



JULIE LEONARD, PLACE 1  
JACOB HAMMERSMITH, PLACE 2  
RAUL HERNANDEZ, VICE-CHAIR, PLACE 3  
LARRY WALLACE, 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, FEBRUARY 14, 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.

### **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<br>Planning Coordinator |
| 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<br>Planning Coordinator |
| 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<br>Planning Coordinator |
| 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                                                                                                                 | Scott Dunlop<br>Planning Coordinator |

Lexington, from Single Family Residential (R-1) district zoning to Neighborhood Business (NB) district zoning.

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 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,<br>Planning Coordinator |
| 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<br>Planning Coordinator  |
| 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<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, February 9, 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).*



JULIE LEONARD, PLACE 1  
JACOB HAMMERSMITH, PLACE 2  
RAUL HERNANDEZ, VICE-CHAIR, PLACE 3  
VACANT, 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, JANUARY 10, 2018

6:30 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

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### **COMMISSIONERS:**

#### **PRESENT:**

Place 3: Raul Hernandez, Vice-Chair  
Place 5: Lian Stutsman  
Place 6: Keith Miller  
Place 7: Bill Myers, Chairperson

#### **ABSENT:**

Place 2: Jacob Hammersmith

### **CITY STAFF PRESENT:**

Scott Dunlop, Planning Coordinator

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

Chairperson Myers announced a quorum and called the meeting to order at 6:30 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**

1. Consideration, discussion, and possible action on a Final Plat for Presidential Heights Phases 3-4, one hundred seventy-one (171) single family lots on 53 acres more or less, located near Bois D'Arc Road and Tower Lane. Owner: West Elgin Development Corp. Applicant: Kimley-Horn. Scott Dunlop  
Planning Coordinator

**Motion to approve the denial as submitted of consent agenda item 1 by Vice-Chair Hernandez, seconded by Commissioner Miller. 4 – 0 to deny as submitted**

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**

- |                                                                                                                            |                                      |
|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 2. Consideration, discussion, and possible action on the December 13, 2017 Planning and Zoning Commission meeting minutes. | Scott Dunlop<br>Planning Coordinator |
|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------|

**Motion to approve the December 13, 2018 Planning and Zoning Commission meeting minutes by Commission Stutsman, seconded by Commissioner Miller. 4 – 0 to approve.**

- |                                                                                                                                                                                                                                                                                                                                                                                                                |                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 3. Consideration, discussion, and possible recommendation on a rezoning application for 7.015 acres of land, more or less, out of the Greenbury Gates Survey No. 63, Abstract 315, in Travis County, locally known as 12805 US Hwy 290 East from Interim Single Family Residential (R-1) to Light Industrial (IN-1). Owner: Associated Supply Company dba ASCO. Applicant: Associated Supply Company dba ASCO. | Scott Dunlop<br>Planning Coordinator |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|

**Commissioner Leonard arrived at 6:34**

**Motion to recommend approval at the January 17<sup>th</sup> City Council meeting by Commissioner Miller, seconded by Commissioner Stutsman. 5 – 0 to recommend approval.**

- |                                                                                                                                                                                                                                               |                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 4. Consideration, discussion, and possible action on a Short Form Final Plat for the Orosco Subdivision, three (3) lots on 3.995 acres more or less, located at 13711 Fuchs Grove Road. Owner: David Orosco. Applicant: PLACE designers, Inc. | Scott Dunlop<br>Planning Coordinator |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|

**Motion to approve by Commissioner Stutsman, seconded by Commissioner Leonard. 5 – 0 to approve.**

- |                                                                                                                                                                                                                                                                                                             |                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 5. Consideration, discussion, and possible recommendation on a Concept Plan for Manor Heights South Phases 1-2, two hundred sixty-four (264) single family lots on 127 acres more less located, located near Bois D'Arc Road and Tower Lane. Owner: Sky Village Kimbro Estates LLC. Applicant: Kimley-Horn. | Scott Dunlop<br>Planning Coordinator |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|

**Motion to recommend approval at the January 17<sup>th</sup> City Council meeting by Commissioner Miller, seconded by Vice-Chair Hernandez. 5 – 0 to recommend approval.**

- |                                                                                                                                                                                                                                                  |                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 6. Consideration, discussion, and possible action a Final Plat for Shadowglen Phase 20, seventy-two (72) lots on 8.9 acres more or less, located near Shadowglen Trace and Stoneridge Meadow Dr. Owner: SG Land Holding. Applicant: Kimley-Horn. | Scott Dunlop,<br>Planning Coordinator |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|

**Motion to approve by Commissioner Stutsman, seconded by Commissioner Miller. 5 – 0 to approve.**



## ADJOURNMENT

**Motion to adjourn by Commissioner Stutsman, seconded by Commissioner Leonard. 5 – 0 to adjourn at 6:59.**

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).

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Bill Myers  
Chairperson

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Scott Dunlop  
Planning Coordinator



AGENDA ITEM NO. 2

## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 14, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

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.

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### BACKGROUND/SUMMARY:

This subdivision is in our ETJ. It is proposed to be 20 1-acre lots on 20 acres. It has been approved by our engineers.

PRESENTATION: ☐ YES ☐ NO

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

Concept Plan  
Engineer Letters  
Approval Letter

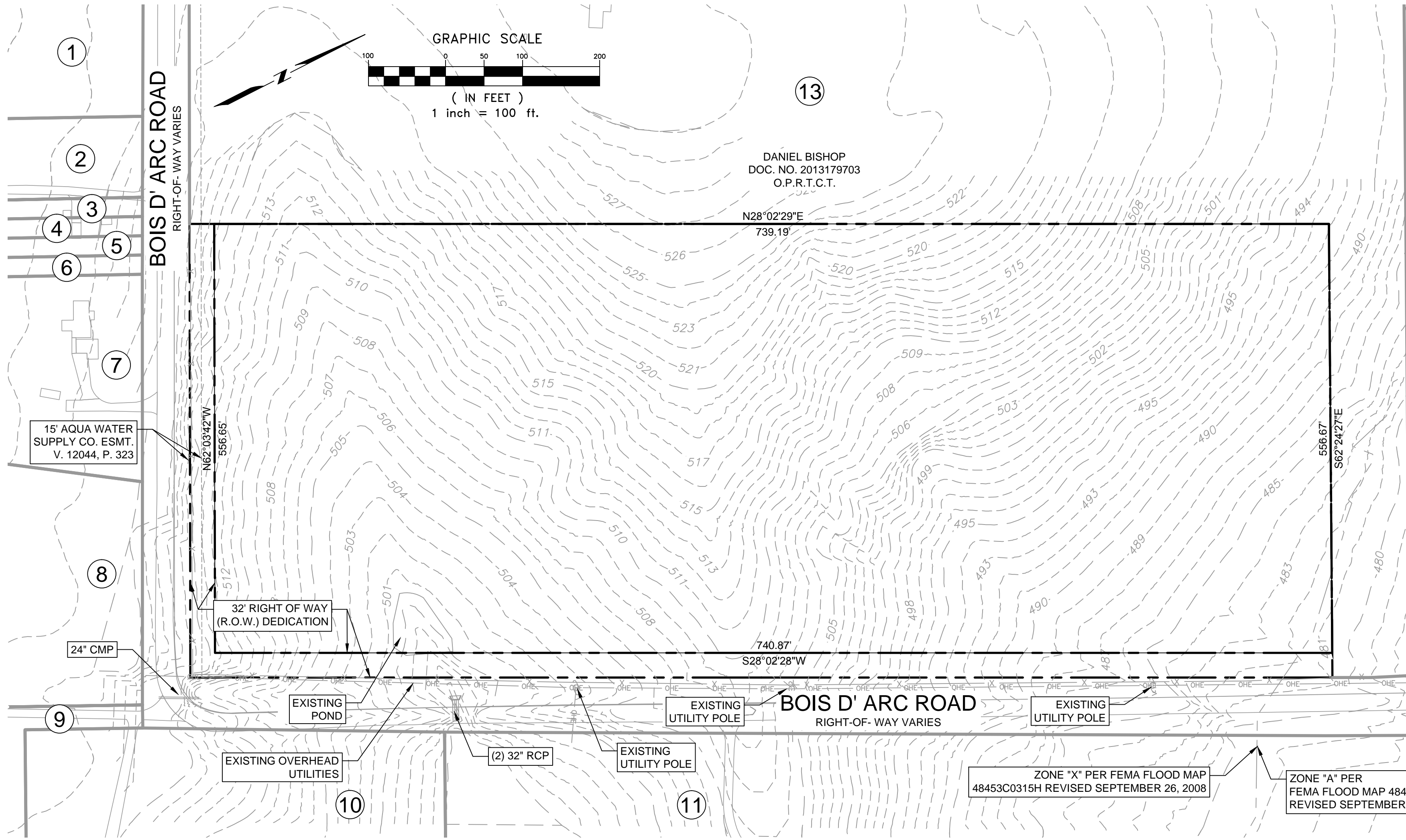
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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning Commission recommend approval of the 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.

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

C:\CompanyData\Clients\0641-17\_Final\_Plot\_20-Acre Tract\_Bois D' Arc\CAD\Sheets\0641-003\_Concept\_Plan.dwg Tue, Dec 12, 2017, 4:29pm



LOCATION MAP  
SCALE: 1" = 2000'

DAVID JOHNSON, ET. AL.  
V. 8718, P. 347  
R.P.R.T.C.T.

ADJOINING PROPERTY OWNERS		
1	GUADALUPE J. RUIZ 14775 BOIS D' ARC MANOR, TX 78653	DOC. # 2002084495
2	DAVID L. PATRICK 14805 BOIS D' ARC MANOR, TX 78654	DOC. # 2003220408
3	DAVID L. PATRICK 14805 BOIS D' ARC MANOR, TX 78655	DOC. # 2009190436
4	CASEY ROSEPATRICK 14809 BOIS D' ARC MANOR, TX 78656	DOC. # 2010080492
5	JOSHUA DAVID PATRICK 14809 BOIS D' ARC MANOR, TX 78657	DOC. # 2010161083
6	JOSHUA DAVID PATRICK 14809 BOIS D' ARC MANOR, TX 78658	DOC. # 2008098035
7	DAVID LEE PATRICK 14805 BOIS D' ARC MANOR, TX 78659	DOC. # 2014125104
8	ERNEST LEE RODRIGUEZ 2104 ROSEMARY LN ROUND ROCK, TX 78664	VOL. 7231 PG. 01044
9	JP MORGAN CHASE BANK 3415 VISION DR. COLUMBUS, OH 43219	DOC. # 2016036126
10	JOSE GONZALEZ & MARIBELLA CORTZ & DIANNA GONZALEZ JAIMES 9000 HUNTERS TRACE AUSTIN, TX 78758	DOC. # 2015090012
11	CHARLES D. OMAN TRUST P.O. BOX 972 ELGIN, TX 78621	DOC. # 2004067428
12	DAVID JOHNSON APT 100 11512 TIN CUP DR. AUSTIN, TX 78750	VOL. 8718 PG. 347
13	DANIEL BISHOP 12700 HUPA CIR. AUSTIN, TX 78729	DOC. # 2013179703

**OWNER/DEVELOPER:**  
L4S, LLC.  
1101 W. 34TH STREET #308  
AUSTIN, TX 78705  
CONTACT: SEAN MURPHY  
PH: (512) 698-7326

**ENGINEER:**  
SOUTHWEST ENGINEERS, INC.  
142 CIMARRON PARK LOOP, SUITE A  
BUDA, TX 78610  
CONTACT: GABRIEL HOVDEY  
PH: (512) 312-4336

**SURVEYOR:**  
DODD SURVEYING AND MAPPING  
203 W. MAIN STREET, STE. D  
PFLUGERVILLE, TX 78660  
CONTACT: FRED L. DODD, JR.  
PH: (512) 953-5705

LAND USE TABLE	
LAND USE	ACRES
SINGLE FAMILY	18.504
R.O.W. DEDICATION	1.498
TOTAL	20.002

- NOTE:
1. THE PROPERTY REFERENCED ON THIS CONCEPT PLAN IS CONSIDERED CITY OF MANOR EXTRATERRITORIAL JURISDICTION (ETJ).
  2. THERE ARE NO PARKS, SCHOOLS, PUBLIC FACILITIES OR COMMONLY OWNED AREAS ASSOCIATED WITH THIS CONCEPT PLAN.
  3. FIFTEEN (15) LOTS = FIFTEEN (15) LUE's (ASSUMING 1 LUE PER SINGLE FAMILY RESIDENTIAL LOT).
  4. PROJECT IS LOCATED WITHIN THE COTTONWOOD WATERSHED AND A PORTION OF LAND IS LOCATED WITHIN THE 100 YEAR FEMA FLOODPLAIN ACCORDING TO THE FEMA MAP PANEL NO. 48453C0315H FOR TRAVIS COUNTY, TEXAS, DATED SEPTEMBER 26, 2008.
  5. LOTS 1-15 (±20.00 AC) ARE PROPOSED TO BE A RESIDENTIAL SINGLE FAMILY DEVELOPMENT.
  6. WATER SERVICE WILL BE PROVIDED BY AQUA WATER SERVICE CORPORATION.

DATE PREPARED: SEPTEMBER 11, 2017

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

DATED: THIS \_\_\_\_ DAY OF \_\_\_\_, 20\_\_

BY: \_\_\_\_\_  
WILLIAM MYERS, CHAIRPERSON

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

DATED: THIS \_\_\_\_ DAY OF \_\_\_\_, 20\_\_

BY: \_\_\_\_\_  
HONORABLE MAYOR RITA G. JONSE  
MAYOR OF THE CITY OF MANOR, TEXAS

LEGEND	
---	PROPERTY BOUNDARY LINE
---	PROPERTY LINE (ADJACENT)
---	EXISTING EASEMENT
---	EXISTING UNDERGROUND ELEC.
---	EXISTING OVERHEAD ELEC.
---	EXISTING GAS
---	EXISTING CONTOURS
---	FEMA FLOOD BOUNDARY

PROJECT NO. 0641-003-17

DRAWN BY: DED DATE: 07/17

CHECKED BY: GH DATE: 08/17

SHEET 1 OF 1



BOIS D' ARC SUBDIVISION  
CONCEPT PLAN

14870 BOIS D' ARC LANE  
MANOR, TRAVIS COUNTY, TEXAS 78653

**Southwest Engineers**  
Civil | Environmental | Land Development

**GONZALES**  
307 St. Lawrence St.  
Gonzales, TX 78629  
P: 830.672.7546  
F: 830.672.2034

**BUDA**  
112 Cimarron Park Loop  
Suite A  
Buda, TX 78610  
P: 512.312.4336

TBPE NO. F-1909  
**WWW.SWENGINEERS.COM**  
**SWE@SWENGINEERS.COM**





Date: Friday, October 6, 2017

Gabriel Hovdey  
Southwest Engineers, Inc.  
112 Cimarron Park Loop  
Buda TX 78610  
gabe.hovdey@swengineers.com

Permit Number 2017-P-1078-CP  
Job Address: 14870 Bois D'Arc Road, Manor ETJ, TX. 78653

Dear Gabriel Hovdey,

The first submittal of the 14870 Bois D'Arc Concept Plan (*Concept Plan*) submitted by Southwest Engineers, Inc. and received on December 14, 2017, 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. Mailing labels are required to be provided for mail notifications, including the owner's name, address, deed or plat reference for properties located within three hundred (300) feet of the development as determined by current tax rolls. The Word Document of the labels can be uploaded for the City to print or hard copies can be sent to the City of Manor.

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

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

Thank you,

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



Date: Wednesday, November 1, 2017

Gabriel Hovdey  
Southwest Engineers, Inc.  
112 Cimarron Park Loop  
Buda TX 78610  
gabe.hovdey@swengineers.com

Permit Number 2017-P-1078-CP  
Job Address: 14870 Bois D'Arc Road, Manor ETJ 78653

Dear Gabriel Hovdey,

The subsequent submittal of the 14870 Bois D'Arc Concept Plan submitted by Southwest Engineers, Inc. and received on December 14, 2017, 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. Mailing labels are required to be provided for mail notifications, including the owner's name, address, deed or plat reference for properties located within three hundred (300) feet of the development as determined by current tax rolls. The Word Document of the labels can be uploaded for the City to print or hard copies can be sent to the City of Manor.~~

**2. Per Section 42(f) of Subdivision Ordinance 263B, a developer is responsible for dedicating additional right-of-way that is required for the streets and roads adjacent to and abutting the boundaries of the Subdivision. The required right-of-way dedication is thirty-two (32) feet for lots located along Bois D'arc Road. This dedication is required to be shown on the Concept Plan.**

**3. At this point in the development review process, individual lot lines are not required to be shown on the Concept Plan and should be removed.**

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.

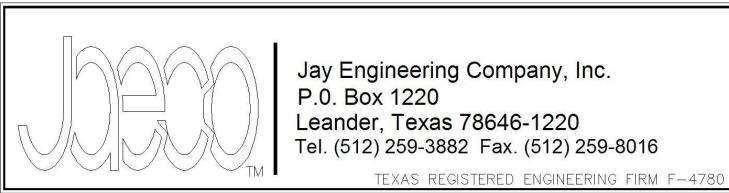
Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached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

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, January 8, 2018

Gabriel Hovdey  
Southwest Engineers, Inc.  
112 Cimarron Park Loop  
Buda TX 78610  
gabe.hovdey@swengineers.com

Permit Number 2017-P-1078-CP  
Job Address: 14870 Bois D'Arc Road, Manor ETJ 78653

Dear Gabriel Hovdey,

We have conducted a review of the concept plan for the above-referenced project, submitted by Gabriel Hovdey and received by our office on December 14, 2017, for conformance with the City of Manor 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,

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



## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 14, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

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.

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### BACKGROUND/SUMMARY:

After notification the applicant request this item be pulled.

This acreage was annexed in 2008 and was zoned interim R-1 (Single Family Residential). They intended to subdivide the property into 5+ acre lots with Manufactured Home zoning.

PRESENTATION: ☐ YES ☐ NO

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

Letter of intent

Zoning Map

Area Map

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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning Commission recommend denial of 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.

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



*McMinn Land Surveying Company*

4008 GREENMOUNTAIN LANE

AUSTIN, TEXAS 78759

(512) 343-1970 [mike@mcminnsurveying.com](mailto:mike@mcminnsurveying.com)

**ZONING CHANGE REQUEST - LETTER OF INTENT**

January 12, 2018

Scott Dunlop  
Planning Coordinator  
City of Manor, Texas

Mr. Dunlop,

I am writing on behalf of Ulises Hernandez, owner of the property located at 12700 Sparks Road, Manor, Texas.

As we have discussed and as I understand you have discussed with Mr. Hernandez, he is proposing to partition his property into tracts of land larger than 5 acres in land area. Said partition tracts to be served via private access easements created along the gravel roads that exist on the property. A Road Association is being created to be responsible for maintenance of the roads. We have already surveyed the property that is currently in the City Limits of the City of Manor. He is working on submitting a request to have the remainder of his property annexed into the City Limits of the City of Manor.

Based on communications that we had early in my involvement in the process, it is our understanding that as long as the partitioned tracts of land are in excess of 5 acres, the development is exempt from City of Manor platting requirements. You advised, by email, that you had spoken with the city engineer who confirmed that your subdivision ordinance wouldn't apply to this plat because all tracts are over 5 acres. You advised that we may want to check with ESD 12 to see if there are any issues on their part with the subdivision. Mr. Hernandez had already been in contact with ESD12. They had already visited the site with him and had made a few minor requests, such as removing the gate at the entrance to the property.

