



Julie Leonard, Vice-Chair, Place 1
Jacob Hammersmith, Place 2
Philip Tryon, Chairperson, Place 3
Isaac Rowe, Place 4
Ruben J. Cardona, Place 5
Cecil Meyer, Place 6
LaKesha Small, Place 7
Barth Timmermann, CIF Development Rep.

Joint Meeting of the Community Impact Fee Advisory Committee and Planning & Zoning Commission

Wednesday, October 14, 2020 at 6:30 PM

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

AGENDA

Via Telephone/Video Conference

Due to the closing of all city facilities, the Community Impact Fee Advisory Committee and Planning and Zoning Commission Sessions will only be open to the public via remote access. This is pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people.

This meeting will be live streamed on Facebook live.

You can access the meeting at <https://www.facebook.com/cityofmanor/>

Instructions for Public Speaking:

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

Upon receiving instructions to join zoom meeting the following rules will apply:

- All speakers must address their comments to the Chairperson rather than to individual Commission Members or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed three (3) minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

COMMUNITY IMPACT FEE ADVISORY COMMITTEE

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

*Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person. Comments on specific agenda items must be made when the item comes before the Committee. To address the Community Impact Fee Advisory Committee, please complete the white card and present it to the City staff prior to the meeting. **No Action May be Taken by the Committee Impact Fee Advisory Committee During Public Comments.***

CONSENT AGENDA

- 1. Consideration, discussion and possible action to approve the Community Impact Fee Advisory Committee Minutes of the September 9, 2020, Regular Meeting.**

ADJOURNMENT

PLANNING AND ZONING COMMISSION MEETING

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

*Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person. Comments on specific agenda items must be made when the item comes before the Commission. To address the Planning and Zoning Commission, please complete the white card and present it to the City staff prior to the meeting. **No Action May be Taken by the Planning and Zoning Commission During Public Comments.***

PUBLIC HEARING

- 1. Conduct a public hearing upon a rezoning request for 24.81 acres, more or less, out of the Sumner Bacon Survey No. 62, Travis County, Texas, and being located at 9910 Hill Lane, Manor, TX from Light Commercial (C-1) to Multi-Family 15 (MF-1).
*Applicant: Kimley-Horn & Associates
Owner: 9 Sunny Partners, LP***
- 2. Conduct a public hearing upon a Concept Plan for Presidential Glen Commercial Subdivision, three (3) lots on 5.4 acres, more or less, and being located at 13600 US Hwy 290 E., Manor, TX.
*Applicant: Kimley-Horn & Associates
Owner: West Elgin Development Corporation***

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.

- 3. Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes of the August 12, 2020, Regular Session.**

REGULAR AGENDA

- 4. Consideration, discussion and possible action upon a rezoning request for 24.81 acres, more or less, out of the Sumner Bacon Survey No. 62, Travis County, Texas, and being located at 9910 Hill Lane, Manor, TX from Light Commercial (C-1) to Multi-Family 15 (MF-1).**

*Applicant: Kimley-Horn & Associates
Owner: 9 Sunny Partners, LP*

- 5. Consideration, discussion, and possible action upon a Concept Plan for Presidential Glen Commercial Subdivision, three (3) lots on 5.4 acres, more or less, and being located at 13600 US Hwy 290 E., Manor, TX.**

*Applicant: Kimley-Horn & Associates
Owner: West Elgin Development Corporation*

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 9, 2020, 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 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail lalmaraz@cityofmanor.org.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 14, 2020
PREPARED BY: Scott Dunlop, Assistant Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action to approve the Community Impact Fee Advisory Committee Minutes of the September 9, 2020, Regular Meeting.

BACKGROUND/SUMMARY:

PRESENTATION: *(Type YES or NO)*

ATTACHMENTS: *(Type YES or NO)* *(If YES, please list below in order to be presented)*

- September 9, 2020 Regular Session Minutes

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Community Impact Fee Advisory Committee approve the Community Impact Fee Advisory Minutes of the September 9, 2020 Regular Meeting

COMMUNITY IMPACT FEE ADVISORY COMMITTEE: **Recommend Approval** **Disapproval** **None**
(Type X before choice to indicate)



**COMMUNITY IMPACT FEE ADVISORY COMMITTEE
REGULAR SESSION
MINUTES
SEPTEMBER 09, 2020
Via Telephone/Video Conference**

The meeting was live streamed on Manor Facebook Live beginning at 5:35 p.m.

<https://www.facebook.com/cityofmanor/>

Due to the closing of all city facilities, the Community Impact Fee Advisory Committee Session will only be open to the public via remote access. This is pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people.

The following instructions were provided to the general public.

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Upon receiving instructions to join zoom meeting the following rules will apply:

- All Speakers must address their comments to the Chairperson rather than to individual Commissioner or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed 3 minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

ROLL CALL VIA ZOOM:

Jacob Hammersmith, Chairperson (Absent)

Committee Members:

Julie Leonard, Place 1
Philip Tryon, Place 3
Isaac Rowe, Place 4 (Absent)
Ruben J. Cardona, Place 5 (Absent)
Cecil Meyer, Place 6
LaKesha Small, Place 7 (Absent)
Barth Timmermann, Developer Representative

City Staff:

Scott Dunlop Asst. Development Services Director
Pauline M. Gray, P.E., City Engineer

REGULAR SESSION – 5:30 P.M.

With a quorum of the Committee Members present via video/telephone conference, the regular session of the Manor Community Impact Fee (CIF) Advisory Committee was called to order by Committee Member Leonard at 5:35 p.m. on Wednesday, September 9, 2020.

PUBLIC COMMENTS

No one appeared to speak at this time.

CONSENT AGENDA

- 1. Consideration, discussion, and possible action to approve the Community Impact Fee Advisory Committee Minutes of the August 12, 2020, Regular Meeting.**

MOTION: Upon a motion made by Committee Member Tryon and Seconded by Committee Member Timmerman, the CIF Advisory Committee voted four (4) For and none (0) Against to approve the Consent Agenda. The motion carried unanimously.

REGULAR AGENDA

- 2. Consideration, discussion and possible action on the 2020 Community Impact Fee Land Use Assumptions.**

The City staff recommended that the Community Impact Fee Advisory Committee approve the 2020 Community Impact Fee Land Use Assumptions.

City Engineer Gray and Assistant Development Services Director Dunlop were both available to address any questions posed by the CIF Advisory Committee.

MOTION: Upon a motion made by Committee Member Meyer and Seconded by Committee Member Tryon, the CIF Advisory Committee voted four (4) For and none (0) Against to approve the 2020 Community Impact Fee Land Use Assumptions. The motion carried unanimously.

3. Consideration, discussion and possible action on possible water source options.

The City staff recommended that the CIF Advisory Committee discuss and recommend a water source option.

City Engineer Gray discussed the modified EPCOR Contract, Emergency Use Agreement with City of Austin. She stated that MUD's were contracting separately with EPCOR.

There was no action taken.

4. Consideration, discussion and possible action to generate a Capital Improvements Plan for the 2020 Community Impact Fee.

The City staff recommended that the CIF Advisory Committee approve a Capital Improvements Plan for the 2020 Community Impact Fee.

City Engineer Gray and Assistant Development Services Director Dunlop were both available to address any questions posed by the CIF Advisory Committee. .

MOTION: Upon a motion made by Committee Member Tryon and Seconded by Committee Member Timmermann, the CIF Advisory Committee voted four (4) For and none (0) Against to generate a Capital Improvements Plan for the 2020 Community Impact Fee. The motion carried unanimously.

5. Consideration, discussion and possible action on a 2020 Community Impact Fee.

The City staff recommended that the CIF Advisory Committee approve a 2020 Community Impact Fee.

City Engineer Gray answered questions from the committee regarding recommended fee amounts and how those numbers are generated.

Assistant Development Services Director Dunlop answered questions from the committee regarding fees and who would be required to pay the fees.

The committee discussed current recommendation totals of \$1,326.50 for water and \$4,047 for wastewater for a total of \$5,373.50 and how this compared to other cities near us.

