



JULIE LEONARD, PLACE 1  
JACOB HAMMERSMITH, PLACE 2  
RAUL HERNANDEZ, VICE-CHAIR, PLACE 3  
LARRY WALLACE JR, PLACE 4  
LIAN STUTSMAN, PLACE 5  
KEITH MILLER, PLACE 6  
BILL MYERS, CHAIRPERSON, PLACE 7

## PLANNING AND ZONING COMMISSION REGULAR MEETING AGENDA

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WEDNESDAY, APRIL 11, 2018

6:30 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

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### CALL REGULAR SESSION TO ORDER

### PRESENTATIONS

### PUBLIC COMMENTS

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three minutes per person. Comments on specific agenda items must be made when the item comes before the Commission. To address the Planning Commission please register on the speaker sign-in sheet at least five-minutes prior to the scheduled meeting time. NO ACTION MAY BE TAKEN BY THE PLANNING COMMISSION DURING PUBLIC COMMENTS.

The following items will be denied as submitted by one motion. There will be no separate discussion of these items unless requested by a Commission Member; in which event, the item will be removed from the consent agenda and considered separately

### CONSENT AGENDA

- |                                                                                                                                                                                                                                                                                                                           |                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 1. Consideration, discussion, and possible action on a Final Plat for Shadowglen Phases 21A and 21B, one hundred thirty seven (137) single family lots on 51.92 acres more less, located near the intersection of Shadowglen Trace and Misty Grove Blvd.<br><b>Applicant:</b> Kimley-Horn. <b>Owner:</b> SG Land Holdings | Scott Dunlop,<br>Planning Coordinator |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|

### REGULAR AGENDA

- |                                                                                                                                                                             |                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 2. Consideration, discussion, and possible action on the February 14, 2018 Planning and Zoning Commission meeting minutes.                                                  | Scott Dunlop<br>Planning Coordinator |
| 3. Consideration, discussion, and possible action on the March 14, 2018 Planning and Zoning Commission meeting minutes.                                                     | Scott Dunlop<br>Planning Coordinator |
| 4. Consideration, discussion and possible action on a rezoning request for Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnhamn Lane from | Scott Dunlop<br>Planning Coordinator |

Interim Agricultural (A) to Single Family (R-2). **Applicant:** Southwest Engineers. **Owner:** Southwest Engineers.

- |                                                                                                                                                                                                                                                                                                                          |                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 5. Consideration, discussion and possible action on a Conditional Use Permit for Lot 31, Block E, Stonewater Phase 1, locally known as 12310 Waterford Run Way to allow for a Small Childcare Center. <b>Applicant:</b> Yamilia Reynaldo. <b>Owner:</b> Yamilia Reynaldo.                                                | Scott Dunlop<br>Planning Coordinator  |
| 6. Consideration, discussion and possible action on a Short Form Final Plat, two (2) single family lots on 0.29 acres more or less being portions of Lot 3 & all of lots 4 and 5, Block 24, Town of Manor, locally known as 702 N. Burnet Street. <b>Applicant:</b> Gregg Fredrickson. <b>Owner:</b> Evelyn Fredrickson. | Scott Dunlop,<br>Planning Coordinator |

## ADJOURNMENT

In addition to any executive session already listed above, the City Council 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).

## 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, April 6, 2018, by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

\_\_\_\_\_  
Lluvia Tijerina  
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 [ltijerina@cityofmanor.org](mailto:ltijerina@cityofmanor.org).*



AGENDA ITEM NO. 1

## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 11, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Final Plat for Shadowglen Phases 21A and 21B, one hundred thirty seven (137) single family lots on 51.92 acres more less, located near the intersection of Shadowglen Trace and Misty Grove Blvd. Applicant: Kimley-Horn. Owner: SG Land Holdings

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### BACKGROUND/SUMMARY:

This item has not been approved by our engineers.

PRESENTATION: ☐ YES ☐ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Plat

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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning Commission deny as submitted a Final Plat for Shadowglen Phases 21A and 21B, one hundred thirty seven (137) single family lots on 51.92 acres more less, located near the intersection of Shadowglen Trace and Misty Grove Blvd.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

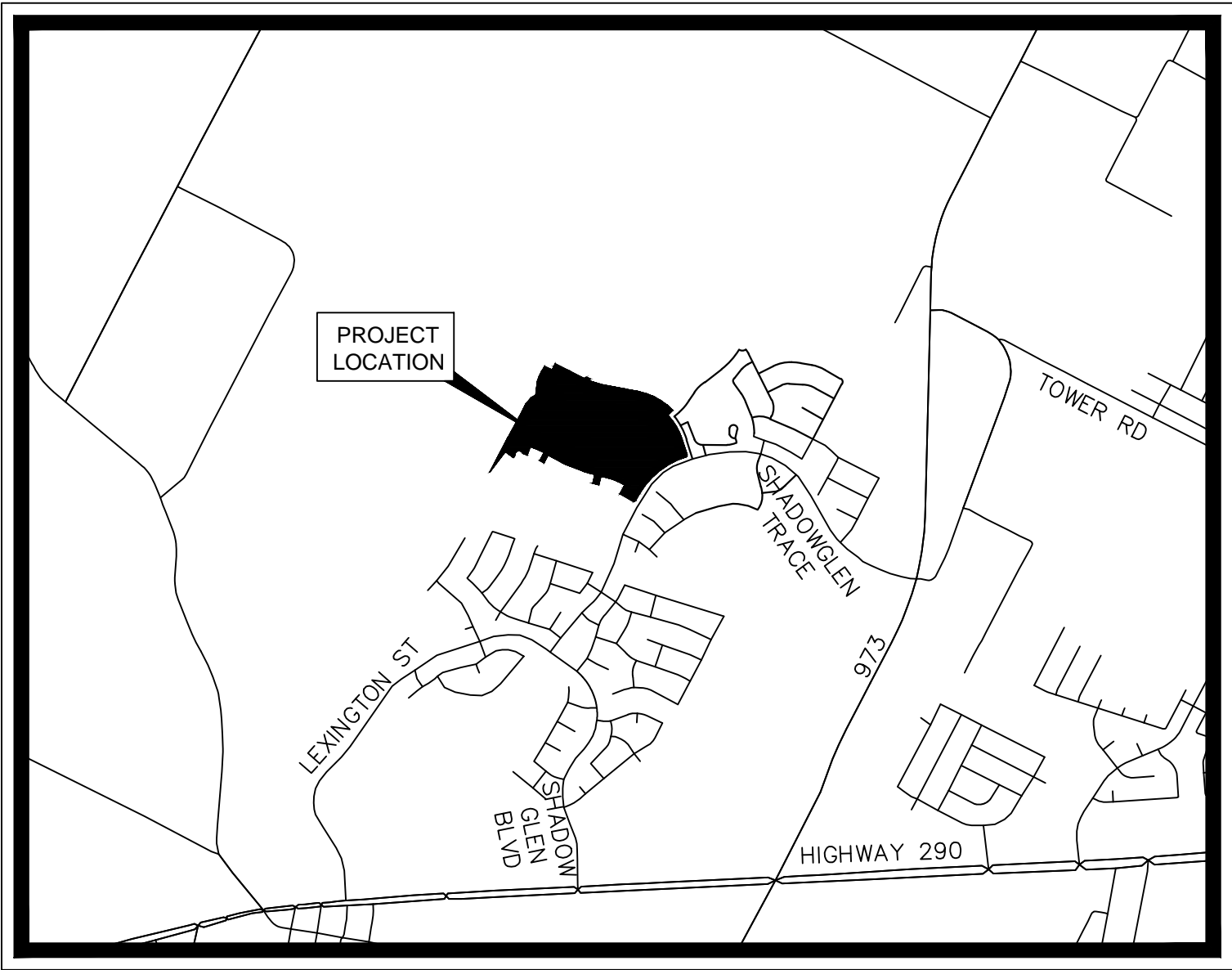
TRAVIS COUNTY  
CONSUMER PROTECTION NOTICE  
FOR HOMEBUYERS

IF YOU ARE BUYING A LOT OR HOME, YOU SHOULD DETERMINE WHETHER IT IS  
INSIDE OR OUTSIDE THE CITY LIMITS.

DEPENDING ON STATE LAW AND OTHER FACTORS, LAND OUTSIDE THE CITY LIMITS  
MAY BE SUBJECT TO FEWER LOCAL GOVERNMENT CONTROLS OVER THE  
DEVELOPMENT AND USE OF LAND THAN INSIDE THE CITY LIMITS.

BECAUSE OF THIS, LOCAL GOVERNMENT MAY NOT BE ABLE TO RESTRICT THE  
NATURE OR EXTENT OF DEVELOPMENT NEAR THE LOT OR HOME NOR PROHIBIT  
NEARBY LAND USES THAT ARE INCOMPATIBLE WITH A RESIDENTIAL  
NEIGHBORHOOD.

THIS CAN AFFECT THE VALUE OF YOUR PROPERTY.  
TRAVIS COUNTY REQUIRES THIS NOTICE TO BE PLACED ON SUBDIVISION PLATS.  
IT IS NOT A STATEMENT OR REPRESENTATION OF THE OWNER OF  
THE PROPERTY, THE SUBDIVIDER, OR THEIR REPRESENTATIVES.



VICINITY MAP

SCALE: 1" = 2,000'

CIVIL ENGINEER:  
KIMLEY-HORN AND ASSOCIATES, INC.  
10814 JOLLYVILLE ROAD, AVALLON IV, SUITE 300  
AUSTIN, TEXAS 78759  
TBPE FIRM REGISTRATION NO. F-928  
PH: (512) 418-1771 FAX: (512) 418-1791  
CONTACT: BRETT BURKE, P.E.

SURVEYOR:  
KIMLEY-HORN AND ASSOCIATES, INC.  
LAND SURVEYOR NO. 6330  
601 NW LOOP 410, SUITE 350  
SAN ANTONIO, TEXAS 78216  
PH: (210) 541-9166  
CONTACT: GREG MOSIER, R.P.L.S.

