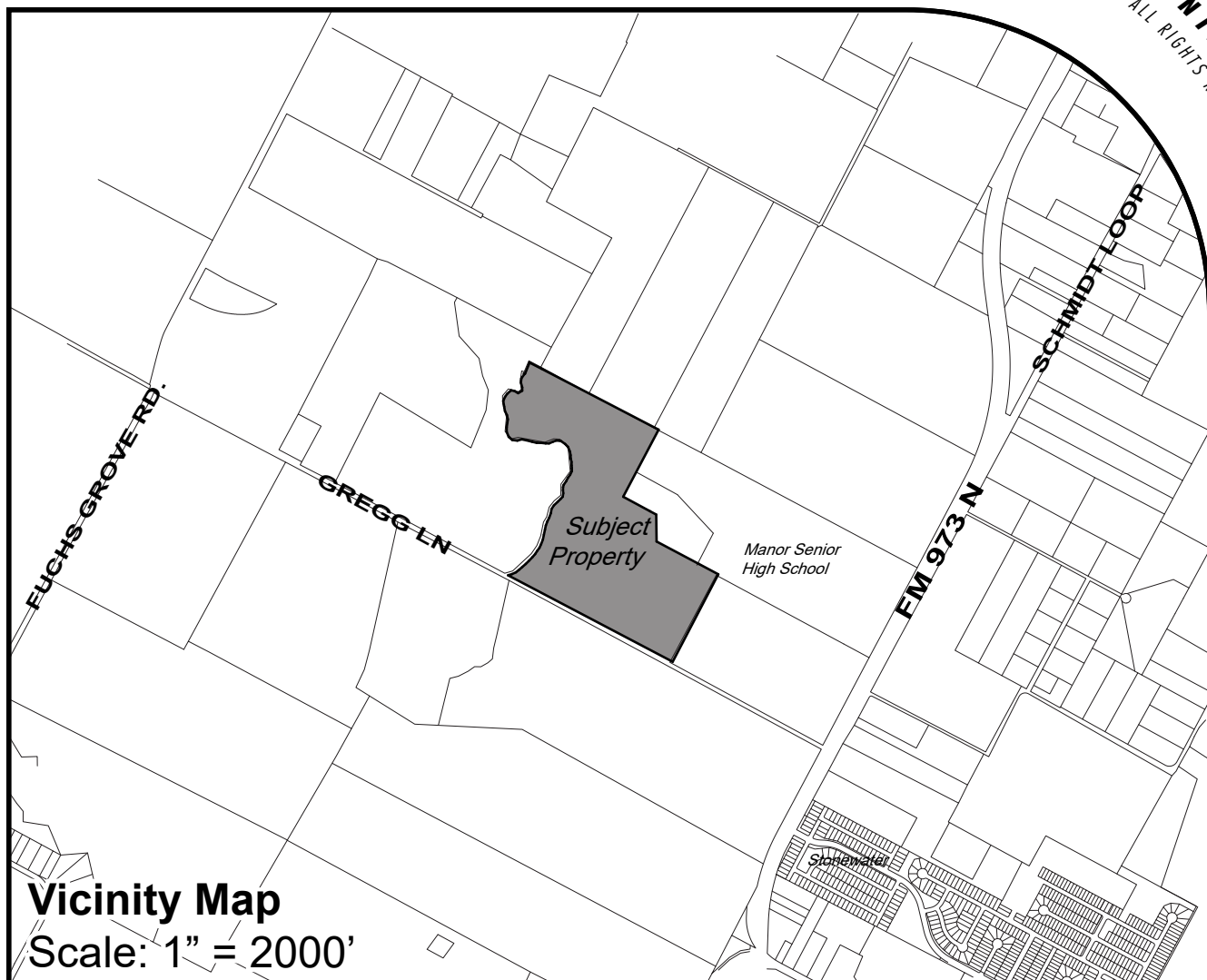
Item	Standard Code	Variance Requested
Setback-Front	25 Feet	25 feet (20' on cul-de-sac)
Setback-Side	7.5 Feet	5 feet
Setback-Rear	20 Feet	10 feet
Lot Width	70 Feet	50 feet/60 feet
Lot Coverage-Res Main.	40%	60%
Lot Coverage-Res Main + Accessory	50%	65%
Lot Coverage-Comm. Main	60%	85%
Lot Coverage-Comm. Main + Accessory	70%	85%
Parkland	Non-floodplain	Within floodplain

THIS PLAT HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS, AND IS HEREBY RECOMMENDED FOR APPROVAL BY THE CITY OF COUNCIL.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_  
BY: \_\_\_\_\_  
FELIX PAIZ, CHAIRPERSON

APPROVAL AND AUTHORIZED FOR RECORD BY THE CITY COUNCIL FOR THE CITY OF MANOR, TEXAS.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_  
BY: \_\_\_\_\_  
DR. CHRISTOPHER HARVEY  
MAYOR OF THE CITY OF MANOR, TEXAS



GENERAL NOTES:

1) A MINIMUM FOUR(4) FOOT WIDE, CONCRETE SIDEWALK SHALL BE PROVIDED WITHIN THE GREGG LANE LANDSCAPE BUFFER OR THE EXPANDED RIGHT OF WAY FOR GREGG LANE. LOCATION AND ALIGNMENT OF THE SIDEWALK SHALL BE COORDINATED DURING THE PRELIMINARY PLAN STAGE OF DEVELOPMENT.

2) THE CONSTRUCTION OF SIDEWALKS IN RESIDENTIAL AND COMMERCIAL AREAS NEED NOT BE COMPLETED PRIOR TO FINAL APPROVAL AND ACCEPTANCE OF A FINAL PLAT, BUT MUST BE COMPLETED PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY OR WITHIN 2 YEARS FROM THE APPROVAL OF THE FINAL PLAT. A COST ESTIMATE FOR THE CONSTRUCTION OF ANY SIDEWALKS IN RESIDENTIAL AREAS NOT CONSTRUCTED PRIOR TO THE FINAL APPROVAL AND ACCEPTANCE OF THE FINAL PLAT SHALL BE PREPARED AND A BOND FOR 110% OF SUCH COSTS SHALL BE POSTED WITH THE CITY. EACH YEAR THE DEVELOPER AND CITY MAY AGREE TO THE ADDITIONAL SIDEWALKS IN RESIDENTIAL AREAS THAT WERE COMPLETED DURING THE PREVIOUS YEAR AND REDUCE THE AMOUNT OF THE BOND TO REFLECT THE CONSTRUCTION COSTS OF THE SIDEWALKS THAT HAVE BEEN COMPLETED. SIDEWALKS IN RESIDENTIAL AREAS NOT COMPLETED PRIOR TO THE END OF THE 2-YEAR PERIOD SHALL BE COMPLETED BY THE DEVELOPER OR BY THE CITY WITH THE BOND FUNDS. FAILURE TO PROVIDE SUFFICIENT BONDS OR COMPLETE THE SIDEWALKS IN RESIDENTIAL AREAS SHALL NOT OBLIGATE THE CITY TO BUILD SIDEWALKS. THE CONSTRUCTION OF SIDEWALKS IN NON-RESIDENTIAL AREAS SHALL BE COMPLETED DURING SUBDIVISION CONSTRUCTION.

3) MIN SETBACK ON COMMERCIAL IS 25'. PROPOSED LANDPLAN PROVIDES 300 DEPTH WITH 275' USABLE OUTSIDE BUILDING LINE.

a planned unit development  
final site plan for  
**NEWHAVEN PUD**  
± **90.3 ACRES OF LAND**  
prepared for  
**ASHTON GRAY DEVELOPMENT**

LAND PLANNER:

**META**  
PLANNING + DESIGN

24285 Katy Freeway, Ste. 525  
Katy, Texas 77494  
Tel: 281-810-1422

ENGINEER:

**QUIDDITY**

3100 Alvin Devane Blvd, Suite 150  
Austin, Texas 78741  
Tel: 512.441.9493  
www.quiddity.com

APPLICANT:

**DRENNER GROUP, PC**  
200 Lee Barton Drive, SUITE 100  
Austin, Texas 78704

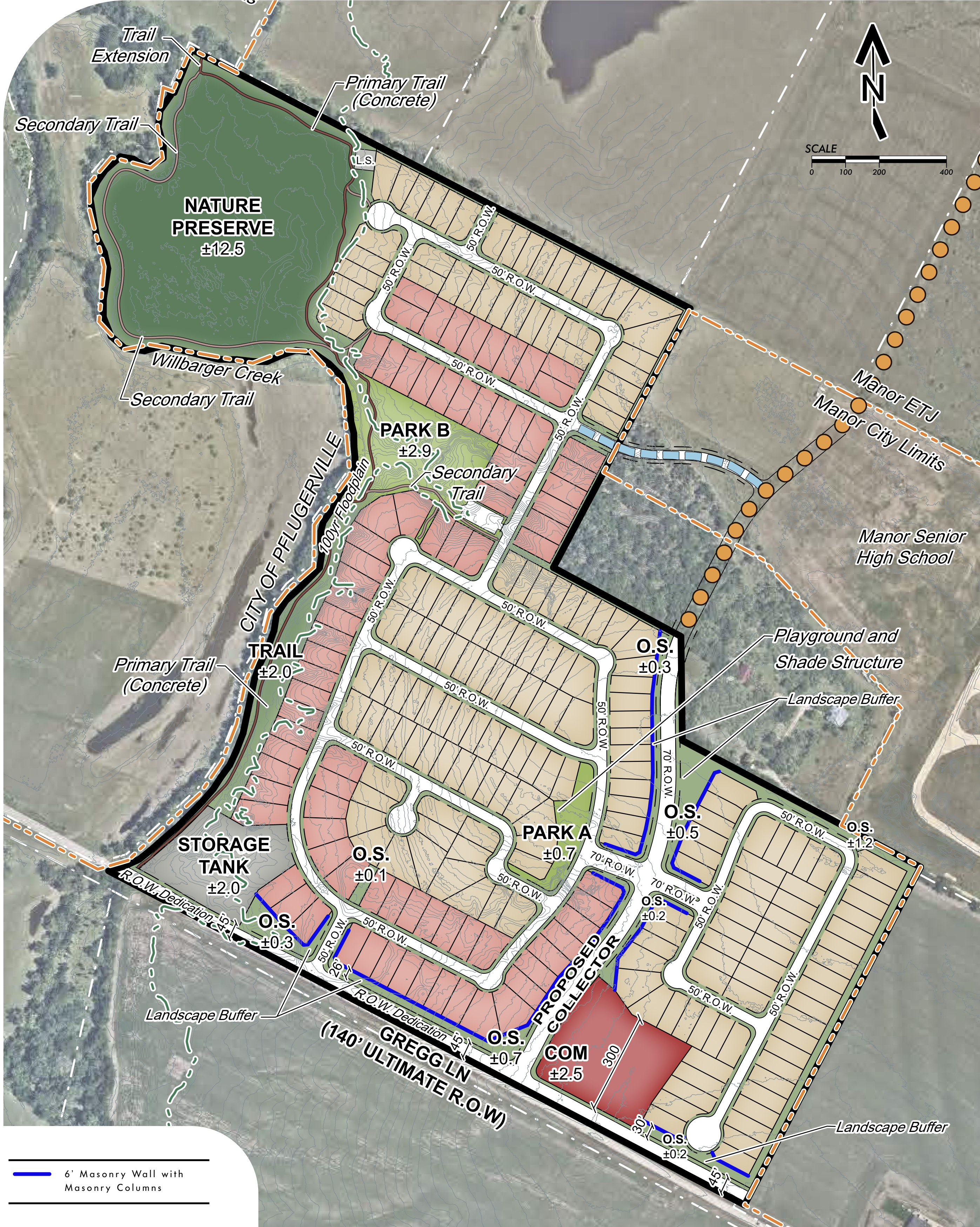
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MTA-78007  
FEBRUARY 16, 2024

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© 2024 META PLANNING + DESIGN, ALL RIGHTS RESERVED





\*Masonry Columns shall be installed approximately 200' apart.

PUD DATA TABLES:

1) APPROVED LAND USES -

LAND USES		LOTS	ACRES*	TOTAL %
SF	SF RESIDENTIAL - TYP. 50'x120'	190 LOTS	36.3 Ac.	40%
SF	SF RESIDENTIAL - TYP. 60'x125'	81 LOTS	23.1 Ac.	26%
COM	COMMERCIAL		2.5 Ac.	3%
UT	UTILITY		2.0 Ac.	2%
DET	DETENTION/NATURE PRESERVE		12.5 Ac.	14%
PO	PARK/OPEN SPACE		7.1 Ac.	8%
TR	TRAILS		2.0 Ac.	2%
	COLLECTOR		4.8 Ac.	5%
TOTALS		271 LOTS	90.3 Ac.	100%

\*calculation is approximate and includes adjacent right of way

2) MINIMUM LOT SIZE HEIGHT AND PLACEMENT REQUIREMENTS

Land Use	Setbacks				Minimum Lot Sf	Minimum Lot Width	Maximum Height	Maximum Density
	Front	Side	Corner side	Rear				
SF-50'	25'/20' on cul de sac	5'	15'	10'	5,750	50'	35'	6 du/ac
SF-60'	25'/20' on cul de sac	5'	15'	10'	7,200	60'	35'	5 du/ac
Commercial	25'	5'	15'	10'	n/a	40'	35'	n/a

\* Corner lots will be required to have an additional 5' of width when adjacent to right of way along the side yard.

3) LOT COVERAGE

Land Use	Main Building	Main and Accessory Building
SF-50'	50%	60%
SF-60'	50%	60%
Commercial	70%	70%

4) PARKING LOT SCREENING

IN COMMERCIAL AREAS, OFF-STREET PARKING FOR MORE THAN FIVE VEHICLES AND LOADING AREAS SHALL BE EFFECTIVELY SCREENED BY A PRIVATE FENCE, HEDGE, PLANTING OR NATURAL VEGETATION OR TOPOGRAPHY ON EACH SIDE WHICH ADJOINS LAND DESIGNATED FOR A RESIDENTIAL USE OR A RESIDENTIAL USE.

5) LANDSCAPING

THE FOLLOWING PERCENTAGE OF THE NET AREA OF EACH LOT SHALL BE LANDSCAPED. THE NET LOT AREA SHALL EQUAL THE TOTAL LOT AREA LESS THE AREA TO BE LEFT UNIMPROVED BECAUSE OF THE EXISTENCE OF NATURAL FEATURES THAT ARE WORTHY OF PRESERVATION OR THAT WOULD MAKE IMPROVEMENTS IMPRACTICAL.

Land Use	Net Lot Area
SF-50'	20%
SF-60'	20%
Commercial	15%
Open Space/Park	20%

NOTE: MINIMUM LANDSCAPE REQUIREMENTS FOR EACH LOT WITHIN A SINGLE-FAMILY DWELLING SHALL BE A MINIMUM OF TWO (2) TWO-INCH TREES, SIX (6) TWO-GALLON SHRUBS AND LAWN GRASS FROM THE PROPERTY LINE TO THE FRONT TWO (2) CORNERS OF THE STRUCTURE ON LOTS 50' IN WIDTH OR GREATER.

NOTE: MINIMUM FIFTEEN (15) FOOT LANDSCAPE BUFFER, MEASURED FROM THE EDGE OF THE GREGG LANE RIGHT OF WAY, SHALL BE PROVIDED. FOUR(4), MINIMUM THREE(3) INCH CALIPER, TYPE A LARGE OR TYPE B MEDIUM NATIVE TREES (AS DEFINED BY THE MANOR CODE OF ORDINANCES) AND FIFTEEN(15), MINIMUM THREE(3) GALLON, SHRUBS SHALL BE PLANTED PER 200 LINEAR FEET OF LANDSCAPE BUFFER.

NOTE: FOR INTERNAL, UNLOADED COLLECTOR ROADWAYS, A MINIMUM TEN(10) FOOT LANDSCAPE BUFFER, MEASURED FROM THE EDGE OF THE COLLECTOR RIGHT OF WAY, SHALL BE PROVIDED. ONE(1), MINIMUM THREE(3) INCH CALLIPER, TYPE A LARGE OR TYPE B MEDIUM NATIVE TREE(AS DEFINED BY MANOR CODE OF ORDINANCES) AND FIVE(5), MINIMUM THREE(3) GALLON, SHRUBS SHALL BE PLANTED PER 50 LINEAR FEET OF LANDSCAPE BUFFER

6) PARKLAND -

PARKLAND WILL BE PROVIDED BY FEE-IN-LIEU (\$550.00 PER LOT) OF DEDICATION PER APPLICABLE CITY ORDINANCES.

7) AMENITIES

- NATURE PRESERVE
1. 8' Concrete Primary Trail (Site Connectivity)
  2. 6' Concrete Secondary Trail (Site Connectivity)
  3. Benches (300' Approximate Spacing)
  4. (1) Swing Set
  5. (2) Shade Structure
  6. (1) 2-5 yrs. Playground Structure
  7. (1) 5-12 yrs. Playground Structure
  8. (1) Trash Receptacle
  9. (2) Benches
  10. (1) Pet Waste Station
- PARK A
1. (1) Shade Structure
  2. (1) 2-5 yrs. Playground Structure
  3. (1) 5-12 yrs. Playground Structure
  4. (1) Swing Set
  5. (2) Shade Structure
  6. (1) 2-5 yrs. Playground Structure
  7. (1) 5-12 yrs. Playground Structure
  8. (1) Trash Receptacle
  9. (2) Benches
  10. (1) Pet Waste Station
- PARK B
1. 8' Concrete Primary Trail (Site Connectivity)
  2. 6' Concrete Secondary Trail (Site Connectivity)
  3. (1) Shade Structure
  4. Benches (300' Approximate Spacing)
  5. Trash Receptacles (300' Approximate Spacing)
  6. 10-20 Parking Spaces
  7. Amenities (Teen)
    - a. Screening Elements (Planting or Fencing) to reduce Light Pollution from Vehicles
    - b. Passive Spaces for Social Interaction (2-person and 4-person Tables)
    - c. Charging Station (Solar)
    - d. Active Spaces for Sports Play
    - e. Active Play Equipment (Table Tennis, Corn Hole, Etc.)
    - f. Exercise Equipment
    - g. Volleyball Court
    - h. Recreation Sports Area
- TRAIL
1. 8' Concrete Primary Trail (Site Connectivity)
  2. Benches (300' Approximate Spacing)

8) TRAFFIC

The Traffic Volume will be 4,000 Trips generated to and from this site

9) UTILITIES

SF - 50'	36.3 Ac.	190 Lots	190 LUES
SF - 60'	23.3 Ac.	82 Lots	82 LUES
Commercial	2.5 Ac.	1 Lot	50 LUES
	62.1 Ac.		322 LUES

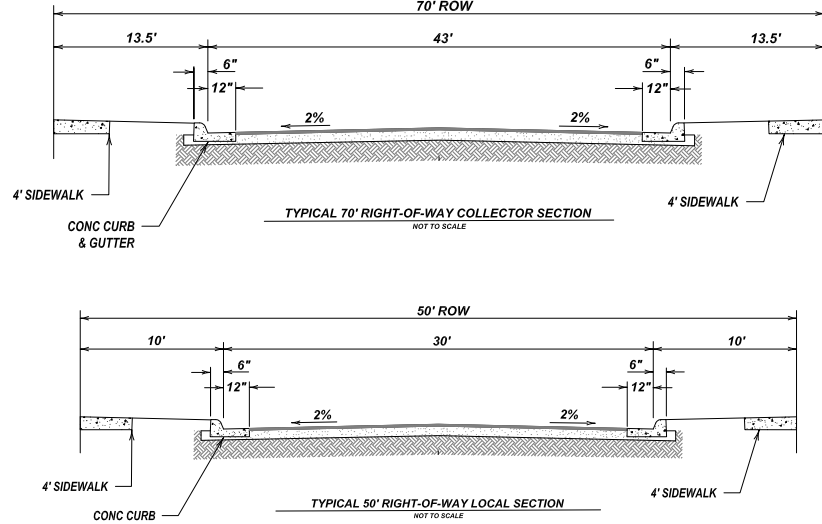
Note: These values are intended for preliminary analysis only and may vary from values provided in the final site design.

