



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

Planning & Zoning Commission Regular Meeting

Wednesday, October 09, 2024 at 6:30 PM

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

AGENDA

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

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

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

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

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

PUBLIC HEARING

- 1. Conduct a Public Hearing on a Subdivision Preliminary Plat for the Ventura at Tower Road Apartments for one (1) lot on 15.435 acres, more or less, and being located at located at 12200 Tower Rd., Manor, TX.**

Applicant: Kimley-Horn

Owner: Kenneth and Susanna Tumlinson

CONSENT AGENDA

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

- 2. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes for September 11, 2024, Planning and Zoning Commission Regular Session.**

REGULAR AGENDA

- 3. Consideration, Discussion, and Possible Action on a Subdivision Preliminary Plat for the Ventura at Tower Road Apartments for one (1) lot on 15.435 acres, more or less, and being located at located at 12200 Tower Rd., Manor, TX.**

Applicant: Kimley-Horn

Owner: Kenneth and Susanna Tumlinson

- 4. Consideration Discussion and Possible Action on a Subdivision Final Plat for the Okra Tract for three hundred twenty-five (325) lots on 113.415 acres, more or less, and being located at located at the intersection of N. FM 973 and Old Manor Taylor Rd, Manor, TX.**

Applicant: Jamison Civil Engineering LLC

Owner: Okra Land Incorporated

- 5. Consideration, Discussion, and Possible Action on a Subdivision Short Form Final Plat for the Schmidt loop addition for two (2) lots on 19.88 acres, more or less, and being located at 15417 Schmidt Loop Manor, Tx with a variance allowing for a larger lot depth to width ratio.**

Applicant: Henderson Professional Engineers

Owner: Alamznza Bulmaro

- 6. Consideration, discussion, and possible action on a Setback Waiver for Lot 7-A, Block 4 of the Martin and Maria Subdivision, also known as 213 E Brenham St., Manor, TX to permit a 20' front setback, 10' rear setback, and 5' side setback.**

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

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, October 04, 2024, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 9, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a Public Hearing on a Subdivision Preliminary Plat for the Ventura at Tower Road Apartments for one (1) lot on 15.435 acres, more or less, and being located at located at 12200 Tower Rd., Manor, TX

Applicant: Kimley-Horn

Owner: Kenneth and Susanna Tumlinson

BACKGROUND/SUMMARY:

This plat has been approved by our engineers. It is being brought to P&Z after the final plat was presented as they were approved in the correct order, but it was too late to send out public notice for the preliminary plat to be heard on the September 11th meeting.

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

- Plat
- Engineer Comments and Responses
- Conformance Letter
- Public Notices
- Mailing Labels

ACTIONS:

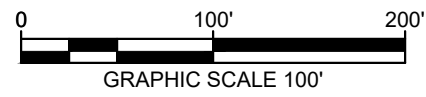
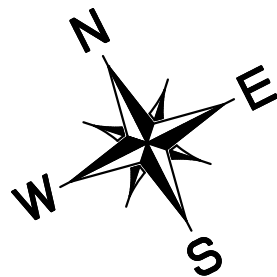
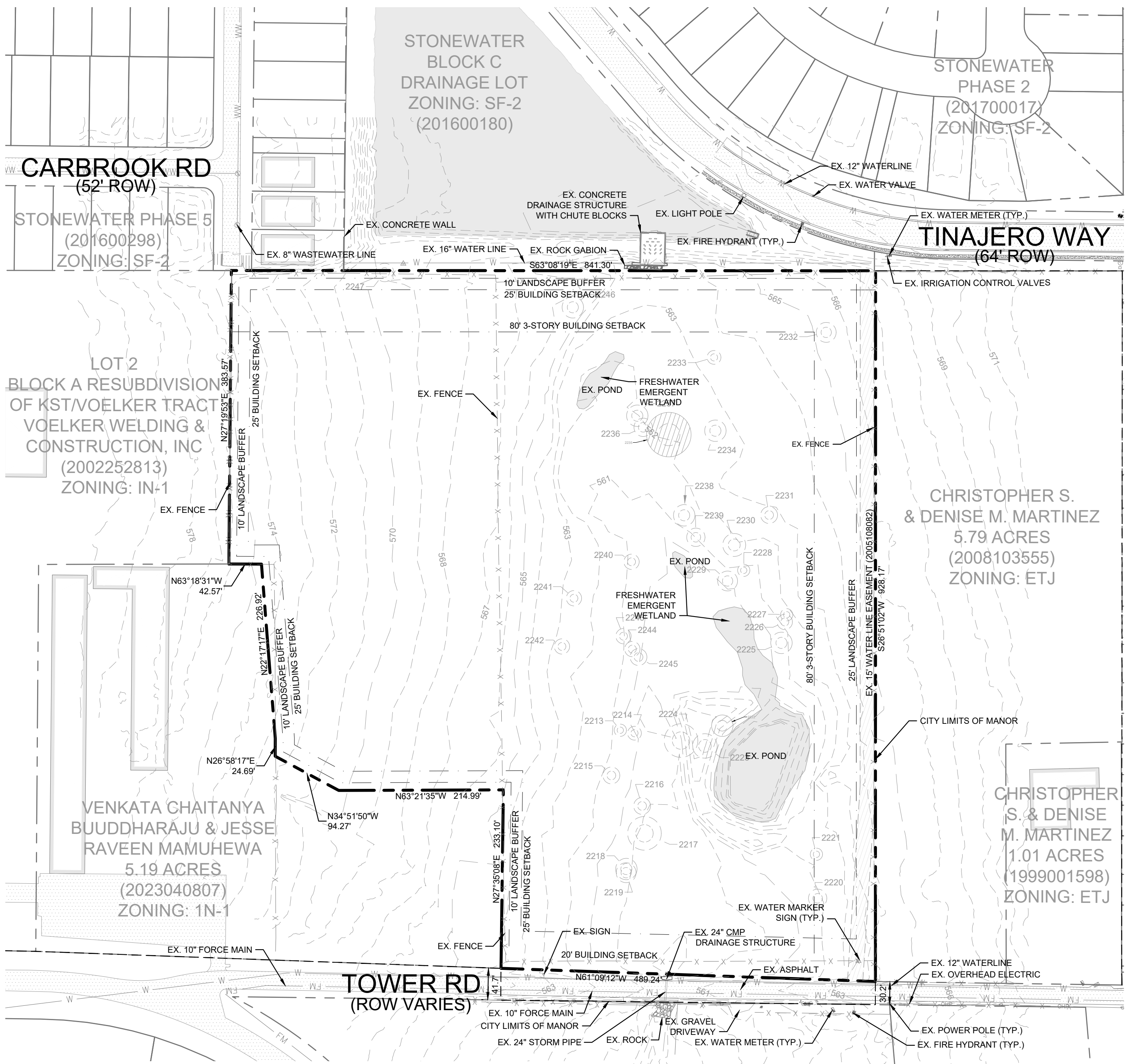
<i>Discretion</i>	Non-Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Open, Close, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct a public hearing on a Subdivision Preliminary Plat for the Ventura at Tower Road Apartments for one (1) lot on 15.435 acres, more or less, and being located at located at 12200 Tower Rd., Manor, TX.

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

Plotted By: Henry, Dean Date: August 23, 2024 03:09:41pm File Path: K:\SAU_Civil\069264311 - Dominion Manor\Cad\Preliminary\PlanSheets\0 - Existing Conditions and Demo Plan.dwg
This document, together with the concepts and designs presented herein, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



LEGEND

---	PROPERTY LINE
---	EXISTING OVERHEAD POWER LINE
---	EXISTING WATER LINE
---	EXISTING WASTEWATER LINE
---	EXISTING STORM SEWER LINE
○	EXISTING POWER POLE
○	EXISTING FIRE HYDRANT
○	EXISTING WATER VALVE
○	EXISTING WATER METER
○	EXISTING WASTEWATER MANHOLE
-X-X-X-	EXISTING FENCE
○	TREE TO REMAIN
○	TREE TO BE REMOVED
○	HERITAGE TREE

NOTES:

ALL TREE REPLACEMENT WILL BE HANDLED IN THE SITE DEVELOPMENT PLAN. DETAILED CALCULATIONS WILL BE PROVIDED BASED ON CITY OF MANOR STANDARDS TO COMPENSATE FOR INCHES REMOVED OF SIGNIFICANT TREES.

TREE TABLE			TREE TABLE		
No.	DESCRIPTION	STATUS	No.	DESCRIPTION	STATUS
2213	8" ELM	TO BE REMOVED	2231	11" ELM	TO BE REMOVED
2214	9" ELM	TO BE REMOVED	2232	13" ELM	TO BE REMOVED
2215	11" ELM	TO BE REMOVED	2233	9" ELM	TO BE REMOVED
2216	11" ELM	TO BE REMOVED	2234	14" ELM	TO BE REMOVED
2217	22" ELM	TO BE REMOVED	2235	29" ELM	TO REMAIN
2218	14" ELM	TO BE REMOVED	2236	12" ELM	TO BE REMOVED
2219	13" ELM	TO BE REMOVED	2237	14" ELM	TO BE REMOVED
2220	12" ELM	TO BE REMOVED	2238	14" ELM	TO BE REMOVED
2221	8" ELM	TO BE REMOVED	2239	12" ELM	TO BE REMOVED
2222	14" ELM	TO REMAIN	2240	10" ELM	TO BE REMOVED
2223	16" ELM	TO BE REMOVED	2241	10" ELM	TO BE REMOVED
2224	22" ELM	TO BE REMOVED	2242	10" ELM	TO BE REMOVED
2225	14" ELM	TO REMAIN	2243	10" ELM	TO BE REMOVED
2226	10" ELM	TO REMAIN	2244	10" ELM	TO BE REMOVED
2227	8" ELM	TO REMAIN	2245	11" ELM	TO BE REMOVED
2228	8" ELM	TO BE REMOVED	2246	14" ELM	TO BE REMOVED
2229	13" ELM	TO BE REMOVED	2247	12" ELM	TO BE REMOVED
2230	15" ELM	TO BE REMOVED			

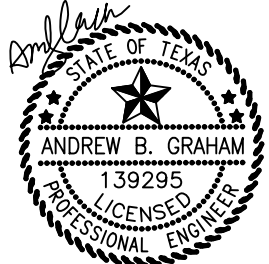
BENCHMARKS

TBM 100:
MAG NAIL IN CONC. LOCATED ON THE NORTH SIDE OF A SIDEWALK ON THE NORTH SIDE OF TINAJERO WAY
N: 10109082.81'
E: 3182429.85'
ELEV: 576.15'

TBM 101:
MAG NAIL IN CONC LOCATED ON THE NORTH SIDE OF A SIDEWALK ON THE NORTH SIDE OF TINAJERO WAY
N: 10109962.14'
E: 3181826.19'
ELEV: 576.41'



5301 SOUTHWEST PARKWAY, BUILDING 2, SUITE 100
Austin, Texas 78746
PHONE: 512-646-2237
WWW.KIMLEY-HORN.COM
© 2024 KIMLEY-HORN AND ASSOCIATES, INC.
TPE Firm No. 928



KHA PROJECT 069264311	DATE August 24	SCALE: AS SHOWN	DESIGNED BY: ABG	DRAWN BY: ARP	CHECKED BY: BLG
--------------------------	-------------------	-----------------	------------------	---------------	-----------------

EXISTING CONDITIONS

VENTURA AT
TOWER ROAD
PRELIMINARY PLAN
CITY OF MANOR
TRAVIS COUNTY, TEXAS

SHEET NUMBER

2 OF 6



1500 County Road 269
Leander, TX 78641

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

Date: Monday, July 1, 2024

Andy Graham
Kimley-Horn

andy.graham@kimley-horn.com

Permit Number 2024-P-1661-PP
Job Address: 12100 Tower Road, Manor, TX. 78653

Dear Andy Graham,

The first submittal of the Ventura At Tower Road Apartments Preliminary Plat (*Preliminary Plan*) submitted by Kimley-Horn and received on August 28, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

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

- i. ~~Provide updated City personnel: Mayor, Chairperson.~~
- ii. ~~Is ROW being dedicated to Tower Road? If so, provide a called out of the ROW width along Tower Rd and the property~~
- iii. **Replacement Trees shall be shown on the Preliminary Plat based in a replacement ratio (inches removed to inches planted) of:**
 - a. **1:2 for Significant Trees eighteen (18) inches in caliper and larger.**
 - b. **1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.**
 - c. **Replacement Trees shall not be required for removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.**
 - d. **Provide mitigation and calculations associated with it.**
- iv. ~~Provide confirmation on who will provide the water and wastewater services. The cover sheet has Manville, and the engineering report has the City of Manor.~~
- v. ~~Provide utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements. Provide the water and wastewater demand calculations in GPM or LUEs.~~
 - a. ~~This table is provided in the submitted documents. Include this on the preliminary Plat.~~
- vi. **TCESD No. 12 does not sign preliminary plats. Remove their signature block from the cover sheet.**
- vii. **A comment response letter was NOT provided so it could not be verified if all comments had been addressed.**
- viii. **The location, size and description of any proposed drainage appurtenances including storm sewers and other drainage structures should be shown on the preliminary plat.**
- ix. **Fire flow demand and information should be removed from the preliminary plat as that is not reviewed by the City.**

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

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

Thank you,



Tyler Shows
Staff Engineer
GBA



1500 County Road 269
Leander, TX 78641

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

Date: Friday, August 23, 2024

Andy Graham
Kimley-Horn

andy.graham@kimley-horn.com

Permit Number 2024-P-1661-PP
Job Address: 12100 Tower Road, Manor 78653

Dear Andy Graham,

The subsequent submittal of the Ventura At Tower Road Apartments Preliminary Plat submitted by Kimley-Horn and received on August 28, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

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

- i. ~~Provide updated City personnel: Mayor, Chairperson.~~
- ii. ~~Is ROW being dedicated to Tower Road? If so, provide a called out of the ROW width along Tower Rd and the property~~
- iii. **Replacement Trees shall be shown on the Preliminary Plat based in a replacement ratio (inches removed to inches planted) of:**
 - a. **1:2 for Significant Trees eighteen (18) inches in caliper and larger.**
 - b. **1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.**
 - c. **Replacement Trees shall not be required for removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.**
 - d. **Provide mitigation and calculations associated with it.**
- iv. ~~Provide confirmation on who will provide the water and wastewater services. The cover sheet has Manville, and the engineering report has the City of Manor.~~
- v. ~~Provide utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements. Provide the water and wastewater demand calculations in GPM or LUEs.~~
 - a. ~~This table is provided in the submitted documents. Include this on the preliminary Plat.~~
- vi. **TCESD No. 12 does not sign preliminary plats. Remove their signature block from the cover sheet.**
- vii. **A comment response letter was NOT provided so it could not be verified if all comments had been addressed.**
- viii. **The location, size and description of any proposed drainage appurtenances including storm sewers and other drainage structures should be shown on the preliminary plat.**
- ix. **Fire flow demand and information should be removed from the preliminary plat as that is not reviewed by the City.**

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

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

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

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



August 23, 2024

Tyler Shows
1500 County Road 269
Leander, TX 78641
P.O. Box 2029
Leander, TX 78646-2029

RE: **Permit Number 2024-P-1661-PP**
12100 Tower Road
Manor, Texas 78653

To Whom It May Concern:

Please accept this Comment Response Letter for the above referenced project. This submittal is in response to the comments provided by GBA on July 3, 2024. The original comments have also been included below for reference.

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

1. Replacement Trees shall be shown on the Preliminary Plat based in a replacement ratio (inches removed to inches planted) of:
 - a. 1:2 for Significant Trees eighteen (18) inches in caliper and larger.
 - b. 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.
 - c. Replacement Trees shall not be required for removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.
 - d. Provide mitigation and calculation associated with it.

Response: Per conversation via phone with Pauline Gray on 7/26, tree mitigation to differ to site plan; there are no trees proposed to be removed with the public work, only the private on-site civil.

2. TCESD No. 12 does not sign preliminary plats. Remove their signature block from the cover
3. A comment response letter was NOT provided so it could not be verified if all comments had been addressed.

Response: A comment response is provided in this submittal.

4. The location, size and description of any proposed drainage appurtenances including storm sewers and other drainage structures should be shown on the preliminary plat.

Response: Location, size and description of proposed drainage appurtenances are shown on the preliminary plat.

5. Fire flow demand and information should be removed from the preliminary plat as that is not reviewed by the City.

Response: Fire flow demand has been removed from the utility demand data sheet.

**END OF REPORT**

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

Sincerely,

A handwritten signature in blue ink that reads "Andy Graham".

Andrew B. Graham P.E.

Project Manager

KIMLEY-HORN AND ASSOCIATES, INC.



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, August 28, 2024

Andy Graham
Kimley-Horn

andy.graham@kimley-horn.com

Permit Number 2024-P-1661-PP

Job Address: 12100 Tower Road, Manor 78653

Dear Andy Graham,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Andy Graham and received by our office on August 28, 2024, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

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

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

Sincerely,

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

Pauline Gray, P.E.
Lead AES
GBA



9/25/2024

City of Manor Development Services

Notification for a Subdivision Preliminary Plat

Project Name: Ventura At Tower Road Apartments Preliminary Plat

Case Number: 2024-P-1661-PP

Case Manager: Michael Burrell

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

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat for 12100 Tower Road, Manor, TX. Subdivision Preliminary Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Subdivision Preliminary Plat for one (1) lot on 15.4 acres, more or less, and being located at 12100 Tower Road, Manor, TX.

Applicant: Kimley-Horn

Owner: Kenneth and Susanna Tumlinson

The Planning and Zoning Commission will meet at 6:30PM on October 9, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

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

BHATNAGAR APARNA & VISHAL
11913 RIPARIAN RD
MANOR TX 78653-2055

JONES KENYATTA B
11917 RIPARIAN RD
MANOR TX 78653-2055

BRECI JOSEPH SEBASTIAN &
11921 RIPARIAN RD
MANOR TX 78653-2055

ALEMU TSEGAYE K
11925 RIPARIAN RD
MANOR TX 78653-2055

KALLAM VISHNU SANTHI
24300 SW HIDDEN VALLEY RD
PECULIAR MO 64078-8879

GEIL MARY LONG
11933 RIPARIAN RD
MANOR TX 78653-2055

VINCENT PORTIA R
11937 RIPARIAN RD
MANOR TX 78653-2055

WILLIAMS MARIA M
12001 RIPARIAN RD
MANOR TX 78653-2056

BHUPTANI ROCHAN
752 SPRINGFIELD DR
CAMPBELL CA 95008-0912

RESENDEZ RAFAELA
12009 RIPARIAN RD
MANOR TX 78653-2056

KIMARARUNGU FIDELE & ODETTE
NYABIRORI KWIZERA
12013 RIPARIAN RD
MANOR TX 78653-2056

SPARKS DOUGLAS E & GLENDA G
12017 RIPARIAN RD
MANOR TX 78653-2056

WAN CHOR HONG & EMILY LY
11936 RIPARIAN RD
MANOR TX 78653-2055

WALCOTT PIA CARA ANGELA VELARDE &
JASON E
11932 RIPARIAN RD
MANOR TX 78653-2055

SW HOMEOWNERS ASSOCIATION INC
9601 AMBERGLEN BLVD STE 150
AUSTIN TX 78729-1190

ROBERSON SHATERICA & WESLEY
ROBERSON
ESTUARY RD
MANOR TX 78653-2066

GAONA JOSIAS & ELVIRA FERNANDEZ
14405 ESTUARY RD
MANOR TX 78653-2066

EASLEY WILLIE EARL JR
14409 ESTUARY RD
MANOR TX 78653-2066

SW HOMEOWNERS ASSOCIATION INC
9601 AMBERGLEN BLVD STE 150
AUSTIN TX 78729-1190

WILLIAMS CINDY L & DONALD R
14413 ESTUARY RD
MANOR TX 78653-2066

DHINGRA GAURAV
2688 COREY PL
SAN RAMON CA 94583-2405

CALDERON BERNICE
11737 CAMBRIAN RD
MANOR TX 78653-3442

CUEVAS ANGEL
11733 CAMBRIAN RD
MANOR TX 78653-3442

HOLOMON ALISSA
820 MODRELL BLVD
ELKHART IN 46514-3419

RODRIGUEZ VERONICA M
11725 CAMBRIAN RD
MANOR TX 78653-3442

MUJICA MORALES RIGOBERTO
11721 CAMBRIAN RD
AUSTIN TX 78653-3442

HOWARD LILLIAN & PHILLIP
11740 CARBROOK RD
MANOR TX 78653-2065

NICANOR JORGE
11736 CARBROOK RD
MANOR TX 78653-2065

ORTEGON TOMMY & AMY MARTINEZ
11732 CARBROOK RD
MANOR TX 78653-2065

SOLIS YVONNE N & CHRISTOPHER T
11728 CARBROOK RD
MANOR TX 78653-2065

HONG JIACHENG
1436 CABRILLO AVE
BURLINGAME CA 94010-4709

VOELKER WELDING & CONSTRUCTION
14401 FM 973 N
MANOR TX 78653

BUDDHARAJU VENKATA CHAITANYA
1401 WEST AVE STE B
AUSTIN TX 78701-1527

TUMLINSON KENNETH R & SUANNA M
PO BOX 869
LEXINGTON TX 78947

MARTINEZ CHRISTOPHER S
12200 TOWER RD
MANOR TX 78653-4540

CHUNG BENJAMIN TAEHOON
PO BOX 812
MANOR TX 78653-0812

CHUNG BENJAMIN TAEHOON
PO BOX 812
MANOR TX 78653-0812

ALVARADO EMEHUL & MARIA G
12101 TOWER ROAD
MANOR TX 78653-4541

MARTINEZ CHRISTOPHER S
12200 TOWER RD
MANOR TX 78653-4540



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 09, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes for September 11, 2024, Planning and Zoning Commission Regular Session

BACKGROUND/SUMMARY:

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

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

STAFF RECOMMENDATION:

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

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
SEPTEMBER 11, 2024**

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

PRESENT:

COMMISSIONERS:

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

CITY STAFF:

Michael Burrell, Interim Development Services Director
Lluvia Almaraz, City Secretary
Pauline Gray, City Engineer

REGULAR SESSION: 6:30 P.M.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With a quorum present, the Regular Session of the Manor Planning and Zoning (P&Z) Commission was called to order by Chair Paiz at 6:33 p.m. on Wednesday, September 11, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

Chair Paiz requested P&Z Commissioner Gabriel Nila, Alternate No. 1, join the dais in the position of Gabrielle Orion, Place 3.

