



JULIE LEONARD, PLACE 1
DEJA HILL, PLACE 2
RAUL HERNANDEZ, VICE-CHAIR, PLACE 3
CHARLES RUSSELL JR., PLACE 4
LIAN STUTSMAN, PLACE 5
KEITH MILLER, PLACE 6
BILL MYERS, CHAIRPERSON, PLACE 7

PLANNING COMMISSION REGULAR MEETING AGENDA

WEDNESDAY, JUNE 14, 2017

6:30 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

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 Council. To address the City Council, 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 enacted 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 May 10 th Planning Commission Minutes. | Scott Dunlop
Planning Coordinator |
| 2. Consideration, discussion, and possible action on a Conditional Use Permit to allow for a Daycare use in a Neighborhood Business zoning district, Lot 1 Block 42 Town of Manor, locally known as 101 East Boyce Street. | Scott Dunlop
Planning Coordinator |
| 3. Consideration, discussion, and possible action on a Conditional Use Permit to allow for a Service Station use in a Neighborhood Business zoning district, 1.68 acres out of the Greenbury Gates Survey No. 63, Abstract 315 and Calvin Barker Survey No. 38, Abstract 58, locally known as 12920 Old Hwy 20. | Scott Dunlop
Planning Coordinator |
| 4. Consideration, discussion, and possible action a rezoning application for 127.220 acres more or less, located in the A.C. Caldwell Survey, Abstract No. 124, Travis County, Texas and being a portion of that certain called 267.942 acre tract of land conveyed to Sky Village Kimbro Estates, LLC, as described in document number 2016214460 Official | Scott Dunlop
Planning Coordinator |

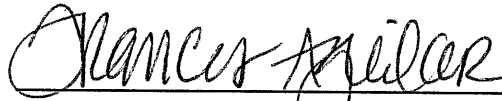
Public Records of Travis County, located near the intersection of Bois D'Arc Road and Tower Road, from R-1 Single Family to R-2 Single Family.

5. Consideration, discussion, and possible action on a Concept Plan for the Village at Manor Commons, three hundred and seventy-five (375) single family lots on 75.981 acres located near the intersections of FM 973 and Old Highway 20. Scott Dunlop
Planning Coordinator
6. Consideration, discussion, and possible action on a Preliminary Plan for Manor Commons Commercial SE, twenty-two (22) commercial and multifamily lots on 73.248 acres located near the intersections of FM 973 and Old Highway 20. Scott Dunlop
Planning Coordinator

ADJOURNMENT

POSTING CERTIFICATION

I, hereby, certify that this notice of the Manor Planning Commission Regular Meeting Agenda was posted on this 9th day of June, 2017 at 5:00 P.M., as required by law in accordance with Section 551.043 of the Texas Government Code.


Frances Aguilar, TRMC, CMC
City Secretary

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 special marked parking is available. Persons with disabilities who plan to attend this meeting and who may need assistance are requested to contact Frances Aguilar, City Secretary at 512-272-5555. Provide a 48-hour notice when feasible.

This public notice was removed from the bulletin board at the Manor City Hall on:

_____, 2017 at _____ am/pm by _____.

City Secretary's Office
City of Manor, Texas



JULIE LEONARD, PLACE 1
DEJA HILL, PLACE 2
RAUL HERNANDEZ, VICE-CHAIR, PLACE 3
CHARLES RUSSELL JR., PLACE 4
LIAN STUTSMAN, PLACE 5
KEITH MILLER, PLACE 6
BILL MYERS, CHAIRPERSON, PLACE 7

PLANNING COMMISSION REGULAR MEETING MINUTES

WEDNESDAY, MAY 10, 2017

6:30 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

COMMISSIONERS

PRESENT:

PLACE 1: JULIE LEONARD
PLACE 2: DEJA HILL
PLACE 4: CHARLES RUSSELL, JR.
PLACE 5: LIAN STUTSMAN
PLACE 6: KEITH MILLER
PLACE 7: BILL MYERS, CHAIRPERSON

ABSENT:

PLACE 3: RAUL HERNANDEZ, VICE-CHAIR

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 Council. To address the City Council, 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 enacted 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.

1. Consideration, discussion, and possible action on a Short Form Final Plat, 1 lot on 1.069 acres more or less, located at 13500 N FM 973 Manor, TX. Agent: Miguel Gonzales.
Owner: Julio Mireles

Scott Dunlop
Planning Coordinator

2. Consideration, discussion, and possible action on a Final Plat for Presidential Heights Phase 2, ninety-six (96) single family lots on 26.72 acres more or less, located at Bois D’Arc Road and Tower Road Manor, TX. Agent: Kimley-Horn. Owner: West Elgin Development Corp.

Scott Dunlop
Planning Coordinator

Motion to approve the denial as submitted for consent agenda items 1 and 2 by Commissioner Hill, Seconded by Commissioner Miller. 5 – 0 to approve denial as submitted.

REGULAR AGENDA

3. Consideration, discussion, and possible action on the April 12th Planning Commission Minutes.

Scott Dunlop
Planning Coordinator

Motion to approve April 12th P&Z minutes by Commissioner Stutsman, Seconded by Commissioner Russell. 6 – 0 to approve.

4. Consideration, discussion, and possible action on a Concept Plan for Manor Commons East, twenty-two (22) lots on 73.3 acres more or less, located at the SE corner of US Hwy 290 and FM 973, Manor, TX. Agent: ALM Engineering

Scott Dunlop
Planning Coordinator

Motion to recommend approval at May 17th City Council by Commissioner Stutsman, Seconded by Commissioner Miller. 6 – 0 to recommend approval.

5. Consideration, discussion, and possible action on a Short Form Final Plat, 4 lots on 10 acres more or less located at 15123 Bois D’Arc Road Manor, TX. Agent: Landmark Engineering, Javier Barajas. Owner: Brenda Marquez.

Scott Dunlop
Planning Coordinator

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

6. Consideration, discussion and possible action on a Conditional Use Permit for Lot 1 Shadowglen Commercial Lots Subdivision, locally known as 14001 Shadowglen Blvd to allow for a Game Room. Owner: HFS Brothers Investments LLC. Applicant: Tony Welch, Beer:30

Scott Dunlop
Planning Coordinator

Motion to recommend approval at May 17th City Council by Commissioner Russell, Seconded by Commissioner Leonard. 6 – 0 to recommend approval.

7. Consideration, discussion, and possible action on a request to remove a significant tree being a 25-caliper inch willow tree #9745 shown on the Manor Commons SE Preliminary Plan.

Scott Dunlop
Planning Coordinator

Motion to approve by Commissioner Russell, Seconded by Commissioner Miller. 5 – 1 to approve.

ADJOURNMENT

Motion to adjourn by Commissioner Leonard, Seconded by Commissioner Miller. 6 – 0 to adjourn.

Bill Myers
Chairperson



AGENDA ITEM NO. 2

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: June 12, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Conditional Use Permit to allow for a Daycare use in a Neighborhood Business zoning district, Lot 1 Block 42 Town of Manor, locally known as 101 East Boyce Street.

BACKGROUND/SUMMARY:

The property owner was approved Neighborhood Business zoning at the May 3rd City Council meeting which allows for a daycare use on a conditionally basis. They have a site plan in review as well as a building plan to make the structure ADA compliant.

PRESENTATION: ☐ YES ☒ NO

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

Daycare letter of intent

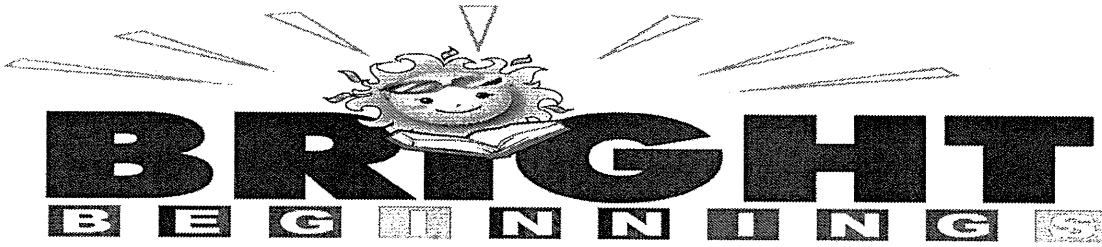
Daycare business plan

TXDOT ROW permit with site plan

STAFF RECOMMENDATION:

City staff has no recommendation on the request.

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



City of Manor Planning

My name is Thomesa Chester and I will be the Director of Bright Beginnings Learning Center proposed at
101 E. Boyce St. Manor, TX 78653

This letter of intent is to request a Conditional Use Permit to open a small family oriented learning center which caters to the median to the middle class families of Manor .

As a teacher, I have seen the need for affordable care which also addresses preparation for the public school system. I am grateful to the Manor City Council for their consideration and changing the zoning from Residential to a Neighborhood Business. I propose to open Bright Beginnings and operate Monday through Friday from 6:00 a.m. to 6:30 p.m. in an effort to address traffic patterns, as well as provide more accessibility to those families who have earlier shifts. By providing these times prior to other centers opening, and with re-routing traffic , we are able to provide an in and out type pattern which is a benefit to both parties. In addition, to stay within compliance with the Highway Right Away, Permits have been approved and issued by Tx Dot .

The support from the community has been amazing. Families from the Briar Creek Subdivision, Wild Horse, and Hamilton Point have praised the convenience, services proposed, and affordability. Although our center is governed by The Texas Department of Family and Protective Services, which will regulate the amount of children permitted on site, our goal has never been to max out. As an educator, I understand the importance of a small teacher to child ratio

I am a certified teacher of the Texas Education Agency, and my goal is to have an absolute learning atmosphere for the children of Manor. It is in this spirit, that I hope we are granted the Conditional Use Permit .

Sincerely,

Thomesa Chester

Bright Beginning's Learning Center

101 E. Boyce St.

Manor, TX 78653

Thomesa Chester /Center Owner-Director

Who are we?

Bright Beginning's Learning Center requests open this July 2017 providing childcare to the Manor City Limits and surrounding areas. . The Childcare/Development program caters to the development of children, ages 12 months to 5 years old/preschool age.

Business hours are Monday through Friday 6:00 a.m. to 6:30 p.m. The hours of operation were designed to address possible traffic concerns within the neighborhood . In addition, the monthly cost was carefully selected in an effort to provide affordable care with a focus on Early Education.

During most Holidays and School breaks, additional services are provided accordingly.

Children are placed in age appropriate groups which transitions according to age and physical development. Each transition class fosters physical, social, emotional and intellectual/cognitive growth, based on each child's individual development.

The Center's Director and staff will ensure a safe, family type environment filled with age appropriate activities, toys, structured daily activities, an outside play area, and a Nutritious snack. On Friday's ,at the expense of the Center, Pizza will be provided.

Bright Beginning's is located at 101 E. Boyce St. Manor ,TX. The center's location is contained within Travis County city limits.

Bright Beginning's is Solely owned and Directed by Thomesa H. Chester.

The Director has over 15 years current experience in the Child Development field, and holds a Bachelors Degree in Education and has been certified by The Texas

Education Agency as a Pre K-6th Grade Teacher. In addition, the Director has been an active board member of an Austin Based Youth Program since 1996. This program services in excess of 1,000 youth and family members annually through mentoring, education assistance, sponsorship of youth athletics, and coordination of an East Austin at risk Youth Program.

The Director has worked vigorously to provide and enforce a small, safe, family oriented place for all families to bring their children.

All Rules and Regulations set by the Texas Department of Family and Protective Services, will not only be adhered to, but also mastered. Only qualified staff will be offered employment opportunities at 'Bright Beginning's Learning Center'. All staff has mandatory continuing childhood education courses, up to date CPR/First Aid, and semi-annual background checks to ensure a safe and healthy environment.

As a mother of four school-aged children, Thomasa H. Chester (Director/Owner) has seen and experienced all levels of care. Through this experience she has first hand experience where the Child Care business needs improvement. It is in this spirit that "Bright Beginning's will offer an atmosphere of care, fun and nurturance that sometimes only a Mother can understand. Our facility will focus on the importance of the Whole Child to enhance their development in more ways than just "watching kids".

Goals of the Business

The initial goal of the Director and Staff of the Center is to add to the progress and market of Austin's businesses and families through creating relationships. Our goal and purpose is to be a Reliable Provider of Child Care to working families of this area. The long-term goal is to become a stable asset to the community and form established relationships with the local businesses and families.

How do we compare to the Local Competition?