MOTION: Upon a motion made by Committee Member Meyer and Seconded by Committee Member Tryon, the CIF Advisory Committee voted four (4) For and none (0) Against to approve a Capital Improvements Plan for the 2020 Community Impact Fee as shown in the exhibits of \$1,326.50 for water and \$4,047 for wastewater. The motion carried unanimously.

6. Consideration, discussion and possible action on an amended Community Impact Fee Advisory Committee calendar.

Assistant Development Services Director Dunlop spoke to the committee about the completion of all items on the agenda and is not recommending an amendment to the CIF Advisory Committee calendar.

There was no action taken.

ADJOURNMENT

MOTION: Upon a motion made by Committee Member Tryon and Seconded by Committee Member Timmermann, the CIF Advisory Committee voted four (4) For and none (0) Against to adjourn the regular session of the CIF Advisory Committee meeting at 6:08 p.m. on Wednesday, September 09, 2020. The motion carried unanimously.

These are the final minutes of the CIF Advisory Committee approved on the 14th day of October 2020.

APPROVED:

Jacob Hammersmith
Chairperson

ATTEST:

Scott Dunlop
Assistant Development Services Director

AGENDA ITEM NO. _____



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 14, 2020
PREPARED BY: Scott Dunlop, Assistant Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing upon a rezoning request for 24.81 acres, more or less, out of the Sumner Bacon Survey No. 62, Travis County, Texas, and being located at 9910 Hill Lane, Manor, TX from Light Commercial (C-1) to Multi-Family 15 (MF-1).

Applicant: Kimley-Horn & Associates

Owner: 9 Sunny Partners, LP

BACKGROUND/SUMMARY:

This property is located mid-way along Hill Lane and is the last property on that road in the city limits. Past this property is Austin’s ETJ and Manor Downs. This property is currently zoned C-1 Light Commercial but due to its location there is likely to be very little pass-by traffic to support the retail uses permitted in C-1 so destination or residential uses are more suitable.

PRESENTATION: No

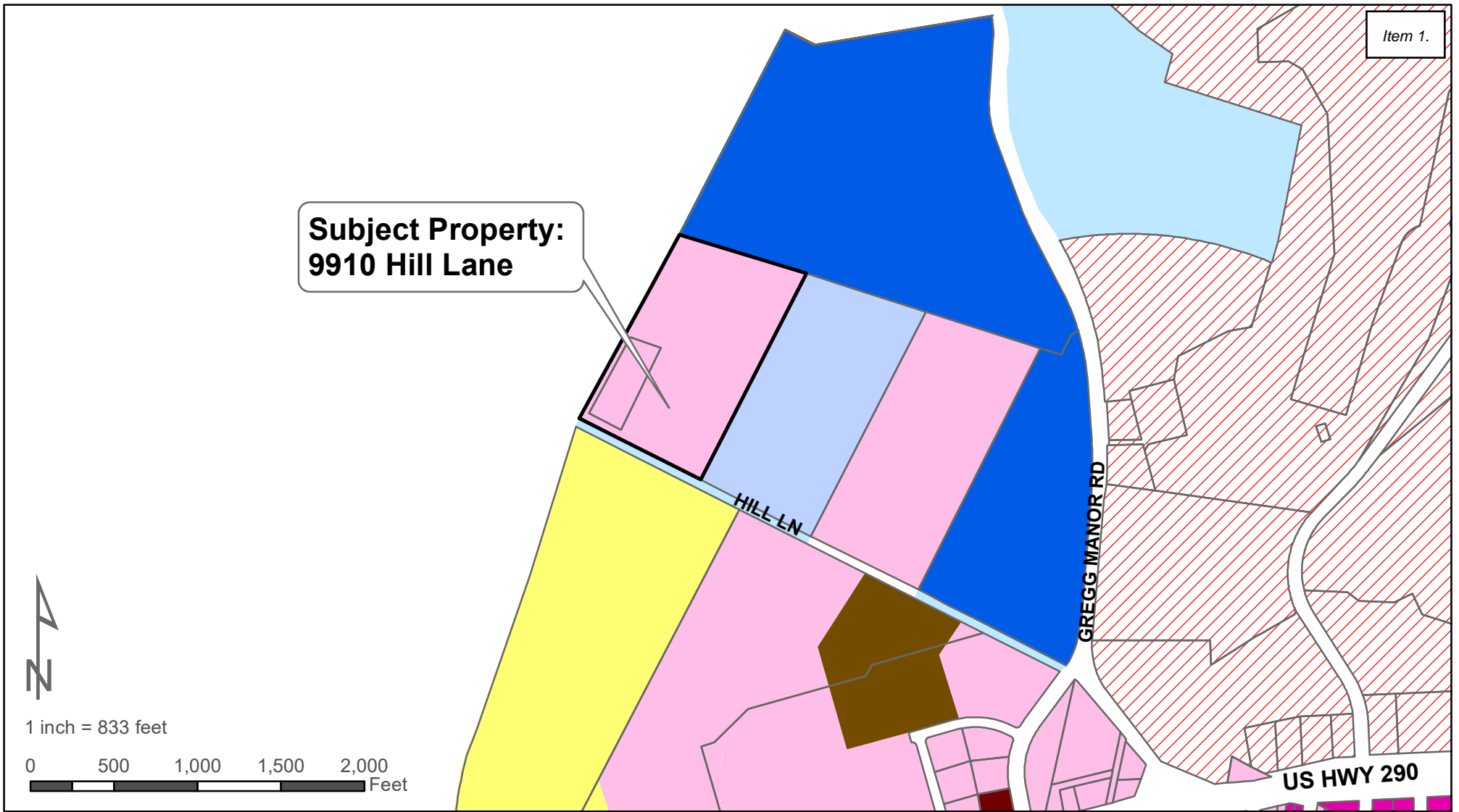
ATTACHMENTS: Yes

- Rezoning Map
- Public Notice
- Mailing Labels

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the P&Z Commission conduct a public hearing on a rezoning request for 24.81 acres, more or less, out of the Sumner Bacon Survey No. 62, Travis County, Texas, and being located at 9910 Hill Lane, Manor, TX from Light Commercial (C-1) to Multi-Family 15 (MF-1).

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
(Type X before choice to indicate)



**Subject Property:
9910 Hill Lane**

Item 1.



1 inch = 833 feet
0 500 1,000 1,500 2,000 Feet



Proposed Zoning: Multi-Family 15 (MF-1)

*Current Zoning:
Light Commercial (C-1)*

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



September 22, 2020

RE: Notification for a Rezoning Application at 9910 Hill Lane

Dear Property Owner,

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Rezoning Application for 24.81 acres at 9910 Hill Lane, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing upon a rezoning request for 24.81 acres, more or less, out of the Sumner Bacon Survey No. 62, Travis County, Texas, and being located at 9910 Hill Lane, Manor, TX from Light Commercial (C-1) to Multi-Family 15 (MF-1).

The Planning and Zoning Commission will meet at 6:30PM on October 14, 2020 at 105 East Eggleston Street in the City Hall Council Chambers**.

The City Council will meet at 7:00PM on October 21, 2020 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Rezoning Application has been filed.

If you have no interest in the case there is no need for you to attend**. You may address any comments to me at the email address or phone number below. Any communications I receive will be made available to the Commissioners and Council Members during the discussion of this item.

** Due to the declared Public Health Emergency related to COVID-19, at the time of this notification Planning and Zoning Commission meetings are being conducted via video conference and livestreamed on the City's Facebook page (facebook.com/cityofmanor) and the Chambers is closed to the public.

Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting the link below where registration information will be posted with the agenda for the public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the video conference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

You may refer to the posted agenda for the October 14th Planning and Zoning Commission to see how the meeting will be conducted, whether via video conference or in-person. Planning and Zoning Commission agendas and speaker registration information can be found here under the date of the meeting: http://www.cityofmanor.org/page/homepage_calendar. Agendas are posted 72 hours prior to the scheduled meeting.