PUBLIC COMMENTS

No one appeared to speak at this time.

PUBLIC HEARING

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

Fritz Van Nest, 10123 Axis Drive, Bourne, Texas, submitted a speaker card to speak in support of this item. He stated they are proposing a storage facility for this property. He highlighted the business model for the project which included site management, building layout, hours of operation and the research and development details. (see attachment)

Interim Director Burrell gave background and location information for the property. He reviewed the requirements for this type of proposed development. He stated the zoning request fit the Comprehensive Plan for the area.

Mr. Fritz Van Nest answered questions about the relation between this property owner and the current storage facility located next door to this property. He clarified there would be a separate office that would not be living quarters. He addressed security concerns.

Discussion was held regarding the number of buildings proposed, which buildings would be climate controlled and what types of items the proposed buildings would hold.

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

There was no further discussion.

Motion to Close carried 6-0.

CONSENT AGENDA

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

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

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

There was no further discussion.

Motion to Approve carried 6-0.

REGULAR AGENDA

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

City staff recommended that the P&Z Commission consider accepting Chair Paiz's recusal.

Chair Paiz stated he would like to step down as Chair and gave his reasons for the decision. He expressed his desire to stay on the Commission.

Discussion was held regarding the recusal request. The Commissioners expressed their gratitude to Chair Paiz for his service to the Commission, Committees and the Community as a whole.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Meyer to approve the recusal request of Chair Felix Paiz.

There was no further discussion.

Motion to Approve carried 6-0.

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

City staff recommended that the P&Z Commission appoint a new Chairperson.

Discussion was held regarding nominations for the position of Chairperson. Commissioner Stensland nominated Commissioner Meyer. Commissioner Meyer respectfully declined the nomination.

Commissioner Meyer nominated Commissioner Stensland. Discussion was held regarding the nomination. Commissioner Stensland stated he would accept the nomination. Commissioner Stensland inquired about potential issues being the Chair for both P&Z Commission and CIF Advisory Committee.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Paiz to appoint Commissioner Stensland to the position of Chairperson for P&Z Commission.

There was no further discussion.

Motion to Appoint Commissioner Stensland carried 6-0.

Commissioner Paiz turned the meeting over to newly appointed Chair Stensland.

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

City staff recommended that the P&Z Commission approve the Rezoning Application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Mr. Van Nest answered questions regarding the expected tax revenue from this development. He stated he was unsure of the tax revenue this would generate for the city, however, the resources for this development would be minimal in regard to water and wastewater.

Discussion was held regarding property tax and sales tax revenue. The importance of considering different types of commercial developments, specifically the allowable uses along the 290 Corridor, was debated.

Mr. Van Nest detailed the time frames of development. He stated the goal was to break ground on the project by February 2025. He answered questions regarding ingress and egress for the property. He confirmed this development did not generate enough traffic to trigger a Traffic Impact Analysis (TIA).

Interim Director Burrell reminded the Commissioners of the option of removing and adding uses within a zoning category. He answered questions regarding the staff's recommendation. Discussion was held regarding the allowable uses within the C-2 (Medium Commercial) zoning.

Mr. Van Nest denied any plans for a multi-story facility associated with this project. He stated that the future development model is for single story structures only.

The importance of contemplating the potential future use of the property if sold was discussed. The lot size, location, ingress and egress for the allowable uses was considered. The Commission reviewed each allowable use for C-2 (Medium Commercial) zoning to determine the uses they were comfortable allowing.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Terry to approve the Rezoning Application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial with the following items being excluded from the allowable uses:

1. Alcoholic Beverage Establishment
2. Brewery, micro
3. Brewpub
4. Distillery, micro
5. Gasoline Station (Limited)
6. Gasoline Station Full Service
7. Liquor Sales
8. Medical Clinic
9. Recreational Vehicle Park
10. Smoke shop or Tobacco Store

Commissioner Leonard stated she would only be in favor if the schools were excluded. She stated she did not feel this location was appropriate for any type of school.

Motion Failed 3-3. Opposed by Commissioner Leonard, Commissioner Paiz, and Commissioner Nila.

RECONSIDERATION OF MOTION

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Terry to approve the Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial with the following items being excluded from the allowable uses:

1. Alcoholic Beverage Establishment
2. Brewery, micro
3. Brewpub
4. Distillery, micro
5. Gasoline Station (Limited)
6. Gasoline Station Full Service
7. Liquor Sales
8. Medical Clinic
9. Recreational Vehicle Park
10. Smoke shop or Tobacco Store
11. School, boarding
12. School, business or trade
13. School, College or University
14. School, private or parochial
15. School, public

Discussion was held regarding the permissible uses by right of state law, such as religious entities and public schools. Interim Director Burrell stated the Texas Education Agency (TEA) oversees public education in Texas. School Districts, ISDs, and Educational Service Centers all fall within the TEA's jurisdiction.

There was no further discussion.

Motion Failed 2-4. Opposed by Chair Stensland, Commissioner Paiz, Commissioner Meyer, and Commissioner Nila.

RECONSIDERATION OF MOTION

MOTION: Upon a motion made by Commissioner Nila and seconded by Commissioner Paiz to approve the Rezoning Application for one (1) for lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Commissioner Leonard stated that she felt that whatever time is needed to discuss an item should be taken when considering an item. Chair Stensland spoke regarding the purpose of excluding items from the allowable uses and why it was important.

Discussion was held regarding adding an amendment to the motion. Chair Stensland expressed concerns regarding future litigation resulting from unlawful exclusions.

Motion Failed 2-4. Opposed by Chair Stensland, Commissioner Leonard, Commissioner Meyer, and Commissioner Terry

RECONSIDERATION OF MOTION

Commissioner Terry spoke on the exclusions, the current proposed development plan for this property, and possible litigation over the approved motion. He stated he was in favor of voting on an approval for the storage and retail uses for this item which would require future property owners to come back before the Commission for reconsideration of the zoning.

MOTION: Upon a motion made by Commissioner Terry and seconded by Commissioner Paiz to approve the Rezoning Application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial with allowable uses being limited to:

1. Uses that are Statutorily Required by State or Federal Law
2. General Retail Sales (general)
3. Mini-Storage Warehouse

Motion to Approve carried 5-0. Commissioner Nila Abstained.

City Secretary Almaraz spoke to the Commission on the topic of motions. She stated there should only be 1 motion that is voted on per item. She informed the Commission she would request for Legal to attend future meetings to address questions on proper procedure when reconsidering motions and to assist with any other questions regarding Robert's Rules of Order.

- 6. Consideration, discussion, and possible action on a Final Plat for the Holley Smith - Mustang Valley Subdivision - Phase 2, one hundred and nine (109) lots on 28.384 acres, more or less, and being located near the opposite side of the road at the intersection of FM 973 and Arnham Lane Manor, TX.** Applicant: Carlson, Brigrance & Doering, Inc. Owner: KB Home Lone Star, Inc.

City staff recommended that the P&Z Commission approve the Final Plat for the Holley Smith - Mustang Valley Subdivision - Phase 2, one hundred and nine (109) lots on 28.384 acres, more or less, and being located near the opposite side of the road at the intersection of FM 973 and Arnham Lane Manor, TX.

Interim Director Burrell gave location information for this property. He stated this item was non-discretionary.

MOTION: Upon a motion made by Commissioner Leonard and seconded by Commissioner Paiz to approve the Final Plat for the Holley Smith - Mustang Valley Subdivision - Phase 2, one hundred and nine (109) lots on 28.384 acres, more or less, and being located near the opposite side of the road at the intersection of FM 973 and Arnham Lane Manor, TX.

Clarification was requested by Commissioner Meyer regarding the ingress and egress for the property. Interim Director Burrell stated this topic would be addressed in the next item on the agenda.

Motion to Approve carried 6-0.

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

Applicant: Carlson, Brigrance & Doering, Inc. Owner: KB Home Lone Star, Inc.

City staff recommended that the P&Z Commission approve the final plat for the Mustang Valley - Holley Smith Phase 4a ROW Subdivision, being 6.178 acres of right of way, and being located in between the existing Anderson Road and Gregg Lane, Manor, TX.

Interim Director Burrell gave information on the secondary right of way access for the subdivision being constructed. He stated it would include wastewater infrastructure. He detailed how it would line up with connector roads.

Engineer Gray clarified the details for the different subdivisions and the thoroughfares being constructed in the area near the Mustang Valley subdivision.

Interim Director Burrell reminded the Commissioner of this item being non-discretionary.

MOTION: Upon a motion made by Commissioner Paiz and seconded by Commissioner Nila to approve the final plat for the Mustang Valley - Holley Smith Phase 4a ROW Subdivision, being 6.178 acres of right of way, and being located in between the existing Anderson Road and Gregg Lane, Manor, TX.

There was no further discussion.

Motion to Approve carried 6-0.

8. Consideration, discussion, and possible action on a Final Plat for the Ventura at Tower Road Apartments Subdivision, one (1) lot on 15.074 acres more or less, and being located at 12100 Tower Road Manor, TX. Applicant: Kimley-Horn. Owner: Kenneth and Susanna Tumlinson.

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

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

Interim Director Burrell gave background details regarding the approval stipulations for this item. He answered questions from the Commissioners regarding notification mail-outs, CCN swap with Manville, and the action that could be taken for this item.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Paiz to approve the Final Plat for the Ventura at Tower Road Apartments Subdivision, one (1) lot on 15.074 acres more or less, and being located at 12100 Tower Road Manor, TX, stipulations that the final plat cannot be recorded until the CCN swap with Manville is completed and the preliminary plat goes through the P&Z Commission.

There was no further discussion.

Motion to Approve carried 6-0.

ADJOURNMENT

The Manor P&Z Commission Regular Session Adjourned at 7:49 p.m. on Wednesday, September 11, 2024.

The Planning and Zoning Commission approved these minutes on October 9, 2024.

APPROVED:

Jeffrey Stensland
Chairperson

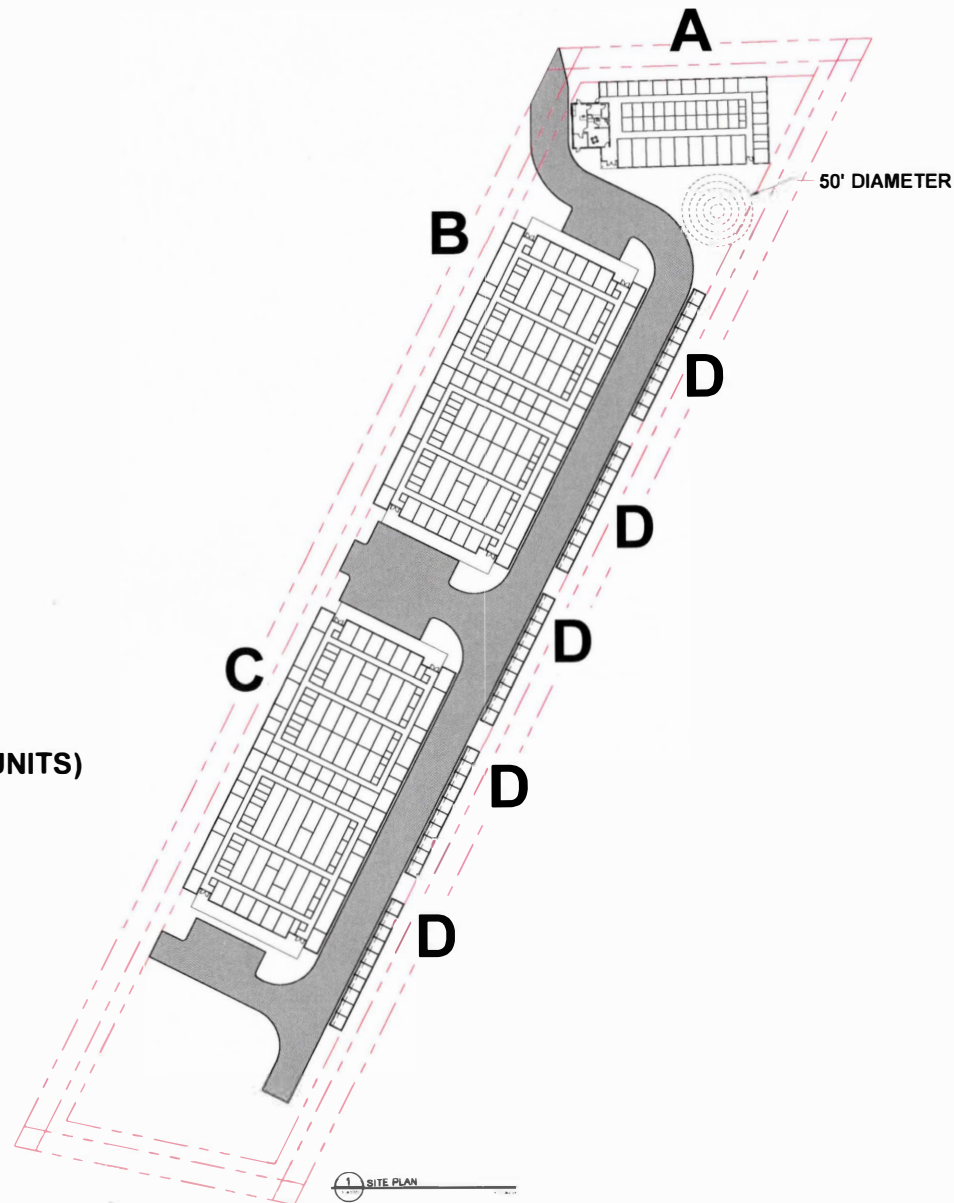
ATTEST:

Mandy Miller
Development Services Supervisor



BUILDING SIZE:
BLDG - A = 7,510 SF
BLDG - B = 22,850 SF
BLDG - C = 22,850 SF
BLDG - D = 1,000 SF (10 - 10x10 UNITS)

UNIT TOTALS	
5x5	= 36
5x10	= 63
7.5x10	= 29
10x10	= 79
10x15	= 44
10x20	= 74
10x30	= 24



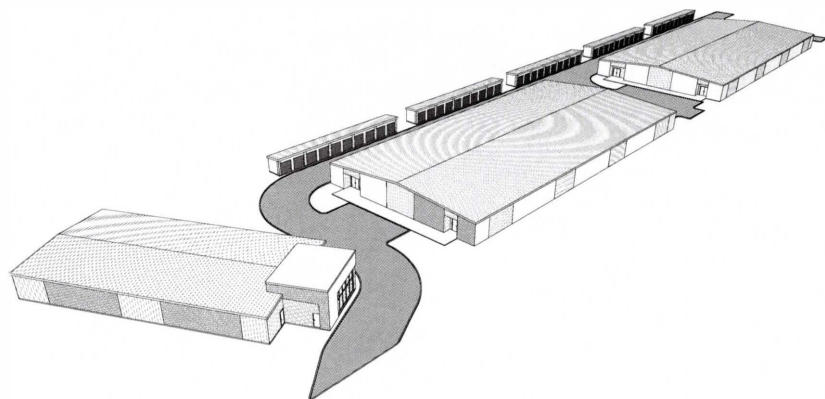
MANOR STORAGE
PROJECT ADDRESS LINE 1
PROJECT ADDRESS LINE 2
CLIENT NAME



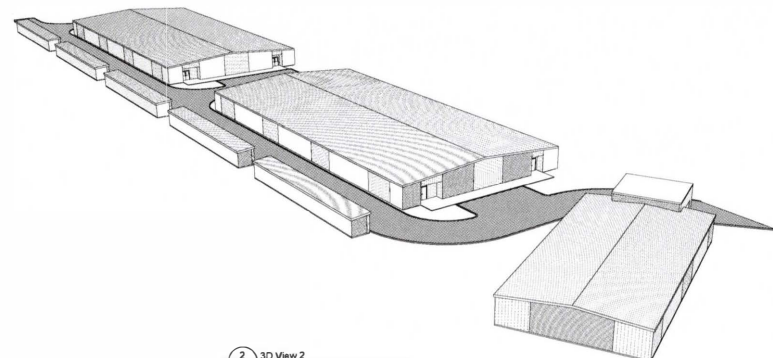
PRELIMINARY
NOT FOR
CONSTRUCTION

PROJECT NO.	24-1388
TEST FIT	
SEPTEMBER 6, 2024	
CHECKED	Author
DRAWN BY	
ARCHITECTURAL SITE PLAN	

AS100



1 3D View 1



2 3D View 2



3 3D View 3

MANOR STORAGE
PROJECT ADDRESS LINE 1
PROJECT ADDRESS LINE 2
CLIENT NAME

DDC
314 E BAYOU RD THIBODAUX, LA
985.447.0090

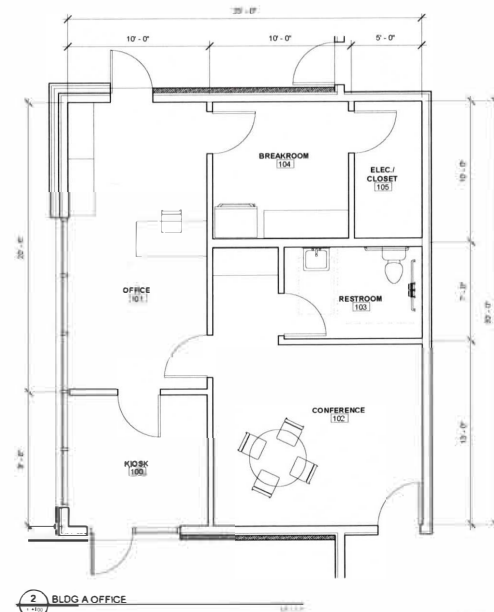
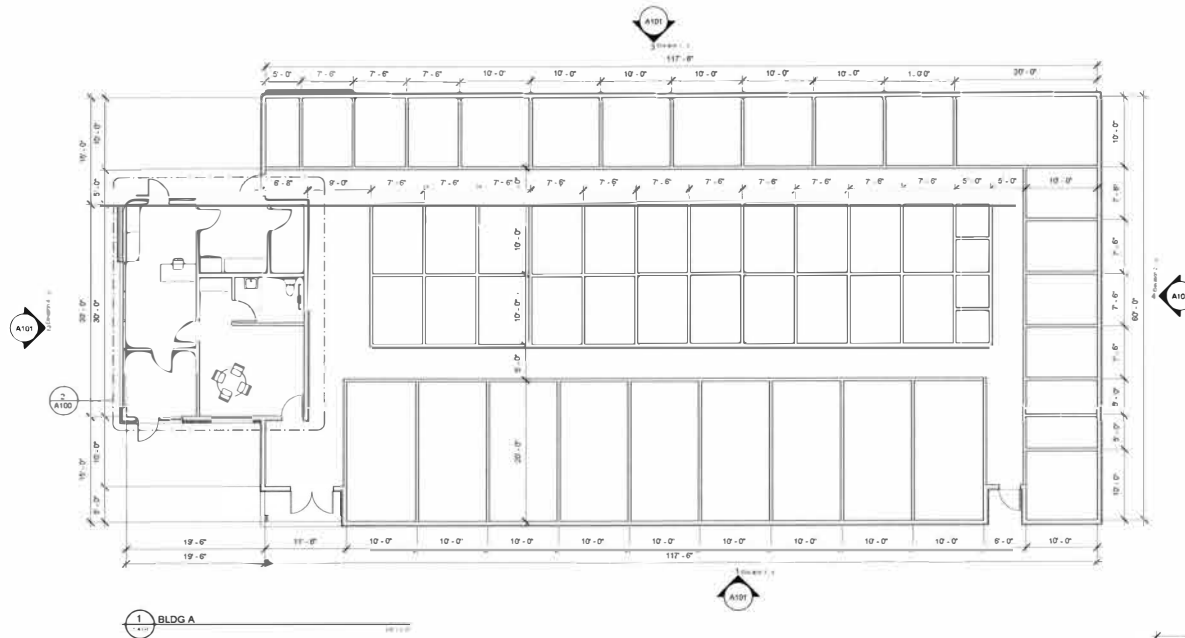
**PRELIMINARY
NOT FOR
CONSTRUCTION**

PROJECT NO. 24-1388
FEST PT
SEPTEMBER 6, 2024

CHECKED
DRAWN BY

3D IMAGES
Checker
Author

A300.