Water and Wastewater will be provided by City of Manor

10) PERMITTED USES - COMMERCIAL C-1

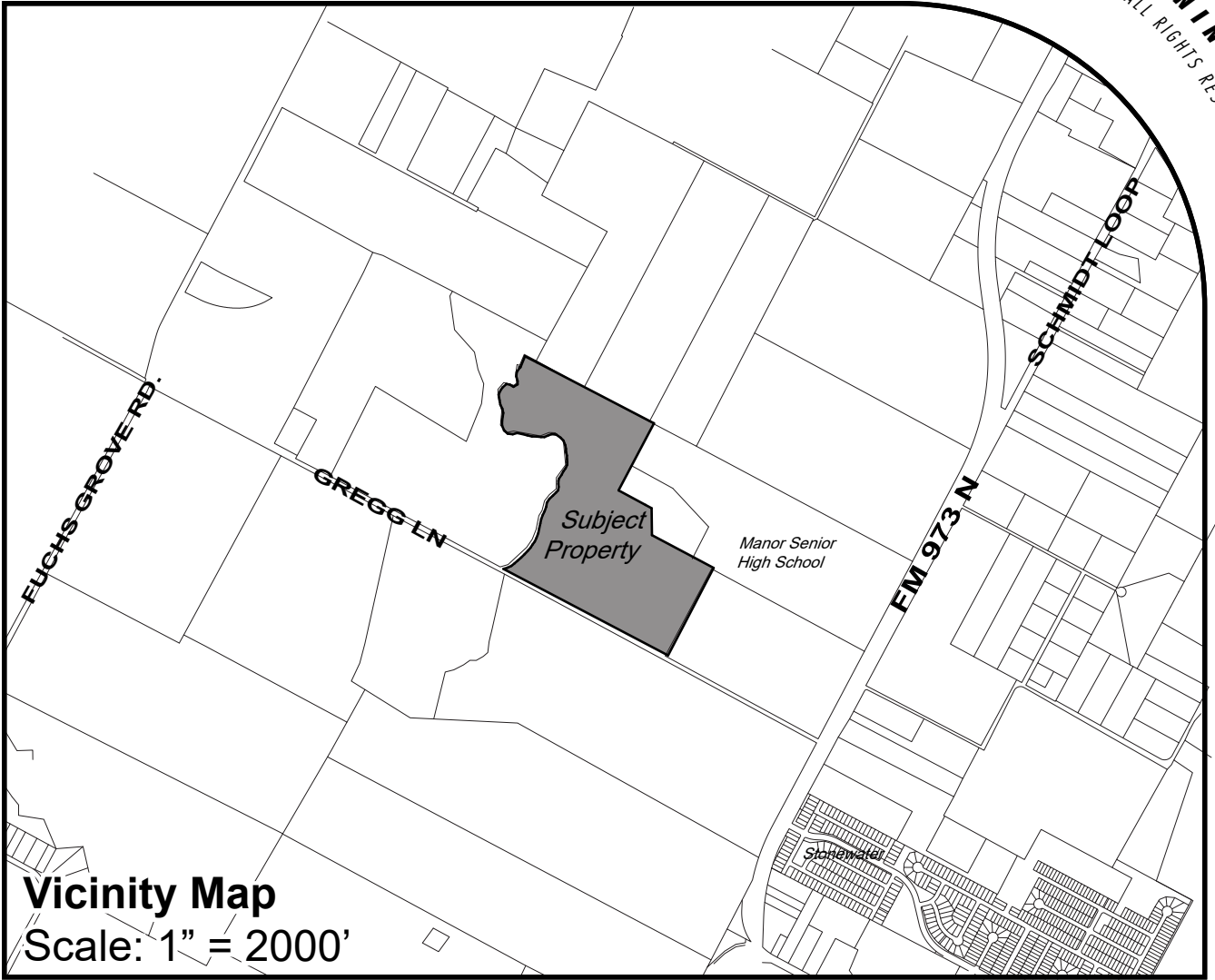
- A. ALCOHOLIC BEVERAGE ESTABLISHMENT, BREWPUB, LIQUOR SALES, SMOKE SHOP OR TOBACCO STORE.
- B. ANTIQUE SHOP, ART STUDIO OR GALLERY, BUSINESS SUPPORT SERVICES, GENERAL RETAIL SALES(CONVENIENCE), GENERAL RETAIL SALES (GENERAL), LAUNDRY SERVICES(SELF), AND OFF-SITE ACCESSORY PARKING.
- C. CHILDCARE CENTER, GOVERNMENT FACILITIES, OFFICES, GOVERNMENT, SCHOOL, BOARDING, SCHOOL, BUSINESS OR TRADE, SCHOOL, PRIVATE OR PAROCHIAL, AND SCHOOL, PUBLIC.
- D. CLUB OR LODGE, ATHLETIC FACILITY, RESTAURANT, AND THEATER.
- E. COMMUNICATION SERVICES OR FACILITIES, CONSTRUCTION EQUIPMENT SALES (MINOR), CONSUMER REPAIR SERVICES, PERSONAL IMPROVEMENT SERVICES, PERSONAL SERVICES, RELIGIOUS ASSEMBLIES AND UTILITY SERVICES, MINOR.

11) CROSS SECTIONS



12) LIST OF ALL REQUESTED VARIANCES

Item	Standard Code	Variance Requested
Setback-Front	25 Feet	25 Feet
Setback-Side	7.5 Feet	25 feet (20' on cul-de-sac)
Setback-Rear	20 Feet	5 feet
Lot Width	70 Feet	10 feet
Lot Coverage-Res Main.	40%	60%
Lot Coverage-Res Main + Accessory	50%	65%
Lot Coverage-Comm. Main	60%	85%
Lot Coverage-Comm. Main + Accessory	70%	85%
Parkland	Non-floodplain	Within floodplain



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**META**  
PLANNING + DESIGN

24275 Katy Freeway, Ste. 200  
Katy, Texas 77494  
Tel: 281-810-1422

ENGINEER:

**QUIDDITY**

3100 Alvin Devane Blvd, Suite 150  
Austin, Texas 78741  
Tel: 512.441.9493  
www.quiddity.com

APPLICANT:

**DRENNER GROUP, PC**  
200 Lee Barton Drive, SUITE 100  
Austin, Texas 78704

SCALE  
0 100 200 400

MTA-78007  
DECEMBER 5, 2022

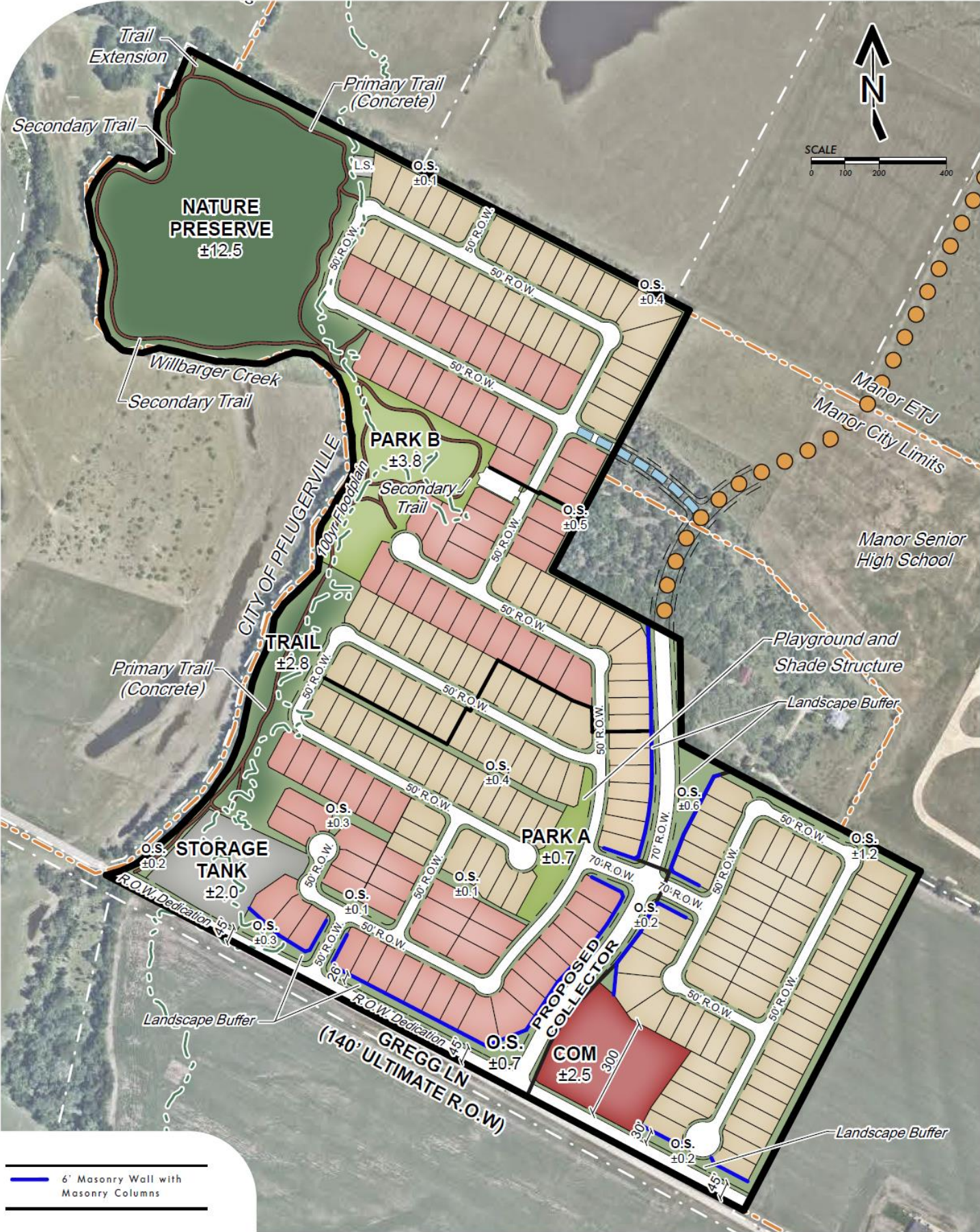
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THIS PLAT HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS, AND IS HEREBY RECOMMENDED FOR APPROVAL BY THE CITY OF COUNCIL.  
DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_  
BY: \_\_\_\_\_  
JULIE LEONARD, CHAIRPERSON

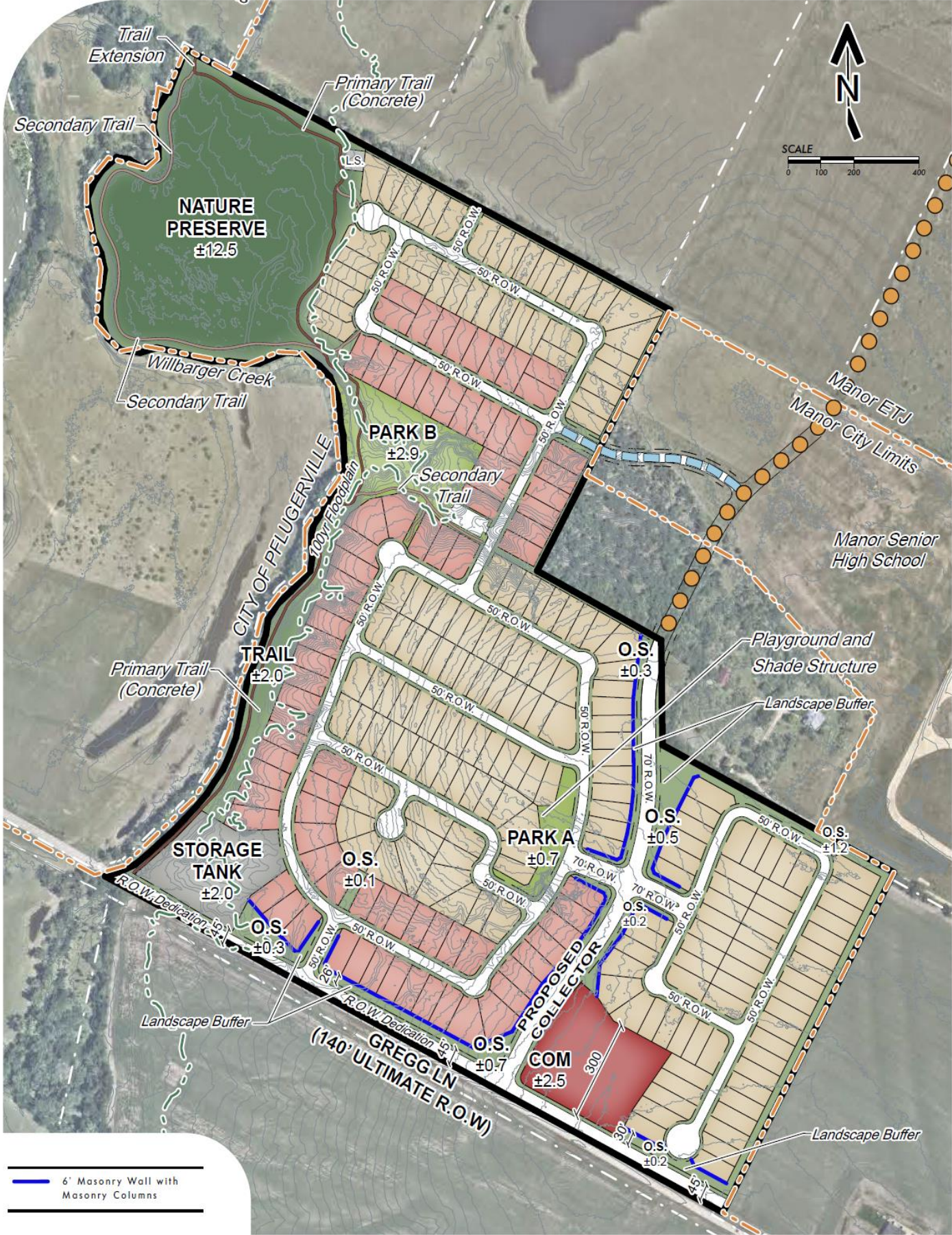
APPROVAL AND AUTHORIZED FOR RECORD BY THE CITY COUNCIL FOR THE CITY OF MANOR, TEXAS.  
DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_  
BY: \_\_\_\_\_  
DR. CHRISTOPHER HARVEY  
MAYOR OF THE CITY OF MANOR, TEXAS



PROPOSED



CURRENT







1500 County Road 269  
Leander, TX 78641

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

Date: Tuesday, February 20, 2024

Brad Carabajal  
Quiddity Engineering

TX  
bcarabajal@quiddity.com

Permit Number 2024-P-1617-ZO  
Job Address: ,

Dear Brad Carabajal,

The submittal of the revised New Haven PUD Update Site Plans submitted by Quiddity Engineering and received by our office on 2/20/2024, has been reviewed for compliance with the City of Manor Zoning Ordinance 185. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

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

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

Sincerely,

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

Pauline Gray, P.E.  
Lead AES  
GBA



2/28/2024

## City of Manor Development Services

### Notification for a PUD Amendment

Project Name: New Haven PUD Update  
 Case Number: 2024-P-1617-ZO  
 Case Manager: Michael Burrell  
 Contact: [mburrell@manortx.gov](mailto:mburrell@manortx.gov) – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, Tx. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing on a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, Tx**

***Applicant: Quiddity Engineering***  
***Owner: Gregg Lane Dev., LLC***

The Planning and Zoning Commission will meet at 6:30PM on March 13, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

The City of Manor City Council will meet at 7:00PM on March 20, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

The purpose of this amendment is to alter the number of residential lots, increase park/openspace acreage, and change the street layout within the subdivision.

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

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

RUST CREEK LLC  
9606 OLD MANOR RD #1  
AUSTIN, TEXAS 78724-1114

15701 ANDERSON ROAD MANOR LLC  
109 GROSEBECK LN  
LEANDER, TEXAS 78641-4036

PFLUGERVILLE ISD  
PO BOX 589  
PFLUGERVILLE, TEXAS 78691-0589

AQUA WATER SUPPLY CORP  
PO BOX P  
BASTROP, TEXAS 78602-1989

FORTUNE LAND INVESTMENTS LLC  
223 DAKOTA DR  
CEDAR PARK, TEXAS 78613-7826

LUTZ JAMES T & ALEXANDRA CARRILLO  
14812 N F M RD 973  
MANOR, TEXAS 78653

BOARD OF TRUSTEES OF THE MANOR  
533 HIWASEE ROAD  
WAXAHACHIE, TEXAS 75165-6448

57 ACRES ANDERSON RD MANOR LLC  
109 GROSEBECK LN  
LEANDER, TEXAS 78641-4036

MONARCH RANCH AT MANOR LLC  
310 ENTERPRISE DR  
OXFORD, MISSISSIPPI 38655-2762

GAB MANOR LLC  
4517 THREE ARROWS CT  
CEDAR PARK, TEXAS 78613-4838

MANOR INDEPENDENT SCHOOL  
DISTRICT  
PO BOX 359  
MANOR, TEXAS 78653-0359



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 13, 2024  
**PREPARED BY:** Scott Dunlop, Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX.

*Applicant: Morton Buildings*

*Owner: Morton Buildings*

### BACKGROUND/SUMMARY:

This plat has been approved by our engineers. It is a one-lot plat for an approximately 1-acre tract between the Bell Farms and Carriage Hills neighborhoods. There is a proposed church to be built on the property.

**LEGAL REVIEW:** Not Applicable  
**FISCAL IMPACT:** NO  
**PRESENTATION:** NO  
**ATTACHMENTS:** YES

- Plat
- Engineer Comments
- Conformance Letter

- Public Notice
- Mailing labels

### ACTIONS:

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

### STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX

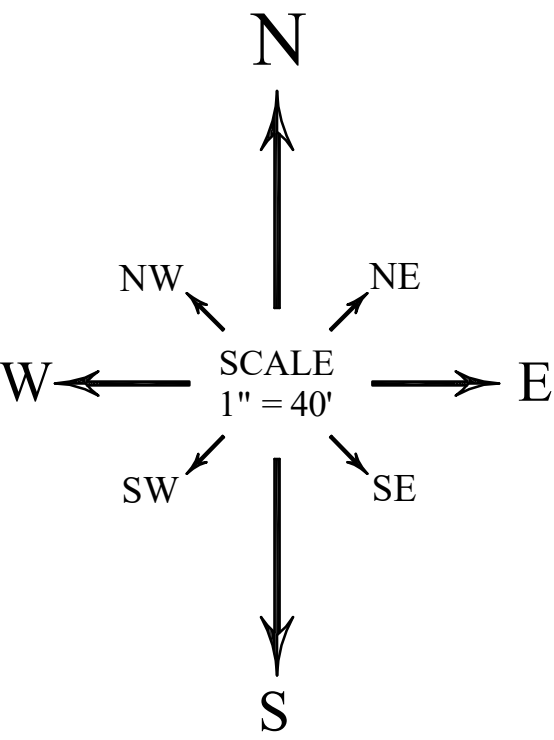
**PLANNING & ZONING COMMISSION:** Recommend Approval Disapproval None

# CITY OF REFUGE CHURCH OF GOD IN CHRIST

## FINAL PLAT

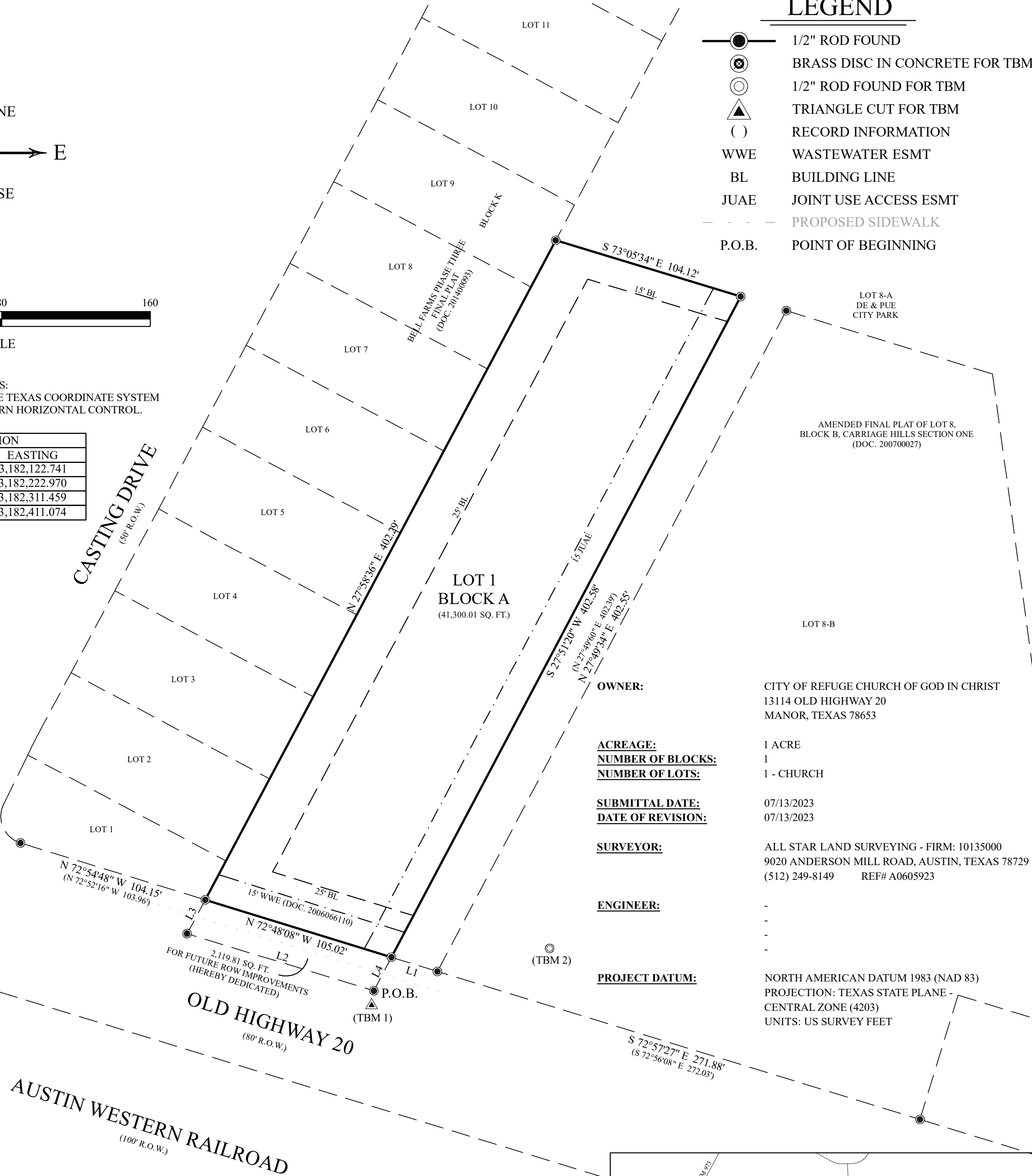
### LEGEND

- 1/2" ROD FOUND
- BRASS DISC IN CONCRETE FOR TBM
- 1/2" ROD FOUND FOR TBM
- TRIANGLE CUT FOR TBM
- ( ) RECORD INFORMATION
- WWE WASTEWATER ESMT
- BL BUILDING LINE
- JUAE JOINT USE ACCESS ESMT
- PROPOSED SIDEWALK
- P.O.B. POINT OF BEGINNING



BEARING BASIS:  
BEARINGS ARE GRID NORTH BASED ON THE TEXAS COORDINATE SYSTEM  
CENTRAL TEXAS ZONE (4203) NAD83 HARN HORIZONTAL CONTROL.