OWNER/DEVELOPER:  
SG LAND HOLDINGS, LLC  
2392 MORSE AVENUE  
IRVINE, CALIFORNIA 93614  
PH: (949) 241-8414  
CONTACT: RUSS ALLISON

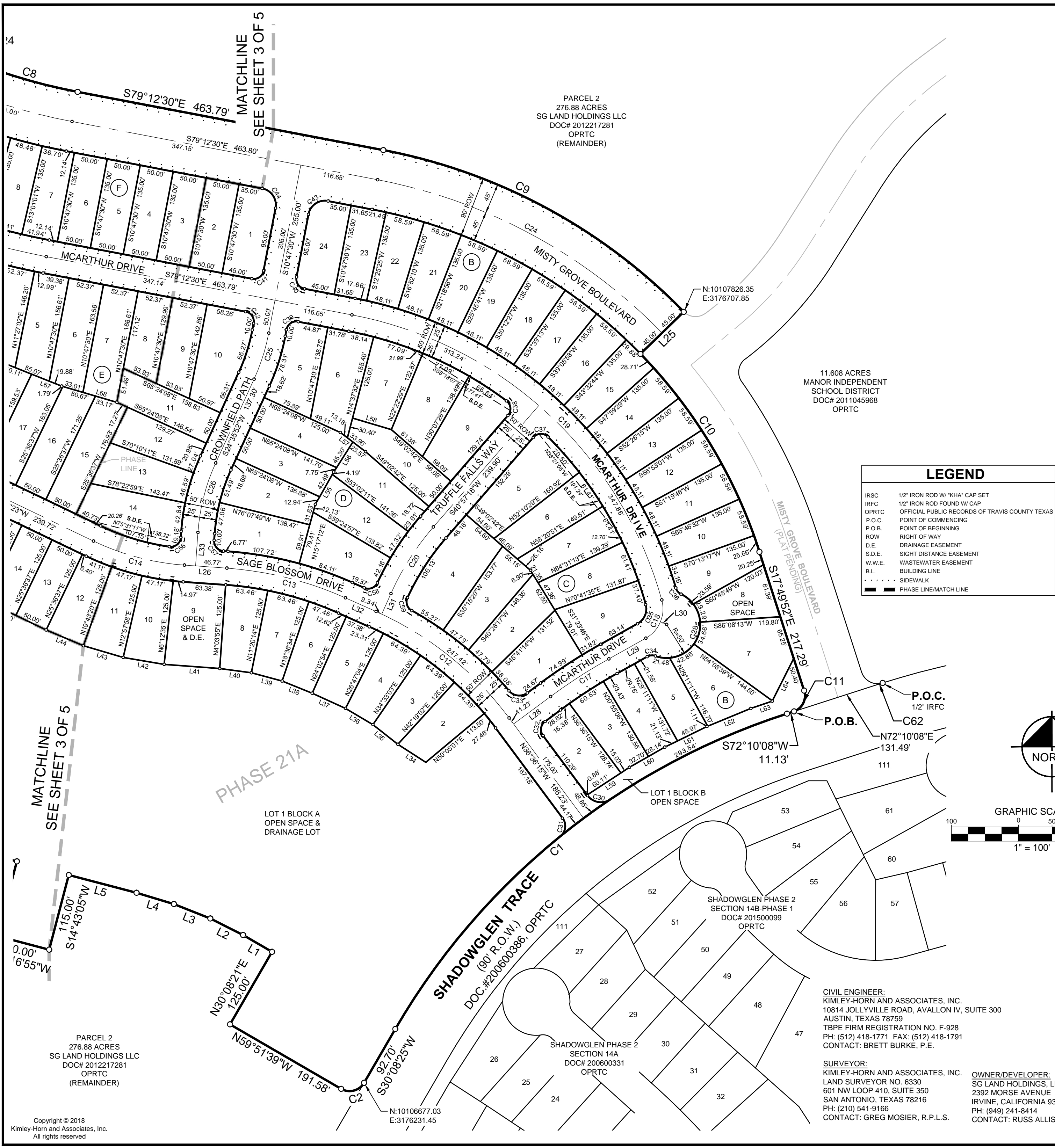
**SHADOWGLEN PHASE 2  
SECTION 21A & 21B**  
**51.921 ACRES**  
OUT OF A CALLED 276.88 ACRE PARCEL 2  
CONVEYED TO SG LAND HOLDINGS LLC  
DOC. NO. 2012217281, OPRTC  
WILLIAM SANDERFORD SURVEY NO. 70,  
ABSTRACT NO. 743  
CITY OF MANOR, TRAVIS COUNTY, TEXAS

**Kimley»Horn**

601 NW Loop 410, Suite 350  
San Antonio, Texas 78216  
FIRM # 10193973  
Tel. No. (210) 541-9166  
www.kimley-horn.com

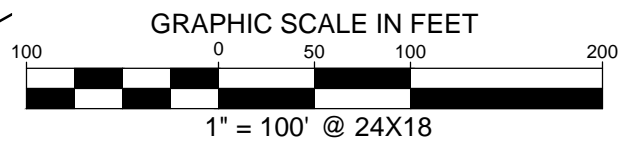
Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 2000'	APS	JGM	FEB. 2018	069254501	1 OF 5





LINE TABLE			LINE TABLE			LINE TABLE			LINE TABLE		
NO.	BEARING	LENGTH	NO.	BEARING	LENGTH	NO.	BEARING	LENGTH	NO.	BEARING	LENGTH
L1	N59°51'39\"W	50.00'	L20	N32°34'21\"E	73.33'	L39	N75°01'36\"W	47.56'	L58	N73°30'56\"W	60.32'
L2	N63°18'44\"W	54.63'	L21	S63°07'21\"E	5.66'	L40	N82°17'55\"W	47.56'	L59	N65°50'49\"E	75.14'
L3	N68°15'12\"W	58.42'	L22	N26°52'40\"E	90.00'	L41	N85°40'52\"W	83.03'	L60	N60°15'53\"E	60.84'
L4	N73°18'05\"W	58.14'	L23	S67°14'32\"E	50.00'	L42	N80°24'43\"W	61.87'	L61	N63°53'42\"E	70.10'
L5	N75°16'55\"W	104.41'	L24	S23°20'08\"W	1.27'	L43	N73°39'21\"W	61.87'	L62	N67°39'38\"E	70.50'
L6	N75°16'12\"W	100.00'	L25	S45°48'46\"W	90.00'	L44	N67°01'17\"W	60.32'	L63	S71°09'45\"W	33.72'
L7	N71°34'14\"W	48.91'	L26	N85°56'05\"W	63.38'	L45	N63°57'31\"W	53.96'	L64	N26°39'57\"E	70.77'
L8	N65°03'12\"W	48.76'	L27	N55°09'53\"W	81.21'	L46	N58°44'12\"W	62.26'	L65	N63°49'23\"W	71.92'
L9	N60°48'14\"W	59.43'	L28	S53°23'45\"W	68.62'	L47	N55°10'06\"W	50.00'	L66	N88°11'26\"W	58.45'
L10	N63°59'11\"W	70.80'	L29	S60°46'49\"W	63.14'	L48	N55°34'40\"W	49.09'	L67	N88°13'11\"W	48.34'
L11	N67°36'11\"W	120.00'	L30	S67°22'02\"E	10.00'	L49	N61°17'49\"W	47.76'	L68	N73°42'31\"W	52.62'
L12	N67°36'11\"W	50.99'	L31	S24°02'54\"W	33.53'	L50	N73°06'55\"W	88.05'	L69	S51°48'47\"W	23.19'
L13	S37°32'03\"W	31.13'	L32	N65°57'06\"W	49.98'	L51	S75°28'57\"W	54.57'	L70	S34°00'08\"W	41.04'
L14	N41°09'03\"E	106.72'	L33	S04°03'55\"W	50.00'	L52	S87°19'05\"W	51.08'	L71	N34°00'08\"E	33.26'
L15	N61°37'02\"E	60.62'	L34	N57°11'36\"W	49.53'	L53	N80°54'15\"W	50.00'	L72	S55°29'23\"W	104.24'
L16	N04°54'12\"E	87.96'	L35	N51°33'58\"W	47.41'	L54	N80°54'15\"W	25.18'	L73	N55°29'23\"E	106.09'
L17	N07°54'07\"E	82.03'	L36	N59°19'56\"W	47.41'	L55	N29°38'57\"E	51.24'	L74	S24°00'03\"W	379.16'
L18	N18°01'22\"E	82.99'	L37	N65°32'03\"W	54.72'	L56	N32°36'06\"E	53.05'	L75	N24°00'03\"E	398.43'
L19	N27°33'42\"E	65.00'	L38	N67°57'34\"W	48.19'	L57	N52°48'44\"W	23.57'	L76	N00°25'21\"E	48.25'

CURVE TABLE					CURVE TABLE				
NO.	DELTA	RADIUS	LENGTH	CHORD BEARING	CHORD	NO.	DELTA	RADIUS	LENGTH
C1	42°01'46\"	1045.00'	766.56'	S51°09'15\"W	749.49'	C32	90°00'00\"	15.00'	23.56'
C2	90°00'00\"	25.00'	39.27'	S75°08'21\"W	35.36'	C33	86°26'50\"	20.00'	30.18'
C3	37°56'56\"	25.00'	16.56'	N48°37'44\"W	16.26'	C34	48°46'30\"	15.00'	12.77'
C4	148°31'28\"	50.00'	129.61'	S76°05'00\"W	96.25'	C35	76°21'41\"	25.00'	33.32'
C5	35°42'47\"	25.00'	15.58'	S19°40'39\"W	15.33'	C36	47°49'55\"	15.00'	12.52'
C6	92°23'55\"	25.00'	40.32'	N70°41'24\"E	36.09'	C37	94°07'59\"	15.00'	24.64'
C7	92°41'45\"	25.00'	40.45'	S23°00'44\"E	36.18'	C38	94°07'59\"	15.00'	24.64'
C8	9°50'53\"	855.00'	146.96'	S74°17'03\"E	146.78'	C39	90°00'00\"	15.00'	23.56'
C9	35°01'15\"	845.00'	516.49'	S61°41'52\"E	508.49'	C40	90°00'00\"	15.00'	23.56'
C10	26°21'23\"	755.00'	347.30'	S31°00'33\"E	344.25'	C41	90°00'00\"	15.00'	23.56'
C11	86°55'06\"	25.00'	37.93'	S25°37'41\"W	34.39'	C42	90°00'00\"	15.00'	23.56'
C12	29°25'19\"	500.00'	256.75'	N51°18'54\"W	253.94'	C43	90°00'00\"	25.00'	39.27'
C13	19°59'00\"	525.00'	183.11'	N75°56'35\"W	182.18'	C44	90°00'00\"	25.00'	39.27'
C14	21°32'42\"	375.00'	141.01'	S75°09'44\"E	140.18'	C45	87°41'37\"	25.00'	38.28'
C15	9°13'30\"	375.00'	60.38'	S59°46'38\"E	60.31'	C46	86°27'25\"	25.00'	37.72'
C16	25°44'21\"	525.00'	235.85'	N68°02'04\"W	233.87'	C47	92°44'34\"	15.00'	24.28'
C17	7°25'04\"	800.00'	103.57'	S57°06'17\"W	103.50'	C48	91°33'45\"	15.00'	23.97'
C18	76°21'41\"	50.00'	66.64'	N22°37'58\"E	61.81'	C49	88°32'49\"	15.00'	23.18'
C19	63°39'38\"	595.00'	661.10'	N47°22'41\"W	627.61'	C50	87°26'56\"	15.00'	22.89'
C20	16°54'24\"	400.00'	118.03'	S32°30'06\"W	117.60'	C51	52°38'17\"	15.00'	13.78'
C21	17°12'30\"	1105.00'	331.88'	S70°36'15\"E	330.63'	C52	63°56'54\"	15.00'	16.74'
C22	29°54'00\"	325.00'	169.60'	N76°57'00\"W	167.68'	C53	57°46'09\"	15.00'	15.12'
C23	16°05'13\"	900.00'	252.69'	S71°09'53\"E	251.87'	C54	85°56'25\"	15.00'	22.50'
C24	35°01'13\"	800.00'	488.98'	N61°41'51\"W	481.40'	C55	85°56'25\"	15.00'	22.50'
C25	13°48'23\"	300.00'	72.29'	N17°41'41\"E	72.11'	C56	94°00'15\"	15.00'	24.61'
C26	20°31'58\"	300.00'	107.51'	S14°19'54\"W	106.93'	C57	90°00'00\"	15.00'	23.56'
C27	295°32'17\"	60.00'	309.49'	S09°05'45\"W	64.00'	C58	89°08'52\"	15.00'	23.34'
C28	174°02'31\"	50.00'	151.88'	N22°34'04\"E	99.86'	C59	85°30'56\"	15.00'	22.39'
C29	295°11'23\"	60.00'	309.12'	S03°42'44\"W	64.31'	C60	57°46'09\"	15.00'	15.12'
C30	87°19'16\"	25.00'	38.10'	S80°15'53\"E	34.52'	C61	180°00'00\"	60.00'	188.50'
C31	87°34'44\"	20.00'	30.57'	N07°11'07\"E	27.68'	C62	0°19'43\"	1245.00'	7.14'