MANOR STORAGE
PROJECT ADDRESS LINE 1
PROJECT ADDRESS LINE 2
CLIENT NAME

DDG
314 E. BAYOU RD | THIBODAUX, LA
985.447.0090

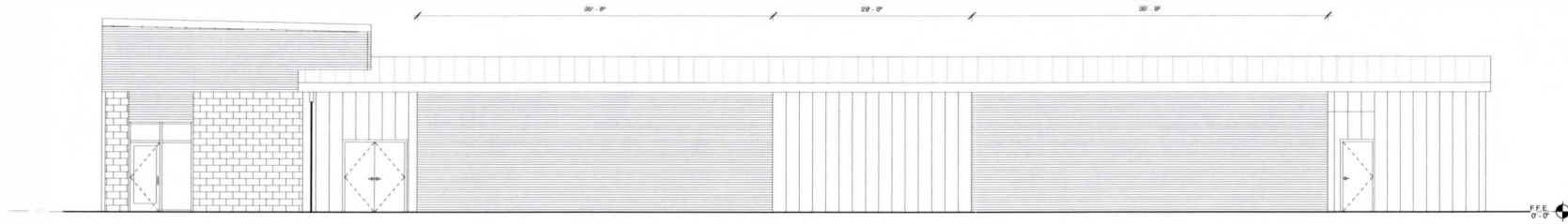
**PRELIMINARY
NOT FOR
CONSTRUCTION**

PROJECT NO: 24-1386
TEST FIT
SEPTEMBER 6, 2024

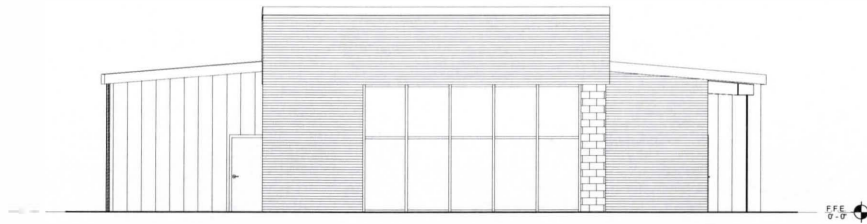
CHECKED: _____
DRAWN BY: _____
FLOOR PLAN - BLDG A

A100

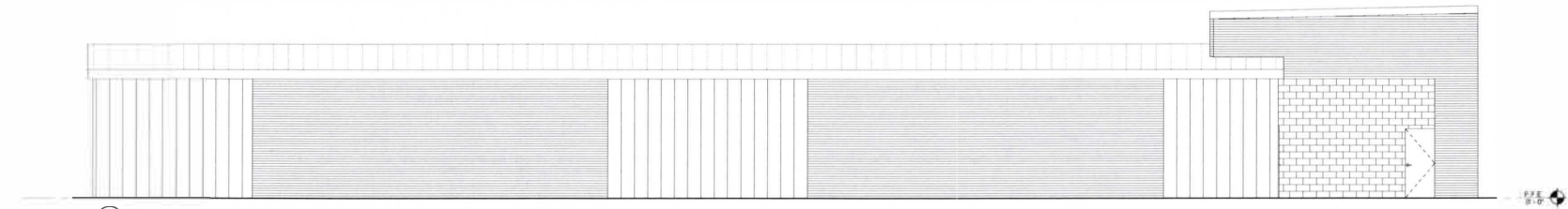
© 2022 DUPONTIS DESIGN GROUP, P.C.



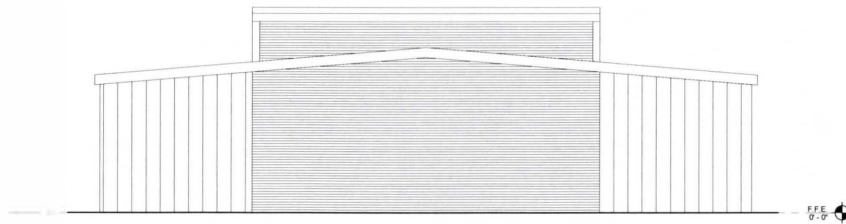
1 Elevation 3 - a



2 Elevation 4 - a



3 Elevation 1 - a



4 Elevation 2 - a

MANOR STORAGE
PROJECT ADDRESS LINE 1
PROJECT ADDRESS LINE 2
CLIENT NAME

DDG
314 E BAYOU RD THIBODAO, LA
985 447 0090

**PRELIMINARY
NOT FOR
CONSTRUCTION**

PROJECT NO: 24-1365

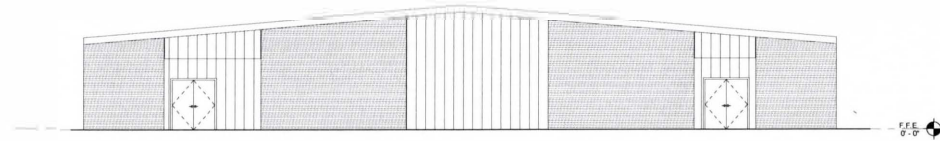
TEST PT:
SEPTEMBER, 2024

CHECKED
DRAWN BY

Checker
Author

ELEVATIONS - BLDG A

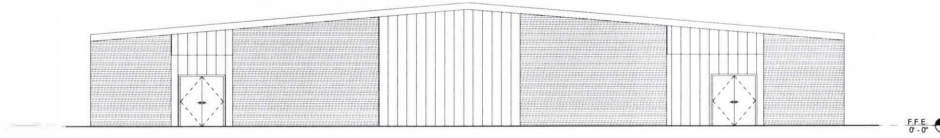
A101



1 Elevation 7 - a



2 Elevation 5 - a



3 Elevation 8 - a



4 Elevation 6 - a

MANOR STORAGE
PROJECT ADDRESS LINE 1
PROJECT ADDRESS LINE 2
CLIENT NAME

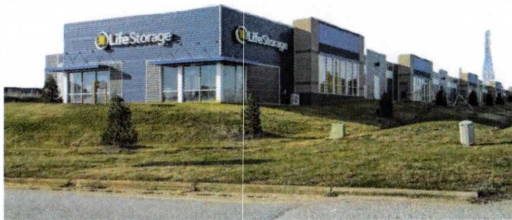


PRELIMINARY
NOT FOR
CONSTRUCTION

PROJECT NO. 24-1386
TEST #1
SEPTEMBER 6, 2024

CHECKED
DRAWN BY
ELEVATIONS - BLDG INC.

A201



MANOR STORAGE
PROJECT ADDRESS LINE 1
PROJECT ADDRESS LINE 2
CLIENT NAME

DDG
314 E BAYOU ROY THIBODAUX, LA
985 447 0090

**PRELIMINARY
NOT FOR
CONSTRUCTION**

PROJECT NO: 24-1306
TEST FIT:
SEPTEMBER 6, 2024

CHECKED: _____
DRAWN BY: _____
CHECKER: _____
AUTHOR: _____

PRECEDENT IMAGES

A400

© 2022 DUPLANTIS DESIGN GROUP, P.C.

8/2/2024 8:58:23 AM
Z:\CONTRACTS\CONTRACTOR\Documents\01 - Pre-Design\A400_Manor Storage_Renovation\11-11-24



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 9, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, Discussion, and Possible Action on a Subdivision Preliminary Plat for the Ventura at Tower Road Apartments for one (1) lot on 15.435 acres, more or less, and being located at located at 12200 Tower Rd., Manor, TX.

Applicant: Kimley-Horn

Owner: Kenneth and Susanna Tumlinson

BACKGROUND/SUMMARY:

This plat has been approved by our engineers. It is being brought to P&Z after the final plat was presented as they were approved in the correct order, but it was too late to send out public notice for the preliminary plat to be heard on the September 11th meeting.

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

- Plat
- Engineer Comments and Responses
- Conformance Letter

- Public Notice
- Mailing labels

ACTIONS:

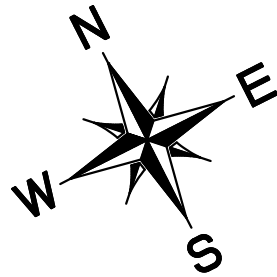
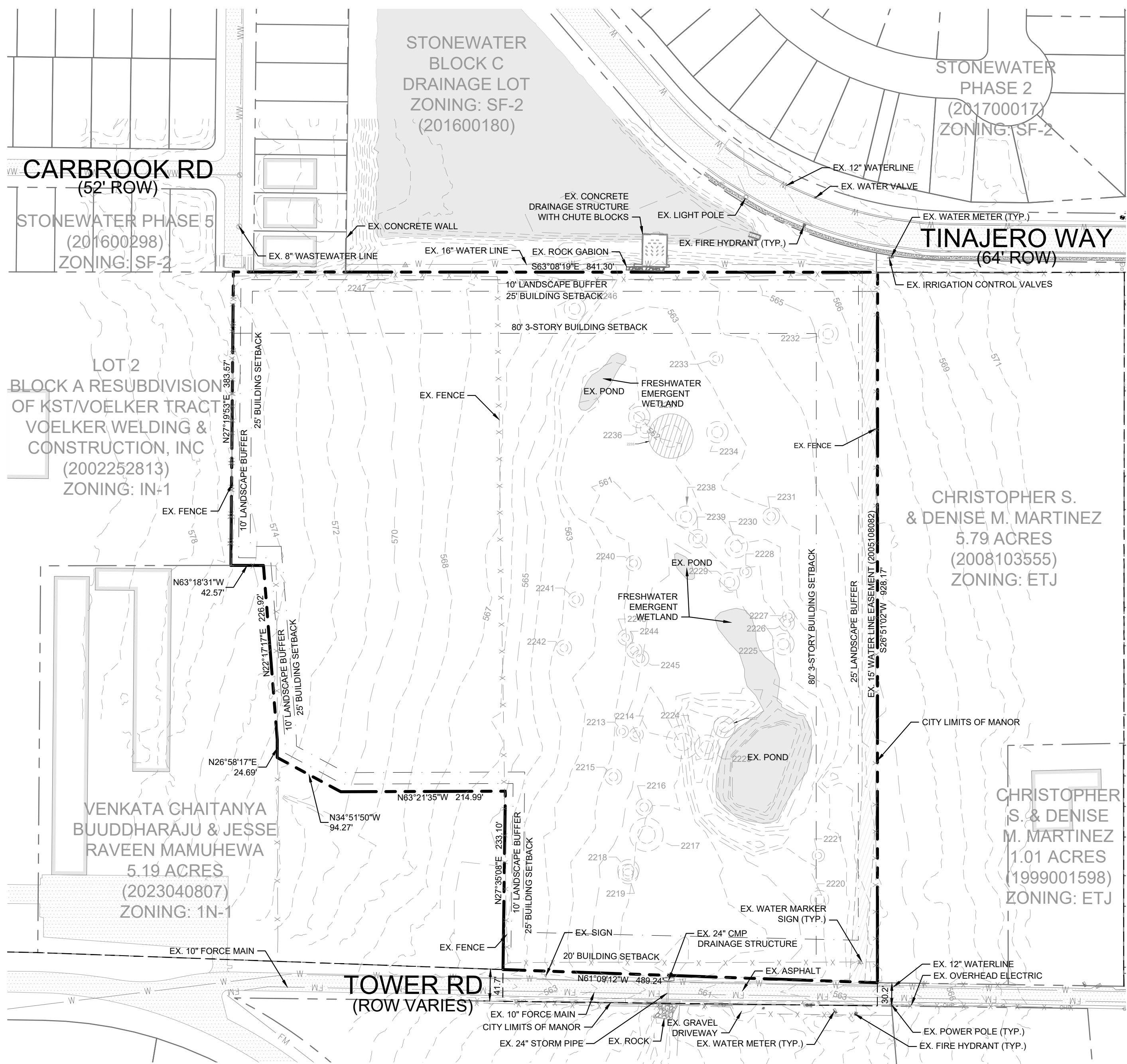
<i>Discretion</i>	Non-Discretionary
<i>Subdivision Review Type</i>	NA
<i>Actions</i>	Approve, Approve with Conditions

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Preliminary Plat for the Ventura at Tower Road Apartments for one (1) lot on 15.435 acres, more or less, and being located at located at 12200 Tower Rd., Manor, TX.

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

Plotted By: Henry, Dean Date: August 23, 2024 03:09:41pm File Path: K:\SAU_Civil\069264311 - Dominion Manor\Cad\Preliminary\PlanSheets\0 - Existing Conditions and Demo Plan.dwg
This document, together with the concepts and designs presented herein, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



0 100' 200'
GRAPHIC SCALE 100'

LEGEND

---	PROPERTY LINE
---	EXISTING OVERHEAD POWER LINE
---	EXISTING WATER LINE
---	EXISTING WASTEWATER LINE
---	EXISTING STORM SEWER LINE
○	EXISTING POWER POLE
○	EXISTING FIRE HYDRANT
○	EXISTING WATER VALVE
○	EXISTING WATER METER
○	EXISTING WASTEWATER MANHOLE
-X-X-X-	EXISTING FENCE
○	TREE TO REMAIN
○	TREE TO BE REMOVED
○	HERITAGE TREE

NOTES:

ALL TREE REPLACEMENT WILL BE HANDLED IN THE SITE DEVELOPMENT PLAN. DETAILED CALCULATIONS WILL BE PROVIDED BASED ON CITY OF MANOR STANDARDS TO COMPENSATE FOR INCHES REMOVED OF SIGNIFICANT TREES.

TREE TABLE			TREE TABLE		
No.	DESCRIPTION	STATUS	No.	DESCRIPTION	STATUS
2213	8" ELM	TO BE REMOVED	2231	11" ELM	TO BE REMOVED
2214	9" ELM	TO BE REMOVED	2232	13" ELM	TO BE REMOVED
2215	11" ELM	TO BE REMOVED	2233	9" ELM	TO BE REMOVED
2216	11" ELM	TO BE REMOVED	2234	14" ELM	TO BE REMOVED
2217	22" ELM	TO BE REMOVED	2235	29" ELM	TO REMAIN
2218	14" ELM	TO BE REMOVED	2236	12" ELM	TO BE REMOVED
2219	13" ELM	TO BE REMOVED	2237	14" ELM	TO BE REMOVED
2220	12" ELM	TO BE REMOVED	2238	14" ELM	TO BE REMOVED
2221	8" ELM	TO BE REMOVED	2239	12" ELM	TO BE REMOVED
2222	14" ELM	TO REMAIN	2240	10" ELM	TO BE REMOVED
2223	16" ELM	TO BE REMOVED	2241	10" ELM	TO BE REMOVED
2224	22" ELM	TO BE REMOVED	2242	10" ELM	TO BE REMOVED
2225	14" ELM	TO REMAIN	2243	10" ELM	TO BE REMOVED
2226	10" ELM	TO REMAIN	2244	10" ELM	TO BE REMOVED
2227	8" ELM	TO REMAIN	2245	11" ELM	TO BE REMOVED
2228	8" ELM	TO BE REMOVED	2246	14" ELM	TO BE REMOVED
2229	13" ELM	TO BE REMOVED	2247	12" ELM	TO BE REMOVED
2230	15" ELM	TO BE REMOVED			

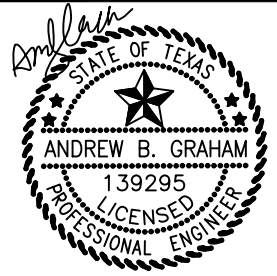
BENCHMARKS

TBM 100:
MAG NAIL IN CONC. LOCATED ON THE NORTH SIDE OF A SIDEWALK ON THE NORTH SIDE OF TINAJERO WAY
N: 10109082.81'
E: 3182429.85'
ELEV: 576.15'

TBM 101:
MAG NAIL IN CONC LOCATED ON THE NORTH SIDE OF A SIDEWALK ON THE NORTH SIDE OF TINAJERO WAY
N: 10109962.14'
E: 3181826.19'
ELEV: 576.41'



5301 SOUTHWEST PARKWAY, BUILDING 2, SUITE 100
Austin, Texas 78746
PHONE: 512-646-2237
WWW.KIMLEY-HORN.COM
© 2024 KIMLEY-HORN AND ASSOCIATES, INC.
TPE Firm No. 928



KHA PROJECT	DATE	SCALE:	DESIGNED BY:	DRAWN BY:	CHECKED BY:
069264311	August 24	AS SHOWN	ABG	ARP	BLG

EXISTING CONDITIONS

VENTURA AT TOWER ROAD PRELIMINARY PLAN CITY OF MANOR TRAVIS COUNTY, TEXAS

SHEET NUMBER

2 OF 6



1500 County Road 269
Leander, TX 78641

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

Date: Monday, July 1, 2024

Andy Graham
Kimley-Horn

andy.graham@kimley-horn.com

Permit Number 2024-P-1661-PP
Job Address: 12100 Tower Road, Manor, TX. 78653

Dear Andy Graham,

The first submittal of the Ventura At Tower Road Apartments Preliminary Plat (*Preliminary Plan*) submitted by Kimley-Horn and received on August 28, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

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

- i. ~~Provide updated City personnel: Mayor, Chairperson.~~
- ii. ~~Is ROW being dedicated to Tower Road? If so, provide a called out of the ROW width along Tower Rd and the property~~
- iii. **Replacement Trees shall be shown on the Preliminary Plat based in a replacement ratio (inches removed to inches planted) of:**
 - a. **1:2 for Significant Trees eighteen (18) inches in caliper and larger.**
 - b. **1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.**
 - c. **Replacement Trees shall not be required for removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.**
 - d. **Provide mitigation and calculations associated with it.**
- iv. ~~Provide confirmation on who will provide the water and wastewater services. The cover sheet has Manville, and the engineering report has the City of Manor.~~
- v. ~~Provide utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements. Provide the water and wastewater demand calculations in GPM or LUEs.~~
 - a. ~~This table is provided in the submitted documents. Include this on the preliminary Plat.~~
- vi. **TCESD No. 12 does not sign preliminary plats. Remove their signature block from the cover sheet.**
- vii. **A comment response letter was NOT provided so it could not be verified if all comments had been addressed.**
- viii. **The location, size and description of any proposed drainage appurtenances including storm sewers and other drainage structures should be shown on the preliminary plat.**
- ix. **Fire flow demand and information should be removed from the preliminary plat as that is not reviewed by the City.**

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

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

Thank you,



Tyler Shows
Staff Engineer
GBA



1500 County Road 269
Leander, TX 78641

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

Date: Friday, August 23, 2024

Andy Graham
Kimley-Horn

andy.graham@kimley-horn.com

Permit Number 2024-P-1661-PP
Job Address: 12100 Tower Road, Manor 78653

Dear Andy Graham,

The subsequent submittal of the Ventura At Tower Road Apartments Preliminary Plat submitted by Kimley-Horn and received on August 28, 2024, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

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

- i. ~~Provide updated City personnel: Mayor, Chairperson.~~
- ii. ~~Is ROW being dedicated to Tower Road? If so, provide a called out of the ROW width along Tower Rd and the property~~
- iii. **Replacement Trees shall be shown on the Preliminary Plat based in a replacement ratio (inches removed to inches planted) of:**
 - a. **1:2 for Significant Trees eighteen (18) inches in caliper and larger.**
 - b. **1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.**
 - c. **Replacement Trees shall not be required for removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.**
 - d. **Provide mitigation and calculations associated with it.**
- iv. ~~Provide confirmation on who will provide the water and wastewater services. The cover sheet has Manville, and the engineering report has the City of Manor.~~
- v. ~~Provide utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements. Provide the water and wastewater demand calculations in GPM or LUEs:~~
 - a. ~~This table is provided in the submitted documents. Include this on the preliminary Plat.~~
- vi. **TCESD No. 12 does not sign preliminary plats. Remove their signature block from the cover sheet.**
- vii. **A comment response letter was NOT provided so it could not be verified if all comments had been addressed.**
- viii. **The location, size and description of any proposed drainage appurtenances including storm sewers and other drainage structures should be shown on the preliminary plat.**
- ix. **Fire flow demand and information should be removed from the preliminary plat as that is not reviewed by the City.**

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

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

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

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



August 23, 2024

Tyler Shows
1500 County Road 269
Leander, TX 78641
P.O. Box 2029
Leander, TX 78646-2029

RE: **Permit Number 2024-P-1661-PP**
12100 Tower Road
Manor, Texas 78653

To Whom It May Concern:

Please accept this Comment Response Letter for the above referenced project. This submittal is in response to the comments provided by GBA on July 3, 2024. The original comments have also been included below for reference.

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

1. Replacement Trees shall be shown on the Preliminary Plat based in a replacement ratio (inches removed to inches planted) of:
 - a. 1:2 for Significant Trees eighteen (18) inches in caliper and larger.
 - b. 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.
 - c. Replacement Trees shall not be required for removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.
 - d. Provide mitigation and calculation associated with it.

Response: Per conversation via phone with Pauline Gray on 7/26, tree mitigation to differ to site plan; there are no trees proposed to be removed with the public work, only the private on-site civil.

2. TCESD No. 12 does not sign preliminary plats. Remove their signature block from the cover
3. A comment response letter was NOT provided so it could not be verified if all comments had been addressed.

Response: A comment response is provided in this submittal.

4. The location, size and description of any proposed drainage appurtenances including storm sewers and other drainage structures should be shown on the preliminary plat.

Response: Location, size and description of proposed drainage appurtenances are shown on the preliminary plat.

5. Fire flow demand and information should be removed from the preliminary plat as that is not reviewed by the City.

Response: Fire flow demand has been removed from the utility demand data sheet.

**END OF REPORT**

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

Sincerely,

A handwritten signature in blue ink that reads "Andy Graham".

Andrew B. Graham P.E.

Project Manager

KIMLEY-HORN AND ASSOCIATES, INC.