It is my understanding that Mr. Hernandez learned from you on or about January 11, 2018, that the existing R-1 zoning will not allow for development of the property with manufactured homes. Being that most of the homes visible from and/or existing on the subject tract of land are manufactured homes, it seems reasonable that the subject property be zoned to allow for what appears to be the preferred type of construction in the community.

We are requesting that the zoning be changed to M-1 to allow manufactured homes to be legally installed on the subject tract of land. Mr. Hernandez is attempting to follow the regulations

Please feel free to contact Mr. Hernandez or me with any additional questions.

Sincerely,



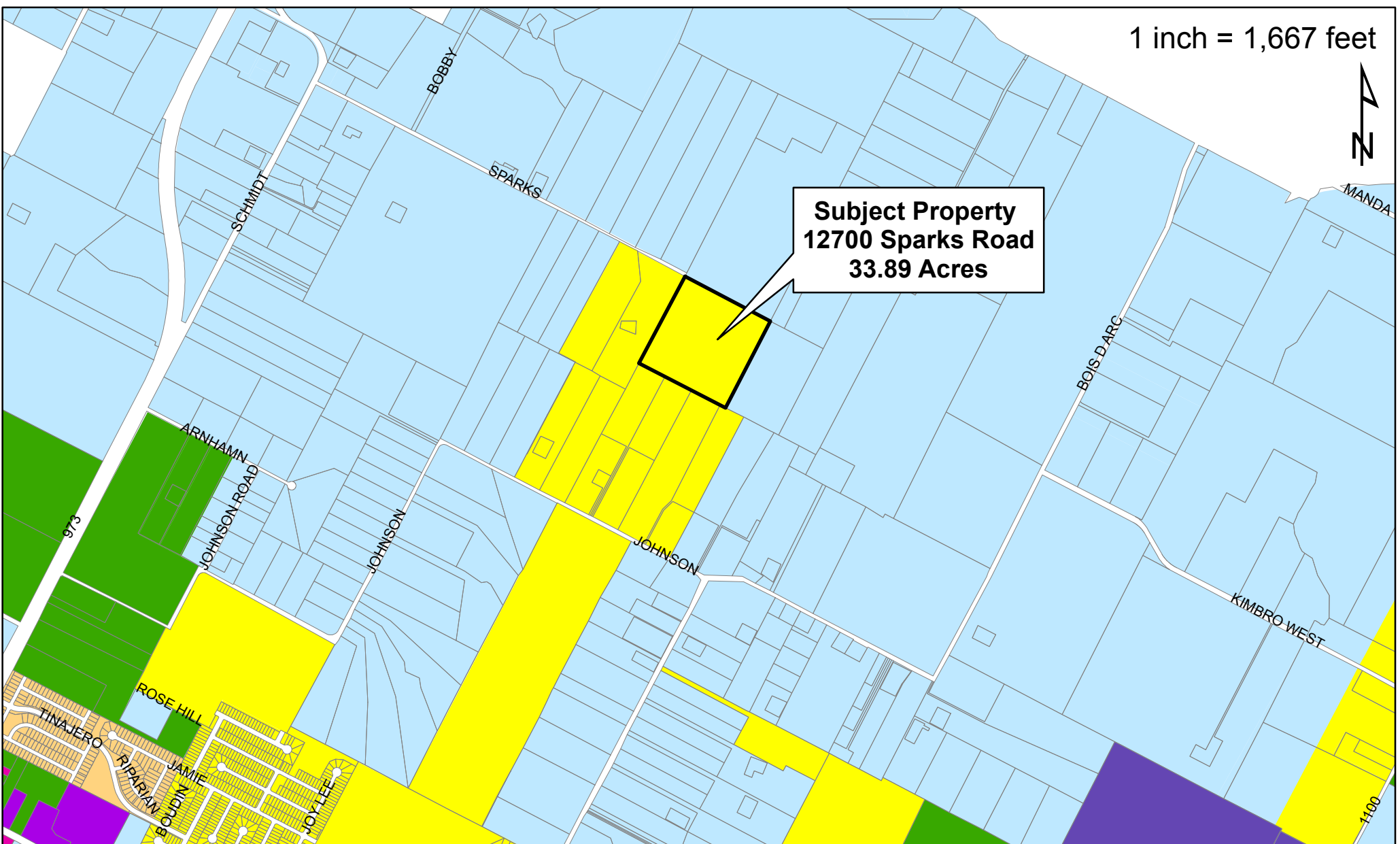
Mike McMinn, R.P.L.S.

Submitted electronically on [www.mygovernmentonline.org](http://www.mygovernmentonline.org)

1 inch = 1,667 feet



**Subject Property**  
**12700 Sparks Road**  
**33.89 Acres**



# Proposed Zoning M-1 - Manufactured Home

*Current Zoning - R-1 Single Family*

Zone		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
C-2 - Medium Commercial		







## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 14, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

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.

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### BACKGROUND/SUMMARY:

This is the Bloor House located near Jenny Lane Park fronting on Lexington. The applicant would like to rezone the property to neighborhood business because they feel the property is well suited to be professional offices or a bed and breakfast.

PRESENTATION: ☐ YES ☐ NO

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

Letter of intent

Zoning Map

Area Map

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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning Commission recommend approval 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.

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

22 January 2018

Mr Dunlop,

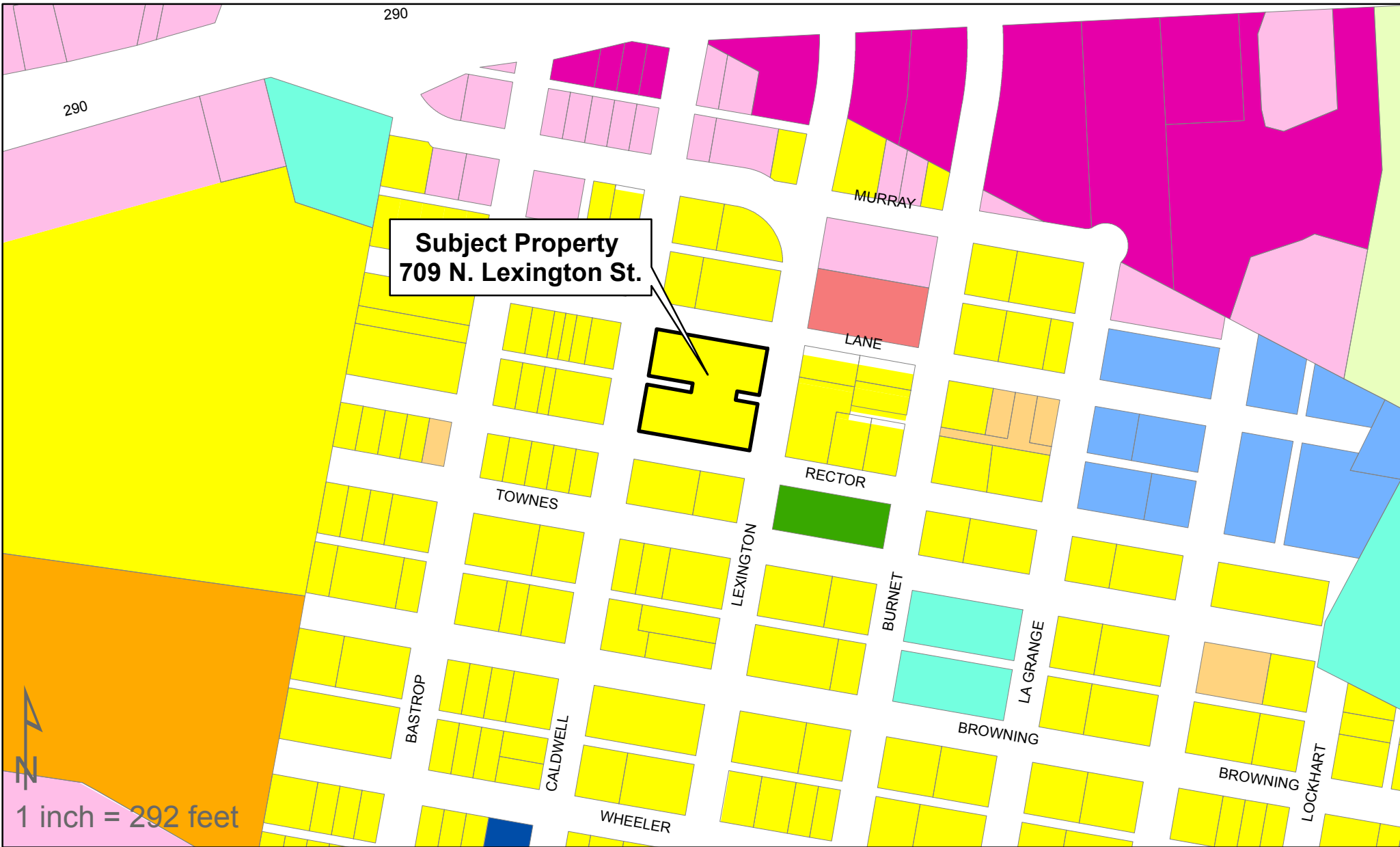
I am requesting a rezoning for my property at 709 N Lexington St in Manor from Residential to Neighborhood Business.

The property comprises a full city block and faces Lexington street (the main road through old Manor) just a few blocks from City Hall and the downtown business district. The property is two blocks from 290 and across the street from Bluebonnet Electric. Its central location makes it a good location for a variety of professional offices and its character makes it an excellent location for a small Bed & Breakfast establishment.

The Bloor House (709 N Lexington St) was built in 1897 by the Bloor family. It is on the National Historic Registry and has long been considered to be an important Manor landmark. Many other Central Texas cities have preserved the historic character of their communities by allowing the use of such architectural gems as professional offices and Bed & Breakfast establishments. Often this helps to pay the cost of preserving these landmark structures.

I appreciate your time and consideration of this request,

Rebecca Davies



# **Proposed Zoning** **NB - Neighborhood Business**

*Current Zoning - R-1 Single Family*

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







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

## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 14, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

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 near Bois D'Arc Road and Tower Road.

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### BACKGROUND/SUMMARY:

This has been approved by our engineers. They are proposing 264 single family lots that are 50' wide.

PRESENTATION: ☐YES ☐NO

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

Preliminary Plan  
Letter of Intent  
Engineer Comments  
Approval Letter  
TIA

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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning Commission approve 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 near Bois D'Arc Road and Tower Road.

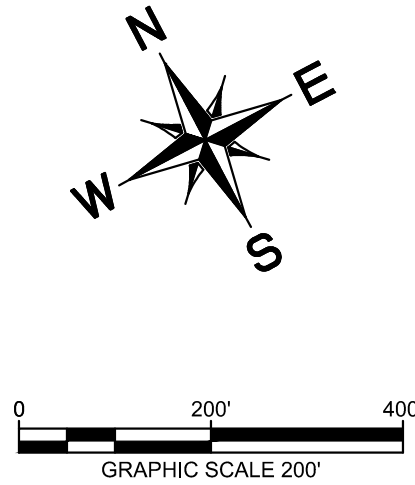
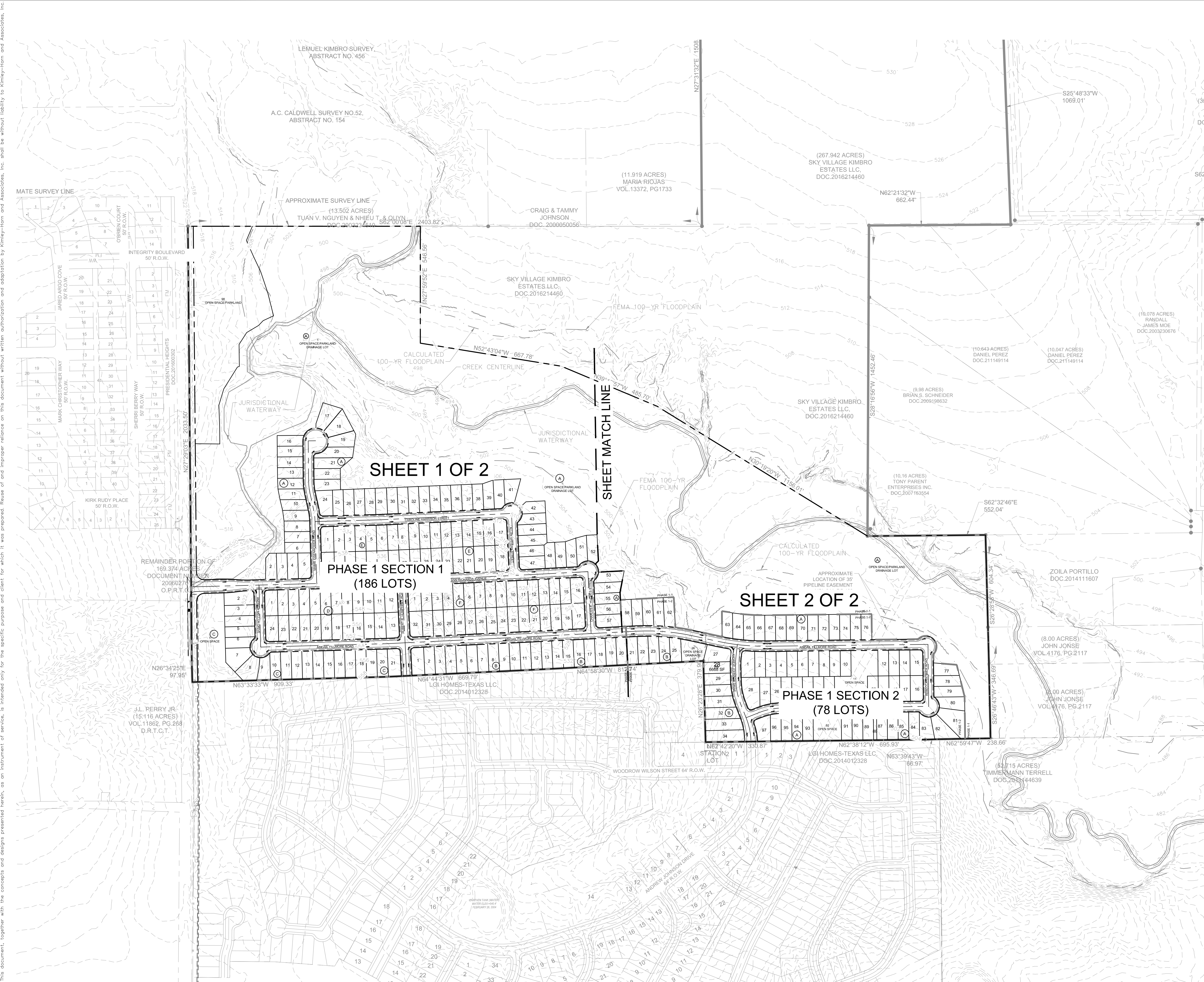
PLANNING & ZONING COMMISSION: ☐RECOMMENDED APPROVAL ☐DISAPPROVAL ☐NONE







Plotted By: Granados, Alex. Date: January 10, 2018 10:49:02am File Path: K:\AUS\_Civil\069255700 Sky Village South\Cad\ Preliminary\PlanSheets\2 OVERALL 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.



PRELIMINARY PLANS FOR		OVERALL PRELIMINARY		KHA PROJECT	
MANOR HEIGHTS		PLAN		069255700	
SOUTH				DATE	
CITY OF MANOR				JANUARY 2018	
TRAVIS COUNTY, TEXAS				SCALE: AS SHOWN	
				DESIGNED BY: BJB	
				DRAWN BY: JAC	
				CHECKED BY: AK	
				01/10/2018	
				ALLISON KENNAUGH	
				114356	
				PROFESSIONAL ENGINEER	
				© 2017 KIMLEY-HORN AND ASSOCIATES, INC.	
				10814 JOLLYVILLE ROAD, AVALON IV, SUITE 300, AUSTIN, TX 78759	
				PHONE: 512-418-1771 FAX: 512-418-1791	
				WWW.KIMLEY-HORN.COM	
				TEXAS REGISTERED ENGINEERING FIRM F-928	
				REVISIONS	
				No.	
				DATE	
				BY	





June 12, 2017

City of Manor  
Planning and Development Review Department  
105 E. Eggleston Street  
Manor, Texas 78653

■  
10814 Jollyville Road  
Building IV, Suite 300  
Austin, Texas  
78759

*Re: Summary Letter – Sky Village South Phases 1-2  
Preliminary Plan Application  
Southeast of Corner of Bois D’Arc Road and Integrity Blvd.  
Manor, Texas 78653*

To Whom It May Concern:

Please accept this Summary Letter for the above referenced project. Sky Village South is a proposed residential subdivision located north of Highway 290 at the southwest intersection of Bois D’Arc Road and Integrity Boulevard in the City of Manor, Travis County. This Preliminary Plan Application is proposed for Phases 1, and 2. The existing property is approximately 267.972 acres of mostly undeveloped land. Phases 1 and 2 encompass approximately 127 acres of this property.

The proposed improvements include 264 residential lots, sidewalk, storm sewer, water, a temporary lift station, force main, wastewater and other associated site improvements. This project is located within the Cottonwood Creek watershed of the Colorado River basin.

A portion of this site is in the Federal Emergency Management Agency’s 100-year floodplain per Flood Insurance Rate Map 48453C0485J dated August 18, 2014. One jurisdictional waterway runs through the subject property along the floodplain creek centerline. All lots adjacent to the FEMA floodplain will have minimum floor elevations per City of Manor requirements.

A detention waiver has been prepared by Kimley-Horn. After analyzing the overall area contributing to the floodplain on site, it has been determined that detention should not be required as proposed flows do not have a negative impact on flows downstream. The Detention Waiver has been attached as a part of this submittal with additional supporting information.

If you have any questions or comments regarding this request, please contact me at 512-782-0614.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink that reads "Allison Kennaugh, P.E.".

Allison Kennaugh, P.E.



Date: Monday, July 10, 2017

Permit Number 2017-P-1061-PP  
Job Address: , Manor , TX. 78653

Dear ,

The first submittal of the Manor Heights South (Sky Village South) Preliminary (*Preliminary Plan*) submitted by Kimley-Horn and received on January 10, 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. Section 22(a) of Subdivision Ordinance 263B requires that a Concept Plan be approved prior to approval of the preliminary plat.
2. On Sheet 2 both Phases are labeled Phase 1.
3. The proposed street names should be approved by Travis County 911. There are several names that appear to be similar to existing streets in Travis County and Manor.
4. Section 22(c)(3)(viii) of Subdivision Ordinance 263B requires that replacement trees be shown on the Preliminary Plat based on the ratio of 1:2 for Significant Trees larger than 18 inches and 1:1 for Significant Trees between 8 and 18 inches. Also, there are trees listed on Sheet 7 to be removed, but no replacement calculations are provided.
5. The floodplain should be clearly delineated as required by Section 22(c)(2)(v) of Subdivision Ordinance 263B.
6. Section 22(c)(2)(vi) of Subdivision Ordinance 263B requires that topography be shown. Additional labels should be added to the topography.
7. Sheet 6 shows the proposed wastewater line tying in to an existing line on Lot 1 Block A. The existing wastewater line should be shown. Section 22(c)(2)(vii) of Subdivision Ordinance 263B requires that the locations, sizes and descriptions of all existing utilities, including but limited to wastewater lines, lift stations, wastewater manholes, waterlines within the subdivision and/or adjacent thereto. The existing lift station should be shown on Sheet 7.
8. The Jurisdictional Waterway should be clearly shown on Sheet 10 near the proposed 8'x4' box culvert on Harry S. Truman Street.