**NOTE:** See Sheet 4 of 5 for typical Setback Detail

GENERAL INFORMATION:	
TOTAL ACRES.....	51.921 ACRES
LINEAR FOOT OF 50' ROW.....	5,452'
LINEAR FOOT OF 90' ROW.....	1,720'
ACREAGE OF ROW.....	9.899 ACRES
NUMBER OF SINGLE FAMILY LOTS.....	131
ACREAGE OF SINGLE FAMILY LOTS.....	23.622 ACRES
NUMBER OF NON-RESIDENTIAL LOTS.....	6
ACREAGE OF NON-RESIDENTIAL LOTS.....	18.281 ACRES
TOTAL NUMBER OF LOTS.....	137

## SHADOWGLEN PHASE 2 SECTION 21A & 21B 51.921 ACRES

OUT OF A CALLED 276.88 ACRE PARCEL 2  
CONVEYED TO SG LAND HOLDINGS LLC  
DOC. NO. 2012217281, OPRTC  
WILLIAM SANDERFORD SURVEY NO. 70,  
ABSTRACT NO. 743  
CITY OF MANOR, TRAVIS COUNTY, TEXAS

# Kimley»Horn

601 NW Loop 410, Suite 350  
San Antonio, Texas 78216

Tel. No. (210) 541-9166  
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 100'	APS	JGM	FEB. 2018	069254501	2 OF 5

**CIVIL ENGINEER:**  
KIMLEY-HORN AND ASSOCIATES, INC.  
10814 JOLLYVILLE ROAD, AVALON IV, SUITE 300  
AUSTIN, TEXAS 78759  
TBPE FIRM REGISTRATION NO. F-928  
PH: (512) 418-1771 FAX: (512) 418-1791  
CONTACT: BRETT BURKE, P.E.

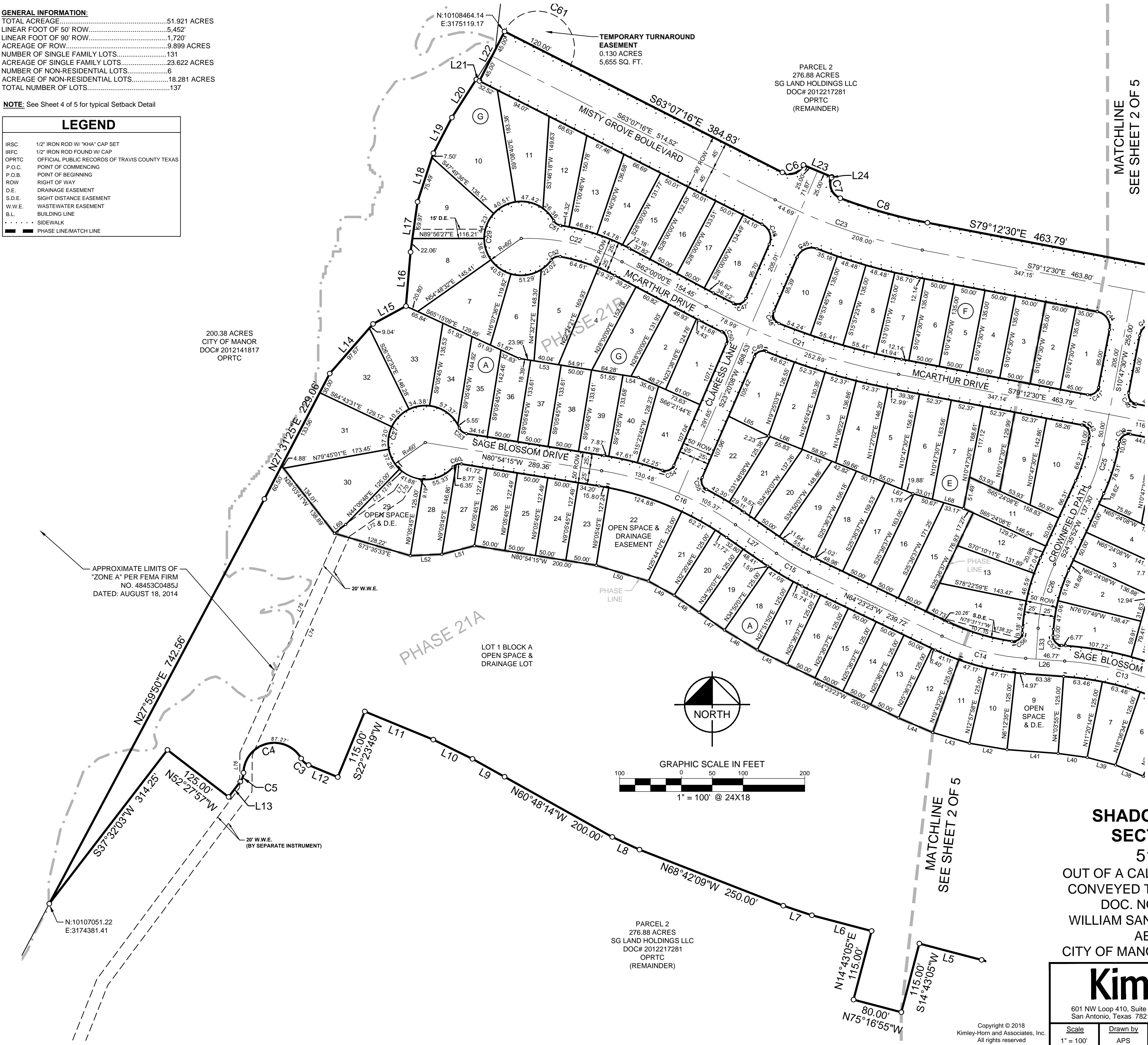
**SURVEYOR:**  
KIMLEY-HORN AND ASSOCIATES, INC.  
LAND SURVEYOR NO. 6330  
601 NW LOOP 410, SUITE 350  
SAN ANTONIO, TEXAS 78216  
PH: (210) 541-9166  
CONTACT: GREG MOSIER, R.P.L.S.

**OWNER/DEVELOPER:**  
SG LAND HOLDINGS, LLC  
2392 MORSE AVENUE  
IRVINE, CALIFORNIA 93614  
PH: (949) 241-8414  
CONTACT: RUSS ALLISON

**GENERAL INFORMATION:**  
TOTAL ACREAGE.....51.921 ACRES  
LINEAR FOOT OF 50' ROW.....5,452'  
LINEAR FOOT OF 90' ROW.....1,720'  
ACREAGE OF ROW.....9.899 ACRES  
NUMBER OF SINGLE FAMILY LOTS.....131  
ACREAGE OF SINGLE FAMILY LOTS.....23.622 ACRES  
NUMBER OF NON-RESIDENTIAL LOTS.....6  
ACREAGE OF NON-RESIDENTIAL LOTS.....18.281 ACRES  
TOTAL NUMBER OF LOTS.....137

**NOTE:** See Sheet 4 of 5 for typical Setback Detail

LEGEND	
IRSC	1/2" IRON ROD W/ "KHA" CAP SET
IRFC	1/2" IRON ROD FOUND W/ CAP
OPRTC	OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY TEXAS
P.O.C.	POINT OF COMMENCING
P.O.B.	POINT OF BEGINNING
ROW	RIGHT OF WAY
D.E.	DRAINAGE EASEMENT
S.D.E.	SIGHT DISTANCE EASEMENT
W.W.E.	WASTEWATER EASEMENT
B.L.	BUILDING LINE
.....	SIDEWALK
---	PHASE LINE/MATCH LINE



**CIVIL ENGINEER:**  
KIMLEY-HORN AND ASSOCIATES, INC.  
10814 JOLLYVILLE ROAD, AVALLON IV, SUITE 300  
AUSTIN, TEXAS 78759  
TBPE FIRM REGISTRATION NO. F-928  
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PH: (949) 241-8414  
CONTACT: RUSS ALLISON

**SHADOWGLEN PHASE 2  
SECTION 21A & 21B**  
**51.921 ACRES**  
OUT OF A CALLED 276.88 ACRE PARCEL 2  
CONVEYED TO SG LAND HOLDINGS LLC  
DOC. NO. 2012217281, OPRTC  
WILLIAM SANDERFORD SURVEY NO. 70,  
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CITY OF MANOR, TRAVIS COUNTY, TEXAS

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<u>Scale</u>	<u>Drawn by</u>	<u>Checked by</u>	<u>Date</u>	<u>Project No.</u>	<u>Sheet No.</u>
1" = 100'	APS	JGM	FEB. 2018	069254501	3 OF 5

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JULIE LEONARD, PLACE 1  
JACOB HAMMERSMITH, PLACE 2  
RAUL HERNANDEZ, VICE-CHAIR, PLACE 3  
DR. LARRY WALLACE JR., PLACE 4  
LIAN STUTSMAN, PLACE 5  
KEITH MILLER, PLACE 6  
BILL MYERS, CHAIRPERSON, PLACE 7

## **PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES**

---

WEDNESDAY, FEBRUARY 14, 2018

6:30 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

---

### **COMMISSIONERS:**

#### **PRESENT:**

Place 1: Julie Leonard  
Place 2: Jacob Hammersmith  
Place 3: Raul Hernandez, Vice-Chair  
Place 4: Dr. Larry Wallace, Jr.  
Place 6: Keith Miller  
Place 7: Bill Myers, Chairperson

#### **ABSENT:**

Place 5: Lian Stutsman

### **CITY STAFF PRESENT:**

Scott Dunlop, Planning Coordinator

### **CALL REGULAR SESSION TO ORDER**

Chairperson Myers announced a quorum and called the meeting to order at 6:42 PM

### **PRESENTATIONS**

### **PUBLIC COMMENTS**

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three minutes per person. Comments on specific agenda items must be made when the item comes before the Commission. To address the Planning Commission please register on the speaker sign-in sheet at least five-minutes prior to the scheduled meeting time. NO ACTION MAY BE TAKEN BY THE PLANNING COMMISSION DURING PUBLIC COMMENTS.