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, August 28, 2024

Andy Graham
Kimley-Horn

andy.graham@kimley-horn.com

Permit Number 2024-P-1661-PP

Job Address: 12100 Tower Road, Manor 78653

Dear Andy Graham,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Andy Graham and received by our office on August 28, 2024, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

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

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

Sincerely,

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

Pauline Gray, P.E.
Lead AES
GBA



9/25/2024

City of Manor Development Services

Notification for a Subdivision Preliminary Plat

Project Name: Ventura At Tower Road Apartments Preliminary Plat

Case Number: 2024-P-1661-PP

Case Manager: Michael Burrell

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

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat for 12100 Tower Road, Manor, TX. Subdivision Preliminary Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Subdivision Preliminary Plat for one (1) lot on 15.4 acres, more or less, and being located at 12100 Tower Road, Manor, TX.

Applicant: Kimley-Horn

Owner: Kenneth and Susanna Tumlinson

The Planning and Zoning Commission will meet at 6:30PM on October 9, 2024 at 105 East Eggleston Street in the City Hall Council Chambers.

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

BHATNAGAR APARNA & VISHAL
11913 RIPARIAN RD
MANOR TX 78653-2055

JONES KENYATTA B
11917 RIPARIAN RD
MANOR TX 78653-2055

BRECI JOSEPH SEBASTIAN &
11921 RIPARIAN RD
MANOR TX 78653-2055

ALEMU TSEGAYE K
11925 RIPARIAN RD
MANOR TX 78653-2055

KALLAM VISHNU SANTHI
24300 SW HIDDEN VALLEY RD
PECULIAR MO 64078-8879

GEIL MARY LONG
11933 RIPARIAN RD
MANOR TX 78653-2055

VINCENT PORTIA R
11937 RIPARIAN RD
MANOR TX 78653-2055

WILLIAMS MARIA M
12001 RIPARIAN RD
MANOR TX 78653-2056

BHUPTANI ROCHAN
752 SPRINGFIELD DR
CAMPBELL CA 95008-0912

RESENDEZ RAFAELA
12009 RIPARIAN RD
MANOR TX 78653-2056

KIMARARUNGU FIDELE & ODETTE
NYABIRORI KWIZERA
12013 RIPARIAN RD
MANOR TX 78653-2056

SPARKS DOUGLAS E & GLENDA G
12017 RIPARIAN RD
MANOR TX 78653-2056

WAN CHOR HONG & EMILY LY
11936 RIPARIAN RD
MANOR TX 78653-2055

WALCOTT PIA CARA ANGELA VELARDE &
JASON E
11932 RIPARIAN RD
MANOR TX 78653-2055

SW HOMEOWNERS ASSOCIATION INC
9601 AMBERGLEN BLVD STE 150
AUSTIN TX 78729-1190

ROBERSON SHATERICA & WESLEY
ROBERSON
ESTUARY RD
MANOR TX 78653-2066

GAONA JOSIAS & ELVIRA FERNANDEZ
14405 ESTUARY RD
MANOR TX 78653-2066

EASLEY WILLIE EARL JR
14409 ESTUARY RD
MANOR TX 78653-2066

SW HOMEOWNERS ASSOCIATION INC
9601 AMBERGLEN BLVD STE 150
AUSTIN TX 78729-1190

WILLIAMS CINDY L & DONALD R
14413 ESTUARY RD
MANOR TX 78653-2066

DHINGRA GAURAV
2688 COREY PL
SAN RAMON CA 94583-2405

CALDERON BERNICE
11737 CAMBRIAN RD
MANOR TX 78653-3442

CUEVAS ANGEL
11733 CAMBRIAN RD
MANOR TX 78653-3442

HOLOMON ALISSA
820 MODRELL BLVD
ELKHART IN 46514-3419

RODRIGUEZ VERONICA M
11725 CAMBRIAN RD
MANOR TX 78653-3442

MUJICA MORALES RIGOBERTO
11721 CAMBRIAN RD
AUSTIN TX 78653-3442

HOWARD LILLIAN & PHILLIP
11740 CARBROOK RD
MANOR TX 78653-2065

NICANOR JORGE
11736 CARBROOK RD
MANOR TX 78653-2065

ORTEGON TOMMY & AMY MARTINEZ
11732 CARBROOK RD
MANOR TX 78653-2065

SOLIS YVONNE N & CHRISTOPHER T
11728 CARBROOK RD
MANOR TX 78653-2065

HONG JIACHENG
1436 CABRILLO AVE
BURLINGAME CA 94010-4709

VOELKER WELDING & CONSTRUCTION
14401 FM 973 N
MANOR TX 78653

BUDDHARAJU VENKATA CHAITANYA
1401 WEST AVE STE B
AUSTIN TX 78701-1527

TUMLINSON KENNETH R & SUANNA M
PO BOX 869
LEXINGTON TX 78947

MARTINEZ CHRISTOPHER S
12200 TOWER RD
MANOR TX 78653-4540

CHUNG BENJAMIN TAEHOON
PO BOX 812
MANOR TX 78653-0812

CHUNG BENJAMIN TAEHOON
PO BOX 812
MANOR TX 78653-0812

ALVARADO EMEHUL & MARIA G
12101 TOWER ROAD
MANOR TX 78653-4541

MARTINEZ CHRISTOPHER S
12200 TOWER RD
MANOR TX 78653-4540



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 9, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration Discussion and Possible Action on a Subdivision Final Plat for the Okra Tract for three hundred twenty-five (325) lots on 113.415 acres, more or less, and being located at located at the intersection of N. FM 973 and Old Manor Taylor Rd, Manor, TX.

Applicant: Jamison Civil Engineering LLC

Owner: Okra Land Incorporated

BACKGROUND/SUMMARY:

This plat has been approved by our engineers and is in conformance with the approved PUD. The Okra Subdivision PUD was approved by Ordinance 720 on October 2nd, 2023. The entire subdivision (113.415 acres) consists of 309 single-family lots, 1 commercial lot, and 15 open space/landscape/drainage lots. The project is split into three phases.

There are 8.8 acres of non-floodplain parkland, 10.9 acres of floodplain open space, and 3.9 acres of detention facilities. Portions of the parkland and floodplain will have 8' concrete trails that connect to Shadowglen to the south and Monarch Ranch to the north, consistent with the city's trails master plan.

The plan is also consistent with the city's thoroughfare plan with the continuation of the primary collector Silent Falls Way from Shadowglen to connect to the roadway in Monarch Ranch, which then connects to Gregg Lane.

As agreed to by TxDOT, Travis County, and the City (by the approval of the Development Agreement on October 2nd, 2023), the developer will provide the following traffic improvements to FM 973: southbound right turn lane with 100 ft taper at site entrance roadway, two-way left turn lane (center turn lane) from Suncrest Road (southern intersection with FM 973) to Tinajero with a 100 ft taper at Suncrest Rd.

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

- Final Plat
- Engineer Comments

- Conformance Letter

ACTIONS:

<i>Discretion</i>	Non-Discretionary
-------------------	-------------------

<i>Subdivision Review Type</i>	NA
--------------------------------	----

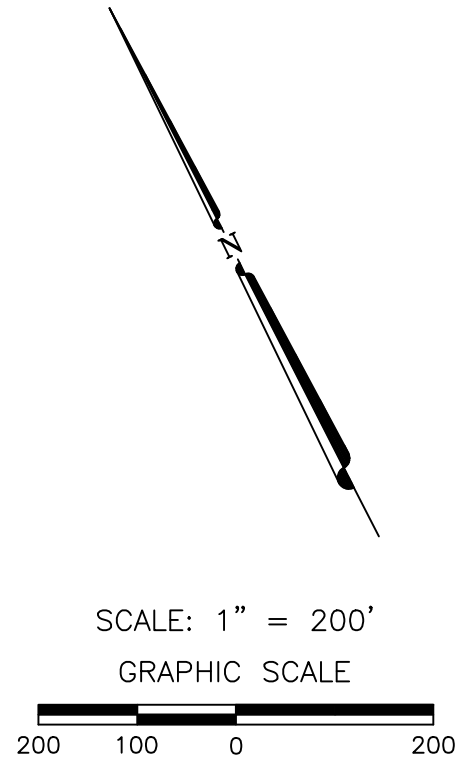
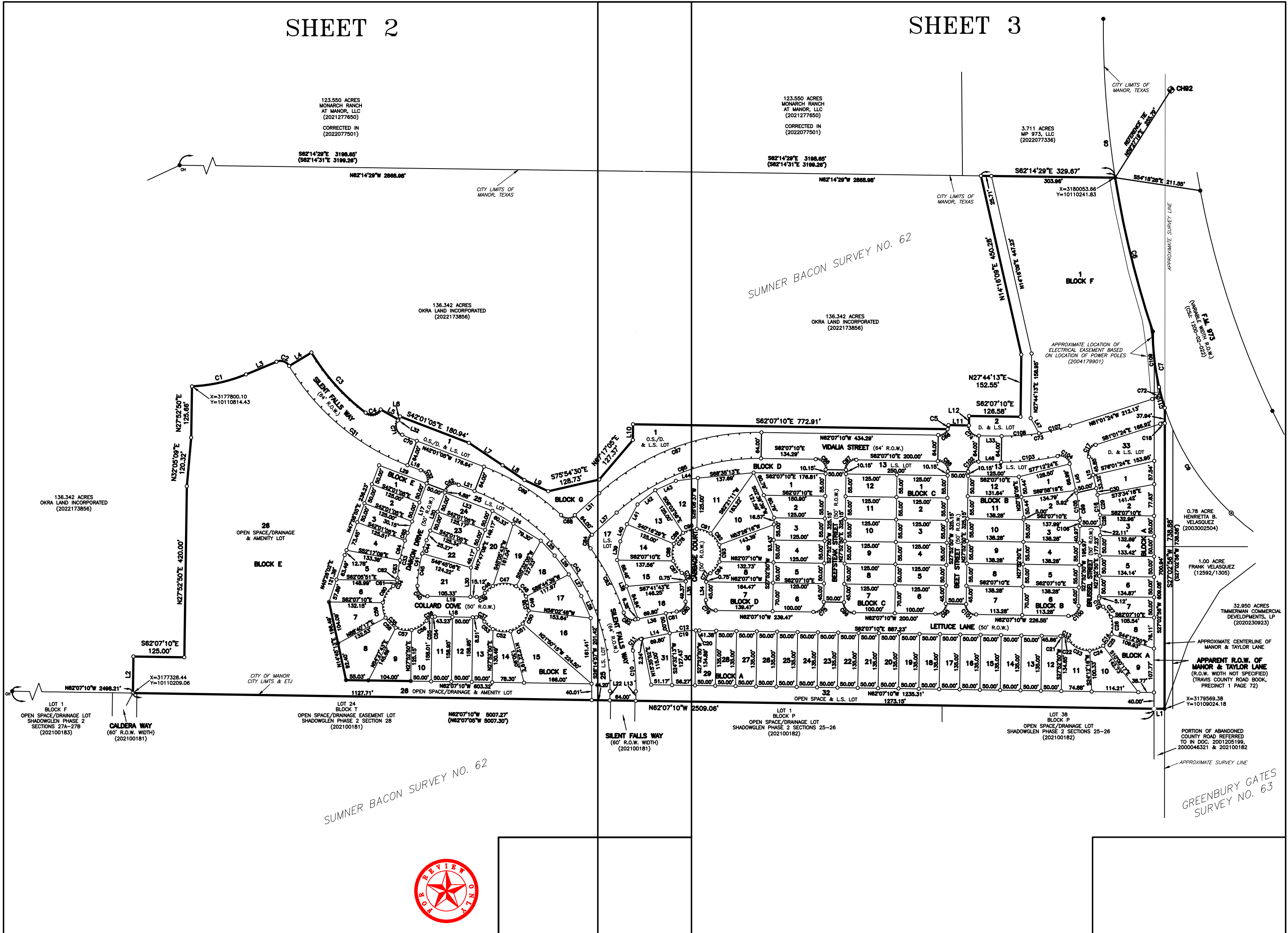
<i>Actions</i>	Approve, Approve with Conditions
----------------	----------------------------------


STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve Subdivision Final Plat for the Okra Tract for three hundred twenty-five (325) lots on 113.415 acres, more or less, and being located at located at the intersection of N. FM 973 and Old Manor Taylor Rd, Manor, TX.

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

OKRA
SUBDIVISION, PHASE 1
INDEX SHEET





Professional Land Surveying, Inc.
Surveying and Mapping
5725 W. HWY 290, SUITE 202,
Austin, Texas 78735-7822
512-443-1724
T.B.P.E.L.S. Firm No. 10124500

PROJECT NO.:
496-002

DRAWING NO.:
496-002-PL1

PLOT DATE:
04/18/2024

PLOT SCALE:
1"=200'

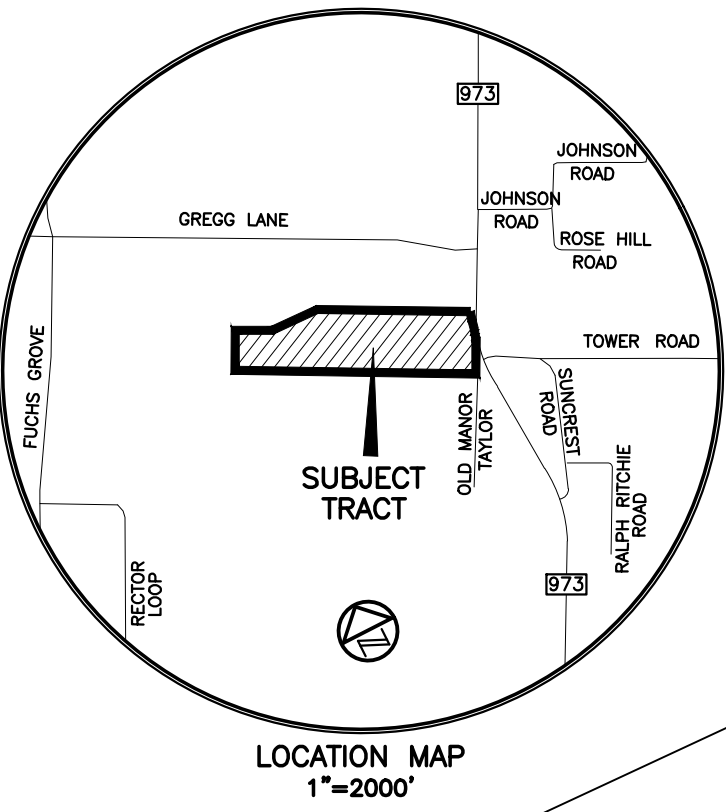
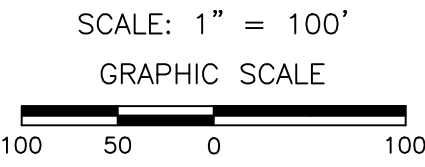
DRAWN BY:
EMD

SHEET
01 OF 05

OKRA SUBDIVISION, PHASE 1

123.550 ACRES
MONARCH RANCH
AT MANOR, LLC
(2021277650)

CORRECTED IN
(2022077501)



S62°14'29"E 3198.65'
(S62°14'31"E 3199.26')

N62°14'29"W 2868.98'

CITY LIMITS OF
MANOR, TEXAS

CITY LIMITS OF
MANOR, TEXAS

SUMNER BACON SURVEY NO. 62

- LEGEND
- 1/2" REBAR FOUND (OR AS NOTED)
 - ^{CH} 1/2" REBAR WITH "CHAPARRAL" CAP FOUND
 - 1/2" REBAR WITH "CHAPARRAL" CAP SET
 - ⊙ TxDOT TYPE II DISK FOUND
 - FENCE POST FOUND
 - ⊕ CONTROL POINT
 - · · SIDEWALK LOCATION
 - D. DRAINAGE
 - L.S. LANDSCAPE
 - O.S. OPEN SPACE
 - () RECORD INFORMATION

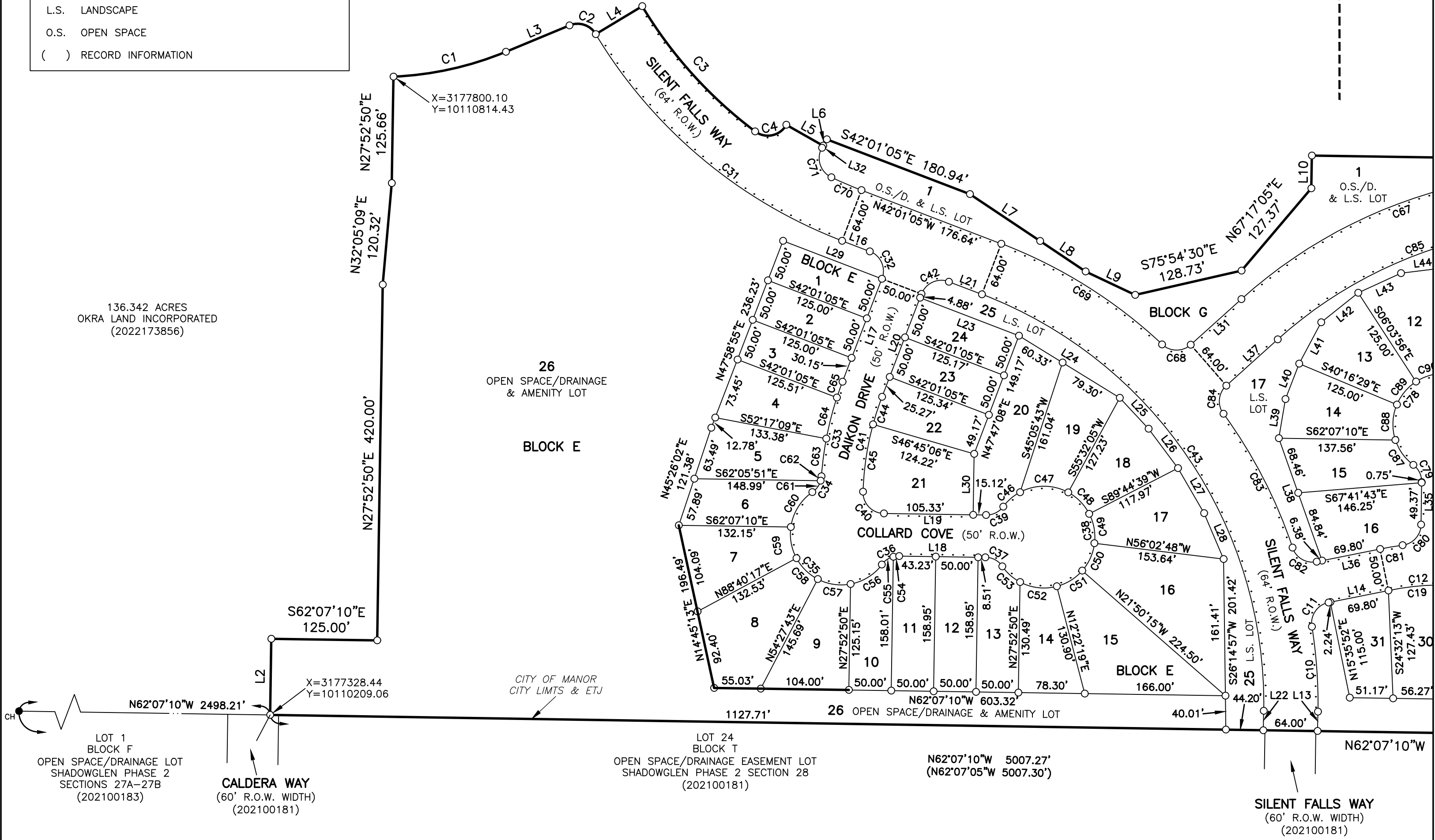
136.342 ACRES
OKRA LAND INCORPORATED
(2022173856)

26
OPEN SPACE/DRAINAGE
& AMENITY LOT

BLOCK E

136.342 ACRES
OKRA LAND INCORPORATED
(2022173856)

MATCHLINE SHEET 3
MATCHLINE SHEET 4



THIS IS A GRID DRAWING.

BEARING BASIS: THE TEXAS COORDINATE
SYSTEM OF 1983 (NAD83), CENTRAL ZONE,
BASED ON GPS SOLUTIONS FROM THE
NATIONAL GEODETIC SURVEY (NGS) ON-LINE
POSITIONING USER SERVICE (OPUS) FOR
CHAPARRAL CONTROL POINT "CH92".

4" ALUMINUM DISK SET IN CONCRETE

TEXAS STATE PLANE COORDINATES:
N 10110371.83
E 3180273.95

ELEVATION = 590.42'
VERTICAL DATUM: NAVD 88 (GEOID 18)

SCALED ABOUT 0.0
THETA ANGLE: 1°26'37"

OKRA PHASE 1 LAND USE SUMMARY TABLE

LOT TYPE:

SINGLE FAMILY	95
COMMERCIAL	1
OPEN SPACE / DRAINAGE & AMENITY	1
OPEN SPACE / LANDSCAPE / DRAINAGE	8
TOTAL	105



Chaparral
Professional Land Surveying, Inc.
Surveying and Mapping
5725 W. HWY 290, SUITE 202
Austin, Texas 78735-7822
512-443-1724
T.B.P.E.L.S. Firm No. 10124500

PROJECT NO.:
496-002

DRAWING NO.:
496-002-PL1.dwg

PLOT DATE:
2/23/24

PLOT SCALE:
1" = 100'

DRAWN BY:
JDB/EMD

SHEET
02 OF 05

OKRA
SUBDIVISION, PHASE 1

STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS:

THAT OKRA LAND INCORPORATED, BEING OWNER OF 136.342 ACRES IN THE SUMNER BACON SURVEY NO. 62, IN TRAVIS COUNTY, TEXAS, CONVEYED BY DEED OF RECORD IN DOCUMENT NO. 2022173856 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS;

DO HEREBY SUBDIVIDE 42.459 ACRES IN ACCORDANCE WITH THE MAP OR PLAT ATTACHED HERETO, TO BE KNOWN AS

OKRA SUBDIVISION

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

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

BY: _____

PRINTED NAME: _____

COMPANY NAME: _____

ADDRESS: _____

ADDRESS: _____

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 HE ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

WITNESS MY HAND AND SEALED IN MY OFFICE, THIS THE ____ DAY OF _____, 20__, AD.