Our local competitors in Child Care are numerous. Each of these Competitors offers many different types of care but lack some form of policy according to the Director of "Bright Beginning's Learning Center". Through analyzing the Tuition of Child Care, versus what is provided and careful market analysis, Bright Beginning's tuition is lower than the competitors as a service and acknowledgment of the average families income. In addition, as a previous Austin ISD school teacher (Grades PreK & 4th), the Director understands the expectation of public school and will provide a program for Pre K that incorporates the curriculum introduced prior the child becoming school aged.

Not only is 'Bright Beginning's' a place where children are kept while parents fulfill their daily responsibilities, it's a place where children are in the care of trusted

certified Adults, and surrounded by the most modern Activities and Curriculums that foster development, while paying a competitive Tuition to our counterparts.

Operations, Products, & Services

Providing Childcare from 12 months to Pre-School age(5 years) from 5 a.m. to 6:30 p.m.. Developmentally appropriate activities are provided for each child, along with a healthy snack.

Tuition Breakdown

<u>Ages</u>	<u>Monthly Fee</u>
12mo-18mo.	\$700.00
18mo.-3years	\$650.00
3-5 years	\$600.00

Operations will be handled by the Center Director (Thomesa H. Chester). The Director's responsibilities will include hiring and supervising employees, assuring that all Standards and Regulations are Complied with, communicating with parents, handling all issues that arise, Reading and Reviewing the Curriculum Guide Daily, Planning and executing a program that reflects the Center's philosophy and program, taking payments from Clients, handling late payments, and overseeing over all other operations (See Management & Personal)

During the hours of operation, the Director will supervise no more than two part-time employees and alternate as needed. When a new employee needs to be hired, the Director will be responsible for the reviewing of the budget and determine the available funds for the position.

For the safety and quality of care, the center will be staffed with two employees at all times.

All Employees are required to receive, and attend classes hosted by (Family Connections Resource Center) to complete certification in Sids ,CPR and First Aid **prior to being hired.**

- All employees will undergo a background check every 6mo-1 year to keep children safe.
- The employee will show competence in caring for and educating young children and will have the ability to communicate effectively with parents.
- Liability, Accident, and Molestation Insurance for the center will be maintained by the Director in the amount of 1 million dollars (Thomasa H. Chester)
- Safety of the Center, Planning the Program, and Maintaining the Records and Compliance Standards
- Nutrition and all Policies enforced by the Department of Child Safety will be maintained by the Director. Marketing will begin three months prior to business grand opening.

Duties of All Caregivers

1. Reading and reviewing the Curriculum Guide and Staff handbook
2. Preparing a written daily plan or project plan for review by the Director
3. Preparing projects and activities that reinforce themes and extended learning
4. Taking Daily attendance
5. Attending all staff meetings and in-service workshops
6. Reviewing children's records periodically; update as needed
7. Being attentive to health, sanitation, nutrition and safety at all times
8. Having materials in on time
9. Dressing and conducting one's self in a professional manner
10. Recording information pertinent to a child's development
11. Recording accidents in an accident log

Education Outlook

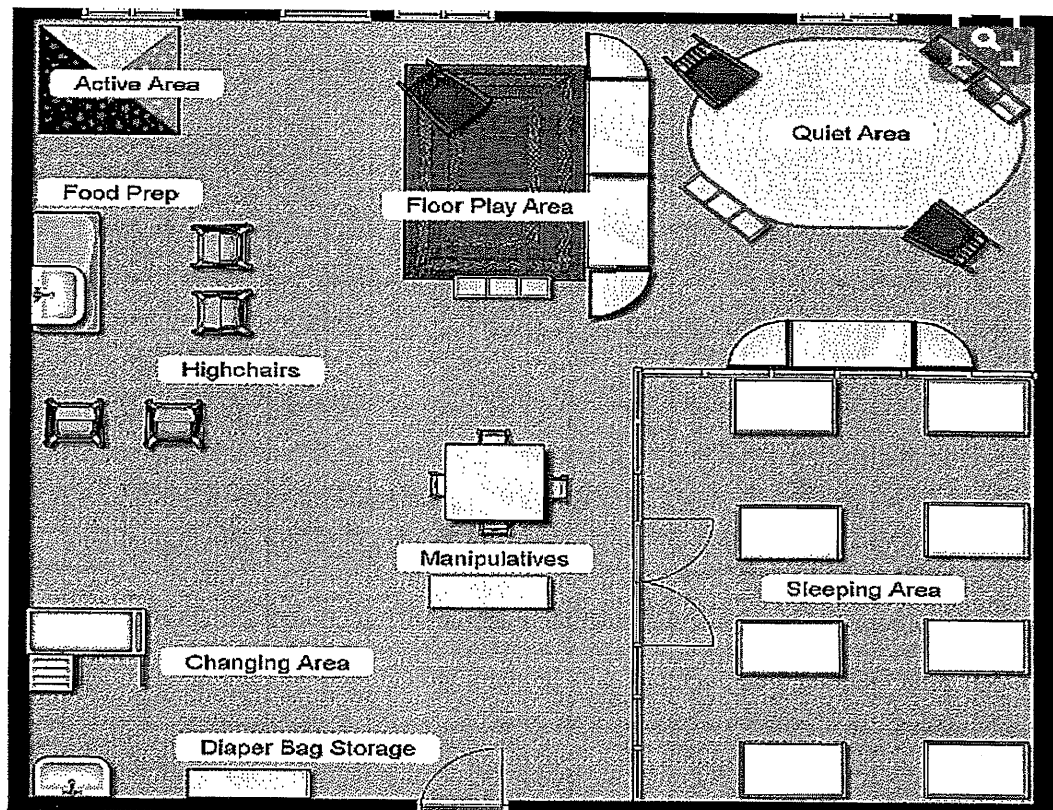
Our curriculum is based on our knowledge of the developmental process, the individual child's needs and interests, and the child's family culture. The curriculum focuses on the development of the "whole child", that is, it considers all areas of development - physical, language, social-emotional, and cognitive. The curriculum also teaches concepts and develops skills that are meaningful to the child's developmental understanding.

Students who are approaching Pre Kinder will be exposed to teachers who weekly use a planning process that includes observation, assessment, developmental goals, developmentally appropriate practice and reflection. Based on this information, the curriculum emerges over time and guides how we set up the environment; the activities, experiences and interactions provided and the routines and schedules within the classroom.

Our daily schedules allow for blocks of time for indoor and outdoor free-choice activities; small and large group activities; snacks and lunch; clean-up, toileting and other routines. Classrooms are arranged in interest centers. Most of the day children are encouraged to move around the classroom at their own pace and select activities of interest. During this time, teachers interact with children to extend or enhance their play by asking questions, supporting problem-solving, offering ideas or materials, and observing or assessing what

children know. Depending upon the age, some of the activities each day may be more teacher-directed or guided.

Teachers will be required to plan their weeks around a topic or issue in which the children have shown an interest; a current event in the family, school or community; or a developmental task or skill that our experienced teachers recognize as important to that age group. Interest areas, activities and materials may reflect this theme. Other topics, concepts and skills may also be integrated into the plan for that week. Often topics or themes may extend over several weeks as children's interest continues to cause a theme to evolve. Teachers act as facilitators of the child's natural interests and urge to learn, based on what would be expected as the child enters Pre Kindergarten.



Infant Transition Classroom (12 months-18 months) 5/ 13 max per 2

Moon Room

Goal 1: To ensure the safety of all of our children during all routines and activities and to be alert and attentive at all times. We constantly make certain that the outside play area as well as the indoor space is safe and secure and that we provide a healthy environment.

- Goal 2: To provide a safe, healthy, and attractive environment for the children. We will do this by arranging the classroom in a way to stimulate their learning skills.
- Goal 3: To provide physical activities that support large and small muscle development.
- Goal 5: To provide age-appropriate activities that encourage curiosity and use of the five senses.
- Goal 6: To support social and emotional development through positive guidance and interactions.
- Goal 7: To develop caring and sharing partnerships with all parents. Communication is provided through newsletters, daily report forms, daily conversations, and parent-teacher conferences.

Toddler Classrooms (19-35 months) 9/18 per 2

Star Class

Emotional Goals

- Begins to show empathy for others
- Feels safe and secure away from parents
- Shows affection or dislikes
- Shows pride in new accomplishments
- Asserts self appropriately
- Exhibits contrasting moods (stubborn to compliant)

Social Goals

- Imitates others
- Influences or persuades others
- Helps at clean-up time
- Tries to please others
- Exhibits an intense interest in adult language
- Enjoys "exploring" with others

Physical Goals

- Sits well in chair
- Climbs up steps
- Marches in place
- Rolls, throws, and kicks ball
- Stacks blocks
- Uses a crayon or paintbrush
- Attempts to put on shoes, socks, jacket
- Washes and dries hands
- Uses a spoon

Sun Room

Preschool (3years- School Aged) Class 15/30 per 2

Our living and learning environment is designed to meet the overall needs of preschoolers and to facilitate their development through age-appropriate experiences. Due to the individuality of each child expectations vary; each child is challenged but not hurried. Ideally, the following goals should be met by the time a child enters kindergarten.

Emotional Goals

- Displays a sense of security
- Exhibits self-confidence
- Has a positive attitude
- Shows a desire to learn
- Is willing to try something new

Behavioral Goals

- Listens attentively
- Follows directions
- Focuses on task at hand
- Is not disruptive
- Exhibits self-control
- Uses toys and materials appropriately

Self-Help Goals

- Puts on wrap without assistance
- Puts on shoes without assistance
- Takes care of own toileting needs
- Cleans up after self at snack, lunch
- Tries to solve problems independently
- Participates in classroom clean-up

Social Goals

- Plays cooperatively
- Helps others
- Interacts positively with peers
- Interacts positively with adults
- Stands up for own rights
- Resolves conflicts peacefully
- Exhibits good manners; courteous

Language Goals

- Speaks clearly
- Has age-appropriate vocabulary
- Uses personal pronouns correctly
- Expresses needs and ideas verbally
- Recites jingles and rhymes
- Tells event or story in sequence
- Follows 3-step verbal directions

Physical Goals (Large Muscle)

- Is well coordinated
- Displays good balance
- Exhibits skill on playground equipment (climber, swing, slide, etc.)
- Pedals tricycle
- Builds with blocks
- Throws/catches ball

Physical Goals (Small Muscle)

- Pours milk/juice into cup
- Holds pencil correctly
- Can cut with scissors
- Can manipulate fasteners
- Unties a bow and/or loose knot
- Draws a recognizable person

- Writes own name

Cognitive Goals

- Demonstrates knowledge of colors
- Demonstrates knowledge of shapes
- Demonstrates knowledge of numbers
- Demonstrates knowledge of letters
- Can work a 10-piece puzzle
- Recognizes own name (written)
- Knows "left" and "right"
- Displays competence on computers

Personal Information Goals

- Knows full names
- Knows age
- Knows birthday
- Knows telephone number
- Knows street address
- Knows first and last name(s) of parent(s)

Daily Centers:

Literacy: Here, children explore the world of books and feel safe and secure as they are introduced to reading. Brightly illustrated children's books are displayed on low shelves. In front of them, children are curled up on a rug with the books they have selected. They lounge against large, comfortable, multi-colored cushions as a teacher helps them sound out words. Children with headsets listen to tapes of stories, following the pictures in their books. Others gesture intently as a teacher reads a favorite story. Sometimes there are chairs and small tables with paper and crayons and markers for children to practice drawing and writing.

Dramatic play or housekeeping: Children experiment with different roles as they explore the familiar and the unknown through pretend play. This area is filled with props and dress-up clothes to encourage imagination. One day it might be a kitchen with a play stove, sink and dishes; the next day it might be a post office, restaurant, or airplane. Children learn to work with other children, to share and to make compromises (who gets to be the mother? The father? The baby?). They also practice verbal skills and develop an understanding of symbolic representation that leads to the development of reading and writing skills.

Manipulative play: One child is carefully stringing beads into colorful patterns, a second is building a complex structure out of Legos, and a third is bent over a puzzle, deep in concentration. In this area, shelves are filled with puzzles, pegboards, beads, and other small construction toys. Children develop fine motor skills by using their fingers and hands in creative ways. They learn hand/eye coordination and practice problem-solving skills.

