



Julie Leonard, Vice-Chair, Place 1  
Jacob Hammersmith, Place 2  
Philip Tryon, Chairperson, Place 3  
Isaac Rowe, Place 4  
Lian Stutsman, Place 5  
Cecil Meyer, Place 6  
LaKesha Small, Place 7

**PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
AGENDA**

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Wednesday, March 11, 2020

6:30 p.m.

Manor City Hall – Council Chambers  
105 E. Eggleston Street

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**CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

**PUBLIC COMMENTS**

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

**CONSENT AGENDA**

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

- |    |  |  |
|----|--|--|
| 1. | Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of the February 12, 2020 Regular Meeting. | Scott Dunlop,<br>Asst. Dev. Services<br>Director |
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**REGULAR AGENDA**

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| 2. | Consideration, discussion, and possible action on a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres, more or less, located near Hill Lane and Gregg Manor Road, Manor, TX. <b>Applicant:</b> Migl Engineering and Consulting <b>Owner:</b> Catholic Diocese of Austin | Scott Dunlop,<br>Asst. Dev. Services<br>Director |
|----|---|--|

3. Consideration, discussion, and possible action on a Final Plat for Stonewater North Phase 2, one-hundred sixty six (166) lots on 31.27 acres, more or less, and being located near Johnson Road and Inselberg Drive, Manor, TX. **Applicant:** Kitchen Table Civil Solutions **Owner:** Continental Homes of Texas, LP. Scott Dunlop, Asst. Dev. Services Director

## ADJOURNMENT

In addition to any executive session already listed above, the Planning and Zoning Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

## 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, March 6, 2020, by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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

## NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

*The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail [lalmaraz@cityofmanor.org](mailto:lalmaraz@cityofmanor.org)*



AGENDA ITEM NO. <sup>1</sup>\_\_\_\_\_

### AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of the February 12, 2020 Regular Meeting.

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**BACKGROUND/SUMMARY:**

PRESENTATION: ☐YES ☐NO

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

Draft Minutes

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**STAFF RECOMMENDATION:**

It is City staff's recommendation that the Planning and Zoning Commission approve the Planning and Zoning Commission Minutes of the February 12, 2020 Regular Meeting.

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



Julie Leonard, Vice-Chair, Place 1  
Jacob Hammersmith, Place 2  
Philip Tryon, Chairperson, Place 3  
Isaac Rowe, Place 4  
Lian Stutsman, Place 5  
Cecil Meyer, Place 6  
LaKesha Small, Place 7

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

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**Wednesday, February 12, 2020**

**6:30 p.m.**

**Manor City Hall – Council Chambers  
105 E. Eggleston Street**

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### **COMMISSIONERS**

#### **PRESENT:**

Place 1: Julie Leonard, Vice-Chair  
Place 2: Jacob Hammersmith  
Place 3: Philip Tryon, Chairperson  
Place 4: Isaac Rowe  
Place 5: Lian Stutsman,  
Place 6: Cecil Meyer  
Place 7: Lakesha Small

#### **ABSENT:**

#### **CITY STAFF PRESENT:**

Scott Dunlop, Assistant Development Services Director

#### **REGULAR SESSION – 6:30 P.M.**

With a quorum of the Planning and Zoning (P&Z) Commission present, the regular session of the Manor P&Z Commission was called to order by Chairperson Tryon at 6:33 p.m. on Wednesday, February 12, 2020, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

#### **PUBLIC COMMENTS**

No one appeared to speak at this time.

## CONSENT AGENDA

1. **Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of the January 8, 2020, Regular Meeting.**

**MOTION:** Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Rowe the P&Z Commission voted seven (7) For and none (0) Against to approve the Consent Agenda. The motion carried unanimously.

## PUBLIC HEARINGS

2. **Public Hearing: Conduct a public hearing on a Short Form Final Plat for the Victor Garcia Subdivision, three (3) lots on 4.55 acres, more or less, located at 15506 Schmidt Loop, Manor, TX.**

Chairperson Tryon opened the public hearing.

The City staff recommended that the P&Z Commission conduct the Public Hearing.

Vladimar Mavial, who did not provide an address, spoke in opposition to this item. They were concerned about how the property would be used.

Carlos Garcia, 15425 FM 973, spoke in opposition to this item. They were concerned about how the property would be used.

Staff explained this property is located in Manor's extraterritorial jurisdiction and the city could not regulate land use. The city can only review proposed subdivisions and development permits are issued by Travis County.

**MOTION:** Upon a motion made by Commissioner Stutsman and seconded by Commissioner Rowe the P&Z Commission voted seven (7) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

3. **Public Hearing: Conduct a public hearing on a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres, more or less, located near Hill Lane and Gregg Manor Road, Manor, TX.**

Chairperson Tryon opened the public hearing.

The City staff recommended that the P&Z Commission conduct the Public Hearing.

**MOTION:** Upon a motion made by Commissioner Small and seconded by Vice-Chair Leonard the P&Z Commission voted seven (7) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

## REGULAR AGENDA

- 4. Consideration, discussion, and possible action on a Short Form Final Plat for the Victor Garcia Subdivision, three (3) lots on 4.55 acres, more or less, located at 15506 Schmidt Loop, Manor, TX. Applicant: M&S Engineering Owner: Victor Garcia**

The City staff recommended that the P&Z Commission deny the item per engineer comments.

**MOTION:** Upon a motion made by Commissioner Stutsman and seconded by Commissioner Small the P&Z Commission voted seven (7) For and none (0) Against to deny per comments a Short Form Final Plat for the Victor Garcia Subdivision, three (3) lots on 4.55 acres, more or less, located at 15506 Schmidt Loop, Manor, TX. The motion carried unanimously.

- 5. Consideration, discussion, and possible action on a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres, more or less, located near Hill Lane and Gregg Manor Road, Manor, TX. Applicant: Migl Engineering and Consulting Owner: Catholic Diocese of Austin**

The City staff recommended that the P&Z Commission deny the item per engineer comments.

**MOTION:** Upon a motion made by Commissioner Stutsman and seconded by Commissioner Hammersmith the P&Z Commission voted seven (7) For and none (0) Against to deny per comments a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres, more or less, located near Hill Lane and Gregg Manor Road, Manor, TX. The motion carried unanimously.

- 6. Consideration, discussion, and possible action on a Rezoning Application from Light Commercial (C-1) to Medium Commercial (C-2) on 0.675 acres, more or less, located at 10814 US Hwy 290 East, Manor, TX. Applicant: Kimley-Horn & Associates. Owner: Cottonwood Holdings, LTD.**

The City staff spoke that the applicant has request the consideration of this item be pulled and no action taken.