PROPERTY CORNER INFORMATION		
CORNER	NORTHING	EASTING
FRONT LEFT	10,098,188.897	3,182,122.741
FRONT RIGHT	10,098,157.959	3,182,222.970
BACK LEFT	10,098,544.174	3,182,311.459
BACK RIGHT	10,098,513.895	3,182,411.074



**OWNER:** CITY OF REFUGE CHURCH OF GOD IN CHRIST  
13114 OLD HIGHWAY 20  
MANOR, TEXAS 78653

**ACREAGE:** 1 ACRE  
**NUMBER OF BLOCKS:** 1  
**NUMBER OF LOTS:** 1 - CHURCH

**SUBMITTAL DATE:** 07/13/2023  
**DATE OF REVISION:** 07/13/2023

**SURVEYOR:** ALL STAR LAND SURVEYING - FIRM: 10135000  
9020 ANDERSON MILL ROAD, AUSTIN, TEXAS 78729  
(512) 249-8149 REF# A0605923

**ENGINEER:** -  
-  
-

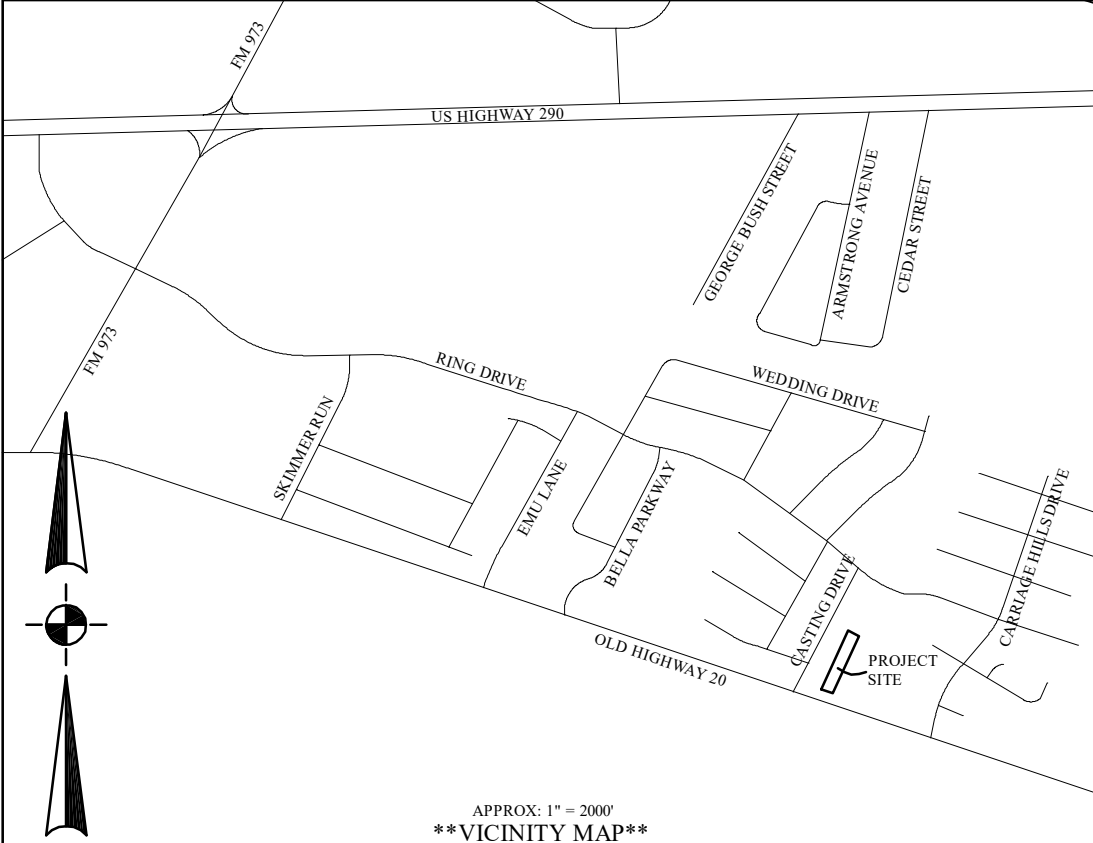
**PROJECT DATUM:** NORTH AMERICAN DATUM 1983 (NAD 83)  
PROJECTION: TEXAS STATE PLANE -  
CENTRAL ZONE (4203)  
UNITS: US SURVEY FEET

GREENVIEW DEVELOPMENT 157, L.P.  
157.79 ACRES  
(DOC. 2002149152)

KOETHER CORA E LIFE ESTATE  
155.07 ACRES  
(DOC. 2019062971)

LINE	BEARING	DISTANCE
L1	S 72°44'37" E	25.94'
(L1)	(S 72°56'08" E)	(25.45')
L2	N 72°59'00" W	105.25'
(L2)	(N 72°59'00" W)	(105.25')
L3	N 28°17'58" E	20.72'
(L3)	(N 30°01'00" E)	(20.72')
L4	S 27°26'57" W	20.41'
(L4)	(S 30°00'00" W)	(20.41')

BENCHMARK INFORMATION				
NUMBER	TYPE	ELEVATION	NORTHING	EASTING
TBM 1	TRIANGLE CUT IN CONCRETE	510.71'	10,098,132.045	3,182,212.361
TBM 2	IRON ROD FOUND	509.28'	10,098,162.700	3,182,308.161
TBM 3	BRASS DISC IN CONCRETE	509.85'	10,098,045.871	3,181,993.871



SHEET  
**1**  
OF 2

F.I.R.M. MAP INFORMATION

THIS PROPERTY DOES NOT LIE WITHIN THE 100 YEAR FLOOD - PLAIN, AND HAS A ZONE "X" RATING AS SHOWN ON THE FLOOD INSURANCE RATE MAPS  
F.I.R.M. MAP NO.: 48453C0485J  
PANEL: 0485J  
DATED: 08/18/2014

THIS CERTIFICATION IS FOR INSURANCE PURPOSES ONLY AND IS NOT A GUARANTEE THAT THIS PROPERTY WILL OR WILL NOT FLOOD. CONTACT YOUR LOCAL FLOOD PLAIN ADMINISTRATOR FOR THE CURRENT STATUS OF THIS TRACT.

CITY OF REFUGE CHURCH OF GOD IN CHRIST FINAL PLAT

SUBDIVISION PLAT OF 1 ACRE OF LAND, MORE OR LESS, OUT OF THE TIMOTHY MCKANE SURVEY, NUMBER 47, ABSTRACT NUMBER 525, AS CONVEYED TO THE CITY OF REFUGE CHURCH OF GOD IN CHRIST, RECORDED IN DOCUMENT NUMBER 2019069596, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS

SCALE: 1" = 40'  
BEGIN DATE: 07/13/2023  
DRAWN BY: DAVID BAK  
JOB NO.: A0605923  
REVISED DATE: 12/18/2023

**ALLSTAR** Land Surveying  
9020 ANDERSON MILL RD  
AUSTIN, TEXAS 78729  
(512) 249-8149 PHONE  
(512) 331-5217 FAX  
TBPELS FIRM NO. 10135000



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, December 11, 2023

Dr. Ricky Allen  
Morton Buildings  
5407 Regency Dr  
Austin 78724  
souldr57@gmail.com

Permit Number 2023-P-1593-SF  
Job Address: 13114 Old Hwy 20, Manor, TX. 78653

Dear Dr. Ricky Allen,

The first submittal of the City of Refuge Church of God in Christ Short Form Final Plat (*Short Form Final Plat*) submitted by Morton Buildings and received on February 07, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

### Engineer Review

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

- i. ~~Provide a note of who is providing the water and wastewater service. For example, the city of Manor is providing water and wastewater.~~
  - a. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.
  - b. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.
- ii. Using state plane coordinate system, X and Y coordinates shall be identified for four (4) property corners.
- iii. The use, property dimensions, names and boundary lines of all special reservations to be dedicated for public use, including sites for schools, churches, parks, and open spaces; common ownership; or subsequent development
- iv. 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.
- v. Provide completed application forms and the payment of all applicable fees.
- vi. **Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. A tax certificate showing all taxes have been paid is required. A tax receipt will not address the comment.**
- vii. Provide the following note "Performance and maintenance guarantees as required by the City".
- viii. Provide the following note " THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS ASOF THIS DATE. \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.
- ix. **The P&Z Chairperson is Felix Paiz.**
- x. **The engineer's certification is missing from the plat and needs to be added. An example will be provided.**

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](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

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

Thank you,



Tyler Shows  
Staff Engineer  
GBA





To whom it may concern:

The following updates have been done and corrected on the Plat that was prepared for Dr. Ricky Allen.

Project Name: City of Refuge Church of God in Christ Final Plat

Permit number: 2023-P-1593-SF

Job Address: 13114 Old Highway 20, Manor, Texas 78653

Review Notes:

- i) Note was added to plat notes.
- ii) A table was created and placed on the face of the plat with all 4 corners with northing and eastings.
- iii) Lot has been designated as a church lot.
- iv) As of this time we at All Star are unaware of any utilities to be serviced in this subdivision.
- v) This is not something for the Surveyor.
- vi) This is not something for the Surveyor.
- vii) Note was added to plat notes.
- viii) Note was added to page 2 and filled out.



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, December 11, 2023

Dr. Ricky Allen  
Morton Buildings  
5407 Regency Dr  
Austin 78724  
souldr57@gmail.com

Permit Number 2023-P-1593-SF  
Job Address: 13114 Old Hwy 20, Manor, TX. 78653

Dear Dr. Ricky Allen,

The first submittal of the City of Refuge Church of God in Christ Short Form Final Plat (*Short Form Final Plat*) submitted by Morton Buildings and received on November 14, 2023, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

### Engineer Review

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

- i. Provide a note of who is providing the water and wastewater service. For example, the city of Manor is providing water and wastewater.
  - a. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.
  - b. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.
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- iii. The use, property dimensions, names and boundary lines of all special reservations to be dedicated for public use, including sites for schools, churches, parks, and open spaces; common ownership; or subsequent development
- iv. 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.
- v. Provide completed application forms and the payment of all applicable fees.
- vi. Provide certification from all applicable taxing authorities that all taxes due on the property have been paid.
- vii. Provide the following note "Performance and maintenance guarantees as required by the City".
- viii. Provide the following note " THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS ASOF THIS DATE. \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_ .

12/11/2023 4:10:38 PM  
City of Refuge Church of God in Christ Short Form  
Final Plat  
2023-P-1593-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](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

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

Thank you,



Tyler Shows  
Staff Engineer  
GBA



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, February 5, 2024

Dr. Ricky Allen  
Morton Buildings  
5407 Regency Dr  
Austin 78724  
souldr57@gmail.com

Permit Number 2023-P-1593-SF  
Job Address: 13114 Old Hwy 20, Manor 78653

Dear Dr. Ricky Allen,

The subsequent submittal of the City of Refuge Church of God in Christ Short Form Final Plat submitted by Morton Buildings and received on February 07, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

### Engineer Review

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

- i. ~~Provide a note of who is providing the water and wastewater service. For example, the city of Manor is providing water and wastewater.~~
  - a. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.
  - b. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.
- ii. Using state plane coordinate system, X and Y coordinates shall be identified for four (4) property corners.
- iii. The use, property dimensions, names and boundary lines of all special reservations to be dedicated for public use, including sites for schools, churches, parks, and open spaces; common ownership; or subsequent development
- iv. 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.
- v. Provide completed application forms and the payment of all applicable fees.
- vi. **Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. A tax certificate showing all taxes have been paid is required. A tax receipt will not address the comment.**
- vii. Provide the following note "Performance and maintenance guarantees as required by the City".
- viii. Provide the following note " THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS ASOF THIS DATE. \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.
- ix. **The P&Z Chairperson is Felix Paiz.**
- x. **The engineer's certification is missing from the plat and needs to be added. An example will be provided.**

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

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

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

Thank you,



Pauline Gray, P.E.  
Lead AES  
GBA



1500 County Road 269  
Leander, TX 78641

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

Date: Friday, February 9, 2024

Dr. Ricky Allen  
Morton Buildings  
5407 Regency Dr  
Austin 78724  
souldr57@gmail.com

Permit Number 2023-P-1593-SF  
Job Address: 13114 Old Hwy 20, Manor 78653

Dear Dr. Ricky Allen,

We have conducted a review of the final plat for the above-referenced project, submitted by Dr. Ricky Allen and received by our office on February 07, 2024, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

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

Sincerely,

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

Pauline Gray, P.E.  
Lead AES  
GBA



2/28/2024

## City of Manor Development Services

### Notification for a Subdivision Short Form Final Plat

Project Name: City of Refuge Church of God in Christ Short Form Final Plat  
 Case Number: 2023-P-1593-SF  
 Case Manager: Michael Burrell  
 Contact: [mburrell@manortx.gov](mailto:mburrell@manortx.gov) – 512-215-8158

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Short Form Final Plat Application for the City of Refuge Church of God in Christ located at 13114 Old Hwy 20, Manor, TX. The request will be posted on the agenda as follows:

**Public Hearing:** Conduct a public hearing on a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX.

***Applicant: Morton Buildings***  
***Owner: Morton Buildings***

The Planning and Zoning Commission will meet at 6:30PM on March 13, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Short Form Final Plat 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.



BYRAM MARTHA &amp; DIANE J

12629 CASTING DR

MANOR TX 78653-4942

LUPER BOB S

12701 CASTING DR

MANOR TX 78653-4950

MORALES SANDRA GISELLE

12625 CASTING DR

MANOR TX 78653-4942

HOLLIDAY MARCUS E

12621 CASTING DR

MANOR TX 78653-4942

HERNANDEZ ALONDRA

12617 CASTING DR

MANOR TX 78653-4942

SANCHEZ MARK A & APRIL  
FLORES

12613 CASTING DR

MANOR TX 78653-4942

FEDELI GIANNE THERESA

113 WAIMANALO DR

BASTROP TX 78602-6040

GUTIERREZ-PERA ELIZABETH

12605 CASTING DR

MANOR TX 78653-4942

CORREA JOSE S

12603 CASTING DR

MANOR TX 78653-4942

BELL FARMS MASTER  
COMMUNITY INC

PO BOX 7079

ROUND ROCK TX 78683-7079

MALDONADO SYLVIA B

13117 PEALING WAY

MANOR TX 78653-2021

PARRA RAUL

12612 CASTING DR

MANOR TX 78653-4942

ALBERT HUBERT J &amp; THERESA

12616 CASTING DR

MANOR TX 78653-4942

GONZALES PETE PEREZ JR

12620 Casting Dr

Manor TX 78653-4942

GONZALES IDA M

12624 CASTING DR

MANOR TX 78653-4942

GARCIA OMAR ERICK  
HERNANDEZ & ERIKA  
ARRIAGE

12628 CASTING DR

MANOR TX 78653-4942

STEVENS JUSTIN R

12700 CASTING DR

MANOR TX 78653-4950

GOSEY SHELDON & BOBBY  
LIVING TRUST

7300 GILBERT RD

MANOR TX 78653-5083



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 13, 2023  
**PREPARED BY:** Scott Dunlop, Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the P&Z Commission minutes for:

- February 13, 2024, P&Z Commission Workshop Session; and
- February 13, 2024, P&Z Commission Called Special Session.

### BACKGROUND/SUMMARY:

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

- February 13, 2024, P&Z Commission Workshop Session Minutes
- February 13, 2024, P&Z Commission Called Special Session Minutes

### STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve the P&Z Commission minutes as presented.

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



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 13, 2024  
**PREPARED BY:** Scott Dunlop, Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, Tx

*Applicant: Retail Connections*

*Owner: Retail Connections*

### BACKGROUND/SUMMARY:

This SUP request is on the property for the multi-tenant portion of the larger Manor Crossing development that is planned to have an HEB, Home Depot, and 11 pad sites. The multi-tenant property will have approximately 150,000 sf of commercial space. This SUP is requesting up to 15,000 sf of that be used for medical offices or medical clinics. Those uses would include dentists, eye doctors, and clinics.

**LEGAL REVIEW:** Not Applicable  
**FISCAL IMPACT:** NO  
**PRESENTATION:** NO  
**ATTACHMENTS:** YES

- Letter of Intent
- Building layout
- Proposed tenants
- Notice
- Mailing labels

### ACTIONS:

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

### STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, Tx

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



March 8, 2024

City of Manor – Planning & Zoning  
105 E Eggleston St,  
Manor, TX 78653  
ATTN: Scott Dunlop, Michael Burrell

Via email: [sdunlop@manortx.gov](mailto:sdunlop@manortx.gov) , [mburrell@manortx.gov](mailto:mburrell@manortx.gov)

**RE: Letter of Intent regarding applicant's intent to obtain an SUP in relation to "Medical Office(s)" & "Medical Clinic(s)" at Manor Crossing Shopping Center in Manor, Texas.**

To whom it may concern,

This Letter of Intent ("LOI") shall formally represent applicant's intent to obtain a Special Use Permit ("SUP") for the right to operate one or multiple Medical Office(s) and/or Medical Clinic(s) (as defined in Sec. 14.01.008 in the city's ordinance and shown below) up to 15,000 square feet in the zone as shown on Exhibit A labeled as "Shopping Center".

Any and all Medical Office(s) and/or Medical Clinic(s) or replacements thereof, will be of the type and quality typically found in Class A shopping centers in Texas.

**Medical Office Definition:**

*"Office, medical means the use of the site for the consultation, diagnosis, therapeutic, preventative, or corrective personal treatment by doctors, dentists, or similar practitioners of medical and healing arts for humans, medical or dental laboratories. These facilities can be differentiated from a medical clinic in that such facilities primarily operate on an appointment basis, are generally not open to the general walk-in public, and offer specialized services or attention."*

**Medical Clinic Definition:**

*"Medical clinic means the use of the site for the provision of medical, psychiatric, or surgical services on an outpatient basis. These facilities can be differentiated from a medical office in that such facilities would be primarily open to and operated for the general, walk-in public, and would not normally require an appointment. This use includes ambulatory surgical centers (ASC); end-stage renal disease facility (dialysis); outpatient services; and freestanding emergency medical care facility."*

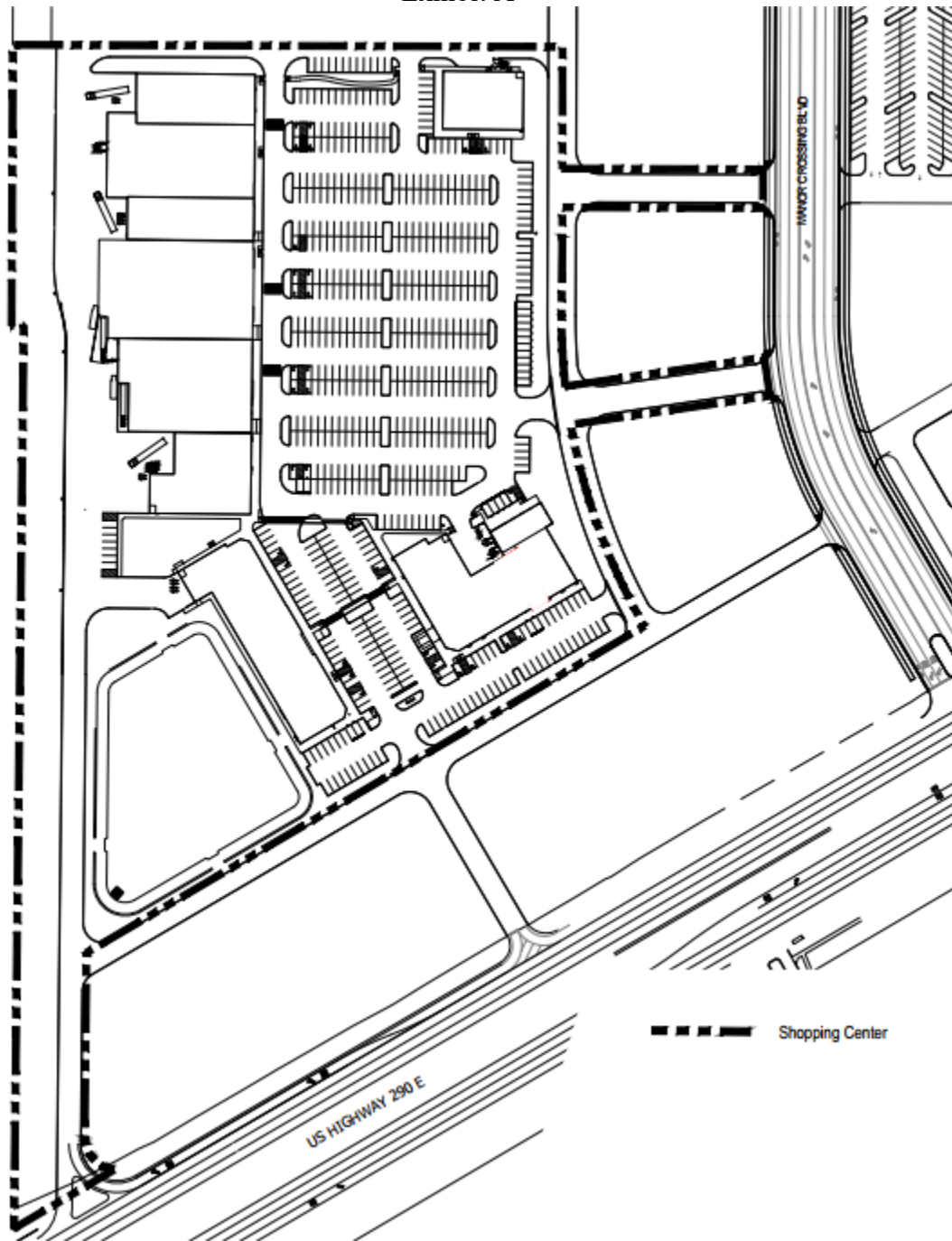
Let us know if there's further questions.