### **CONSENT AGENDA**

The following items will be denied as submitted by one motion. There will be no separate discussion of these items unless requested by a Commission Member; in which event, the item will be removed from the consent agenda and considered separately.

### **REGULAR AGENDA**

1. Consideration, discussion, and possible action on the January 10, 2018 Planning and Zoning Commission meeting minutes.

Scott Dunlop  
Planning Coordinator

**Motion to approve the January 10, 2018 Planning Commission minutes by Commissioner Leonard, Seconded by Commissioner Wallace. 6 – 0 to approve.**

2. Consideration, discussion and possible action on a Concept Plan for 14870 Bois D’Arc Road, twenty (20) lots on 20.02 acres more or less located at 14870 Bois D’Arc Road. Owner: L4S, LLC. Applicant: Southwest Engineers, Inc.

Scott Dunlop  
Planning Coordinator

**David Oman, a notified property owner, spoke in opposition to item #2. He spoke about flooding onto adjacent properties, septic being an issue, problems with runoff detention, road maintenance, and the types of housing that would be allowed to be constructed.**

**Motion to recommend denial at the February 21<sup>st</sup> City Council meeting by Commissioner Leonard. Seconded by Commissioner Wallace. 5 – 1 to recommend denial.**

3. Consideration, discussion, and possible action upon a rezoning request for Abstract 260 Survey 22 Elison T, 33.89 acres more or less, locally known as 12700 Sparks Road, from Interim Single Family Residential (R-1) district zoning to Manufactured Home (M-1) district zoning.

Scott Dunlop  
Planning Coordinator

**City staff Scott Dunlop spoke that the rezoning application was verbally requested to be pulled from consideration so the item should be recommended for denial as a formal written request was not presented.**

**Motion to recommend denial at the February 21<sup>st</sup> City Council meeting by Commissioner Wallace, Seconded by Commissioner Miller. 6 – 0 to recommend denial.**

4. Consideration, discussion, and possible action upon a rezoning request for Lots 1-10 Block 8 Lane AE Addition, 1.25 acres more or less, locally known as 709 North Lexington, from Single Family Residential (R-1) district zoning to Neighborhood Business (NB) district zoning.

Scott Dunlop  
Planning Coordinator

**Kay Forsythe, a notified property owner, spoke in opposition to item #4. She spoke about worsening the existing traffic on Lexington Street, higher traffic would bring pollution and noise and create unsafe conditions, and she did not want Lexington to become a commercial corridor.**

**Motion to recommend denial at the February 21<sup>st</sup> City Council meeting by Commissioner Leonard, Seconded by Vice-Chair Hernandez. 4 – 2 to recommend denial.**

5. Consideration, discussion, and possible action upon a Preliminary Plan for Manor Heights Phases 1-2, two hundred sixty-four (264) single-family lots on 127.22 acres more or less, located Bois D’Arc Road and Tower Road.

Scott Dunlop,  
Planning Coordinator

**Kent Jones, a notified property owner, spoke in opposition to item #5. He spoke of already existing problems with drainage on and along Bois D’Arc that could be**



worsened by this development, Bois D’Arc is not well maintained for the current traffic, and traffic on Bois D’Arc cannot support additional houses.

Terrie Duffy, a notified property owner, spoke in opposition to item #5. She addressed poor road maintenance on Bois D’Arc and adding more vehicles would only worsen it and increased development would worsen the flooding and poor drainage.

Tim Jackson, a notified property owner, spoke in support of item #5. He supported the project because of the potential for utility providers to access his property.

Brett Burke, project engineer, addressed flooding concerns stating this project is downstream of Presidential Heights and affected property owners so would not worsen the drainage issues along Bois D’Arc and the project has met the regulations set by the City and the County.

**Motion to approve by Commissioner Wallace, Seconded by Commissioner Leonard. 6 – 0 to approve.**

6. Consideration, discussion, and possible action on an ordinance amending Manor Code of Ordinances Chapter 14 Zoning to amend Definitions; Amendments; Handicapped Parking Requirements; C-1 Light Commercial permitted uses and conditions and limitations; C-2 Medium Commercial permitted uses and conditions and limitations; C-3 Heavy Commercial permitted uses and conditions and limitations; Construction Plan application requirements; Open Space lot coverage requirements; R-1 Single Family permitted and conditional uses; R-2 Single Family permitted and conditional uses; and Downtown Business District permitted and conditional uses.

Scott Dunlop  
Planning Coordinator

**Motion to recommend approval at the February 21<sup>st</sup> City Council meeting by Commissioner Leonard, Seconded by Commissioner Miller. 6 – 0 to recommend approval.**

7. Consideration, discussion, and possible action on a setback waiver for Lot 10, Block 13 Town of Manor, locally known as 301 East Burton Street, for a 20 foot front setback and a 10 foot rear setback.

Scott Dunlop  
Planning Coordinator

**Motion to approve by Chairperson Myers, Seconded by Commissioner Leonard. 6 – 0 to approve**

## ADJOURNMENT

**Motion to adjourn by Commissioner Miller, Seconded by Commissioner Wallace. 6 – 0 to adjourn at 7:48 PM**

In addition to any executive session already listed above, the City Council 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 <u>Texas Government Code</u> 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).
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## POSTING CERTIFICATION

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Bill Myers  
Chairperson

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Scott Dunlop  
Planning Coordinator

**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 [ltijerina@cityofmanor.org](mailto:ltijerina@cityofmanor.org).*

## REQUEST TO APPEAR BEFORE THE P&Z COMMISSION

PLEASE PRINT

NAME David Oman DATE 2-14-18

ADDRESS 14859 Boies D Arc PHONE NO. 512 845-8678

CITY MANOR ZIP CODE 78653

Agenda Item No.: 2 Description: \_\_\_\_\_

A. I do wish to speak on this item. I will speak in: \_\_\_\_\_ Support ☒ Opposition

B. I do not wish to speak on this item; however I am available for any questions \_\_\_\_\_

Please indicate if you are a group of organization spokesperson:

MA  
Name of group or organization

I wish to speak during the Public Comments Agenda Item on an issue not on the agenda. No action can be taken on this item at this time. Speaker limit: 3 minutes. Please write the topic below:

discussion of 20 lots in 14870 Boies D Arc

## REQUEST TO APPEAR BEFORE THE P&Z COMMISSION

PLEASE PRINT

NAME KAY FORSYTHE DATE 02/14/18

ADDRESS 710 LEXINGTON PHONE NO. 512 272-4235

CITY MANOR, TX ZIP CODE 78653

Agenda Item No.: 2 Description: REZONE REQUEST ARE  
HAVE

A. I do wish to speak on this item. I will speak in: \_\_\_\_\_ Support ☒ Opposition

B. I do not wish to speak on this item; however I am available for any questions \_\_\_\_\_

Please indicate if you are a group of organization spokesperson:

\_\_\_\_\_  
Name of group or organization

I wish to speak during the Public Comments Agenda Item on an issue not on the agenda. No action can be taken on this item at this time. Speaker limit: 3 minutes. Please write the topic below:

# REQUEST TO APPEAR BEFORE THE P&Z COMMISSION

PLEASE PRINT

NAME KENT JONES DATE 2/14/18  
ADDRESS 14409 BOIS D ARC PHONE NO. 512-412-5728  
CITY MANOR ZIP CODE 78653

Agenda Item No.: \_\_\_\_\_ Description: \_\_\_\_\_

A. I do wish to speak on this item. I will speak in: \_\_\_\_\_ Support \_\_\_\_\_ Opposition

☒ B. I do not wish to speak on this item; however I am available for any questions ☒

Please indicate if you are a group of organization spokesperson:

\_\_\_\_\_  
Name of group or organization

-----  
I wish to speak during the Public Comments Agenda Item on an issue not on the agenda. No action can be taken on this item at this time. Speaker limit: 3 minutes. Please write the topic below:  
\_\_\_\_\_

# REQUEST TO APPEAR BEFORE THE P&Z COMMISSION

PLEASE PRINT

NAME Terric Duffy DATE 8-14-18  
ADDRESS 14215 BOIS D'Arc Ln PHONE NO. 512-796-0786  
CITY Manor ZIP CODE 78653

Agenda Item No.: 25 Description: expanding Manor Heights

A. I do wish to speak on this item. I will speak in: \_\_\_\_\_ Support ☒ Opposition

B. I do not wish to speak on this item; however I am available for any questions \_\_\_\_\_

Please indicate if you are a group of organization spokesperson:

\_\_\_\_\_  
Name of group or organization

Homeowner affected

-----  
I wish to speak during the Public Comments Agenda Item on an issue not on the agenda. No action can be taken on this item at this time. Speaker limit: 3 minutes. Please write the topic below:  
\_\_\_\_\_



# REQUEST TO APPEAR BEFORE THE P&Z COMMISSION

PLEASE PRINT

NAME Tim & Diane Jackson DATE 2-14-18

ADDRESS 14627 Bois D'Arc Lane PHONE NO. (512) 585-8048

CITY MANOR, TX ZIP CODE 78653

Agenda Item No.: 5 Description: PRESIDENTIAL HEIGHTS

A. I do wish to speak on this item. I will speak in: ☒ Support ☐ Opposition

B. I do not wish to speak on this item; however I am available for any questions \_\_\_\_\_

Please indicate if you are a group or organization spokesperson:

\_\_\_\_\_  
Name of group or organization

-----  
I wish to speak during the Public Comments Agenda Item on an issue not on the agenda. No action can be taken on this item at this time. **Speaker limit: 3 minutes.** Please write the topic below:  
\_\_\_\_\_



JULIE LEONARD, PLACE 1  
JACOB HAMMERSMITH, PLACE 2  
RAUL HERNANDEZ, VICE-CHAIR, PLACE 3  
LARRY WALLACE JR, PLACE 4  
LIAN STUTSMAN, PLACE 5  
KEITH MILLER, PLACE 6  
BILL MYERS, CHAIRPERSON, PLACE 7

## **PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES**

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WEDNESDAY, MARCH 14, 2018

6:30 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

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### **COMMISSIONERS:**

#### **PRESENT:**

Place 2: Jacob Hammersmith  
Place 4: Larry Wallace Jr.  
Place 7: Bill Myers, Chairperson

#### **ABSENT:**

Place 1: Julie Leonard  
Place 3: Raul Hernandez, Vice-Chair  
Place 5: Lian Stutsman  
Place 6: Keith Miller

### **CALL REGULAR SESSION TO ORDER**

Chairperson Myers announced no quorum at 6:45 PM

### **PRESENTATIONS**

### **PUBLIC COMMENTS**

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three minutes per person. Comments on specific agenda items must be made when the item comes before the Commission. To address the Planning Commission please register on the speaker sign-in sheet at least five-minutes prior to the scheduled meeting time. NO ACTION MAY BE TAKEN BY THE PLANNING COMMISSION DURING PUBLIC COMMENTS.