9. Mesquite trees are considered Significant Trees. There are several Mesquite trees larger than 18" that are proposed to be removed with the project. Per Section 22(c)(3)(vii)(c) of Subdivision Ordinance 263B the removal of Significant Trees larger than eighteen inches in caliper require Commission approval.
10. Roadway intersections should meet at a 90 degree angle.
11. On Sheet 4 no right of way width is listed for George Washington Drive. On Sheet 5 no right of way width was listed for Andrew Johnson Drive. Section 22(c)(3)(iii) of Subdivision Ordinance 263B requires that the dimensions of all proposed streets be shown on the preliminary plan.
12. The Engineer's Report lists street names with letters (Street J), but the drawings submitted list full street names. The street names should match.
13. The Engineer's Report states that the water and wastewater will tie in to Presidential Meadows, which has a MUD and is not City of Manor utilities.
14. The Engineer's Report states that a bottomless culvert will be constructed under Street J. Clarification should be made as to what street this is on the plans.
15. The Flood Insurance Rate Map in the Engineer's Report does not show the proposed project's location.
16. The Engineer's Report states that offsite flow from Presidential Meadows impacts the site. This should be verified.
17. The Engineer's Report states that additional access points for the development will be through Presidential Meadows.

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

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

Thank you,



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



August 1st, 2017

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

**RE:     *Permit No. 2017-P-1061***  
          ***Job Address: Manor, TX 78653***

Dear Ms. Gray:

Please accept this Comment Response Letter for the above reference project. This submittal is in response to the comments provided by Jay Engineering Company, Inc. on July 10, 2017. The original comments have also been included below, for reference.

## **Engineer Review**

- i.       Section 22(a) of Subdivision Ordinance 263B requires that a Concept Plan be approved prior to approval of the preliminary plat.

**Response: A Development agreement with exhibits that include an approved concept plan have been submitted to the Jay Engineering for review with this resubmittal.**

- ii.       On Sheet 2 both Phases are labeled Phase 1.

**Response: Sheet 2 has been updated to show Phase 1-1 and Phase 1-2.**

- iii.      The proposed street names should be approved by Travis County 911. There are several names that appear to be similar to existing streets in Travis County and Manor.

**Response: Sheets have been updated to reflect updated and approved road names, and email correspondence with 911 addressing that reserves the names shown on updated preliminary plat has also been included in this resubmittal.**

- iv.       Section 22(c)(3)(viii) of Subdivision Ordinance 263B requires that replacement trees be shown on the Preliminary Plat based on the ratio of 1:2 for Significant Trees larger than 18 inches and 1:1 for Significant Trees between 8 and 18 inches. Also, there are trees listed on Sheet 7 to be removed, but no replacement calculations are provided.

**Response: Calculations for tree removal and associated mitigation have been updated with this submittal.**

- v.        The floodplain should be clearly delineated as required by Section 22(c)(2)(v) of Subdivision Ordinance 263B.

**Response: Additional floodplain labels have been added to clearly delineate the floodplain.**

vi. Section 22(c)(2)(vi) of Subdivision Ordinance 263B requires that topography be shown. Additional labels should be added to the topography.

**Response: Topography labels have been added to clearly show topography.**

vii. Sheet 6 shows the proposed wastewater line tying in to an existing line on Lot 1 Block A. The existing wastewater line should be shown. Section 22(c)(2)(vii) of Subdivision Ordinance 263B requires that the locations, sizes and descriptions of all existing utilities, including but limited to wastewater lines, lift stations, wastewater manholes, waterlines within the subdivision and/or adjacent thereto. The existing lift station should be shown on Sheet 7.

viii. **Response: The label showing the proposed wastewater line tying into the existing line on Lot 1 Block A has been updated to show the proposed wastewater line ending with a 4-foot manhole and 12" stub, there is no existing wastewater line at this point.**

ix. The Jurisdictional Waterway should be clearly shown on Sheet 10 near the proposed 8'x4' box culvert on Harry S. Truman Street.

**Response: Jurisdictional Waterway label added on sheet 10 to clearly show the jurisdictional waterway near the proposed 8'x4' box culvert, please note that Harry S. Truman Street is now Ann Richards Avenue.**

x. Mesquite trees are considered Significant Trees. There are several Mesquite trees larger than 18" that are proposed to be removed with the project. Per Section 22(c)(3)(vii)(c) of Subdivision Ordinance 263B the removal of Significant Trees larger than eighteen inches in caliper require Commission approval.

**Response: Understood, commission approval will be obtained with construction drawing submittals.**

xi. Roadway intersections should meet at a 90 degree angle.

**Response: All roadways have been checked to connect at a 90-degree angle. Previously the intersection of Andrew Johnson and Ronald Reagan Avenue was slightly skewed, it has been revised to connect at a 90-degree angle.**

xii. On Sheet 4 no right of way width is listed for George Washington Drive. On Sheet 5 no right of way width was listed for Andrew Johnson Drive. Section 22(c)(3)(iii) of Subdivision Ordinance 263B requires that the dimensions of all proposed streets be shown on the preliminary plan.

**Response: Right of way width labels are now provided on all streets.**

xiii. The Engineer's Report lists street names with letters (Street J), but the drawings submitted list full street names. The street names should match.

**Response: Engineer's report has been updated to match approved street names.**



xiv. The Engineer's Report states that the water and wastewater will tie in to Presidential Meadows, which has a MUD and is not City of Manor utilities.

**Response: Understood, engineers report has been updated to show connection to the Presidential Glen Subdivision, not Presidential Meadows.**

xv. The Engineer's Report states that a bottomless culvert will be constructed under Street J. Clarification should be made as to what street this is on the plans.

**Response: Street names are updated throughout the plans and engineers report.**

xvi. The Flood Insurance Rate Map in the Engineer's Report does not show the proposed projects location.

**Response: Map has been updated to show project's location.**

xvii. The Engineer's Report states that offsite flow from Presidential Meadows impacts the site. This should be verified.

**Response: Presidential Meadows does not impact our site, flows from Presidential Glen impact proposed site. Engineers report has been updated.**

xviii. The Engineer's Report states that additional access points for the development will be through Presidential Meadows.

**Response: Clarification has been made, access points will be through Presidential Glen.**

Please contact me at 512-418-1771 if additional information is required.

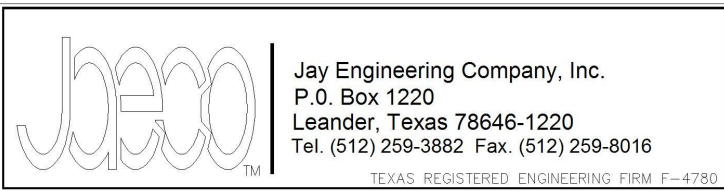
Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Allison Kennaugh, P.E.  
Senior Engineer





Date: Wednesday, August 23, 2017

Alex Granados  
Kimley-Horn  
10814 Jollyville Road  
Austin TX  
alex.granados@kimley-horn.com

Permit Number 2017-P-1061-PP  
Job Address: , Manor 78653

Dear Alex Granados,

The subsequent submittal of the Manor Heights South (Sky Village South) Preliminary submitted by Kimley-Horn and received on January 10, 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. Section 22(a) of Subdivision Ordinance 263B requires that a Concept Plan be approved prior to approval of the preliminary plat. The additional information including the Development Agreement is currently under review by the City Attorney.**

~~2. On Sheet 2 both Phases are labeled Phase 1.~~

**3. The proposed street names should be approved by Travis County 911. There are several names that appear to be similar to existing streets in Travis County and Manor. Per submitted correspondence from Travis County 911 the street name James E. Hughes shown on the preliminary plat has not been approved.**

**4. Section 22(c)(3)(viii) of Subdivision Ordinance 263B requires that replacement trees be shown on the Preliminary Plat based on the ratio of 1:2 for Significant Trees larger than 18 inches and 1:1 for Significant Trees between 8 and 18 inches. Also, there are trees listed on Sheet 7 to be removed, but no replacement calculations are provided. Sheet 6 refers to a tree table on Sheet 7, but there is no tree table on Sheet 7. No calculations from tree removal were provided. There are trees shown on the previous submittal that are not shown with this submittal.**

~~5. The floodplain should be clearly delineated as required by Section 22(c)(2)(v) of Subdivision Ordinance 263B.~~

~~6. Section 22(c)(2)(vi) of Subdivision Ordinance 263B requires that topography be shown. Additional labels should be added to the topography.~~

~~7. Sheet 6 shows the proposed wastewater line tying in to an existing line on Lot 1 Block A. The existing wastewater line should be shown. Section 22(c)(2)(vii) of Subdivision Ordinance 263B requires that the locations, sizes and descriptions of all existing utilities, including but limited to wastewater lines, lift stations, wastewater manholes, waterlines within the subdivision and/or adjacent thereto. The existing lift station should be shown on Sheet 7.~~

~~8. The Jurisdictional Waterway should be clearly shown on Sheet 10 near the proposed 8'x4' box culvert on Harry S. Truman Street.~~

**9. Mesquite trees are considered Significant Trees. There are several Mesquite trees larger than 18" that are proposed to be removed with the project. Per Section 22(c)(3)(vii)(c) of Subdivision Ordinance 263B the removal of Significant Trees larger than eighteen inches in caliper require Commission approval. Commission approval is required prior to preliminary plat approval.**

~~10. Roadway intersections should meet at a 90 degree angle.~~

~~11. On Sheet 4 no right of way width is listed for George Washington Drive. On Sheet 5 no right of way width was listed for Andrew Johnson Drive. Section 22(c)(3)(iii) of Subdivision Ordinance 263B requires that the dimensions of all proposed streets be shown on the preliminary plan.~~

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~~16. The Engineer's Report states that offsite flow from Presidential Meadows impacts the site. This should be verified.~~

~~17. The Engineer's Report states that additional access points for the development will be through Presidential Meadows.~~

**18. Clarification should be made as to if the proposed pavement widths are from curb back to curb back. Per Ordinance 263D the pavement width should be measured from curb back to curb back.**

**19. Per Ordinance 263D the minimum pavement width for a 50' right-of-way is 31' and for a 64' right-of-way is 45'.**

**20. Clearly show the easements for the water and force main that run along Bois D'arc and are located in the Open Space lots**

**21. Clearly show the location of the Bois D'arc right-of-way.**

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,

A handwritten signature in blue ink, reading "Pauline M. Gray". The signature is fluid and cursive, with the first name "Pauline" being more prominent than the last name "Gray".

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



**SEPTEMBER 21, 2017**

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

**RE:     *Permit No. 2017-P-1061***  
          ***Job Address: Manor, TX 78653***

Dear Ms. Gray:

Please accept this Comment Response Letter for the above reference project. This submittal is in response to the comments provided by Jay Engineering Company, Inc. on August 1, 2017. The original comments have also been included below for reference.

## **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. Section 22(a) of Subdivision Ordinance 263B requires that a Concept Plan be approved prior to approval of the preliminary plat. The additional information including the Development Agreement is currently under review by the City Attorney.**

**Response: Understood, a concept plan has been submitted informally to Frank Phelan via email, and is also included in this resubmittal.**

~~2. On Sheet 2 both Phases are labeled Phase 1.~~

**3. The proposed street names should be approved by Travis County 911. There are several names that appear to be similar to existing streets in Travis County and Manor. Per submitted correspondence from Travis County 911 the street name James E. Hughes shown on the preliminary plat has not been approved.**

**Response: James E. Hughes has been updated to approved name of Charles E. Hughes.**

**4. Section 22(c)(3)(viii) of Subdivision Ordinance 263B requires that replacement trees be shown on the Preliminary Plat based on the ratio of 1:2 for Significant Trees larger than 18 inches and 1:1 for Significant Trees between 8 and 18 inches. Also, there are**

trees listed on Sheet 7 to be removed, but no replacement calculations are provided. Sheet 6 refers to a tree table on Sheet 7, but there is no tree table on Sheet 7. No calculations from tree removal were provided. There are trees shown on the previous submittal that are not shown with this submittal.

**Response: Updated tree removal and mitigation table has been added to plans.**

~~5. The floodplain should be clearly delineated as required by Section 22(c)(2)(v) of Subdivision Ordinance 263B.~~

~~6. Section 22(c)(2)(vi) of Subdivision Ordinance 263B requires that topography be shown. Additional labels should be added to the topography.~~

~~7. Sheet 6 shows the proposed wastewater line tying in to an existing line on Lot 1 Block A. The existing wastewater line should be shown. Section 22(c)(2)(vii) of Subdivision Ordinance 263B requires that the locations, sizes and descriptions of all existing utilities, including but limited to wastewater lines, lift stations, wastewater manholes, waterlines within the subdivision and/or adjacent thereto. The existing lift station should be shown on Sheet 7.~~

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**Response: Understood, a tree removal plan/request is being prepared to submit to the City of Manor for commission approval.**

~~10. Roadway intersections should meet at a 90 degree angle.~~

~~11. On Sheet 4 no right of way width is listed for George Washington Drive. On Sheet 5 no right of way width was listed for Andrew Johnson Drive. Section 22(c)(3)(iii) of Subdivision Ordinance 263B requires that the dimensions of all proposed streets be shown on the preliminary plan.~~

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**18. Clarification should be made as to if the proposed pavement widths are from curb back to curb back. Per Ordinance 263D the pavement width should be measured from curb back to curb back.**

**Response: Pavement annotation has been updated to reflect the back of curb to back of curb dimension that meet Ordinance 263D requirements.**

**19. Per Ordinance 263D the minimum pavement width for a 50' right-of-way is 31' and for a 64' right-of-way is 45'.**

**Response: Pavement annotation has been updated to reflect the back of curb to back of curb dimension that meet Ordinance 263D requirements.**

**20. Clearly show the easements for the water and force main that run along Bois D'arc and are located in the Open Space lots**

**Response: Easements running along Bois D'Arc have been modified to clearly show their location along the open space.**

**21. Clearly show the location of the Bois D'arc right-of-way.**

**Response: Bois D'Arc right-of-way has been labeled to clearly show its location, it has also been shown in a darker line type.**

Please contact me at 512.782.0602 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Allison Kennaugh, P.E.  
Allison.Kennaugh@kimley-horn.com



Date: Tuesday, October 17, 2017

Alex Granados  
Kimley-Horn  
10814 Jollyville Road  
Austin TX  
alex.granados@kimley-horn.com

Permit Number 2017-P-1061-PP  
Job Address: , Manor 78653

Dear Alex Granados,

The subsequent submittal of the Manor Heights South (Sky Village South) Preliminary submitted by Kimley-Horn and received on January 10, 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.

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2. On Sheet 2 both Phases are labeled Phase 1.

**3. The proposed street names should be approved by Travis County 911. There are several names that appear to be similar to existing streets in Travis County and Manor. Per submitted correspondence from Travis County 911 the street name James E. Hughes shown on the preliminary plat has not been approved.**

**4. Section 22(c)(3)(viii) of Subdivision Ordinance 263B requires that replacement trees be shown on the Preliminary Plat based on the ratio of 1:2 for Significant Trees larger than 18 inches and 1:1 for Significant Trees between 8 and 18 inches. Also, there are trees listed on Sheet 7 to be removed, but no replacement calculations are provided. Sheet 6 refers to a tree table on Sheet 7, but there is no tree table on Sheet 7. No calculations from tree removal were provided. There are trees shown on the previous submittal that are not shown with this submittal.**

5. The floodplain should be clearly delineated as required by Section 22(c)(2)(v) of Subdivision Ordinance 263B.

6. Section 22(c)(2)(vi) of Subdivision Ordinance 263B requires that topography be shown. Additional labels should be added to the topography.

7. Sheet 6 shows the proposed wastewater line tying in to an existing line on Lot 1 Block A. The existing wastewater line should be shown. Section 22(c)(2)(vii) of Subdivision Ordinance 263B requires that the locations, sizes and descriptions of all existing utilities, including but limited to wastewater lines, lift stations, wastewater manholes, waterlines within the subdivision and/or adjacent thereto. The existing lift station should be shown on

Sheet 7.

~~8. The Jurisdictional Waterway should be clearly shown on Sheet 10 near the proposed 8'x4' box culvert on Harry S. Truman Street.~~

**9. Mesquite trees are considered Significant Trees. There are several Mesquite trees larger than 18" that are proposed to be removed with the project. Per Section 22(c)(3)(vii)(c) of Subdivision Ordinance 263B the removal of Significant Trees larger than eighteen inches in caliper require Commission approval. Commission approval is required prior to preliminary plat approval.**

~~10. Roadway intersections should meet at a 90 degree angle.~~

~~11. On Sheet 4 no right of way width is listed for George Washington Drive. On Sheet 5 no right of way width was listed for Andrew Johnson Drive. Section 22(c)(3)(iii) of Subdivision Ordinance 263B requires that the dimensions of all proposed streets be shown on the preliminary plan.~~

~~12. The Engineer's Report lists street names with letters (Street J), but the drawings submitted list full street names. The street names should match.~~

~~13. The Engineer's Report states that the water and wastewater will tie in to Presidential Meadows, which has a MUD and is not City of Manor utilities.~~

~~14. The Engineer's Report states that a bottomless culvert will be constructed under Street J. Clarification should be made as to what street this is on the plans.~~

~~15. The Flood Insurance Rate Map in the Engineer's Report does not show the proposed project's location.~~

~~16. The Engineer's Report states that offsite flow from Presidential Meadows impacts the site. This should be verified.~~

~~17. The Engineer's Report states that additional access points for the development will be through Presidential Meadows.~~

**~~18. Clarification should be made as to if the proposed pavement widths are from curb back to curb back. Per Ordinance 263D the pavement width should be measured from curb back to curb back.~~**

**~~19. Per Ordinance 263D the minimum pavement width for a 50' right of way is 31' and for a 64' right of way is 45'.~~**

**~~20. Clearly show the easements for the water and force main that run along Bois D'arc and are located in the Open Space lots~~**

**~~21. Clearly show the location of the Bois D'arc right-of-way.~~**

**22. Provide a copy of the TIA for the project as is required by Section 22(c)(4)(iv) of Subdivision Ordinance 263B. The TIA will need to be approved prior to preliminary plat approval.**



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.



**JANUARY 10, 2018**

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

**RE:     *Permit No. 2017-P-1061***  
          ***Job Address: Manor, TX 78653***

Dear Ms. Gray:

Please accept this Comment Response Letter for the above reference project. This submittal is in response to the comments provided by Jay Engineering Company, Inc. on October 17, 2017. The original comments have also been included below for reference.