Chairperson Tryon acknowledged the applicant's request and pulled the item without action.

- 7. Consideration, discussion, and possible action on Short Form Final Plat for the Las Entradas North Section 2 Subdivision, one (1) lot on 12.60 acres, more or less, located near Gregg Manor Road and Hill Lane, Manor, TX. Applicant: Kimley-Horn & Associates Owner: CLX Ventures, LLC**

The City staff recommended that the P&Z Commission approve this item.

**MOTION:** Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Stutsman the P&Z Commission voted seven (7) For and none (0) Against to approve a Short Form Final Plat for the Las Entradas North Section 2 Subdivision, one (1) lot on 12.60 acres, more or less, located near Gregg Manor Road and Hill Lane, Manor, TX. The motion carried unanimously.

- 8. Consideration, discussion, and possible action on a variance request from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 41(b)(1) with specific reference to City of Austin, Drainage Criteria Manual, Section 4.1.0 General, D for Shadowglen Phase 2, Section 17, and being located in various locations on Sugar Bush Path and Arbor Hill Cove, Manor, TX, to reduce curb inlet transitions from 9' 8" to 5'. Applicant: Stantec Owner: M/I Homes**

The City staff recommended that the P&Z Commission approve this item.

**MOTION:** Upon a motion made by Commissioner Stutsman and seconded by Commissioner Rowe the P&Z Commission voted five (5) For and two (2) Against to approve a variance request from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 41(b)(1) with specific reference to City of Austin, Drainage Criteria Manual, Section 4.1.0 General, D for Shadowglen Phase 2, Section 17, to reduce curb inlet transitions from 9' 8" to 5' at the five locations shown on the provided exhibits. The motion carried with Commissioner Lakesha and Commission Meyer opposing.

- 9. Consideration, discussion, and possible action on a variance from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 42(e) Sidewalks to defer construction of sidewalks on US Hwy 290 East across Lots 1, 2, and 3 Grassdale Subdivision located at 12601 US Hwy 290 East, Manor, TX, until such time as Lots 1 and 2 Grassdale Subdivision are developed. Applicant: Development Engineering Consultants, LLC Owner: The Grassdale at Manor, LLC**

The City staff recommended that the P&Z Commission approve deferral of the sidewalks across the frontage of lots 1 and 2 until site development plans are filed upon them and require sidewalks across the frontage of lot 3.

Daniel Stewart, 2591 Dallas Parkway STE 300, Frisco, TX, of DEC spoke in support of this item. They spoke of the constraints providing a sidewalk across the portions of lot 3.

Staff spoke that the city did not have the authority to require the future owner(s) of lots 1 and 2 to develop sidewalks across lot 3, a lot they would not own, so the portions of sidewalks

across lot 3 should be constructed with the proposed development.

**MOTION:** Upon a motion made by Commissioner Stutsman and seconded by Commissioner Small the P&Z Commission voted six (6) For and one (1) Against to approve a variance from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 42(e) Sidewalks to defer construction of sidewalks on US Hwy 290 East across Lots 1 and 2 Grassdale Subdivision, located at 12601 US Hwy 290 East, Manor, TX, until such time as Lots 1 and 2 Grassdale Subdivision are developed and require sidewalks across Lot 3 Grassdale Subdivision with the proposed development. The motion carried with Vice-Chair Leonard opposing.

**10. Consideration, discussion, and possible action on the removal of seven (7) trees 18 inches or larger on Lot 3 Grassdale Subdivision and being located at 12601 US Hwy 290 East, Manor, TX. Applicant: Development Engineering Consultants, LLC Owner: The Grassdale at Manor, LLC**

The City staff recommended that the P&Z Commission approve this item.

Daniel Stewart, 2591 Dallas Parkway STE 300, Frisco, TX, of DEC spoke in support of this item.

Staff spoke that the proposed number of trees to be planted with the development would meet the requirements of the Landscaping Ordinance.

**MOTION:** Upon a motion made by Commission Hammersmith and seconded by Commissioner Rowe the P&Z Commission voted five (5) For and two (2) Against to approve the removal of seven (7) trees 18 inches or larger on Lot 3 Grassdale Subdivision and being located at 12601 US Hwy 290 East, Manor, TX. The motion carried with Vice-Chair Leonard and Commission Stutsman opposing.

**ADJOURNMENT**

**MOTION:** Upon a motion made by Commissioner Stutsman and seconded by Commissioner Meyer the P&Z Commission voted seven (7) For and none (0) Against to adjourn the regular session of the Manor P&Z Commission at 7:10 p.m. on Wednesday, February 12, 2020. The motion carried unanimously.

These minutes approved by the Manor P&Z Commission on the 11<sup>th</sup> day of March 2020.

**APPROVED:**



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Philip Tryon  
Chairperson

**ATTEST:**

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Lluvia T. Almaraz, TRMC  
City Secretary

Draft Minutes



AGENDA ITEM NO. <sup>2</sup>\_\_\_\_\_

## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres, more or less, located near Hill Lane and Gregg Manor Road, Manor, TX.

Applicant: Migl Engineering and Consulting Owner: Catholic Diocese of Austin

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### BACKGROUND/SUMMARY:

This is a resubmittal of the concept plan. At the time of posting this item has not been approved by our engineer.