### **CONSENT AGENDA**

The following items will be denied as submitted by one motion. There will be no separate discussion of these items unless requested by a Commission Member; in which event, the item will be removed from the consent agenda and considered separately.

### **REGULAR AGENDA**

- |                                                                                                                                                                           |                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 1. Consideration, discussion, and possible action on the February 14, 2018 Planning and Zoning Commission meeting minutes.                                                | Scott Dunlop<br>Planning Coordinator |
| 2. Consideration, discussion, and possible action on a rezoning request for Abstract 546 Survey 40 Manor J, 0.69 acres more or less, locally known as 10905 US Hwy 290 E, | Scott Dunlop<br>Planning Coordinator |

from Light Commercial (C-1) district zoning to Medium Commercial (C-2) district zoning. Applicant: Jeff Urbanovsky. Owner: Jeff Urbanovsky.

- |                                                                                                                                                                                                                                                                                                              |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 3. Consideration, discussion, and possible action on a Final Plat for Manor Commons SE Commercial Phase 1, two (2) lots on 22.62 acres more or less, located near the intersection of US Hwy 290 and FM 973/Loop 212. Applicant: Matt Mitchell, ALM Engineering. Owner: Barth Timmermann                     | Scott Dunlop<br>Planning Coordinator |
| 4. Consideration, discussion, and possible action on a Final Plat for Village at Manor Commons Phase 1, ninety-three (93) single family lots on 19.29 acres more or less, located near the intersection of Old Hwy 20 and Bella Parkway. Applicant: Matt Mitchell, ALM Engineering. Owner: Barth Timmermann. | Scott Dunlop<br>Planning Coordinator |

## ADJOURNMENT

In addition to any executive session already listed above, the City Council 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).

---

Bill Myers  
Chairperson

---

Scott Dunlop  
Planning Coordinator



## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 11, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on a rezoning request for Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnham Lane from Interim Agricultural (A) to Single Family (R-2). Applicant: Southwest Engineers. Owner: Southwest Engineers.

---

### BACKGROUND/SUMMARY:

This property was recently annexed and zoned interim agricultural. They are in the process of subdividing the property into 8 residential lots so are requesting the property to be rezoned to Single Family R2 zoning. R2 allows for a minimum 1,000 sq. ft. living area as well as duplexes. On past R2 requests the Council has allowed the zoning but added a condition to disallow duplexes. However, more recent Council discussion have included requests for developers to at a minimum meet our R1 1,500 sq ft. requirements.

PRESENTATION: ☐ YES ☐ NO

ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Letter of Intent  
Rezoning Map  
Notified Property Owners  
R2 Regulations

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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning Commission recommend R-1 Single Family Zoning for Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnham Lane.

PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE



March 7, 2018

City of Manor – Director of Development Services  
Attention: Tomas Bolt  
105 E. Eggleston Street  
Manor, TX 78653

RE: 11811 Arnhamn Lane Subdivision – Letter of Intent  
11811 Arnhamn Lane, Manor, Travis County, TX  
SWE Project No. 0641-002-16

Dear Mr. Bolt,

Our company, Southwest Engineers, on behalf of the property owner, L4S LCC, is proposing a project within the City of Manor in Travis County Texas. The subject project is located at 11811 Arnhamn Lane (Land Region 312, Travis County Parcel No. 259151), approximately 780 feet west from Arnhamn Lane and FM 973 intersection. This project includes  $\pm 20.0$  acres (871,635 sq. ft.) and was recently incorporated to the City of Manor and zoned Agricultural ("A") in December of 2017.

The proposed single-family residential development consists of subdividing the area into one block (Block A) with 8 lots ( $\pm 1-4.57$  acres each) and conventionally rezoning the area from Agricultural to Single-Family Residential zoning (R2). A concept plan for Single-Family Residential Development was initially submitted to the City of Manor in October 2016 when the project was considered to be located within the city's 2-mile Extraterritorial Jurisdiction (ETJ) and it was approved by the city in February 2017.

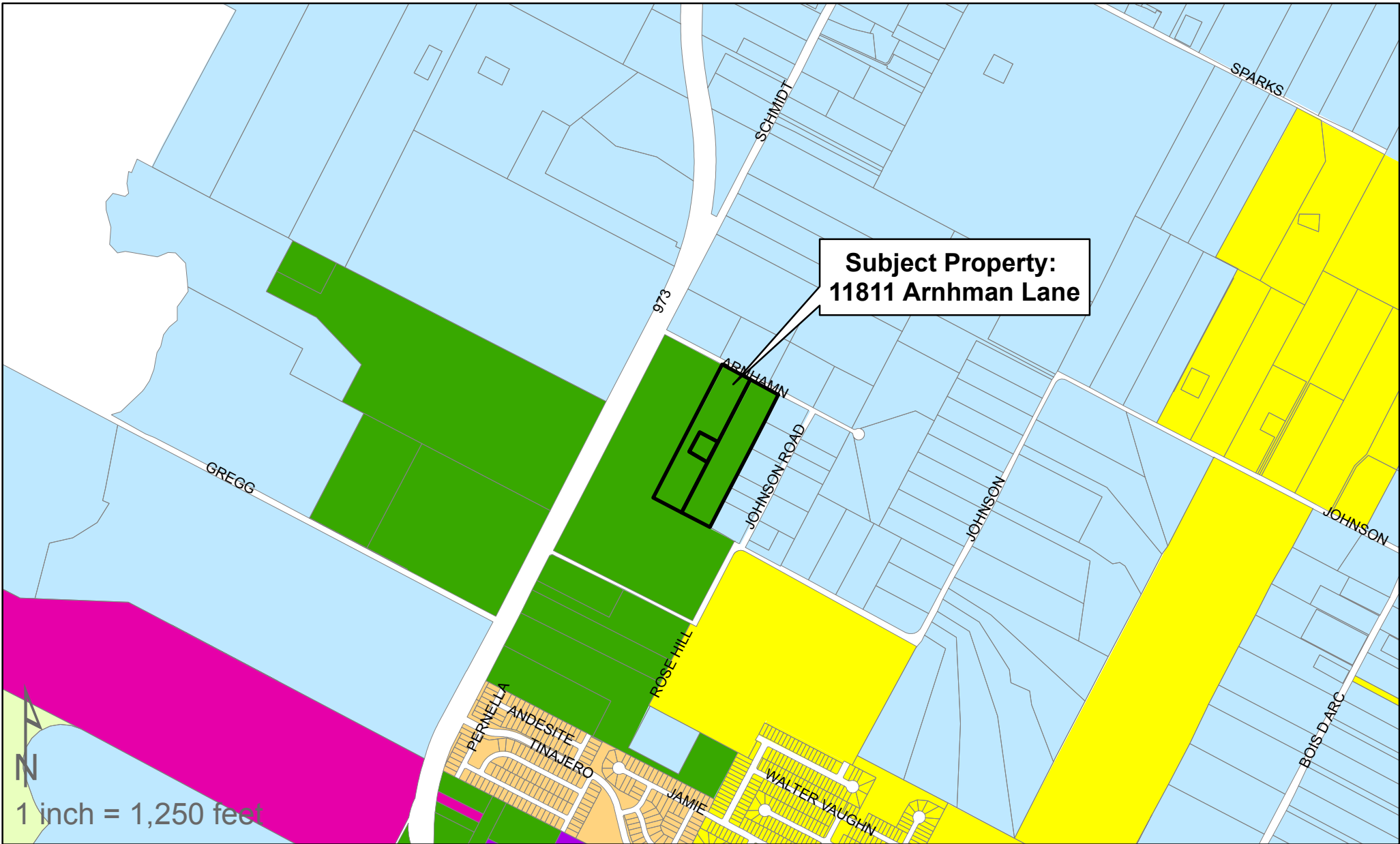
Your consideration in conventionally rezoning the subject site from Agricultural (A) to Single-Family Residential (R-2) will be greatly appreciated. If you have any questions or require additional information, please feel free to contact us at (512) 312-4336. Thank you for your time.

Respectfully submitted,

Gabriel T. Hovdey

Project Manager

ag



# **Proposed Zoning:** **R-2 Single Family**

*Current Zoning District:*  
*Interim Agricultural (A)*

Zone		
<span style="background-color: yellow;">   </span>	R-1 - Single Family	<span style="background-color: red;">   </span> DB - Downtown Business District
<span style="background-color: orange;">   </span>	R-2 - Single Family	<span style="background-color: lightcoral;">   </span> NB - Neighborhood Business
<span style="background-color: darkorange;">   </span>	R-3 - Multi Family	<span style="background-color: purple;">   </span> IN-1 - Light Industrial
<span style="background-color: brown;">   </span>	R-4 - Multi Family Special	<span style="background-color: darkblue;">   </span> IN-2 - Heavy Industrial
<span style="background-color: lightblue;">   </span>	M-1 - Manufactured Housing	<span style="background-color: cyan;">   </span> I - Institutional
<span style="background-color: darkblue;">   </span>	M-2 - Manufactured Housing Park	<span style="background-color: lightgreen;">   </span> PUD - Planned Unit Development
<span style="background-color: pink;">   </span>	C-1 - Light Commercial	<span style="background-color: green;">   </span> A - Agricultural
<span style="background-color: magenta;">   </span>	C-2 - Medium Commercial	<span style="background-color: lightblue;">   </span> Manor ETJ





March 21, 2018

RE: 11811 Arnhamn Lane Rezoning

Dear Property Owner:

The City of Manor Planning and Zoning Commission and City Council will be conducting a public hearing to consider a rezoning request for 11811 Arnhamn Lane. You are being notified because you own property within 300 feet of the property for which this request is being made. The request will be posted on the agenda as follows:

**Consideration, discussion and possible action on a rezoning request for Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnhamn Lane from Interim Agricultural (A) to Single Family (R-2).**

Single Family R-2 allows detached single-family residences and duplexes with a minimum of 1,000 square feet of living area and permitted accessory structures on a minimum lot size of 7,200 square feet. All single-family dwellings in this district shall be constructed so that minimum of two sides shall be 100% of masonry construction, one side of which shall be the front of the structure. This requirement may be satisfied by constructing the front 100% masonry and constructing two additional sides with at least 50% masonry construction. Masonry construction shall mean stone, brick, and stucco. The masonry provision shall be effective immediately following publication for all properties zoned R-2.