Sincerely,

Scott Dunlop,
Assistant Development Director
sdunlop@cityofmanor.org - 512-272-5555 ext. 5

	<u>Property ID</u>	<u>Physical Address</u>	<u>Property Owner</u>	<u>Mailing Address</u>
Subject Tract	477300	9910 Hill Lane Manor Texas	9 Sunny Partners LP	2207 Lake Austin Blvd Austin, TX 78703
	236763	9910 Hill Lane Manor Texas	9 Sunny Partners LP	2207 Lake Austin Blvd Austin, TX 78703
Adjacent Tracts	236764	NHN Hill Lane Manor Texas	Roman Catholic Diocese of Austin Texas	6225 Hwy 290 E Austin, TX 78723-1025
	912584	NHN Hill Lane Manor Texas	Butler Family Partnership Ltd.	PO BOX 9190 AUSTIN , TX 78766-9190
	247968	NHN Gregg Manor Road Austin, TX 78653	Yajat, LLC	12404 S Saddle Lakes Dr. Abilene, TX 79602-5472
	236762	NHN Hill Lane Manor Texas	Manor Downs	PO Box 141309 Austin, TX 78714-1309
	500910	12900 Gregg Manor Rd Manor, TX 78653	Manor Independent School District	PO Box 359 Manor, TX 78653
	0	NHN Hwy 290 Manor, TX 78653	Las Entradas Development Corporation	9900 Hwy 290 E Manor, TX 78653-9720

AGENDA ITEM NO. _____



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 14, 2020
PREPARED BY: Scott Dunlop, Assistant Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing upon a Concept Plan for Presidential Glen Commercial Subdivision, three (3) lots on 5.4 acres, more or less, and being located at 13600 US Hwy 290 E., Manor, TX.

Applicant: Kimley-Horn & Associates
Owner: West Elgin Development Corporation

BACKGROUND/SUMMARY:

This property is located at the intersection of US Hwy 290 and Paseo de Presidente at the 290 entrance to Presidential Glen. They are dividing the 5.4-acre commercial tract into 3 lots of 1.4 acres, 1.6 acres, and 2.4 acres. This plan has been approved by our engineers.

PRESENTATION: No

ATTACHMENTS: Yes

- Concept Plan
- Notice Letter
- Mailing Labels

STAFF RECOMMENDATION:

It is the City staff's recommendation that the P&Z Commission conduct a public hearing upon a Concept Plan for Presidential Glen Commercial Subdivision, three (3) lots on 5.4 acres, more or less, and being located at 13600 US Hwy 290 E., Manor, TX.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
(Type X before choice to indicate)

Plotted By: Walker, Jordan (Austin) Date: August 24, 2020 01:32:17pm File Path: K:\AUS_Civil\069241744-Presidential Glen Commercial - Concept 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.

PROJECT NAME: PRESIDENTIAL GLEN COMMERCIAL PHASE 1
SITE ADDRESS: NW CORNER OF THE INTERSECTION OF HWY 290 AND PASEO DE PRESIDENTE BLVD

RECORD OWNER/DEVELOPER:
 WEST ELGIN DEVELOPMENT CORPORATION
 9900 HWY 290 EAST
 MANOR, TX 78653

ENGINEER:
 KIMLEY-HORN AND ASSOCIATES, INC.
 10814 JOLLYVILLE ROAD
 BUILDING 4, SUITE 200
 AUSTIN, TEXAS 78759
 CONTACT: KEVIN J. BURKS, P.E.
 PH. 512-418-1771

SURVEYOR:
 KIMLEY-HORN AND ASSOCIATES, INC.
 601 NW LOOP 410
 SUITE 350
 SAN ANTONIO, TEXAS 78216
 PH. 210-307-4356

PREPARED ON:
 JUNE 29, 2020

CURRENT ZONING:
 C-2

WATERSHED STATUS:
 THIS SITE IS LOCATED IN THE
 WILBARGER CREEK WATERSHED.

FLOODPLAIN INFORMATION:
 NO PORTION OF THIS SITE LIES WITHIN THE BOUNDARIES OF
 THE 100 YR. FLOODPLAIN AS SHOWN ON THE FLOOD
 INSURANCE RATE MAP COMMUNITY PANEL NO. 48453CO485J,
 DATED AUGUST 18, 2014.

LEGAL DESCRIPTION:
 BEING LOT 1 OF BLOCK KK WITHIN PRESIDENTIAL GLEN
 PHASE 1A, SITUATED IN TRAVIS COUNTY, TEXAS.

TRAFFIC

Land Use	TRAFFIC VOLUMES					
	ITE Land Use Code	Size	Units	Daily Trips	AM Trips	PM Trips
Shopping Center	820	26,000	Sq Ft	2,406	165	201
Fast-Food Restaurant w/ D.T.	934	8,000	Sq Ft	3,768	322	261
Total Project Trips				6,174	487	462

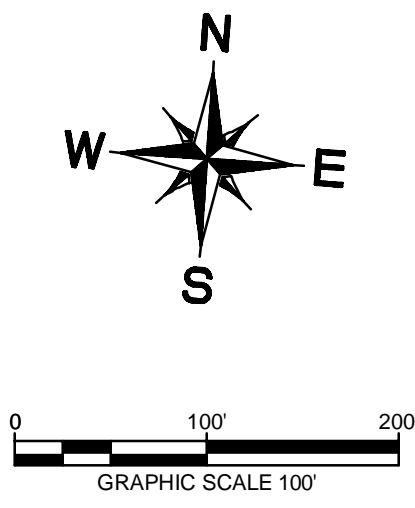
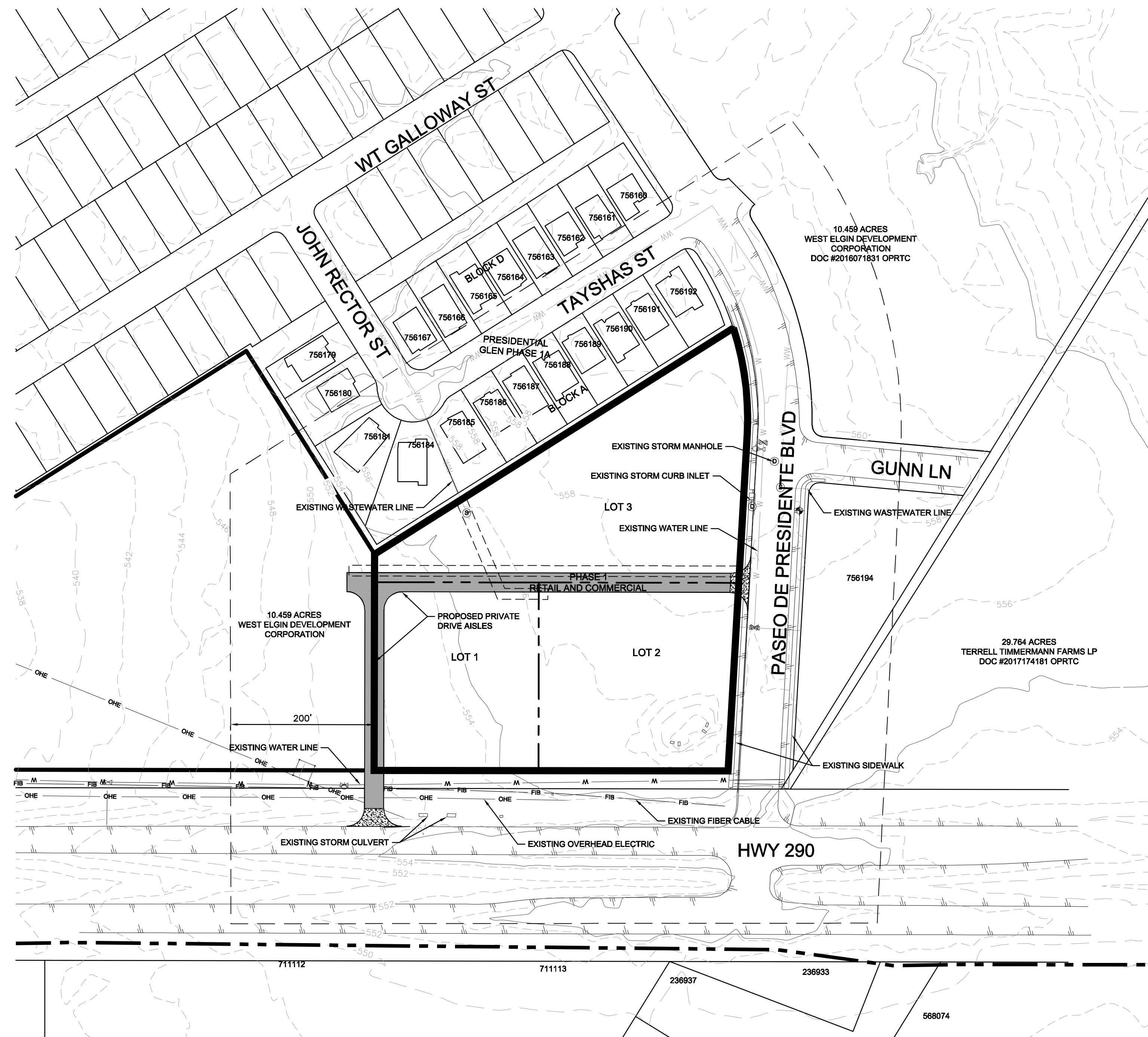
UTILITY DEMAND (LIVING UNIT EQUIVALENT)

