



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**

Wednesday, April 08, 2020

6:30 p.m.

Manor City Hall – Council Chambers
105 E. Eggleston Street

The meeting will be live streamed on Facebook live. You can access the meeting at <https://www.facebook.com/cityofmanor/> beginning at 6:30 p.m.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

PLEASE NOTE: Due to State and County Orders limiting gatherings and temporary suspension by the Governor of sections of the Texas Open Meetings Act that may be interpreted to require face-to-face interaction between members of the public and public officials, in-person public comments is cancelled.

In the alternative, you may email any comments you have on agenda items or general comments to Publiccomments@cityofmanor.org. The name of the person making the comment and the subject of the comment will be read into the record, and the entire comment will be made as part of the city records for the meeting. Comments must be received by 6:00 p.m. the day of 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 March 11, 2020 Regular Meeting.

Scott Dunlop,
Asst. Dev. Services
Director

REGULAR AGENDA

- | | | |
|----|---|--|
| 2. | Consideration, discussion, and possible action on a Short Form Final Plat for Manor East Subdivision, one (1) lot on 4.38 acres more or less, located at 14101 US Hwy 290 East, Manor, TX. Applicant: Moncada Enterprises, LLC Owner: Auspro Enterprises. | Scott Dunlop,
Asst. Dev. Services
Director |
| 3. | Consideration, discussion, and possible action on a Final Plat for Manor Commons SE Commercial, Lot 4, Block A, one (1) lot on 1.147 acres, more or less, and being located near US Hwy 290 East and N. FM 973, Manor, TX. Applicant: ALM Engineering, Inc. Owner: Greenview Development 973, LP. | Scott Dunlop,
Asst. Dev. Services
Director |
| 4. | Consideration, discussion, and possible action on a Coordinated Sign Plan for 13903 US Hwy 290 East. Applicant: U.S. Signs. Owner: Texas State Rentals. | Scott Dunlop,
Asst. Dev. Services
Director |
| 5. | Consideration, discussion, and possible action on a Coordinated Sign Plan for Manor Commons East. Applicant: Facility Solutions Group Owner: Greenview Development 973, 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, April 3, 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



AGENDA ITEM NO. ¹_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 8, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the Planning and Zoning Commission Minutes of the March 11, 2020 Regular Meeting.

BACKGROUND/SUMMARY:

PRESENTATION: ☐YES ☐NO

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

Draft Minutes

STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning and Zoning Commission approve the Minutes of the March 11, 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

Wednesday, March 11, 2020

6:30 p.m.

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

COMMISSIONERS

PRESENT:

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

ABSENT:

Place 4: Isaac Rowe

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 6:30 p.m. on Wednesday, March 11, 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 February 12, 2020 Regular Meeting.**

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Stutsman the P&Z Commission voted six (6) For and none (0) Against to approve the Consent Agenda. The motion carried unanimously.

REGULAR AGENDA

- 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. Applicant: Migl Engineering and Consulting Owner: Catholic Diocese of Austin**

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

MOTION: Upon a motion made by Commissioner Stutsman and seconded by Commissioner Hammersmith the P&Z Commission voted six (6) For and none (0) Against to approve 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.

- 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.**

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

MOTION: Upon a motion made by Vice-Chair Leonard and seconded by Commissioner Small the P&Z Commission voted six (6) For and none (0) Against to 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. The motion carried unanimously.

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Hammersmith and seconded by Commissioner Meyer the P&Z Commission voted six (6) For and none (0) Against to adjourn the regular session of the Manor P&Z Commission at 6:35 p.m. on Wednesday, March 11, 2020. The motion carried unanimously.

These minutes approved by the Manor P&Z Commission on the 8th day of April 2020.

APPROVED:

Philip Tryon
Chairperson

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 8, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Short Form Final Plat for Manor East Subdivision, one (1) lot on 4.38 acres more or less, located at 14101 US Hwy 290 East, Manor, TX. Applicant: Moncada Enterprises, LLC
Owner: Auspro Enterprises.