NOTARY PUBLIC, STATE OF TEXAS

PRINTED NAME _____ MY COMMISSION EXPIRES _____

SURVEYOR’S CERTIFICATION

I, JOHN L. BRILEY, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH THE SURVEYING RELATED PORTIONS OF TITLE 25 OF THE AUSTIN CITY CODE OF 1999 AS AMENDED, IS TRUE AND CORRECT, AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE BY ME OR MADE UNDER MY SUPERVISION, MADE ON THE GROUND JUNE 13, 2023.

PAUL J. FLUGEL, R.P.L.S. 5096

SURVEYING BY:
CHAPARRAL PROFESSIONAL LAND SURVEYING, INC.
3500 MCCALL LANE
AUSTIN, TEXAS 78744
(512) 443-1724



ENGINEER’S CERTIFICATION:

I, STEPHEN R. JAMISON, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF ENGINEERING, AND HEREBY CERTIFY THAT THIS PLAT IS FEASIBLE FROM AN ENGINEERING STANDPOINT AND COMPLIES WITH THE ENGINEERING RELATED PORTIONS OF TITLE 25 OF THE AUSTIN CITY CODE OF 1999, AS AMENDED, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

THE 100 YEAR FLOOD PLAIN IS CONTAINED WITHIN THE DRAINAGE EASEMENTS SHOWN HEREON. NO PORTION OF THIS TRACT IS WITHIN THE BOUNDARIES OF THE 100 YEAR FLOOD OF A WATERWAY THAT IS WITHIN THE FEDERAL EMERGENCY MANAGEMENT AGENCY, NATIONAL FLOOD INSURANCE PROGRAM, AS SHOWN ON MAP NO. 48453C0485J, DATED AUGUST 18, 2014, FOR TRAVIS COUNTY, TEXAS AND INCORPORATED AREAS.

STEPHEN R. JAMISON, P.E.

ENGINEERING BY:
JAMISON CIVIL ENGINEERING LLC
13812 RESEARCH BLVD. SUITE B-2
AUSTIN, TEXAS 78750
(512) 484-0880
TEXAS REGISTERED ENGINEERING FIRM F-17756

1. PUBLIC SIDEWALKS, BUILT TO CITY OF MANOR STANDARDS, ARE REQUIRED ALONG ALL STREETS WITHIN THE SUBDIVISION, AS SHOWN BY A DOTTED LINE ON THE FACE OF THE PLAT. THESE SIDEWALKS SHALL BE IN PLACE PRIOR TO THE LOT BEING OCCUPIED. FAILURE TO CONSTRUCT THE REQUIRED SIDEWALKS MAY RESULT IN THE WITHHOLDING OF CERTIFICATES OF OCCUPANCY, BUILDING PERMITS, OR UTILITY CONNECTIONS BY THE GOVERNING BODY OR UTILITY COMPANY.
2. DRIVEWAY AND DRAINAGE CONSTRUCTION STANDARDS SHALL BE IN ACCORDANCE WITH THE REQUIREMENT OF THE CITY OF MANOR, STANDARDS UNLESS OTHERWISE SPECIFIED AND APPROVED BY THE CITY OF MANOR.
3. NO LOT WILL BE OCCUPIED UNTIL THE STRUCTURE IS CONNECTED TO THE CITY OF MANOR WATER AND WASTEWATER SYSTEM.
4. ALL STREETS, DRAINAGE IMPROVEMENTS, SIDEWALKS, WATER AND WASTEWATER LINES AND EROSION CONTROLS SHALL BE CONSTRUCTED AND INSTALLED TO CITY OF MANOR STANDARDS.
5. EROSION CONTROLS ARE REQUIRED FOR ALL CONSTRUCTION ON INDIVIDUAL LOTS, INCLUDING DETACHED SINGLE FAMILY IN ACCORDANCE WITH SECTION 1.4.0 OF THE CITY OF AUSTIN ENVIRONMENTAL CRITERIA MANUAL.
6. ALL STREETS IN THE SUBDIVISION SHALL BE CONSTRUCTED TO CITY OF MANOR URBAN STREET STANDARDS. ALL STREETS WILL BE CONSTRUCTED WITH CURB AND GUTTER.
7. PRIOR TO CONSTRUCTION, EXCEPT DETACHED SINGLE FAMILY ON ANY LOT IN THIS SUBDIVISION, A SITE DEVELOPMENT PERMIT MUST BE OBTAINED FROM THE CITY OF MANOR.
8. THE SUBDIVISION OWNER/DEVELOPER AS IDENTIFIED ON THIS PLAN IS RESPONSIBLE FOR POSTING FISCAL SECURITY FOR THE CONSTRUCTION OF ALL SIDEWALKS AS SHOWN OR LISTED ON THE PLAN, WHETHER INSTALLED BY THE OWNER/DEVELOPER OR INDIVIDUAL HOMEBUILDERS. IT IS THE RESPONSIBILITY OF OWNER/DEVELOPER TO ENSURE ALL SIDEWALKS ARE ADA COMPLIANT UNLESS A WAIVER HAS BEEN GRANTED BY THE TEXAS DEPARTMENT OF LICENSING AND REGULATION.
9. NO OBJECTS INCLUDING BUT NOT LIMITED TO BUILDINGS, FENCES, LANDSCAPING OR OTHER STRUCTURES SHALL BE ALLOWED WITHIN ANY EASEMENTS EXCEPT AS APPROVED BY THE CITY OF MANOR.
10. A 15' ELECTRICAL, NATURAL GAS, PROPANE, CABLE TV, TELEPHONE AND INTERNET EASEMENT IS HEREBY DEDICATED ALONG AND ADJACENT TO ALL STREET RIGHTS-OF-WAY.
11. BUILDING SETBACK LINES SHALL BE IN CONFORMANCE WITH CITY OF MANOR ZONING ORDINANCE REQUIREMENTS. BUILDING SETBACK LINES FOR SINGLE FAMILY LOTS ARE AS FOLLOWS:
 - 1: FRONT LOT LINES ALONG ALL STREETS = 25'
 - 2: SIDE LOT LINES = 5'
 - 3: REAR LOT LINES = 10'
 - 4: SIDE LOT LINES ALONG STREETS = 15'
12. ALL OPEN SPACE AND DRAINAGE LOTS, WHICH INCLUDES LOTS 32-33, BLOCK A, LOT 13, BLOCK B, LOT 13, BLOCK C, LOT 17, BLOCK D, LOTS 25-26, BLOCK E, LOT 2, BLOCK F AND LOT 1, BLOCK G, ARE RESTRICTED TO NON-RESIDENTIAL USES, INCLUDING NO BUILDINGS, FENCES, WALLS OR SIMILAR STRUCTURES, AND SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION PER DOCUMENT NO. _____ OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.
13. PROPERTY OWNERS AND/OR HIS/HER ASSIGNS SHALL PROVIDE FOR ACCESS TO THE DRAINAGE EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS BY THE CITY OF MANOR, FOR INSPECTION OR MAINTENANCE OF SAID EASEMENT.
14. ALL DRAINAGE EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE OWNER OR HIS/HER ASSIGNS.
15. BEFORE BEGINNING CONSTRUCTION ACTIVITIES ON A SUBDIVISION LOT, THE OWNER MUST OBTAIN A CITY OF MANOR DEVELOPMENT PERMIT AND, WHEN APPLICABLE, IMPLEMENT A STORM WATER POLLUTION PREVENTION PLAN (SWP3). THE SWP3 REQUIRES IMPLEMENTATION OF TEMPORARY AND PERMANENT BEST MANAGEMENT PRACTICES, INCLUDING SEDIMENT CONTROLS FOR PROTECTION OF STORM WATER RUNOFF QUALITY IN ACCORDANCE WITH THE CITY OF MANOR CODE.
16. PARKLAND FOR 95 RESIDENTIAL UNITS HAS BEEN SATISFIED WITH THIS PLAT.
17. DRAINAGE PLANS SHALL BE SUBMITTED TO THE CITY OF MANOR FOR REVIEW PRIOR TO SITE DEVELOPMENT. RAINFALL RUN-OFF SHALL BE HELD TO THE AMOUNT EXISTING AT UNDEVELOPED STATUS BY PONDING OR OTHER APPROVED METHODS.
18. THIS SUBDIVISION IS ENTIRELY LOCATED WITHIN THE CITY LIMITS OF MANOR, TEXAS.
19. PERFORMANCE AND MAINTENANCE GUARANTEES AS REQUIRED BY THE CITY.

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

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

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

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

STATE OF TEXAS
COUNTY OF TRAVIS


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

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

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

BY _____
DEPUTY

REQUIRED NOTES:
THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE. THE ____ DAY OF _____, 20__.

 Professional Land Surveying, Inc. Surveying and Mapping 5725 W. HWY 290, SUITE 202 Austin, Texas 78735-7822 512-443-1724 T.B.P.E.L.S. Firm No. 10124500	PROJECT NO.: 496-002 DRAWING NO.: 496-002-PL1.dwg PLOT DATE: 2/23/24 PLOT SCALE: 1" = 100' DRAWN BY: JDB/EMD
	04 SHEET OF 05
	51

OKRA
SUBDIVISION, PHASE 1

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N63°25'37"W	25.86'
(L1)	(N63°31'43"W)	(26.15')
L2	N27°52'50"E	90.00'
L3	S85°32'02"E	81.07'
L4	N86°02'31"E	64.00'
L5	S33°30'03"E	50.00'
L6	N56°29'57"E	8.71'
L7	S29°19'32"E	99.49'
L8	S29°01'24"E	64.64'
L9	S37°41'37"E	64.73'
L10	N27°52'50"E	38.59'
L11	S62°07'10"E	50.00'
L12	N27°52'50"E	23.33'
L13	N27°52'50"E	22.89'
L14	S74°24'08"E	72.05'
L15	N13°58'36"E	79.16'
L16	S42°01'05"E	34.99'
L17	S47°58'55"W	130.15'
L18	S62°07'10"E	101.74'
L19	N62°07'10"W	120.45'
L20	N47°58'55"E	130.15'
L21	S42°01'05"E	41.65'
L22	S27°52'50"W	22.89'
L23	S42°01'05"E	125.00'

LINE TABLE		
LINE	BEARING	DISTANCE
L24	S31°20'42"E	139.63'
L25	S15°57'05"E	49.99'
L26	S09°48'05"E	57.94'
L27	S02°59'42"E	61.49'
L28	S03°51'45"W	58.84'
L29	S42°01'05"E	125.00'
L30	S27°52'50"W	72.02'
L31	S74°58'32"W	80.41'
L32	N56°29'57"E	2.76'
L33	N62°07'10"W	55.95'
L34	N27°52'50"E	45.75'
L35	S27°52'50"W	50.12'
L36	N74°24'08"W	76.18'
L37	N74°58'32"E	81.54'
L38	N07°34'52"E	153.30'
L39	N36°36'38"E	46.75'
L40	N48°04'25"E	44.88'
L41	N55°01'03"E	55.30'
L42	N78°31'29"E	55.85'
L43	S87°44'16"E	55.60'
L44	S70°00'47"E	54.54'
L45	S13°58'36"W	72.92'
L46	S62°07'10"E	55.95'
L47	N01°44'31"W	42.32'

CURVE TABLE					
CURVE	RADIUS	DELTA	ARC	BEARING	CHORD
C1	390.00'	20°04'31"	136.65'	S75°29'46"E	135.95'
C2	25.00'	81°34'33"	35.59'	S44°44'45"E	32.66'
C3	518.00'	22°08'16"	200.14'	S15°01'37"E	198.90'
C4	25.00'	97°24'17"	42.50'	S74°47'54"E	37.56'
C5	25.00'	23°34'41"	10.29'	N39°40'10"E	10.22'
C6	2391.83'	9°19'50"	389.51'	S13°15'53"W	389.08'
C7	612.86'	17°51'34"	191.03'	S18°03'47"W	190.26'
C8	2391.83'	9°22'59"	391.70'	N22°44'32"E	391.27'
C9	612.86'	28°53'22"	309.01'	S05°18'40"E	305.75'
C10	582.00'	9°55'12"	100.76'	N22°55'14"E	100.64'
C11	25.00'	87°38'14"	38.24'	N61°46'45"E	34.62'
C12	340.00'	12°16'58"	72.89'	S68°15'39"E	72.75'
C13	25.00'	53°58'05"	23.55'	S35°08'08"E	22.69'
C14	60.00'	197°56'10"	207.28'	N72°52'50"E	118.53'
C15	25.00'	53°58'05"	23.55'	N00°53'47"E	22.69'
C16	390.00'	13°54'13"	94.64'	N20°55'43"E	94.41'
C17	25.00'	85°00'00"	37.09'	N56°28'36"E	33.78'
C18	25.00'	25°17'22"	11.03'	S68°22'43"E	10.95'
C19	340.00'	10°49'45"	64.26'	S68°59'16"E	64.17'
C20	340.00'	1°27'13"	8.63'	S62°50'47"E	8.63'
C21	25.00'	9°32'00"	4.16'	S57°21'10"E	4.15'
C22	25.00'	44°26'05"	19.39'	S30°22'08"E	18.91'
C23	60.00'	57°38'38"	60.36'	S36°58'24"E	57.85'
C24	60.00'	34°12'33"	35.82'	S82°54'00"E	35.29'
C25	60.00'	34°12'33"	35.82'	N62°53'26"E	35.29'
C26	60.00'	41°20'24"	43.29'	N25°06'58"E	42.36'
C27	60.00'	30°32'01"	31.97'	N10°49'15"W	31.60'
C28	390.00'	4°06'05"	27.92'	N25°49'47"E	27.91'
C29	390.00'	7°21'02"	50.03'	N20°06'13"E	50.00'
C30	390.00'	2°27'06"	16.69'	N15°12'09"E	16.69'
C31	582.00'	38°03'36"	386.61'	S22°59'17"E	379.54'
C32	25.00'	90°00'00"	39.27'	S02°58'55"W	35.36'
C33	390.00'	16°51'35"	114.76'	S39°33'08"W	114.35'
C34	25.00'	51°16'40"	22.37'	S56°45'41"W	21.63'
C35	60.00'	198°29'16"	207.86'	S16°50'37"E	118.44'
C36	25.00'	53°58'05"	23.55'	S89°06'13"E	22.69'
C37	25.00'	53°58'05"	23.55'	S35°08'08"E	22.69'
C38	60.00'	287°56'10"	301.53'	N27°52'50"E	70.59'
C39	25.00'	53°58'05"	23.55'	N89°06'13"W	22.69'
C40	25.00'	90°46'24"	39.61'	N16°43'58"W	35.59'
C41	340.00'	19°19'42"	114.70'	N38°19'05"E	114.15'
C42	25.00'	90°00'00"	39.27'	S87°01'05"E	35.36'
C43	518.00'	69°53'54"	631.94'	S07°04'08"E	593.47'
C44	340.00'	5°45'52"	34.21'	S45°05'59"W	34.19'
C45	340.00'	13°33'49"	80.49'	S35°26'08"W	80.30'
C46	60.00'	25°10'47"	26.37'	N76°30'08"E	26.16'
C47	60.00'	56°26'34"	59.11'	S62°41'12"E	56.75'
C48	60.00'	34°12'33"	35.82'	S17°21'38"E	35.29'
C49	60.00'	34°12'33"	35.82'	S16°50'55"W	35.29'
C50	60.00'	34°12'33"	35.82'	S51°03'29"W	35.29'
C51	60.00'	34°12'33"	35.82'	S85°16'02"W	35.29'
C52	60.00'	42°31'24"	44.53'	N56°22'00"W	43.52'
C53	60.00'	26°57'13"	28.23'	N21°37'41"W	27.97'
C54	25.00'	15°43'15"	6.86'	N69°58'48"W	6.84'
C55	25.00'	38°14'50"	16.69'	S83°02'10"W	16.38'

CURVE TABLE					
CURVE	RADIUS	DELTA	ARC	BEARING	CHORD
C56	60.00'	42°27'55"	44.47'	S85°08'42"W	43.46'
C57	60.00'	38°05'04"	39.88'	N54°34'48"W	39.15'
C58	60.00'	34°12'33"	35.82'	N18°26'00"W	35.29'
C59	60.00'	36°18'06"	38.02'	N16°49'20"E	37.38'
C60	60.00'	47°25'38"	49.67'	N58°41'12"E	48.26'
C61	25.00'	39°01'55"	17.03'	N62°53'03"E	16.70'
C62	25.00'	12°14'46"	5.34'	N37°14'43"E	5.33'
C63	390.00'	6°35'31"	44.87'	N34°25'06"E	44.84'
C64	390.00'	7°21'02"	50.03'	N41°23'22"E	50.00'
C65	390.00'	2°55'02"	19.86'	N46°31'24"E	19.86'
C66	25.00'	66°25'19"	28.98'	S84°40'10"W	27.39'
C67	582.00'	42°54'17"	435.82'	N83°34'19"W	425.71'
C68	25.00'	85°10'50"	37.17'	N62°26'03"W	33.84'
C69	582.00'	22°10'27"	225.24'	N30°55'51"W	223.84'
C70	518.00'	4°16'32"	38.66'	N39°52'48"W	38.65'
C71	25.00'	94°14'29"	41.12'	N09°22'43"E	36.64'
C72	25.00'	84°52'23"	37.03'	S56°32'25"W	33.74'
C73	518.00'	18°54'13"	170.90'	N71°34'17"W	170.13'
C74	25.00'	90°00'00"	39.27'	N17°07'10"W	35.36'
C75	25.00'	90°00'00"	39.27'	S72°52'50"W	35.36'
C76	25.00'	90°00'00"	39.27'	N17°07'10"W	35.36'
C77	25.00'	53°58'05"	23.55'	N54°51'52"E	22.69'
C78	60.00'	287°56'10"	301.53'	N62°07'10"W	70.59'
C79	25.00'	53°58'05"	23.55'	S00°53'47"W	22.69'
C80	25.00'	81°40'49"	35.64'	S68°43'14"W	32.70'
C81	390.00'	3°57'47"	26.98'	N72°25'15"W	26.97'
C82	25.00'	82°54'18"	36.17'	N32°56'59"W	33.10'
C83	582.00'	17°34'10"	178.47'	N00°16'55"W	177.77'
C84	25.00'	84°02'33"	36.67'	N32°57'16"E	33.47'
C85	518.00'	42°54'17"	387.89'	S83°34'19"E	378.89'
C86	25.00'	90°00'00"	39.27'	S17°07'10"E	35.36'
C87	60.00'	35°00'34"	36.66'	N08°34'59"W	36.09'
C88	60.00'	40°48'12"	42.73'	N29°19'25"E	41.83'
C89	60.00'	34°12'33"	35.82'	N66°49'47"E	35.29'
C90	60.00'	34°12'33"	35.82'	S78°57'39"E	35.29'
C91	60.00'	34°12'33"	35.82'	S44°45'06"E	35.29'
C92	60.00'	34°12'33"	35.82'	S10°32'33"E	35.29'
C93	60.00'	40°16'37"	42.18'	S26°42'02"W	41.31'
C94	60.00'	35°00'34"	36.66'	S64°20'38"W	36.09'
C95	25.00'	90°00'00"	39.27'	S72°52'50"W	35.36'
C96	25.00'	90°00'00"	39.27'	N17°07'10"W	35.36'
C97	25.00'	90°00'00"	39.27'	N72°52'50"E	35.36'
C98	25.00'	90°00'00"	39.27'	S17°07'10"E	35.36'
C99	340.00'	13°54'13"	82.51'	S20°55'43"W	82.30'
C100	25.00'	90°00'00"	39.27'	S72°52'50"W	35.36'
C101	25.00'	90°00'00"	39.27'	N17°07'10"W	35.36'
C102	25.00'	90°00'00"	39.27'	N72°52'50"E	35.36'
C103	582.00'	13°42'32"	139.25'	S68°58'26"E	138.92'
C104	25.00'	89°48'19"	39.18'	S30°55'33"E	35.30'
C105	340.00'	11°32'18"	68.47'	S19°44'46"W	68.35'
C106	340.00'	2°21'55"	14.04'	S26°41'52"W	14.03'
C107	518.00'	8°43'25"	78.87'	N76°39'41"W	78.79'
C108	518.00'	10°10'48"	92.04'	N67°12'35"W	91.92'
C109	612.86'	12°53'21"	137.87'	S20°32'54"W	137.58'
C110	612.86'	4°58'13"	53.16'	S11°37'07"W	53.15'



Chaparral
Professional Land Surveying, Inc.
Surveying and Mapping
5725 W. HWY 290, SUITE 202,
Austin, Texas 78735-7822
512-443-1724
T.B.P.E.L.S. Firm No. 10124500