LUE BREAKDOWN		
LOT #	ACRES	LUES
1	1.4	11
2	1.6	18
3	2.4	28

LAND USE AND PHASING

LAND USE AND PHASING TABLE				
PHASE	LOT	ACREAGE	LAND USE	ANTICIPATED TIMING
1	1	1.38	COMMERCIAL*	2021
2	2	1.63	COMMERCIAL*	2023
3	3	2.37	COMMERCIAL*	2025

*THE LAND USE AS INDICATED ABOVE IS ALLOWED BY THE
 CURRENT ZONING ON THE PROPERTY AND IS CONSISTENT
 WITH THE CITY'S MASTER PLAN



LEGEND

- CONCEPT PLAN BOUNDARY
- PROPOSED LOT LINE

CITY OF MANOR ACKNOWLEDGEMENTS

THIS CONCEPT PLAN HAS BEEN SUBMITTED TO AND CONSIDERED BY THE
 PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS,
 AND IS HEREBY RECOMMENDED FOR APPROVAL BY THE CITY COUNCIL ON
 THIS THE ____ OF _____, 20__ A.D.

APPROVED: _____ ATTEST: _____
 CHAIRPERSON CITY SECRETARY

ACCEPTED AND APPROVED FOR RECORD BY THE CITY COUNCIL, CITY OF
 MANOR ON THIS THE ____ OF _____, 20__ A.D.

APPROVED: _____ ATTEST: _____
 HONORABLE MAYOR CITY SECRETARY
 MAYOR OF THE CITY OF MANOR, TEXAS



September 22, 2020

RE: Notification for a Subdivision Concept Plan

Dear Property Owner,

The City of Manor Planning and Zoning Commission and City Council will be conducting regularly scheduled meetings for the purpose of considering and acting upon on a Subdivision Concept Plan for Presidential Glen Commercial at 13600 US Hwy 290 E, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing upon a Concept Plan for Presidential Glen Commercial Subdivision, three (3) lots on 5.4 acres, more or less, and being located at 13600 US Hwy 290 E., Manor, TX.

The Planning and Zoning Commission will meet at 6:30PM on October 14, 2020 at 105 East Eggleston Street in the City Hall Council Chambers**.

The City Council will meet at 7:00PM on October 21, 2020 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 Concept Plan has been filed.

If you have no interest in the case there is no need for you to attend**. You may address any comments to me at the email address or phone number below. Any communications I receive will be made available to the Commissioners and Council Members during the discussion of this item.

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Sincerely,

Scott Dunlop,
Assistant Development Director
sdunlop@cityofmanor.org - 512-272-5555 ext. 5

DIALLO MAMADOU BOBO
16428 TAYSHAS ST
MANOR, TX 78653

YANG SEKWAN & YOUNGJA YANG
210 LEE BARTON DR UNIT 201
AUSTIN, TX 78704-1044

SEGUNDO JOSE SANTOS REYES &
ERENDIRA MORAIMA REYES
19420 TAYSHAS ST
MANOR , TX 78653-3993

SALINAS BEAU & RUBBIE
19416 TAYSHAS ST
MANOR, TX 78653-3993

ANDREWS RYAN R & STEPHANIE ANN
19412 TAYSHAS ST
MANOR, TX 78653-3993

HABIB ENTERPRISES LLC
PO BOX 27241
AUSTIN , TX 78755-2241

MUSSON VALDIMIR LYN
19404 TAYSHAS ST
MANOR , TX 78653-3993

DELEON MATTHEW S
1205 W BUSA DR
SAN TAN VLY, AZ 85143-5460

KENDRICK STEFFON E
13208 JOHN RECTOR ST
MANOR , TX 78653-3990

NYO MAUNG & MA PYO
13204 JOHN RECTOR ST
MANOR , TX 78653-3990

CANNON STEVEN & LUCRETIA
13200 JOHN RECTOR ST
MANOR , TX 78653-3990

WOOD TIFFANY
19401 TAYSHAS ST
MANOR , TX 78653-3993

ARREOLA ROSALINA
291 MEADOWOOD LN
SONOMA, CA 95476-4545

SANCHEZ SUYEN SHALTON
19409 TAYSHAS ST
MANOR , TX 78653-3993

SCOTT EMMA J & JOHN J SPENCER JR
19413 TAYSHAS ST
MANOR , TX 78653-3993

HUNTER MICHELLE & ALTON
19417 TAYSHAS ST
MANOR , TX 78653-3993

POWELL GLENN & CRISTINA
19421 TAYSHAS ST
MANOR , TX 78653-3993

SUDA MALIAKAI & AVIBO
19425 TAYSHAS ST
MANOR , TX 78653-3993

SMITH WYNDEL R & DENISE R
19429 TAYSHAS ST
MANOR , TX 78653-3993

RAMIREZ ERNESTO JR & ELVIA L
CAMPOS
19433 TAYSHAS ST
MANOR , TX 78653-3993

WEST ELGIN DEVELOPMENT CORP
ATTN PETER A DWYER
9900 US HIGHWAY 290 E
MANOR , TX 78653-9720

ZALARAM LLC
30 CHADWICK DR
DOVER , DE 19901-5827

ZALARAM LLC
30 CHADWICK DR
DOVER , DE 19901-5827

BLUEBONNET ELECTRIC COOPERATIVE
INC
PO BOX 260888
PLANO , TX 75026-0888

BLUEBONNET ELECTRIC COOPERATIVE
INC
PO BOX 260888
PLANO , TX 75026-0888

LCRA TRANSMISSION SERVICES CORP
LOWER COLORADO RIVER AUTHY
PO BOX 220
AUSTIN , TX 78767-0220

AGENDA ITEM NO. _____



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 14, 2020
PREPARED BY: Scott Dunlop, Assistant Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the Planning and Zoning Commission minutes of the August 12, 2020, Regular Session.

BACKGROUND/SUMMARY:

PRESENTATION: No
ATTACHMENTS: Yes

- September 9, 2020, Regular Session Minutes.

STAFF RECOMMENDATION:

It is the City staff's recommendation that the P&Z Commission approve the minutes of the September 9, 2020, Regular Session.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
(Type X before choice to indicate)



**PLANNING AND ZONING COMMISSION
REGULAR SESSION
MINUTES
SEPTEMBER 9, 2020**

Via Telephone/Video Conference

The meeting was live streamed on Manor Facebook Live beginning at 6:45 p.m.
<https://www.facebook.com/cityofmanor/>

Due to the closing of all city facilities, the Planning and Zoning Commission Session will only be open to the public via remote access. This is pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people.

The following instructions were provided to the general public.

Instructions for Public Speaking:

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

Upon receiving instructions to join zoom meeting the following rules will apply:

- All Speakers must address their comments to the Chairperson rather than to individual Commissioner or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed 3 minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

ROLL CALL VIA ZOOM:

Philip Tryon, Chairperson

Commissioners:

Julie Leonard, Vice-Chair, Place 1
Jacob Hammersmith, Place 2 (Absent)
Isaac Rowe, Place 4
Ruben J. Cardona, Place 5 (Absent)
Cecil Meyer, Place 6
Lakesha Small, Place 7 (Absent)

City Staff:

Scott Dunlop, Assistant Development Services Director

REGULAR SESSION – 6:30 P.M.