BACKGROUND/SUMMARY:

This is a single lot plat at the intersection of US Hwy 290 and Kimbro Road. They are platting the property to allow for future development. The plat has been approved by our engineer.

PRESENTATION: ☐YES ☐NO

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

Plat

Engineer Comments

Conformance Letter

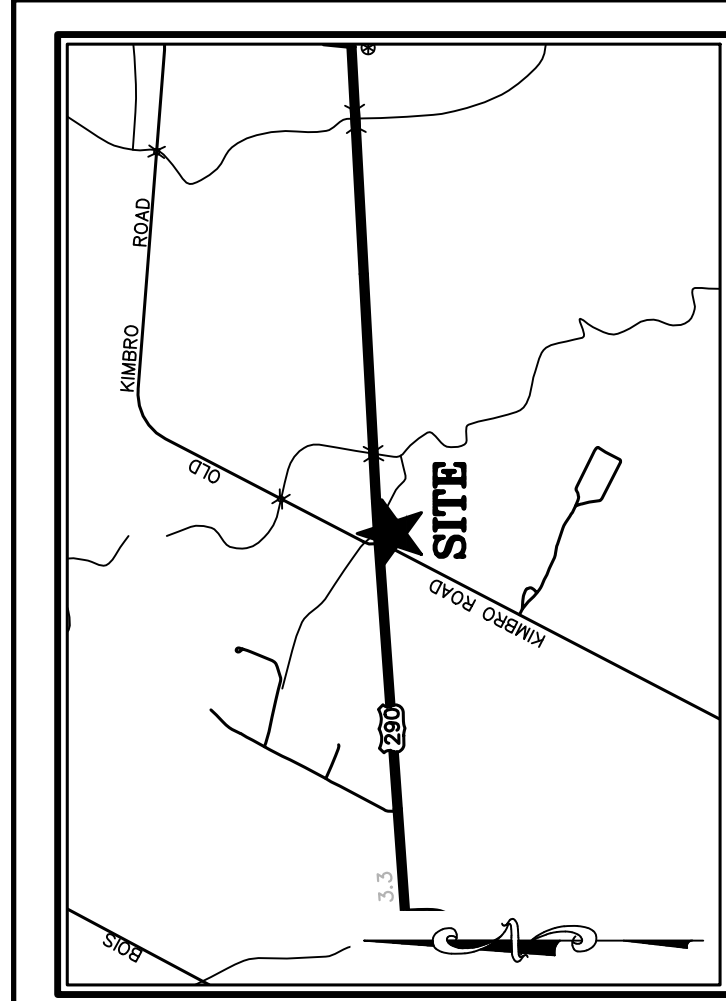
Notice Letter

Mailing Labels

STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning and Zoning Commission approve a Short Form Final Plat for Manor East Subdivision, one (1) lot on 4.38 acres more or less, located at 14101 US Hwy 290 East, Manor, TX.

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



VICINITY MAP

SCALE: 1" = 2000'

LEGEND	
_____	PROPERTY LINE
----	EXISTING PROPERTY LINES
- - - -	EXISTING EASEMENTS
_____	APPROXIMATE LOCATION OF JURISDICTION LINE
●	1/2" IRON ROD FOUND (UNLESS NOTED)
⊙	TxDOT TYPE II BRASS DISC FOUND
○	1/2" IRON ROD WITH "4WARD BOUNDARY" CAP SET
△	CALCULATED POINT
◐	IRON ROD WITH "J.E. GARON RPLS 4.303" CAP FOUND
■	TxDOT TYPE I CONCRETE MONUMENT FOUND
⊕	SURVEY CONTROL POINT
UTU	EXTRA TERRESTRIAL JURISDICTION
DOT. #	DOCUMENT NUMBER
VOL./Pg.	VOLUME, PAGE
R.O.W.	RIGHT-OF-WAY
R.P.T.I.C.T.	REAL PROPERTY RECORDS, TRAVIS COUNTY, TEXAS
O.P.T.I.C.T.	OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS
P.P.T.I.C.T.	PLAT RECORDS, TRAVIS COUNTY, TEXAS
(.....)	RECORD INFORMATION PER PLAT DOC. NO. 2019013915
[.....]	RECORD INFORMATION PER DOC. NO. 2013207877
{.....}	RECORD INFORMATION PER VOL. 11561, PG. 2382
((.....))	RECORD INFORMATION PER DOC. NO. 2008096315
<.....>	RECORD INFORMATION PER DOC. NO. 2018003920