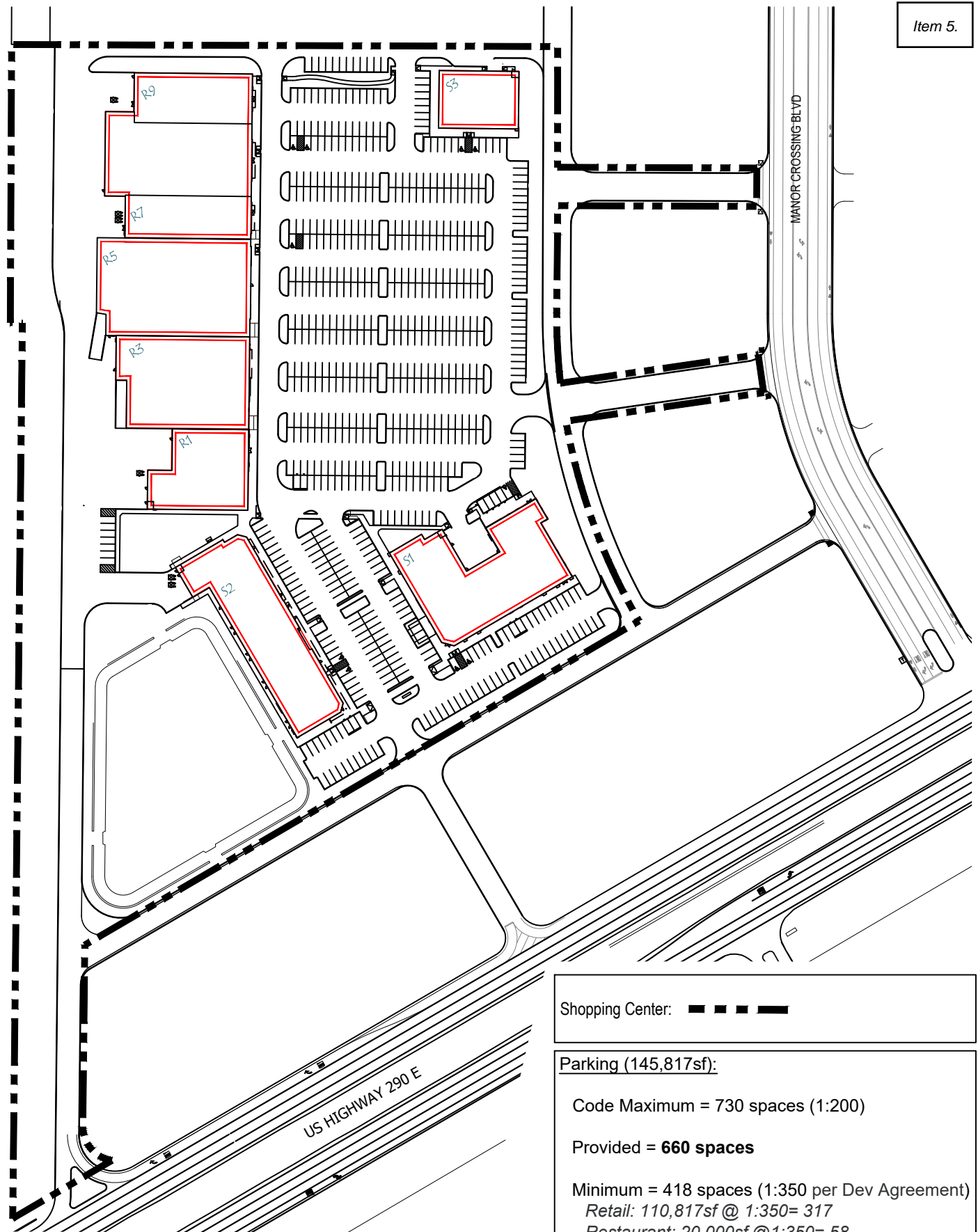
Sincerely,

**CONNECTED ACQUISITION SERVICES, LLC,**

By:  
Name: Matt Wilson

Exhibit A





Shopping Center: ■ ■ ■ ■ ■

**Parking (145,817sf):**

Code Maximum = 730 spaces (1:200)

Provided = **660 spaces**

Minimum = 418 spaces (1:350 per Dev Agreement)

Retail: 110,817sf @ 1:350= 317

Restaurant: 20,000sf @ 1:350= 58

Medical Office: 15,000sf @ 1:350 = 43

This site plan is presented solely for the purpose of identifying the approximate location and size of the buildings presently contemplated by the Owner. Building sizes, site dimensions, access and parking areas, existing tenant locations and identities are subject to change at the Owner's discretion, except as otherwise expressly restricted herein.



Manor Crossing

Manor, TX February 15, 2024



Item 5.

Property ID: 986086 ↗

Owner Name: 13100 FM 973 INC

[VIEW INFO](#)





2/28/2024

## City of Manor Development Services

# Notification for a Specific Use Permit Application

Project Name: Medical Office SUP - Manor Crossing

Case Number: 2024-P-1618-CU

Case Manager: Michael Burrell

Contact: [mburrell@manortx.gov](mailto:mburrell@manortx.gov) – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, Tx. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing on a Specific Use Permit for Medical Offices in Manor Crossing allowing 15,000 sq. ft. of medical office and/or medical clinic tenant space, one (1) lot on 18.1 acres, more or less, and being located at the intersection of Shadowglen Blvd and US Hwy 290, Manor, Tx**

***Applicant: Retail Connections***

***Owner: Retail Connections***

The Planning and Zoning Commission will meet at 6:30PM on March 13, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

The City of Manor City Council will meet at 7:00PM on March 20, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

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

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

Manor Crossing - SUP Notices Addresses (300')	
Parcel ID	Address
710219	14008 Shadowglen Blvd, 78653
568065	12801 Lexington St, 78653
697020	13720 Shadowglade Pl., 78653
697021	13724 Shadowglade Pl., 78653
697022	13728 Shadowglade Pl., 78653
697023	13725 Shadowglade Pl., 78653
697024	13721 Shadowglade Pl., 78653
697025	13717 Shadowglade Pl., 78653
697054	11708 Pillion Pl., 78653
697055	11705 Gold Run CV., 78653
697056	11716 Pillion Pl., 78653
697057	11720 Pillion Pl., 78653
697026	11709 Pillion Pl., 78653
697027	11713 Pillion Pl., 78653
697028	11717 Pillion Pl., 78653
697029	11721 Pillion Pl., 78653
697030	11725 Pillion Pl., 78653
697031	11729 Pillion Pl., 78653
697032	11733 Pillion Pl., 78653
697033	11737 Pillion Pl., 78653
697034	13745 Shady Ridge Ln., 78653
700577	13816 Field Spar Dr., 78653
700578	13820 Field Spar Dr., 78653
700579	13824 Field Spar Dr., 78653
700580	13828 Field Spar Dr., 78653
700581	13832 Field Spar Dr., 78653
700582	11501 Sun Glass Dr., 78653
700616	11505 Sun Glass Dr., 78653
700648	11509 Sun Glass Dr., 78653
700621	11513 Sun Glass Dr., 78653
700590	13821 Field Spar Dr., 78653
700591	13817 Field Spar Dr., 78653
700670	13820 Tercel Trce., 78653
700671	13824 Tercel Trce., 78653
236853	13407 N. FM Rd 973, 78653
236854	E. U.S. HY 290, 78653



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 13, 2024  
**PREPARED BY:** Scott Dunlop, Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, Tx

*Applicant: Quiddity Engineering*

*Owner: Gregg Lane Dev., LLC*

### BACKGROUND/SUMMARY:

The New Haven PUD was first approved on April 19<sup>th</sup>, 2023. The current PUD contains:

- 190 50' residential lots
- 81 60' residential lots
  - 271 total
- 1 commercial lot
- 1 public utility lot (water storage tanks)
- 21.6 acres of open space and parks, which contain:
  - 8' – 6' concrete trails
  - 10-20 space parking lot
  - Shade structure
  - Playgrounds
  - Active play equipment, exercise equipment, volleyball court, picnic tables
  - Benches and trash receptacles

The revised PUD contains:

- 175 50' residential lots
- 87 60' residential lots
  - 262 total
- 1 commercial lot
- 1 public utility lot (water storage tanks)
- 26.3 acres of open space and parks, which contain:
  - 8' – 6' concrete trails
  - 10-20 space parking lot
  - Shade structure
  - Playgrounds
  - Active play equipment, exercise equipment, volleyball court, picnic tables
  - Benches and trash receptacles

The revised PUD has reduced the number of residential lots by nine and increased the open space and park acreage by 4.7 acres. There is no change to the park amenities, the commercial acreage, or the utility lot acreage. The street layout has also been revised and there is now more street visibility into the open space and park areas.

The PUD is being revised because the proposed street is more cost-efficient for the developer due to the topography of the area and the grading work necessary during construction.

**LEGAL REVIEW:** *Not Applicable*

**FISCAL IMPACT:** *NO*

**PRESENTATION:** *NO*

**ATTACHMENTS:** *YES*

- New Haven revised PUD
- New Haven current PUD
- PUD comparison
- Conformance Letter
- Public notice
- Mailing labels

**ACTIONS:**

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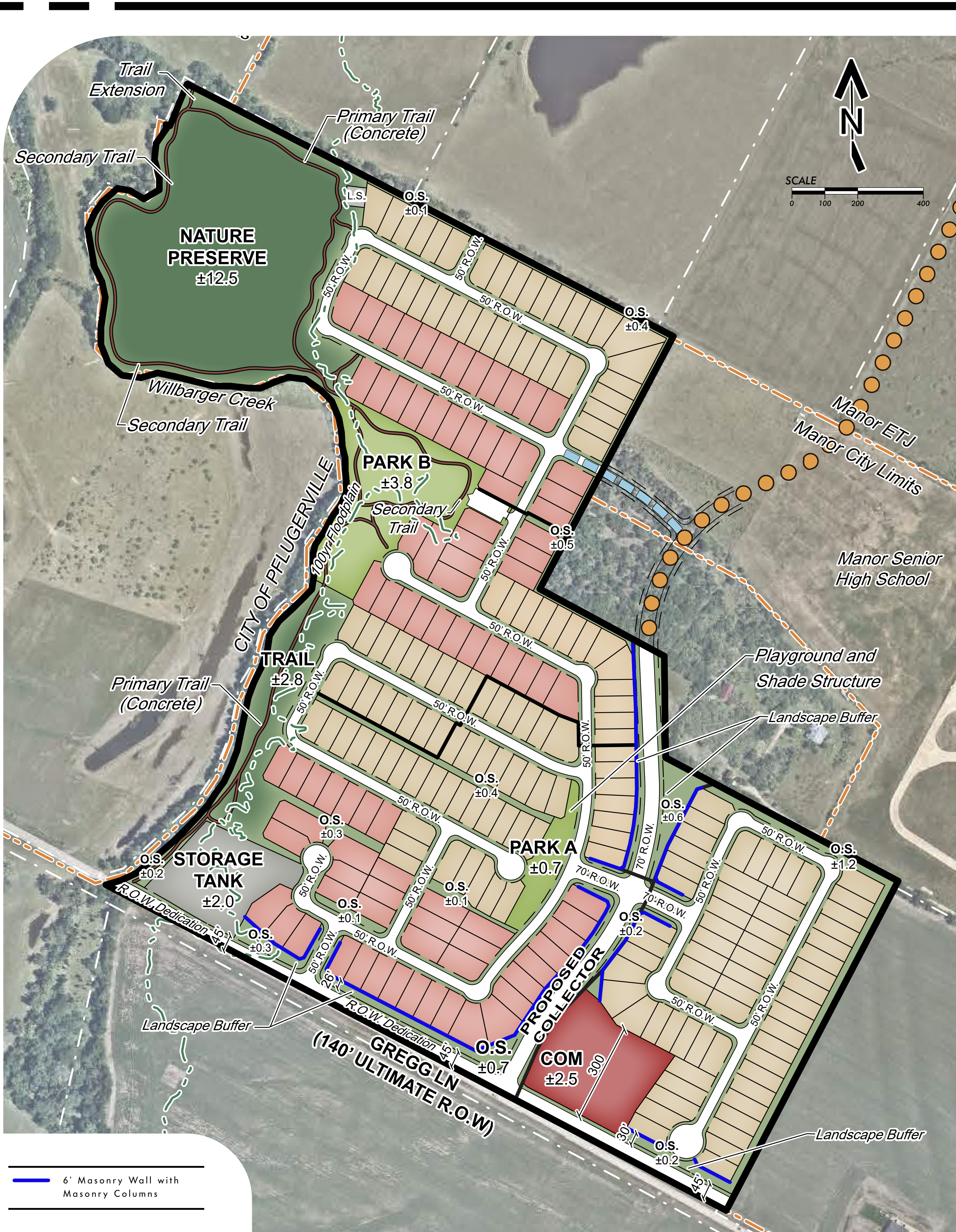
<i>Actions</i>	Approve, Approve with Conditions, Postpone, Deny
----------------	--

**STAFF RECOMMENDATION:**

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, Tx

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





\*Masonry Columns shall be installed approximately 200' apart.

PUD DATA TABLES:

1) APPROVED LAND USES -

LAND USES		LOTS	ACRES*	TOTAL %
SF	SF RESIDENTIAL - TYP. 50'x120'	175 LOTS	35.6 Ac.	40%
SF	SF RESIDENTIAL - TYP. 60'x125'	87 LOTS	19.2 Ac.	21%
COM	COMMERCIAL		2.5 Ac.	3%
UT	UTILITY		2.0 Ac.	2%
DET	DETENTION / NATURE PRESERVE		12.5 Ac.	14%
PO	PARK/OPEN SPACE		10.8 Ac.	12%
TR	TRAILS		3.0 Ac.	3%
COL	COLLECTOR / THOROUGHFARE		4.7 Ac.	5%
TOTALS		262 LOTS	90.3 Ac.	100%

\*calculation is approximate and includes adjacent right of way

2) MINIMUM LOT SIZE HEIGHT AND PLACEMENT REQUIREMENTS

Land Use	Setbacks				Minimum Lot SF	Minimum Lot Width	Maximum Height	Maximum Density
	Front	Side	Corner side	Rear				
SF-50'	25'/20' on cul de sac	5'	15'	10'	5,750	50'	35'	6 du/ac
SF-60'	25'/20' on cul de sac	5'	15'	10'	7,200	60'	35'	5 du/ac
Commercial	25'	5'	15'	10'	n/a	40'	35'	n/a

\* Corner lots will be required to have an additional 5' of width when adjacent to right of way along the side yard.

3) LOT COVERAGE

Land Use	Main Building	Main and Accessory Building
SF-50'	50%	60%
SF-60'	50%	60%
Commercial	70%	70%

4) PARKING LOT SCREENING

IN COMMERCIAL AREAS, OFF-STREET PARKING FOR MORE THAN FIVE VEHICLES AND LOADING AREAS SHALL BE EFFECTIVELY SCREENED BY A PRIVATE FENCE, HEDGE, PLANTING OR NATURAL VEGETATION OR TOPOGRAPHY ON EACH SIDE WHICH ADJOINS LAND DESIGNATED FOR A RESIDENTIAL USE OR A RESIDENTIAL USE.

5) LANDSCAPING

THE FOLLOWING PERCENTAGE OF THE NET AREA OF EACH LOT SHALL BE LANDSCAPED. THE NET LOT AREA SHALL EQUAL THE TOTAL LOT AREA LESS THE AREA TO BE LEFT UNIMPROVED BECAUSE OF THE EXISTENCE OF NATURAL FEATURES THAT ARE WORTHY OF PRESERVATION OR THAT WOULD MAKE IMPROVEMENTS IMPRACTICAL.

Land Use	Net Lot Area
SF-50'	20%
SF-60'	20%
Commercial	15%
Open Space/Park	20%

NOTE: MINIMUM LANDSCAPE REQUIREMENTS FOR EACH LOT WITHIN A SINGLE-FAMILY DWELLING SHALL BE A MINIMUM OF TWO (2) THREE-INCH TREES, SIX (6) TWO-GALLON SHRUBS AND LAWN GRASS FROM THE PROPERTY LINE TO THE FRONT TWO (2) CORNERS OF THE STRUCTURE ON LOTS 50' IN WIDTH OR GREATER.

NOTE: MINIMUM FIFTEEN (15) FOOT LANDSCAPE BUFFER, MEASURED FROM THE EDGE OF THE GREGG LANE RIGHT OF WAY, SHALL BE PROVIDED. FOUR(4), MINIMUM THREE(3) INCH CALIPER, TYPE A LARGE OR TYPE B MEDIUM NATIVE TREES (AS DEFINED BY THE MANOR CODE OF ORDINANCES) AND FIFTEEN(15), MINIMUM THREE(3) GALLON, SHRUBS SHALL BE PLANTED PER 200 LINEAR FEET OF LANDSCAPE BUFFER.

NOTE: FOR INTERNAL, UNLOADED COLLECTOR ROADWAYS, A MINIMUM TEN(10) FOOT LANDSCAPE BUFFER, MEASURED FROM THE EDGE OF THE COLLECTOR RIGHT OF WAY, SHALL BE PROVIDED. ONE(1), MINIMUM THREE(3) INCH CALLIPER, TYPE A LARGE OR TYPE B MEDIUM NATIVE TREE(AS DEFINED BY MANOR CODE OF ORDINANCES) AND FIVE(5), MINIMUM THREE(3) GALLON, SHRUBS SHALL BE PLANTED PER 50 LINEAR FEET OF LANDSCAPE BUFFER

6) PARKLAND -

PARKLAND WILL BE PROVIDED BY FEE-IN-LIEU (\$550.00 PER LOT) OF DEDICATION PER APPLICABLE CITY ORDINANCES.

7) AMENITIES

- NATURE PRESERVE
- 8' Concrete Primary Trail (Site Connectivity)
  - 6' Concrete Secondary Trail (Site Connectivity)
  - Benches (300' Approximate Spacing)
- PARK A
- (1) Shade Structure
  - (1) 2-5 yrs. Playground Structure
  - (1) 5-12 yrs. Playground Structure
  - (1) Swing Set
  - (2) Independent Play Equipment
  - 6' Concrete Sidewalk (Site Connectivity)
  - (1) Trash Receptacle
  - (2) Picnic Tables
  - (2) Benches
  - (1) Pet Waste Station
- TRAIL
- 8' Concrete Primary Trail (Site Connectivity)
  - Benches (300' Approximate Spacing)
- PARK B
- 8' Concrete Primary Trail (Site Connectivity)
  - 6' Concrete Secondary Trail (Site Connectivity)
  - (1) Shade Structure
  - Benches (300' Approximate Spacing)
  - Trash Receptacles (300' Approximate Spacing)
  - 10-20 Parking Spaces
  - a. Screening Elements (Planting or Fencing) to reduce Light Pollution from Vehicles
  - Amenities (Teen)
    - a. Shade Trees
    - b. Passive Spaces for Social Interaction (2-person and 4-person Tables)
    - c. Charging Station (Solar)
    - d. Active Spaces for Sports Play
    - e. Active Play Equipment (Table Tennis, Corn Hole, Etc.)
    - f. Exercise Equipment
    - g. Volleyball Court
    - h. Recreation Sports Area
    - i. (2) Ping-Pong Table

8) TRAFFIC

The Traffic Volume will be 6,602 Trips generated to and from this site

9) UTILITIES

SF - 50'	35.6 Ac.	175 Lots	175 LUES
SF - 60'	19.2 Ac.	87 Lots	87 LUES
Commercial	2.5 Ac.	1 Lot	50 LUES
	58.3 Ac.		332 LUES

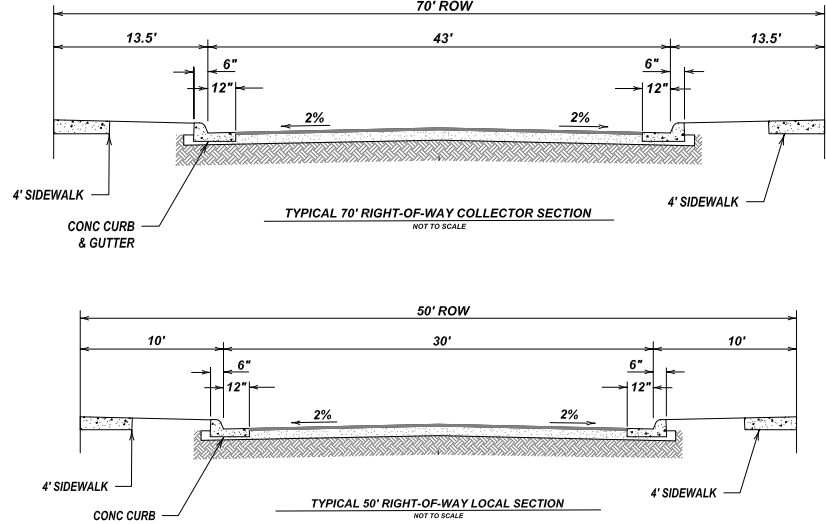
Note: These values are intended for preliminary analysis only and may vary from values provided in the final site design.