With a quorum of the Planning and Zoning (P&Z) Commission present via video/telephone conference, the regular session of the Manor P&Z Commission was called to order by Chairperson Philip Tryon at 6:45 p.m. on Wednesday, September 9, 2020.

PUBLIC COMMENTS

No one appeared to speak at this time.

PUBLIC HEARING

- 1. Conduct a public hearing upon a rezoning request for twenty (20) acres, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2). Owner: Curt Johnson. Applicant: Mahoney Engineering**

Chairperson Tryon opened the public hearing.

The City staff recommended that the P&Z Commission conduct the public hearing.

Assistant Development Services Director Dunlop gave a brief summary and was available to address any questions posed by the P&Z Commission.

MOTION: Upon a motion made by Commissioner Rowe and Seconded by Vice Chair Leonard, the P&Z Commission voted four (4) For and none (0) Against to close the public hearing. The motion carried unanimously.

2. **Conduct a public hearing upon a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB). Owner: Eric Davis. Applicant: Eric Davis**

Chairperson Tryon opened the public Hearing.

The City staff recommended that the P&Z Commission conduct the public hearing.

Assistant Development Services Director Dunlop gave a brief summary and was available to address any questions posed by the P&Z Commission.

MOTION: Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Rowe, the P&Z Commission voted four (4) For and none (0) Against to close the public hearing. The motion carried unanimously.

3. **Conduct a public hearing upon a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2). Owner: Las Entradas Development Corp. Applicant: Carlson Brigance & Doering, Inc.**

Chairperson Tryon opened the public hearing.

The City staff recommended that the P&Z Commission conduct the public hearing.

Assistant Development Services Director Dunlop gave a brief summary and was available to address any questions posed by the P&Z Commission.

Amir Namakforoosh with Carlson, Brigance & Doering Inc., 12129 RR 620 N., Ste 600, Austin, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available to address any questions posed by the P&Z Commission.

MOTION: Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Meyer, the P&Z Commission voted four (4) For and none (0) Against to close the public hearing. The motion carried unanimously.

4. **Conduct a public hearing upon a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2). Owner: Geraldine & Edward Wolf. Applicant: BGE, Inc.**

Chairperson Tryon opened the public hearing.

The City Staff recommended that the P&Z Commission conduct the public hearing.

Mark Baker with SEC Planning, 4201 W. Parmer Ln, Bldg A Ste 220, Austin, Texas, submitted a speaker card in support of this item. . He presented the attached PowerPoint. Mr. Baker gave an overview of the plans for the property and rezoning request.

Jake Straub with DR Horton, Inc., 10700 Pecan Park Blvd, Austin, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available to address any questions posed by the P&Z Commission.

Engineer Seth Mearig with BGE, Inc. 1701 Directors Blvd #1000, Austin, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available to address any questions posed by the P&Z Commission.

MOTION: Upon a motion made by Commissioner Rowe and Seconded by Vice Chair Leonard, the P&Z Commission voted four (4) For and none (0) Against to close the public hearing. The motion carried unanimously.

CONSENT AGENDA

5. **Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of:**
- **August 12, 2020, Regular Session; and**
 - **August 26, 2020, Called Special Session**

MOTION: Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Meyer, the P&Z Commission voted four (4) For and none (0) Against to approve the Consent Agenda. The motion carried unanimously.

REGULAR AGENDA

6. **Consideration, discussion, and possible action on a rezoning request for twenty (20) acre, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2). Owner: Curt Johnson. Applicant: Mahoney Engineering**

The City staff recommended that the P&Z Commission approve a rezoning request for twenty (20) acre, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2).

MOTION: Upon a motion made by Commissioner Rowe and Seconded by Commissioner Meyer, the P&Z Commission voted four (4) For and none (0) Against to approve a rezoning request for twenty (20) acre, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2). The motion carried unanimously.

7. **Consideration, discussion, and possible action on a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB). Owner: Eric Davis. Applicant: Eric Davis.**

The City staff recommended that the P&Z Commission approve a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB).

The discussion was held regarding impact on property, landscaping, parking, and roads.

MOTION: Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Meyer, the P&Z Commission voted four (4) For and none (0) Against to approve a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB). The motion carried unanimously.

8. **Consideration, discussion and possible action upon a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2). Owner: Las Entradas Development Corp. Applicant: Carlson Brigance & Doering, Inc.**

The City staff recommended that the P&Z Commission approve a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).

Amir Namakforoosh with Carlson, Brigance & Doering Inc., 12129 RR 620 N., Ste 600, Austin, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available to address any questions posed by the P&Z Commission.

MOTION: Upon a motion made by Commissioner Meyer and Seconded by Commissioner Rowe, the P&Z Commission voted four (4) For and none (0) Against to approve a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2). The motion carried unanimously.

9. **Consideration, discussion, and possible action a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2). Owner: Geraldine & Edward Wolf Applicant: BGE, Inc.**

The City staff recommended that the P&Z Commission approve a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2)..

MOTION: Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Meyer, the P&Z Commission voted four (4) For and none (0) Against to approve a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2).

10. Consideration, discussion, and possible action on a 1-year extension request for the Las Entradas-Gregg Manor Road Final Plat. Owner: Las Entradas Development Corp. Applicant: Kimley-Horn & Associates.

The City staff recommended that the P&Z Commission approve a 1-year extension request for the Las Entradas-Gregg Manor Road Final Plat.

MOTION: Upon a motion made by Commissioner Meyer and Seconded by Vice Chair Leonard, the P&Z Commission voted four (4) For and none (0) Against to approve a 1-year extension request for the Las Entradas-Gregg Manor Road Final Plat. The motion carried unanimously.

11. Consideration, discussion, and possible action on a Preliminary Plat for IDEA – Manor, one (1) lot on 13.19 acres, more or less, and being located near N FM 973 and Suncrest Road, Manor, TX. Owner: IDEA Public Schools. Applicant: Pape-Dawson Engineers, Inc.

The City staff recommended that the P&Z Commission deny a Preliminary Plat for IDEA – Manor, one (1) lot on 13.19 acres, more or less, and being located near N FM 973 and Suncrest Road, Manor, TX.

MOTION: Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Rowe, the P&Z Commission voted four (4) For and none (0) Against to deny a Preliminary Plat for IDEA – Manor, one (1) lot on 13.19 acres, more or less, and being located near N FM 973 and Suncrest Road, Manor, TX. The motion carried unanimously.

ADJOURNMENT

MOTION: Upon a motion made by Vice Chair Leonard and Seconded by Commissioner Rowe, the P&Z Commission voted four (4) For and none (0) Against to adjourn the regular session of the P&Z Commission meeting at 7:32 p.m. on Wednesday September 9, 2020. The motion carried unanimously.

These minutes approved by the Manor P&Z Commission on the 14th day of October 2020.

APPROVED:

Philip Tryon
Chairperson

ATTEST:

Scott Dunlop,
Assistant Development Services Director

Draft Minutes

AGENDA ITEM NO. _____



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 14, 2020
PREPARED BY: Scott Dunlop, Assistant Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action upon a rezoning request for 24.81 acres, more or less, out of the Sumner Bacon Survey No. 62, Travis County, Texas, and being located at 9910 Hill Lane, Manor, TX from Light Commercial (C-1) to Multi-Family 15 (MF-1).

Applicant: Kimley-Horn & Associates

Owner: 9 Sunny Partners, LP

BACKGROUND/SUMMARY:

This property is located mid-way along Hill Lane and is the last property on that road in the city limits. Past this property is Austin’s ETJ and Manor Downs. This property is currently zoned C-1 Light Commercial but due to its location there is likely to be very little pass-by traffic to support the retail uses permitted in C-1 so destination or residential uses are more suitable.

PRESENTATION: No

ATTACHMENTS: Yes

- Letter of Intent
- Rezoning Map
- Thoroughfare Plan of area

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the P&Z Commission approve rezoning request for 24.81 acres, more or less, out of the Sumner Bacon Survey No. 62, Travis County, Texas, and being located at 9910 Hill Lane, Manor, TX from Light Commercial (C-1) to Multi-Family 15 (MF-1).