Blocks: Two children are working together to build "the highest tower in the whole world." A girl is constructing a bridge and a boy is loading little people into cars for a journey over the girl's bridge and down the road he has just completed. Wooden blocks of different sizes and shapes are arranged on shelves along with small cars and an assortment of "little people" to encourage children to build replicas of their world, or creations of their imaginations as they practice symbolic representation. They are developing an understanding of the relationships between size and shape, and the basic math concepts of geometry and numbers.

Art: Here are the raw materials for creativity – colored paper, crayons, markers, tape, paste, safe scissors – set out on shelves and tables. One child is tracing the outlines of leaves; another is cutting out shapes and pasting them in patterns on colored paper. A third is painting at an easel, and a fourth is making a hippopotamus out of play-dough. Art projects may be done either independently or simultaneously as a class activity. Children are developing small muscle control and hand/eye coordination, as well as creativity.

Large motor skills: Children crawl through tunnels, climb and balance, hop and jump, and bounce and dribble balls, developing coordination, balance, and large muscle control. Some classrooms have an area designed especially to encourage the use and development of large muscles. Other preschools will have a separate room with tunnels, balls, and climbing equipment.

Rug: This is where the entire class gathers to listen as the teacher reads a story or explains an upcoming project. Children often begin and end the day on the rug area.

Sensory: One child is experimenting at the water table to find out what floats and what sinks. Another is pouring sand through a funnel into containers of different sizes. Water and sand tables equipped with boats, cups, funnels, and sieves encourage children to explore mediums like water and sand, to understand the physical world, and to develop concepts underlying math and physics.

Science: Plants, classroom pets, and aquariums are found here. One child may plant a seed in a pot, carefully patting down the soil, while another measures the temperature in the aquarium, a third feeds the guinea pig, and a fourth examines a seashell. The teacher puts out interesting objects from nature, such as leaves, rocks, and seashells, for children to examine with a magnifying glass, plus paper and markers to draw them.

Computer: Several children are clustered around a computer checking the charts and picture next to it. Some classrooms will have a table against a wall with one or more computers with chairs grouped around them to encourage children to work together. They will stock basic early-learner software such as phonics or counting games.

Outdoor playground: Outside, there will also usually be a safe, enclosed area with structures for climbing and balancing, and balls of different sizes to encourage large muscle control and coordination.

Regulation Group and Individual Classroom Sizes

Group Sizes per 2 Caregivers

If the specified age of the children in the group is...

Then the maximum group size and number of children two or more caregivers may supervise is...

12 – 17 months 13

18 – 23 months 18

2 years 22

3 years 30

4 years 35

5 years 35

Then the maximum number of children one caregiver may supervise is...

12 – 17 months 5

18 – 23 months 9

2 years 11

3 years 15

4 years 18

5 years 22



Permit to Construct Access Driveway Facilities
on Highway Right of Way

Form 1058
(Rev. 05/13)
Page 1 of 2

PERMIT NUMBER: <u>010-17-35899-DP</u>			
REQUESTOR		GPS*	ROADWAY
		LATITUDE, LONGITUDE	HWY NAME
		30.34218926, -97.55735676	LP 212
		FOR TxDOT'S USE	
NAME		CONTROL	0114
MAILING ADDRESS		SECTION	20
CITY, STATE, ZIP			
PHONE NUMBER			
GLOBAL POSITIONING SYSTEM COORDINATES AT INTERSECTION OF DRIVEWAY CENTERLINE WITH ABUTTING ROADWAY			

The Texas Department of Transportation, hereinafter called the State, hereby authorizes SALVADOR CASIANO, hereinafter called the Permittee, to ☒ construct / ☐ reconstruct a RESIDENTIAL (residential, convenience store, retail mall, farm, etc.) access driveway on the highway right of way abutting highway number LP 212 in TRAVIS County, located 101 E. BOYCE ST, MANOR TX TRM 0546 +0.45

USE ADDITIONAL SHEETS AS NEEDED

Subject to the Access Driveway Policy described on page 2 and the following:

1. The undersigned hereby agrees to comply with the terms and conditions set forth in this permit for construction and maintenance of an access driveway on the state highway right of way.
2. Design of facilities shall be as follows and/or as shown on sketch on page 2 and is subject to conditions stated below:

we are putting Asphalt on the side of the house on Lexington Street, to make street parking.

All construction of materials shall be subject to inspection and approval by the State.

3. Maintenance of facilities constructed hereunder shall be the responsibility of the Permittee, and the State reserves the right to require any changes, maintenance or repairs as may be necessary to provide protection of life or property on or adjacent to the highway. Changes in design will be made only with approval of the State.
4. The Permittee shall hold harmless the State and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of this permit.
5. Except for regulatory and guide signs at county roads and city streets, the Permittee shall not erect any sign on or extending over any portion of the highway right of way, and vehicle service fixtures such as fuel pumps, vendor stands, or tanks and shall be located at least 12 feet from the right of way line to ensure that any vehicle services from these fixtures will be off the highway right of way.
6. The State reserves the right to require a new access driveway permit in the event of a material change in land use or change in driveway traffic volume or vehicle types.
7. This permit will become null and void if the above-referenced driveway facilities are not constructed within six (6) months from the issuance date of this permit.
8. The Permittee will contact the State's representative GREG STEPHENS telephone, (512) 585-3084, at least twenty-four (24) hours prior to beginning the work authorized by this permit.
9. The requesting Permittee will be provided instructions on the appeal process if this permit request is denied by the State.

5-2-17

Date of Issuance

[Signature]
State Authorized Representative

The undersigned hereby agrees to comply with the terms and conditions set forth in this permit for construction and maintenance of an access driveway on the highway right of way.

Date:

4/2/17

Signed:

Salvador Casiano
(Property owner or owner's representative)

Access Driveway Policy

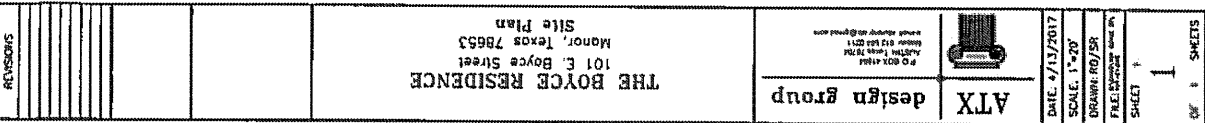
Title 43 Texas Administrative Code (Transportation), Chapter 11 (Design), Subchapter C (Access Connections To State Highways) and the "Access Management Manual" establish policy for the granting of access and the design, materials, and construction of driveways connecting to state highways. All driveway facilities must follow this policy.

TxDOT Driveway Permit Request Contact

For a local contact for your TxDOT Driveway Permit Request visit: <http://www.txdot.gov/inside-txdot/district.html>. You can click on the section of the map closest to your location to find the local TxDOT office. You can also click on the drop down box below the map to find the district for your county.

Sketch of Installation

(Use additional sheets as needed)



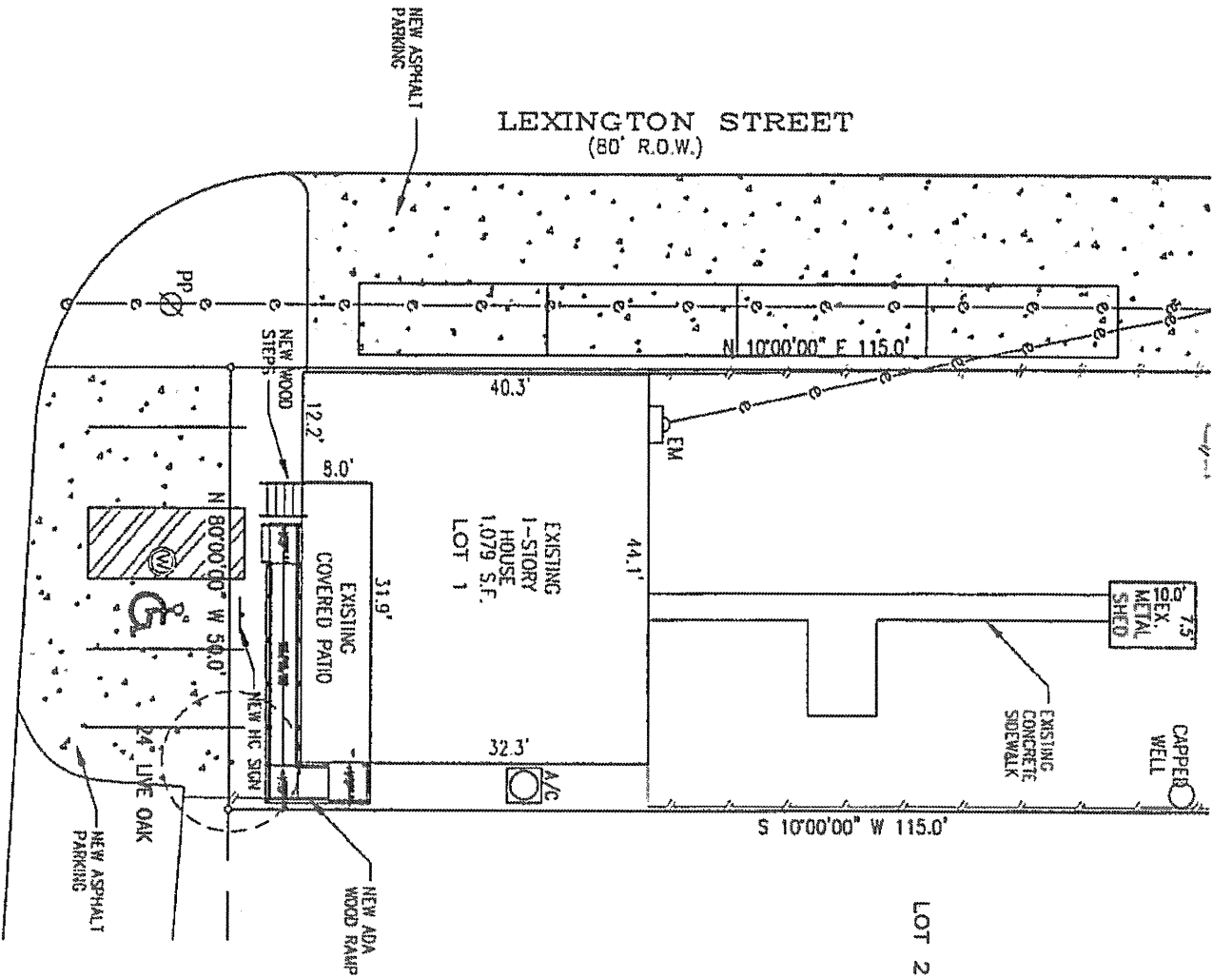
CONTRACTOR SHALL REPORT ANY DISCREPANCIES, OMISSIONS OR INCONSISTENCIES ON THE DRAWINGS TO THE ENGINEER FOR VERIFICATION BEFORE STARTING CONSTRUCTION. OWNER AND ENGINEER ARE NOT RESPONSIBLE FOR ANY ERRORS IN CONSTRUCTION WHERE SUCH DISCREPANCIES, OMISSIONS OR INCONSISTENCIES HAVE NOT BEEN PROPERLY REPORTED IN A TIMELY MANNER. CONTRACTOR TO FIELD VERIFY LOCATION, TYPE, AND SIZE OF EXISTING UTILITIES. CONTACT AUSTIN AREA "ONE CALL CENTER" AT (1800) 344-6377 FOR EXISTING UTILITY LOCATIONS. CONTRACTOR TO FIELD VERIFY LOCATION, TYPE, AND SIZE OF ALL ON-SITE EXISTING UTILITIES.