[A]
CALLED 1.00 ACRES
FRANCISCO RUIZ AND SINDY SILVA
DOC. # 2018009520
O.P.R.T.C.T.

[C]
LOT 4

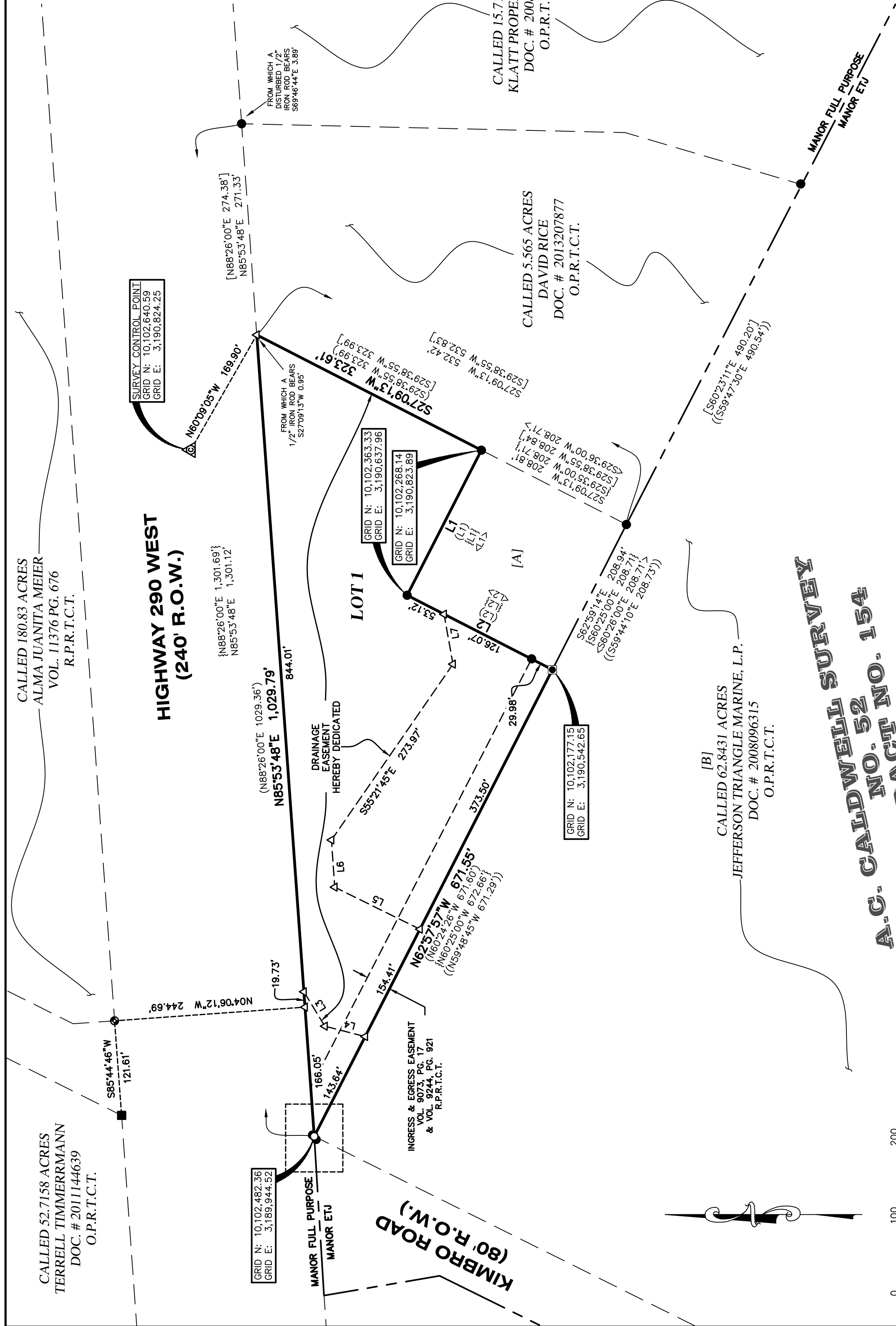
REPLAT OF LOTS 3,4,5 AND 6
KIMBRO BUSINESS PARK
VOL. 93 PG. 17-19