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
<i>(Type X before choice to indicate)</i>			

September 11, 2020

City of Manor
Attn: Scott Dunlop
105 E. Eggleston St.
Manor, Texas 78653

**Re: Manor Downs Rezoning
Rezoning – Letter of Intent
9910 Hill Lane
Manor, Texas 78653**

To Whom It May Concern:

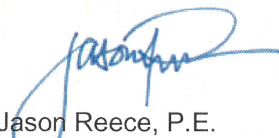
Please accept this Summary Letter for the above referenced project. The proposed Manor Downs development is located at 9910 Hill Lane, Manor, Texas, Travis County. The existing property is comprised of two individual tracts that encompasses approximately 24.811 acres of undeveloped property. The larger tract fronts the north side of Hill Lane and the small tract lies entirely within the larger tract. Both are located at the western boundary of the City's Limits.

The proposed development intends to construct multi-family housing. The two tracts are currently zoned C-1 and after discussions with City of Manor staff, rezoning to a MF-1 zoning would be supported as the current vehicular traffic makes it difficult to support a C-1 zoning and the planned classification of Hill Lane would only allow it to be a primary collector roadway.

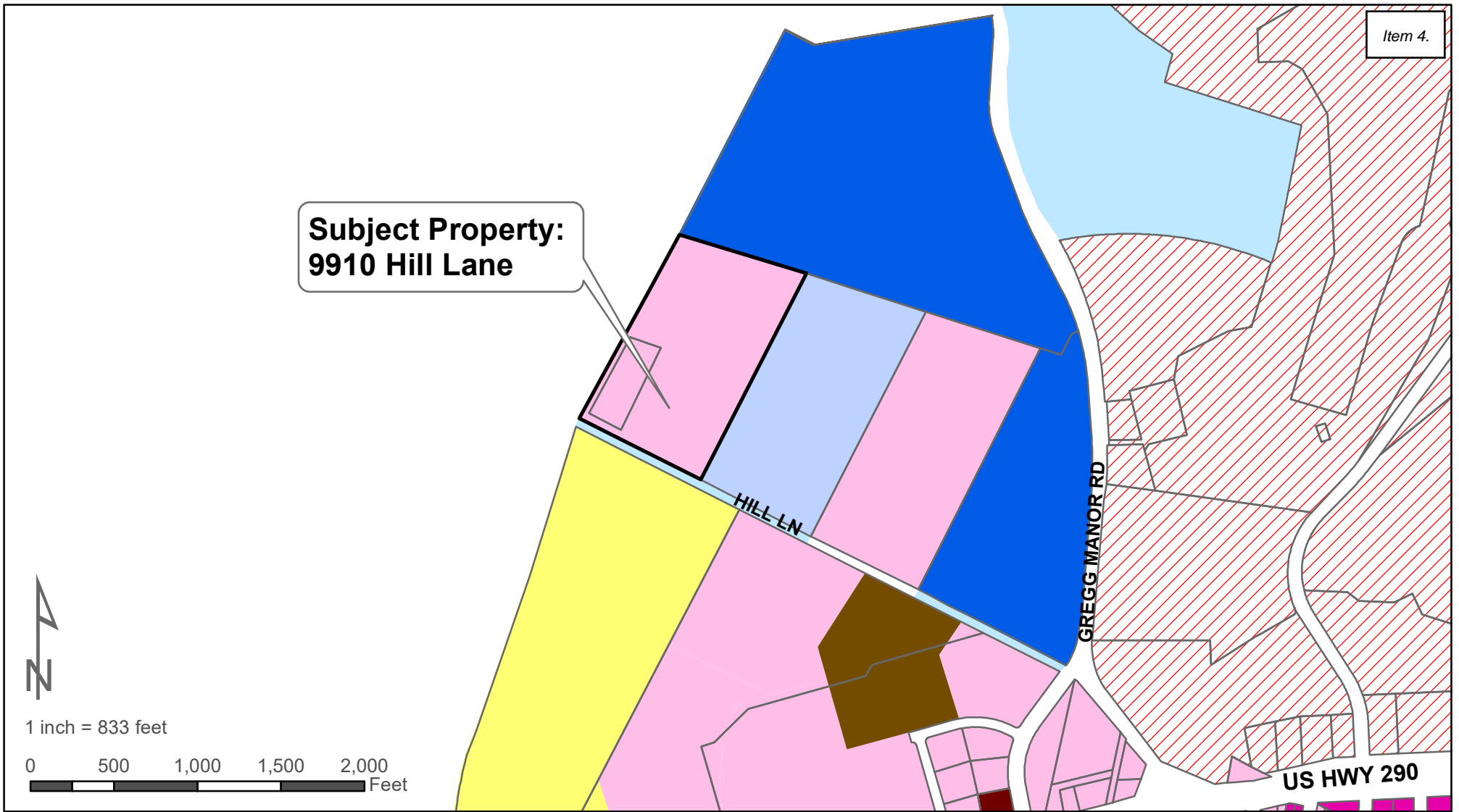
If you have any questions or comments regarding this request, please contact me at 512-418-1771.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



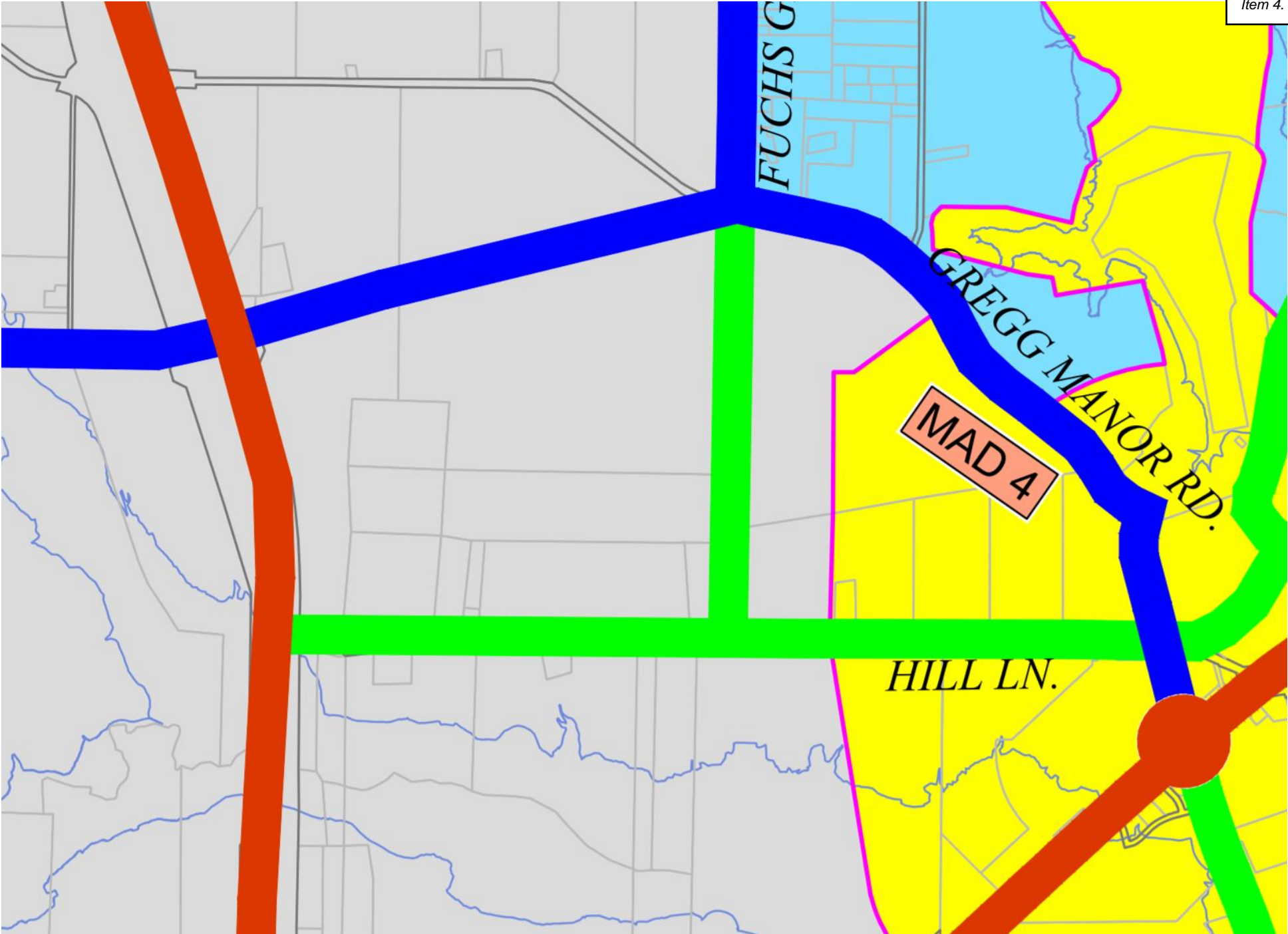
Jason Reece, P.E.
Project Manager



Proposed Zoning: Multi-Family 15 (MF-1)

*Current Zoning:
Light Commercial (C-1)*

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



AGENDA ITEM NO. _____



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 14, 2020
PREPARED BY: Scott Dunlop, Assistant Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action upon a Concept Plan for Presidential Glen Commercial Subdivision, three (3) lots on 5.4 acres, more or less, and being located at 13600 US Hwy 290 E., Manor, TX.