1. ALL EXISTING UTILITIES TO BE SAFT OFF, CUT OR PLUGGED PRIOR TO BEGAINING DEMOLITION WORK
2. CONTRACTOR TO FIELD VERIFY BUILDING ELEVATIONS AND EXISTING UTILITIES
3. ALL DEMOLITIONS ARE TO FACE OF STUD OR MASONRY UNLESS OTHERWISE INDICATED
4. WORK SHALL COMPLY WITH ALL APPLICABLE CODES AND ORDINANCES

NET SITE AREA. 7,020 S.F. (0.1612 AC.)	
FLOOR TO AREA RATIO: 0.11%	
ZONING: NEIGHBORHOOD BUSINESS-- N9	
<u>SUPERVISED COVER:</u>	
EXISTING	1,079 S.F. (1.62%)
BUILDING	0 S.F. (0.0%)
CONCRETE	0 S.F. (0.0%)
ASPHALT	552 S.F. (0.62%)
POOR	
<u>TOTAL</u>	1,631 S.F. (23.23%)
<u>PERMANENT COVER:</u>	
3,000 GRASS	2,102 S.F. (29.94%)

1 NEW E. BOYCE STREET
SITE PLAN (80' ROW)

E. BOYCE STREET
(80' R.O.W.)



LEGEND

- RECORD CALL
- OVERHEAD ELECTRIC
- WOOD FENCE
- WROUGHT IRON FENCE
- CHAIN LINK FENCE
- UTILITY POLE
- WATER METER
- GAS METER
- SEWER MANHOLE
- LIGHT POLE
- CLEAN OUT
- ELECTRIC METER
- UNDERGROUND ELECTRIC DISCONNECT
- FIRE HYDRANT
- TREE
- DRIP EDGE

<p>1. ALL EXISTING UTILITY BEGINNING DEMOLITION</p> <p>2. CONTRACTOR TO VERIFY LOCATIONS OF EXISTING UTILITIES</p> <p>3. ALL DIMENSIONS OTHERWISE INDICATED SHALL BE AS SHOWN</p>	<p>TO THE PROPERTY STARTING CONS CONSTRUCTION OMISSIONS OR PROPERLY REF TO SIZE OF EXISTING UTILITY VERIFY LOCATIONS OF EXISTING UTILITIES</p>	<p>IMPERVIOUS</p> <p>NET SITE AREA: 7 FLOOR TO AREA F ZONING: NEIGHBOR IMPERVIOUS COVER BUILDING: CONCRETE: ASPHALT:</p> <p>TOTAL</p> <p>PERVIOUS COVER: GOOD GRASS:</p>
---	--	--



AGENDA ITEM NO. 3

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: June 12, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Conditional Use Permit to allow for a Service Station use in a Neighborhood Business zoning district, 1.68 acres out of the Greenbury Gates Survey No. 63, Abstract 315 and Calvin Barker Survey No. 38, Abstract 58, locally known as 12920 Old Hwy 20.

BACKGROUND/SUMMARY:

The property owner was approved Neighborhood Business zoning at the May 17th City Council meeting which allows for a service station use on a conditionally basis. They have a site plan in review.

PRESENTATION: ☐ YES ☒ NO

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

Site Plan

Area zoning map

STAFF RECOMMENDATION:

City staff has no recommendation on the request.

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

04/19/2017
09:33 AM

Jay LeSaicherre

Customer Portal Application Note:

Submission Acknowledgement
DJB

04/19/2017 09:33 AM

Jay LeSaicherre

Customer Portal Application Note:

Signature Acknowledgement
DJB

04/19/2017 09:33 AM

Jay LeSaicherre

Customer Portal Application Note:

Area Character

Development is meant to support the area neighborhood and proposes a smaller retail location and lessen the gas pump amounts. The proposed pumps will accommodate and support the adjacent neighborhood.

04/19/2017 09:33 AM

Jay LeSaicherre

Customer Portal Application Note:

Proposed Conditional Use
Gas sales

04/19/2017 09:33 AM

Jay LeSaicherre

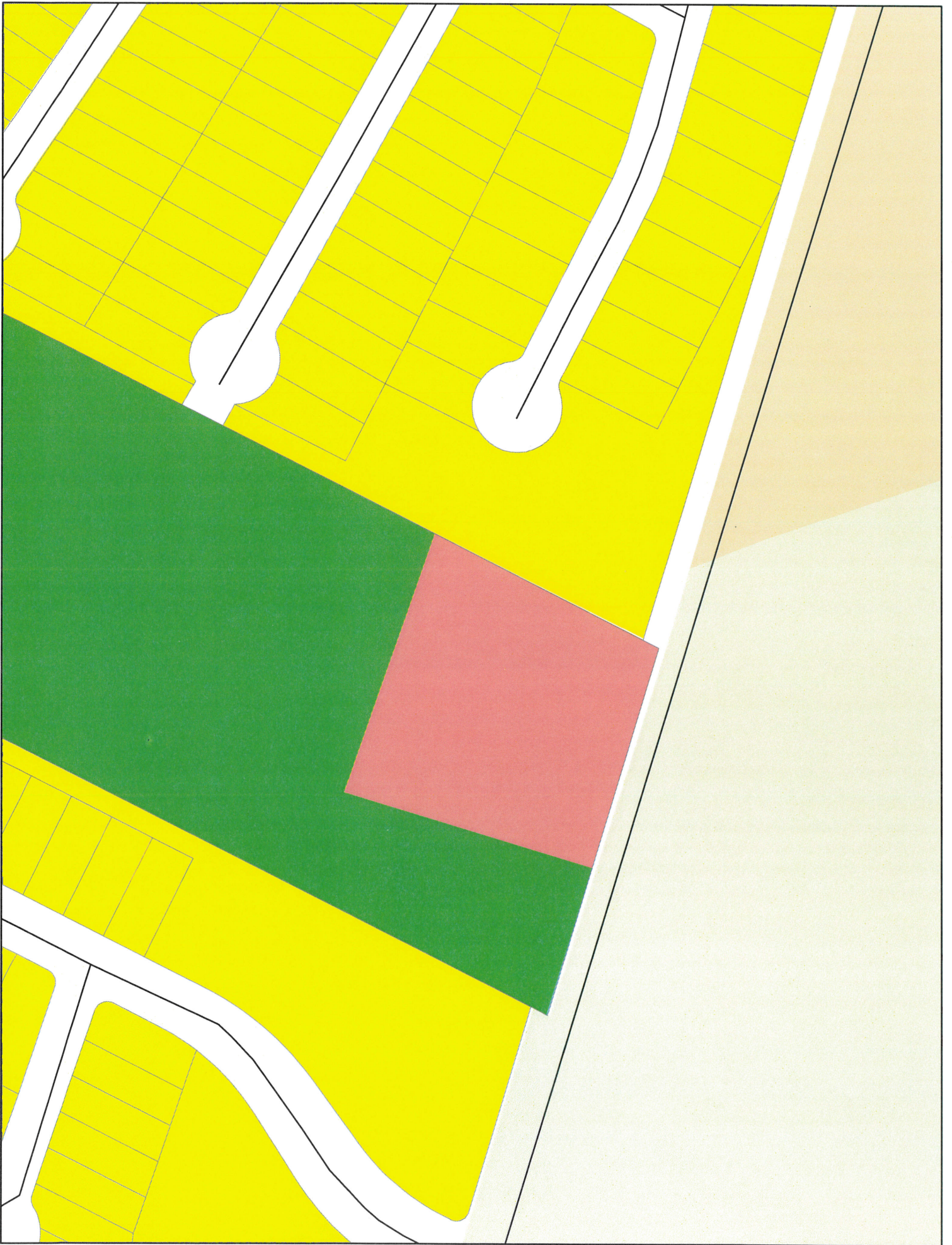
Customer Portal Application Note:

Project Description

Proposal of three (3) gas pumps to support convenience store.

- 1) ACCESSIBLE ROUTES SHALL BE THE SAME AS THE ROUTE OF THE SET MUST BE PROVIDED FROM PUBLIC TRANSPORTATION STOPS, ACCESSIBLE PARKING AND PASSENGER LOADING ZONES, AND PUBLIC STREETS OR SIDEWALKS TO THE ACCESSIBLE BUILDING ENTRANCE. [SECTION 1]
- 2) TO THE ACCESSIBLE BUILDING ENTRANCE. [SECTION 1]
- 3) OUTDOOR RAMPS AND THEIR APPROACH-SLOPE NO GREATER THAN 1:50. [ANSI 403.3]
- 4) OUTDOOR RAMPS AND THEIR APPROACH-SLOPE MUST BE DESIGNED SO THAT WATER WILL NOT ACCUMULATE ON WALKING SURFACES. [ANSI 405.10]
- 5) CHANGES IN LEVEL GREATER THAN 1/2 INCH MUST BE ACCOMPANIED BY MEANS OF A CURB RAMP, SLOPE, ELEVATOR, OR PLATFORM LIFT. STAIRS SHALL NOT BE PART OF AN ACCESSIBLE ROUTE. [ANSI 404.8]
- 6) CHANGES IN LEVEL GREATER THAN 1/2 INCH MUST BE ACCOMPANIED BY MEANS OF A CURB RAMP, SLOPE, ELEVATOR, OR PLATFORM LIFT. STAIRS SHALL NOT BE PART OF AN ACCESSIBLE ROUTE. [ANSI 404.8]
- 7) PHASING ACCESS ISSUES MUST BE PART OF THE ACCESSIBLE ROUTE TO THE BUILDING OR FACILITY ENTRANCE AND MUST HAVE A MINIMUM SLOPE NO GREATER THAN 1:50. [ANSI 502.2.3]
- 8) PAVED VEHICLE OVERLAYS MUST NOT REDUCE THE CLEAR WIDTH OF AN ACCESSIBLE CIRCULATION ROUTE TO LESS THAN "X". WHEN THE SIDEWALK IS A MINIMUM OF FIVE FEET OR PROVIDE WHEEL STOPS 15 FEET FROM THE CURB. [ANSI 403.3, TABLE 403.3]
- 9) CURB RAMPS MUST BE PROVIDED WHEREVER AN ACCESSIBLE ROUTE CROSSSES A CURB. [ANSI 404.1]
- 10) CURB RAMPS MUST BE PROVIDED WHEREVER AN ACCESSIBLE ROUTE CROSSSES A DRIVEWAY OR STREET. [ANSI 404.1]
- 11) CURB RAMPS MUST EXCEED 1/2 INCH OVERLAP, THE MAXIMUM SLOPE OF THE FLARE IS 1:50. CURB RAMPS WITH RETURNED CURBS MAY BE USED WHERE EXISTING WALKWAYS ARE NOT FULLY WALK-ACROSS THE FLARE. [ANSI 404.1, FIG. 404.1, 4-3]
- 12) CURB RAMPS AT MARKED CROSSINGS MUST BE WHOLLY CONTAINED WITHIN THE MARKINGS, EXCLUDING ANY FLARED SIDES [ANSI 404.8]







AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: June 12, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action a rezoning application for 127.220 acres more or less, located in the A.C. Caldwell Survey, Abstract No. 124, Travis County, Texas and being a portion of that certain called 267.942 acre tract of land conveyed to Sky Village Kimbro Estates, LLC, as described in document number 2016214460 Official Public Records of Travis County, located near the intersection of Bois D'Arc Road and Tower Road, from R-1 Single Family to R-2 Single Family.

BACKGROUND/SUMMARY:

The developer of Sky Village would like to move forward with the portion of the project directly North of Presidential Glen as they work out the development agreement for the remainder of the property. They are requesting R-2, which is typically 7,200 sf lots, 50' minimum width, 1,000 sf homes minimum or duplexes, but they have a waiver before Council to allow for 50' minimum width lots at 6,000 sf and 1,500 sf homes and no duplexes. 6,000 sf lot size is comparable to Presidential Glen, 50x120.

PRESENTATION: ☐ YES ☒ NO

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

Letter of Intent

Wavier

Survey

Zoning map

STAFF RECOMMENDATION:

It is city staff's recommendation to approve the rezoning for Sky Village from R-1 to R-2 on the condition Council approved the waiver request.

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

May 04, 2017

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

**Re: Sky Village Rezoning
Rezoning – Letter of Intent
NE corner of Bois D Arc and Tower Rd
Manor, Texas 78653**

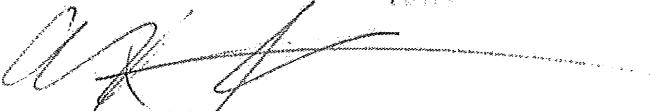
To Whom It May Concern:

Please accept this Summary Letter for the above referenced project. The proposed Sky Village development is located at the northeast corner of Bois D Arc Rd and Tower Rd in Manor, Texas, Travis County. The existing property is approximately 268 acres. The proposed rezoning is for the entire tract. From R-1 zoning to R-2.