PRESENTATION: ☐YES ☐NO

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

Plat

TIA Determination

Engineer Comments

Notice Letter

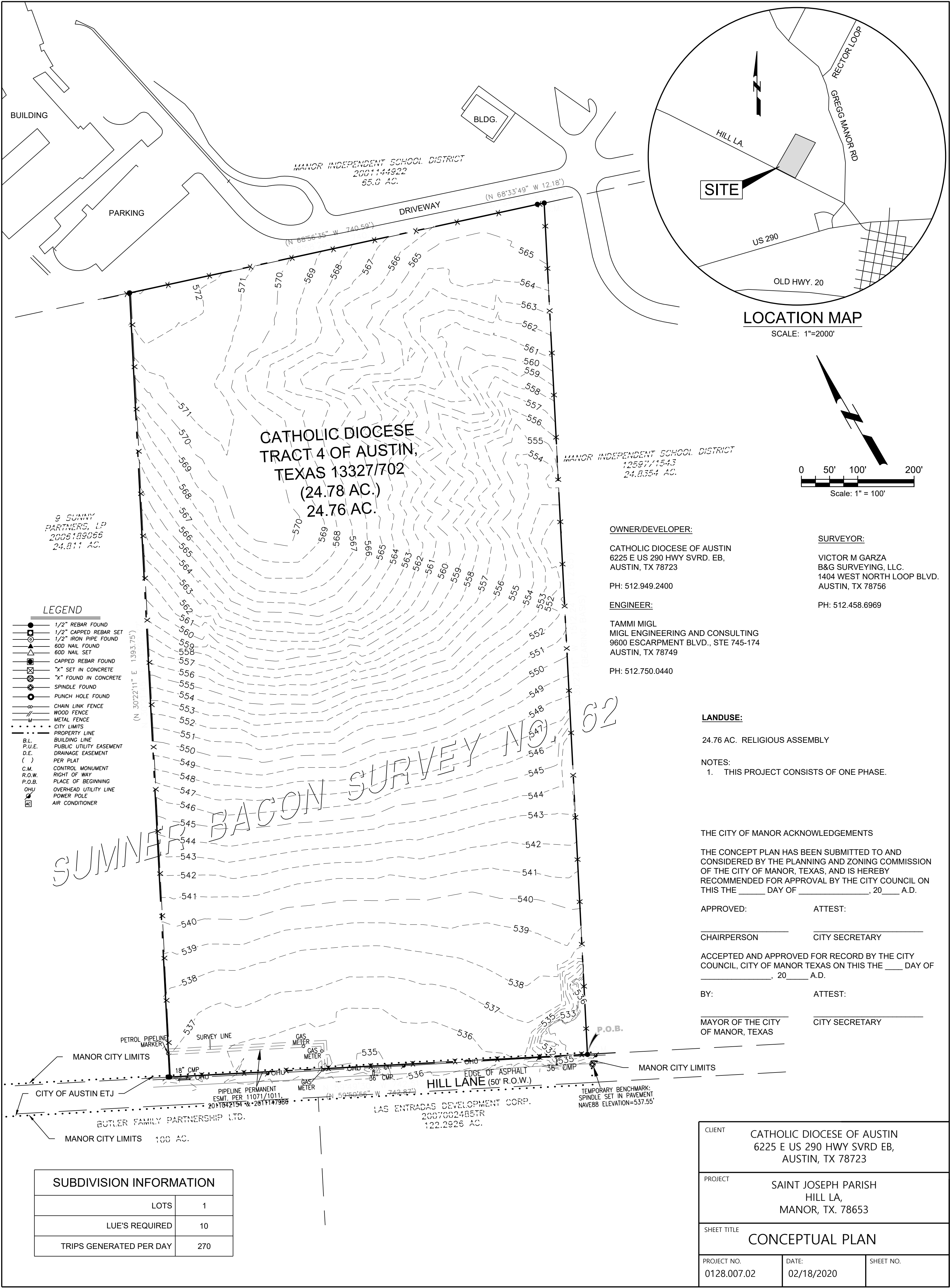
Mailing Labels

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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning and Zoning Commission deny per engineer comments a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres, more or less, located near Hill Lane and Gregg Manor Road, Manor, TX.

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





## TRAFFIC IMPACT ANALYSIS (TIA) DETERMINATION WORKSHEET

**APPLICANT MUST FILL IN WORKSHEET PRIOR TO SUBMITTING FOR TIA DETERMINATION**

PROJECT NAME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

APPLICANT: \_\_\_\_\_ TELEPHONE NO: \_\_\_\_\_

APPLICATION STATUS: \_\_\_\_\_ DEVELOPMENT ASSESSMENT: \_\_\_\_\_ ZONING: \_\_\_\_\_ SITE PLAN: \_\_\_\_\_

### EXISTING:

### FOR OFFICE USE ONLY

TRACT NUMBER	TRACT ACRES	BLDG SQ.FT.	ZONING	LAND USE	L.T.E CODE	TRIP RATE	TRIPS PER DAY

### PROPOSED

### FOR OFFICE USE ONLY

TRACT NUMBER	TRACT ACRES	BLDG SQ.FT.	ZONING	LAND USE	L.T.E CODE	TRIP RATE	TRIPS PER DAY
					Total		

### ABUTTING ROADWAYS

### FOR OFFICE USE ONLY

STREET NAME	PROPOSED ACCESS?	PAVEMENT WIDTH	CLASSIFICATION

### FOR OFFICE USE ONLY

- A traffic impact analysis is required. The consultant preparing the study must meet with a transportation planner to discuss the scope and requirements of the study before beginning the study.
- A traffic impact analysis is NOT required. The traffic generated by the proposal does not exceed the thresholds established in the Land Development Code.
- A neighborhood traffic analysis will be performed by the City for this project. The applicant may have to collect existing traffic counts. See a transportation planner for information.

REVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

DISTRIBUTION: \_\_\_\_\_  
 \_\_\_\_\_ FILE \_\_\_\_\_ CAP. METRO \_\_\_\_\_ TxDOT \_\_\_\_\_ Austin DSD \_\_\_\_\_ TRAVIS CO. \_\_\_\_\_ TOTAL COPIES: \_\_\_\_\_

**NOTE: A TIA determination must be made prior to submittal of any preliminary plat or site plan application, therefore, this completed and reviewed form MUST ACCOMPANY any subsequent application for the IDENTICAL project. CHANGES to the proposed project will REQUIRE a new TIA determination to be made.**



Date: Friday, February 7, 2020

Tammi Migl  
Migl Engineering and Consulting  
9600 Escarpment Boulevard, Suite 745-174  
Austin TX 78749  
tammi@miglengineering.com

Permit Number 2020-P-1233-CP  
Job Address: Catholic Diocese of Austin Concept Plan, Manor, TX. 78653

Dear Tammi Migl,

The first submittal of the Catholic Diocese of Austin Concept Plan (*Concept Plan*) submitted by Migl Engineering and Consulting and received on February 25, 2020, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

#### **Engineer Review**

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

1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(b) the Concept Plan should be at a scale of one (1) inch equals one hundred (100) feet.
2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(4) a layout of the entire tract and its relationship to adjacent property, existing development and recorded plats. This will be easier to show at the 1"=100' scale.
3. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(5), the owner's name, deed or plat reference and property lines of property within three hundred (300) feet of the development boundaries.
4. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(8), the proposed number of residential and non-residential lots, tracts or parcels of together with the estimated:
  - (i) number of LUEs required for each category of lots;
  - (ii) traffic volume to be generated by all proposed development other than single family residential.
5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(12), significant existing features on, or within 200 feet of, the property, such as railroads, roads, buildings, utilities and drainage structures.
6. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(13), approximate boundaries and anticipated timing of proposed phases of development and uses.

7. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(15), location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the development or is contiguous to the development's boundary.
8. Remove site plan information. It is not required to be shown on the Concept Plan.
9. The Hill Lane label should not be bold and should be smaller. Also list the right-of-way width.
10. The property lines should stand out more so the proposed area can be determined.
11. City of Manor Signature Blocks should be added to the Concept Plan. A copy can be provided upon request.