Applicant: Kimley-Horn & Associates
Owner: West Elgin Development Corporation

BACKGROUND/SUMMARY:

This property is located at the intersection of US Hwy 290 and Paseo de Presidente at the 290 entrance to Presidential Glen. They are dividing the 5.4-acre commercial tract into 3 lots of 1.4 acres, 1.6 acres, and 2.4 acres. This plan has been approved by our engineers.

PRESENTATION: No

ATTACHMENTS: Yes

- Concept Plan
- Engineer Comments
- Conformance Letter

STAFF RECOMMENDATION:

It is the City staff's recommendation that the P&Z Commission approve a Concept Plan for Presidential Glen Commercial Subdivision, three (3) lots on 5.4 acres, more or less, and being located at 13600 US Hwy 290 E., Manor, TX.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
(Type X before choice to indicate)

Plotted By: Walker, Jordan (Austin) Date: August 24, 2020 01:32:17pm File Path: K:\AUS_Civil\069241744-Presidential Glen Commercial - Concept 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.

PROJECT NAME: PRESIDENTIAL GLEN COMMERCIAL PHASE 1
SITE ADDRESS: NW CORNER OF THE INTERSECTION OF HWY 290 AND PASEO DE PRESIDENTE BLVD

RECORD OWNER/DEVELOPER:
 WEST ELGIN DEVELOPMENT CORPORATION
 9900 HWY 290 EAST
 MANOR, TX 78653

ENGINEER:
 KIMLEY-HORN AND ASSOCIATES, INC.
 10814 JOLLYVILLE ROAD
 BUILDING 4, SUITE 200
 AUSTIN, TEXAS 78759
 CONTACT: KEVIN J. BURKS, P.E.
 PH. 512-418-1771

SURVEYOR:
 KIMLEY-HORN AND ASSOCIATES, INC.
 601 NW LOOP 410
 SUITE 350
 SAN ANTONIO, TEXAS 78216
 PH. 210-307-4356

PREPARED ON:
 JUNE 29, 2020

CURRENT ZONING:
 C-2

WATERSHED STATUS:
 THIS SITE IS LOCATED IN THE
 WILBARGER CREEK WATERSHED.

FLOODPLAIN INFORMATION:
 NO PORTION OF THIS SITE LIES WITHIN THE BOUNDARIES OF
 THE 100 YR. FLOODPLAIN AS SHOWN ON THE FLOOD
 INSURANCE RATE MAP COMMUNITY PANEL NO. 48453CO485J,
 DATED AUGUST 18, 2014.

LEGAL DESCRIPTION:
 BEING LOT 1 OF BLOCK KK WITHIN PRESIDENTIAL GLEN
 PHASE 1A, SITUATED IN TRAVIS COUNTY, TEXAS.

TRAFFIC

Land Use	TRAFFIC VOLUMES					
	ITE Land Use Code	Size	Units	Daily Trips	AM Trips	PM Trips
Shopping Center	820	26,000	Sq Ft	2,406	165	201
Fast-Food Restaurant w/ D.T.	934	8,000	Sq Ft	3,768	322	261
Total Project Trips				6,174	487	462

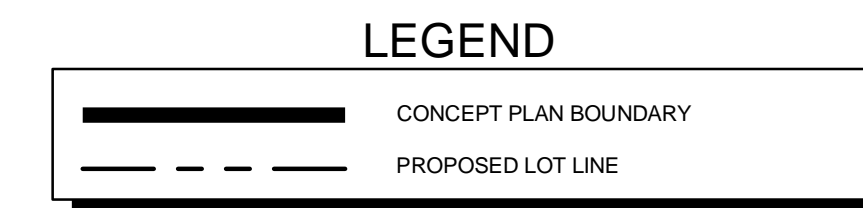
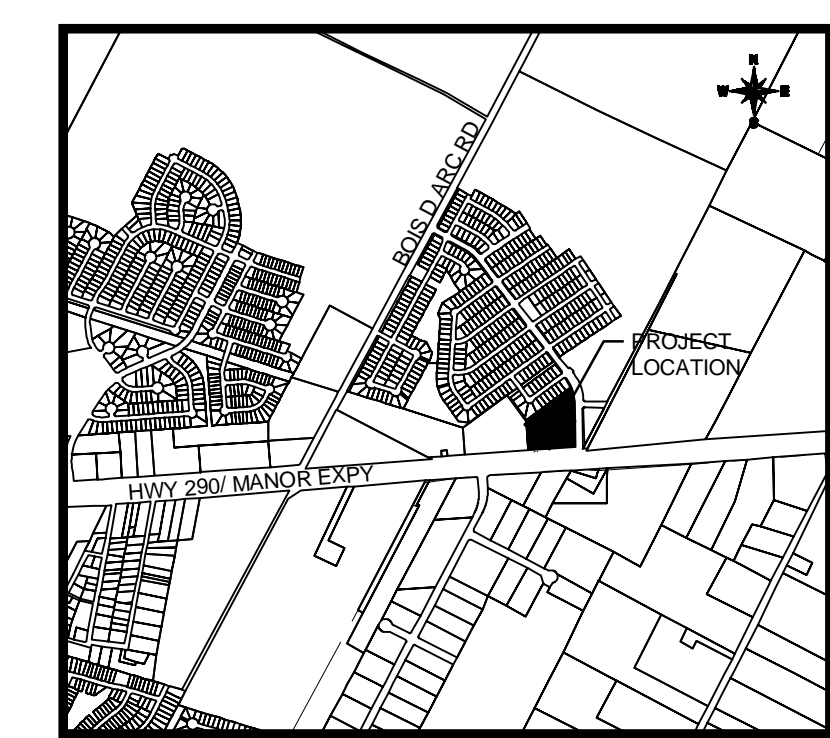
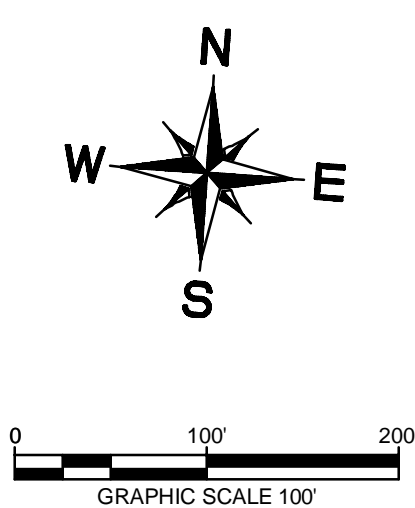
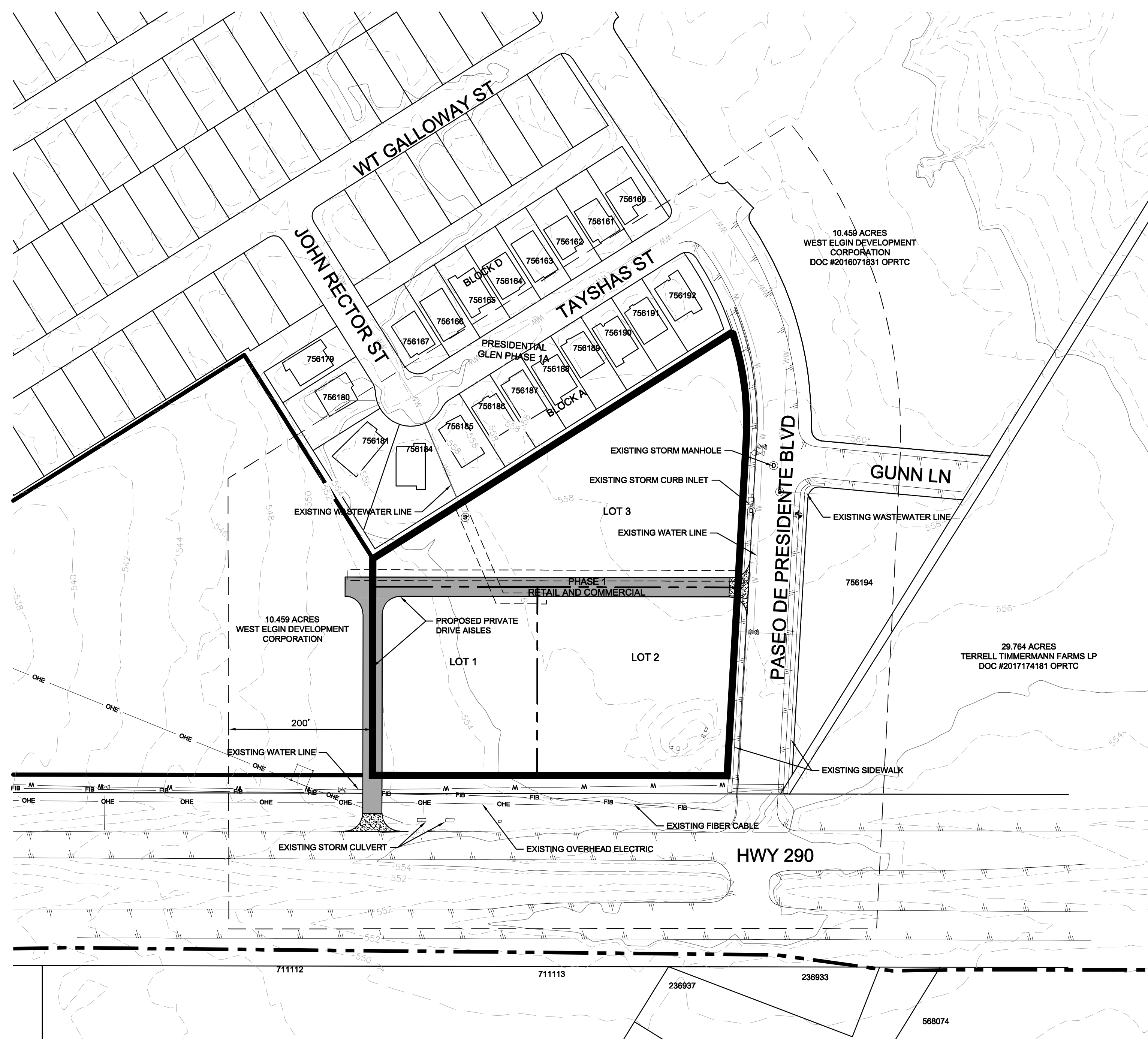
UTILITY DEMAND (LIVING UNIT EQUIVALENT)