The proposed development intends to provide single family housing, as well as parkland. If you have any questions or comments regarding this request, please contact me at 512-418-1771.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Alex Granados, E.I.T.
Civil Analyst

May 11, 2017

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

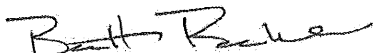
**Re: Sky Village Rezoning & Request for Waiver
Request from Code of Ordinances, Chapter 14 Exhibit A,
Article II, Section 20(j) Height and Placement Requirements, Chart 1**

To Whom It May Concern:

Kimley-Horn on behalf of Sky Village Kimbro Estates LLC is requesting a waiver from the Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(j) Height and Placement Requirements. Chart 1 indicated a minimum lot sq. ft. area of 7,200 SF. We request that the minimum lot sq. ft. area be reduced to 6000 SF. As a condition of granting this waiver, Sky Village Kimbro Estates LLC agrees to maintain a minimum home size of 1500 SF with 100% stone/brick masonry (excluding Hardie board/masonry products) on the front of all homes and the remaining 3 sides totaling 100% stone/brick masonry. Sky Village Kimbro Estates LLC also agrees on the restriction of duplexes on rezoned property.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Brett Burke
Project Manager

LEGAL DESCRIPTION
127.220 ACRES OF LAND

127.220 acres of land located in the A.C. Caldwell Survey, Abstract Number 154, Travis County, Texas and being a portion of that certain called 267.942 acre tract of land conveyed to Sky Village Kimbro Estates, LLC, as described in Document Number 2016214460, Official Public Records of Travis County, Texas; said 127.220 acres being more particularly described as follows:

BEGINNING, at a found 60D nail located in the southeasterly right of way line of Bois D Arc Road and marking the most westerly southwest corner of the said 267.942 acres;

THENCE, along the southeasterly right of way line of Bois D Arc Road, the following courses:

North 26deg 34' 25" East, a distance of 97.95 feet, to a point;
North 27deg 29' 03" East, a distance of 2033.50 feet, to a found ½ inch iron rod;

THENCE, leaving the southeasterly right of way line of Bois D Arc and along the boundary lines of the said 267.942 acre tract, the following courses:

South 62deg 00' 08" East, a distance of 1087.10 feet, to a point;
South 27deg 59' 52" West, a distance of 546.56 feet, to a point;
South 52deg 43' 04" East, a distance of 667.78 feet, to a point;
South 39deg 17' 57" East, a distance of 485.70 feet, to a point;
South 30deg 19' 16" East, a distance of 1155.97 feet, to a point;
South 62deg 32' 46" East, a distance of 552.04 feet, to a found ½ inch iron rod;
South 26deg 28' 58" West, a distance of 604.34 feet, to a point;
South 26deg 46' 43" West, a distance of 346.69 feet, to a found 1" iron pipe;
North 62deg 59' 47" West, a distance of 238.66 feet, to a found 60D nail;
North 63deg 39' 43" West, a distance of 66.97 feet, to a found 1" iron pipe;
North 62deg 38' 12" West, a distance of 695.93 feet, to a point;
North 62deg 42' 20" West, a distance of 330.87 feet, to a point;
North 26deg 23' 28" East, a distance of 379.90 feet, to a found ½ inch iron rod;
North 64deg 58' 30" West, a distance of 812.74 feet, to a found 60D nail;
North 64deg 44' 31" West, a distance of 669.79 Feet, to a found 60D nail;
North 63deg 33' 33" West, a distance of 909.33 feet, to the **POINT OF BEGINNING** and containing 127.220 acres (5,541,696 square feet) of land, more or less.

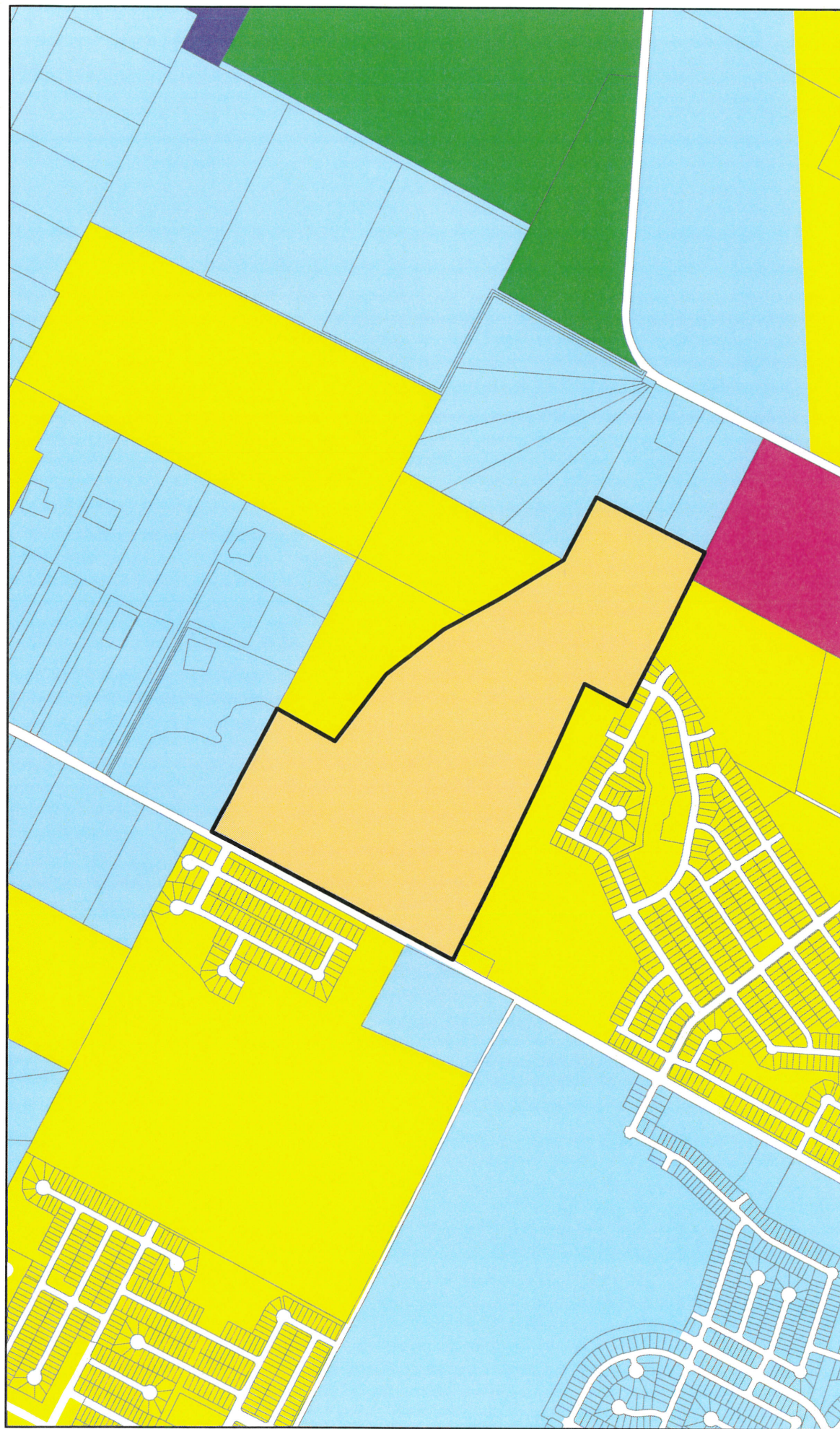
Bearing system based on the Texas Coordinate System of 1983, Central Zone (4203), North American Datum of 1983.

This document was prepared under 22 TAC 663.21, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.

James W. Russell
5/10/17

James W. Russell
Registered Professional Land Surveyor No. 4230
Kimley-Horn and Associates, Inc.
601 NW Loop 410, Suite 350
San Antonio, Texas 78216
Ph. 210-541-9166
jim.russell@kimley-horn.com
TBPLS Firm No. 10193973





Zone

- A - Agricultural
- C-1 - Light Commercial
- C-2 - Medium Commercial
- DB - Downtown Business District
- I - Institutional
- IN-1 - Light Industrial
- IN-2 - Heavy Industrial

- M-1 - Manufactured Housing
- M-2 - Manufactured Housing Park
- NB - Neighborhood Business
- PUD - Planned Unit Development
- R-1 - Single Family
- R-2 - Single Family
- R-3 - Multi Family
- R-4 - Multi Family Special
- Manor ETJ

Proposed Zoning:
Single Family R-2

Current Zoning: R-1 Single Family



AGENDA ITEM NO. 5

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: June 12, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Concept Plan for the Village at Manor Commons, three hundred and seventy-five (375) single family lots on 75.981 acres located near the intersections of FM 973 and Old Highway 20.

BACKGROUND/SUMMARY:

This is the single family residential portion of the Manor Commons/Village development between Bell Farms and 973 (Walmart). This Concept Plan has the remaining portion of Ring Road, from the Manor Commons SE Commercial area to Bell Farms and 375 single family lots (369 home lots, 1 drainage lot, 2 landscape lots, 3 access lots). The 369 home lots are 40' and 50' width with 145 at 40' and 224 at 50'. The Concept Plan has been approved by our engineers.

PRESENTATION: ☐ YES ☒ NO

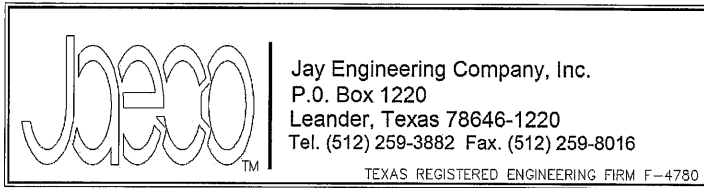
ATTACHMENTS: ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Concept Plan
Engineer Letters
Approval Letter

STAFF RECOMMENDATION:

It is city staff's recommendation to recommend approval of the Village at Manor Commons Concept Plan at the June 21st meeting.

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



Date: Tuesday, April 18, 2017

Matt Mitchell
ALM Engineering, Inc.
1705 Capital of TX Hwy, Ste 150
Austin TX 78746
almeng@sbcglobal.net

Permit Number 2017-P-1042
Job Address: , Manor, TX. 78653

Dear Matt Mitchell,

The first submittal of the Village at Manor Commons Concept (*Concept Plan*) submitted by ALM Engineering, Inc. and received on May 03, 2017, have been reviewed for compliance with the City of Manor Zoning 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.

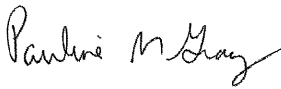
1. Signature blocks for Planning and Zoning and City Council should be added to the Concept Plan.
2. Per Section 21(c)(2) of Subdivision Ordinance 263B, a North arrow and date prepared should be shown on the Concept Plan.
3. Adjacent property on the East side of the proposed development should be labeled.
4. The proposed phase lines, property line and ETJ lines are hard to distinguish from one another. These lines should be clearly shown on the plan.
5. Section 21(c)(6) of Subdivision Ordinance 263B requires that topographic contours be shown on the Concept Plan. There are contours shown, but the elevations are difficult to read.
6. Section 21(c)(7) of Subdivision Ordinance 263B requires that proposed major categories of land use by acreage be shown on the concept plan.
7. The estimated number of LUEs required for the lots should be shown on the Concept Plan per Section 21(c)(8) (i) of Subdivision Ordinance 263B.
8. Remove labels for proposed water distribution system.
9. Section 21(c)(12) of Subdivision Ordinance 263B requires significant existing features such as roads, buildings, utilities and drainage structures located within 200 feet of the property be shown on the Concept Plan.

4/18/2017 10:36:12 AM
Village at Manor Commons Concept
2017-P-1042
Page 2

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

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

Thank you,

A handwritten signature in black ink, appearing to read "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.



May 2, 2017

RE: COMMENT RESPONSE #1
Permit Number 2017-P-1042
Job Address: , Manor, TX. 78653

To Whom it May Concern,

In response to your comments dated April 18, 2017 please see the following.

Engineer Review

1. Signature blocks for Planning and Zoning and City Council should be added to the Concept Plan.

RESPONSE: Added.

2. Per Section 21(c)(2) of Subdivision Ordinance 263B, a North arrow and date prepared should be shown on the Concept Plan.

RESPONSE: Added.

3. Adjacent property on the East side of the proposed development should be labeled.

RESPONSE: Added.

4. The proposed phase lines, property line and ETJ lines are hard to distinguish from one another. These lines should be clearly shown on the plan.

RESPONSE: Linetypes have been adjusted.

5. Section 21(c)(6) of Subdivision Ordinance 263B requires that topographic contours be shown on the Concept Plan. There are contours shown, but the elevations are difficult to read.

RESPONSE: Contour labels have been enlarged.

6. Section 21(c)(7) of Subdivision Ordinance 263B requires that proposed major categories of land use by acreage be shown on the concept plan.

RESPONSE: Lane uses have been shown.

7. The estimated number of LUEs required for the lots should be shown on the Concept Plan per Section 21(c)(8)(i) of Subdivision Ordinance 263B.

RESPONSE: LUE's have been shown.

8. Remove labels for proposed water distribution system.

RESPONSE: Labels have been removed.