Water and Wastewater will be provided by City of Manor

10) PERMITTED USES - COMMERCIAL C-1

- A. ALCOHOLIC BEVERAGE ESTABLISHMENT, BREWPUB, LIQUOR SALES, SMOKE SHOP OR TOBACCO STORE. ALCOHOL SALES SHALL BE COMPLIANT WITH ARTICLE 4.02 ALCOHOLIC BEVERAGES.
- B. ANTIQUE SHOP, ART STUDIO OR GALLERY, BUSINESS SUPORT SERVICES, GENERAL RETAIL SALES(CONVENIENCE), GENERAL RETAIL SALES (GENERAL), LAUNDRY SERVICES(SELF), AND OFF-SITE ACCESSORY PARKING.
- C. CHILDCARE CENTER, GOVERNMENT FACILITIES, OFFICES, GOVERNMENT, SCHOOL, BOARD-ING, SCHOOL, BUSINESS OR TRADE, SCHOOL, PRIVATE OR PAROCHIAL, AND SCHOOL, PUBLIC.
- D. CLUB OR LODGE, ATHLETIC FACILITY, RESTAURANT, AND THEATER.
- E. COMMUNICATION SERVICES OR FACILITIES, CONSTRUCTION EQUIPMENT SALES (MINOR), CONSUMER REPAIR SERVICES, PERSONAL IMPROVEMENT SERVICES, PERSONAL SERVICES, RELIGIOUS ASSEMBLIES AND UTILITY SERVICES, MINOR.

11) CROSS SECTIONS



12) LIST OF ALL REQUESTED VARIANCES

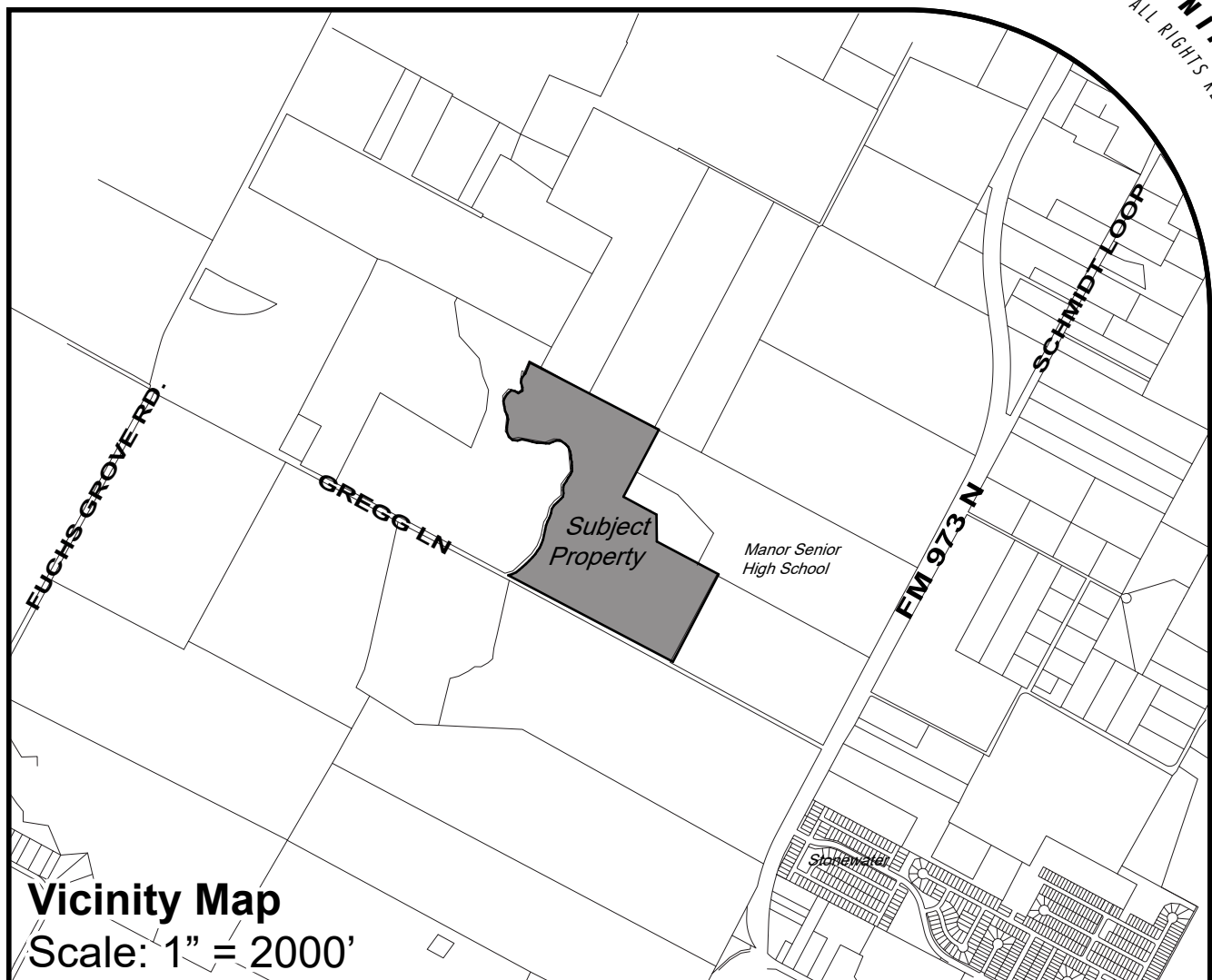
Item	Standard Code	Variance Requested
Setback-Front	25 Feet	25 feet (20' on cul-de-sac)
Setback-Side	7.5 Feet	5 feet
Setback-Rear	20 Feet	10 feet
Lot Width	70 Feet	50 feet/60 feet
Lot Coverage-Res Main.	40%	60%
Lot Coverage-Res Main + Accessory	50%	65%
Lot Coverage-Comm. Main	60%	85%
Lot Coverage-Comm. Main + Accessory	70%	85%
Parkland	Non-floodplain	Within floodplain

THIS PLAT HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS, AND IS HEREBY RECOMMENDED FOR APPROVAL BY THE CITY OF COUNCIL.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_  
BY: \_\_\_\_\_  
FELIX PAIZ, CHAIRPERSON

APPROVAL AND AUTHORIZED FOR RECORD BY THE CITY COUNCIL FOR THE CITY OF MANOR, TEXAS.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_  
BY: \_\_\_\_\_  
DR. CHRISTOPHER HARVEY  
MAYOR OF THE CITY OF MANOR, TEXAS



GENERAL NOTES:

1) A MINIMUM FOUR(4) FOOT WIDE, CONCRETE SIDEWALK SHALL BE PROVIDED WITHIN THE GREGG LANE LANDSCAPE BUFFER OR THE EXPANDED RIGHT OF WAY FOR GREGG LANE. LOCATION AND ALIGNMENT OF THE SIDEWALK SHALL BE COORDINATED DURING THE PRELIMINARY PLAN STAGE OF DEVELOPMENT.

2) THE CONSTRUCTION OF SIDEWALKS IN RESIDENTIAL AND COMMERCIAL AREAS NEED NOT BE COMPLETED PRIOR TO FINAL APPROVAL AND ACCEPTANCE OF A FINAL PLAT, BUT MUST BE COMPLETED PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY OR WITHIN 2 YEARS FROM THE APPROVAL OF THE FINAL PLAT. A COST ESTIMATE FOR THE CONSTRUCTION OF ANY SIDEWALKS IN RESIDENTIAL AREAS NOT CONSTRUCTED PRIOR TO THE FINAL APPROVAL AND ACCEPTANCE OF THE FINAL PLAT SHALL BE PREPARED AND A BOND FOR 110% OF SUCH COSTS SHALL BE POSTED WITH THE CITY. EACH YEAR THE DEVELOPER AND CITY MAY AGREE TO THE ADDITIONAL SIDEWALKS IN RESIDENTIAL AREAS THAT WERE COMPLETED DURING THE PREVIOUS YEAR AND REDUCE THE AMOUNT OF THE BOND TO REFLECT THE CONSTRUCTION COSTS OF THE SIDEWALKS THAT HAVE BEEN COMPLETED. SIDEWALKS IN RESIDENTIAL AREAS NOT COMPLETED PRIOR TO THE END OF THE 2-YEAR PERIOD SHALL BE COMPLETED BY THE DEVELOPER OR BY THE CITY WITH THE BOND FUNDS. FAILURE TO PROVIDE SUFFICIENT BONDS OR COMPLETE THE SIDEWALKS IN RESIDENTIAL AREAS SHALL NOT OBLIGATE THE CITY TO BUILD SIDEWALKS. THE CONSTRUCTION OF SIDEWALKS IN NON-RESIDENTIAL AREAS SHALL BE COMPLETED DURING SUBDIVISION CONSTRUCTION.

3) MIN SETBACK ON COMMERCIAL IS 25'. PROPOSED LANDPLAN PROVIDES 300 DEPTH WITH 275' USABLE OUTSIDE BUILDING LINE.

a planned unit development  
final site plan for  
**NEWHAVEN PUD**  
± **90.3 ACRES OF LAND**  
prepared for  
**ASHTON GRAY DEVELOPMENT**

LAND PLANNER:

**META**  
PLANNING + DESIGN

24285 Katy Freeway, Ste. 525  
Katy, Texas 77494  
Tel: 281-810-1422

ENGINEER:

**QUIDDITY**

3100 Alvin Devane Blvd, Suite 150  
Austin, Texas 78741  
Tel: 512.441.9493  
www.quiddity.com

APPLICANT:

**DRENNER GROUP, PC**  
200 Lee Barton Drive, SUITE 100  
Austin, Texas 78704

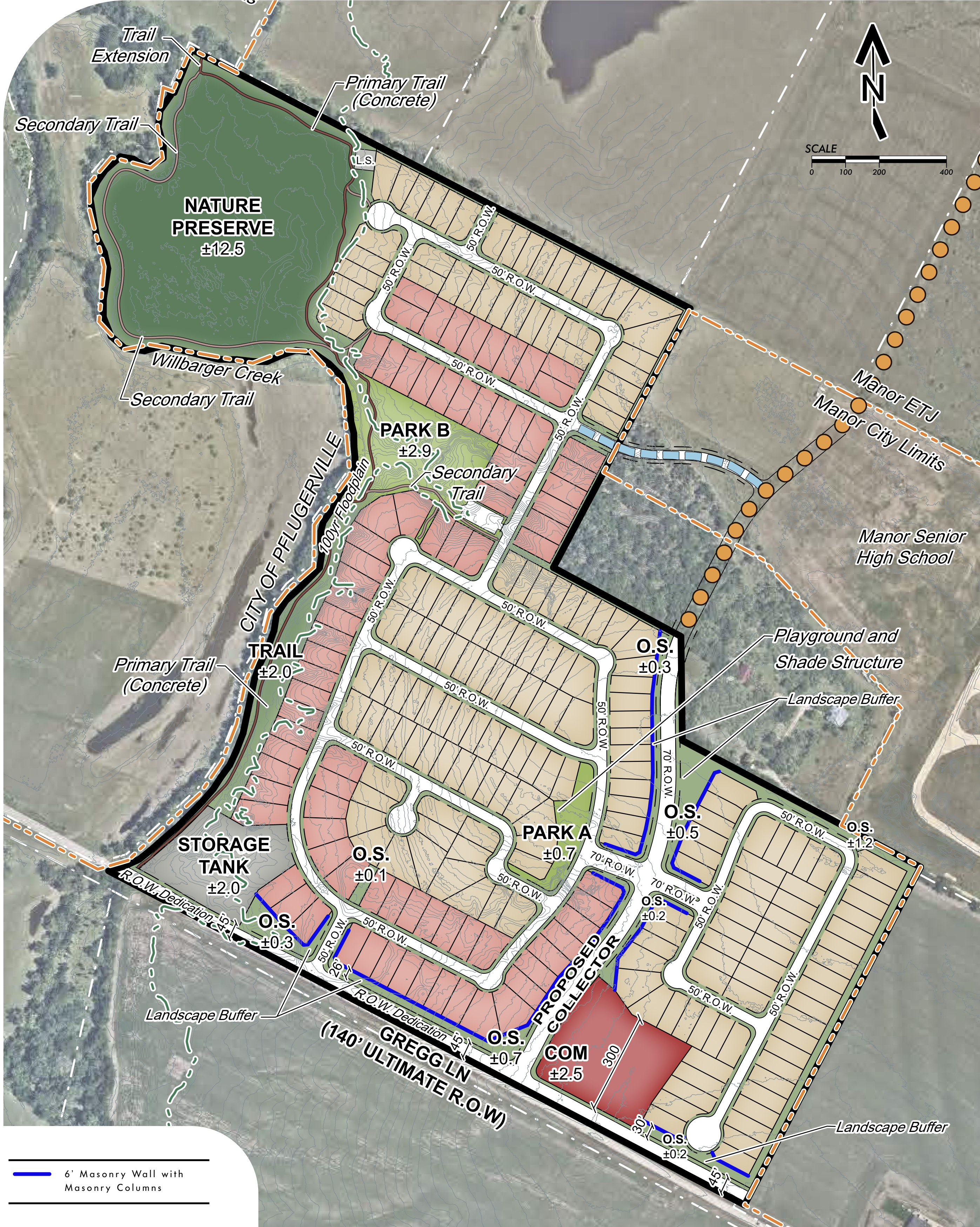
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MTA-78007  
FEBRUARY 16, 2024

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\*Masonry Columns shall be installed approximately 200' apart.

PUD DATA TABLES:

1) APPROVED LAND USES -

LAND USES		LOTS	ACRES*	TOTAL %
SF	SF RESIDENTIAL - TYP. 50'x120'	190 LOTS	36.3 Ac.	40%
SF	SF RESIDENTIAL - TYP. 60'x125'	81 LOTS	23.1 Ac.	26%
COM	COMMERCIAL		2.5 Ac.	3%
UT	UTILITY		2.0 Ac.	2%
DET	DETENTION/NATURE PRESERVE		12.5 Ac.	14%
PO	PARK/OPEN SPACE		7.1 Ac.	8%
TR	TRAILS		2.0 Ac.	2%
	COLLECTOR		4.8 Ac.	5%
TOTALS		271 LOTS	90.3 Ac.	100%

\*calculation is approximate and includes adjacent right of way

2) MINIMUM LOT SIZE HEIGHT AND PLACEMENT REQUIREMENTS

Land Use	Setbacks				Minimum Lot Sf	Minimum Lot Width	Maximum Height	Maximum Density
	Front	Side	Corner side	Rear				
SF-50'	25'/20' on cul de sac	5'	15'	10'	5,750	50'	35'	6 du/ac
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Commercial	25'	5'	15'	10'	n/a	40'	35'	n/a

\* Corner lots will be required to have an additional 5' of width when adjacent to right of way along the side yard.

3) LOT COVERAGE

Land Use	Main Building	Main and Accessory Building
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SF-60'	50%	60%
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4) PARKING LOT SCREENING

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6) PARKLAND -

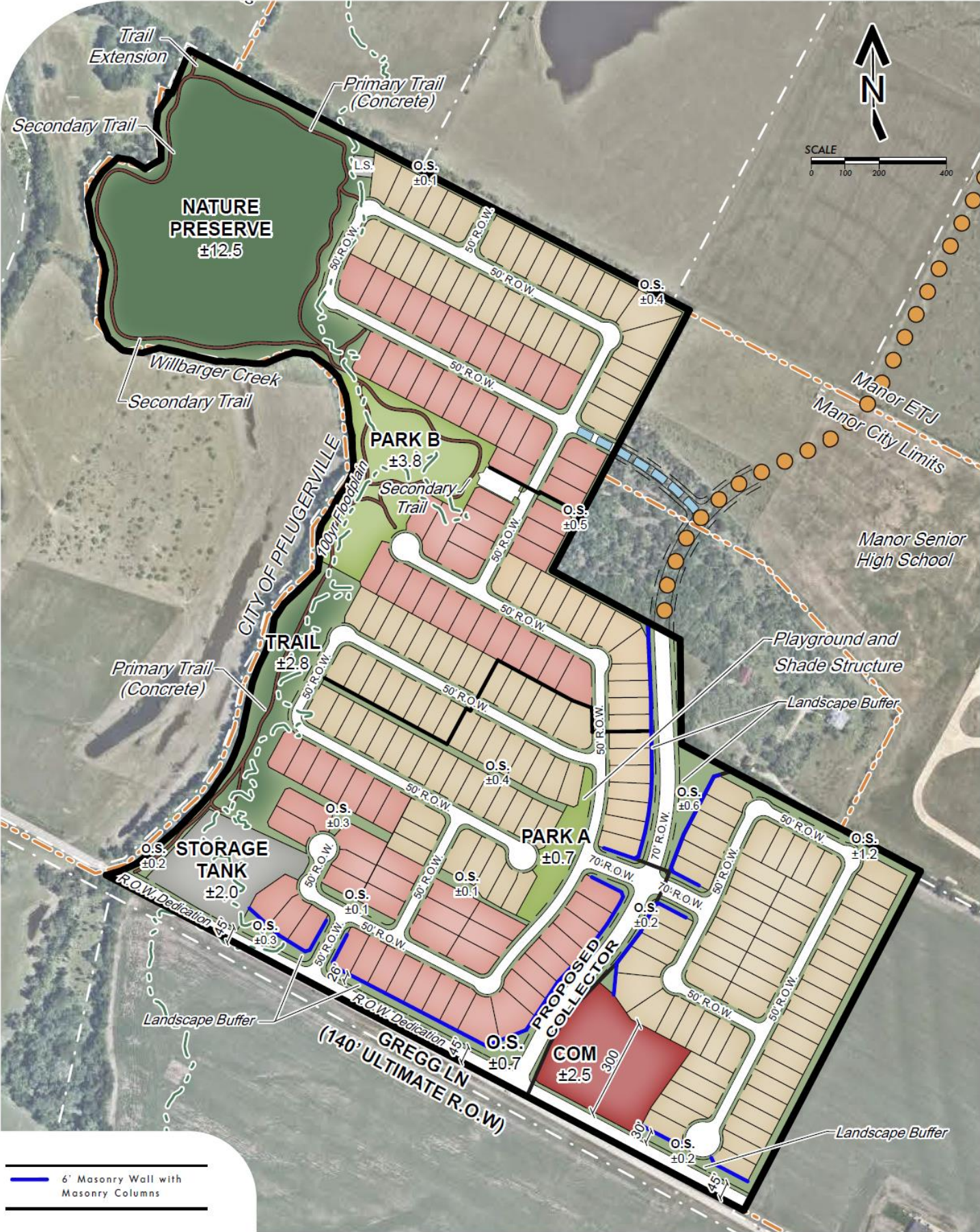
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7) AMENITIES

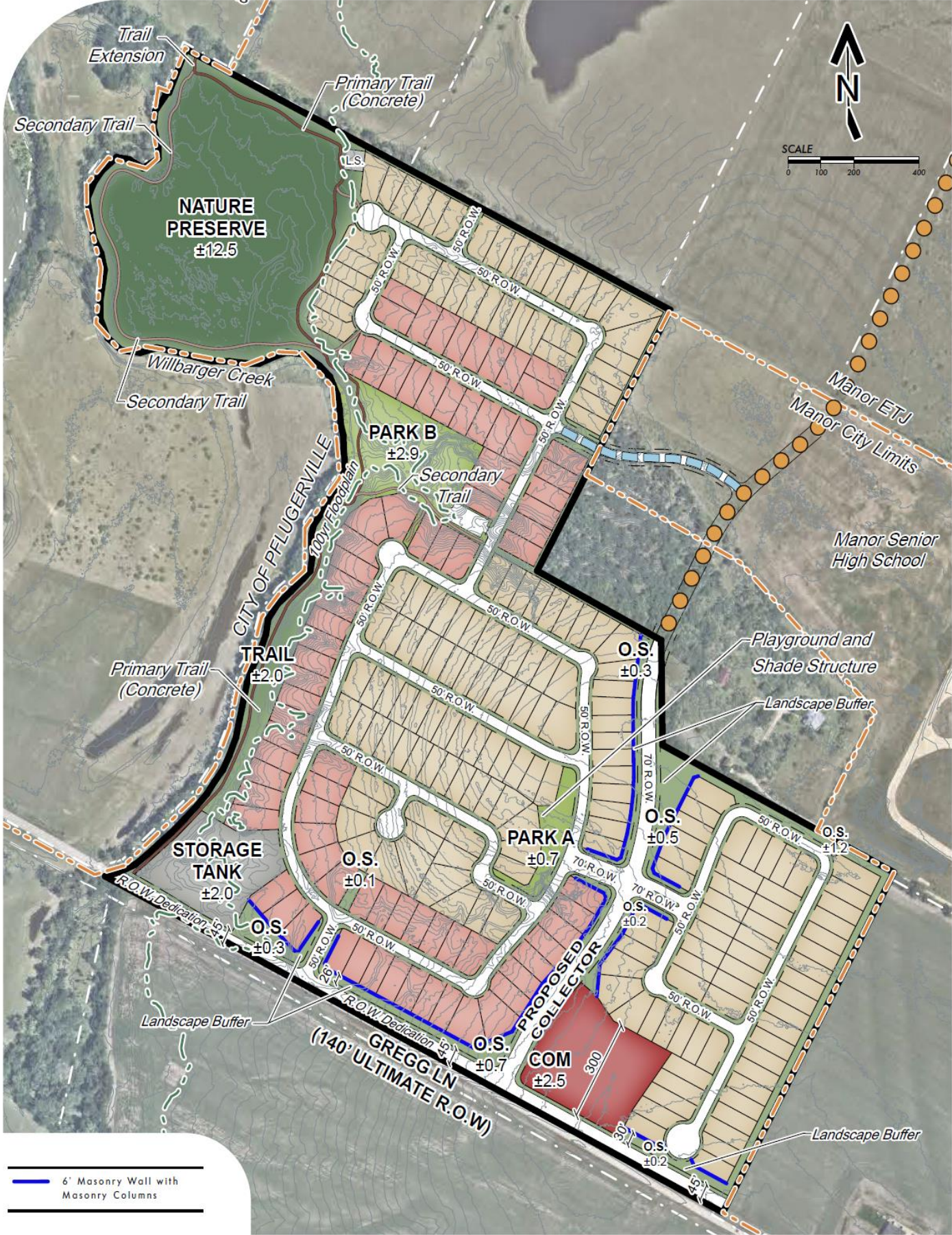
- NATURE PRESERVE  
1. 8' Concrete Primary Trail (Site Connectivity)  
2. 6' Concrete Secondary Trail (Site Connectivity)  
3. Benches (300' Approximate Spacing)  
4. (1) Swing Set  
5. (1) Shade Structure  
6. (1) 2-5 yrs. Playground Structure  
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PROPOSED



CURRENT







1500 County Road 269  
Leander, TX 78641

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

Date: Tuesday, February 20, 2024

Brad Carabajal  
Quiddity Engineering

TX  
bcarabajal@quiddity.com

Permit Number 2024-P-1617-ZO  
Job Address: ,

Dear Brad Carabajal,

The submittal of the revised New Haven PUD Update Site Plans submitted by Quiddity Engineering and received by our office on 2/20/2024, has been reviewed for compliance with the City of Manor Zoning Ordinance 185. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

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

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

Sincerely,

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

Pauline Gray, P.E.  
Lead AES  
GBA



2/28/2024

## City of Manor Development Services

### Notification for a PUD Amendment

Project Name: New Haven PUD Update  
 Case Number: 2024-P-1617-ZO  
 Case Manager: Michael Burrell  
 Contact: [mburrell@manortx.gov](mailto:mburrell@manortx.gov) – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, Tx. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing on a Planned Unit Development (PUD) amendment for the New Haven Subdivision being located at the corner of Gregg Ln and FM 973, Manor, Tx**

***Applicant: Quiddity Engineering***  
***Owner: Gregg Lane Dev., LLC***

The Planning and Zoning Commission will meet at 6:30PM on March 13, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

The City of Manor City Council will meet at 7:00PM on March 20, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

The purpose of this amendment is to alter the number of residential lots, increase park/openspace acreage, and change the street layout within the subdivision.