## **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. Section 22(a) of Subdivision Ordinance 263B requires that a Concept Plan be approved prior to approval of the preliminary plat. The additional information including the Development Agreement is currently under review by the City Attorney.~~**

**~~2. On Sheet 2 both Phases are labeled Phase 1.~~**

**~~3. The proposed street names should be approved by Travis County 911. There are several names that appear to be similar to existing streets in Travis County and Manor. Per submitted correspondence from Travis County 911 the street name James E. Hughes shown on the preliminary plat has not been approved.~~**

**~~4. Section 22(c)(3)(viii) of Subdivision Ordinance 263B requires that replacement trees be shown on the Preliminary Plat based on the ratio of 1:2 for Significant Trees larger than 18 inches and 1:1 for Significant Trees between 8 and 18 inches. Also, there are trees listed on Sheet 7 to be removed, but no replacement calculations are provided. Sheet 6 refers to a tree table on Sheet 7, but there is no tree table on Sheet 7. No calculations from tree removal were provided. There are trees shown on the previous submittal that are not shown with this submittal.~~**

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**Response: Tree removal was approved by the Commission on December 13, 2017.**

~~10. Roadway intersections should meet at a 90 degree angle.~~

~~11. On Sheet 4 no right of way width is listed for George Washington Drive. On Sheet 5 no right of way width was listed for Andrew Johnson Drive. Section 22(c)(3)(iii) of Subdivision Ordinance 263B requires that the dimensions of all proposed streets be shown on the preliminary plan.~~

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~~20. Clearly show the easements for the water and force main that run along Bois D'arc and are located in the Open Space lots~~

~~21. Clearly show the location of the Bois D'arc right-of-way.~~

22. Provide a copy of the TIA for the project as is required by Section 22(c)(4)(iv) of Subdivision Ordinance 263B. The TIA will need to be approved prior to preliminary plat approval.

**Response: TIA currently under review.**

Please contact me at 512.782.0602 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Allison Kennaugh, P.E.  
Allison.Kennaugh@kimley-horn.com

January 22, 2018

Alex Granados  
Kimley-Horn  
10814 Jollyville Road  
Austin, TX

Re: Permit Number 2017-P-1061-PP  
Manor Heights (formerly Sky Village South)  
City of Manor, Texas 78653

Dear Mr. Granados:

The Manor Heights Preliminary Plan, submitted by Kimley-Horn and Associates and received by our office on January 10, 2018, has been reviewed for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Subdivision Ordinance 263B. Our office has found that the Preliminary Plat is in general compliance with the City of Manor's Subdivision Ordinance 263B. We therefore take no exception to the approval of the Preliminary Plat as presented contingent upon submittal of a SEALED TIA for the project.

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



Pauline M. Gray, P.E.

PMG/s

Copy: Scott Dunlop - City of Manor





# ***Traffic Impact Analysis***

## **Manor Heights TIA**

## **Manor, Texas**

Prepared for:  
**Manor Heights Kimbro Estates, LLC**

Prepared by:

**Kimley-Horn**

10814 Jollyville Road, Building 4, Suite 300  
Manor, Texas 78759  
(512) 418-1771  
F-928

KH Project No. 069255701

January 22, 2018

**Kimley»»Horn**



*Santiago A. Araque Rojas*  
*1/22/18*

# ***Traffic Impact Analysis***

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10814 Jollyville Road, Building 4, Suite 300

Manor, Texas 78759

(512) 418-1771

F-928

KH Project No. 069255701

January 22, 2018

# MANOR HEIGHTS TIA



JANUARY 22, 2018

Prepared By:

**Kimley»Horn**

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## EXECUTIVE SUMMARY

The proposed Manor Heights Development is a Single-Family residential project located north of US 290 between Bois D'Arc Road and FM 1100 in the City of Manor, Texas. The site is anticipated to consist of 1,550 single-family units and approximately 17,000 square feet of neighborhood retail. The project is assumed to be completed in the year 2024. This study determines traffic generation characteristics, analyzes potential traffic related impacts on the adjacent road network, and identifies mitigation measures required for identified impacts.

The proposed site will have access to the surrounding roadway network via one driveway on Bois D'Arc Road, one driveway on US 290 east of Old Kimbro Road, an extension of north/south Old Kimbro Road into the site as a major arterial, and a realignment of east/west Old Kimbro Road to create a T-intersection within the site. The extension of Old Kimbro to the north will be completed by the developer as part of this proposed project. Intersections to be analyzed were determined after discussion with City staff and are listed below. Additionally, all site driveways intersecting with external roads are analyzed.

- Bois D'Arc Road / US 290
- Bois D'Arc Road / Tower Road
- Old Kimbro Road / US 290
- Old Kimbro Avenue / FM 1100
- FM 1100 / US 290
- Paseo De Presidente Drive / Bois D'Arc Road
- Paseo De Presidente Drive / US 290

Existing turning movement counts were collected at the above intersections during weekday AM and PM peak demand periods when schools were in session. Traffic operations are analyzed at the study intersections for existing conditions and 2024 Site Build-Out. Background traffic is projected to 2024 by applying a three and one quarter percent (3.25%) annual growth factor that was determined by using historical traffic counts in the area.

For the proposed land uses, projected site traffic is calculated using the Institute of Transportation Engineers (ITE) *Trip Generation Manual* 9<sup>th</sup> Edition. No Internal capture and pass-by trip reductions are applied. The proposed development is anticipated to generate approximately 1,163 new trips during the AM peak-hour and 1,597 new trips during PM peak-hour.

Analysis of the 2024 Build-Out scenario showed some study intersections operating at Level of Service (LOS) F. Specifically, all existing and planned study intersections along US 290 operated at LOS F during both the AM and PM peak hours. In addition, the eastbound stop-controlled approach at the intersection of Paseo de Presidente Boulevard and Bois D'Arc Road operates at LOS F during the AM peak hour. In order to restore operating conditions to No-Build conditions or LOS D, the following mitigations are recommended:

1. Restripe existing road shoulder to a westbound right turn lane and add a new 4' shoulder on US 290 at the following intersections:
  - Bois D'Arc Road and US 290,
  - Old Kimbro Road and US 290, and
  - Driveway 1 and US 290.

2. Construct a traffic signal at the intersection of US 290 and Paseo De Presidente Blvd
3. Construct a traffic signal at the intersection of US 290 and FM 1100
4. Complete the following additional improvements at the intersection of Bois D’Arc Road and US 290:
  - Construct a traffic signal at the intersection, and
  - Add a 375-foot southbound right turn lane on Bois D’Arc Road
5. Complete the following additional improvements at the intersection of Old Kimbro Road and US 290:
  - Add a 375-foot southbound right turn lane on Old Kimbro Road, and
  - Modify the existing signal at the intersection to account for the new geometry.
6. Add a 275-foot northbound right turn lane at the future intersection of Driveway 2 and Bois D’Arc Road.
7. Extend Old Kimbro Road to the north as part of the development.

For the above mitigation measures, the total contribution by the developer will be \$201,868.07.

## INTRODUCTION

### A. PURPOSE

Kimley-Horn and Associates, Inc. (K-H) was retained to conduct a Traffic Impact Analysis (TIA) of future traffic conditions associated with the Manor Heights Development. The proposed development is located north of US 290 between Bois D'Arc Road and FM 1100 in the City of Manor limits. A site vicinity map is provided in **Exhibit 1**.

This study addresses potential traffic impacts of the proposed development on the surrounding roadway network and intersections. This traffic impact study was prepared based on criteria set forth by the City of Manor ("the City"), Texas. The specific objectives of this study are to determine the future operational levels-of-service (LOS) at the various study intersections and to identify capacity related improvements.

### B. GENERAL PROJECT DESCRIPTION

This development will consist of 1,550 Single-Family Units and 17,424 square feet of neighborhood retail. The scope of analysis for this study was prepared in consultation with the City of Manor staff and is provided in **Appendix A**. The development is anticipated to be completed by 2024. The following scenarios were analyzed in this study:

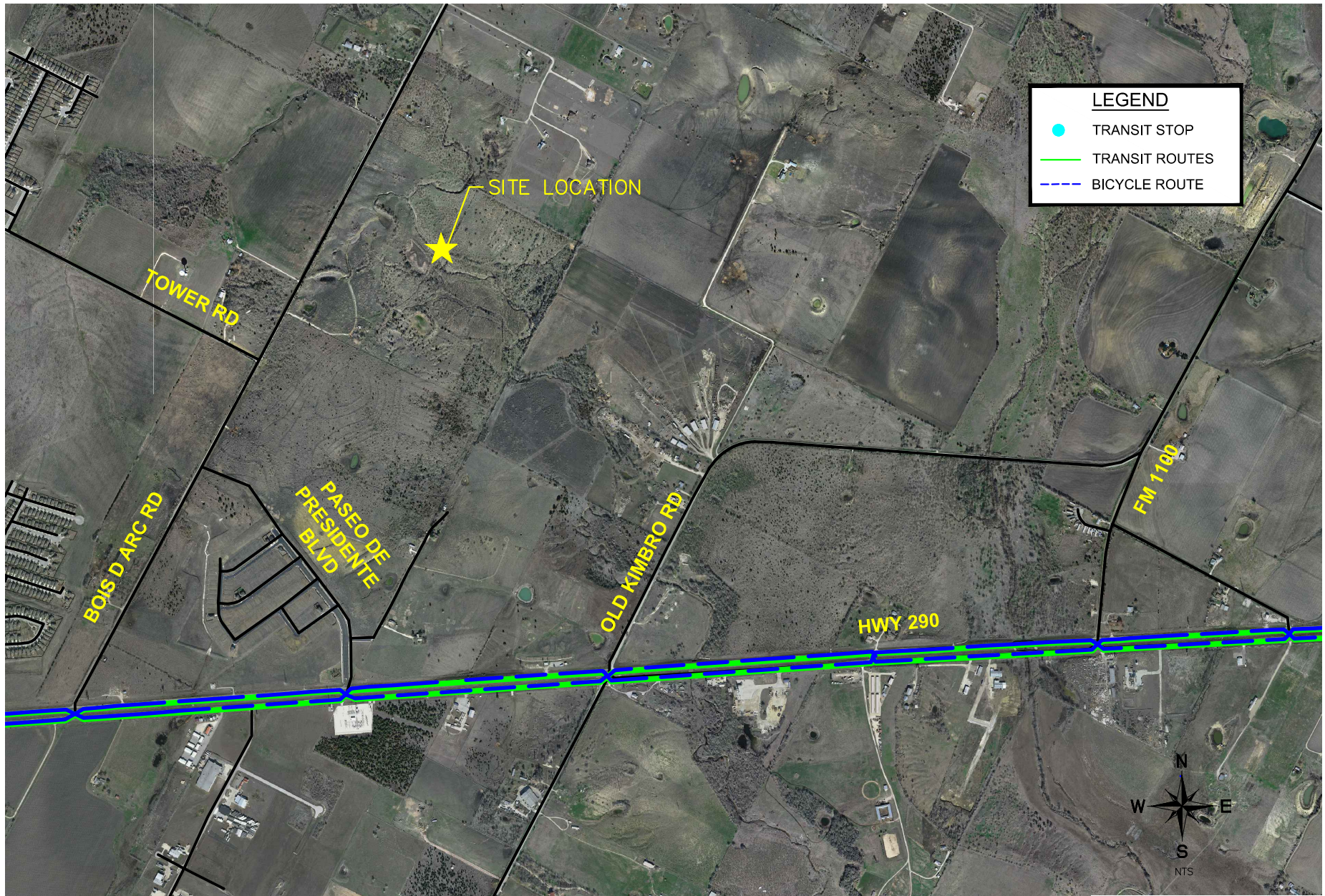
- 2017 Existing Conditions
- 2024 No Build
- 2024 Site Build-Out

For the above scenarios, the intersections studied are listed below: **Exhibit 2** shows the study intersections and proposed driveways.

- Bois D'Arc Road / US 290
- Bois D'Arc Road / Tower Road
- Old Kimbro Road / US 290
- Old Kimbro Avenue / FM 1100
- FM 1100 / US 290
- Paseo De Presidente Drive / Bois D'Arc Road
- Paseo De Presidente Drive / US 290

Analysis periods for this study included AM and PM peak hours for the study intersections.





**Kimley»Horn**



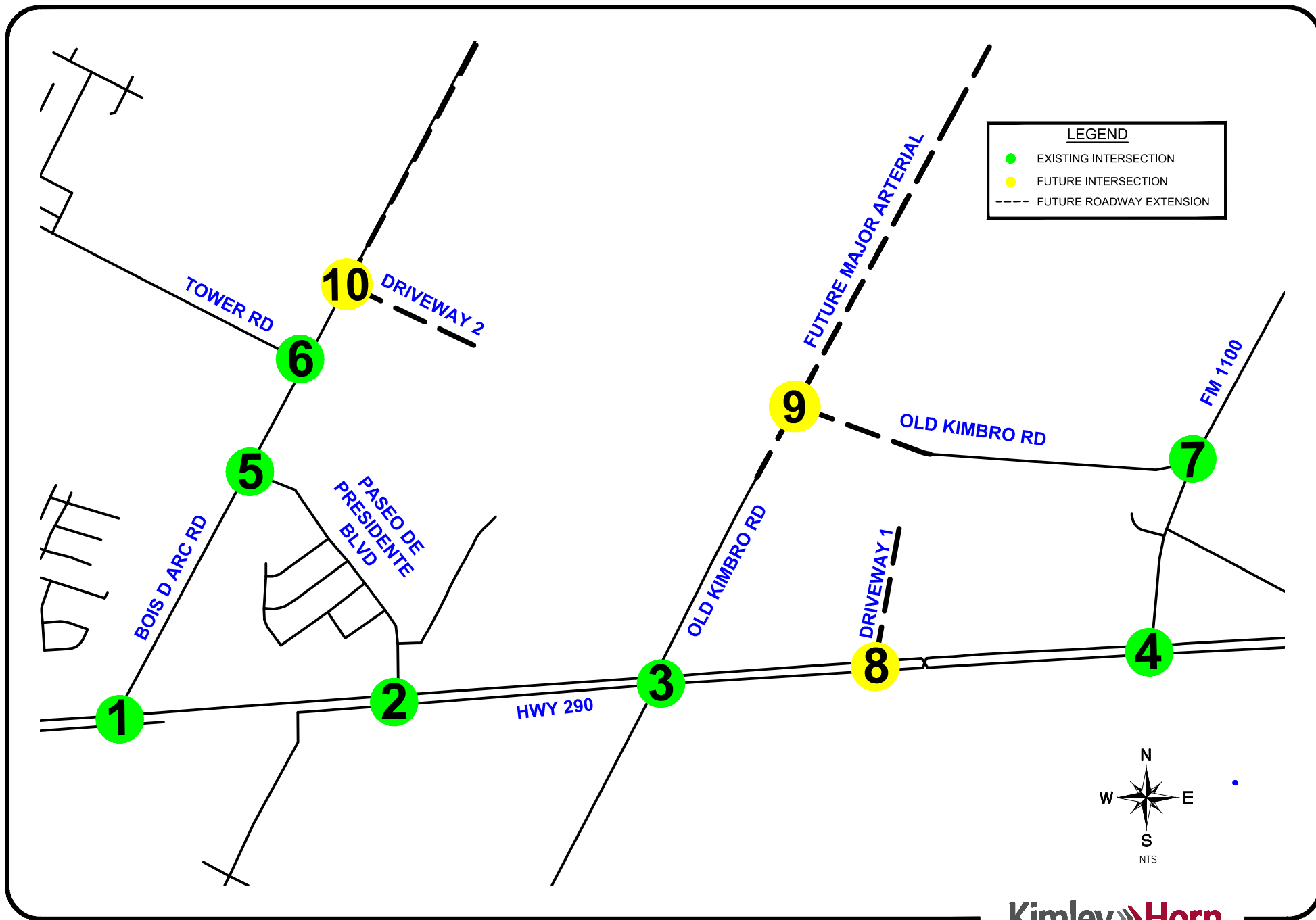


EXHIBIT 2  
STUDY INTERSECTIONS



## EXISTING AND FUTURE AREA CONDITIONS

### A. EXISTING & BACKGROUND DEVELOPMENT

The proposed site is currently vacant, undeveloped land. The City of Manor has approved the development of seven new projects that will impact the study area. The approved project details are listed in **Table 1**. To determine the percent completion of projects under construction, the City of Manor rooftops report was used. The rooftop report can be found in **Appendix D**.

**Table 1 – Approved Background Projects**

Project Name	Location	Description	Status/Percent Built
Las Entradas	US 290, from Parmer Lane to Gregg Manor Road	453 Single-Family Residential Units, 111 Condo Units, 288,400 sf of Office, 953,750 sf of various commercial, a 1,000-seat movie theater, and a 1,500-seat live theatre	In Construction
Manor Commons	US 290 & FM 973	250 Hotel Rooms, 290 Apartment Units, 50,000 sf of Office,	Pre-Construction
Presidential Heights	Northwest corner of Tower Road & Bois D'Arc Road	595 Single-Family Residential Units, 6,000 sf of Convenience Store, and 4,000 sf of Fast Food Restaurant	Pre-Construction
Shadowglen	Northeast Corner of US 290 & Old Gregg Manor Road	3,674 Single-Family Residential Units, 1,655 Apartment Units, 369 Condo Units, 1,402,700 sf of Various Commercial, an 18-hole golf course, A 481.9-acre city park, A 19.4-acre recreational facility, An elementary school, and a middle school	In Construction
Presidential Glen	Northeast Corner of US 290 & Bois D'Arc Road	863 Single Family Residential Units 310,844 sf of Shopping Center	80% of Residential 0% of Commercial
Presidential Meadows	Northwest Corner of US 2090 & Bois D'Arc Road	1,550 Single Family Residential Units	60% of Residential
Stonewater	Northeast Corner of FM 973 and Tower Rd	926 Single Family Residential Units	80% of Residential

### B. PROPOSED LAND USES

The proposed development consists of 1,550 Single-Family units and 17,424 square feet of neighborhood retail. Land-uses for the development are summarized in **Table 2**.

**Table 2 – Proposed Land-Uses**

Land Uses	Size	ITE Code
Single-Family Housing	1,550 Dwelling Units (DU)	210
Specialty Retail	17,424 Square Feet	826

### **C. ROADWAY CHARACTERISTICS**

The major study area roadways are described below.

**US 290** – is currently a four-lane divided roadway, with two lanes in each direction of travel, classified as a principal arterial and runs generally in the east-west direction. There is a posted speed limit of 65 mph in the project vicinity. No sidewalks are present along the road.

**CR 1100** – is currently a two-lane undivided roadway, with one lane in each direction of travel, classified as a minor collector and runs generally in the north-south direction. The posted speed limit is 50 mph in the project vicinity. No sidewalks are present along the road.

**Bois D’Arc Road** – is currently a two-lane undivided roadway, with one lane in each direction of travel. It is classified as a primary collector and runs generally in the northeast-southwest direction with a posted speed limit of 45 mph in the project vicinity. No sidewalks are present along the road.

**Old Kimbro Road** – is currently a two-lane undivided roadway, with one lane in each direction of travel and a posted speed limit of 50 mph. Old Kimbro Road has a section that generally runs in a northeast-southwest direction and a section that generally runs in an east-west section. The northeast-southwest section is classified as a major arterial. As part of this project, a section of the northeast-southwest section will be extended through the project site as a major arterial. The east-west section is not classified. As part of this project, an east-west section of the existing road will be realigned through the project site. No sidewalks are present along the road.

**Tower Road** – is currently a two-lane undivided roadway, with one lane in each direction of travel. It is classified as a primary collector and runs generally in the east-west direction with a posted speed limit of 45 mph in the project vicinity. No sidewalks are present along the road.