9. Section 21(c)(12) of Subdivision Ordinance 263B requires significant existing features such as roads, buildings, utilities and drainage structures located within 200 feet of the property be shown on the Concept Plan.

RESPONSE: Added.

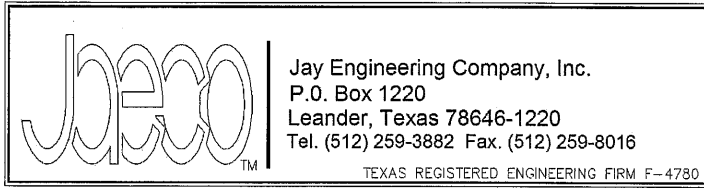
If you have any questions or comments, please contact me at 512-431-9600.

Sincerely

Matthew Mitchell, P.E.



5-2-2017



Date: Monday, May 15, 2017

Matt Mitchell
ALM Engineering, Inc.
1705 Capital of TX Hwy, Ste 150
Austin TX 78746
almeng@sbcglobal.net

Permit Number 2017-P-1042
Job Address: , Manor 78653

Dear Matt Mitchell,

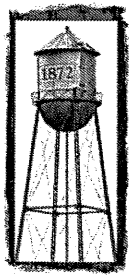
We have conducted a review of the concept plan for the above-referenced project, submitted by Matt Mitchell and received by our office on May 03, 2017, for conformance with the City of Manor Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

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

Sincerely,

A handwritten signature in cursive script that reads "Pauline M. Gray".

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



CITY OF
MANOR
EST.  1872
TEXAS

AGENDA ITEM NO. 6

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: June 12, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Preliminary Plan for Manor Commons Commercial SE, twenty-two (22) commercial and multifamily lots on 73.248 acres located near the intersections of FM 973 and Old Highway 20.

BACKGROUND/SUMMARY:

This Preliminary Plan encompasses the commercial lots along 973 and 290, the parkland, and multifamily lots. A fee-in-lieu of \$100 per 2 caliper inches of trees was determined by Council at their June 8th meeting. The developer intends to plant or relocate trees in the park as it develops so there was no tree replacement plan now as required by Ordinance so they proposed and Council accepted a fee-in-lieu of \$48,700 for 974 caliper inches. As the developer plants or relocated trees within 18 months of site approvals they can be reimbursed from that fee-in-lieu. Furthermore, they will have a plat note that requires the properties in this development to have 10 caliper inches per acre (2-3 trees) more in addition to the City required trees and if the trees can't be accommodated on site they can be placed in the park or along Ring Road.

PRESENTATION: ☐ YES ☒ NO

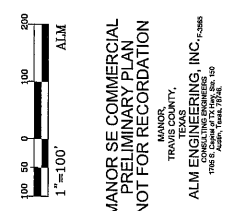
ATTACHMENTS: ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

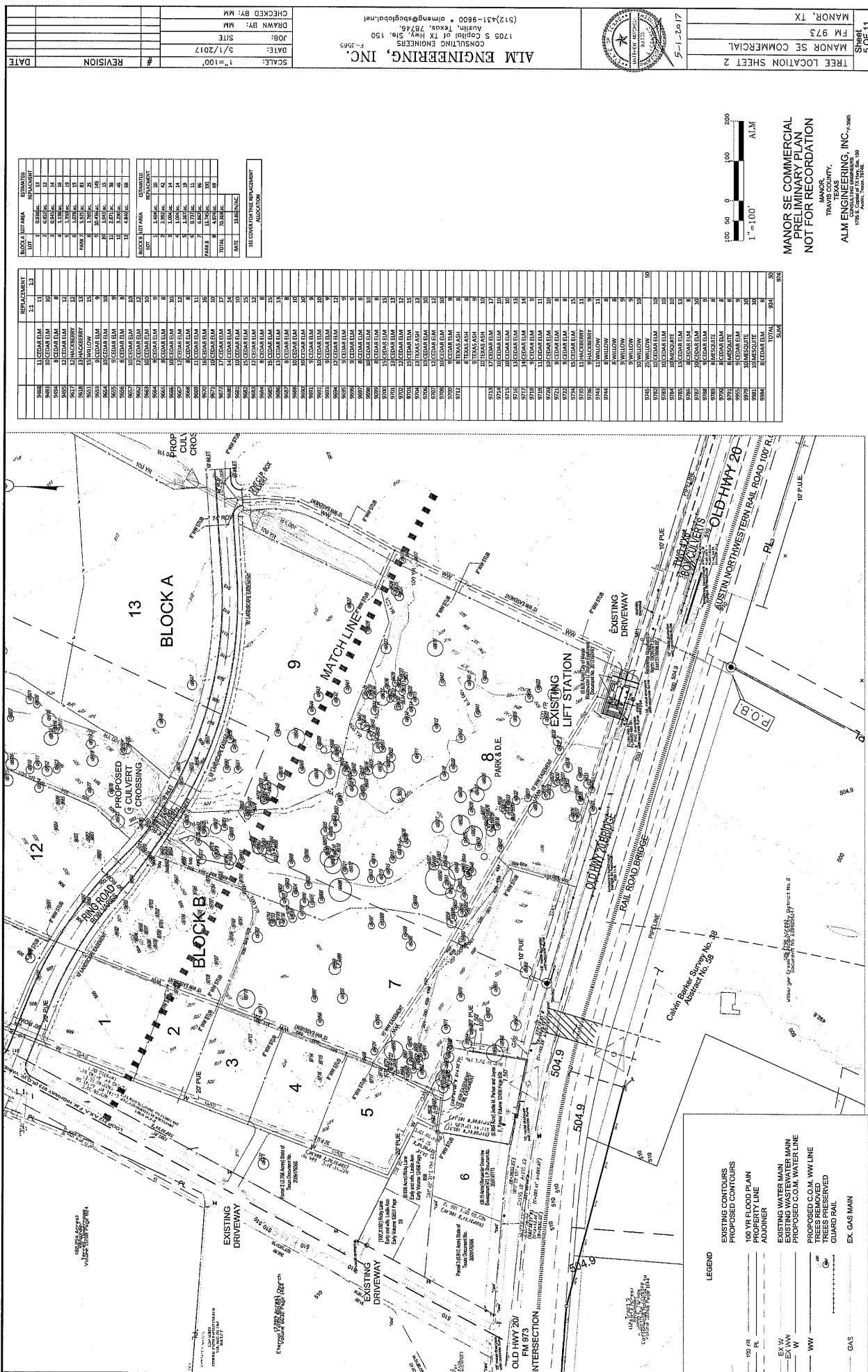
Preliminary Plan
Tree Survey Maps
Tree Replacement Note
Summary Letter
Engineer Letters
Approval Letter
FEMA Approval

STAFF RECOMMENDATION:

It is city staff's recommendation to approve the Manor Commons SE Commercial Preliminary Plan

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





BLOCK A LOT AREA		TOTAL LOT AREA	
LOT	ACRES	LOT	ACRES
1	0.03	11	0.03
2	0.03	12	0.03
3	0.03	13	0.03
4	0.03	14	0.03
5	0.03	15	0.03
6	0.03	16	0.03
7	0.03	17	0.03
8	0.03	18	0.03
9	0.03	19	0.03
10	0.03	20	0.03
11	0.03	21	0.03
12	0.03	22	0.03
13	0.03	23	0.03
14	0.03	24	0.03
15	0.03	25	0.03
16	0.03	26	0.03
17	0.03	27	0.03
18	0.03	28	0.03
19	0.03	29	0.03
20	0.03	30	0.03
21	0.03	31	0.03
22	0.03	32	0.03
23	0.03	33	0.03
24	0.03	34	0.03
25	0.03	35	0.03
26	0.03	36	0.03
27	0.03	37	0.03
28	0.03	38	0.03
29	0.03	39	0.03
30	0.03	40	0.03
31	0.03	41	0.03
32	0.03	42	0.03
33	0.03	43	0.03
34	0.03	44	0.03
35	0.03	45	0.03
36	0.03	46	0.03
37	0.03	47	0.03
38	0.03	48	0.03
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326			

TREE REPLACEMENT NOTE:

Owner to post "Tree Fee" in the amount of \$48,700 with the City of Manor. Such Tree Fee can be reimbursed to Owner upon proof of expenditures for planting and relocation of trees along Ring Road or in the park, Lot 7, Block A or Lot 8, Block B. Posting of the Tree Fee will remove any obligation for future plantings for the owner of Lot 7, Block A and Lot 8, Block B. Owner must relocate and plant any trees within 18 months of issuance of the initial site development permit. Owner will receive credit and be eligible for reimbursement at the rate of \$50.00 per caliper inch planted for such plantings and relocations. All other lots must have a final plat note that requires 10 caliper inches of trees per acre to be planted either on such lot or in a designated area of the park lots, Lot 7, Block A or Lot 8, Block B. Such planting requirement is in addition to any landscaping requirements and planting requirements required under City of Manor ordinances.



ALM Engineering, Inc. F-3565

February 28, 2017

Tom Bolt
Development Services
City of Manor
P.O. Box 387
Manor, TX 78653

Cc: Frank Phelan, P.E.
Jay Engineering Company, Inc.
1500 C.R. 269
Leander, TX 78641
(512) 259-3882 ex. 308

Re: Engineers Summary
Manor Commons SE Commercial
Preliminary Plan

The Preliminary Plan for Manor Commons SE Commercial Subdivision includes 73.248 acres of land consisting of 22 lots broken into two blocks. There are 20 commercial lots and two parkland lots along with approximately 1,650 lf of Ring Road.

A CLOMR has been approved for this site to modify the flood plain in such a manner that the FEMA Zone "AE" will be contained within the park area upon completion of all phases. A majority of these modification will be made with Phase 1 construction for the site. The results of the Drainage Study provided with this application indicate that detention will not be necessary with the proposed site development.

Water will be provided by the City of Manor with the extension of a 12" water main under FM 973 at the intersection of Ring Road and a connection to the existing 12" water main running along US Hwy 290.

Wastewater will be provided by the City of Manor with lots 5-11, block "A" being served by the 15" wastewater line running along US Hwy 290 and the remaining lots being served by an 8" gravity main that will be extend through the site from the existing Manor Lift Station located on Old Hwy 20.

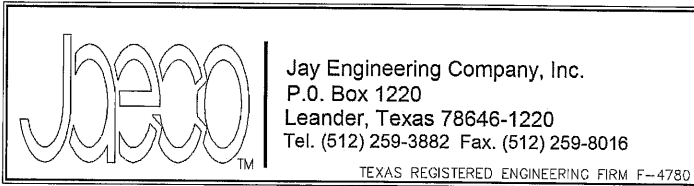
Some of the trees located on the site will be damaged or removed due to road installation, utility construction and grading. We are asking for Commission approval to remove one tree over 18 inches. Tree #9745 is a 25 inch willow tree that will have to be removed to allow for the extension of the four 7'x8' box culverts running under US Hwy. 290. Due to the location on the main channel there is not a way to preserve this tree. We are allocating the tree replacement for the project based on the acreage of each lot. Using a rate of 13.86 caliper inches/acre, for the trees being removed, each lot will be responsible for including the tree replacement in their site development plans

If you have any questions please contact me at (512) 431-9600.

Sincerely,


Matt Mitchell, P.E.





Date: Thursday, April 27, 2017

Matt Mitchell
ALM Engineering, Inc.
1705 S Capital of TX Hwy
Austin TX 78746
almeng@sbcglobal.net

Permit Number 2017-P-1037
Job Address: , Manor 78653

Dear Matt Mitchell,

The subsequent submittal of the Manor Commons SE Commercial Preliminary submitted by ALM Engineering, Inc. and received on May 17, 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.