LUE BREAKDOWN		
LOT #	ACRES	LUES
1	1.4	11
2	1.6	18
3	2.4	28

LAND USE AND PHASING

LAND USE AND PHASING TABLE				
PHASE	LOT	ACREAGE	LAND USE	ANTICIPATED TIMING
1	1	1.38	COMMERCIAL*	2021
2	2	1.63	COMMERCIAL*	2023
3	3	2.37	COMMERCIAL*	2025

*THE LAND USE AS INDICATED ABOVE IS ALLOWED BY THE
 CURRENT ZONING ON THE PROPERTY AND IS CONSISTENT
 WITH THE CITY'S MASTER PLAN



CITY OF MANOR ACKNOWLEDGEMENTS

THIS CONCEPT PLAN HAS BEEN SUBMITTED TO AND CONSIDERED BY THE
 PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS,
 AND IS HEREBY RECOMMENDED FOR APPROVAL BY THE CITY COUNCIL ON
 THIS THE _____ OF _____, 20__ A.D.

APPROVED: _____ ATTEST: _____
 CHAIRPERSON CITY SECRETARY

ACCEPTED AND APPROVED FOR RECORD BY THE CITY COUNCIL, CITY OF
 MANOR ON THIS THE _____ OF _____, 20__ A.D.

APPROVED: _____ ATTEST: _____
 HONORABLE MAYOR CITY SECRETARY
 MAYOR OF THE CITY OF MANOR, TEXAS



Texas Engineering Firm #4242

Date: Tuesday, August 4, 2020

Kevin Burks

kevin.burks@kimley-horn.com

Permit Number 2020-P-1258-CP

Job Address: Presidential Glen Commercial Lot 1 Concept Plan, Manor, TX. 78653

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

Dear Kevin Burks,

The first submittal of the Presidential Glen Commercial Lot 1 Concept Plan (*Concept Plan*) submitted by and received on August 25, 2020, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@jaeco.net.

1. Proposed major categories of land use by acreage showing compatibility of land use with the Master Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(7).
2. Significant drainage features and structures including any regulatory one hundred (100) year flood plains should be shown on the Concept Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(11).
3. Significant features on or within two hundred (200) feet of the property, such as railroads, roads, buildings, utilities and drainage structures should be shown on the Concept Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(12).
4. The approximate boundaries and anticipated timing of proposed phases of development and uses should be shown on the Concept Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(13).
5. A proposed phasing plan for the development should be shown on the Concept Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(16).

8/4/2020 10:41:41 AM
Presidential Glen Commercial Lot 1 Concept Plan
2020-P-1258-CP
Page 2

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

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

Thank you,



Pauline Gray, P.E.
Senior Engineer
Jay Engineering, a Division of GBA



KHA Project No. 069275306

August 24, 2020

Pauline Gray, P.E.
Jay Engineering Company, Inc.
P.O. Box 1220
Leander, TX 78646

**RE: *Presidential Glen Commercial Lot 1 Concept Plan
Second Submittal
Permit Number 2020-P-1258-CP***

Dear Pauline:

Please accept this Comment Response Letter in reply to the City of Austin's review of plans for the above referenced project, dated August 4, 2020. Original comments have been included for reference. All Kimley-Horn responses are listed in **blue**.

1. Proposed major categories of land use by acreage showing compatibility of land use with the Master Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(7).

Response: A table indicating zoning and land use acreage that shows compatibility with the Master Plan has been added to the concept plan.

2. Significant drainage features and structures including any regulatory one hundred (100) year flood plains should be shown on the Concept Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(11).

Response: No regulatory one hundred-year floodplains are present on or adjacent to the site of development and a note indicating such is on the left side of the concept plan. All drainage features and structures have been indicated on the concept plan.

3. Significant features on or within two hundred (200) feet of the property, such as railroads, roads, buildings, utilities and drainage structures should be shown on the Concept Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(12).

Response: Significant features, including roads, buildings, utilities, and drainage structures, have now been indicated on the concept plan.

4. The approximate boundaries and anticipated timing of proposed phases of development and uses should be shown on the Concept Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(13).

Response: The phases, phase boundaries, and timeline has been indicated in a table on the left side of the concept plan.

5. A proposed phasing plan for the development should be shown on the Concept Plan as required by City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(16).

Response: Proposed phasing is now shown and indicated on the concept plan in table form on the left side.

Should you have questions or require additional information, please feel free to contact me.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Kevin Burks, P.E.
Project Manager
512-418-4528
Kevin.burks@kimley-horn.com



Texas Engineering Firm #4242

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

Date: Monday, September 14, 2020

Kevin Burks

kevin.burks@kimley-horn.com

Permit Number 2020-P-1258-CP

Job Address: Presidential Glen Commercial Lot 1 Concept Plan, Manor 78653

Dear Kevin Burks,

We have conducted a review of the concept plan for the above-referenced project, submitted by Kevin Burks and received by our office on August 25, 2020, 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 Concept Plan to Scott Dunlop at the City of Manor for signatures. A copy of the signed Concept Plan 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.
Senior Engineer
Jay Engineering, a Division of GBA