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.



MIGL  
ENGINEERING  
AND CONSULTING

February 18, 2020

Mr. Scott Dunlop  
Assistant Development Services Director  
City of Manor  
105 East Eggleston Street  
Manor, TX 78653

RE: Permit Number 2020-P-1233-CP  
Catholic Diocese of Austin Concept Plan, Hill Lane, Manor, TX 78653  
Comment Response Letter

Dear Mr. Dunlop:

Please accept the following response letter addressing comments dated February 7, 2020 for the first submittal of the Catholic Diocese of Austin Concept Plan (*Concept Plan*) submitted on January 14, 2020:

1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(b) the Concept Plan should be at a scale of one (1) inch equals one hundred (100) feet.

**RESPONSE:** *The Concept Plan scale is 1" = 100'.*

2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(4) a layout of the entire tract and its relationship to adjacent property, existing development and recorded plats. This will be easier to show at the 1"=100' scale.

**RESPONSE:** *Adjacent property and development are shown.*

3. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(5), the owner's name, deed or plat reference and property lines of property within three hundred (300) feet of the development boundaries.

**RESPONSE:** *Owner information, deed and plat reference and property lines within 300' of the development boundaries are shown.*

4. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(8), the proposed number of residential and non-residential lots, tracts or parcels of together with the estimated:

- (i) number of LUEs required for each category of lots;
- (ii) traffic volume to be generated by all proposed development other than single family residential.

**RESPONSE:** *The number of lots, LUEs and the traffic volume to be generated have been added to the concept plan.*

5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(12), significant existing features on, or within 200 feet of, the property, such as railroads, roads, buildings, utilities and drainage structures.

**RESPONSE:** *All significant existing features within 200 feet of the property have been shown.*

6. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(13), approximate boundaries and anticipated timing of proposed phases of development and uses.

**RESPONSE:** *The proposed development will be a single phase and use; this has been noted on the concept plan.*

7. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(15), location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the development or is contiguous to the development's boundary.

**RESPONSE:** *The project site is located within the Manor City limits; however, the ROW is within the County jurisdiction. This has been shown on the Concept Plan.*

8. Remove site plan information. It is not required to be shown on the Concept Plan.

**RESPONSE:** *Site plan information has been removed from the Concept Plan.*

9. The Hill Lane label should not be bold and should be smaller. Also list the right-of-way width.

**RESPONSE:** *The Hill Lane label has been adjusted. The right-of-way width has been noted.*

10. The property lines should stand out more so the proposed area can be determined.

**RESPONSE:** *The property line has been adjusted.*

11. City of Manor Signature Blocks should be added to the Concept Plan. A copy can be provided upon request.

**RESPONSE:** *City of Manor signature blocks have been added.*





Please let me know if you have any additional comments or questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tammi Migl".

Tammi Migl, PE





## DEVELOPMENT SERVICES DEPARTMENT

January 24, 2020

RE: Notification for a Concept Plan – Saint Joseph Parish

Dear Property Owner,

The City of Manor Planning and Zoning Commission will be conducting a regularly scheduled meeting for the purpose of considering and acting upon on a concept plan. The request will be posted on the agenda as follows:

**Public Hearing: Conduct a public hearing upon a Concept Plan for the Catholic Diocese of Austin Saint Joseph Parish, one (1) lot on 24.76 acres more or less, located near Hill Lane and Gregg Manor Road, Manor, TX.**

The Planning and Zoning Commission will meet at 6:30PM on February 12, 2020 at 105 East Eggleston in the City Hall Council Chambers.

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

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

Sincerely,

Scott Dunlop,  
Assistant Development Director

sdunlop@cityofmanor.org  
512-272-5555 ext. 5

PROP ID 236803  
MANOR INDEPENDENT SCHOOL DISTRICT  
PO BOX 359  
MANOR, TX 78653-0359

PROP ID 236763  
9 SUNNY PARTNERS LP  
2207 LAKE AUSTIN BLVD  
AUSTIN, TX 78703-4547

PROP ID 236851  
LAS ENTRADAS DEVELOPMENT  
9900 US HWY 290 E  
MANOR, TX 78653-9720

PROP ID 500910  
MANOR INDEPENDENT SCHOOL DISTRICT  
PO BOX 359  
MANOR, TX 78653-0359

PROP ID 912584  
BUTLER FAMILY PARTNERSHIP LTD  
PO BOX 9190  
AUSTIN, TX 78766-9190



## AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

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### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Final Plat for Stonewater North Phase 2, one-hundred sixty six (166) lots on 31.27 acres, more or less, and being located near Johnson Road and Inselberg Drive, Manor, TX.

Applicant: Kitchen Table Civil Solutions Owner: Continental Homes of Texas, LP.

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### BACKGROUND/SUMMARY:

This is the final phase of Stonewater North. This plat has been approved by our engineers.

PRESENTATION: ☐ YES ☐ NO

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

Summary Letter

Plat

Engineer Comments

Conformance Letter

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### STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning and Zoning Commission approve a Final Plat for Stonewater North Phase 2, one-hundred sixty six (166) lots on 31.27 acres, more or less, and being located near Johnson Road and Inselberg Drive, Manor, TX.

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



January 18<sup>th</sup>, 2019

Mr. Scott Dunlop  
City of Manor  
Development Services  
105 E. Eggleston St.  
Manor, TX 78653

RE: ENGINEER'S SUMMARY LETTER  
STONEWATER NORTH SUBDIVISION PHASE 2 FINAL PLAT

Dear Mr. Dunlop,

We are submitting the Stonewater North Phase 2 Final Plat and the accompanying supplemental information including a current tax certificate showing all taxes paid for 2017 and 911 addressing approval for street names on behalf of Continental Homes of Texas, LP. The project consists of approximately 31.3 acres, being the third and final plat out of the 69-acre Stonewater North Preliminary Plan. This subdivision is subject to the Development Agreement for the Stonewater Subdivision, f.k.a. Hawk Creek Subdivision, and its Addendum Number 4, between the City of Manor and Continental Homes of Texas, LP.

The Stonewater North Preliminary Plan was approved by the City of Manor Planning & Zoning Commission on August 8, 2018. The construction documents for Stonewater North Phase 2 are currently under review.

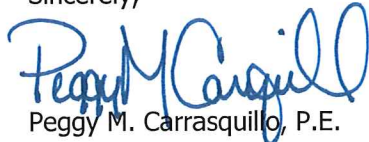
The Stonewater North Subdivision – Phase 2 final plat includes approximately 4,067 lf of right-of-way, 164 single family lots, and 3 open space lots. Most roadways will be designed as standard minor streets, having a 50' r.o.w. with 31' of pavement BOC-BOC with a standard Primary Collector street having a r.o.w. of 64' and pavement width of 45' BOC-BOC.