P.R.T.C.T.

MANOR EAST
City of Manor,
Travis County, Texas

WARD <i>Land Surveying</i> <small>A Limited Liability Company</small>		PO Box 90876, Austin Texas 78709 www.AWARDLS.com (512) 537-2384 TBP/LS FIRM #0174300
Date:	2/10/2020	
Project:	00925	
Scale:	1" = 100'	
Reviewer:	JSW	
Tech:	DV	
Field Crew:	JO/JC	
Survey Date:	OCT. 2019	
Sheet:	1 OF 2	

P:\00925\pwa\00925.dwg



**A.C. CALDWELL SURVEY
NO. 52
ABSTRACT NO. 154**

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N62°53'17"W	208.93'
L2	S27°08'31"W	209.17'
L3	N58°37'41"E	51.68'
L4	N14°22'06"E	53.35'
L5	N26°15'50"E	121.85'
L6	N86°08'22"E	60.57'
L7	N79°50'21"E	65.05'

LINE TABLE (RECORD)			LENGTH
LINE #	DIRECTION		
(L1)	N60°22'47"W		208.71'
{L1}	N60°25'00"W		208.71'
<L1>	N60°25'00"W		208.71'
(L2)	S29°39'09"W		208.72'
{L2}	S29°35'00"W		208.71'
<L2>	S29°35'00"W		208.71'

LOT SUMMARY:

LOT SUMMARY:	
TOTAL NUMBER OF LOTS :	1
LOT 1	4.3785
TOTAL	4.3785

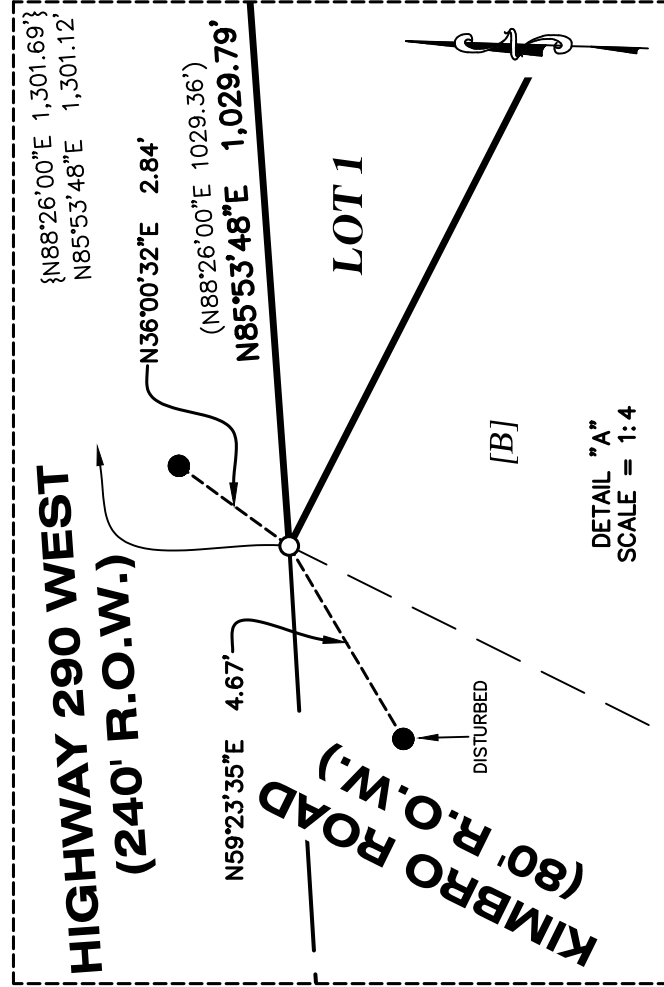
BEARING BASIS:
ALL BEARINGS ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, GRID NORTH, CENTRAL ZONE, (4203), NAD83, ALL DISTANCES WERE ADJUSTED TO SURFACE USING A COMBINED SCALE FACTOR OF 1.000077304121.