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

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

RUST CREEK LLC  
9606 OLD MANOR RD #1  
AUSTIN, TEXAS 78724-1114

15701 ANDERSON ROAD MANOR LLC  
109 GROSEBECK LN  
LEANDER, TEXAS 78641-4036

PFLUGERVILLE ISD  
PO BOX 589  
PFLUGERVILLE, TEXAS 78691-0589

AQUA WATER SUPPLY CORP  
PO BOX P  
BASTROP, TEXAS 78602-1989

FORTUNE LAND INVESTMENTS LLC  
223 DAKOTA DR  
CEDAR PARK, TEXAS 78613-7826

LUTZ JAMES T & ALEXANDRA CARRILLO  
14812 N F M RD 973  
MANOR, TEXAS 78653

BOARD OF TRUSTEES OF THE MANOR  
533 HIWASEE ROAD  
WAXAHACHIE, TEXAS 75165-6448

57 ACRES ANDERSON RD MANOR LLC  
109 GROSEBECK LN  
LEANDER, TEXAS 78641-4036

MONARCH RANCH AT MANOR LLC  
310 ENTERPRISE DR  
OXFORD, MISSISSIPPI 38655-2762

GAB MANOR LLC  
4517 THREE ARROWS CT  
CEDAR PARK, TEXAS 78613-4838

MANOR INDEPENDENT SCHOOL  
DISTRICT  
PO BOX 359  
MANOR, TEXAS 78653-0359



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 13, 2024  
**PREPARED BY:** Scott Dunlop, Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX.

*Applicant: Morton Buildings*

*Owner: Morton Buildings*

### BACKGROUND/SUMMARY:

This plat has been approved by our engineers. It is a one-lot plat for an approximately 1-acre tract between the Bell Farms and Carriage Hills neighborhoods. There is a proposed church to be built on the property.

**LEGAL REVIEW:** Not Applicable  
**FISCAL IMPACT:** NO  
**PRESENTATION:** NO  
**ATTACHMENTS:** YES

- Plat
- Engineer Comments
- Conformance Letter

- Public Notice
- Mailing labels

### ACTIONS:

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

### STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX

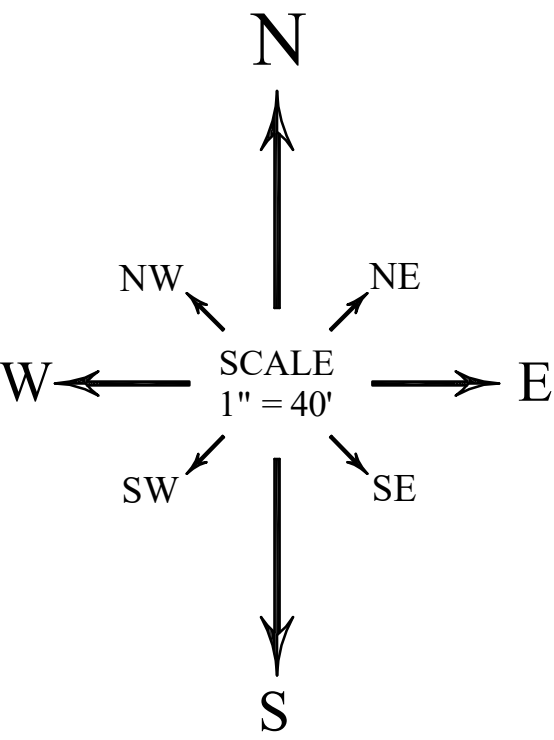
**PLANNING & ZONING COMMISSION:** Recommend Approval Disapproval None

# CITY OF REFUGE CHURCH OF GOD IN CHRIST

## FINAL PLAT

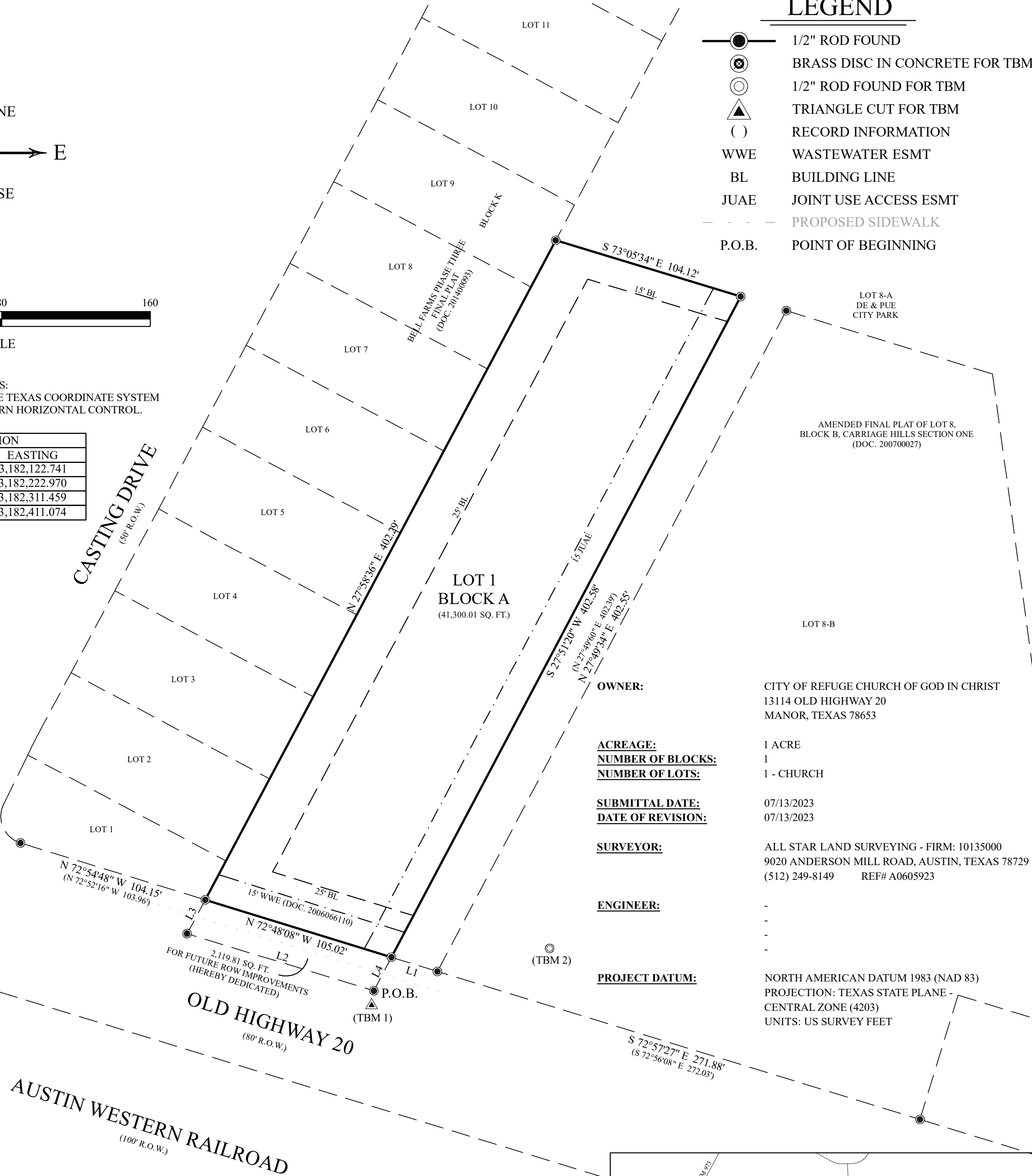
### LEGEND

- 1/2" ROD FOUND
- BRASS DISC IN CONCRETE FOR TBM
- 1/2" ROD FOUND FOR TBM
- TRIANGLE CUT FOR TBM
- ( ) RECORD INFORMATION
- WWE WASTEWATER ESMT
- BL BUILDING LINE
- JUAE JOINT USE ACCESS ESMT
- PROPOSED SIDEWALK
- P.O.B. POINT OF BEGINNING



BEARING BASIS:  
BEARINGS ARE GRID NORTH BASED ON THE TEXAS COORDINATE SYSTEM  
CENTRAL TEXAS ZONE (4203) NAD83 HARN HORIZONTAL CONTROL.

PROPERTY CORNER INFORMATION		
CORNER	NORTHING	EASTING
FRONT LEFT	10,098,188.897	3,182,122.741
FRONT RIGHT	10,098,157.959	3,182,222.970
BACK LEFT	10,098,544.174	3,182,311.459
BACK RIGHT	10,098,513.895	3,182,411.074



**OWNER:** CITY OF REFUGE CHURCH OF GOD IN CHRIST  
13114 OLD HIGHWAY 20  
MANOR, TEXAS 78653

**ACREAGE:** 1 ACRE  
**NUMBER OF BLOCKS:** 1  
**NUMBER OF LOTS:** 1 - CHURCH

**SUBMITTAL DATE:** 07/13/2023  
**DATE OF REVISION:** 07/13/2023

**SURVEYOR:** ALL STAR LAND SURVEYING - FIRM: 10135000  
9020 ANDERSON MILL ROAD, AUSTIN, TEXAS 78729  
(512) 249-8149 REF# A0605923

**ENGINEER:** -  
-  
-

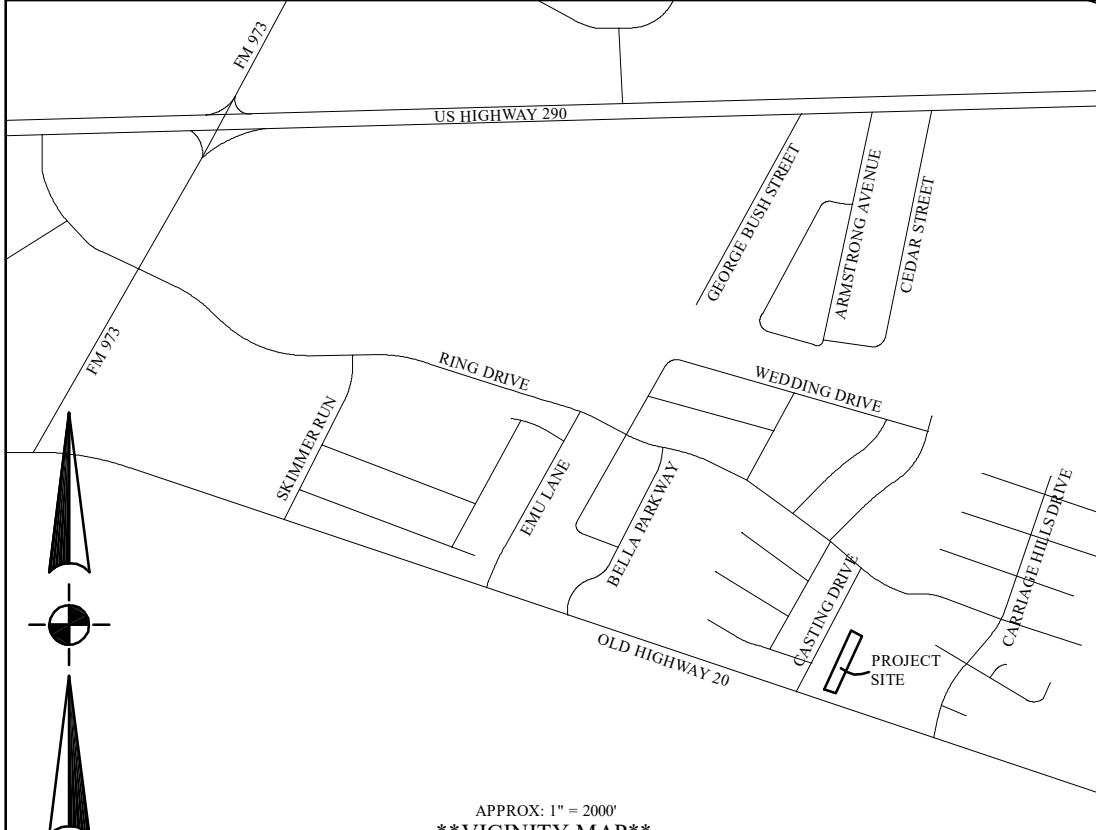
**PROJECT DATUM:** NORTH AMERICAN DATUM 1983 (NAD 83)  
PROJECTION: TEXAS STATE PLANE -  
CENTRAL ZONE (4203)  
UNITS: US SURVEY FEET

AUSTIN WESTERN RAILROAD  
(100' R.O.W.)

OLD HIGHWAY 20  
(80' R.O.W.)

LINE	BEARING	DISTANCE
L1	S 72°44'37" E	25.94'
(L1)	(S 72°56'08" E)	(25.45')
L2	N 72°59'00" W	105.25'
(L2)	(N 72°59'00" W)	(105.25')
L3	N 28°17'58" E	20.72'
(L3)	(N 30°01'00" E)	(20.72')
L4	S 27°26'57" W	20.41'
(L4)	(S 30°00'00" W)	(20.41')

BENCHMARK INFORMATION				
NUMBER	TYPE	ELEVATION	NORTHING	EASTING
TBM 1	TRIANGLE CUT IN CONCRETE	510.71'	10,098,132.045	3,182,212.361
TBM 2	IRON ROD FOUND	509.28'	10,098,162.700	3,182,308.161
TBM 3	BRASS DISC IN CONCRETE	509.85'	10,098,045.871	3,181,993.871



GREENVIEW DEVELOPMENT 157, L.P.  
157.79 ACRES  
(DOC. 2002149152)

KOETHER CORA E LIFE ESTATE  
155.07 ACRES  
(DOC. 2019062971)

SHEET  
**1**  
OF 2

F.I.R.M. MAP INFORMATION

THIS PROPERTY DOES NOT LIE WITHIN THE 100 YEAR FLOOD - PLAIN, AND HAS A ZONE "X" RATING AS SHOWN ON THE FLOOD INSURANCE RATE MAPS  
F.I.R.M. MAP NO.: 48453C0485J  
PANEL: 0485J  
DATED: 08/18/2014

THIS CERTIFICATION IS FOR INSURANCE PURPOSES ONLY AND IS NOT A GUARANTEE THAT THIS PROPERTY WILL OR WILL NOT FLOOD. CONTACT YOUR LOCAL FLOOD PLAIN ADMINISTRATOR FOR THE CURRENT STATUS OF THIS TRACT.

CITY OF REFUGE CHURCH OF GOD IN CHRIST FINAL PLAT

SUBDIVISION PLAT OF 1 ACRE OF LAND, MORE OR LESS, OUT OF THE TIMOTHY MCKANE SURVEY, NUMBER 47, ABSTRACT NUMBER 525, AS CONVEYED TO THE CITY OF REFUGE CHURCH OF GOD IN CHRIST, RECORDED IN DOCUMENT NUMBER 2019069596, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS

SCALE: 1" = 40'  
BEGIN DATE: 07/13/2023  
DRAWN BY: DAVID BAK  
JOB NO.: A0605923  
REVISED DATE: 12/18/2023

**ALLSTAR** Land Surveying  
9020 ANDERSON MILL RD  
AUSTIN, TEXAS 78729  
(512) 249-8149 PHONE  
(512) 331-5217 FAX  
TBPELS FIRM NO. 10135000



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, December 11, 2023

Dr. Ricky Allen  
Morton Buildings  
5407 Regency Dr  
Austin 78724  
souldr57@gmail.com

Permit Number 2023-P-1593-SF  
Job Address: 13114 Old Hwy 20, Manor, TX. 78653

Dear Dr. Ricky Allen,

The first submittal of the City of Refuge Church of God in Christ Short Form Final Plat (*Short Form Final Plat*) submitted by Morton Buildings and received on February 07, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

### Engineer Review

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

- i. ~~Provide a note of who is providing the water and wastewater service. For example, the city of Manor is providing water and wastewater.~~
  - a. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.
  - b. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.
- ii. Using state plane coordinate system, X and Y coordinates shall be identified for four (4) property corners.
- iii. The use, property dimensions, names and boundary lines of all special reservations to be dedicated for public use, including sites for schools, churches, parks, and open spaces; common ownership; or subsequent development
- iv. 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.
- v. Provide completed application forms and the payment of all applicable fees.
- vi. **Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. A tax certificate showing all taxes have been paid is required. A tax receipt will not address the comment.**
- vii. Provide the following note "Performance and maintenance guarantees as required by the City".
- viii. Provide the following note " THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS ASOF THIS DATE. \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.
- ix. **The P&Z Chairperson is Felix Paiz.**
- x. **The engineer's certification is missing from the plat and needs to be added. An example will be provided.**

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](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

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

Thank you,



Tyler Shows  
Staff Engineer  
GBA





To whom it may concern:

The following updates have been done and corrected on the Plat that was prepared for Dr. Ricky Allen.

Project Name: City of Refuge Church of God in Christ Final Plat

Permit number: 2023-P-1593-SF

Job Address: 13114 Old Highway 20, Manor, Texas 78653

Review Notes:

- i) Note was added to plat notes.
- ii) A table was created and placed on the face of the plat with all 4 corners with northing and eastings.
- iii) Lot has been designated as a church lot.
- iv) As of this time we at All Star are unaware of any utilities to be serviced in this subdivision.
- v) This is not something for the Surveyor.
- vi) This is not something for the Surveyor.
- vii) Note was added to plat notes.
- viii) Note was added to page 2 and filled out.



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, December 11, 2023

Dr. Ricky Allen  
Morton Buildings  
5407 Regency Dr  
Austin 78724  
souldr57@gmail.com

Permit Number 2023-P-1593-SF  
Job Address: 13114 Old Hwy 20, Manor, TX. 78653

Dear Dr. Ricky Allen,

The first submittal of the City of Refuge Church of God in Christ Short Form Final Plat (*Short Form Final Plat*) submitted by Morton Buildings and received on November 14, 2023, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

### Engineer Review

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

- i. Provide a note of who is providing the water and wastewater service. For example, the city of Manor is providing water and wastewater.
  - a. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.
  - b. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.
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- iii. The use, property dimensions, names and boundary lines of all special reservations to be dedicated for public use, including sites for schools, churches, parks, and open spaces; common ownership; or subsequent development
- iv. 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.
- v. Provide completed application forms and the payment of all applicable fees.
- vi. Provide certification from all applicable taxing authorities that all taxes due on the property have been paid.
- vii. Provide the following note "Performance and maintenance guarantees as required by the City".
- viii. Provide the following note " THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS ASOF THIS DATE. \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_ .