Retail water and wastewater service for the property will be provided through the City of Manor. Public water distribution lines and wastewater collection lines will be designed and constructed to meet City of Manor requirements. Additionally, electric service for residents and for the existing lift station will be provided by Oncor Electric, and telecommunication service will be provided by AT&T.

Please feel free to contact me should you have any questions or concerns or if you need any additional information. You may contact me at (512) 758-7474 or by e-mail at [peggy.carrasquillo@ktcivil.com](mailto:peggy.carrasquillo@ktcivil.com).

Thank you for your consideration of this final plat application.

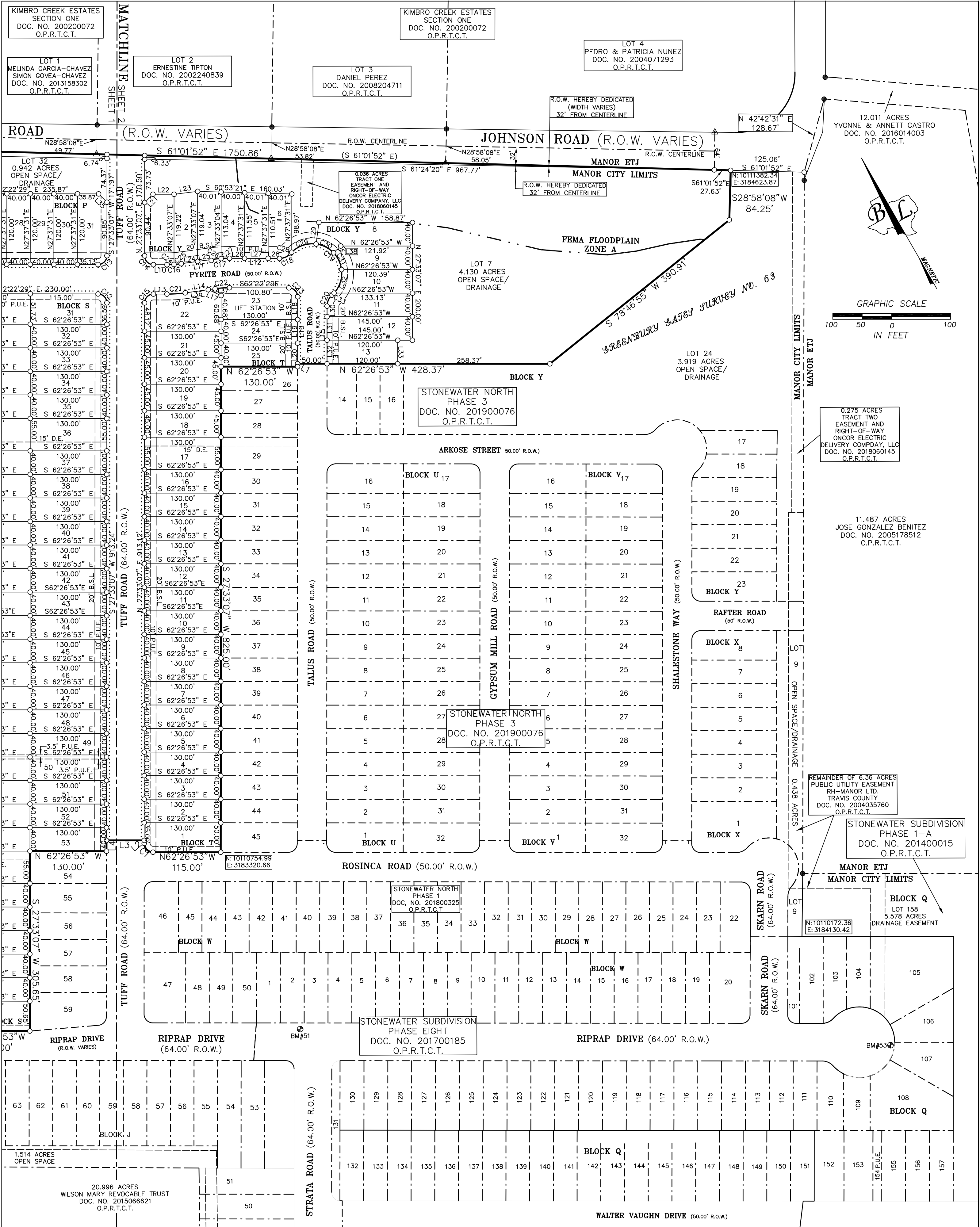
Sincerely,

  
Peggy M. Carrasquillo, P.E.









02 of 04 SHEET	File: S:\proj\Stonewater North\Draw\Phase 2 Final Plat.dwg
	Scale (Hor.): 1"=100'
	Date: 11/13/19
	Drawn By: JSL
	Checked By: RLW
	Revision 1:
	Revision 2:
	Revision 3:

FINAL PLAT  
STONEWATER NORTH  
PHASE 2

BASELINE LAND SURVEYORS, INC.  
PROFESSIONAL LAND SURVEYING SERVICES  
8000 ANDERSON SQUARE ROAD  
SUITE 101  
AUSTIN TEXAS 78757  
OFFICE: 512.374.9722  
robert@baselinelandsurveyors.net

STATE OF TEXAS }  
COUNTY OF WILLIAMSON }

KNOW ALL MEN BY THESE PRESENTS: CONTINENTAL HOMES OF TEXAS, L.P., A TEXAS LIMITED PARTNERSHIP ACTING HEREIN BY AND THROUGH MATTHEW TRENNER, VICE PRESIDENT, BEING THE OWNER OF A 69.21 ACRE TRACT OF LAND, TRACT SITUATED IN THE GREENBURY GATES SURVEY NO. 63, CONVEYED BY INSTRUMENT OF RECORD IN DOCUMENT NO. 2015058068 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, DOES HEREBY SUBDIVIDE 31.270 ACRES TO BE KNOWN AS "STONEMASTER NORTH PHASE 2," IN ACCORDANCE WITH THE MAP OR PLAT SHOWN HEREON, AND DOES HEREBY DEDICATE TO THE PUBLIC USE FOREVER THE STREETS AND EASEMENTS SHOWN HEREON, SUBJECT TO ANY EASEMENTS OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED.

THERE ARE NO LIENHOLDERS FOR THIS TRACT.

WITNESS MY HAND THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2020. A.D.