**Paseo De Presidente Drive** – is currently a four-lane undivided roadway, with two lanes in each direction of travel and a two-way left-turn lane along the 1000’ closest to US 290. It is classified as a primary collector and runs generally in the northwest-southeast direction between Bois D’Arc Road and US 290. The posted speed limit is 35 mph in the project vicinity. There are sidewalks on both sides of the roadway.

### **D. PROPOSED SITE ACCESS**

Access to the project site was discussed with the City. The proposed site will have four (4) access points. The proposed site access to the surrounding roadway network occurs via one driveway on Bois D’Arc Road, an extension of north/south Old Kimbro Road into the site as a major arterial and realignment of east/west Old Kimbro Road to create a T-intersection within the site, and a second driveway on US 290. A fourth access point will be provided via a connection to the Presidential Glen subdivision immediately to the south of the proposed development.

Two zones of the project site are separated by green space without any connecting roads. **Exhibit 3** shows the proposed site plan with these two zones labeled. These zones are also used in the trip generation process later in this analysis.

## ***E. EXISTING TRAFFIC VOLUMES***

Weekday AM and PM peak period turning movement counts were collected at the study intersections. **Exhibit 4** shows existing weekday AM and PM peak hour traffic volumes. The raw count sheets are provided in the **Appendix B**.



- LEGEND**
- ARTERIALS
  - COLLECTORS
  - PARKLAND / FLOODPLAIN
  - CIVIC CENTER



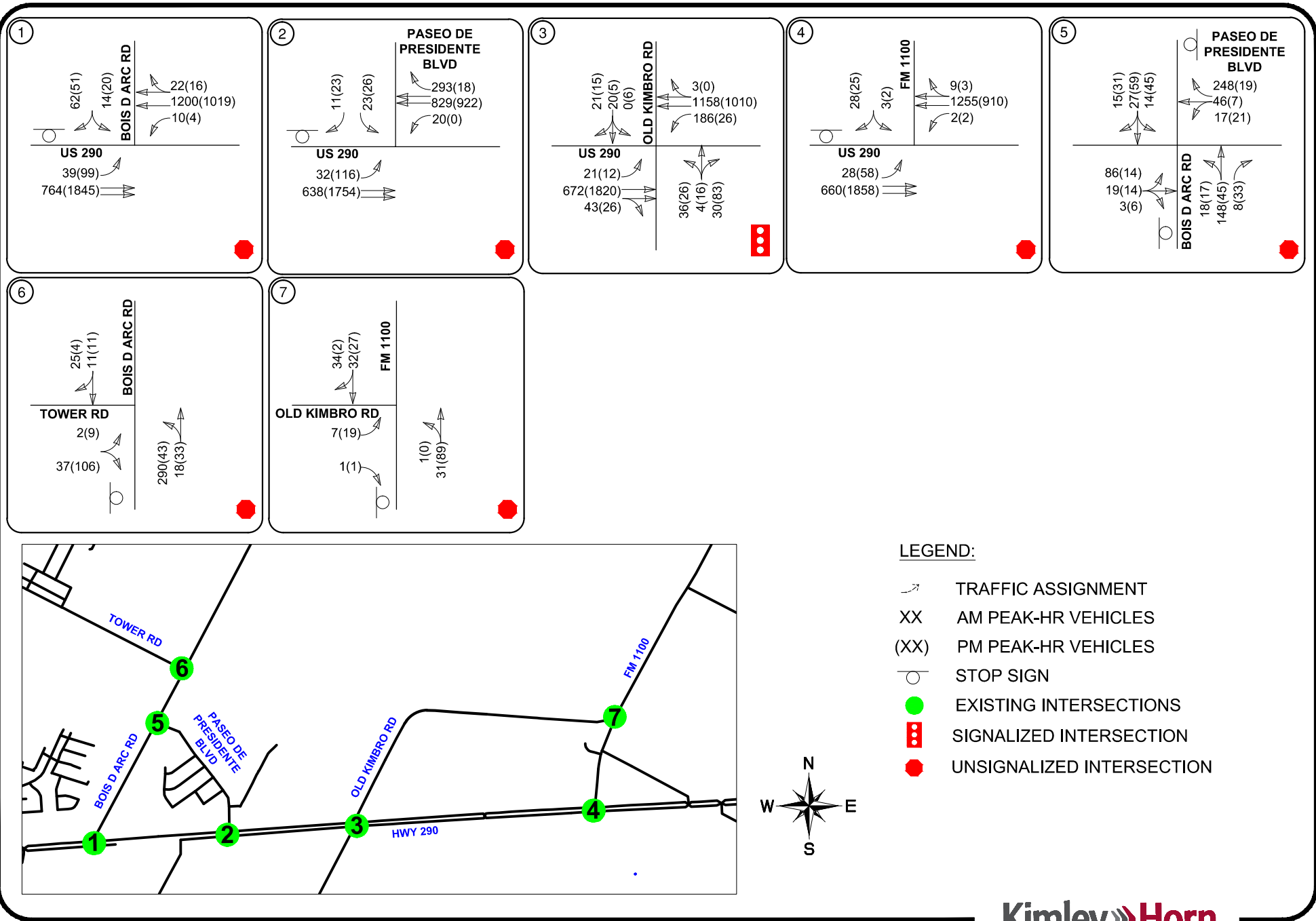
Lot Table (excluding Sky Village South)		
50' Lots	280 DU	20%
45' Lots	555 DU	39.6%
40' Lots	565 DU	40.4%
	<b>1400 DU</b>	<b>100%</b>



# MANOR SKY VILLAGE / HIGH LEVEL CONCEPTUAL PLAN







### A. SITE TRAFFIC

Site-generated traffic estimates are determined through a process known as trip generation. Rates and equations are applied to each proposed land use to estimate traffic generated by the development during a specific time interval. The acknowledged source for trip generation rates is the 9th edition of *Trip Generation Manual* published by the Institute of Transportation Engineers (ITE). ITE has established trip rates in nationwide studies of similar land uses. The trips indicated are actually one-way trips or *trip ends*, where one vehicle entering and exiting the site is counted as two trips (one inbound trip and one outbound trip).

Internal capture is the tendency for customers or residents to visit several parts of a mixed-use development in one trip, but be counted twice in the trip generation since the formula assumes the land uses are isolated. For this site, there are no internal capture trips. Pass-by trips are existing vehicles on the adjacent roadways that choose to visit the new site, and then return to their original path. Pass-by trips do not reduce the driveway volumes projected for the site, but are deducted from the net new traffic added to the area roadways, since they are already present. For a single-family residential site, there are no pass-by trips.

No trip reductions were applied to the proposed residential or retail development based on coordination with the City. **Table 3** summarizes the resulting Daily and Weekday AM and PM peak hour trip generation for 2024. Details of site trip generation are provided in **Appendix C**.

**Table 3 – 2024 Site Trip Generation**

Land Uses	Quantity	Units	ITE Code	Daily Trips	AM Peak Hour			PM Peak Hour		
					In	Out	Total	In	Out	Total
Single-Family Detached Housing	1,550	DU	210	14,756	291	872	1,163	1,550	977	573
Neighborhood Retail	17,424	SF	826	774	0	0	0	21	26	47
Internal Capture Trip Reduction				-	-	-	-	-	-	-
Pass-By Trip Reduction				-	-	-	-	-	-	-
<b>TOTAL TRIPS</b>				<b>15,530</b>	<b>291</b>	<b>872</b>	<b>1,163</b>	<b>998</b>	<b>599</b>	<b>1,597</b>

### B. TRIP DISTRIBUTION AND ASSIGNMENT

Site traffic is distributed into and out of the site driveways and onto the street system based on the area street system characteristics, existing traffic patterns, and the locations of driveway access to/from the site. The project site is laid out such that there are two areas of residential development separated by a greenbelt that passes through the site. There are no internal connector roads between these two areas, and the driveways that provide access are also located on different roads. Because of this site layout, separate site trip distribution patterns were developed for the two areas of



development. **Table 4** displays the general directional distribution percentages, assumed for the proposed development. **Exhibit 5** displays trip distribution graphically.

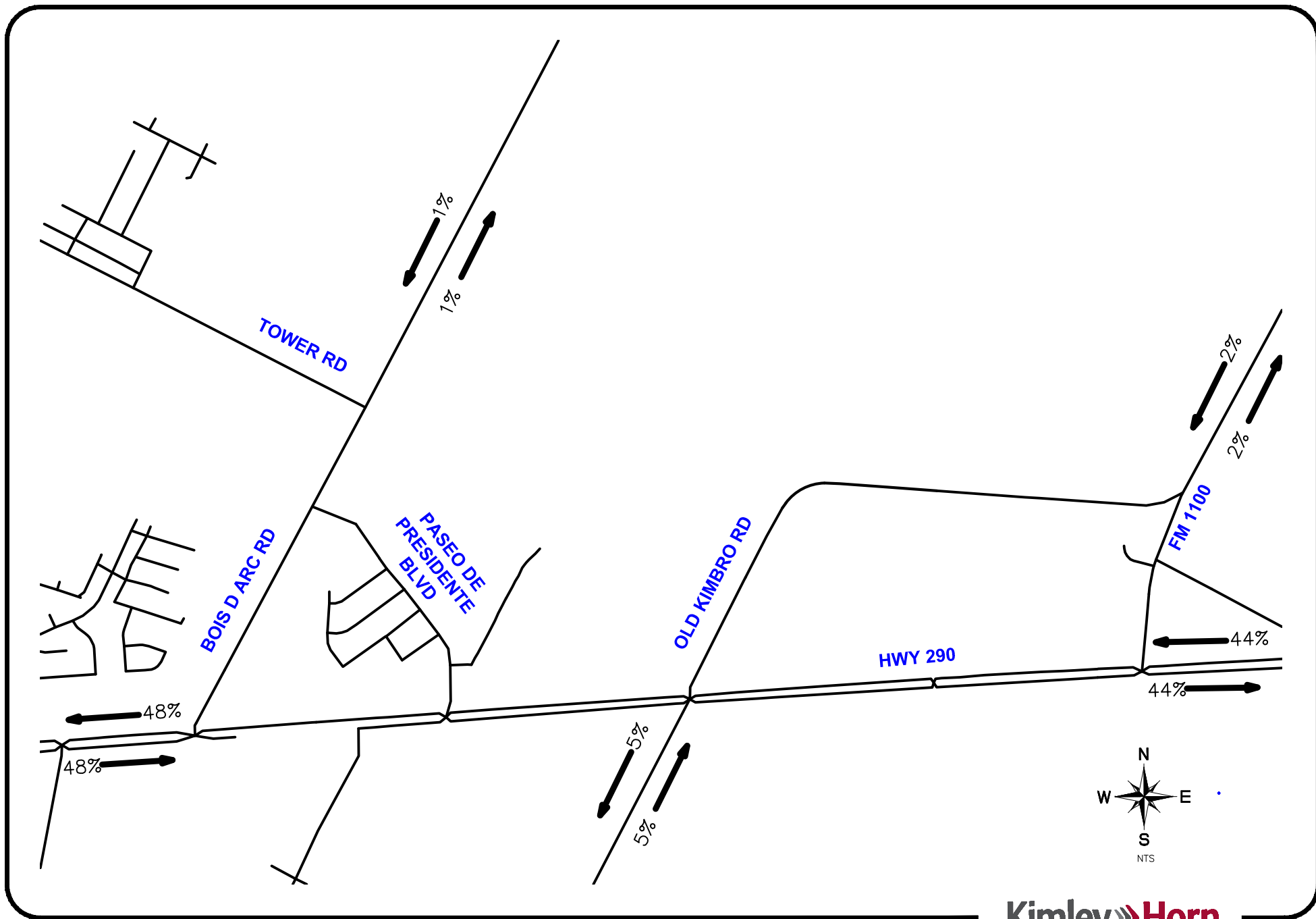
**Table 4 – Site Trip Distribution**

Direction	Percent To/From
<b>Zone 1 – No Access to Tower Rd.</b>	
To/From W on US 290	48%
To/From E on US 290	44%
To/From N on Bois D’Arc Rd	1%
To/From N on FM 1100	2%
To/From S on Old Kimbro Rd	5%
<b>Zone 2 – Access to Tower Rd.</b>	
To/From W on US 290	45%
To/From E on US 290	40%
To/From N on Bois D’Arc Rd	2%
To/From N on FM 1100	3%
To/From W on Tower Rd	5%
To/From S on Old Kimbro Rd	5%

**Exhibit 6** shows the resulting weekday AM and weekday PM peak hour turning movements at all study intersections after applying the new trip generation by the traffic distribution percentages. Note that the neighborhood retail development is located in Zone 1.

## ASSUMPTIONS

- Cordon line calculations were performed on existing count data for all study intersections. The highest percentages were found to be east and west on US 290 to access the City of Austin and points east of Manor.
- The traffic generated by each area of the site was assigned to the future roadway network using the appropriate trip distribution percentages for the AM and PM peak hours.
- The site trips are added to the forecasted year 2024 background trips to determine the total 2024 traffic volumes.
- Trips were assumed to enter the site via three of the four available site access points. For the purposes of this analysis, no trips were routed into the site via the connection to the Presidential Glen subdivision. All trips entering Zone 2 were routed into the site via the proposed driveway on Bois D’ Arc Road because this configuration would represent a worst-case analysis scenario with respect to site traffic passing through the site study intersections.