SURVEY CONTROL:
STATE PLANE GRID CONTROL FOR THIS SURVEY IS BASED ON A 1/2" IRON ROD WITH "AWARD CONTROL" CAP SET, GRID COORDINATES AND ELEVATIONS (NAVD 88) SHOWN HEREON WERE DERIVED FROM THE TEXAS COOPERATIVE NETWORK ON OCTOBER 3, 2019.

FLOODPLAIN NOTE:

THIS PROPERTY IS LOCATED PARTIALLY WITHIN ZONE "X", AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, AND PARTIALLY WITHIN ZONE "A", AREAS WITHIN THE 1% ANNUAL CHANCE FLOOD, AS SHOWN ON F.I.R.M. PANEL NO. 48453C 0505H, TRAVIS COUNTY, TEXAS DATED SEPTEMBER 26, 2008.

THIS FLOOD STATEMENT DOES NOT IMPLY THAT THE PROPERTY AND/OR THE STRUCTURES THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.



STATE OF TEXAS §
COUNTY OF TRAVIS §

KNOW ALL MEN BY THESE PRESENTS: THAT MICHAEL KLEINMAN, MANAGING PARTNER OF AUSPRO ENTERPRISES, BEING THE OWNER OF ALL PORTIONS OF 4.382 ACRES, MORE OR LESS, LOCATED IN THE A.C. CALDWELL SURVEY NO. 52, ABSTRACT NO. 154, SITUATED IN TRAVIS COUNTY, TEXAS, AS CONVEYED BY DEED RECORDED IN DOCUMENT NUMBER 2019013915 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, DOES HEREBY SUBDIVIDE 4.382 ACRES OF LAND IN ACCORDANCE WITH THE ATTACHED MAP OR PLAT SHOWN HEREON, PURSUANT TO CHAPTER 212 OF THE TEXAS LOCAL GOVERNMENT CODE, TO BE KNOWN AS:

"MANOR EAST"

SUBJECT TO THE COVENANTS AND RESTRICTIONS SHOWN HEREON, WE DO HEREBY DEDICATE TO THE PUBLIC THE USE OF THE STREETS AND EASEMENTS AS SHOWN HEREON, UNLESS OTHERWISE INDICATED, SUBJECT TO ANY RESTRICTIONS AND EASEMENTS HERETOFORE GRANTED AND NOT RELEASED.

IN WITNESS WHEREOF, THE OWNERS OF THE LAND BEING PLATTED, AUSPRO ENTERPRISES, HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS

THE ____ DAY OF ____, 20____ A.D.

MICHAEL KLEINMAN, MANAGING PARTNER
AUSPRO ENTERPRISES
P.O. BOX 13549
AUSTIN, TEXAS 78711

STATE OF TEXAS §
COUNTY OF TRAVIS §

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE ____ DAY OF ____ 20____ A.D.

WITNESS MY HAND AND SEAL OF OFFICE, THIS THE ____ DAY OF ____ 20____ A.D.