CONTINENTAL HOMES OF TEXAS, L.P.  
(A TEXAS LIMITED PARTNERSHIP)

BY: CHETEX OF TEXAS, INC.  
(A DELAWARE CORPORATION)  
ITS SOLE GENERAL PARTNER

BY: \_\_\_\_\_

MATTHEW TRENNER, VICE PRESIDENT  
CONTINENTAL HOMES OF TEXAS, L.P.  
10700 PECAN PARK BLVD, SUITE 400  
AUSTIN, TEXAS 78750

STATE OF TEXAS }  
COUNTY OF WILLIAMSON }

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED MATTHEW TRENNER, KNOWN TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT OF WRITING, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY HEREIN STATED.

WITNESS MY HAND, THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2020. A.D.

NOTARY PUBLIC, STATE OF TEXAS

PRINTED NAME: \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

I, PEGGY M. CARRASQUILLO, P.E., DO HEREBY CERTIFY THAT:

THIS PLAT IS IN COMPLIANCE WITH CITY OF MANOR APPLICABLE RULES AND REGULATIONS.

WATER SATISFACTORY FOR HUMAN CONSUMPTION IS AVAILABLE IN ADEQUATE SUPPLY AT THE TIME OF SUBMISSION.

THIS SUBDIVISION IS NOT LOCATED WITHIN THE EDWARDS AQUIFER RECHARGE ZONE.

A PORTION OF THIS TRACT IS WITHIN A FLOOD HAZARD AREA ACCORDING TO FLOOD INSURANCE RATE MAP NUMBER 48453C0485J WITH AN EFFECTIVE DATE OF JANUARY 6, 2016, AND FLOOD INSURANCE RATE MAP NUMBER 48453C0295H WITH AN EFFECTIVE DATE OF SEPTEMBER 8, 2008, ISSUED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

*Peggy M. Carrasquillo* 2-11-2020  
PEGGY M. CARRASQUILLO, P.E. 65211 DATE  
KITCHEN TABLE CIVIL SOLUTIONS  
TBE FIRM NUMBER F-18129  
6805 N. CAPITAL OF TEXAS HIGHWAY  
SUITE 315  
AUSTIN, TEXAS 78731  
(PHONE) 512-758-7474



THAT I, ROBERT GLEN MALDY, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF LAND SURVEYING DO HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH THE SURVEYING RELATED PORTIONS OF THE MANOR TEXAS SUBDIVISION ORDINANCE. IS TRUE AND CORRECT TO THE BEST OF MY ABILITY, AND WAS PREPARED FROM AN ACTUAL AND ACCURATE ON-THE-GROUND SURVEY OF THE LAND UNDER MY SUPERVISION.

*Robert Glen Maldy* 02/03/2020  
ROBERT GLEN MALDY DATE  
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6028  
BASELINE LAND SURVEYORS, INC.  
FIRM NUMBER 10015100  
8000 ANDERSON SQUARE ROAD  
SUITE 101  
AUSTIN, TEXAS 78757  
(PHONE) 512-374-9722



ACCEPTED AND AUTHORIZED FOR RECORD BY THE CITY PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS, ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

APPROVED:

ATTEST:

P&Z CHAIRPERSON

LLUVIA T. ALMARAZ, CITY SECRETARY

ACCEPTED AND AUTHORIZED FOR RECORD BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

APPROVED:

ATTEST:

DR. LARRY WALLACE, JR., MAYOR

LLUVIA T. ALMARAZ, CITY SECRETARY

STATE OF TEXAS }  
COUNTY OF TRAVIS }

I, DANA DEBEAUVOIR, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOLLOWING INSTRUMENT OF WRITING, AND ITS RECORD, IN MY OFFICE ON THE \_\_\_\_\_ DAY OF AUTHENTICATION WAS FILED FOR RECORD ON \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M., AND DULY RECORDED ON THE \_\_\_\_\_, 2020. A.D. AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_, 2020. A.D. AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M., OFFICIAL PUBLIC RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NO. \_\_\_\_\_.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THE  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 2020, A.D.

DANA DEBEAUVOIR, COUNTY CLERK, TRAVIS COUNTY, TEXAS

DEPUTY \_\_\_\_\_

GENERAL NOTES:

1. THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE. 04/10/19
2. A TEN (10) FOOT WIDE EASEMENT FOR PUBLIC UTILITIES IS HEREBY ASSIGNED ALONG ALL RIGHTS-OF-WAY DEDICATED BY THIS PLAT.
3. THIS PLAT IS SUBJECT TO THE ROSE HILL PUBLIC IMPROVEMENT MANAGEMENT AGREEMENT EXECUTED JUNE 25, 2003, AND SUBSEQUENT AMENDMENTS.
4. A PORTION OF THIS TRACT IS WITHIN A FLOOD HAZARD AREA ACCORDING TO FLOOD INSURANCE RATE MAP NUMBER 48453C0485J WITH AN EFFECTIVE DATE OF JANUARY 6, 2016, AND FLOOD INSURANCE RATE MAP NUMBER 48453C0295H WITH AN EFFECTIVE DATE OF SEPTEMBER 8, 2008, ISSUED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.
5. NO PERMANENT STRUCTURE MAY BE PLACED IN OR OVER ANY EASEMENT OR RIGHT-OF-WAY EXCEPT A STRUCTURE WHOSE USE AND LOCATION ARE NECESSARY TO THE DESIGNATED USE OF THE RIGHT-OF-WAY OR EASEMENT OR WHICH OTHERWISE WILL NOT AFFECT THE USE, MAINTENANCE, OR REPAIR OF SUCH EASEMENT.
6. ALL DRAINAGE EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNER OR THEIR ASSIGNS.
7. WATER SERVICE WILL BE PROVIDED BY THE CITY OF MANOR, TEXAS.
8. WASTEWATER SERVICE WILL BE PROVIDED BY THE CITY OF MANOR, TEXAS.
9. PUBLIC SIDEWALKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CODE OF ORDINANCES, CITY OF MANOR, TEXAS.
10. THIS SUBDIVISION IS SUBJECT TO COVENANTS, CONDITIONS, AND RESTRICTIONS AS FOUND IN DOC. NO. 2016019412 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.
11. BUILDING SETBACKS IN THIS SUBDIVISION SHALL BE 20' FEET FRONT YARD, 5' SIDE YARD, AND 10' REAR YARD PER THE ROSE HILL PUBLIC IMPROVEMENT AGREEMENT, AMENDMENT 4.
12. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTION IS MADE TO THE CITY OF MANOR WATER AND WASTEWATER SYSTEM.
13. THE MAINTENANCE OF ALL DRAINAGE/PUE/OPEN SPACE LOTS CONTAINED WITHIN STONEMASTER NORTH PHASE 2 SUBDIVISION SHALL BE THE RESPONSIBILITY OF THE SW HOMEOWNERS ASSOCIATION, INC. AND/OR THEIR SUCCESSORS. THESE LOTS INCLUDE: LOT 32, BLOCK P (0.942 AC.), LOT 7, BLOCK Y (4.130 AC.), AND LOT 1, BLOCK P (0.331 AC.).
14. LOT 23, BLOCK T IS HEREBY DEDICATED TO THE CITY (ON BEHALF OF THE DEVELOPER) FOR USE FOR THE CONSTRUCTION, MAINTENANCE AND OPERATION OF WASTEWATER FACILITIES PER THE REQUIREMENTS OF THE CITY OF MANOR AND THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY.
15. MAINTENANCE OF LANDSCAPED AREAS LOCATED OUTSIDE OF THE FENCED IN PORTION OF LOT 23, BLOCK T SHALL BE THE RESPONSIBILITY OF THE HOME OWNER'S ASSOCIATION IN ACCORDANCE WITH THE LICENSE AGREEMENT EXECUTED ON \_\_\_\_\_ 2020 AND OF RECORD IN DOC NO. \_\_\_\_\_ OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