12/11/2023 4:10:38 PM  
City of Refuge Church of God in Christ Short Form  
Final Plat  
2023-P-1593-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](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

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

Thank you,



Tyler Shows  
Staff Engineer  
GBA



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, February 5, 2024

Dr. Ricky Allen  
Morton Buildings  
5407 Regency Dr  
Austin 78724  
souldr57@gmail.com

Permit Number 2023-P-1593-SF  
Job Address: 13114 Old Hwy 20, Manor 78653

Dear Dr. Ricky Allen,

The subsequent submittal of the City of Refuge Church of God in Christ Short Form Final Plat submitted by Morton Buildings and received on February 07, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

## Engineer Review

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

- i. ~~Provide a note of who is providing the water and wastewater service. For example, the city of Manor is providing water and wastewater.~~
  - a. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.
  - b. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.
- ii. Using state plane coordinate system, X and Y coordinates shall be identified for four (4) property corners.
- iii. The use, property dimensions, names and boundary lines of all special reservations to be dedicated for public use, including sites for schools, churches, parks, and open spaces; common ownership; or subsequent development
- iv. 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.
- v. Provide completed application forms and the payment of all applicable fees.
- vi. **Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. A tax certificate showing all taxes have been paid is required. A tax receipt will not address the comment.**
- vii. Provide the following note "Performance and maintenance guarantees as required by the City".
- viii. Provide the following note " THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS ASOF THIS DATE. \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.
- ix. **The P&Z Chairperson is Felix Paiz.**
- x. **The engineer's certification is missing from the plat and needs to be added. An example will be provided.**

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

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

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

Thank you,



Pauline Gray, P.E.  
Lead AES  
GBA



1500 County Road 269  
Leander, TX 78641

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

Date: Friday, February 9, 2024

Dr. Ricky Allen  
Morton Buildings  
5407 Regency Dr  
Austin 78724  
souldr57@gmail.com

Permit Number 2023-P-1593-SF  
Job Address: 13114 Old Hwy 20, Manor 78653

Dear Dr. Ricky Allen,

We have conducted a review of the final plat for the above-referenced project, submitted by Dr. Ricky Allen and received by our office on February 07, 2024, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

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

Sincerely,

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

Pauline Gray, P.E.  
Lead AES  
GBA



2/28/2024

## City of Manor Development Services

### Notification for a Subdivision Short Form Final Plat

Project Name: City of Refuge Church of God in Christ Short Form Final Plat  
Case Number: 2023-P-1593-SF  
Case Manager: Michael Burrell  
Contact: [mburrell@manortx.gov](mailto:mburrell@manortx.gov) – 512-215-8158

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Short Form Final Plat Application for the City of Refuge Church of God in Christ located at 13114 Old Hwy 20, Manor, TX. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing on a Subdivision Short Form Final Plat for the City of Refuge Church of God in Christ located, one (1) for lot on 1 acre, more or less, and being located at 13114 Old Hwy 20, Manor, TX.**

***Applicant: Morton Buildings***  
***Owner: Morton Buildings***

The Planning and Zoning Commission will meet at 6:30PM on March 13, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Short Form Final Plat 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.



BYRAM MARTHA & DIANE J

12629 CASTING DR

MANOR TX 78653-4942

LUPER BOB S

12701 CASTING DR

MANOR TX 78653-4950

MORALES SANDRA GISELLE

12625 CASTING DR

MANOR TX 78653-4942

HOLLIDAY MARCUS E

12621 CASTING DR

MANOR TX 78653-4942

HERNANDEZ ALONDRA

12617 CASTING DR

MANOR TX 78653-4942

SANCHEZ MARK A & APRIL  
FLORES

12613 CASTING DR

MANOR TX 78653-4942

FEDELI GIANNE THERESA

113 WAIMANALO DR

BASTROP TX 78602-6040

GUTIERREZ-PERA ELIZABETH

12605 CASTING DR

MANOR TX 78653-4942

CORREA JOSE S

12603 CASTING DR

MANOR TX 78653-4942

BELL FARMS MASTER  
COMMUNITY INC

PO BOX 7079

ROUND ROCK TX 78683-7079

MALDONADO SYLVIA B

13117 PEALING WAY

MANOR TX 78653-2021

PARRA RAUL

12612 CASTING DR

MANOR TX 78653-4942

ALBERT HUBERT J & THERESA

12616 CASTING DR

MANOR TX 78653-4942

GONZALES PETE PEREZ JR

12620 Casting Dr

Manor TX 78653-4942

GONZALES IDA M

12624 CASTING DR

MANOR TX 78653-4942

GARCIA OMAR ERICK  
HERNANDEZ & ERIKA  
ARRIAGE

12628 CASTING DR

MANOR TX 78653-4942

STEVENS JUSTIN R

12700 CASTING DR

MANOR TX 78653-4950

GOSEY SHELDON & BOBBY  
LIVING TRUST

7300 GILBERT RD

MANOR TX 78653-5083



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 13, 2024  
**PREPARED BY:** Scott Dunlop, Director  
**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Final Plat for the Las Entradas South Section 4 subdivision, two (2) lots on 13.22 acres, more or less, and being located near the intersection of Gregg Manor Road and W. Eggleston Street, Manor, TX.

*Applicant: Kimley-Horn*

*Owner: Manor MF, LLC*

### BACKGROUND/SUMMARY:

This plat has been approved by our engineers. The property was zoned Multi-family 25 (MF-2) on June 15, 2022 by Ordinance 655, with a 2.48-acre lot that remained C-1 Light Commercial. The Concept Plan was approved on April 19, 2023. The Preliminary Plat was approved June 14, 2023. There is an approved Site Development Plan for a 216-unit apartment complex. There is a proposed daycare on the commercial lot.

**LEGAL REVIEW:** Not Applicable  
**FISCAL IMPACT:** NO  
**PRESENTATION:** NO  
**ATTACHMENTS:** YES

- Plat
- Engineer comments
- Conformance letter

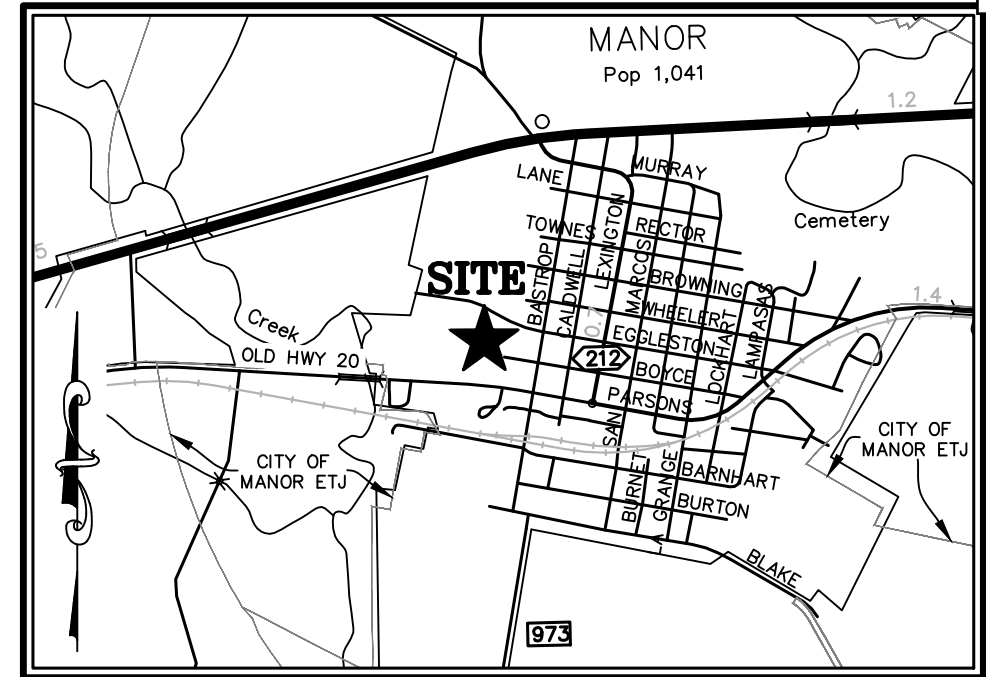
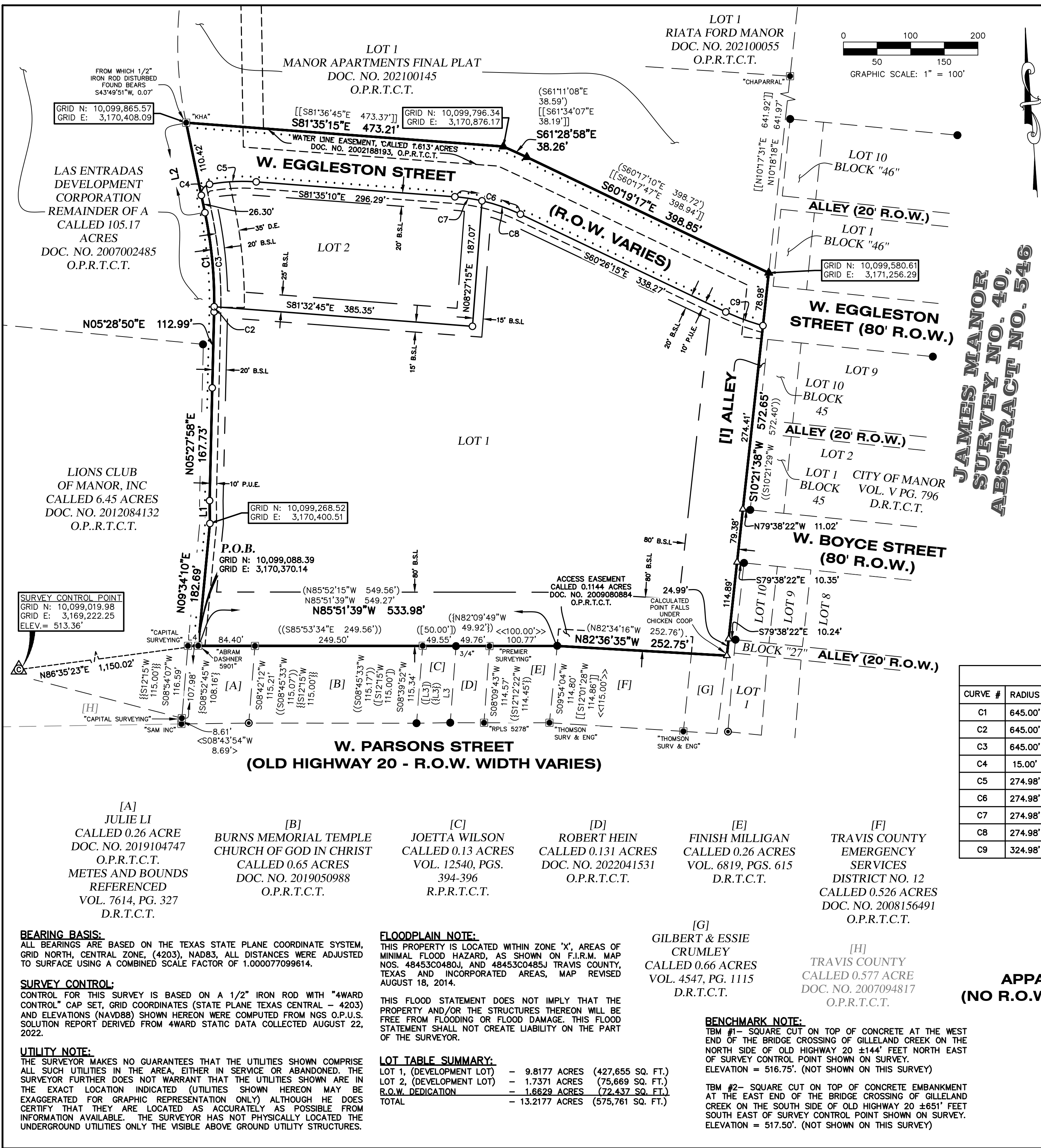
### ACTIONS:

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

### STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Final Plat for the Las Entradas South Section 4 subdivision, two (2) lots on 13.22 acres, more or less, and being located near the intersection of Gregg Manor Road and W. Eggleston Street, Manor, TX.

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



VICINITY MAP  
SCALE: 1" = 2000'

LEGEND	
—	PROPERTY LINE
- - -	EXISTING PROPERTY LINES
- - -	EXISTING EASEMENTS
· · · · ·	PROPOSED SIDEWALK
○	1/2" IRON ROD WITH "4WARD BOUNDARY" CAP SET
●	1/2" IRON ROD FOUND (UNLESS NOTED)
⊙	1/2" IRON PIPE FOUND (UNLESS NOTED)
⊙	IRON ROD WITH "RPLS 6392" CAP FOUND (UNLESS NOTED)
▲	60D NAIL FOUND
⊙	SURVEY CONTROL POINT
⊙	BENCHMARK (OFF SURVEY MAP)
B.S.L.	BUILDING SETBACK LINE
VOL./PG.	VOLUME, PAGE
DOC. NO.	DOCUMENT NUMBER
R.O.W.	RIGHT-OF-WAY
R.P.R.T.C.T.	REAL PROPERTY RECORDS, TRAVIS COUNTY, TEXAS
O.P.R.T.C.T.	OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS
D.R.T.C.T.	DEED RECORDS, TRAVIS COUNTY, TEXAS
(.....)	RECORD INFORMATION PER DOC. NO. 2007002485
{.....}	RECORD INFORMATION PER DOC. NO. 2012084132
<.....>	RECORD INFORMATION PER DOC. NO. 2007094817
[.....]	RECORD INFORMATION PER VOL. V, PG. 796
[[.....]]	RECORD INFORMATION PER DOC. NO. 202100145
((.....))	RECORD INFORMATION PER DOC. NO. 2019050988
{{.....}}	RECORD INFORMATION PER VOL. 7614, PG. 327
[[.....]]	RECORD INFORMATION PER VOL. 12540, PGS. 394-396
{.....}	RECORD INFORMATION PER DOC. NO. 2022041511
<.....>	RECORD INFORMATION PER VOL. 4379, PG. 1596

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N03°30'05"E	34.01'
L2	N07°43'12"W	136.73'
L3	S08°24'33"W	114.49'
L4	S85°51'39"E	15.29'

RECORD LINE TABLE		
LINE #	DIRECTION	LENGTH
([L3])	S12°15'00"W	115.00'
([L3])	S12°15'W	114.39'

CURVE TABLE					
CURVE #	RADIUS	LENGTH	DELTA	BEARING	DISTANCE
C1	645.00'	148.57'	13°11'52"	N01°07'11"W	148.24'
C2	645.00'	7.74'	0°41'16"	N05°08'07"E	7.74'
C3	645.00'	140.83'	12°30'36"	N01°27'49"W	140.55'
C4	15.00'	22.57'	86°12'40"	N40°47'32"E	20.50'
C5	274.98'	69.67'	14°30'58"	S88°50'39"E	69.48'
C6	274.98'	101.50'	21°08'55"	S71°00'43"E	100.92'
C7	274.98'	40.85'	8°30'45"	N77°19'48"W	40.82'
C8	274.98'	60.65'	12°38'14"	N66°45'18"W	60.53'
C9	324.98'	58.93'	10°23'22"	S65°37'56"E	58.85'

# LAS ENTRADAS SOUTH SECTION 4 MANOR City of Manor, Travis County, Texas

**4WARD**  
Land Surveying  
A Limited Liability Company

PO Box 90876, Austin Texas 78709  
INFO@4WARDLS.COM (512) 537-2384  
TBPELS FIRM #10174300

Date:	2/14/2024
Project:	01517
Scale:	1" = 100'
Reviewer:	PRB
Tech:	CC
Field Crew:	JC/FH
Survey Date:	SEP. 2021
Sheet:	1 OF 2



STATE OF TEXAS §  
COUNTY OF TRAVIS §

KNOW ALL MEN BY THESE PRESENTS: THAT LAS ENTRADAS DEVELOPMENT CORPORATION, THE UNDERSIGNED OWNER(S) OF 13.2177 ACRES OF LAND OUT OF THE JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546, IN TRAVIS COUNTY, TEXAS, CONVEYED BY DEED RECORDED IN DOCUMENT NO. 2007002485 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, AND SHOWN ON THIS PLAT AND DESIGNATED HEREIN AS THE ENTRADA GLEN MANOR SUBDIVISION OF THE CITY OF MANOR, TRAVIS COUNTY, TEXAS, HEREBY SUBDIVIDE(S) SAID 13.2177 ACRES OF LAND TO BE KNOWN AS THE

"LAS ENTRADAS SOUTH SECTION 4 MANOR"

SUBDIVISION AND DO HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, PUBLIC EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

WITNESS MY HAND, THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

X  
BY: \_\_\_\_\_  
SUSHIL MEHTA  
MANOR MF, LLC  
17B FIRSTFIELD ROAD SUITE 203  
GAITHERSBURG MARYLAND 20878

STATE OF TEXAS §  
COUNTY OF TRAVIS §

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED \_\_\_\_\_, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED

GIVEN MY HAND AND SEAL OF OFFICE, THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

NOTARY PUBLIC  
FOR THE STATE OF TEXAS

ENGINEER'S CERTIFICATION:

I, THE UNDERSIGNED PROFESSIONAL ENGINEER IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE, THAT ALL REQUIRED DOCUMENTS ENCLOSED ARE ACCURATE AND COMPLETE AND THAT THE PROVISIONS CONTAINED ON THIS PLAT COMPLY WITH THE DEVELOPMENT ORDINANCES AND DRAINAGE POLICIES ADOPTED BY THE CITY OF MANOR AND OTHER FEDERAL, STATE, COUNTY, AND LOCAL REGULATIONS IN EFFECT ON THIS DATE.

T. CRAIG CARNEY, PE  
TEXAS REGISTRATION NO. 55714  
CARNEY ENGINEERING, PLLC  
TBPE FIRM NO. F--5033  
5465 LEGACY DRIVE, SUITE 650  
PLANO, TEXAS 75024

DATE

SURVEYOR'S CERTIFICATION:

I, THE UNDERSIGNED PROFESSIONAL SURVEYOR, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT THE NOTES, INFORMATION, AND PROVISIONS CONTAINED ON THIS PLAT COMPLY WITH THE DEVELOPMENT ORDINANCES ADOPTED BY THE CITY OF LAKEWAY, AND WAS PREPARED FROM A SURVEY MAKE ON THE GROUND UNDER MY DIRECT SUPERVISION.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY  
PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A  
FINAL SURVEY DOCUMENT. FOR REVIEW PURPOSES ONLY.

JASON WARD, R.P.L.S.  
TEXAS REGISTRATION NO. 5811  
4WARD LAND SURVEYING  
2201 WOODWARD STREET  
SUITE 2201  
AUSTIN, TEXAS 78744

DATE

LEGAL DESCRIPTION

BEING 13.2177 ACRES OF LAND SITUATED IN THE JAMES MANOR SURVEY NO. 40, ABSTRACT NO. 546, TRAVIS COUNTY, TEXAS; BEING A PORTION OF THAT CERTAIN CALLED 105.170 ACRE TRACT OF LAND AS DESCRIBED IN WARRANTY DEED WITH VENDOR'S LIEN TO LAS ENTRADAS DEVELOPMENT CORPORATION, AND RECORDED IN DOCUMENT NO. 2007002485, OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

COMMENCING, AT AN IRON ROD WITH "CAPITAL SURVEYING" CAP FOUND IN THE EAST LINE OF A CALLED 6.45 ACRES TRACT CONVEYED TO LIONS CLUB OF MANOR, INC. IN DOCUMENT NO. 2012084132 (O.P.R.T.C.T.), BEING THE NORTHWEST CORNER OF A CALLED 0.26 ACRE TRACT CONVEYED TO JULIE LI IN DOCUMENT NO. 2019104747 (O.P.R.T.C.T.) AS DESCRIBED BY METES AND BOUNDS IN VOLUME 7614, PAGE 327 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS (D.R.T.C.T.), AND BEING AN ANGLE POINT IN THE SOUTH LINE OF SAID LAS ENTRADAS DEVELOPMENT TRACT, FROM WHICH AN IRON ROD WITH "SAM INC." CAP FOUND FOR AN ANGLE POINT IN THE NORTH RIGHT-OF-WAY LINE OF WEST PARSONS STREET (OLD HIGHWAY 20 - RIGHT-OF-WAY VARIES), BEING IN THE WEST LINE OF SAID LI TRACT, AND BEING THE SOUTHEAST CORNER OF SAID LIONS CLUB OF MANOR TRACT BEARS, S08°54'07"W, A DISTANCE OF 107.98 FEET;

THENCE, LEAVING THE EAST LINE OF SAID LIONS CLUB OF MANOR TRACT, WITH THE COMMON LINE OF SAID LAS ENTRADAS DEVELOPMENT TRACT AND SAID LI TRACT, S85°51'39"E, A DISTANCE OF 15.29 FEET TO AN IRON ROD WITH "ABRAM DASHNER 5901" CAP FOUND FOR THE SOUTHWEST CORNER AND POINT OF BEGINNING HEREOF;

THENCE, LEAVING THE NORTH LINE OF SAID LI TRACT, OVER AND ACROSS SAID LAS ENTRADAS DEVELOPMENT TRACT THE FOLLOWING SIX (6) COURSES AND DISTANCES:

- 1)N09°34'10"E, A DISTANCE OF 182.69 FEET TO A 1/2-INCH IRON ROD WITH "4WARD-BOUNDARY" CAP SET FOR AN ANGLE POINT HEREOF,
- 2) N03°30'05"E, A DISTANCE OF 34.01 FEET TO A 1/2-INCH IRON ROD WITH "4WARD-BOUNDARY" CAP SET FOR AN ANGLE POINT HEREOF,
- 3) N05°27'58"E, A DISTANCE OF 167.73 FEET TO A 1/2-INCH IRON ROD WITH "4WARD-BOUNDARY" CAP SET FOR AN ANGLE POINT HEREOF,
- 4) N05°28'50"E, A DISTANCE OF 112.99 FEET TO A 1/2-INCH IRON ROD WITH "4WARD-BOUNDARY" CAP SET FOR A POINT OF CURVATURE HEREOF,
- 5) ALONG THE ARC OF A CURVE TO THE LEFT, WHOSE RADIUS IS 645.00 FEET, WHOSE ARC LENGTH IS 148.57 FEET AND WHOSE CHORD BEARS N01°07'11"W, A DISTANCE OF 148.24 FEET TO A 1/2-INCH IRON ROD WITH "4WARD-BOUNDARY" CAP SET FOR A POINT OF TANGENCY HEREOF,
- 6) N07°43'12"W, A DISTANCE OF 136.73 FEET TO A 1/2-INCH IRON ROD WITH "KHA" CAP FOUND FOR THE NORTHWEST CORNER HEREOF, BEING THE SOUTHWEST CORNER OF LOT 1, MANOR APARTMENTS FINAL PLAT, A SUBDIVISION RECORDED IN VOLUME 202100145 (O.P.R.T.C.T.) CONVEYED TO MANOR APARTMENTS LLC IN DOCUMENT NO. 2019137031 (O.P.R.T.C.T.) AND DOCUMENT NO. 2020193110 (O.P.R.T.C.T.);