The Planning and Zoning Commission will convene at 6:30PM on April 11, 2018 at 105 E. Eggleston St. in the City Council Chambers.

The City Council will convene at 7:00PM on April 18, 2017 AND May 2, 2018 at 105 E. Eggleston St. in the City Council Chambers.

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 address or phone number listed below. Any communications I receive will be made available to Commission and Council members during the discussion of this item. For your convenience, my email address is [sdunlop@cityofmanor.org](mailto:sdunlop@cityofmanor.org)

Sincerely,

Scott Dunlop  
Planning Coordinator  
512-272-5555 ext. 5

Attn: John & Sandy Kerr  
1301 Lost Creek Blvd  
Austin TX 78746

Attn: Tom R. Traver  
11806 Arnhamn Lane  
Manor TX 78653

Attn: Johnny Shelton &  
Sydney P. Shelton Jr.  
2020 Stuart Rd.  
Adkins TX 78101

Attn: Isaias & Cecilia Gamboa  
4401 Green Tree Dr  
Austin TX 78746

Attn: Geraldine & Edward Wolf  
2868 County Road 267  
Cameron TX 76520

Attn: Roberto Carlos & Victor  
Hugo Santoyo Vega  
15000 Johnson Road Trails  
Manor TX 78653

Attn: William E. & Shirley T. Girard  
14920 Johnson Road Trails  
Manor TX 78653

Attn: Jose DeJesus Escobar &  
Deyanira Rodriguez  
14900 Johnson Road Trails  
Manor TX 78653

Attn: Frank Roy Matthews Jr. &  
Gwendolyn Sue Matthews  
P.O. Box 606  
Manor TX 78653

Attn: Margie Lee Handsel  
P.O. Box 852  
Manor TX 78653



# R-2

## Single Family

Permits detached single-family dwellings and duplexes with a minimum of 1,000 square feet of living area, and related accessory structures, on a minimum lot size of 7,200 square feet. All single-family dwellings in this district shall be constructed so that minimum of two sides shall be 100% of masonry construction, one side of which shall be the front of the structure. This requirement may be satisfied by constructing the front 100% masonry and constructing two additional sides with at least 50% masonry construction. Masonry construction shall mean stone, brick, and stucco.

### Site Development Standards

Lot		Massing	
Minimum Lot Size	7,200 sq ft	Maximum Height	35 ft
Minimum Lot Width	50 ft*	Minimum Setbacks:	
Maximum Building Coverage	40%	Front Yard	20 ft
Maximum Building Coverage		Street Side Yard	15 ft
with Accessory Buildings	50%	Side Yard	5 ft^
Landscape Requirement	per lot**	Rear Yard	10 ft

\* Cul-de-sac lot widths shall be measured at the building setback line and be equal to the minimum required lot width.

\*\* Two (2) 2-inch trees, six (6) 2-gallon shrubs, grass lawn

^ 10 ft side yard to all C, I & IN districts

### Permitted and Conditional Uses

#### Residential

Accessory Structures	Single-Family Residential
Real Estate Sales Office (c)	Temporary Construction Buildings

#### Civic

Community Recreation - Public	Public Buildings
Private primary and secondary educational facilities (c)	Religious Assembly
Public primary and secondary educational facilities (c)	Safety Services
	Water Supply Facilities

#### Commercial

Bed and Breakfast (c)
Home Occupations
Small Child Care Center (c)



AGENDA ITEM NO. <sup>5</sup>\_\_\_\_\_

### AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 11, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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#### AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on a Conditional Use Permit for Lot 31, Block E, Stonewater Phase 1, locally known as 12310 Waterford Run Way to allow for a Small Childcare Center. Applicant: Yamilia Reynaldo. Owner: Yamilia Reynaldo.

---

#### BACKGROUND/SUMMARY:

This property is located in Stonewater. Small Child Care Centers are a conditional use in R1 zoned areas.

PRESENTATION: ☐YES ☐NO

ATTACHMENTS: ☒YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐NO

Location Map

Notice Letter

Notified Property Owners

Small Child Care Center Regulations

---


















#### STAFF RECOMMENDATION:

PLANNING & ZONING COMMISSION: ☐RECOMMENDED APPROVAL ☐DISAPPROVAL ☐NONE



# Proposed Conditional Use: Small Childcare Center

*Zoning District - R-1  
Single Family Residential*

 300 Foot Public Notice Buffer	 C-2 - Medium Commercial
<b>Zone</b>	 DB - Downtown Business District
 R-1 - Single Family	 NB - Neighborhood Business
 R-2 - Single Family	 IN-1 - Light Industrial
 R-3 - Multi Family	 IN-2 - Heavy Industrial
 R-4 - Multi Family Special	 I - Institutional
 M-1 - Manufactured Housing	 PUD - Planned Unit Development
 M-2 - Manufactured Housing Park	 A - Agricultural
 C-1 - Light Commercial	 Manor ETJ



March 19, 2018

RE: 12310 Waterford Run Way Conditional Use Permit

Dear Property Owner:

The City of Manor Planning Commission and City Council will be conducting public hearings to consider a Conditional Use Permit for 12310 Waterford Run Way to allow for a Small Childcare Center. You are being notified because you own property within 300 feet of the property for which this request is being made. The request will be posted on the agenda as follows:

**Consideration, discussion and possible action on a Conditional Use Permit for Lot 31, Block E, Stonewater Phase 1, locally known as 12310 Waterford Run Way to allow for a Small Childcare Center.**

A Small Childcare Center means a private residence where the occupant provides custodial care and supervision during daylight hours for a maximum six (6) children at any one time. The maximum of six (6) children includes the family's natural or adopted children under the age of fourteen (14). The residence must contain a minimum 150 square feet of floor area for each child. This use shall exclude a family/group home.

The Planning Commission will convene at 6:30PM on April 11, 2018 at 105 E. Eggleston St. in the City Council Chambers.

The City Council will convene at 7:00PM on April 18, 2018 AND May 2, 2018 at 105 E. Eggleston St. in the City Council Chambers.

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 address or phone number listed below. Any communications I receive will be made available to Commission and Council members during the discussion of this item. For your convenience, my email address is [sdunlop@cityofmanor.org](mailto:sdunlop@cityofmanor.org).