PROJECT NO.:
496-002

DRAWING NO.:
496-002-PL1.dwg

PLOT DATE:
2/23/24

PLOT SCALE:
1" = 100'

DRAWN BY:
JDB/EMD

SHEET
05 OF 05



1500 County Road 269
Leander, TX 78641

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

Date: Thursday, February 8, 2024

Stephen Jamison
Jamison Civil Engineering LLC
13812 Research blvd. #B-2
Austin 78750
steve@jamisoneng.com

Permit Number 2023-P-1608-FP
Job Address: 14418 Old Manor Taylor Road, Manor, TX. 78653

Dear Stephen Jamison,

The first submittal of the Okra Tract Final Plat (*Final Plat*) submitted by Jamison Civil Engineering LLC and received on September 16, 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. ~~When more than one (1) sheet is necessary to accommodate the entire area, an index sheet showing the entire subdivision at a scale of one (1) inch equals four hundred feet (1" = 400') must be provided.~~
- ii. ~~Provide a scale of one (1) inch equals two thousand feet (1" = 2,000') for the location map.~~
- iii. ~~Provide identification of proposed uses and reservations for all lots within the subdivision.~~
- iv. ~~For page 3, update the Mayor of the City of Manor to Dr. Christopher Harvey, current chairperson is in transition just use chairperson.~~
- v. ~~Include "Performance and maintenance guarantees as required by the City." as a note on page 3.~~
- vi. ~~The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries. as per Manor Code of Ordinance Chapter 14 Section 14.02.007.~~
- vii. ~~Provide all variances approved by the Commission as a note on the final plat.~~
- viii. ~~Provide a Travis County 911 Addressing document demonstrating that the street names proposed on the Final Plat are not duplicated within the County.~~
- ix. ~~Provide the regulatory one hundred (100) year floodplain, if applicable. This information must be certified by a registered professional engineer.~~
- x. ~~Provide the location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the subdivision or is contiguous to the subdivision boundary.~~
- xi. ~~Provide X and Y coordinates to be identified for four (4) property corners.~~
- xii. ~~Water Courses and Easements. Provide distances to be provided along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line to be provided along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.~~
- xiii. ~~Provide two (2) copies of the deed restrictions or covenants, if such documents are to be used. These shall be filed for record in conjunction with the filing of the Final Plat.~~
- xiv. ~~Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. Provide a 2023 tax certificate. The tax certificate showed that taxes were due on the property.~~
- xv. ~~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.~~
- xvi. **Reminder final plats cannot be approved until construction plans are approved.**
- xvii. ~~Sheet 1 is not required for plats recorded within City of Manor Full Purpose.~~
- xviii. ~~Remove the reference to Travis County in Note #2. The project will not be reviewed by the County.~~
- xix. ~~Note #3 should be updated to say City of Manor not Wilbarger Creek MUD.~~
- xx. ~~Remove the reference to Travis County in Note #4.~~
- xxi. ~~Remove the reference to Travis County in Note #6.~~
- xxii. ~~Remove the reference to Travis County in Note #9.~~
- xxiii. ~~Update Note #9—remove drainage easement. It should be all easements. Also it should be except for not accept for.~~
- xxiv. ~~Note #12 should include who will own and maintain the lots. Each lot should be listed in this note and should include the block information as well.~~
- xxv. ~~Are there proposed easements outside of the proposed Okra Tract? If not, Note #13 should only reference the City of Manor.~~
- xxvi. ~~Note #15 needs to reference the City of Manor, not Travis County.~~
- xxvii. ~~Note #17 should be removed.~~
- xxviii. ~~Note #18 should reference the City of Manor.~~

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

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

Thank you,

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

Tyler Shows
Staff Engineer
GBA

Jamison Civil Engineering LLC

TBPE #F-17756
 13812 Research Blvd. #B-2
 Austin, Texas 78750

JCE

Office: (737) 484-0880
 Fax: (737) 484-0897
 E-Mail: steve@jamisoneng.com

February 21, 2024

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

Re: Okra Phase 1 Subdivision Final Plat– 2023-P-1608-FP #U1

Please find enclosed an update for the above-mentioned project. In addition to the plan changes, we are providing a response to each of the review comments - **IN BLUE**.

- i. When more than one (1) sheet is necessary to accommodate the entire area, an index sheet showing the entire subdivision at a scale of one (1) inch equals four hundred feet (1" = 400') must be provided.
AN INDEX SHEET HAS BEEN ADDED IN THE REVISED PLAT INCLUDED WITH THIS UPDATE.
- ii. Provide a scale of one (1) inch equals two thousand feet (1" = 2,000') for the location map.
THE SCALE HAS BEEN ADDED TO THE LOCATION MAP IN THE REVISED PLAT INCLUDED WITH THIS UPDATE.
- iii. Provide identification of proposed uses and reservations for all lots within the subdivision.
A PROPOSED USE TABLE HAS BEEN INCLUDED ON THE REVISED PLAT INCLUDED WITH THIS UPDATE.
- iv. For page 3, update the Mayor of the City of Manor to Dr. Christopher Harvey, current chairperson is in transition just use chairperson.
THE MAYOR'S NAME HAS BEEN UPDATED ON THE THE REVISED PLAT INCLUDED WITH THIS UPDATE.
- v. Include "Performance and maintenance guarantees as required by the City." as a note on page 3.
THE REQUESTED NOTE HAS BEEN ADDED TO THE REVISED PLAT INCLUDED WITH THIS UPDATE.
- vi. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries. as per Manor Code of Ordinance Chapter 14 Section 14.02.007.
PLEASE SEE NOTE 11 ON SHEET 5.

INCLUDED WITH THIS UPDATE.

- vii. Provide all variances approved by the Commission as a note on the final plat.
NO VARIANCES HAVE BEEN APPROVED FOR THIS FINAL PLAT
- viii. Provide a Travis County 911 Addressing document demonstrating that the street names proposed on the Final Plat are not duplicated within the County.
**WE WILL PROVIDE THE REQUESTED ADDRESSING DOCUMENTS UP
RECEIPT FROM TRAVIS COUNTY. WE MADE THE REQUEST TO
TRAVIS COUNTY IN DECEMEBER AND HAVE NOT HEARD BACK.**
- ix. Provide the regulatory one hundred (100) year floodplain, if applicable. This information must be certified by a registered professional engineer.
**N/A-THERE IS NO FLOODPLAIN LOCATED WITHIN THIS PHASE 1
PLAT.**
- x. Provide the location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the subdivision or is contiguous to the subdivision boundary.
**THE CITY LIMITS LINE HAS BEEN SHOWN ON THE REVISED PLAT
INCLUDED WITH THIS UPDATE.**
- xi. Provide X and Y coordinates to be identified for four (4) property corners.
**X AND Y COORDINATES HAVE BEEN ADDED TO THE REVISED PLAT
INCLUDED WITH THIS UPDATE.**
- xii. Water Courses and Easements. Provide distances to be provided along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line to be provided along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.
N/A-THERE ARE NO WATER COURSED IN THIS PHASE 1 PLAT.
- xiii. Provide two (2) copies of the deed restrictions or covenants, if such documents are to be used. These shall be filed for record in conjunction with the filing of the Final Plat.
**N/A-THERE ARE NO DEED RESTRICTIONS OR COVENANTS INCLUDED
IN THIS PLAT.**
- xiv. Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. Provide a 2023 tax certificate.
A TAX CERTIFICATE HAS BEEN INCLUDED WITH THIS UPDATE.
- xv. 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.

PUC IS CURRENTLY AMENDING THEIR MAPS AS A FINAL RELEASE OF THIS TRACT.

- xvi. Reminder final plats cannot be approved until construction plans are approved.
NOTED.

PLEASE LET ME KNOW IF YOU HAVE ANY QUESTIONS OR NEED ANY ADDITIONAL INFORMATION.

SINCERELY,

Christine A. Potts

**Christine A. Potts P.E.
Jamison Civil Engineering LLC
TX PE Firm REG. #F-17756**



2/21/24



1500 County Road 269
Leander, TX 78641

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

Date: Monday, March 25, 2024

Rachel Shanks
Okra Land Incorporated
9505 Johnny Morris Road
Austin TX 78724

Permit Number 2023-P-1608-FP
Job Address: 14418 Old Manor Taylor Road, Manor 78653

Dear Rachel Shanks,

The subsequent submittal of the Okra Tract Final Plat submitted by Jamison Civil Engineering LLC and received on September 16, 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. ~~When more than one (1) sheet is necessary to accommodate the entire area, an index sheet showing the entire subdivision at a scale of one (1) inch equals four hundred feet (1" = 400') must be provided.~~
- ii. ~~Provide a scale of one (1) inch equals two thousand feet (1" = 2,000') for the location map.~~
- iii. ~~Provide identification of proposed uses and reservations for all lots within the subdivision.~~
- iv. ~~For page 3, update the Mayor of the City of Manor to Dr. Christopher Harvey, current chairperson is in transition just use chairperson.~~
- v. ~~Include "Performance and maintenance guarantees as required by the City." as a note on page 3.~~
- vi. ~~The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries. as per Manor Code of Ordinance Chapter 14 Section 14.02.007.~~
- vii. ~~Provide all variances approved by the Commission as a note on the final plat.~~
- viii. ~~Provide a Travis County 911 Addressing document demonstrating that the street names proposed on the Final Plat are not duplicated within the County.~~
- ix. ~~Provide the regulatory one hundred (100) year floodplain, if applicable. This information must be certified by a registered professional engineer.~~
- x. ~~Provide the location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the subdivision or is contiguous to the subdivision boundary.~~
- xi. ~~Provide X and Y coordinates to be identified for four (4) property corners.~~
- xii. ~~Water Courses and Easements. Provide distances to be provided along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line to be provided along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.~~
- xiii. ~~Provide two (2) copies of the deed restrictions or covenants, if such documents are to be used. These shall be filed for record in conjunction with the filing of the Final Plat.~~
- xiv. ~~Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. Provide a 2023 tax certificate. The tax certificate showed that taxes were due on the property.~~
- xv. ~~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.~~
- xvi. **Reminder final plats cannot be approved until construction plans are approved.**
- xvii. ~~Sheet 1 is not required for plats recorded within City of Manor Full Purpose.~~
- xviii. ~~Remove the reference to Travis County in Note #2. The project will not be reviewed by the County.~~
- xix. ~~Note #3 should be updated to say City of Manor not Wilbarger Creek MUD.~~
- xx. ~~Remove the reference to Travis County in Note #4.~~
- xxi. ~~Remove the reference to Travis County in Note #6.~~
- xxii. ~~Remove the reference to Travis County in Note #9.~~
- xxiii. ~~Update Note #9—remove drainage easement. It should be all easements. Also it should be except for not accept for.~~
- xxiv. ~~Note #12 should include who will own and maintain the lots. Each lot should be listed in this note and should include the block information as well.~~
- xxv. ~~Are there proposed easements outside of the proposed Okra Tract? If not, Note #13 should only reference the City of Manor.~~
- xxvi. ~~Note #15 needs to reference the City of Manor, not Travis County.~~
- xxvii. ~~Note #17 should be removed.~~
- xxviii. ~~Note #18 should reference the City of Manor.~~

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

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

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

Thank you,



Pauline Gray, P.E.
Lead AES
GBA

Jamison Civil Engineering LLC

TBPE #F-17756
 13812 Research Blvd. #B-2
 Austin, Texas 78750

JCE

Office: (737) 484-0880
 Fax: (737) 484-0897
 E-Mail: steve@jamisoneng.com

April 19, 2024

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

Re: Okra Phase 1 Subdivision Final Plat– 2023-P-1608-FP #U2

Please find enclosed an update for the above-mentioned project. In addition to the plan changes, we are providing a response to each of the review comments - **IN BLUE**.

- viii. Provide a Travis County 911 Addressing document demonstrating that the street names proposed on the Final Plat are not duplicated within the County.
STREET NAMES HAVE BEEN APPROVED. SEE ATTACHED EMAIL CORRESPONDENCE FOR VERIFICATION.
- xiv. Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. Provide a 2023 tax certificate.
AN UPDATED TAX CERTIFICATE SHOWING ALL TAXES PAID HAS BEEN INCLUDED WITH THIS UPDATE.
- xvi. Reminder final plats cannot be approved until construction plans are approved.
NOTED.
- xvii. Sheet 1 is not required for plats recorded within City of Manor Full-Purpose.
SHEET 1 HAS BEEN REMOVED, AS REQUESTED.
- xviii. Remove the reference to Travis County in Note #2. The project will not be reviewed by the County.
THE REFERENCE TO TRAVIS COUNTY HAS BEEN REMOVED, AS REQUESTED.
- xix. Note #3 should be updated to say City of Manor not Wilbarger Creek MUD.
NOTE #3 HAS BEEN UPDATED, AS REQUESTED.
- xx. Remove the reference to Travis County in Note #4.
NOTE #4 HAS BEEN UPDATED, AS REQUESTED.
- xxi. Remove the reference to Travis County in Note #6.

NOTE #6 HAS BEEN UPDATED, AS REQUESTED.

- xxii. Remove the reference to Travis County in Note #9.
NOTE #9 HAS BEEN UPDATED, AS REQUESTED.
- xxiii. Update Note #9 - remove drainage easement. It should be all easements. Also it should be except for not accept for.
NOTE #9 HAS BEEN UPDATED, AS REQUESTED.
- xxiv. Note #12 should include who will own and maintain the lots. Each lot should be listed in this note and should include the block information as well.
NOTE #12 HAS BEEN UPDATED, AS REQUESTED.
- xxv. Are there proposed easements outside of the proposed Okra Tract? If not, Note #13 should only reference the City of Manor.
NOTE #13 HAS BEEN UPDATED, AS REQUESTED.
- xxvi. Note #15 needs to reference the City of Manor, not Travis County.
NOTE #15 HAS BEEN UPDATED, AS REQUESTED.
- xxvii. Note #17 should be removed.
NOTE #17 HAS BEEN REMOVED.
- xxviii. Note #18 should reference the City of Manor.
NOTE #18 HAS BEEN UPDATED, AS REQUESTED.

PLEASE LET ME KNOW IF YOU HAVE ANY QUESTIONS OR NEED ANY ADDITIONAL INFORMATION.

SINCERELY,

Christine A. Potts

**Christine A. Potts P.E.
Jamison Civil Engineering LLC
TX PE Firm REG. #F-17756**



04/19/24



1500 County Road 269
Leander, TX 78641

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

Date: Monday, May 13, 2024

Stephen Jamison
Jamison Civil Engineering LLC
13812 Research blvd. #B-2
Austin 78750
steve@jamisoneng.com

Permit Number 2023-P-1608-FP
Job Address: 14418 Old Manor Taylor Road, Manor 78653

Dear Stephen Jamison,

The subsequent submittal of the Okra Tract Final Plat submitted by Jamison Civil Engineering LLC and received on September 16, 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. ~~When more than one (1) sheet is necessary to accommodate the entire area, an index sheet showing the entire subdivision at a scale of one (1) inch equals four hundred feet (1" = 400') must be provided.~~
- ii. ~~Provide a scale of one (1) inch equals two thousand feet (1" = 2,000') for the location map.~~
- iii. ~~Provide identification of proposed uses and reservations for all lots within the subdivision.~~
- iv. ~~For page 3, update the Mayor of the City of Manor to Dr. Christopher Harvey, current chairperson is in transition just use chairperson.~~
- v. ~~Include "Performance and maintenance guarantees as required by the City." as a note on page 3.~~
- vi. ~~The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries. as per Manor Code of Ordinance Chapter 14 Section 14.02.007.~~
- vii. ~~Provide all variances approved by the Commission as a note on the final plat.~~
- viii. ~~Provide a Travis County 911 Addressing document demonstrating that the street names proposed on the Final Plat are not duplicated within the County.~~
- ix. ~~Provide the regulatory one hundred (100) year floodplain, if applicable. This information must be certified by a registered professional engineer.~~
- x. ~~Provide the location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the subdivision or is contiguous to the subdivision boundary.~~
- xi. ~~Provide X and Y coordinates to be identified for four (4) property corners.~~
- xii. ~~Water Courses and Easements. Provide distances to be provided along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line to be provided along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.~~
- xiii. ~~Provide two (2) copies of the deed restrictions or covenants, if such documents are to be used. These shall be filed for record in conjunction with the filing of the Final Plat.~~
- xiv. ~~Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. Provide a 2023 tax certificate. The tax certificate showed that taxes were due on the property.~~
- xv. ~~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.~~
- xvi. **Reminder final plats cannot be approved until construction plans are approved.**
- xvii. ~~Sheet 1 is not required for plats recorded within City of Manor Full Purpose.~~
- xviii. ~~Remove the reference to Travis County in Note #2. The project will not be reviewed by the County.~~
- xix. ~~Note #3 should be updated to say City of Manor not Wilbarger Creek MUD.~~
- xx. ~~Remove the reference to Travis County in Note #4.~~
- xxi. ~~Remove the reference to Travis County in Note #6.~~
- xxii. ~~Remove the reference to Travis County in Note #9.~~
- xxiii. ~~Update Note #9—remove drainage easement. It should be all easements. Also it should be except for not accept for.~~
- xxiv. ~~Note #12 should include who will own and maintain the lots. Each lot should be listed in this note and should include the block information as well.~~
- xxv. ~~Are there proposed easements outside of the proposed Okra Tract? If not, Note #13 should only reference the City of Manor.~~
- xxvi. ~~Note #15 needs to reference the City of Manor, not Travis County.~~
- xxvii. ~~Note #17 should be removed.~~
- xxviii. ~~Note #18 should reference the City of Manor.~~

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

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

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

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



1500 County Road 269
Leander, TX 78641

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

Date: Monday, September 16, 2024

Stephen Jamison
Jamison Civil Engineering LLC
13812 Research blvd. #B-2
Austin 78750
steve@jamisoneng.com

Permit Number 2023-P-1608-FP
Job Address: 14418 Old Manor Taylor Road, Manor 78653

Dear Stephen Jamison,

We have conducted a review of the final plat for the above-referenced project, submitted by Stephen Jamison and received by our office on September 16, 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: October 9, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, Discussion, and Possible Action on a Subdivision Short Form Final Plat for the Schmidt loop addition for two (2) lots on 19.88 acres, more or less, and being located at 15417 Schmidt Loop Manor, Tx with a variance allowing for a larger lot depth to width ratio.

Applicant: Henderson Professional Engineers

Owner: Alamznza Bulmaro

BACKGROUND/SUMMARY:

This short form plat has been reviewed and deemed in conformance with our code of ordinances pending the approval of the variance for lot depth to width ratio of 2.5:1.

One lot is 2,004'x216', more or less, and the other is 2,004'x219.73', more or less. This puts them in compliance with the city's lot frontage requirement, but it is not possible to meet the depth to width ratio.

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

- Plat
- Engineer Comments and Responses
- Approval Letter

- Aerial Image
- Waiver Request

ACTIONS:

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

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Short Form Final Plat for the Schmidt loop addition for two (2) lots on 19.88 acres, more or less, and being located at 15417 Schmidt Loop Manor, Tx with a variance allowing for a larger lot depth to width ratio.

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



REZONING
CONDITIONAL USE
SPECIAL USE PERMIT
VARIANCE/WAIVER
APPEAL OF ADMINISTRATIVE DECISION
PLANNED UNIT DEVELOPMENT
DEVELOPMENT AGREEMENT
COMPREHENSIVE PLAN AMENDMENT

(CHECK APPROPRIATE BOX):

A variance/waiver/conditional use/special use request should be submitted at least four weeks prior to a meeting of the Planning and Zoning Commission or Board of Adjustment to provide for adequate time for staff review and analysis and posting and advertising as required for each application. The form must be completely filled out and all fees paid.

☐ **Zoning: FROM** _____ **District Zoning**

TO: _____ **District Zoning**

Zoning district categories listed on page 6. Please complete justification sections

Fee:	Zoning Request	\$300.00 + \$30.00 per acre
	Technology Fee	\$15.00
	Public Hearing Notice (paper)	\$150.00
	Property Owner notification	\$5.00 per property owner

☐ **Conditional Use Permit:** _____

Fee:	Conditional Use Permit	\$250.00
	Technology Fee	\$10.00
	Public Hearing Notice (paper)	\$150.00
	Property Owner notification	\$5.00 per property owner

☐ **Special Use Permit:** _____

Fee:	Special Use Request	\$250.00+ 30.00 per acre
	Technology Fee	\$10.00
	Public Hearing Notice (paper)	\$150.00
	Property Owner notification	\$5.00 per property owner



- ☐ **Variance:** _____
Ordinance Number and Ordinance Section Number. Please complete justification sections.

Fee:	Variance	\$250.00 + \$30.00 per acre
	Technology Fee	\$10.00
	Public Hearing Notice (paper)	\$150.00
	Property Owner notification	\$5.00 per property owner

- ☐ **Appeal of Administrative Decision or Planning and Zoning Decision:**

Please attach a separate document identifying the decision and any information pertinent to your appeal.

Fee	\$400.00
Technology Fee	\$10.00

- ☐ **Planned Unit Development:**

Fee	Planned Unit Development (Land Use Only)	\$600.00 + \$40.00 per acre
	Technology Fee	\$25.00
	Amendment	\$ ½ Original Fee
	Technology Fee	\$15.00

Development Agreement Consultation:

Deposit	\$6000.00
Actual Costs	\$ +/- billed costs for engineering and legal consultation

- ☐ **Comprehensive Plan Amendments:**

Fee	\$350.00
Technology Fee	\$15.00

- ☐ **Other:** _____



REQUIRED ITEMS FOR SUBMITTAL PACKAGE:

The following items are required to be submitted to the City in order for the Variance/Waiver/Conditional Use/Special Use Request to be accepted for review.