NOTARY PUBLIC FOR TRAVIS COUNTY, TEXAS

TRAVIS COUNTY ON-SITE WASTEWATER PROGRAM:

1. NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC SEWER SYSTEM OR A PRIVATE ON-SITE WASTEWATER (SEPTIC) SYSTEM THAT HAS BEEN APPROVED AND LICENSED FOR OPERATION BY THE TRAVIS COUNTY ON-SITE WASTEWATER PROGRAM.
2. THIS SUBDIVISION IS SUBJECT TO ALL THE TERMS AND CONDITIONS OF CHAPTER 48, TRAVIS COUNTY CODE, RULES OF TRAVIS COUNTY, TEXAS FOR ON-SITE SEWAGE FACILITIES. THESE RULES REQUIRE, AMONG OTHER THINGS, THAT A CONSTRUCTION PERMIT BE OBTAINED FROM TRAVIS COUNTY BEFORE AN ON-SITE SEWAGE FACILITY CAN BE CONSTRUCTED, ALTERED, MODIFIED, OR REPAIRED IN THE SUBDIVISION AND THAT A LICENSE TO OPERATE BE OBTAINED FROM TRAVIS COUNTY BEFORE AN ON-SITE SEWAGE FACILITY CAN BE OPERATED IN THE SUBDIVISION.
3. THESE RESTRICTIONS ARE ENFORCEABLE BY THE TRAVIS COUNTY ON-SITE WASTEWATER PROGRAM.

STACEY SCHEFFEL, D.R. #050011143,
PROGRAM MANAGER
ON-SITE WASTEWATER, TRAVIS COUNTY TNR

DATE

PLAT NOTES:

1. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO MANVILLE WATER SUPPLY SYSTEM AND THE CITY OF MANOR WASTEWATER SYSTEM.
2. THE WATER AND WASTEWATER UTILITY SYSTEM SERVING THIS SUBDIVISION SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE CITY OF MANOR AND STATE HEALTH DEPARTMENT PLANS AND SPECIFICATIONS AND SHOULD BE SUBMITTED TO MANVILLE WATER SUPPLY CORPORATION AND THE CITY OF MANOR FOR REVIEW.
3. ALL WASTEWATER CONSTRUCTION MUST BE INSPECTED BY THE CITY OF MANOR.
4. ALL WATER CONSTRUCTION MUST BE INSPECTED BY THE MANVILLE WATER SUPPLY CORPORATION.
5. PRIOR TO CONSTRUCTION, A SITE DEVELOPMENT PERMIT MUST BE OBTAINED FROM THE CITY OF MANOR.
6. PRIOR TO CONSTRUCTION ON LOTS IN THIS SUBDIVISION, DRAINAGE PLANS WILL BE SUBMITTED TO THE CITY OF MANOR FOR REVIEW.
7. THE PROPERTY OWNER OR ASSIGNS SHALL MAINTAIN ALL DRAINAGE EASEMENTS ON PRIVATE PROPERTY.
8. PROPERTY OWNERS SHALL PROVIDE FOR ACCESS TO DRAINAGE EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS BY GOVERNMENTAL AUTHORITIES.
9. ALL BUILDING SETBACKS SHALL BE IN ACCORDANCE WITH THE CITY OF MANOR CURRENT ZONING ORDINANCE.
10. LOTS IN THIS SUBDIVISION ARE RESTRICTED TO COMMERCIAL USE.

ENGINEER'S CERTIFICATION:

I, ROBERT C. THOMPSON, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF ENGINEERING, AND HEREBY CERTIFY THAT THIS PLAT IS FEASIBLE FROM AN ENGINEERING STANDPOINT AND COMPLIES WITH THE ENGINEERING RELATED PORTIONS OF TITLE 30 OF THE TRAVIS COUNTY SUBDIVISION REGULATIONS, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