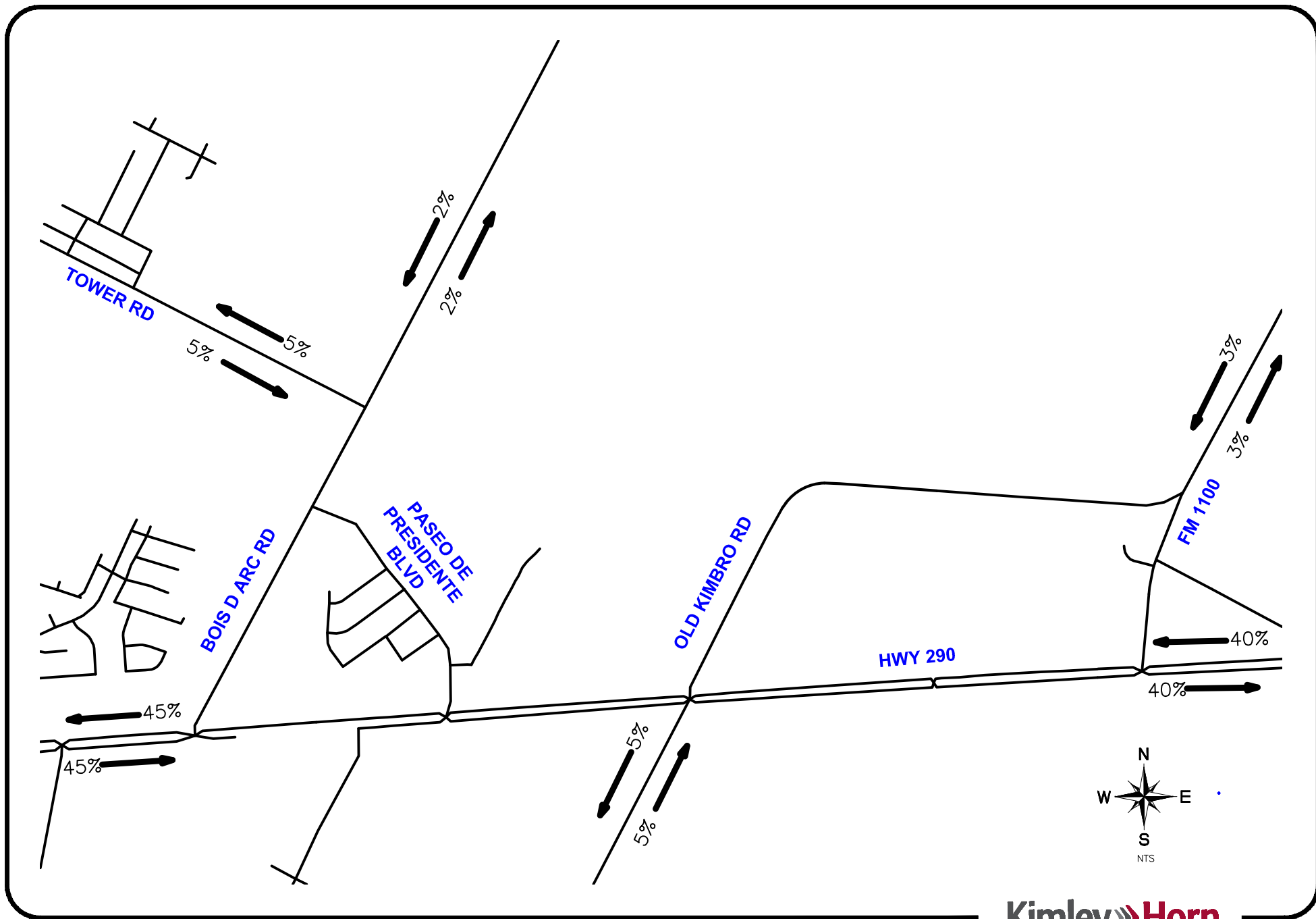


**Kimley»Horn**

EXHIBIT 5A

SITE TRIP DISTRIBUTION ZONE 1: NO ACCESS TO TOWER RD

MANOR HEIGHTS DEVELOPMENT  
MANOR, TEXAS

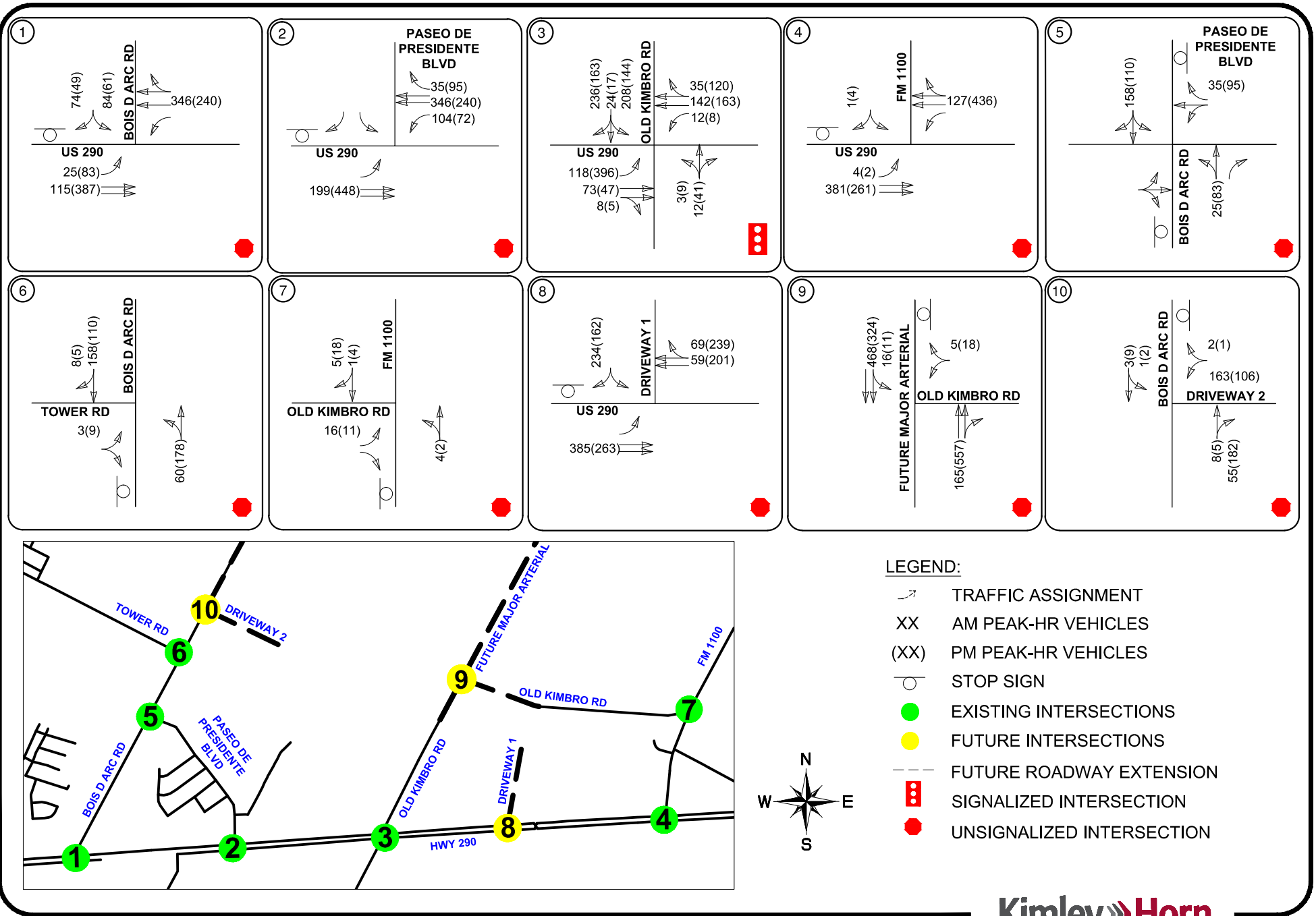


**Kimley»Horn**

EXHIBIT 5B

SITE TRIP DISTRIBUTION ZONE 2: ACCESS TO TOWER RD

MANOR HEIGHTS DEVELOPMENT  
MANOR, TEXAS



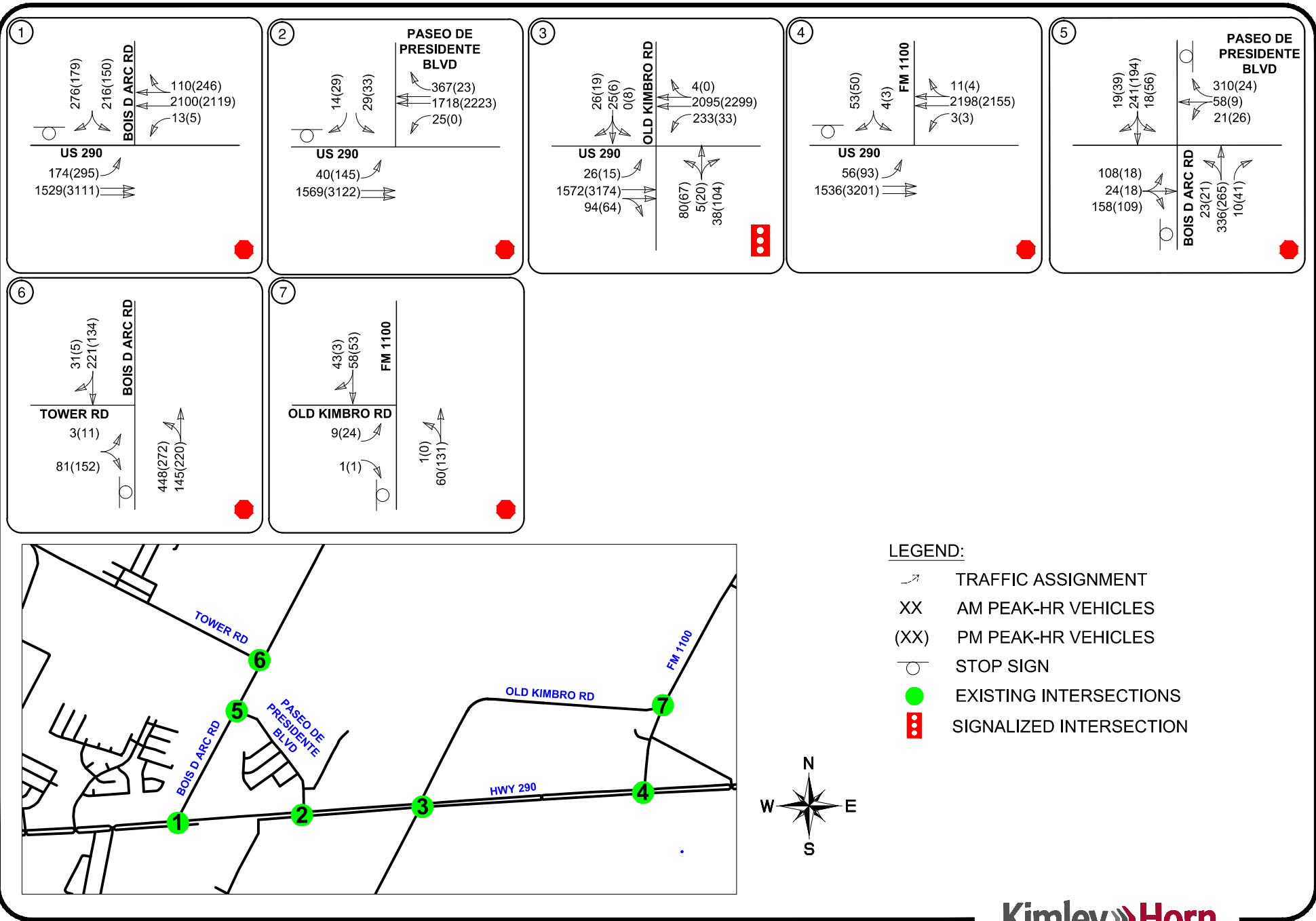
### **C. DEVELOPMENT OF 2024 BACKGROUND TRAFFIC**

To obtain 2024 background traffic projections, historic counts near the site were compared to find expected growth trends within the study area. Based on data from TxDOT and guidance from City staff, traffic volumes were assumed to increase at a growth rate of three and a quarter percent (3.25%) per year. Background TIAs were added to the existing grown traffic to create a No Build scenario for 2024.

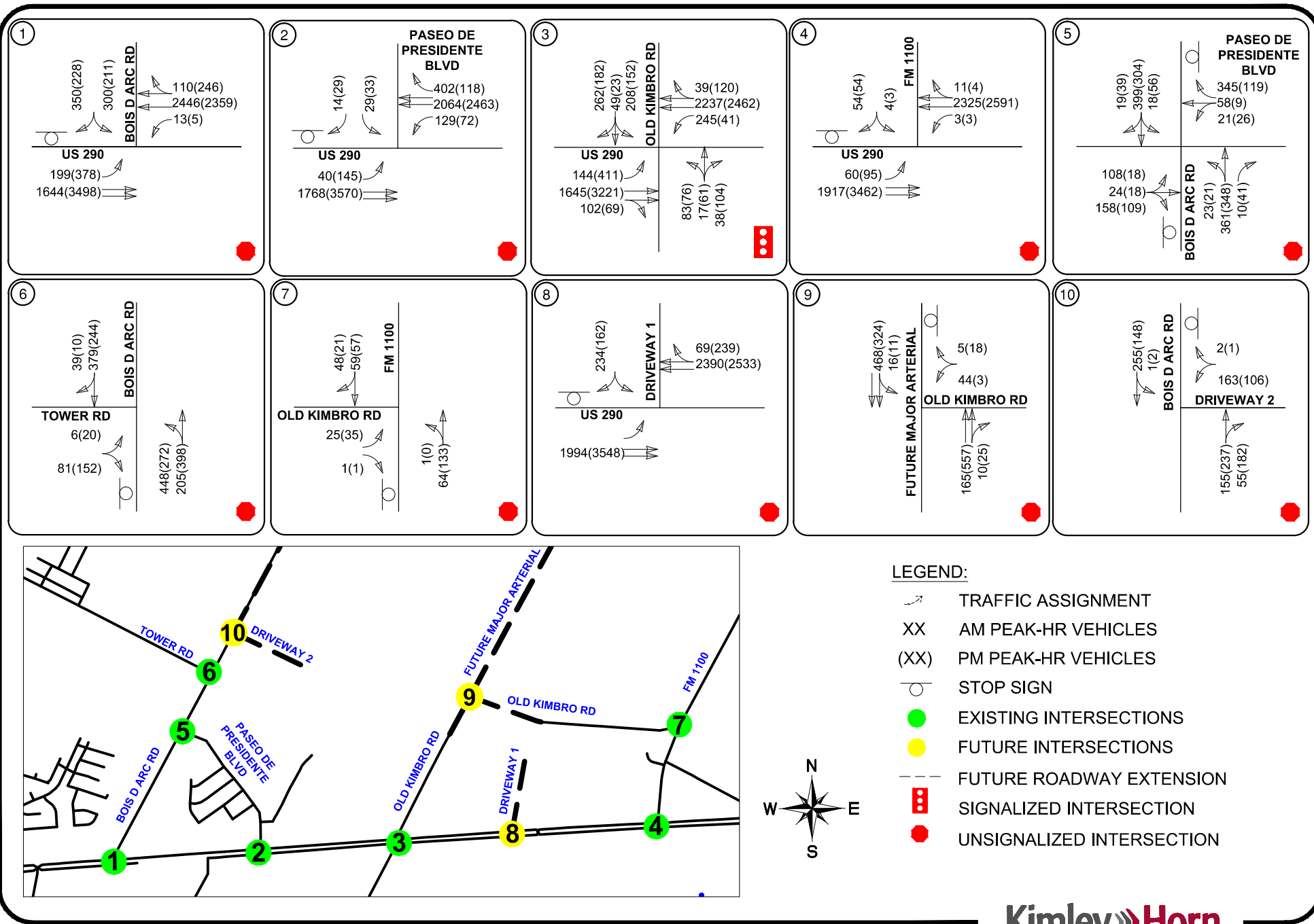
Trips from these “pipeline” projects were assigned based on the same directional distribution percentages assumed for the Manor Heights development, unless the traffic impact analysis report for the background project included its own distribution. For these background projects, the site generated trip distribution included in the traffic impact analysis report was carried through the relevant study intersections and distributed among this project’s study roadways according to the ratios of existing turning movement counts at each intersection. Details of background project trip generation and trip assignment are provided in **Appendix D**. The resulting 2024 background weekday AM and PM peak hour traffic volumes are shown in **Exhibit 7**.

### **D. 2024 TOTAL TRAFFIC**

Site traffic was added to the background volumes to represent estimated total (background plus site-generated) traffic conditions in 2024 after the completion of the proposed development. The resulting 2024 total weekday AM and PM peak hour traffic volumes are shown in **Exhibit 8**.







**Kimley»Horn**

## TRAFFIC OPERATIONS ANALYSIS

Kimley-Horn conducted a traffic operations analysis to determine potential capacity deficiencies in 2024 at the study intersections. The acknowledged source for determining overall capacity is the *2010 Highway Capacity Manual*. Due to limitation of the Synchro software, *2000 Highway Capacity Manual* was used to analyze two-way stop controlled intersections.

### A. ANALYSIS METHODOLOGY

Capacity analysis results are listed in terms of Level of Service (LOS). LOS is a qualitative term describing operating conditions a driver will experience while traveling on a particular street or highway during a specific time interval. It ranges from “A” (very little delay) to “F” (long delays and congestion). **Table 5** shows the definition of level of service for signalized and unsignalized intersections. LOS D is considered the threshold for acceptable operations for signalized intersections for the City of Manor.

**Table 5 – Level of Service**

Level of Service	Signalized Intersection Average Total Delay (sec/veh)	Unsignalized Intersection Average Total Delay (sec/veh)
A	≤10	≤10
B	>10 and ≤20	>10 and ≤15
C	>20 and ≤35	>15 and ≤25
D	>35 and ≤55	>25 and ≤35
E	>55 and ≤80	>35 and ≤50
F	>80	>50

Definitions provided from the Highway Capacity Manual, Special Report 209, Transportation Research Board, 2010.

Study area intersections were analyzed based on average total delay analysis for signalized intersections. For the unsignalized analysis, the level of service (LOS) is defined for each controlled approach.

Calculations for the level of service at the key intersections identified for study are provided in **Appendices E-H**.

### B. ANALYSIS RESULTS & MITIGATIONS

#### 2017 EXISTING TRAFFIC OPERATIONS

Analysis for existing traffic operations shows that most intersections operate at LOS D or better during the AM and PM peak hours, with one exception. The signalized intersection at US 290 and Old Kimbro Road operates at LOS F during the PM peak hour. Existing conditions measures of effectiveness (MOEs) are summarized in **Table 6** and the detailed *Synchro* reports are provided in **Appendix E**.

**Table 6 – MOEs – Existing Peak Hours**

Intersection		Existing AM		Existing PM	
		Delay	LOS	Delay	LOS
1: US 290 at Bois D'Arc Road *		19.3	C	21.5	C
2: US 290 at Paseo de Presidente Blvd *		16.0	C	20.5	C
3: US 290 at Old Kimbro Road		36.6	D	89.1	F
4: US 290 at FM 1100 *		16.3	C	13.3	B
5: Bois D'Arc Road at Paseo de Presidente Blvd *	EB	15.6	C	10.7	B
	WB	10.9	B	10.0	B
6: Bois D'Arc Road at Tower Road *		9.0	A	8.9	A
7: FM 1100 at Old Kimbro Road *		8.9	A	9.2	A

\* Unsignalized Intersection, Two Way Stop-Controlled

## 2024 NO-BUILD TRAFFIC OPERATIONS

The 2024 No-Build conditions assume the proposed Manor Heights Development has not been developed. The 2024 No-Build conditions also assume traffic growth using the above discussed growth factor and background project trip assignments. Delay values increased at all intersections. Notably, conditions at the intersections of US 290 and Bois D'Arc Road, US 290 and Paseo de Presidente Blvd, US 290 and Old Kimbro Road, and the intersection of US 290 and FM 1100 are all projected to operate at LOS E or worse in each of the peak hours. Conditions at the intersection of Bois D'Arc Road and Paseo de Presidente Blvd degrade to LOS F in the AM peak hour. All other intersections that operated at LOS D or better under Existing Conditions operation continue to do so under No Build Conditions operation. No Build conditions MOEs are summarized in **Table 7** and the detailed *Synchro* reports are provided in **Appendix F**.

**Table 7 – MOEs – 2024 No Build Peak Hours**

Intersection		No Build AM		No Build PM	
		Delay	LOS	Delay	LOS
1: US 290 at Bois D'Arc Road *		> 10 min	F	> 10 min	F
2: US 290 at Paseo de Presidente Blvd *		47.2	E	628.7	F
3: US 290 at Old Kimbro Road		137.4	F	394.8	F
4: US 290 at FM 1100 *		44.9	E	44.0	E
5: Bois D'Arc Road at Paseo de Presidente Blvd *	EB	149.5	F	13.3	C
	WB	16.9	C	16.4	B
6: Bois D'Arc Road at Tower Road *		11.8	B	11.4	B
7: FM 1100 at Old Kimbro Road *		9.1	A	9.7	A

\* Unsignalized Intersection, Two Way Stop-Controlled

## 2024 BUILD OUT TRAFFIC OPERATIONS

Site trips from the proposed project were added to the No-Build scenario for the Build-Out scenario. Intersection operations summarized in **Table 8** show that all intersections operating at LOS E or worse during the No-Build condition experienced an increase in delay in the Build-Out condition. All other intersections that operated at LOS D or better under No Build Conditions operation continue to do so under Build Out Conditions operation. Of the three new intersections created due to the development, the intersection of US 290 and Driveway 1 will operate at an LOS F during both the AM and PM peak hours, but volumes at the stop-controlled approach are not significant enough to warrant a traffic signal. The other two new intersections both operate at LOS C during the AM and PM peak hours. Detailed *Synchro* reports are provided in **Appendix G**.

**Table 8 – MOEs – 2024 Build Out Peak Hours**

Intersection		Build Out AM		Build Out PM	
		Delay	LOS	Delay	LOS
1: US 290 at Bois D'Arc Road *		> 10 min	F	> 10 min	F
2: US 290 at Paseo de Presidente Blvd *		87.7	F	>10 min	E
3: US 290 at Old Kimbro Road		305.4	F	506.2	F
4: US 290 at FM 1100 *		55.0	F	106.4	F
5: Bois D'Arc Road at Paseo de Presidente Blvd *	EB	457.1	F	17.3	C
	WB	18.6	C	15.1	C
6: Bois D'Arc Road at Tower Road *		18.2	C	17.2	C
7: FM 1100 at Old Kimbro Road *		9.3	A	9.8	A
8: US 290 at Driveway 1 (future) *		425.1	F	377.5	F
9: Future Major Arterial at Old Kimbro Road *		15.2	C	13.7	B
10: Bois D'Arc Road at Driveway 2 (future) *		14.7	B	15.3	C

\* Unsignalized Intersection, Two Way Stop-Controlled

## 2024 MITIGATIONS

The City of Manor's Transportation Criteria Manual requires that a mitigation plan be developed for every development phase considered in a Traffic Impact Analysis. The plan developed for this project is designed to show the recommended improvements to bring intersection approach operations back to either No-Build Conditions or Level of Service (LOS) D while not overly adversely affecting other approaches. Mitigation results are summarized in **Table 9**; detailed *Synchro* reports are provided in **Appendix H**.

The following mitigation measures are required to accommodate traffic from the Manor Heights Development and to restore operations to No-Build conditions where possible:

- Restripe existing road shoulder to a westbound right turn lane on US 290 at the following intersections:
  - Bois D'Arc Road and US 290,
  - Old Kimbro Road and US 290, and
  - Driveway 1 and US 290.
- Construct a traffic signal at the intersection of US 290 and Paseo De Presidente Blvd
- Construct a traffic signal at the intersection of US 290 and FM 1100

4. Complete the following additional improvements at the intersection of Bois D'Arc Road and US 290:
  - Construct a traffic signal at the intersection, and
  - Add a 375-foot southbound right turn lane on Bois D'Arc Road
5. Complete the following additional improvements at the intersection of Old Kimbro Road and US 290:
  - Add a 375-foot southbound right turn lane on Old Kimbro Road, and
  - Modify the existing signal at the intersection to account for the new geometry.
6. Add a 275-foot northbound right turn lane at the future intersection of Driveway 2 and Bois D'Arc Road.