- i. ~~Section 22(c)(1)(vi) requires certification and signature blocks be shown.~~
- ii. ~~Documentation of approval of the CLOMR should be provided.~~
- iii. **Documentation of the approval by the Planning and Zoning Commission for the removal of tree #9745 (25" tree) should be provided.**
- iv. ~~Section 22(c)(1)(iii) of Subdivision Ordinance 263B requires the date be shown on the preliminary plat.~~
- v. ~~On Sheets 2 and 4 the right of way width for the existing portions of Ring Road should be shown.~~
- vi. ~~On Sheet 4 it is unclear which are the existing and which are proposed wastewater and waterlines.~~
- vii. ~~On Sheet 4 there is a line labeled 100-year floodplain located between Lots 4 and 5. It should be clarified if this part of the floodplain~~
- viii. ~~Additional contour elevations should be shown on Sheets 4 and 5.~~
- ix. ~~On sheet 6 all proposed water service lines or service line stubouts should be clearly shown on the plans.~~
- x. ~~On Sheet 6 Lot 9 appears to not have water service.~~
- xi. ~~On Sheet 7 Lot 9 appears to not have sewer service.~~
- xii. ~~On Sheet 7 there are several proposed wastewater line stubouts that tie directly to the wastewater line, manholes should be added to these stubouts.~~
- xiii. ~~On Sheets 6 and 7 only list the LUEs for what is proposed for the project.~~
- xiv. ~~Section 22(c)(3)(i) of Subdivision Ordinance 263B requires that the location, size and description of an proposed drainage appurtenances including, storm sewers, detention ponds and other proposed drainage structures to be constructed be shown on the preliminary plat.~~
- xv. **Section 22(c)(3)(iii) of Subdivision Ordinance 263B requires the locations, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, easements and rights-of-way be shown on the preliminary plat. The proposed right of way widths for Ring Road should be clearly shown on the preliminary plat.**
- xvi. ~~Section 22(c)(3)(vi) of Subdivision Ordinance 263B requires that the lengths of each property line of all lots be shown. There are several lot lines where the lengths are not labeled.~~
- xvii. ~~On Sheet 10 it is difficult to determine where the boundaries of the drainage areas are located.~~
- xviii. ~~The Preliminary Plat cannot be approved until a Concept Plan for the proposed development has been approved.~~

Tree Replacement note:

Per the plans, approximately 975 caliper inches of trees will be required to make up for the removed trees and that works out to about 13.86 caliper inches per acre. Per the City of Manor, the 13 caliper inches per acre would be in addition to the required trees for site development of the lot such as the trees to shade parking areas or the 2 trees per 600 square foot of landscaped area. If each lot was required to have an additional 13 caliper inches per acre, then the developer of those the lots might not have enough room to accommodate the six to seven 2" trees in addition to the required trees and ask for tree waivers or fees-in-lieu. The City suggests increasing the number of trees on parkland lots and Ring Road or paying a fee-in-lieu in order to reduce or eliminate the replacement caliper inches on properties as it's unlikely the City will grant any future tree waivers for those property owners.

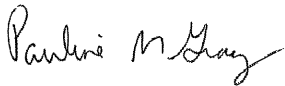
While the note provided on the updated preliminary plat addresses the tree replacement issue, it leaves the actual replacement of the removed trees wide open which could lead to future confusion. As it is currently presented, the burden for the replacement trees to comply with the developer's proposed plan falls on the individual property owners who may not be able to accommodate the additional required trees. The City wants a specific plan of action that shows either the locations of the replacement trees (provided by the developer) in the proposed park or a fee in lieu of providing the replacement trees/calipers.

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

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (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.



April 26, 2017

RE: COMMENT RESPONSE #1
Permit Number 2017-P-1037
Manor SE Commercial
Preliminary Plan
Manor, TX. 78653

To Whom it May Concern,

The first submittal of the Manor Commons SE Commercial Preliminary (*Preliminary Plan*) submitted by ALM Engineering, Inc. and received on March 08, 2017, have been reviewed for compliance with the City of Manor Zoning Ordinance 263B.

Engineer Review

i. Section 22(c)(1)(vi) requires certification and signature blocks be shown.

RESPONSE: Corrected.

ii. Documentation of approval of the CLOMR should be provided.

RESPONSE: See uploaded approval.

iii. Documentation of the approval by the Planning and Zoning Commission for the removal of tree #9745 (25" tree) should be provided.

RESPONSE: Noted.

iii. Section 22(c)(1)(iii) of Subdivision Ordinance 263B requires the date be shown on the preliminary plat.

RESPONSE: Added to Page 1 under title.

iv. On Sheets 2 and 4 the right of way width for the existing portions of Ring Road should be shown.

RESPONSE: Added.

v. On Sheet 4 it is unclear which are the existing and which are proposed wastewater and waterlines.

RESPONSE: The linetypes have been changed to clarify.

vii. On Sheet 4 there is a line labeled 100-year floodplain located between Lots 4 and 5. It should be clarified if this part of the floodplain

RESPONSE: The flood plain will be contained in the 8'x5' box culvert that runs between the lots. The 100 year flood plain line has been removed in this area to reduce confusion.

viii. Additional contour elevations should be shown on Sheets 4 and 5.

RESPONSE: Added.

ix. On sheet 6 all proposed water service lines or service line stubouts should be clearly shown on the plans.

RESPONSE: All stubouts have been labeled.

x. On Sheet 6 Lot 9 appears to not have water service.

RESPONSE: Lot 9, Block "A" will be fed from an 8" stub extended from Hwy 290. Lot 9, Block "B" will be fed by an 8" service stub connecting to the 8 inch water main in Ring Road just east of the main culvert crossings.

xi. On Sheet 7 Lot 9 appears to not have sewer service.

RESPONSE: Lot 9, Block "A" will be fed from an 8" main extended from Hwy 290. Lot 9, Block "B" will be fed by an 8" service stub connecting to the 8 inch water main running along the east side of the tract.

xii. On Sheet 7 there are several proposed wastewater line stubouts that tie directly to the wastewater line, manholes should be added to these stubouts.

RESPONSE: Manholes have been added.

xiii. On Sheets 6 and 7 only list the LUEs for what is proposed for the project.

RESPONSE: Only the site LUE's are now shown.

xiv. Section 22(c)(3)(i) of Subdivision Ordinance 263B requires that the location, size and description of an proposed drainage appurtenances including, storm sewers, detention ponds and other proposed drainage structures to be constructed be shown on the preliminary plat.

RESPONSE: See sheet 8 for all drainage infrastructure.

xv. Section 22(c)(3)(iii) of Subdivision Ordinance 263B requires the locations, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, easements and rights-of-way be shown on the preliminary plat.

RESPONSE: Preliminary plan information has been labeled as requested.

xvi. Section 22(c)(3)(vi) of Subdivision Ordinance 263B requires that the lengths of each property line of all lots be shown. There are several lot lines where the lengths are not labeled.

RESPONSE: All lot lines have been dimensioned.

xvii. On Sheet 10 it is difficult to determine where the boundaries of the drainage areas are located.

RESPONSE: Boundaries and labels have been clarified.

xviii. The Preliminary Plat cannot be approved until a Concept Plan for the proposed development has been approved.

RESPONSE: Noted.

Tree Replacement note:

Per the plans, approximately 975 caliper inches of trees will be required to make up for the removed trees and that works out to about 13.86 caliper inches per acre. Per the City of Manor, the 13 caliper inches per acre would be in addition to the required trees for site development of the lot such as the trees to shade parking areas or the 2 trees per 600 square foot of landscaped area. If each lot was required to have an additional 13 caliper inches per acre, then the developer of those the lots might not have enough room to accommodate the six to seven 2" trees in addition to the required trees and ask for tree waivers or fees-in-lieu. The City suggests increasing the number of trees on parkland lots and Ring Road or paying a fee-in-lieu in order to reduce or eliminate the replacement caliper inches on properties as it's unlikely the City will grant any future tree waivers for those property owners.

RESPONSE:

NOTE:

Each lot will be responsible for planting trees equaling 13.86 caliper inches per acre, based on lot size, in addition to the trees required by the City of Manor's development ordinance. These trees may be placed on the lot, in the Park Lots (at an approved location) or by paying a fee-in-lieu. Existing trees that can be relocated will count as credit toward the Park Lot requirements. Trees planted along the Ring Road R.O.W. will be credited towards the Park Lot replacement requirements for Lot 7, Block "A" and Lot 8, Block "B".

If you have any questions or comments, please contact me at 512-431-9600.

Sincerely


Matthew Mitchell, P.E.



4-26-2017

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220

Leander, TX 78646

(512) 259-3882

Fax 259-8016

Texas Registered Engineering Firm F-4780

May 17, 2017

Mr. Tom Bolt
Director of Development Services
City of Manor
P.O. Box 387
Manor, TX 78653

Re: Preliminary Plat Review for
Manor SE Commercial
City of Manor, Texas

Dear Mr. Bolt:

The Preliminary Plat for Manor SE Commercial, submitted by ALM Engineering, Inc. and received on May 17, 2017, has been reviewed by our office for compliance with the City of Manor Subdivision Ordinance 263B. The Preliminary Plat appears to be in general compliance with City Ordinance requirements, however, the proposed "Tree Fee" has not been approved by City Council.

The Preliminary Plat is conditionally approved contingent upon the approval of the "Tree Fee" by the City Council.

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.

Sincerely,



Pauline M. Gray, P.E.

PMG/s

Copy: Matt Mitchell, P.E., ALM Engineering, Inc.
Scott Dunlop, City of Manor



Federal Emergency Management Agency

Washington, D.C. 20472

November 20, 2015

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

The Honorable Rita G. Jonse
Mayor, City of Manor
P. O. Box 387
Manor, TX 78653

IN REPLY REFER TO:

Case No.: 15-06-2824P
Community Name: City of Manor, TX
Community No.: 481027
Effective Date of
This Revision: April 11, 2016

Dear Mayor Jonse:

The Flood Insurance Study Report and Flood Insurance Rate Map for your community have been revised by this Letter of Map Revision (LOMR). Please use the enclosed annotated map panel revised by this LOMR for floodplain management purposes and for all flood insurance policies and renewals issued in your community.

Additional documents are enclosed that provide information regarding this LOMR. Please see the List of Enclosures below to determine which documents are included. Other attachments specific to this request may be included as referenced in the Determination Document. If you have any general questions regarding floodplain management regulations for your community or the National Flood Insurance Program (NFIP), please contact the Consultation Coordination Officer for your community. If you have any technical questions regarding this LOMR, please contact the Director, Mitigation Division of the Department of Homeland Security's Federal Emergency Management Agency (FEMA) in Denton, Texas, at (940) 898-5127, or the FEMA Map Information eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP). Additional information about the NFIP is available on our Web site at <http://www.fema.gov/nfip>.

Sincerely,

Luis Rodriguez, P.E., Chief
Engineering Management Branch
Federal Insurance and Mitigation Administration

List of Enclosures:

Letter of Map Revision Determination Document
Annotated Flood Insurance Rate Map
Annotated Flood Insurance Study Report

cc: The Honorable Sarah Eckhardt
Travis County Judge

Ms. Stacey Scheffel, CFM
Floodplain Administrator
Travis County

Mr. Barth Timmermann
Greenview Development 973 LP

Mr. Thomas M. Bolt
Manager
City of Manor

Mr. Matthew W. Mitchell, P.E.
ALM Engineering, Inc.



Federal Emergency Management Agency

Washington, D.C. 20472

LETTER OF MAP REVISION DETERMINATION DOCUMENT

COMMUNITY AND REVISION INFORMATION		PROJECT DESCRIPTION	BASIS OF REQUEST
COMMUNITY	City of Manor Travis County Texas	NO PROJECT	HYDRAULIC ANALYSIS HYDROLOGIC ANALYSIS UPDATED TOPOGRAPHIC DATA
	COMMUNITY NO.: 481027		
IDENTIFIER	US Highway 290 & FM 973 LOMR	APPROXIMATE LATITUDE AND LONGITUDE: 30.349, -97.538 SOURCE: Other DATUM: NAD 83	
ANNOTATED MAPPING ENCLOSURES		ANNOTATED STUDY ENCLOSURES	
TYPE: FIRM* NO.: 48453C0485J DATE: August 18, 2014		DATE OF EFFECTIVE FLOOD INSURANCE STUDY: January 6, 2016 PROFILES: 602P and 603P (added) SUMMARY OF DISCHARGES TABLE: 2	

Enclosures reflect changes to flooding sources affected by this revision.

* FIRM - Flood Insurance Rate Map

FLOODING SOURCES AND REVISED REACHES

Wilbarger Tributary - from just downstream of the Austin Northwestern Railroad to approximately 1,300 feet upstream of Interstate Highway 290

Wilbarger, East Channel - from the confluence of Wilbarger Creek Tributary with Wilbarger East Channel to approximately 3,580 feet upstream from the confluence

SUMMARY OF REVISIONS


Flooding Source	Effective Flooding	Revised Flooding	Increases	Decreases
Wilbarger Tributary	Zone A	Zone AE	NONE	YES
	No BFEs*	BFEs	YES	NONE
Wilbarger East Channel	Zone A	Zone AE	NONE	YES
	No BFEs*	BFEs	YES	NONE

* BFEs - Base Flood Elevations

DETERMINATION

This document provides the determination from the Department of Homeland Security's Federal Emergency Management Agency (FEMA) regarding a request for a Letter of Map Revision (LOMR) for the area described above. Using the information submitted, we have determined that a revision to the flood hazards depicted in the Flood Insurance Study (FIS) report or National Flood Insurance Program (NFIP) map is warranted. This document revises the effective NFIP map, as indicated in the attached documentation. Please use the enclosed annotated map panel revised by this LOMR for floodplain management purposes and for all flood insurance policies and renewals in your community.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 847 South Pickett Street, Alexandria, VA 22304. Additional information about the NFIP is available on our Web site at <http://www.fema.gov/nfip>.