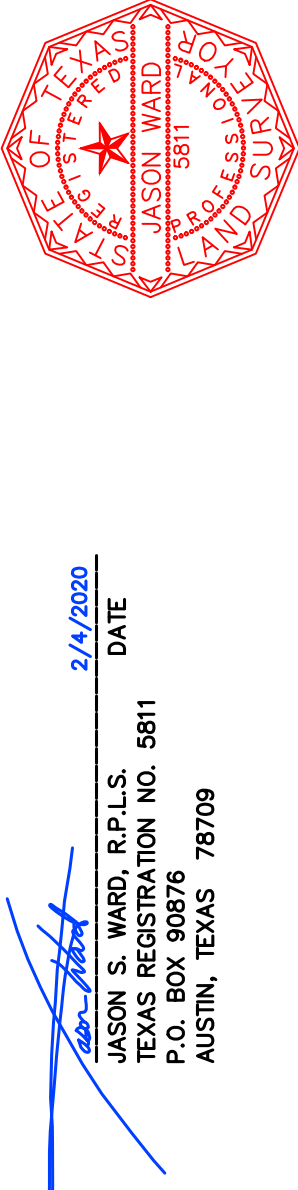
THIS PROPERTY IS LOCATED WITHIN ZONE 'X', AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, AS SHOWN ON FEMA L.O.M.R. (LETTER OF MAP REVISION) DATED APRIL 11, 2016, FOR F.I.R.M. PANEL NO. 48453C 0485J, TRAVIS COUNTY, TEXAS DATED AUGUST 18, 2014.

ROBERT C. THOMPSON, P.E.
TEXAS REGISTRATION NO. 69524
904 N. CUERNAVACA
AUSTIN, TEXAS 78733

DATE

SURVEYOR'S CERTIFICATION:

I, JASON S. WARD, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF LAND SURVEYING, AND HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH THE SURVEYING RELATED PORTION OF TITLE 30 OF THE TRAVIS COUNTY SUBDIVISION REGULATIONS. IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND WAS PREPARED FROM AN ACTUAL ON THE GROUND SURVEY OF THE PROPERTY MADE UNDER MY DIRECTION AND SUPERVISION.



2/14/2020

DATE

JASON S. WARD, R.P.L.S.
TEXAS REGISTRATION NO. 5811
P.O. BOX 90876
AUSTIN, TEXAS 78709

THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE.

____ DAY OF ____ 201____

ACCEPTED AND AUTHORIZED FOR RECORD BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR,
TEXAS, ON THIS THE ____ DAY OF ____ 201____

APPROVED: ATTEST:

CHAIRPERSON _____ LLUVIA ALMARAZ, CITY SECRETARY

ACCEPTED AND AUTHORIZED FOR RECORD BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, ON THIS THE

____ DAY OF ____ 201____

APPROVED: ATTEST:

DR. LARRY WALLACE, JR., MAYOR _____ LLUVIA ALMARAZ, CITY SECRETARY

STATE OF TEXAS
COUNTY OF TRAVIS

I, DANA DEBEAUVIOR, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT

OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON

THE ____ DAY OF ____ 201____ AT ____ O'CLOCK ____ M., DULY RECORDED ON

THE ____ DAY OF ____ 201____ AT ____ O'CLOCK ____ M. IN THE PLAT RECORDS OF SAID COUNTY AND

STATE IN DOCUMENT NUMBER _____ OFFICIAL RECORDS OF TRAVIS COUNTY, TEXAS.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK,

THIS ____ DAY OF ____ 201____ A.D.

DANA DEBEAUVIOR, COUNTY CLERK,
TRAVIS COUNTY, TEXAS

BY _____ DEPUTY

MANOR EAST
City of Manor,
Travis County, Texas

Date:	2/10/2020
Project:	00925
Scale:	N/A
Reviewer:	JSW
Tech:	DV
Field Crew:	JQ/JC
Survey Date:	OCT. 2019
Sheet:	2 OF 2



PO Box 90876, Austin Texas 78709
WWW.4WARDLS.COM (512) 537-2384
TBPLS FIRM #10174300

JAY ENGINEERING COMPANY, INC.