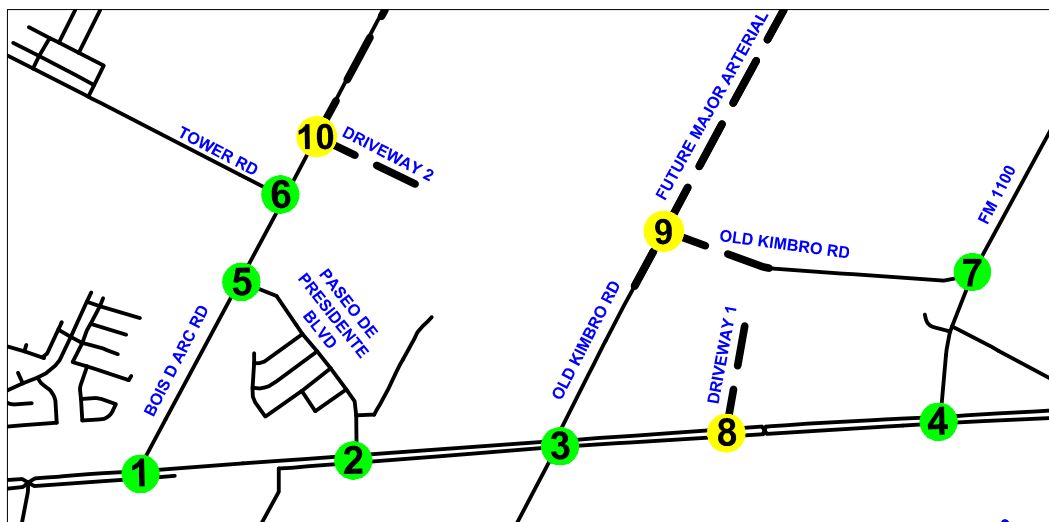
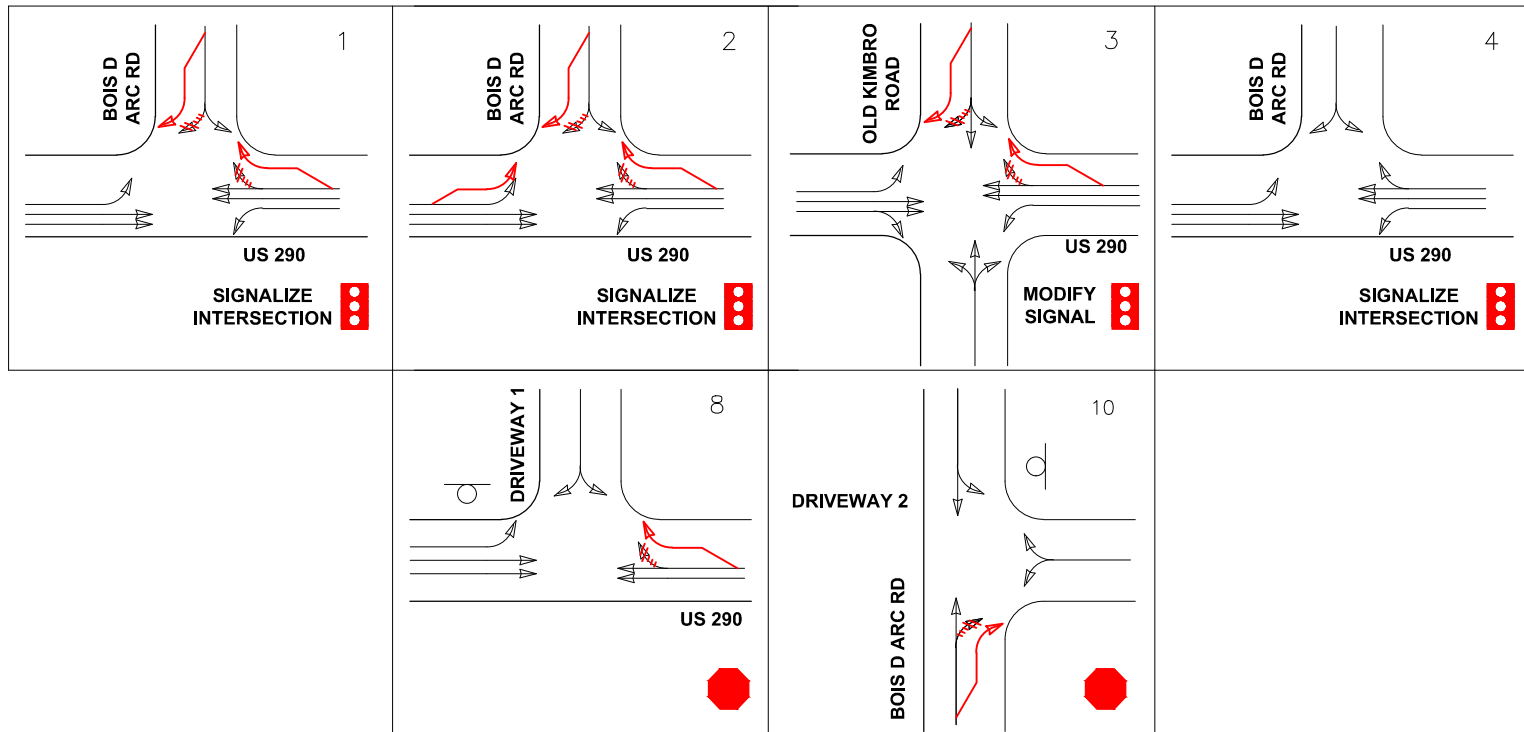
The intersections with recommended mitigations are highlighted in **Exhibit 9**. These mitigation measures return operations at each intersection to LOS D or better than No-Build Conditions. The stop-controlled intersection of Bois D'Arc Road at Paseo De Presidente Blvd will still operate at an LOS F during the AM peak hour for the eastbound approach, but volumes at the stop-controlled approaches are not significant enough to warrant a traffic signal. The intersection of US 290 at Driveway 1 will still operate at LOS F, but it is a right-in right-out only intersection and cannot be mitigated further.

**Table 9 – MOEs – 2024 Mitigated Build Out Peak Hours**

Intersection		Mitigated Build Out AM		Mitigated Build Out PM	
		Delay	LOS	Delay	LOS
1: US 290 at Bois D'Arc Road		79.3	E	128.2	F
2: US 290 at Paseo de Presidente Blvd *		7.5	A	73.6	F
3: US 290 at Old Kimbro Road		121.6	F	290.0	F
4: US 290 at FM 1100 *		9.6	A	61.3	E
5: Bois D'Arc Road at Paseo de Presidente Blvd *	EB	457.1	F	17.3	C
	WB	18.6	C	15.1	C
6: Bois D'Arc Road at Tower Road *		18.2	C	17.2	C
7: FM 1100 at Old Kimbro Road *		9.3	A	9.8	A
8: US 290 at Driveway 1 (future) *		382.1	F	242.8	F
9: Future Major Arterial at Old Kimbro Road *		15.2	C	13.7	B
10: Bois D'Arc Road at Driveway 2 (future) *		14.2	C	12.6	B

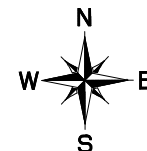
\* Unsignalized Intersection, Two Way Stop-Controlled





**LEGEND:**

- ADDITIONAL LANE / REVISED LANE
- EXISTING TRAFFIC ASSIGNMENT
- STOP SIGN
- EXISTING INTERSECTIONS
- FUTURE INTERSECTIONS
- FUTURE ROADWAY EXTENSION
- SIGNALIZED INTERSECTION
- UNSIGNALIZED INTERSECTION



**Kimley»Horn**

## CONCLUSION AND RECOMMENDATION

This study analyzed traffic impacts of the proposed Manor Heights Development located north of US 290 between Bois D’Arc Road and FM 1100 in the City of Manor, Texas. The different scenarios studied included – Existing conditions, 2024 No-Build, and 2024 Build-Out.

Analysis of the 2024 Build-Out scenario showed some study intersections operate at LOS F or worse than in the 2024 No-Build scenario. In order to restore operating conditions to No-Build conditions or LOS D where possible, the following mitigations are recommended:

1. Restripe existing road shoulder to a westbound right turn lane and add a new 4’ shoulder on US 290 at the following intersections:
  - Bois D’Arc Road and US 290,
  - Old Kimbro Road and US 290, and
  - Driveway 1 and US 290.
2. Construct a traffic signal at the intersection of US 290 and Paseo De Presidente Blvd
3. Construct a traffic signal at the intersection of US 290 and FM 1100
4. Complete the following additional improvements at the intersection of Bois D’Arc Road and US 290:
  - Construct a traffic signal at the intersection, and
  - Add a 375-foot southbound right turn lane on Bois D’Arc Road
5. Complete the following additional improvements at the intersection of Old Kimbro Road and US 290:
  - Add a 375-foot southbound right turn lane on Old Kimbro Road, and
  - Modify the existing signal at the intersection to account for the new geometry.
6. Add a 275-foot northbound right turn lane at the future intersection of Driveway 2 and Bois D’Arc Road.
7. Extend Old Kimbro Road to the north as part of the development.

For the above mitigation measures, the total contribution by the developer is broken down in **Table 10**.

**Table 10 – Mitigation Cost Estimate**

Intersection	Approach	Mitigation Measure	Unit Cost	Amount	Total Estimated Cost	% Site Traffic at Location (by Intersection)	Pro-Rata Cost Share	Phase
Bois D Arc Road @ US 290	All	Signalize Intersection	\$300,000/ Intersection	1	\$ 300,000.00	13%	\$ 39,000.00	PHASE 1
	WB	Re-Stripe Shoulder to a WBR Turn lane. Add 4' shoulder. Cost of Shoulder assumed to be 1/3 of cost of lane (\$400,000/mile)	4" ~\$1/lf 8" ~1.75/lf 24" ~8.00/lf  Arrow ~ \$200/ea Word ~\$220/ea \$500 Mobilization	540 LF (100' TAPER)	\$ 38,971.21	13%	\$ 5,066.26	
	SB	Add 375 LF (100'TAPER)' SBR Lane	\$1.2Million/Lane Mile	325 LF	\$ 73,863.64	13%	\$ 9,602.27	
Paseo De Presidente @ US 290	All	Signalize Intersection	\$300,000/ Intersection	1	\$ 300,000.00	15%	\$ 45,000.00	PHASE 2
Old Kimbro Road @ US 290	SB	Add 375 LF (100'TAPER) SBR Lane	\$1.2Million/Lane Mile	325 LF	\$ 73,863.64	17%	\$ 12,556.82	
	WB	Re-Stripe Shoulder to a WBR Turn lane. Add 4' shoulder. Cost of Shoulder assumed to be 1/3 of cost of lane (\$400,000/mile)	4" ~\$1/lf 8" ~1.75/lf 24" ~8.00/lf  Arrow ~ \$200/ea Word ~\$220/ea \$500 Mobilization	540 LF (100' TAPER)	\$ 38,971.21	17%	\$ 6,625.11	
	All	Modify existing Signal	\$150,000/ Intersection	1	\$ 150,000.00	17%	\$ 25,500.00	
FM 1100 @ US 290	All	Signalize Intersection	\$300,000/ Intersection	1	\$ 300,000.00	13%	\$ 39,000.00	
Driveway 1 @ US 290	WB	Re-Stripe Shoulder to a WBR Turn lane. Add 4' shoulder. Cost of Shoulder assumed to be 1/3 of cost of lane (\$400,000/mile)	4" ~\$1/lf 8" ~1.75/lf 24" ~8.00/lf  Arrow ~ \$200/ea Word ~\$220/ea \$500 Mobilization	540 LF (100' TAPER)	\$ 38,971.21	100%	\$ 38,971.21	
Driveway 2 @ Bois D'Arc Road	NB	Add 275 LF (100' TAPER) NBR Lane	\$1.2Million/Lane Mile	225 LF	\$ 51,136.36	100%	\$ 51,136.36	Build by Applicant
Old Kimbro Road		Extend to the north	Cost from previously submitted OPC		\$ 5,346,205.00	100%	\$5,346,205.00	
TOTAL					\$ 6,711,982.27		\$5,618,663.03	

## CERTIFICATION STATEMENT

I hereby certify that this report complies with the City Code and with applicable technical requirements of the City of Manor and is complete to the best of my knowledge.

KIMLEY-HORN AND ASSOCIATES



Santiago Araque, P.E.  
Project Manager



## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 14, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

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.

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### BACKGROUND/SUMMARY:

This amendment revises and/or removes definitions, reduces the building coverage on lots zoned open space, updated handicapped parking requirements, adds Bed and Breakfast as conditional uses in R-1 and R-2, revises some of the uses in C-1, C-2, C-3, and DBD, adds an expiration for Construction Plan applications, and requires a super majority of City Council to override a Planning Commission recommendation.

PRESENTATION: ☐ YES ☐ NO

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

Zoning Ordinance

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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning Commission recommend approval on an ordinance amending Manor Code of Ordinances Chapter 14 Zoning

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

**CITY OF MANOR, TEXAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING MANOR CODE OF ORDINANCES CHAPTER 14 ZONING BY MODIFYING DEFINITIONS; OPEN SPACE LOT COVERAGE; HANDICAPPED PARKING REQUIREMENTS; R-1 SINGLE FAMILY PERMITTED AND CONDITIONAL USES; R-2 SINGLE FAMILY PERMITTED AND CONDITIONAL USES; 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; DB DOWNTOWN BUSINESS DISTRICT PERMITTED AND CONDITIONAL USES; CONSTRUCTION PLAN APPLICATION REQUIREMENTS; AND AMENDMENTS; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING AN OPEN MEETINGS CLAUSE AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, it is appropriate for the City to add and modify ordinances to better provide an attractive living environment and to protect the health, safety, morals, and welfare of the present and future residents of the City; and

**WHEREAS**, the City Council of the City of Manor desires to provide that an affirmative vote of at least three-fourths of all members of the City Council is required to overrule certain recommendations by the City's Planning and Zoning Commission pursuant to Section 211.006(f), Texas Local Government Code; and

**WHEREAS**, the City Council, after receiving a recommendation from the Planning and Zoning Commission and holding public meetings, has determined that it is appropriate for the City to adopt modified definitions; open space general requirements; handicapped parking requirements; permitted and conditional uses for R-1 Single Family, R-2 Single Family; permitted uses and conditions and limitations for C-1 Light Commercial, C-2 Medium Commercial, C-3 Heavy Commercial, DB Downtown Business District; construction plan application requirements; and amendments;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:**

**Section 1. Findings.** The foregoing recitals are hereby found to be true and correct and are incorporated herein as findings of fact.

**Section 2. Amendment to Chapter 14, Article I, Section 5 Definitions.** Section 5 of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended to repeal the definition for "Retirement Housing"



**Section 3. Amendment to Chapter 14, Article I, Section 5 Definitions.** Section 5 of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended to add the definition of “Sidewalk” immediately following the definition of “Shrub” as follows:

Sidewalk means that portion of a street between the curbline and the adjacent property line intended for the use of pedestrians.

**Section 4. Amendment to Chapter 14, Article I, Section 5 Definitions.** Section 5 of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended to repeal and replace the definition for “Structure” as follows:

Structure means any building or anything constructed or erected on the ground or which is attached to something located on the ground. Structures include, but are not limited to, buildings, telecommunication towers, sheds, and permanent signs. Sidewalks, paving and parking areas shall not be considered structures.

**Section 5. Amendment to Chapter 14, Article II, Section 20(k) Lot Coverage Chart**  
2. Section 20(k) Chart 2 of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

**Chart 2**

<b>District</b>	<b>Maximum Lot Coverage Main Building(s)</b>	<b>Maximum Lot Coverage Main Building and All Accessory Buildings</b>
R-1, R-2, R-3, R-4	40%	50%
M-1, M-2, A	50%	60%
C-1, C-2, C-3, GO	60%	70%
IN-1, IN-2	50%	60%
PUD	40%	50%
DBD	95%	95%
NB	45%	55%
OS	20%	30%

Open off-street parking and loading areas will not be considered as lot coverage under this subsection

**Section 6. Amendment to Chapter 14, Article II, Section 20(m)(ii) Handicap Parking.** Section 20(m)(ii) of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

(ii) Handicap Parking. The location and design of handicapped parking spaces shall be as required by ordinance and state and federal law including, but not limited to, current ADA Standards for Accessible Design.

**Section 7. Amendment to Chapter 14, Article II, Section 25(d) Conditional Uses.**  
Section 25(d) of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended to add subsection (iii) as follows:

- (iii) Bed and Breakfast

**Section 8. Amendment to Chapter 14, Article II, Section 26(d) Conditional Uses.**  
Section 26(d) of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended to add subsection (iii) as follows:

- (iii) Bed and Breakfast

**Section 9. Amendment of Chapter 14, Article II, Section 43(a) Purpose, Permitted Uses, Conditional Uses.** Section 43(a) of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

- (a) Purpose, Permitted Uses, Conditional Uses. This district allows a mix of commercial uses including retail, office, light commercial, and similar uses excluding residential and multifamily. This district allows the retail sale of goods and products (in the following listed use areas) to which value has been added on-site, including the sale of goods and services outside the primary structure as customary with the uses specifically listed, and the following, with permitted uses in the C-1 district noted with a “P” and conditional uses with a “C.”

**LIGHT COMMERCIAL C-1**

Art Gallery	P
Art Workshop	P
Bed & Breakfast	P
Business and Trade Schools	P
Club or Lodge	P
Cocktail Lounge	P
College or University Facilities	P
Commercial Off-Street Parking	P
Community Events	P
Community Recreation	P
Consumer Convenience Services	P
Consumer Repair Services	P

Counseling Services	P
Financial Services	P
Florist - no greenhouse	P
Food Court Establishment	C
Food Preparation less than 2,500 sq. ft. GFA	P
Food Sales	P
Funeral Services not including crematory services	P
Game Rooms	C
General Retail Sales	P
Hotel & Motel	P
Indoor Entertainment	P
Indoor Sports and Recreation	P
Laundry Services	P
Liquor Sales	P
Monument Retail Sales	P
Off-Site Accessory Parking	P
Personal Improvement Services	P
Personal Services	P
Pet Services	P
Postal Facilities	P
Printing and Publishing	P
Private Primary and Secondary Educational Facilities	P
Public Primary and Secondary Educational Facilities	P
Religious Assembly	P
Restaurant	P
Restaurant with Drive Through	P
Safety Services	P
Service Station	C
Theater	P
Transportation Services	P

All Other Civic Uses	P
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**Section 10. Amendment to Chapter 14, Article II, Section 44(a) Permitted and Conditional Uses.** Section 44(a) of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

(a) Permitted and Conditional Uses. The following chart indicates permitted uses in the C-2 districts with a “P” and conditional uses with a “C”.

**MEDIUM COMMERCIAL C-2**

Art Gallery	P
Art Workshop	P
Automotive Rental	P
Automotive Repair Services	P
Automotive Sales	P
Automotive Washing	P
Aviation Services	P
Bail Bond Services	P
Building Maintenance Services	P
Business and Trade Schools	P
Camp	P
Campground	P
Carriage Stable	P
Cemetery	P
Club or Lodge	P
Cocktail Lounge	P
College or University Facilities	P
Commercial Blood Plasma Center	C
Commercial Off-Street Parking	P
Communication Service Facilities	P
Communication Services	P
Community Events	P

Community Recreation	P
Construction Sales and Services	P
Consumer Convenience Services	P
Consumer Repair Services	P
Convenience Storage	P
Counseling Services	P
Cultural Services	P
Day Care Services	P
Employee Recreation	P
Financial Services	P
Florist	P
Food Court Establishment	C
Food Preparation less than 5,000 sq. ft. GFA	P
Food Sales	P
Funeral Services	P
Game Rooms	P
General Retail Sales	P
Hotel & Motel	P
Indoor Entertainment	P
Indoor Sports and Recreation	P
Kennels	P
Laundry Services	P
Liquor Sales	P
Local Utility Services	P
Marina	P
Monument Retail Sales	P
Off-Site Accessory Parking	P
Outdoor Entertainment	P
Outdoor Sports and Recreation	P
Park and Recreation Facilities	P



Pawnshop Services	C
Personal Improvement Services	P
Personal Services	P
Pet Services	P
Plant Nursery	P
Postal Facilities	P
Printing and Publishing	P
Private Primary and Secondary Educational Facilities	P
Public Primary and Secondary Educational Facilities	P
Recreational Equipment Sales	P
Religious Assembly	P
Restaurant	P
Restaurant with Drive-Through	P
Safety Services	P
Service Station	P
Theater	P
Transportation Services	P
Veterinary Services	P
All Other Civic Uses	P

**Section 11. Amendment to Chapter 14, Article II, Section 44(b)(i) Conditions and Limitations.** Section 44(b)(i) of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

- (i) That it be conducted primarily within an enclosed building or screened area, except for customary outdoor activities for the specific use listed on an area that is improved with concrete, asphalt pavement or other all-weather surface and that is suitably landscaped, screened, or fenced.