Sincerely,

Scott Dunlop  
Planning Coordinator  
512-272-5555 ext. 5

S W HOMEOWNERS ASSOCIATION  
% REAL MANAGE  
PO BOX 702348  
DALLAS, TX 75370-2348

BRADFORD LARONNA  
135 JOSIE LN  
BASTROP , TX 78602-3873

WILLIAMS BOBBY R  
14302 PEBBLE RUN PATH  
MANOR , TX 78653-5096

REBOLLOSO ARMANDO LOREDO  
14305 PEBBLE RUN PATH  
MANOR , TX 78653-5096

MENENDEZ MARIO JOSE  
14303 PEBBLE RUN PATH  
MANOR , TX 78653-5096

CANYON CLAY LLC  
STE 370-420  
6001 W PARMER LN  
AUSTIN , TX 78727-3901

SCALES PAUL ANTHONY  
14304 CUMMINS WAY  
MANOR, TX 78653-4697

DARLING PERRY J & SHERRY L  
14302 CUMMINS WAY  
MANOR , TX 78653-4697

VELA STEPHANIE SANTOS  
14300 CUMMINS WAY  
MANOR , TX 78653-4697

MEDINA HECTOR  
14303 CUMMINS WAY  
MANOR , TX 78653-4697

ESPINOZA ALVARO A  
19921 SAN CHISOLM DR  
ROUND ROCK , TX 78664-3965

BARRINGER JUSTIN  
12301 STONERIDGE GAP LN  
MANOR, TX 78653-4692

ANASTASI TABITHA  
12303 STONERIDGE GAP LN  
MANOR , TX 78653-4692

MOHEET WARIS  
12305 STONERIDGE GAP LN  
MANOR , TX 78653-4692

KRAUSE SANDRA  
12307 STONERIDGE GAP LN  
MANOR, TX 78653-4692

SEMENOV PATRICIA & DENIS  
12309 STONERIDGE GAP LN  
MANOR , TX 78653-4692

PARNELL LEE J  
12311 STONERIDGE GAP LN  
MANOR , TX 78653-4692

GUILLORY REGINA  
12313 STONERIDGE GAP LN  
MANOR , TX 78653-4692

SUTTON CHRISTOPHER H  
12315 STONERIDGE GAP LN  
MANOR , TX 78653-4692

MONROE MALCOLM  
12317 STONERIDGE GAP LN  
MANOR , TX 78653-4692

MUGOMOKA CHRISTIAN C & CHRISTINE  
D NAGALULA  
12401 STONERIDGE GAP LN  
MANOR, TX 78653-4693

BAILEY STEVEN ALVIS  
12403 STONERIDGE GAP LN  
MANOR , TX 78653-4693

BROOKS NATHAN  
12405 STONERIDGE GAP LN  
MANOR , TX 78653-4693

FAGAN THOMAS  
11711 SHOSHONE DR  
AUSTIN, TX 78759-4225

LOTT ROSALIND ANN  
12408 WATERFORD RUN WAY  
MANOR , TX 78653-4690

AVILES MARIO  
12406 WATERFORD RUN WAY  
MANOR , TX 78653-4690

BARNES SHAWN MICHAEL & HEATHER  
ANN BARNES  
12404 WATERFORD RUN WAY  
MANOR , TX 78653-4690

GUAJARDO JOSE BALDEMAR JR  
12402 WATERFORD RUN WAY  
MANOR , TX 78653-4690

DAVENPORT LAKESKIA  
12400 WATERFORD RUN WAY  
MANOR , TX 78653-4690

COLE BETTY L & JOHNNY L COLE  
2179 AVENAL LN  
GRAND JCT, CO 81507-2509

OGUNLABI ABIOLA O & OLUMIDE O  
12312 WATERFORD RUN WAY  
MANOR , TX 78653-4689

DEAR JOSEPH  
12308 WATERFORD RUN WAY  
MANOR , TX 78653-4689

KEY SHARMAINE DENISE  
12306 WATERFORD RUN WAY  
MANOR , TX 78653-4689

MELGAR IVETTE K  
12304 WATERFORD RUN WAY  
MANOR , TX 78653-4689

RODRIGUEZ MARIA LAUREL  
12302 WATERFORD RUN WAY  
MANOR , TX 78653-4689

ESTRADA OSIEL  
12300 WATERFORD RUN WAY  
MANOR , TX 78653-4689

BUSHMAN ANTHONY  
12409 WATERFORD RUN WAY  
MANOR , TX 78653-4690

TAYLOR TAMARA  
12407 WATERFORD RUN WAY  
MANOR , TX 78653-4690

LOWREY ANDREW ROBERT & TRACIE  
RENEE LOWREY  
12405 WATERFORD RUN WAY  
MANOR , TX 78653-4690

AVERY JESMIA N & DATHAN D  
BIBERSTEIN  
12403 WATERFORD RUN WAY  
MANOR , TX 78653-4690

LABATA RACHELLE S & JOSE P  
12401 WATERFORD RUN WAY  
MANOR , TX 78653-4690

DAVIS CORY  
12315 WATERFORD RUN WAY  
MANOR , TX 78653-4689

QUEPONS KAREN L  
12313 WATERFORD RUN WAY  
MANOR, TX 78653-4689

JOHNSON LAWRENCE C  
12311 WATERFORD RUN WAY  
MANOR , TX 78653-4689

STEFFENSEN LISA & JASON WALTER  
12309 WATERFORD RUN WAY  
MANOR , TX 78653-4689

LOPEZ YOXELINA JAIMES &  
JAVIER JAIMES MALDONADO  
12307 WATERFORD RUN WAY  
MANOR , TX 78653-4689

RODRIGUEZ JORGE IVAN &  
ERICA GAONA  
12305 WATERFORD RUN WAY  
MANOR , TX 78653-4689

BRANCH LAMESHA T  
12303 WATERFORD RUN WAY  
MANOR , TX 78653-4689

ROHLOFF VINCENT L III &  
PAULA MIGOTI ROHLOFF  
12301 WATERFORD RUN WAY  
MANOR , TX 78653-4689

PRESIDENTIAL MEADOWS L P  
% W2 REAL ESTATE PARTNERS  
1221 S MOPAC EXPWY STE 355  
AUSTIN , TX 78746

# RESIDENTIAL DISTRICTS

## R-1 Single Family

Permits detached single-family dwellings with a minimum of 1,500 square feet of living area, and related accessory structures, on a minimum lot size of 7,500 square feet. All single-family dwellings in this district shall be constructed so that minimum of two sides shall be 100% of masonry construction, one side of which shall be the front of the structure. This requirement may be satisfied by constructing the front 100% masonry and constructing two additional sides with at least 50% masonry construction. Masonry construction shall mean stone, brick, and stucco.

### Site Development Standards

Lot		Massing	
Minimum Lot Size	7,500 sq ft	Maximum Height	35 ft
Minimum Lot Width	60 ft**	Minimum Setbacks:	
Maximum Building Coverage	40%	Front Yard	25 ft
Maximum Building Coverage		Street Side Yard	15 ft
with Accessory Buildings	50%	Side Yard^^	5 ft
Landscape Requirement	per lot^	Rear Yard	25 ft

\*\* Cul-de-sac lot widths shall be measured at the building setback line and be equal to the minimum required lot width.

^ Two (2) 2-inch trees, six (6) 2-gallon shrubs, grass lawn

^^ 10' side yard to all C, I, and IN

# R-1

## Single Family

### Permitted and Conditional Uses

#### Residential

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Accessory Structures  
Real Estate Sales Office (c)

Single-Family Residential  
Temporary Construction Buildings

#### Civic

---

Community Recreation - Public  
Private primary and secondary  
educational facilities (c)  
Public primary and secondary  
educational facilities (c)

Public Buildings  
Religious Assembly  
Safety Services  
Water Supply Facilities

#### Commercial

---

Bed and Breakfast (c)  
Home Occupations  
Small Child Care Center (c)



**Bar** any commercial establishment required to have a state license for the sale of alcoholic beverages for on-premises consumption and in which fifty percent (50%) or more of the monthly gross revenues are from the sale of alcoholic beverages

**Bed and Breakfast** an establishment engaged in providing rooms or groups of rooms in a dwelling unit for temporary lodging for overnight guests on a paying basis. Or means a historic or otherwise architecturally unique building where lodging is provided by prearrangement for definite periods, for compensation, for not more than seven rooms to let and where breakfast is included in the rates charged to guests

**Boarding House** a building other than a hotel, occupied as a single housekeeping unit where lodging or meals are provided for three (3) or more persons for compensation, pursuant to previous arrangements for definite periods, but not to the general public or transients

**Business Support Services** the use of a site for sale, rental, or repair of equipment or supplies used by office, professional, or service establishments, but excludes automotive, construction, and farm equipment. This use includes office equipment and supply firms, small business machine repair shops, and hotel equipment and supply firms

**Café or Cafeteria** a commercial establishment where snacks or meals are vended for consumption indoors or on the premises

**Cemetery** land used or intended to be used for the interment of human remains and dedicated for cemetery purposes, including crematories, mausoleums, columbariums and mortuaries when operated in conjunction with and within the boundary of such cemetery.

**Child Care Center (Small)** a private residence where the occupant provides custodial care and supervision during daylight hours for a maximum six (6) children at any one time. The maximum six (6) children includes the family's natural or adopted children under the age of fourteen (14). The residence must contain a minimum 150 square feet of floor area for each child. This use shall exclude a family/group home.

**Child Care Center (Intermediate)** a facility (including nonresidential structures) which provides custodial care and supervision for less than 24 hours a day for between seven (7) and twelve (12) children, excluding foster and group homes. The facility must contain a minimum 150 square feet of floor area for each child.

**Child Care Center (Large)** a facility where over twelve (12) children receive custodial care and supervision for less than 24 hours a day, excluding foster and group homes.

**Child Care or Child Development Facilities** a children's home, orphanage, institution, private home, residence or other place, whether public, parochial or private, operated for profit or not, which keeps, cares for, has custody of or is attended by four (4) or more children under sixteen (16) years of age at any one time, who are not members of the immediate family or any natural person operating any such place, during any part or all of the twenty-four hours in a day. Also, any institution, home or other place, whether public or private, parochial or private, conducted for profit or not, which keeps, cares for, has custody of or is attended by any number of children, under the age of sixteen (16), who are not members of the immediate family of any natural person operating such a place, who are mentally or physically handicapped, under medical or social supervision, and not within a hospital, twenty-four hours a day.

**Church or Rectory** a place of worship and religious training of recognized religions including on-site housing of ministers, rabbis, priests, nuns and similar staff personnel.

**Civic Uses** means the performance of utility, educational, recreational, cultural, medical, protective, and governmental functions, and other uses that are strongly vested with public or social importance.

**Cleaning and Laundry Self-Service Shop** an establishment providing customers with self-service laundry and/or dry cleaning facilities, and does not include a commercial laundry or cleaning plant

**Clinic** a public or private station or establishment for the examination and treatment of outpatients by an individual or group of doctors, dentists, opticians, veterinarians, or other similar medical professionals.

**Clothing Manufacture** cutting, sewing and forming garments, millinery, and accessories, when no noise, dust, vibration, odor or other undesirable or obnoxious condition is created to affect adjacent property.

**Cocktail Lounge** use of a site for retail sale of alcoholic beverages for consumption on the premises, including taverns, bars, and similar uses, other than a restaurant use



## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 11, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on a Short Form Final Plat, two (2) single family lots on 0.29 acres more or less being portions of Lot 3 & all of lots 4 and 5, Block 24, Town of Manor, locally known as 702 N. Burnet Street. Applicant: Gregg Fredrickson. Owner: Evelyn Fredrickson.

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### BACKGROUND/SUMMARY:

This plat takes 3 lots that are in a North-South orientation and creates 2 lots that are in a East-West orientation. There is an existing home that faces East-West along the 3 lots so by changing the lots the home will be on one lot with another vacant lot next to it that can be developed.

PRESENTATION: ☐YES ☐NO

ATTACHMENTS: ☒YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐NO

Plat

Engineer Comments

Approval letter

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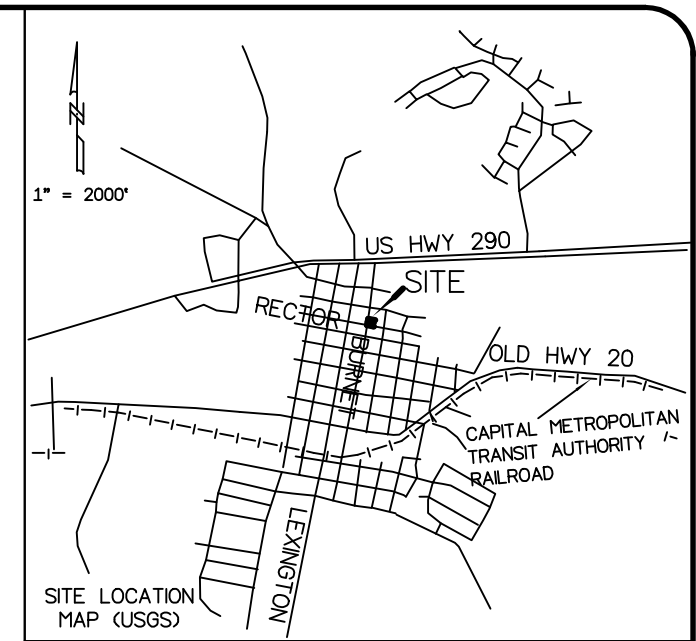
### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning Commission approve a Short Form Final Plat, two (2) single family lots on 0.29 acres more or less being portions of Lot 3 & all of lots 4 and 5, Block 24, Town of Manor, locally known as 702 N. Burnet Street.