Luis Rodriguez, P.E., Chief
Engineering Management Branch
Federal Insurance and Mitigation Administration

15-06-2824P

102-I-A-C



Federal Emergency Management Agency
Washington, D.C. 20472

**LETTER OF MAP REVISION
DETERMINATION DOCUMENT (CONTINUED)**

OTHER COMMUNITIES AFFECTED BY THIS REVISION

CID Number: 481026

Name: Travis County, Texas

AFFECTED MAP PANELS

TYPE: FIRM* NO.: 48453C0485J DATE: August 18, 2014

AFFECTED PORTIONS OF THE FLOOD INSURANCE STUDY REPORT

DATE OF EFFECTIVE FLOOD INSURANCE STUDY: January 6, 2016

PROFILES: 602P and 603P (added)
SUMMARY OF DISCHARGES TABLE: 2

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 847 South Pickett Street, Alexandria, VA 22304. Additional information about the NFIP is available on our Web site at <http://www.fema.gov/nfip>.

A handwritten signature in black ink, appearing to read "Luis Rodriguez".

Luis Rodriguez, P.E., Chief
Engineering Management Branch
Federal Insurance and Mitigation Administration



Federal Emergency Management Agency

Washington, D.C. 20472

LETTER OF MAP REVISION DETERMINATION DOCUMENT (CONTINUED)

COMMUNITY INFORMATION

APPLICABLE NFIP REGULATIONS/COMMUNITY OBLIGATION

We have made this determination pursuant to Section 206 of the Flood Disaster Protection Act of 1973 (P.L. 93-234) and in accordance with the National Flood Insurance Act of 1968, as amended (Title XIII of the Housing and Urban Development Act of 1968, P.L. 90-448), 42 U.S.C. 4001-4128, and 44 CFR Part 65. Pursuant to Section 1361 of the National Flood Insurance Act of 1968, as amended, communities participating in the NFIP are required to adopt and enforce floodplain management regulations that meet or exceed NFIP criteria. These criteria, including adoption of the FIS report and FIRM, and the modifications made by this LOMR, are the minimum requirements for continued NFIP participation and do not supersede more stringent State/Commonwealth or local requirements to which the regulations apply.

COMMUNITY REMINDERS

We based this determination on the 1-percent-annual-chance discharges computed in the submitted hydrologic model. Future development of projects upstream could cause increased discharges, which could cause increased flood hazards. A comprehensive restudy of your community's flood hazards would consider the cumulative effects of development on discharges and could, therefore, indicate that greater flood hazards exist in this area.

Your community must regulate all proposed floodplain development and ensure that any permits required by Federal or State/Commonwealth law have been obtained. State/Commonwealth or community officials, based on knowledge of local conditions and in the interest of safety, may set higher standards for construction or may limit development in floodplain areas. If your State/Commonwealth or community has adopted more restrictive or comprehensive floodplain management criteria, those criteria take precedence over the minimum NFIP requirements.

We will not print and distribute this LOMR to primary users, such as local insurance agents or mortgage lenders; instead, the community will serve as a repository for the new data. We encourage you to disseminate the information in this LOMR by preparing a news release for publication in your community's newspaper that describes the revision and explains how your community will provide the data and help interpret the NFIP maps. In that way, interested persons, such as property owners, insurance agents, and mortgage lenders, can benefit from the information.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 847 South Pickett Street, Alexandria, VA 22304. Additional Information about the NFIP is available on our Web site at <http://www.fema.gov/nfip>.

Luis Rodriguez, P.E., Chief
Engineering Management Branch
Federal Insurance and Mitigation Administration



Federal Emergency Management Agency
Washington, D.C. 20472

**LETTER OF MAP REVISION
DETERMINATION DOCUMENT (CONTINUED)**

We have designated a Consultation Coordination Officer (CCO) to assist your community. The CCO will be the primary liaison between your community and FEMA. For information regarding your CCO, please contact:

Ms. Sandy Keefe
Director, Mitigation Division
Federal Emergency Management Agency, Region VI
Federal Regional Center, Room 206
800 North Loop 288
Denton, TX 76209
(940) 898-5127

STATUS OF THE COMMUNITY NFIP MAPS

We will not physically revise and republish the FIRM and FIS report for your community to reflect the modifications made by this LOMR at this time. When changes to the previously cited FIRM panel and FIS report warrant physical revision and republication in the future, we will incorporate the modifications made by this LOMR at that time.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 847 South Pickett Street, Alexandria, VA 22304. Additional Information about the NFIP is available on our Web site at <http://www.fema.gov/nfip>.

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Luis Rodriguez, P.E., Chief
Engineering Management Branch
Federal Insurance and Mitigation Administration



Federal Emergency Management Agency

Washington, D.C. 20472

LETTER OF MAP REVISION DETERMINATION DOCUMENT (CONTINUED)

PUBLIC NOTIFICATION OF REVISION

A notice of changes will be published in the Federal Register. This information also will be published in your local newspaper on or about the dates listed below and through FEMA's Flood Hazard Mapping Web site at:
https://www.floodmaps.fema.gov/fhm/Scripts/bfe_main.asp.

LOCAL NEWSPAPER

Name: *Austin Chronicle*

Dates: December 4, 2015 and December 11, 2015

Within 90 days of the second publication in the local newspaper, a citizen may request that we reconsider this determination. Any request for reconsideration must be based on scientific or technical data. Therefore, this letter will be effective only after the 90-day appeal period has elapsed and we have resolved any appeals that we receive during this appeal period. Until this LOMR is effective, the revised flood hazard information presented in this LOMR may be changed.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 847 South Pickett Street, Alexandria, VA 22304. Additional Information about the NFIP is available on our Web site at <http://www.fema.gov/nfip>.

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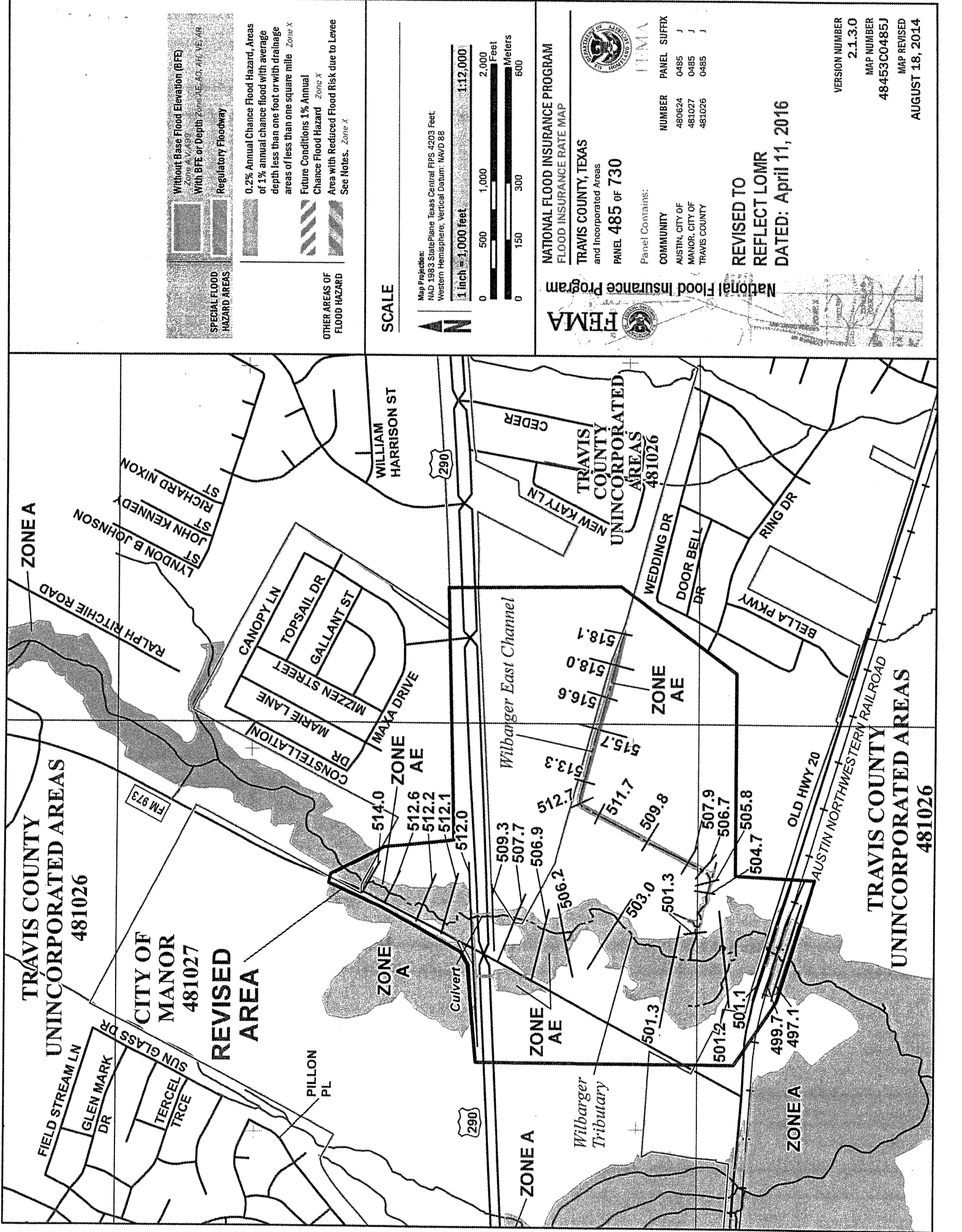
Luis Rodriguez, P.E., Chief
Engineering Management Branch
Federal Insurance and Mitigation Administration

Table 2 – Summary of Discharges (continued)

<u>FLOODING SOURCE AND LOCATION</u>	<u>DRAINAGE AREA (square miles)</u>	PEAK DISCHARGES (cubic feet per second)			
		<u>10-Percent- Annual- Chance</u>	<u>2-Percent- Annual-Chance</u>	<u>1-Percent- Annual-Chance</u>	<u>0.2-Percent- Annual-Chance</u>
WILBARGER CREEK TRIBUTARY					
At Old Highway 20	1.72	*	*	2,829	*
WILBARGER EAST CHANNEL					
At confluence of Wilbarger Creek Tributary	0.27	*	*	441	*

* Data not computed

REVISED TO
REFLECT LOMR
DATED: April 11, 2016



Without Base Flood Elevation (BFE)
Zone AE, A99
Zone AE, A99
Zone AE, A99

With BFE or Depth
Zone AE, A99
Zone AE, A99
Zone AE, A99

Regulatory Floodway

0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile
Zone X

Future Conditions 1% Annual Chance Flood Hazard
Zone X

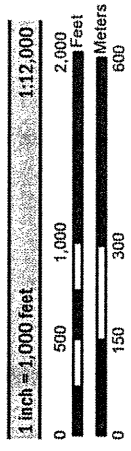
Area with Reduced Flood Risk due to Levee
See Notes. Zone X

SPECIAL FLOOD HAZARD AREAS

OTHER AREAS OF FLOOD HAZARD

SCALE

Map Projection:
NAD 1983 StatePlane Texas Central FIPS 4203 Feet,
Western Hemisphere, Vertical Datum: NAVD 88



NATIONAL FLOOD INSURANCE PROGRAM
FLOOD INSURANCE RATE MAP
TRAVIS COUNTY, TEXAS
and Incorporated Areas
PANEL 485 OF 730



COMMUNITY	NUMBER	PANEL SUFFIX
AUSTIN, CITY OF	480624	0485 J
MANOR, CITY OF	481027	0485 J
TRAVIS COUNTY	481026	0485 J

REVISED TO REFLECT LOMR
DATED: April 11, 2016

VERSION NUMBER
2.1.3.0
MAP NUMBER
48453C0485J
MAP REVISED
AUGUST 18, 2014