- ___ 1. Completed and signed application/checklist.
- ___ 2. **A.** Two sets of mailing labels to notify owners of property (as determined by the most recent tax rolls from the County Appraisal District) any part of which is located within three hundred (300) feet of the perimeter of the land for which the variance is requested. These are to be the addresses of the property owners not the physical address of the property within 300 ft.
- B.** A tax map or maps highlighting the subject property and showing the line extending three hundred (300) feet from the perimeter of the subject property.
- ___ 3. Copy of current deed for subject property.


Property Information:

Subdivision Name	Lot(s) #	Block(s) #	Acreage
Current Zoning _____			

Legal Description
(may be provided separately)

Applicant Information:

Please Note: The signature of owner authorizes City of Manor staff to visit and inspect the property for which this application and checklist is being submitted. The signature also indicates that the applicant or his agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. **Note: The agent is the official contact person for this project and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent.**

(Check One):

___ *I, the owner, will represent this application with the City of Manor.*

___ *I, the owner, hereby authorize the person named below to act as my agent in representing this application with the City of Manor.*

Owner's Name (printed)	Phone	Fax
Owner's Address	City	
		Address

By signing this application Owner affirms that the statements made in the complete application are true and correct to best of his/her knowledge and belief.

Agent's Name: _____

Company: _____

Mailing Address: _____

Street	City	State	Zip
Phone	Fax	Email Address	



Rezoning/Variance/Waiver Justification

Rezoning/Variance/Waiver Justification:

NOTE: The reviewing entity must determine the existence of, sufficiency of and weight of evidence supporting the findings described below. Therefore, you must complete each of the applicable Findings Statements as part of your application. Failure to do so may result in your application being rejected as incomplete. Please attach any additional support documents.

REASONABLE USE:

1. The zoning regulations applicable to the property do not allow for a reasonable use because:

HARDSHIP:

2. (a) The hardship for which the zoning change or variance/waiver is requested is unique to the property in that:

- (b) The hardship is not general to the area in which the property is located because:

AREA CHARACTER:

3. The zoning change or variance/waiver will not alter the character of the area adjacent to the property, will not impair the use of adjacent conforming property, and will not impair the purpose of the regulations of the zoning district in which the property is located because:

NOTE: The reviewing entity cannot grant a zoning change or variance/waiver that would provide the applicant with a special privilege not enjoyed by others similarly situated or potentially similarly situated.



Application Number:_____ Date Submitted:_____

Fee Amount:_____ Check No.:_____ Application & Fee Received By:_____

Date Mailings Issued (15 days in advance of meeting dates):_____

Date ad placed in Austin Chronicle for public hearing on subject requests:_____

Zoning District Categories:

- A Agricultural (A) district zoning
- R-1 Single Family Residential – 1 (R-1) district zoning.
- R-2 Single Family Residential – 2 (R-2) district zoning.
- R-3 Multi-family Residential (R-3) district zoning
- R-4 Multi-family Special Needs (R-4) district zoning
- OS Open Space (OS) district zoning
- M-1 Manufactured Housing (M-1) district zoning
- M-2 Manufactured Housing Park (M-2) district zoning
- NB Neighborhood Business (NB) district zoning
- DB Downtown Business (DB) district zoning
- I Institutional (I) district zoning
- C-1 Light Commercial (C-1) district zoning
- C-2 Heavy Commercial (C-2) district zoning.
- C-3 Special Commercial (C-3) district zoning
- IN-1 Light Industrial ((I-1) district zoning
- IN-2 Heavy Industrial (I-2) district zoning
- PUD Planned Unit Development (PUD) district zoning



**ZONING/VARIANCE/BOARD OF ADJUSTMENT
REQUEST INFORMATION**

The applicant must provide the following information to file for a zoning change or variance to requirements of the Zoning Ordinance:

1. Zoning/Variance Application must be completely filled out.
2. See application request for fees. Fees must be paid with application
3. The applicant must provide the city with the names and mailing addresses and one set of mailing labels for the property owners within three hundred feet of the subject property. The City of Manor sends out notices to property owners 15 days in advance of the Planning and Zoning Commission, Board of Adjustment and City Council Meetings. Names and addresses of property owners can be found at Travis County Appraisal District offices or on their website. Note: the physical address of the property may not be the mailing address.
4. Letter of intent (letter stating why you want to rezone the property in question or why you are requesting a variance to the requirements of the Zoning Ordinance). A variance request may not be made on the grounds of a financial hardship. Variances may be granted for unique hardship or practical difficulties on meeting the requirements of the Ordinance.

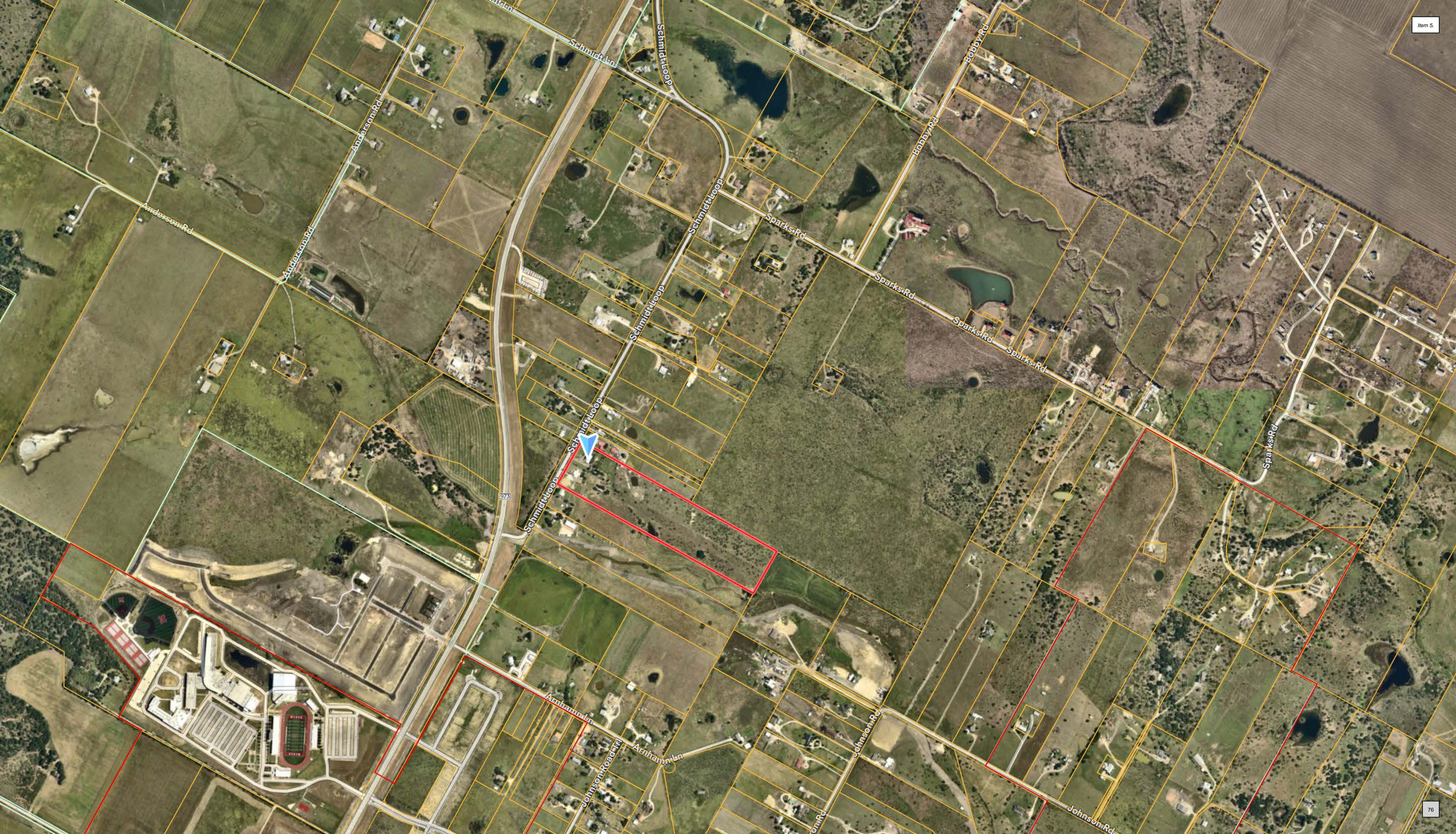
(ALL OF THE ABOVE INFORMATION MUST BE SUBMITTED TO THE DIRECTOR OF DEVELOPMENT SERVICES AT LEAST 4 WEEKS BEFORE THE FIRST AVAILABLE PLANNING AND ZONING COMMISSION, BOARD OF ADJUSTMENT OR CITY COUNCIL MEETING. THE PLANNING AND ZONING COMMISSION MEET ON THE SECOND WEDNESDAY OF EACH MONTH).

IF ALL OF THE ABOVE INFORMATION IS NOT COMPLETELY AND TIMELY SUBMITTED TO THE DIRECTOR OR DEVELOPMENT SERVICES OR CITY SECRETARY THE SCHEDULING OF THE ITEM MAY BE DELAYED.

5. The City places an ad in the Manor Messenger for a Public Hearing on subject requests.
6. Signs must be placed on the property, by the person making the request, notifying the public of the dates and times of the Planning & Zoning Commission, Board of Adjustment or City Council meetings. This must be done for all meetings. Signs must be placed on the property at least 15 days prior to the meeting dates.

The Planning and Zoning Commission makes recommendations on zoning requests to the City Council. The recommendations are made available to the City Council at their next regularly scheduled meeting. The City Council will make the final ruling for a zoning change.

The Board of Adjustment will make a final ruling for a variance request. Variance rulings are may not be appealed to the City Council. They may be appealed through District Court





1500 County Road 269
Leander, TX 78641

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

Date: Monday, December 11, 2023

Tina Sevier
Henderson Professional Engineers
600 Round Rock West Drive, Suite 604
Round Rock TX 78681
HPE@HendersonPE.com

Permit Number 2023-P-1587-SF
Job Address: 15417 Schmidt Loop, Manor, TX. 78653

Dear Tina Sevier,

The first submittal of the Schmidt loop addition short form final plat (*Short Form Final Plat*) submitted by Henderson Professional Engineers and received on August 23, 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 identification and location of proposed uses and reservations for all lots within the subdivision.~~
- ii. ~~Provide Certification, signature and revision blocks, as required by the City and County, including but not limited to the following: the surveyor, engineer and property owner.~~
- iii. ~~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. (AQUA WSC)~~
- iv. ~~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.~~
- v. **All variances approved by the Commission shall appear as a note on the final plat.**
- vi. ~~Provide the location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries.~~
- vii. ~~Developer shall include a copy of the approved application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.~~
- viii. ~~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.~~
- ix. ~~Provide certification from all applicable taxing authorities that all taxes due on the property have been paid.~~
- x. ~~Provide the following note "Performance and maintenance guarantees as required by the City".~~
- xi. ~~Reminder to add the seal of the surveyor and engineer.~~
- xii. ~~Add the required notes~~
 - a. ~~THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE. _____ DAY OF _____, 20__.~~

~~13. Lakesha Small is the current chairperson. Dr. Christopher Harvey is the current Mayor.~~

14. The current P&Z Chairperson is Jeffrey Stensland.

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

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

Thank you,

12/11/2023 3:46:03 PM
Schmidt loop addition short form final plat
2023-P-1587-SF
Page 3

Item 5.

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

Tyler Shows
Staff Engineer
GBA



August 21, 2024

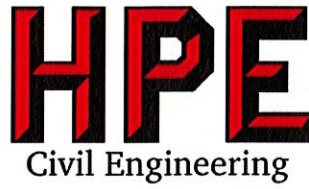
City of Manor - Engineering
Tyler Shows
tshows@gbateam.com | (737) 247-7552
105 E Eggleston St
Manor, TX 78653

**RE: 1547 Schmidt Loop, Manor, Tx 78653
Short Form Final Plat Review – Bulmaro Plat
Project No. 2023-P-1587-SF – Update #1**

Mr. Shows,

Please accept this letter and the attached plan set as the response to comments received from your office on December 11, 2023:

1. Provide identification and location of proposed uses and reservations for all lots within the subdivision.
This is provided on page 2.
2. Provide Certification, signature and revision blocks, as required by the City and County, including but not limited to the following: the surveyor, engineer and property owner.
This is provided on page 3.
3. 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. (AQUA WSC)
The property is confirmed in the AQUA WSC service area and has a water meter installed on it already. Documentation from AQUA is provided.
4. 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.
Documentation from Austin-Travis County Health Department showing approval for the on-site sewerage facilities is provided.
5. All variances approved by the Commission shall appear as a note on the final plat.
Variance request in progress.
6. Provide the location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries.
Setback lines have been added to the plat.
7. Developer shall include a copy of the approved application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.
No modification to the existing floodplain map is planned.



8. 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.

Documentation from AQUA and Austin-Travis County Health Department is provided.

9. Provide certification from all applicable taxing authorities that all taxes due on the property have been paid. **A statement is provided showing that taxes are paid and the tax balance is \$0.**

10. Provide the following note "Performance and maintenance guarantees as required by the City".
See plat notes on Sheet 2.

11. Reminder to add the seal of the surveyor and engineer.
This is understood and will be done when the Final Plat is approved and ready for recording.

12. Add the required notes:
a. THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS
DATE, _____ DAY OF _____, 20__.

The property is within the ETJ of the City of Manor and is stated as such in Note #1.

13. Lakesha Small is the current chairperson. Dr. Christopher Harvey is the current Mayor.
Chairperson and Mayor signature blocks have been updated. As of this date, Felix Paiz appears to be the current Chairperson, so his name was added in lieu of Lakesha Small's.

Should you need additional information please do not hesitate to contact my office by email at or by phone at 737-203-8953 or HPE@hendersonpe.com.

Respectfully,

A handwritten signature in blue ink that reads 'Randi Culp'.

Randi Culp, on behalf of
Jennifer L. Henderson, P.E.
President & CEO
Henderson Professional Engineers, LLC

JH/TMS/RJC/DR



1500 County Road 269
Leander, TX 78641

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

Date: Tuesday, September 17, 2024

Tina Sevier
Henderson Professional Engineers
600 Round Rock West Drive, Suite 604
Round Rock TX 78681
HPE@HendersonPE.com

Permit Number 2023-P-1587-SF
Job Address: 15417 Schmidt Loop, Manor 78653

Dear Tina Sevier,

The subsequent submittal of the Schmidt loop addition short form final plat submitted by Henderson Professional Engineers and received on August 23, 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 identification and location of proposed uses and reservations for all lots within the subdivision.~~
- ii. ~~Provide Certification, signature and revision blocks, as required by the City and County, including but not limited to the following: the surveyor, engineer and property owner.~~
- iii. ~~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. (AQUA WSC)~~
- iv. ~~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.~~
- v. **All variances approved by the Commission shall appear as a note on the final plat.**
- vi. ~~Provide the location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries.~~
- vii. ~~Developer shall include a copy of the approved application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.~~
- viii. ~~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.~~
- ix. ~~Provide certification from all applicable taxing authorities that all taxes due on the property have been paid.~~
- x. ~~Provide the following note "Performance and maintenance guarantees as required by the City".~~
- xi. ~~Reminder to add the seal of the surveyor and engineer.~~
- xii. ~~Add the required notes~~
 - a. ~~THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE. _____ DAY OF _____, 20__.~~

~~13. Lakesha Small is the current chairperson. Dr. Christopher Harvey is the current Mayor.~~

14. The current P&Z Chairperson is Jeffrey Stensland.

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

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

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

Thank you,



Pauline Gray, P.E.
Lead AES
GBA



October 2, 2024

City of Manor - Engineering
Pauline Gray, PE
pgray@gbateam.com | (737) 247-7557
105 E Eggleston St
Manor, TX 78653

RE: 1547 Schmidt Loop, Manor, Tx 78653
Short Form Final Plat Review – Bulmaro Plat
Project No. 2023-P-1587-SF – Update #2

Mrs. Gray,

Please accept this letter and the attached plan set as the response to comments received from your office on September 17th, 2023:

5. All variances approved by the Commission shall appear as a note on the final plat.
Variance request is in progress, pending plat approval. A note has been added to the plat.

14. The Current P&Z Chairperson is Jeffrey Stensland.
The P&Z Commission signature block for the Chairperson has been edited.

Should you need additional information please do not hesitate to contact our office by email or by phone at 737-203-8953 or HPE@hendersonpe.com.

Respectfully,

A handwritten signature in blue ink that reads 'Randi Culp'.

Randi Culp, on behalf of
Jennifer L. Henderson, P.E.
President & CEO
Henderson Professional Engineers, LLC

JH/RJC



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin Tx 78726

Date: Friday, October 4, 2024

Tina Sevier
Henderson Professional Engineers
600 Round Rock West Drive, Suite 604
Round Rock TX 78681
HPE@HendersonPE.com

Permit Number 2023-P-1587-SF
Job Address: 15417 Schmidt Loop, Manor 78653

Dear Tina Sevier,

We have conducted a review of the final plat for the above-referenced project, submitted by Tina Sevier and received by our office on October 02, 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. The approval is contingent upon the variance being approved. The plat cannot be recorded if the variance is not approved. 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: October 9, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Setback Waiver for Lot 7-A, Block 4 of the Martin and Maria Subdivision, also known as 213 E Brenham St., Manor, TX 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).

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

- Waiver
- Aerial Image

ACTIONS:

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

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Setback Waiver for Lot 7-A, Block 4, Town of Manor, also known as 213 E Brenham St., Manor, TX to permit a 20' front setback, 10' rear setback, and 5' side setback.

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



SETBACK WAIVER REQUEST

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

City of Manor Code of Ordinance, Chapter 14, Exhibit A, Article II, Section 20(j)(2)

Applicant Contact Information

Name: Erik Castillo
 Address: 309 E. Brenham St, Manor, TX 78653
 Phone Number: 512-383-6916 Email: [REDACTED]

Property Information

Address: 213 E. Brenham St, Manor, TX 78653
 Lot: 7-A Block: 4
 Zoning District: SF-1
 Requested Front Setback: 25'
 Requested Rear Setback: 10'
 Requested Side Setback: 5'

Erik Castillo

Applicant Signature

09/09/24

Date

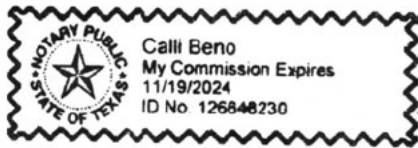
STATE OF TEXAS §
COUNTY OF Travis §

BEFORE ME the undersigned authority on this day personally appeared Erik Castillo, 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 9th day of September, 2024.

Calli Beno

Notary Public - State of Texas



PASSED AND APPROVED on this the ____ day of _____ 201__.

THE CITY OF MANOR, TEXAS

William Myers,
Chairperson

ATTEST:

Scott Dunlop
Assistant Development Director

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





AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 9, 2024
PREPARED BY: Michael Burrell, Interim Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

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

BACKGROUND/SUMMARY:

The Boyce Mixed-Use Development is currently having their site development plan reviewed. As part of their proposed development, they need to remove 2 heritage trees. Their development agreement would allow for most landscaping to be in the ROW of their property to meet their landscaping requirement. Due to this and parking lot locations, preserving them would significantly limit the usability of the site. The trees are a 27.5" Elm (multitrunked) and a 38" elm.

They are planting more trees than were previously on site but are unable to accommodate trees of this size.

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

- Letter of intent
- Landscape Plan

ACTIONS:

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

STAFF RECOMMENDATION:

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

PLANNING & ZONING COMMISSION: X Recommend Approval Disapproval None



carrillo DEAN
Landscape Architecture

Item 7.