PLANNING & ZONING COMMISSION: ☐RECOMMENDED APPROVAL ☐DISAPPROVAL ☐NONE



SHORT FORM FINAL PLAT:  
**A.E. LANE'S ADDITION REPLAT: PORTION OF LOT 3, ALL OF LOTS 4 & 5, BLOCK 24**  
0.330 ACRE PORTION OF LOT 3 AND ALL OF LOTS 4 & 5, BLOCK 24, A. E. LANE'S ADDITION, MANOR, (2/223A), PLAT RECORDS, TRAVIS COUNTY, TEXAS



**GENERAL NOTES:**

- 1) LOTS 4A & 5A ARE SUBJECT TO ALL GENERAL NOTES, RESTRICTIVE COVENANTS, EASEMENTS, EASEMENT RIGHTS AND/OR RESERVATIONS PER PLAT, (2/223A) PLAT RECORDS, TRAVIS COUNTY.
- 2) CITY OF MANOR DEVELOPMENT PERMIT REQUIRED PRIOR TO ANY SITE DEVELOPMENT.
- 3) THE SUBDIVISION OWNER AND THEIR SUCCESSORS AND/OR ASSIGNS ASSUMES RESPONSIBILITY FOR DEVELOPING IN ACCORDANCE WITH THE CODES AND REQUIREMENTS OF THE CITY OF MANOR.
- 4) UTILITY SERVICE PER CITY OF MANOR.
- 5) ALL STREETS, DRAINAGE IMPROVEMENTS, SIDEWALKS, WATER, AND WASTE WATER LINES, AND EROSION CONTROLS SHALL BE CONSTRUCTED AND INSTALLED TO CITY OF MANOR STANDARDS
- 6) A TEN FT (10') WIDE EASMENT FOR PUBLIC UTILITIES IS HEREBY ASSIGNED ALONG ALL RIGHTS-OF-WAYS DEDICATED BY THIS PLAT.

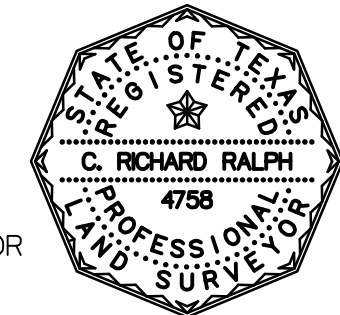
**FLOODPLAIN NOTE:**

NO PORTION OF THIS TRACT IS WITHIN THE DESIGNATED FLOOD HAZARD AREA AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) PANEL NO. 48453 C 0485 J, TRAVIS COUNTY, TEXAS, DATED AUG. 18, 2014.

**SURVEYORS CERTIFICATION**

THIS PLAT WAS PREPARED FROM AN ACTUAL ON THE GROUND SURVEY OF THIS PROPERTY PERFORMED UNDER MY SUPERVISION WITH ALL CORNER MONUMENTS PROPERLY PLACED AND IS ACCURATE AND COMPLETE IN COMPLIANCE WITH THE CITY OF MANOR AND TRAVIS COUNTY SUBDIVISION CODE(S) AND REGULATION(S).

*C. Richard Ralph*  
C. RICHARD RALPH  
REGISTERED PROFESSIONAL  
LAND SURVEYOR NO. 4758  
RICHARD RALPH, PROFESSIONAL LAND SURVEYOR  
116 TAHITIAN DRIVE  
BASTROP, TEXAS 78602



11/06/2017  
DATE

**PLANNING AND ZONING**

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

MARY ANN PARKER, CHAIRPERSON

**ETJ NOTE**

THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE \_\_\_\_ DAY OF \_\_\_\_\_ 2017.

**PLANNING COMMISSION**

ACCEPTED AND APPROVED FOR RECORD BY THE PLANNING AND ZONING COMMISSION CITY OF MANOR, ON THIS THE \_\_\_\_ OF \_\_\_\_\_ 2017 A.D.

APPROVED:

CITY SECRETARY

CHAIRMAN

**CITY COUNCIL**

ACCEPTED AND APPROVED FOR RECORD BY THE CITY COUNCIL, CITY OF MANOR, ON THIS THE \_\_\_\_ OF \_\_\_\_\_, 2017

APPROVED:

ATTEST:

MAYOR

CITY SECRETARY

**STATE OF TEXAS  
COUNTY OF TRAVIS**

I, DANA DeBEAUVOIR, 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 \_\_\_\_\_, 200\_\_, A.D. AT \_\_\_\_ O'CLOCK \_\_\_\_M., DULY RECORDED ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 200\_\_, A.D. AT \_\_\_\_ O'CLOCK, \_\_\_\_M. PLAT RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NO. \_\_\_\_\_, OFFICIAL RECORDS OF TRAVIS COUNTY.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 200\_\_, A.D.

DANA DeBEAUVOIR, COUNTY CLERK  
TRAVIS COUNTY, TEXAS

DEPUTY

**STATE OF TEXAS COUNTY OF TRAVIS**

KNOW ALL MEN BY THESE PRESENTS THAT I, EVELYN FREDRICKSON, OWNER OF 0.330 ACRE OF LAND COMPRISED OF A PORTION OF LOT 3 AND ALL OF LOTS 4 & 5 BLOCK 24, A. E. LANE'S ADDITION, A SUBDIVISION IN THE CITY OF MANOR, TRAVIS COUNTY, TEXAS, PER VOLUME 2 PAGE 223A, PLAT RECORDS OF TRAVIS COUNTY, TEXAS CONVEYED ME PER DOCUMENT 2001011772, OFFICIAL PUBLIC RECORDS OF OF TRAVIS COUNTY, TEXAS AS WELL AS VOLUME 1167, PAGE 114, AND VOLUME 2574, PAGE 76. REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS, DO HEREBY REPLAT SAID 0.330 ACRE IN ACCORDANCE WITH THE FOREGOING PLAT, TO BE KNOWN AS:

A. E. LANE'S ADDITION REPLAT: PORTION OF LOT 3, ALL OF LOTS 4 & 5, BLOCK 24

AND DO HEREBY DEDICATE TO THE PUBLIC FOREVER, ALL STREETS, AND EASEMENTS AS SHOWN HEREON, FOR THE PURPOSE AND CONSIDERATION HEREIN EXPRESSED, SUBJECT TO ANY COVENANTS, RESTRICTIONS AND/OR EASEMENTS HERETOFORE GRANTED AND NOT RELEASED.

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

EVELYN FREDRICKSON  
702 N BURNET ST.  
MANOR, TEXAS 78653

**STATE OF TEXAS COUNTY OF TRAVIS**

BEFORE ME THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED EVELYN FREDRICKSON, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.

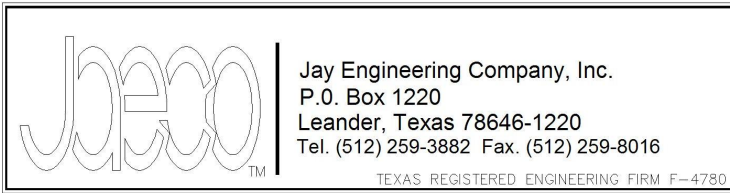
GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_, A.D.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

**LEGEND**

- IRON ROD SET
- IRON ROD FOUND
- (TCAD) TRAVIS CENTRAL
- (XXX) APPRAISAL DISTRICT RECORDS
- RECORD DATA





Date: Monday, December 11, 2017

Gregg Fredrickson

1007 McCartney Drive  
Kingsland TX  
gwfred@msn.com

Permit Number 2017-P-1094-SF  
Job Address: 702 N. Burnett, Manor, TX. 78653

Dear Gregg Fredrickson,

The first submittal of the 702 N Burnet Short Form Final Plat (*Short Form Final Plat*) submitted by and received on March 20, 2018, 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. There are two signature blocks for Planning and Zoning. Remove the one labeled Planning Commission.
2. The Chairperson for Planning and Zoning is William Myers.
3. The Mayor's name should be added to the signature block. The Mayor is Rita G. Jonse.
4. The identification and location of proposed uses and reservations for all lots should be shown on the plat per City of Manor Code of Ordinances Chapter 10, Section 10.02, Exhibit A Section 24(c)(1)(iv).
5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02, Exhibit A Section 24(c)(3)(i), true bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.
6. Per City of Manor Code of Ordinances Chapter 10, Section 10.02, Exhibit A Section 24(c)(6)(2)(v) certification from all applicable taxing authorities that all taxes due on the property of been paid.

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

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

Thank you,

A handwritten signature in blue ink, reading "Pauline M. Gray". The signature is fluid and cursive, with the first name "Pauline" and last name "Gray" clearly legible, and "M." as a middle initial.

Pauline Gray, P.E.  
Staff Engineer  
Jay Engineering Company, Inc.



Date: Monday, March 19, 2018

Gregg Fredrickson

1007 McCartney Drive  
Kingsland TX  
gwfred@msn.com

Permit Number 2017-P-1094-SF  
Job Address: 702 N. Burnett, Manor 78653

Dear Gregg Fredrickson,

The subsequent submittal of the 702 N Burnet Short Form Final Plat submitted by and received on March 20, 2018, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

#### Engineer Review

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

- ~~1. There are two signature blocks for Planning and Zoning. Remove the one labeled Planning Commission.~~
- 2. The Chairperson for Planning and Zoning is William Myers. It is misspelled on the plat.**
- ~~3. The Mayor's name should be added to the signature block. The Mayor is Rita G. Jonse.~~
- ~~4. The identification and location of proposed uses and reservations for all lots should be shown on the plat per City of Manor Code of Ordinances Chapter 10, Section 10.02, Exhibit A Section 24(c)(1)(iv).~~
- ~~5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02, Exhibit A Section 24(c)(3)(i), true bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.~~
- 6. Per City of Manor Code of Ordinances Chapter 10, Section 10.02, Exhibit A Section 24(c)(6)(2)(v) certification from all applicable taxing authorities that all taxes due on the property of been paid. A tax certificate is required.**
- 7. There are several spots where the year is 2017 instead of 2018.**
- 8. A waiver is required to be submitted for Lot 5A since it does not meet the R-1 zoning requirements of 7,500 sq. ft. or 60' minimum lot width.**

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

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (512) 259-3882 ex. 307, or by e-mail at [pgray@jaeco.net](mailto:pgray@jaeco.net).

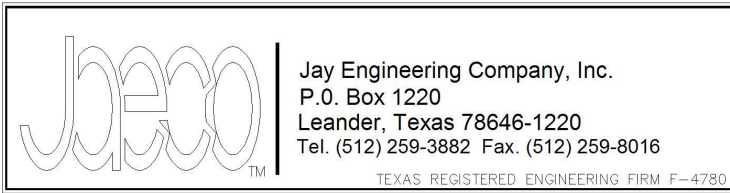
Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal,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

Thank you,



Pauline Gray, P.E.  
Staff Engineer  
Jay Engineering Company, Inc.





Date: Monday, March 26, 2018

Gregg Fredrickson

1007 McCartney Drive  
Kingsland TX  
gwfred@msn.com

Permit Number 2017-P-1094-SF  
Job Address: 702 N. Burnett, Manor 78653

Dear Gregg Fredrickson,

We have conducted a review of the final plat for the above-referenced project, submitted by Gregg Fredrickson and received by our office on March 20, 2018, 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.  
Staff Engineer  
Jay Engineering Company, Inc.