THENCE, WITH THE COMMON LINE OF SAID LOT 1 AND SAID LAS ENTRADAS DEVELOPMENT TRACT, THE FOLLOWING THREE (3) COURSES AND DISTANCES:

- 1)S81°35'15"E, A DISTANCE OF 473.21 FEET TO A 60D NAIL FOUND FOR AN ANGLE POINT HEREOF,
- 2) S61°28'58"E, A DISTANCE OF 38.26 FEET TO A 60D NAIL FOUND FOR AN ANGLE POINT HEREOF,
- 3) S60°19'17"E, A DISTANCE OF 398.85 FEET TO A 60D NAIL FOUND FOR THE NORTHWEST CORNER HEREOF, BEING THE SOUTHWEST CORNER OF SAID LOT 1, AND BEING IN THE WEST RIGHT-OF-WAY LINE OF AN APPARENT ALLEY (NO RIGHT-OF-WAY WIDTH WIDTH FOUND) DEDICATED IN CITY OF MANOR, A SUBDIVISION RECORDED IN VOLUME V, PAGE 796 OF THE (D.R.T.C.T.), AND BEING THE MOST SOUTHERLY NORTHEAST CORNER OF SAID LAS ENTRADAS DEVELOPMENT TRACT, FROM WHICH AN IRON ROD WITH "CHAPARRAL" CAP FOUND IN THE WEST RIGHT-OF-WAY LINE OF SAID APPARENT ALLEY, BEING THE COMMON EAST CORNER OF SAID LOT 1 AND LOT 1, RIATA FORD MANOR, A SUBDIVISION RECORDED IN DOCUMENT NO. 202100055 (O.P.R.T.C.T.) BEARS, N10°18'18"E, A DISTANCE OF 641.97 FEET;

THENCE, LEAVING THE SOUTH LINE OF SAID LOT 1, MANOR APARTMENTS FINAL PLAT, WITH THE WEST RIGHT-OF-WAY LINE OF SAID APPARENT ALLEY AND THE EAST LINE OF SAID LAS ENTRADAS DEVELOPMENT TRACT, S10°21'38"W, A DISTANCE OF 572.65 FEET TO A CALCULATED POINT FOR THE SOUTHEAST CORNER HEREOF, BEING THE NORTHEAST CORNER OF A CALLED 0.66 ACRE TRACT CONVEYED TO GILBERT AND ESSIE CRUMLEY IN VOLUME 4547, PAGE 1115 (D.R.T.C.T.);

THENCE, LEAVING THE WEST RIGHT-OF-WAY LINE OF SAID APPARENT ALLEY, WITH THE SOUTH LINE OF SAID LAS ENTRADAS TRACT, IN PART WITH THE NORTH LINE OF SAID CRUMLEY TRACT, IN PART WITH THE NORTH LINE OF A CALLED 0.526 ACRE TRACT CONVEYED TO TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 12 IN DOCUMENT NO. 2008156491 (O.P.R.T.C.T.), N82°36'35"W, A DISTANCE OF 252.75 FEET TO A 1/2-INCH IRON ROD FOUND FOR AN ANGLE POINT HEREOF;

THENCE, LEAVING THE WEST LINE OF SAID TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 12 TRACT, WITH THE SOUTH LINE OF SAID LAS ENTRADAS DEVELOPMENT TRACT, IN PART WITH THE NORTH LINE OF A CALLED 0.26 ARE TRACT CONVEYED TO SAINT PETERS MASONIC LODGE NO. 37 IN VOLUME 4379, PAGE 1595-1598 (D.R.T.C.T.), IN PART WITH THE NORTH LINE OF A CALLED 0.131 ACRE TRACT CONVEYED TO ROBERT HEIN IN DOCUMENT NO. 2022041531 (O.P.R.T.C.T.), IN PART WITH THE NORTH LINE OF A CALLED 0.13 ACRE TRACT CONVEYED TO JOETTA WILSON IN VOLUME 12450, PAGE 394-396 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS (R.P.R.T.C.T.), IN PART WITH THE NORTH LINE OF A CALLED 0.65 ACRE TRACT CONVEYED TO BURNS MEMORIAL TEMPLE CHURCH OF GOD IN CHRIST IN DOCUMENT NO. 2019050988 (O.P.R.T.C.T.), AND IN PART WITH THE NORTH LINE OF SAID LI TRACT, N85°51'39"W, PASSING AT A DISTANCE OF 100.74 FEET AN IRON ROD WITH "PREMIER SURVEYING" CAP FOUND FOR THE COMMON NORTH CORNER OF SAID SAINT PETERS MASONIC LODGE TRACT AND SAID HEIN TRACT, PASSING AT A DISTANCE OF 150.50 FEET A 3/4-INCH IRON ROD FOUND FOR THE COMMON NORTH CORNER OF SAID HEIN TRACT AND SAID WILSON TRACT, PASSING AT A DISTANCE OF 200.05 FEET AN IRON ROD WITH "RPLS 6392" CAP FOUND FOR THE COMMON NORTH CORNER OF SAID WILSON TRACT AND SAID BURNS MEMORIAL TEMPLE TRACT, PASSING AT A DISTANCE OF 449.55 FEET AN IRON ROD WITH "RPLS 6392" CAP FOUND FOR THE COMMON NORTH CORNER OF SAID BURNS MEMORIA TEMPLE TRACT AND SAID LI TRACT, IN ALL A DISTANCE OF 533.98 FEET TO THE POINT OF BEGINNING AND CONTAINING 13.2177 ACRES (575,761 SQUARE FEET) OF LAND, MORE OR LESS.

PLAT NOTES:

1. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO THE CITY OF MANOR WATER AND WASTEWATER SYSTEMS.
2. THE WATER UTILITY SYSTEM SERVING THIS SUBDIVISION SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE CITY OF MANOR AND STATE HEALTH DEPARTMENT PLANS AND SPECIFICATIONS AND SHALL BE SUBMITTED TO THE CITY OF MANOR, WATER DEPARTMENT FOR REVIEW.
3. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL A CONNECTION IS MADE TO THE CITY OF MANOR WASTEWATER SYSTEM.
4. ALL WATER AND WASTEWATER CONSTRUCTION MUST BE INSPECTED BY THE CITY OF MANOR.
5. PRIOR TO CONSTRUCTION, A SITE DEVELOPMENT PERMIT MUST BE OBTAINED FROM THE CITY OF MANOR.
6. PRIOR TO CONSTRUCTION ON LOTS IN THIS SUBDIVISION, DRAINAGE PLANS WILL BE SUBMITTED TO CITY OF MANOR FOR REVIEW.
7. THE PROPERTY OWNER OR ASSIGNS SHALL MAINTAIN ALL DRAINAGE EASEMENTS ON PRIVATE PROPERTY.
8. PROPERTY OWNERS SHALL PROVIDE FOR ACCESS TO DRAINAGE EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS BY GOVERNMENTAL AUTHORITIES.
9. ALL BUILDING SETBACKS SHALL BE IN ACCORDANCE WITH THE CITY OF MANOR CURRENT ZONING ORDINANCE.
10. WASTEWATER SERVICE FOR THE SITE IS TO BE PROVIDED BY THE CITY OF MANOR.
11. NO OBJECTS INCLUDING BUILDINGS, ACCESSORY BUILDINGS, FENCING OR LANDSCAPING SHALL BE ALLOWED TO BE PLACED OR ERECTED WITHIN DRAINAGE EASEMENTS EXCEPT AS APPROVED BY THE CITY OF MANOR.
12. WATER TO BE PROVIDED BY CITY OF MANOR

NOTES:

THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE.

RECOMMENDATION FOR APPROVAL BY THE ZONING AND PLANNING COMMISSION:

ACCEPTED AND AUTHORIZED FOR RECORD BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS, ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

APPROVED: \_\_\_\_\_ ATTEST: \_\_\_\_\_  
FELIX PAIZ, CHAIRPERSON LIUVIA ALMARAZ, CITY SECRETARY

ACCEPTED AND AUTHORIZED FOR RECORD BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

APPROVED: \_\_\_\_\_ ATTEST: \_\_\_\_\_  
DE. CHRISTOPHER HARVEY, MAYOR. LIUVIA ALMARAZ, CITY SECRETARY  
MAYOR OF THE CITY OF MANOR, TEXAS

STATE OF TEXAS §  
COUNTY OF TRAVIS §

I, DYANA LIMON-MERCADO, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D., AT \_\_\_\_\_ O'CLOCK \_\_\_\_ M., AND DULY RECORDED ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D., AT \_\_\_\_\_ O'CLOCK \_\_\_\_ M., IN THE OFFICIAL PUBLIC RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NUMBER \_\_\_\_\_  
WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

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

BY: DEPUTY, COUNTY CLERK

LAS ENTRADAS  
SOUTH SECTION 4  
MANOR  
City of Manor,  
Travis County, Texas

Date:	2/14/2024
Project:	01517
Scale:	N/A
Reviewer:	PRB
Tech:	CC
Field Crew:	JC/FH
Survey Date:	SEP. 2021
Sheet:	2 OF 2



PO Box 90876, Austin Texas 78709  
INFO@4WARDLS.COM (512) 537-2384  
TBPELS FIRM #10174300



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, August 28, 2023

Craig Carney  
210455  
4588 Hinton Dr.  
Plano TX 75024  
craig@eng-firm.com

Permit Number 2023-P-1550-FP  
Job Address: Reserves at Las Entradas Apartments Final Plat, , LA.

Dear Craig Carney,

The first submittal of the Reserves at Las Entradas Apartments Final Plat (*Final Plat*) submitted by 210455 and received on February 15, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

### Engineer Review

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

1. Provide the name and title for the person who will be signing the plat as the Owner.
2. Add a plat note regarding who will be providing water service to the lots.
3. Public utility, easements, and setbacks should be shown on the final plat.
4. Lot 3 cannot be listed as a public utility easement nor should it be a lot. List what the recorded document calls the easement. It would be shown as an easement on one of the proposed lots.
5. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries.
6. The proposed location of sidewalks for each street, to be shown as a dotted line inside the proposed right-of-way lines.
7. Certification from all applicable taxing authorities that all taxes due on the property have been paid. A TAX CERTIFICATE is required. What was provided does not meet the requirements.
8. The P&Z Chairperson is LaKesha Small.
9. The Mayor is Dr. Christopher Harvey.
10. The City Secretary is Lluvia Almaraz.
11. Note #12 should be removed as this is not a Manor ISD development.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to [www.mygovernmentonline.org](http://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 Gray, P.E.  
Lead AES  
GBA



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, August 28, 2023

Craig Carney  
210455  
4588 Hinton Dr.  
Plano TX 75024  
craig@eng-firm.com

Permit Number 2023-P-1550-FP  
Job Address: Reserves at Las Entradas Apartments Final Plat, , LA.

Dear Craig Carney,

The first submittal of the Reserves at Las Entradas Apartments Final Plat (*Final Plat*) submitted by 210455 and received on August 04, 2023, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.



### Engineer Review

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

1. Provide the name and title for the person who will be signing the plat as the Owner. **Owner entity added**
2. Add a plat note regarding who will be providing water service to the lots. **Note added: City of Manor**
3. Public utility, easements, and setbacks should be shown on the final plat. **Setbacks & PUE shown**
4. Lot 3 cannot be listed as a public utility easement nor should it be a lot. List what the recorded document calls the easement. It would be shown as an easement on one of the proposed lots. **Lot 3 removed**
5. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries. **Building Setbacks shown**
6. The proposed location of sidewalks for each street, to be shown as a dotted line inside the proposed right-of-way lines. **Sidewalks shown on Gregg Manor & Eggleston**
7. Certification from all applicable taxing authorities that all taxes due on the property have been paid. A TAX CERTIFICATE is required. What was provided does not meet the requirements. **Tax Certificate has been uploaded**
8. The P&Z Chairperson is LaKesha Small. **Shown**
9. The Mayor is Dr. Christopher Harvey. **Shown**
10. The City Secretary is Lluvia Almaraz. **Shown**
11. Note #12 should be removed as this is not a Manor ISD development. **Note #12 corrected**

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](http://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 Gray, P.E.  
Lead AES  
GBA



1500 County Road 269  
Leander, TX 78641

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

Date: Wednesday, January 10, 2024

Craig Carney  
210455  
4588 Hinton Dr.  
Plano TX 75024  
craig@eng-firm.com

Permit Number 2023-P-1550-FP  
Job Address: Reserves at Las Entradas Apartments Final Plat,

Dear Craig Carney,

The subsequent submittal of the Reserves at Las Entradas Apartments Final Plat submitted by 210455 and received on December 12, 2023, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

## Engineer Review

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

- ~~1. Provide the name and title for the person who will be signing the plat as the Owner.~~
  - ~~2. Add a plat note regarding who will be providing water service to the lots.~~
  - ~~3. Public utility, easements, and setbacks should be shown on the final plat.~~
  - ~~4. Lot 3 cannot be listed as a public utility easement nor should it be a lot. List what the recorded document calls the easement. It would be shown as an easement on one of the proposed lots.~~
  - ~~5. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries.~~
  - ~~6. The proposed location of sidewalks for each street, to be shown as a dotted line inside the proposed right-of-way lines.~~
  - ~~7. Certification from all applicable taxing authorities that all taxes due on the property have been paid. A TAX-CERTIFICATE is required. What was provided does not meet the requirements. Provide the actual tax certificate, a screen shot will not be accepted.~~
  - 8. The P&Z Chairperson is LaKesha Small. The P&Z Chairperson is Felix Paiz.**
  - 9. The Mayor is Dr. Christopher Harvey.**
  - 10. The City Secretary is Lluvia Almaraz.**
  - 11. Note #12 should be removed as this is not a Manor ISD development.**
- Only page one of the plat was submitted, missing 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. To access your project online, please go to [www.mygovernmentonline.org](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

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

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

Thank you,



Tyler Shows  
Staff Engineer  
GBA



1500 County Road 269  
Leander, TX 78641

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

Date: Wednesday, January 10, 2024

Craig Carney  
210455  
4588 Hinton Dr.  
Plano TX 75024  
craig@eng-firm.com

Permit Number 2023-P-1550-FP  
Job Address: Reserves at Las Entradas Apartments Final Plat,

Dear Craig Carney,

The subsequent submittal of the Reserves at Las Entradas Apartments Final Plat submitted by 210455 and received on February 15, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

## Engineer Review

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

1. Provide the name and title for the person who will be signing the plat as the Owner. **2nd sheet included with this info**
  2. Add a plat note regarding who will be providing water service to the lots. **2nd sheet included with this info**
  - ~~3. Public utility, easements, and setbacks should be shown on the final plat.~~
  - ~~4. Lot 3 cannot be listed as a public utility easement nor should it be a lot. List what the recorded document calls the easement. It would be shown as an easement on one of the proposed lots.~~
  - ~~5. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries.~~
  - ~~6. The proposed location of sidewalks for each street, to be shown as a dotted line inside the proposed right-of-way lines.~~
  7. Certification from all applicable taxing authorities that all taxes due on the property have been paid. A TAX CERTIFICATE is required. What was provided does not meet the requirements. **Provide the actual tax certificate, a screen shot will not be accepted. Michael Burrell has the original tax certificate**
  8. The P&Z Chairperson is LaKesha Small. **2nd sheet included with this info**
  9. The Mayor is Dr. Christopher Harvey. **2nd sheet included with this info**
  10. The City Secretary is Lluvia Almaraz. **2nd sheet included with this info**
  11. Note #12 should be removed as this is not a Manor ISD development. **2nd sheet included with this info**
- Only page one of the plat was submitted, missing 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. To access your project online, please go to [www.mygovernmentonline.org](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

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

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

Thank you,



Tyler Shows  
Staff Engineer  
GBA



1500 County Road 269  
Leander, TX 78641

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

Date: Tuesday, February 13, 2024

Craig Carney  
210455  
4588 Hinton Dr.  
Plano TX 75024  
craig@eng-firm.com

Permit Number 2023-P-1550-FP  
Job Address: Reserves at Las Entradas Apartments Final Plat,

Dear Craig Carney,

The subsequent submittal of the Reserves at Las Entradas Apartments Final Plat submitted by 210455 and received on February 15, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

## Engineer Review

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

- ~~1. Provide the name and title for the person who will be signing the plat as the Owner.~~
  - ~~2. Add a plat note regarding who will be providing water service to the lots.~~
  - ~~3. Public utility, easements, and setbacks should be shown on the final plat.~~
  - ~~4. Lot 3 cannot be listed as a public utility easement nor should it be a lot. List what the recorded document calls the easement. It would be shown as an easement on one of the proposed lots.~~
  - ~~5. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries.~~
  - ~~6. The proposed location of sidewalks for each street, to be shown as a dotted line inside the proposed right-of-way lines.~~
  - ~~7. Certification from all applicable taxing authorities that all taxes due on the property have been paid. A TAX-CERTIFICATE is required. What was provided does not meet the requirements. Provide the actual tax certificate, a screen shot will not be accepted.~~
  - 8. The P&Z Chairperson is LaKesha Small. The P&Z Chairperson is Felix Paiz.**
  - 9. The Mayor is Dr. Christopher Harvey.**
  - 10. The City Secretary is Lluvia Almaraz.**
  - 11. Note #12 should be removed as this is not a Manor ISD development.**
- Only page one of the plat was submitted, missing 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. To access your project online, please go to [www.mygovernmentonline.org](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

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

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

Thank you,



Pauline Gray, P.E.  
Lead AES  
GBA



1500 County Road 269  
Leander, TX 78641

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

Date: Friday, February 16, 2024

Craig Carney  
210455  
4588 Hinton Dr.  
Plano TX 75024  
craig@eng-firm.com

Permit Number 2023-P-1550-FP  
Job Address: Reserves at Las Entradas Apartments Final Plat,

Dear Craig Carney,

We have conducted a review of the final plat for the above-referenced project, submitted by Craig Carney and received by our office on February 15, 2024, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

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

Sincerely,

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

Pauline Gray, P.E.  
Lead AES  
GBA





## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 13, 2024

**PREPARED BY:** Scott Dunlop, Director

**DEPARTMENT:** Development Services

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Setback Waiver for Lot 10, Block 19, Town of Manor to permit a 20' front setback, 10' rear setback, and 5' side setback.

### BACKGROUND/SUMMARY:

This setback waiver is in compliance with our Zoning Ordinance, which authorizes waiver requests to be made to reduce setbacks up to 20' front, 10' rear, and 5' side. Setback waivers allow property owners in the older part of the city to construct dwelling units and accessory structures on their properties, which are typically smaller acreage than in the newer subdivisions. The setback waiver allows property owners to construct dwelling units that meet the minimum living unit size requirements, other architectural requirements, and maximum lot coverage without needing to apply for variances with the Board of Adjustment. This property is zoned Single Family Suburban (SF-1), and the applicant intends to construct a new single-family dwelling on the property.

**LEGAL REVIEW:** *Not Applicable*

**FISCAL IMPACT:** *NO*

**PRESENTATION:** *NO*

**ATTACHMENTS:** *YES*

- Waiver
- Aerial image

### STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Setback Waiver for Lot 10, Block 19, Town of Manor to permit a 20' front setback, 10' rear setback, and 5' side setback.

**PLANNING & ZONING COMMISSION:**

**Recommend Approval**

**Disapproval**

**None**

**SETBACK WAIVER REQUEST**

On approval by the Planning Commission, lots platted prior to 1980 having approximately 5,750 square feet of lot area may request approval of reduced setbacks from one or more of the setback requirements for the zoning district. The Commission shall consider the adjoining lot uses to determine whether reduction of the setback requirements is appropriate. Upon approval of building plans, the setbacks may be not less than 5 foot side yard, 10 foot rear yard and 15 foot street side yard setback and 20 foot front yard setback. Lots owned by the same person may be combined into one building site.

*City of Manor Code of Ordinance, Chapter 14, Article 14.02, Division I, Section 14.02.007(c)(3).*

**Applicant Contact Information**

Name: Victor Rebolgar Corbajal  
Address: 1105 timber bend drflugerville Tx 78660  
Phone Number: 512-573-2281 Email: [REDACTED]

**Property Information**

Address: 401 E Carriz st Manor Tx 78653  
Lot: 10 Block: 19  
Zoning District: SF-1  
Requested Front Setback: 20'  
Requested Rear Setback: 10'  
Requested Side Setback: side #5' street side 15

Applicant Signature

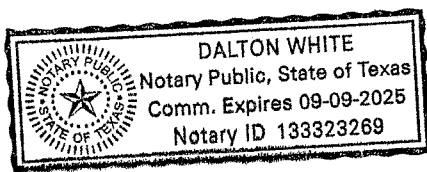
1-4-24

Date

STATE OF TEXAS                   §  
COUNTY OF Williamson       §

**BEFORE ME** the undersigned authority on this day personally appeared Victor Rebolgar carbajal Owner of the Property, and acknowledged that s/he is fully authorized to execute the foregoing document and that s/he executed such document for the purposes and consideration therein expressed and in the capacity therein stated.

**GIVEN UNDER MY HAND AND SEAL OF OFFICE** on this the 4<sup>th</sup> day of January, 2024.



Dalton White  
Notary Public - State of Texas

**PASSED AND APPROVED** on this the \_\_\_\_ day of \_\_\_\_\_ 202\_\_.

**THE CITY OF MANOR, TEXAS**

\_\_\_\_\_  
~~Lakisha Small~~,  
Chairperson

**ATTEST:**

\_\_\_\_\_  
Scott Dunlop  
Development Services Director

After recording return to:  
Development Services Dept.  
City of Manor  
105 East Eggleston St.  
Manor, TX 78653