LINE TABLE			
LINE	BEARING	LENGTH	
L1	S27°33'07"W	5.00'	
L2	N27°33'07"E	5.00'	
L3	N62°26'53"W	64.00'	
L4	S27°33'07"W	18.35'	
L5	N27°33'07"E	5.00'	
L6	N62°26'53"W	50.00'	
L7	S27°33'07"W	5.00'	
L8	N27°33'07"E	26.33'	
L9	N62°26'53"W	50.00'	
L10	N62°22'29"W	23.05'	
L11	N70°22'29"W	51.07'	
L12	N62°22'29"W	84.84'	
L13	N62°22'29"W	22.95'	
L14	N70°22'29"W	51.07'	
L15	N27°33'07"E	97.87'	
L16	N27°33'07"E	113.83'	
L17	N37°45'36"W	23.91'	
L18	N27°33'07"E	38.83'	
L19	N27°33'07"E	40.00'	
L20	N27°33'07"E	40.00'	
L21	N72°33'07"E	20.00'	
L22	N62°26'53"W	35.86'	
L23	N69°29'32"W	40.30'	
L24	N70°22'29"W	27.88'	
L25	N70°22'29"W	23.19'	
L26	N62°22'29"W	25.54'	
L27	N62°22'29"W	40.00'	
L28	N62°22'29"W	19.30'	
L29	N34°54'21"E	36.94'	
L30	N27°33'07"E	17.87'	
L31	N27°33'07"E	40.00'	
L32	N27°33'07"E	40.00'	
L33	N27°33'07"E	40.00'	
L34	N57°10'48"E	32.00'	
L35	N17°24'41"W	20.00'	
L36	N70°22'29"W	39.37'	
L37	N70°22'29"W	11.70'	
L38	N73°40'39"E	16.70'	
L39	N17°26'53"W	20.00'	

CURVE TABLE			
CURVE	RADIUS	LENGTH	DELTA
C1	15.00	23.56	90°00'00"
C2	15.00	23.56	90°00'00"
C3	15.00	23.56	90°00'00"
C4	15.00	23.56	90°00'00"
C5	80.00	127.54	91°20'48"
C6	25.00	21.03	48°11'24"
C7	50.00	162.71	186°27'15"
C8	25.00	21.03	48°11'28"
C9	15.00	23.58	90°04'25"
C10	15.00	23.54	89°55'35"
C11	15.00	23.58	90°04'25"
C12	15.00	23.54	89°55'35"
C13	15.00	23.58	90°04'25"
C14	15.00	23.54	89°55'35"
C15	15.00	23.58	90°04'25"
C16	175.00	24.43	08°00'00"
C17	225.00	31.42	08°00'00"
C18	25.00	21.03	48°11'23"
C19	50.00	162.58	186°18'21"
C20	25.00	21.03	48°11'23"
C21	225.00	31.42	08°00'00"
C22	175.00	24.43	08°00'00"
C23	15.00	23.54	89°55'35"
C24	175.00	11.98	03°55'17"
C25	175.00	12.46	04°04'43"
C26	225.00	17.12	04°21'37"
C27	225.00	14.29	03°58'23"
C28	50.00	3.00	03°26'03"
C29	50.00	45.41	52°02'09"
C30	50.00	33.83	38°46'18"
C31	50.00	32.05	36°43'17"
C32	50.00	43.32	49°38'40"
C33	50.00	4.97	05°41'54"
C34	50.00	29.48	33°47'03"
C35	50.00	20.16	23°06'16"
C36	50.00	31.71	36°20'18"
C37	50.00	29.51	33°48'59"
C38	50.00	35.76	40°58'29"
C39	50.00	16.09	18°26'10"
C40	80.00	127.50	91°18'53"

CHORD

BEARING	CHORD
N17°26'53"W	21.21
N17°26'53"W	21.21
S72°33'07"W	21.21
S72°33'07"W	21.21
N73°30'29"E	114.46
N05°27'29"E	20.41
N72°35'21"E	99.84
N72°35'19"E	20.41
N72°35'19"E	21.23
N17°24'41"W	21.20
N72°35'19"E	21.23
N72°35'19"E	21.20
N72°35'19"E	21.23
N66°22'29"W	24.41
N66°22'29"W	31.39
N64°20'07"W	11.97
N68°20'07"W	12.46
N68°11'40"W	17.12
N64°11'40"W	14.29
N81°09'10"E	3.00
N81°06'44"W	43.87
N35°42'30"W	33.19
N02°02'17"E	31.50
N45°13'16"E	41.98
N72°53'33"E	4.97
N03°44'44"W	29.06
N24°41'55"E	20.03
N54°25'12"E	31.18
N89°29'51"E	29.08
N53°06'25"W	35.00
N23°24'06"W	16.02
N72°56'58"E	114.43

FINAL PLAT  
STONEMASTER NORTH  
PHASE 2

BASELINE LAND SURVEYORS, INC.  
PROFESSIONAL LAND SURVEYING SERVICES  
8000 ANDERSON SQUARE ROAD  
SUITE 101  
AUSTIN TEXAS 78757  
OFFICE: 512.374.9722  
scott@baselinelandsurveyors.net

File: S:\proj\Stonewater North\Dwg\Phase 2 Final Plat.dwg
Date: 11/13/19
Drawn By: JSL
Checked By: RLW
Revision 1:
Revision 2:
Revision 3:







Date: Friday, March 8, 2019

Peggy Carrasquillo  
Kitchen Table Civil Solutions  
6805 N. Capital of Texas Hwy., Suite 315  
Austin TX 78731  
peggy.carrasquillo@ktcivil.com