June 27, 2024

Planning & Zoning Commission
City of Manor
105 E. Eggleston St.
Manor, TX 78653

Re: Permit Number: 2024-P-1645
101 W. Boyce St.
Heritage Tree Removal Request

To Whom it May Concern:

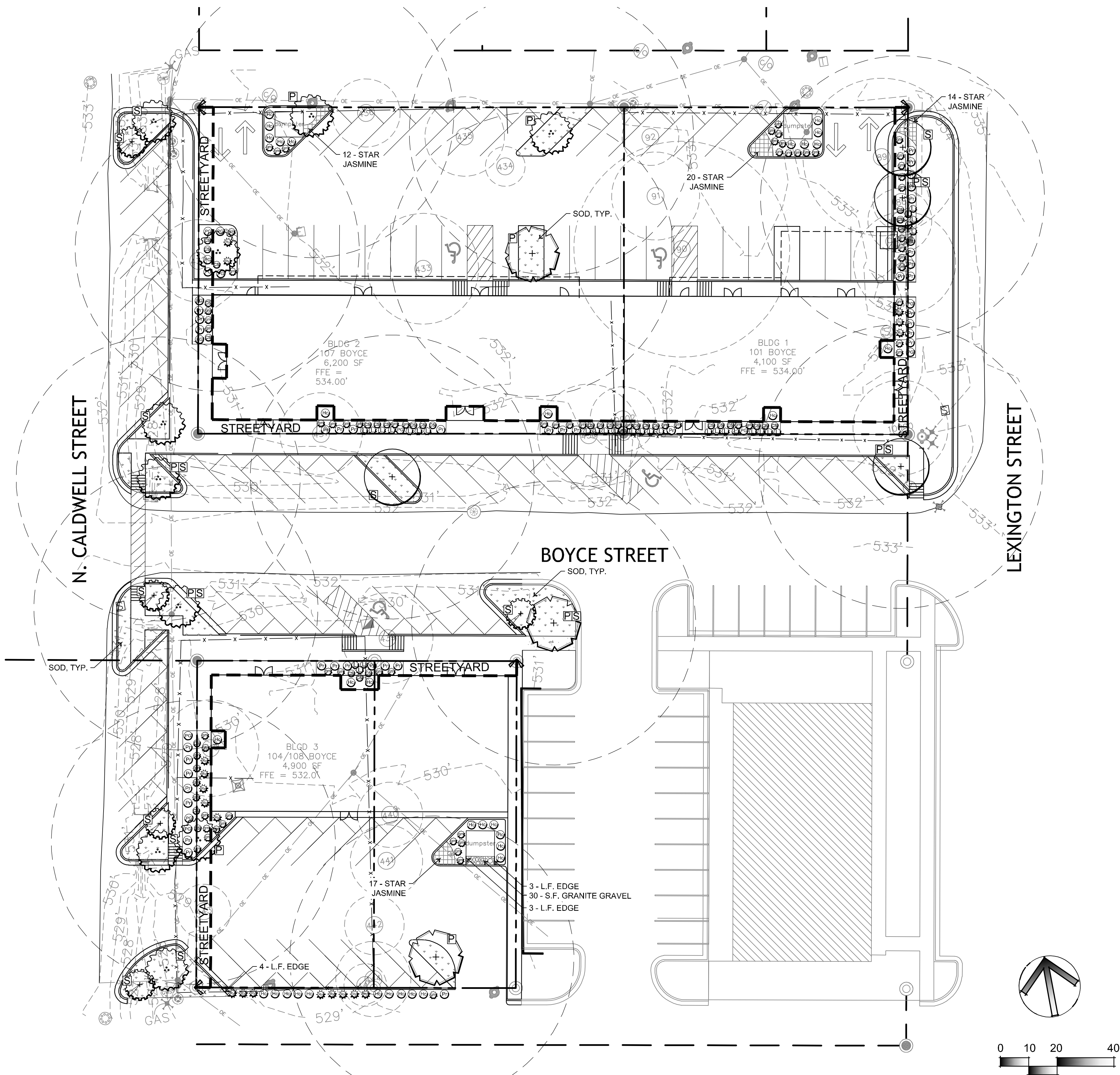
We are writing to request approval to remove two (2) heritage trees on the site proposed for development at 101 W Boyce St. The trees in question are:

- Tree #89 – 27.5” Elm (multitrunked)
- Tree #90 – 38” Elm


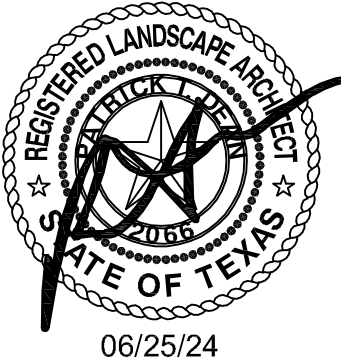
The above referenced trees conflict with proposed building and parking lot locations and preserving them would significantly limit the usability of the site. We request approval to remove these trees and provide mitigation via planting of new trees and/or payment to the city's tree replacement fund.

If you have any questions or require additional information, please contact me at (512) 535-7303.
Sincerely yours,

Patrick T. Dean, PLA



CANOPY TREES	
SYMBOL	COMMON NAME
	LIVE OAK
	CEDAR ELM
	TEXAS PISTACHE

NO.	REVISION	DATE
 <div>carrillo DEAN Landscape Architecture</div>		
7301 Via Correto Dr. • CarrilloDean.com Austin, Texas 78749 • Phone: 512-535-7303		
 <div>06/25/24</div>		
PROJECT NAME BOYCE STREET COMMERCIAL		
PROJECT ADDRESS 101 BOYCE STREET MANOR, TX 78653		
DATE 06/25/24	SCALE AS SHOWN	JOB NO. 128-06
SHEET TITLE LANDSCAPE PLAN		
SHEET NO. L1.1		
OF <u>X</u>		

General Notes:

1. The contractor is responsible to locate all underground utilities prior to any work (ONE-CALL 1-800-545-6005).
2. Prior to any construction, the contractor shall apply for and secure all proper permits from the appropriate authorities.
3. The contractor shall comply with applicable Federal, State, County and Local regulations governing materials and work.
4. The contractor shall be responsible for filed verification of existing conditions and shall perform field measurements prior to the fabrication of or purchase of any materials. The contractor shall notify the landscape architect should existing site conditions differ from the construction documents.
5. For all slopes or trenches greater than five feet in depth: All construction operations shall be accomplished in accordance with applicable regulations of the U.S. Occupational Safety and Health Administration.
6. The contractor shall provide positive drainage away from all buildings and notify the landscape architect of any potential drainage problems.
7. The contractor is to maintain all existing grades unless otherwise noted.
8. The contractor shall provide all materials, transportation, labor, supervision, etc. required for installation of plant material, complete in accordance with the plans.
9. The contractor is responsible for the quality of workmanship and schedule of work.
10. The contractor shall employ only experienced personnel who are familiar with the required work and shall provide full time supervision by a qualified foreman acceptable to landscape architect.
11. All quantities provided in the plant list are for general use and are to be verified by the contractor.
12. All plant material shall comply with size and conditions as stated in the plant list and as stated by the ACity of Midlothian Landscape Ordinance.
13. During the work, the premises shall be kept neat and orderly at all times. Storage areas for all materials shall be so organized that they, too, are neat and orderly. All trash and debris shall be removed from the site as work progresses. Keep paved areas clean by sweeping or hosing at end of each days work.
14. Shrubs and hedges shall be a minimum of 1 foot in height when measured immediately after planting. Hedges, where installed, shall be planted and maintained so as to form a continuous, unbroken, solid, visual screen, which will be 2 feet high within 1 year after time of planting.
15. All landscape areas shall be protected by a monolithic curb or wheel stops and remain free of trash, litter, and car bumper overhangs.

LANDSCAPE MAINTENANCE NOTE:

All landscaping shall be the responsibility of the property owner. It shall be permanently maintained and shall have either an irrigation system installed, meeting all applicable requirements of the City, or shall be located within 75 feet of a bibcock, faucet, or other water source.

- a) Landscaped areas shall be kept free of trash, litter, weeds, and other such material or plants not a part of the landscaping.
- a) All plant materials shall be maintained in a healthy and growing condition as is appropriate for the season of the year.
- b) Plant materials which die shall be replaced with plant material of similar variety and size.

SOIL CONDITIONING AND MULCHING

- A. A Minimum of 3 inches of organic mulch shall be added in non-turf areas to the soil surface after planting.
- B. Non-porous material such as sheet plastic shall not be placed under the mulch.
- C. All disturbed areas to be revegetated are required to provide a minimum of six (6) inches of topsoil.
- D. Tree planting areas are to be provided with a minimum of 12 inches of friable native loam soil. Planting in relatively undisturbed existing native soils is encouraged. Soil to a minimum depth of 12 inches is required within the entire landscape median or peninsula. All other planting areas must have a minimum soil depth of 12 inches within a radius of six feet from the tree trunk. Trees are not to be planted in caliche, solid rock, or, in soils whose texture has been compacted by construction equipment. Areas of compaction which have been subsequently amended with 12 inches of friable native soil are suitable for planting.

CITY CALCULATIONS**REQUIRED LANDSCAPE AREA**

	REQUIRED	PROVIDED
TOTAL SITE AREA	N/A	41,670 S.F.
TOTAL LANDSCAPE AREA	6,251 S.F. (15%)	- S.F. (27%)

TREES (2 / 600 S.F. LANDSCAPE)	22 TREES	- TREES
SHRUBS (4 / 600 S.F. LANDSCAPE)	44 SHRUBS	- SHRUBS

STREETYARD LANDSAPEPARKING TREES = \bigoplus S

	REQUIRED	PROVIDED
TOTAL STREET FRONTAGE	N/A	708 L.F.
STREET TREES (1 TREE / 40 L.F.)	18 TREES	18 TREES

BUILDING FOUNDATION PLANTING

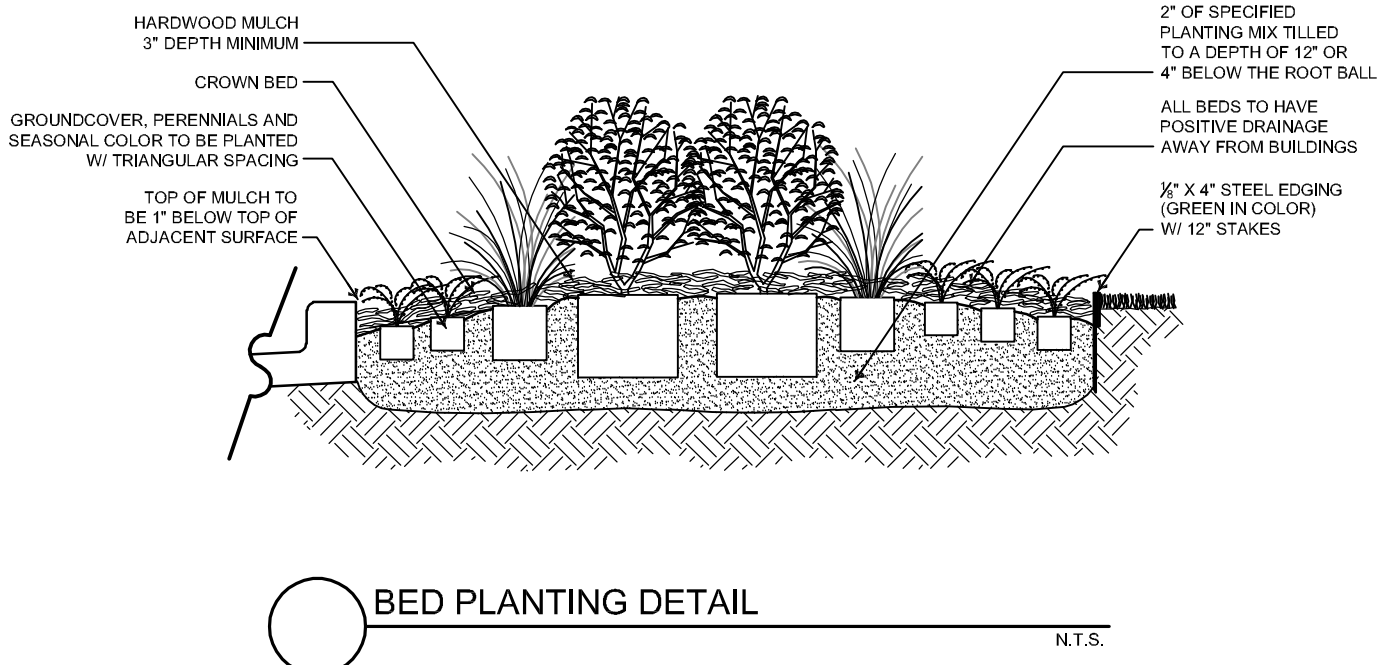
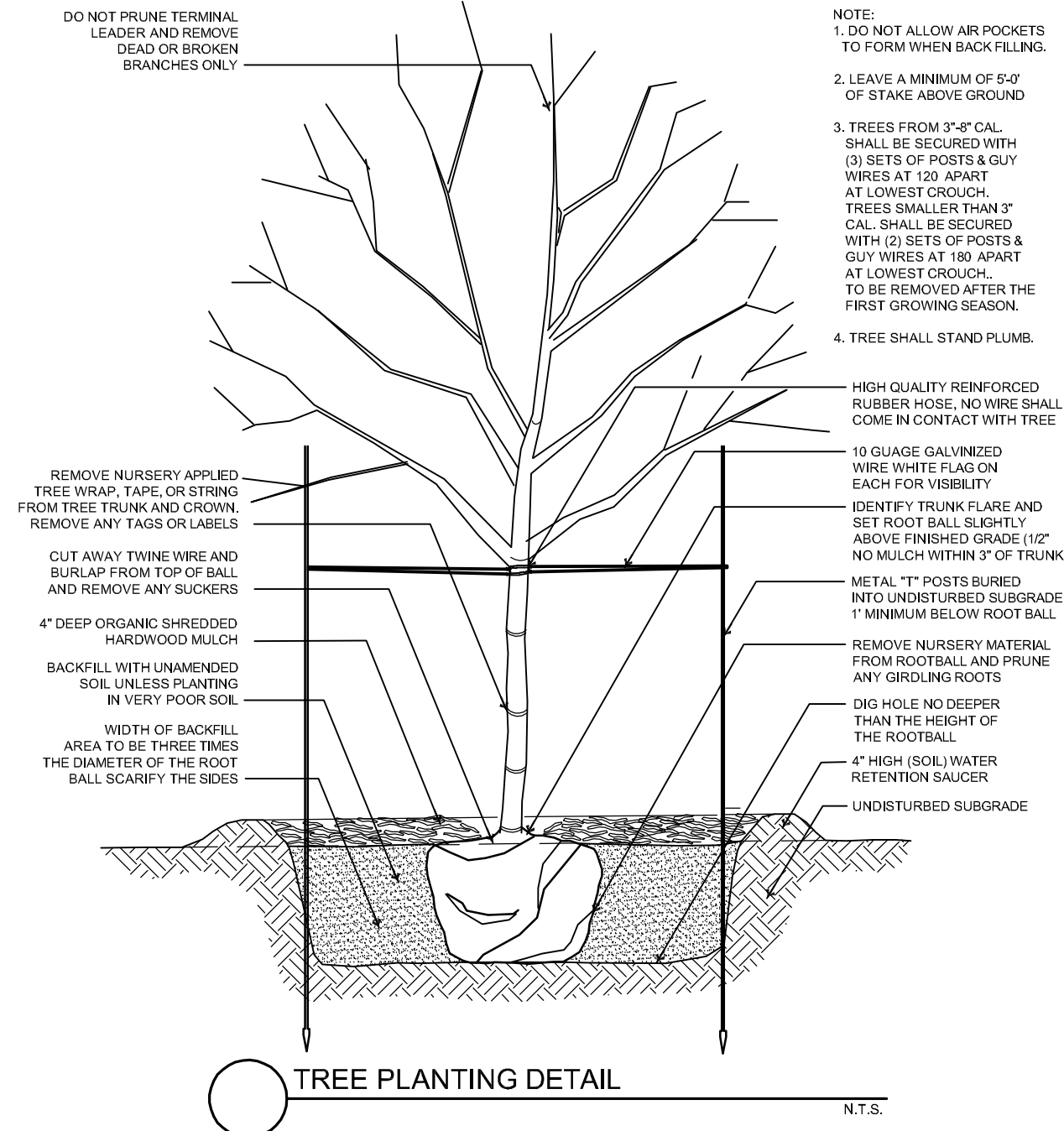
	REQUIRED	PROVIDED
50% OF BUILDING FACADE L.F.	N/A	316 L.F.
SHRUBS (1 SHRUB / 4 L.F.)	79 SHRUBS	- SHRUBS

PARKING LOT LANDSCSAPELANDSCAPE PARKING TREES = \bigoplus P

	REQUIRED	PROVIDED
95 SPACES X 16 S.F. =	1,520 S.F.	>1,520 S.F.
PARKING TREES (95 SPACES / 10) =	10 TREES	11 TREES

REPLACEMENT TREES ON SITE

TOTAL INCHES REQUIRED TO BE REPLACED = 363.5	
PROPOSED CANOPY TREES: $\frac{17}{5}$ X (4") = $\frac{68}{15}$	
PROPOSED ORNAMENTAL TREES: $\frac{5}{5}$ X (3") = $\frac{15}{15}$	

TOTAL REPLACEMENT INCHES = $\frac{83}{83}$ $\frac{280.5"}{280.5"} \times \$ - = \$ -$ $\frac{280.5"}{280.5"} \text{ caliper inches of trees removed from this site are to be mitigated by paying } \$ - \text{ to the City Tree Fund.}$ **TREE MITIGATION TABLE**

	Tag #	Species	Notes	Multi-Size	Size	Removed		Removed		Removed Heritage Tree (25'+)
						8"-17.99" Caliper		18"- 24.99" Caliper		
						Protected	Not Protected	Protected	Not Protected	
R	87	HACKBERRY	Multi-trunk		18		18			
R	88	HACKBERRY			10		10			
R	89	ELM	Multi-trunk, Heritage		27.5					27.5
R	90	ELM	Heritage		38					38
R	91	ELM			15.5	15.5				
R	92	HACKBERRY			10		10			
R	432	HACKBERRY	Multi-trunk		14.5		14.5			
R	433	TEXAS PECAN			19.5			19.5		
R	434	HACKBERRY			7		7			
R	435	CHINABERRY	Multi-trunk		14.5		14			
R	436	CHINABERRY	Multi-trunk		12		12			
R	437	UNKNOWN TREE			14.5	14.5				
R	438	LIVE OAK			18					
R	439	TALLOW			16		16			
R	440	TALLOW			11.5		11.5			
R	441	AMERICAN ELM	Multi-trunk		12.75	12.75				
R	442	CATALPAS	Multi-trunk		10.5	10.5				
R	443	TEXAS PECAN			9.5	9.5				
R	444	CATALPAS	Multi-trunk		13.5	13.5				
R	445	CATALPAS	Multi-trunk		7.5		7.5			
R	446	CATALPAS			17	17				
R	10000	CREPE MYRTLE	Multi-trunk		16.75	16.75				
R	10001	CREPE MYRTLE	Multi-trunk		6.75		6.75			
R	10002	LIGUSTRUM	Multi-trunk		11.5		1.5			
Total inches						128	110.75	19.5	0	65.5
Inches To Be Replaced						x 100% = 128	x 0% = 0	x 200% = 39	x 0% = 0	x 300% = 196.5
						Total Inches To Be Replaced				363.5

OP - Indicates tree is not within the bounds of the property

R - Indicates tree to be removed

IR - Indicates invasive species to be removed

H - Indicates heritage tree

RA - Indicates tree removed by Austin Energy

MC - Indicates tree to be used for mitigation credit

MS - Indicates tree to be preserved but mitigated due to disturbance.

CANOPY TREES

QUANTITY	SYMBOL	COMMON NAME	SCIENTIFIC NAME	SIZE & CONDITION
4		LIVE OAK	Quercus virginiana	4" caliper, 12' Ht. / 5' spread.
3		CEDAR ELM	Ulmus crassifolia	4" caliper, 12' Ht. / 5' spread.
10		TEXAS PISTACHE	Pistacia texana	4" caliper, 12' Ht. / 5' spread.

ORNAMENTAL TREES

QUANTITY	SYMBOL	COMMON NAME	SCIENTIFIC NAME	SIZE & CONDITION
5		MEXICAN PLUM	Prunus mexicana	3" caliper, 8' height

SHRUBS & ORNAMENTAL GRASSES

QUANTITY	SYMBOL	COMMON NAME	SCIENTIFIC NAME	SIZE & CONDITION
78		GULF MUHLY	Muhlenbergia capillaris	3 Gallon, 18" HL/18" spread
32		LIRIOPE	Liriope muscari	1 Gallon, 12" HL/12" spread
30		CHERRY SAGE	Salvia greggii	3 Gallon, 18" HL/18" spread
33		INDIAN HAWTHORNE	Rhaphiolepis indica 'Clara'	5 Gallon, 24" HL/24" spread
23		RED YUCCA	Hesperaloe parviflora	5 Gallon, 24" HL/24" spread
44		PROSTRATE ROSEMARY	Rosmarinus officinalis 'Prostratus'	1 Gallon, 12" HL/12" spread
15		PINK GAURA	Gaura lindheimeri 'Petite Pink'	1 Gallon, 12" HL/12" spread

GROUND COVER

QUANTITY	SYMBOL	COMMON NAME	SCIENTIFIC NAME	SIZE & CONDITION
113		STAR JASMINE	Trachelospermum jasminoides	1 gal., 18" spacing

SOD

QUANTITY	SYMBOL	COMMON NAME	SCIENTIFIC NAME	SIZE & CONDITION
2,883 S.F.		TIF 419 BERMUDA GRASS	Cynodon spp., TIF 419	Solid sod

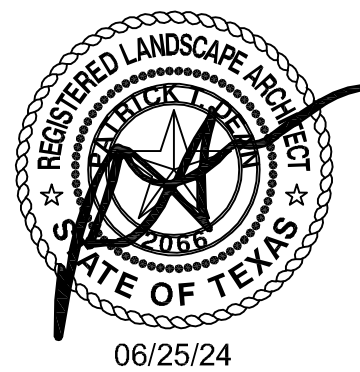
MISC.

QUANTITY	SYMBOL / CALLOUT	DESCRIPTION
10 L.F.	L.F. EDGE	Steel edge 1/8" X 4" with 12" stakes, green in color.
Ref. Plan		Limestone Boulders
30 S.F.		Granite Gravel, 3 - 4" deep, over a filter fabric.

NO.	REVISION	DATE



7301 Via Correto Dr. • CarrilloDean.com
Austin, Texas 78749 • Phone: 512-535-7303



PROJECT NAME

BOYCE STREET COMMERCIAL

PROJECT ADDRESS

101 BOYCE STREET MANOR, TX 78653

DATE 06/25/24 SCALE AS SHOWN JOB NO. 128-06

SHEET TITLE
LANDSCAPE NOTES & DETAILS

SHEET NO.

L1.2

OF X