**Section 12. Amendment to Chapter 14, Article II, Section 45(b) Permitted and Conditional Uses.** Section 45(b) of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

- (b) Permitted and Conditional Uses: Permitted uses in the C-3 district noted with a “P” and conditional uses with a “C”.

### HEAVY COMMERCIAL C-3

Agricultural Sales and Services	P
Art Workshop	P
Automotive Rental	P
Automotive Repair Services	P
Automotive Sales	P
Automotive Washing	P
Aviation Services	P
Building Maintenance Services	P
Business and Trade Schools	P
Camp	P
Campground	P
Carriage Stable	P
Cemetery	P
Club or Lodge	P
Cocktail Lounge	P
College or University Facilities	P
Commercial Blood Plasma Center	P
Commercial Off-Street Parking	P
Communication Service Facilities	P
Community Events	P
Community Recreation	P
Construction Sales and Services	P
Convenience Storage	P
Convention Center	P
Counseling Services	P
Cultural Services	P
Custom Manufacturing	P
Day-care Services	C
Detention Facilities	P

Drop-off Recycling Collection Facility	P
Electronic Prototype Assembly	P
Electronic Testing	P
Employee Recreation	P
Equipment Repair Services	P
Equipment Sales	P
Exterminating Services	P
Florist	P
Food Court Establishment	C
Food Preparation	P
Food Sales	P
Funeral Services	P
Game Rooms	P
General Retail Sales	P
General Warehousing and Distribution	P
Indoor Entertainment	P
Indoor Sports and Recreation	P
Kennels	P
Laundry Services	P
Light Manufacturing	P
Liquor Sales	P
Limited Warehousing and Distribution	P
Local Utility Services	P
Maintenance and Service Facilities	P
Major Public Facilities	P
Major Utility Facilities	P
Marina	P
Military Installations	P
Monument Retail Sales	P
Off-Site Accessory Parking	P

Outdoor Entertainment	P
Outdoor Sports and Recreation	P
Park and Recreation Facilities	P
Pawnshop Services	P
Pet Services	P
Plant Nursery	P
Postal Facilities	P
Printing and Publishing	P
Railroad Facilities	P
Recreational Equipment Maintenance & Storage	P
Recreational Equipment Sales	P
Religious Assembly	P
Research Assembly Services (general)	P
Research Services (general)	P
Research Testing Services (general)	P
Research Warehousing Services (general)	P
Restaurant	P
Restaurant with Drive Through	P
Safety Services	P
Scrap and Salvage	P
Service Station	P
Sexually Oriented Business	C
Software Development	P
Stables	P
Telecommunication Tower	P
Theater	P
Transportation Services	P
Transportation Terminal	P
Vehicle Storage	P
Veterinary Services	P

All Other Civic Uses	C
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**Section 13. Amendment to Chapter 14, Article II, Section 52(b) Permitted and Conditional Uses.** Section 52(b) of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

(b) Permitted and Conditional Uses. The following chart indicates permitted uses with a “P”, conditional uses with a “C” and permitted uses as part of a mixed-use building with a “P\*”

**DOWNTOWN BUSINESS DISTRICT DBD**

Administrative Offices	P
Administrative Services	P
Art Gallery	P
Art Workshop	P
Bed & Breakfast	P
Business and Trade Schools	P
Cocktail Lounge	P
Commercial Off-Street Parking	P
Communication Services	P
Communication Services Facilities	P
Community Events	P
Condominium Residential	P*
Consumer Convenience Services	P
Consumer Repair Services	P
Counseling Services	P
Cultural Services	P
Financial Services	P
Florist, no greenhouse	P
Food Preparation less than 5,000 sq. ft. GFA	P
Food Sales	P
Funeral Services not including crematory services	P
General Retail Sales	P



Hotel & Motel	P
Indoor Entertainment	P
Laundry Services	P
Liquor Sales	P
Medical Offices	P
Multifamily Residential	P*
Off-Site Accessory Parking	P
Personal Improvement Services	P
Personal Services	P
Pet Services	P
Postal Facilities	P
Printing and Publishing	P
Private Primary and Secondary Educational Facilities	C
Professional Office	P
Public Primary and Secondary Educational Facilities	C
Religious Assembly	P
Restaurant	P
Theater	P
Transportation Terminal	P
All Other Civic Uses	P

**Section 14. Amendment to Chapter 14, Article III, Section 60(d)(iv) Procedure.**  
Section 60(d)(iv) of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

(iv) Construction Plans may be rejected at any time subsequent to submittal and prior to final approval for failure to meet the minimum informational requirements of this Ordinance. If, in the judgment of City staff, the Construction Plan submittal substantially fails to meet the minimal informational requirements as outlined above the Construction Plan shall be deemed denied. The developer shall have up to sixty days from the date the Construction Plan is deemed denied to remedy all deficiencies or the Construction Plan shall be rejected for filing and new filing fees will be required for subsequent submittals.

**Section 15. Amendment to Chapter 14, Article IV, Section 76 Amendments.** Section 76 of Exhibit A, Section 14.02.001 of the City of Manor Code of Ordinances is hereby amended in its entirety to read as follows:

**Section 76. Amendments to zoning regulations, district boundaries, or zoning classifications.**

- (a) The Council may, from time to time, adopt, amend and make public rules and regulations for the administration of this Ordinance. This Ordinance may be enlarged or amended by the Council after public hearing, due notice of which shall be given as required by law. The Council may further modify and establish district boundaries and zoning classifications in accordance with the process set forth in state law.
- (b) The affirmative vote of at least three-fourths of all members of the City Council is required to overrule a recommendation by the Commission that a proposed change to a zoning regulation or boundary should be denied.

**Section 16. Severability.** If any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

**Section 17. Conflicting Ordinances.** All ordinances or parts of ordinances governing zoning in force when the provisions of this Ordinance become effective which are inconsistent with or in conflict with the terms and provisions contained herein are amended only to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any other code or ordinance of the city, the terms and provisions of this ordinance shall govern.

**Section 18. Open Meetings.** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

**Section 19. Effective Date.** This Ordinance shall take effect and be in full force and effect on March 7, 2018.

**PASSED AND APPROVED FIRST READING** on the 21<sup>st</sup> day of February 2018.

**PASSED AND APPROVED SECOND AND FINAL READING** on this the 7<sup>th</sup> day of March 2018.

**ATTEST:**

**THE CITY OF MANOR, TEXAS**

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Lluvia Tijerina, City Secretary

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Rita Jonse, Mayor



AGENDA ITEM NO. 7

## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 14, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

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.

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### BACKGROUND/SUMMARY:

The applicant would like to construct a new single family home on a lot in town. To fit the home on the lot they are requesting to reduce the front setback to 20' and the back setback to 10'

PRESENTATION: ☐ YES ☐ NO

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

Waiver request

Lot Plan

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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning Commission approve 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.

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

Jan 28, 2018

Scott Dunlop  
Planning Cordinator

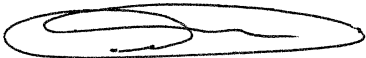
RE: Lot 10, Block 13, MANOR TOWN OF  
(301 East Burton Street, Manor, TX)

Dear Mr.Dunlop:

Im requesting a waiver of the above referenced property setbacks from 25 front and 25 back to a 20 front and 10 back setbacks.

The reason for the request is to extend the area Needed for building a new home for our family.

Thank you for your time and consideration!

A handwritten signature in black ink, enclosed within a hand-drawn oval. The signature appears to be "Minerva Rodriguez".

Minerva Rodriguez

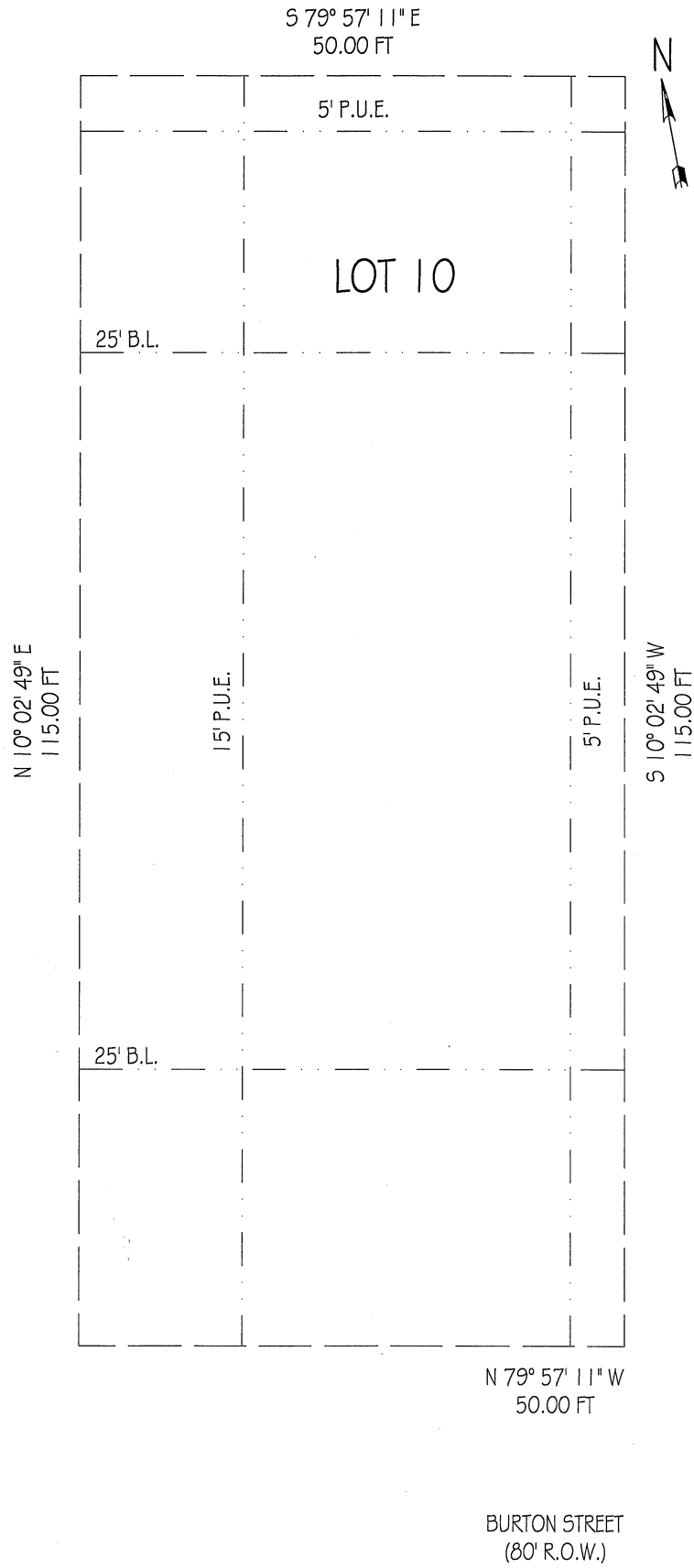
Cell (512-986-0489)



1

PLOT PLAN

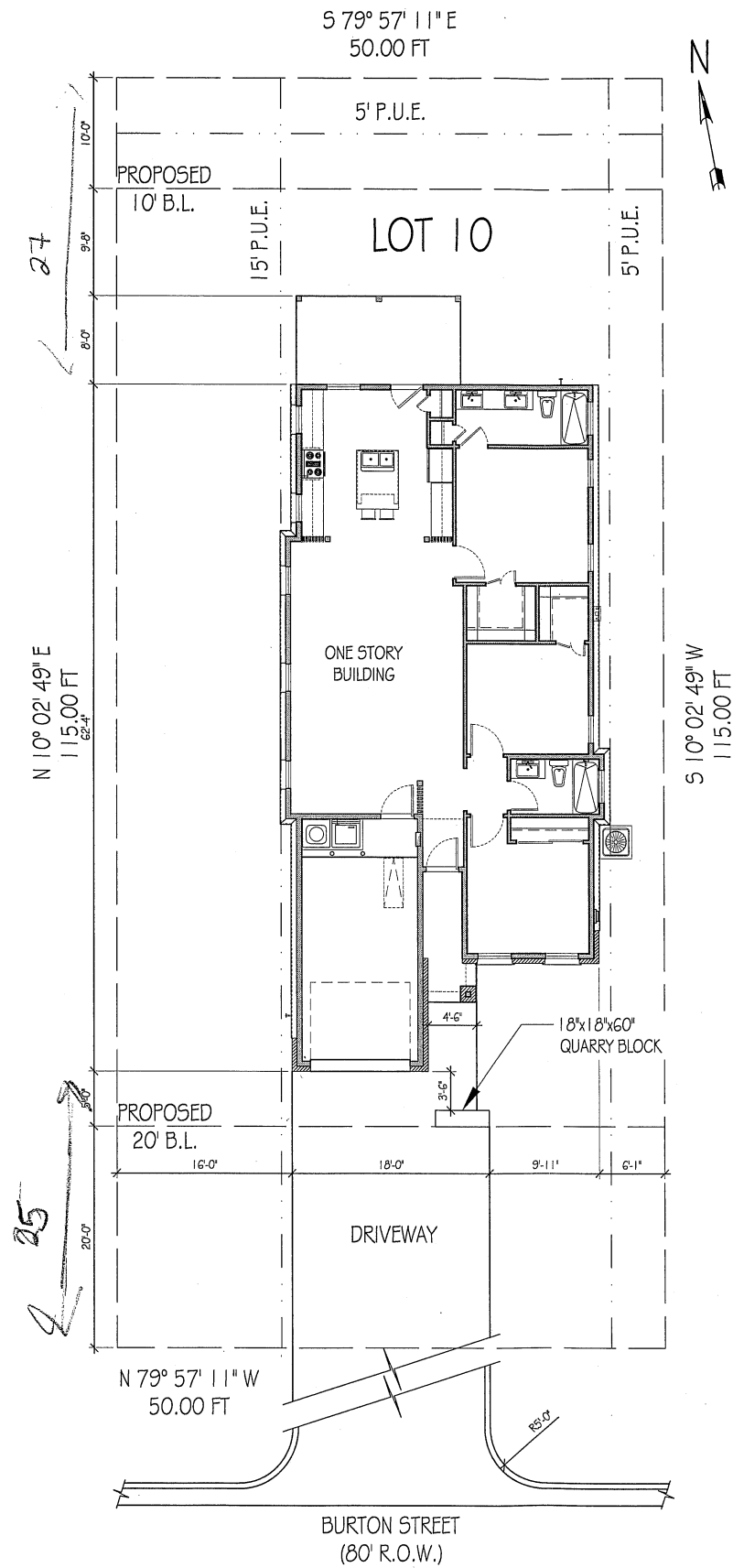
SCALE: 1/16" = 1'-0"



2

FIRST FLOOR SITE PLAN

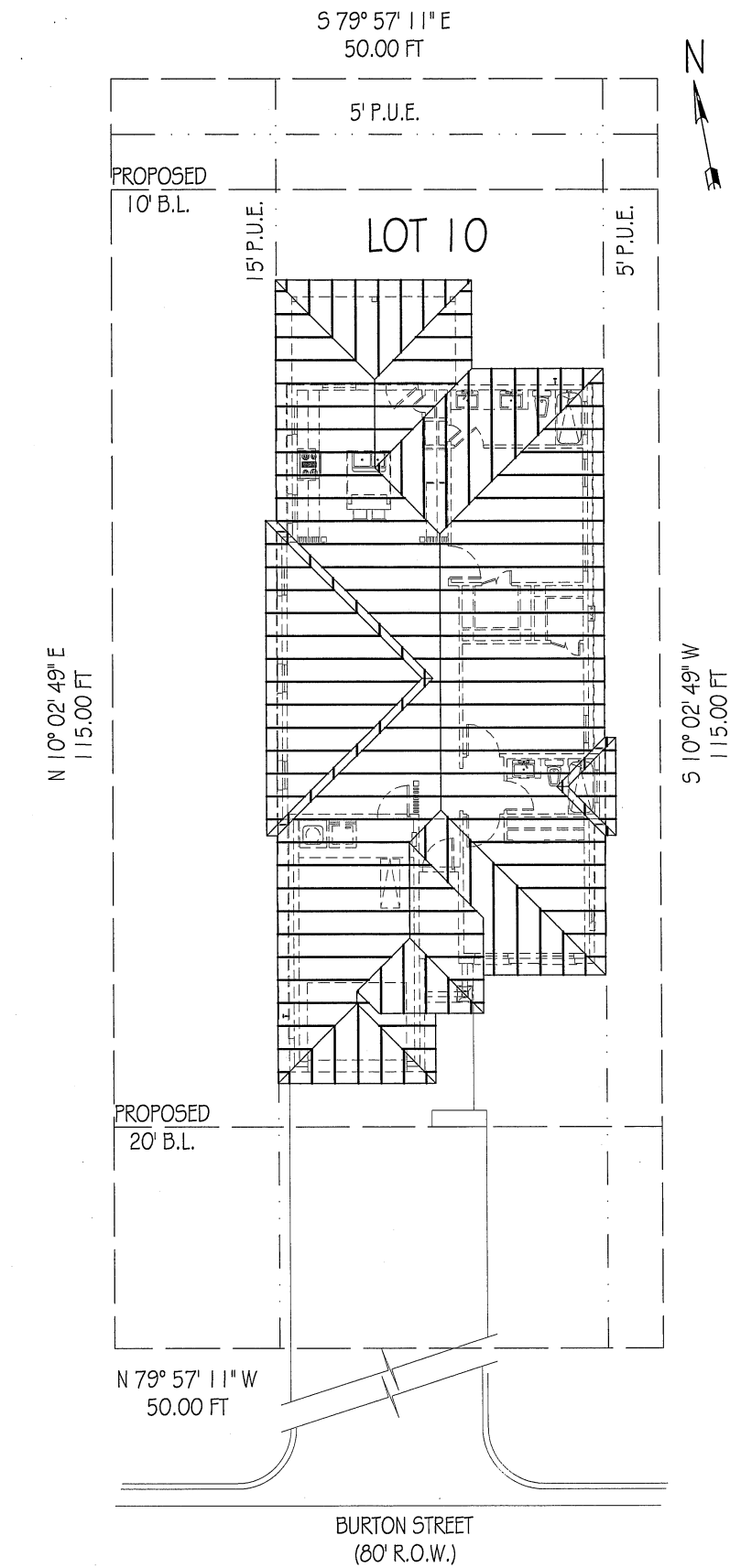
SCALE: 1/16" = 1'-0"



3

ROOF SITE PLAN

SCALE: 1/16" = 1'-0"



BURTON RESIDENCE  
301 E BURTON ST  
MANOR, TX. 78653

PERMIT SET 9/10/17  
REV # 01 12/15/17

DRAWN BY: UJ  
CONTACT: LR  
DATE: 2017-08-03  
JOB #: 1705

PLAN  
SITE  
PLANS

A0.1