Permit Number 2019-P-1174-FP  
Job Address: 12103 Johnson Road, Manor, TX. 78653

Dear Peggy Carrasquillo,

The first submittal of the Stonewater North Phase 2 Final Plat (*Final Plat*) submitted by Kitchen Table Civil Solutions and received on February 12, 2020, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

### Engineer Review

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

1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(a)(2), the Final Plat shall conform to the approved Construction Plans. The construction plans have not been approved for the project.
2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(1)(ii) the addresses of the owner of record and/or developer should be listed on the plat.
3. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(5)(iii), if the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with the Ordinance.
4. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(d)(2)(iv), a copy of the deed restrictions or covenants should be submitted with the final plat.
5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(d)(2)(v), certification from all applicable taxing authorities that all taxes due on the property have been paid is required to be submitted. This should be a current tax certificate for 2018 taxes.
6. There is a wastewater easement shown on the plat. Is the easement located on Lot 1 Block P? Clarify what lot the easement is located on.
7. Clearly delineate the right-of-way dedication for Johnson Road.
8. Clearly show the matchline.

9. The final plat, special warranty deed and PUE release are currently under review by the City Attorney's office. Additional comments may be issued upon completion of this review.

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

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

Thank you,

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

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



Nov. 25, 2019

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

Permit Number: 2019- P-1174-FP  
Job Address: 12103 Johnson Road, Manor, TX 78653

Dear Ms. Gray,

Please accept this letter as our formal response to the review comments dated March 8<sup>th</sup>, 2019. The comments are listed below with our responses in bold.

1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(a)(2), the Final Plat shall conform to the approved Construction Plans. The construction plans have not been approved for the project.  
**Response: The Construction Plans, Permit Number 2018-P-1158-CO, were cleared for construction July 12, 2019, and construction is well under way.**
2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(1)(ii) the addresses of the owner of record and/or developer should be listed on the plat.  
**Response: The owner's address has been added to sheet #3 below the owner's signature line.**
3. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(5)(iii), if the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with the Ordinance.  
**Response: Comment noted. Financial assurance will be provided prior to plat recordation.**
4. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(d)(2)(iv), a copy of the deed restrictions or covenants should be submitted with the final plat.  
**Response: The CCRs for the project, Doc. #2016019412, have been uploaded with this submittal.**
5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(d)(2)(v), certification from all applicable taxing authorities that all taxes due on the property have been paid is required to be submitted. This should be a current tax certificate for 2018 taxes.

**Response: A tax certificate showing all 2018 taxes paid has been uploaded with this submittal.**

6. There is a wastewater easement shown on the plat. Is the easement located on Lot 1 Block P? Clarify what lot the easement is located on.

**Response: Correct, the wastewater easement is located on Lot 1, Block P and replaces a portion of the PUE that is being vacated. The lot number has been added to that portion of the lot for better clarity. The pre-existing PUE was partially vacated, as indicated by the dashed line extending west from the rear lot pin of Lot 14.**

7. Clearly delineate the right-of-way dedication for Johnson Road.

**Response: We have modified the call-outs so that the right-of-way dedication is more clearly delineated on the face of the plat (sheets 1-2).**

8. Clearly show the matchline.

**Response: The matchline has been darkened to be clearer on the face of the plat (sheets 1-2).**

9. The final plat, special warranty deed and PUE release are currently under review by the City Attorney's office. Additional comments may be issued upon completion of this review.

**Response: In response to the City Attorney's comments, Note 15 has been modified as requested. The Special Warranty Deed has been modified to include the edits provided by the City Attorney, and has been provided with this update. The portion of the PUE within the Phase 2 subdivision boundary was previously vacated, Doc. #2019032254, and that document has been uploaded with this submittal.**

END OF REPORT

These responses, along with the attachments should provide the necessary information to clear most if not all of the comments received on March 8<sup>th</sup>, 2019. Please contact me with any questions or if you need additional information. You may contact me at (512) 758-7474 or by email at [peggy.carrasquillo@ktcivil.com](mailto:peggy.carrasquillo@ktcivil.com).

Sincerely,



Peggy M. Carrasquillo, P.E.







Date: Friday, December 27, 2019

Peggy Carrasquillo  
Kitchen Table Civil Solutions  
6805 N. Capital of Texas Hwy., Suite 315  
Austin TX 78731  
peggy.carrasquillo@ktcivil.com

Permit Number 2019-P-1174-FP  
Job Address: 12103 Johnson Road, Manor 78653

Dear Peggy Carrasquillo,

The subsequent submittal of the Stonewater North Phase 2 Final Plat submitted by Kitchen Table Civil Solutions and received on February 12, 2020, 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. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(a)(2), the Final Plat shall conform to the approved Construction Plans. The construction plans have not been approved for the project.~~
- ~~2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(1)(ii) the addresses of the owner of record and/or developer should be listed on the plat.~~
- ~~3. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(5)(iii), if the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with the Ordinance.~~
- ~~4. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(d)(2)(iv), a copy of the deed restrictions or covenants should be submitted with the final plat.~~
- 5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(d)(2)(v), certification from all applicable taxing authorities that all taxes due on the property have been paid is required to be submitted. This should be a current tax certificate.**
- ~~6. There is a wastewater easement shown on the plat. Is the easement located on Lot 1 Block P? Clarify what lot the easement is located on.~~
- ~~7. Clearly delineate the right of way dedication for Johnson Road.~~
- ~~8. Clearly show the matchline.~~
- 9. The final plat, special warranty deed and PUE release are currently under review by the City Attorney's office. Additional comments may be issued upon completion of this review.**

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.

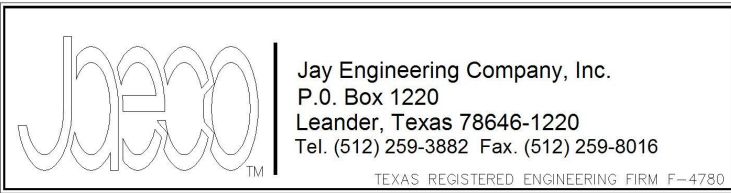
Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached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



Date: Wednesday, March 4, 2020

Peggy Carrasquillo  
Kitchen Table Civil Solutions  
6805 N. Capital of Texas Hwy., Suite 315  
Austin TX 78731  
peggy.carrasquillo@kctcivil.com

Permit Number 2019-P-1174-FP  
Job Address: 12103 Johnson Road, Manor 78653

Dear Peggy Carrasquillo,

We have conducted a review of the final plat for the above-referenced project, submitted by Peggy Carrasquillo and received by our office on February 12, 2020, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

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

Sincerely,

A handwritten signature in blue ink that reads "Pauline Gray".

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