*P.O. Box 1220 (512) 259-3882
Leander, TX 78646 Fax 259-8016
Texas Registered Engineering Firm F-4780*

Date: Monday, January 6, 2020

Phil Moncada
Moncada Enterprises, LLC
1301 S IH 35 Ste 204
Austin TX 78741
moncadataz@gmail.com

Permit Number 2019-P-1228-SF
Job Address: 14101 E Hwy 290, Manor, TX. 78653

Dear Phil Moncada,

The first submittal of the 14101 US HWY 290 E Short Form Final Plat - Manor East Plat (*Short Form Final Plat*) submitted by Moncada Enterprises, LLC and received on March 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. The engineer's certification and the surveyor's certification should be modified. References to the City of Austin Code should be removed.
2. The City of Manor Mayor is Dr. Larry Wallace, Jr.
3. The City Secretary is Lluvia Almaraz.
4. The P&Z Chairperson's name should be removed. It should say Chairperson.
5. Plat Note 2 should be revised to read...should be submitted to the City of Manor for review.
6. Water service to the site is provided by Manville Water Supply Corporation not the City of Manor.
7. The existing buildings located on the lot are believed to be served by an onsite septic system for wastewater. If the septic system isn't viable or if it was not permitted through Travis County then a new septic system will need to be installed for the site or which would require Travis County review of the plat and the plat would need the required Travis County OSSF Notes and signature blocks along with the Commissioner's Court signature block.
8. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(iv), identification and location of proposed uses and reservations for all lots within the subdivision should be shown on the final plat.
9. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(2)(iv), 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 subdivision or is contiguous to the subdivision boundary.

10. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(3)(i), true bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.
11. Certification from the County Health District is not provided as required by Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(viii). Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.
12. The plat should be sealed by the engineer and surveyor.
13. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.
14. 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 subdivision or is contiguous to the subdivision boundary should be shown on the final plat.

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

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

Thank you,



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



Date: Monday, January 6, 2020

Phil Moncada
Moncada Enterprises, LLC
1301 S IH 35 Ste 204
Austin TX 78741
moncadataz@gmail.com

Permit Number 2019-P-1228-SF
Job Address: 14101 E Hwy 290, Manor, TX. 78653

Dear Phil Moncada,

The first submittal of the 14101 US HWY 290 E Short Form Final Plat - Manor East Plat (*Short Form Final Plat*) submitted by Moncada Enterprises, LLC and received on December 10, 2019, 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. The engineer's certification and the surveyor's certification should be modified. References to the City of Austin Code should be removed.
 - [Comment Noted. Please see revised surveyor's exhibit.](#)
2. The City of Manor Mayor is Dr. Larry Wallace, Jr.
 - [Comment Noted.](#)
3. The City Secretary is Lluvia Almaraz.
 - [Comment Noted.](#)
4. The P&Z Chairperson's name should be removed. It should say Chairperson.
 - [The chairperson's name has been removed.](#)
5. Plat Note 2 should be revised to read...should be submitted to the City of Manor for review.
 - [Plat note has been revised.](#)
6. Water service to the site is provided by Manville Water Supply Corporation not the City of Manor.
 - [Comment Noted.](#)
7. The existing buildings located on the lot are believed to be served by an onsite septic system for wastewater. If the septic system isn't viable or if it was not permitted through Travis County then a new septic system will need to be installed for the site or which would require Travis County review of the plat and the plat would need the required Travis County OSSF Notes and signature blocks along with the Commissioner's Court signature block.
 - [Comment Noted. Please see revised surveyor's exhibit.](#)
8. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(iv), identification and location of proposed uses and reservations for all lots within the subdivision should be shown on the final plat.
 - [Comment Noted. Please see revised surveyor's exhibit.](#)
9. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(2)(iv), 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 subdivision or is contiguous to the subdivision boundary.
 - [Comment Noted. Please see revised surveyor's exhibit.](#)

10. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance Section 24(c)(3)(i), true bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner which shall be accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.

- [Comment Noted. Thank you.](#)

11. Certification from the County Health District is not provided as required by Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(viii). Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.

- [Comment Noted. See OSSF records for the disposal.](#)

12. The plat should be sealed by the engineer and surveyor.

- [Comment Noted. Please see revised exhibit with the required seals.](#)

13. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.

- [Comment Noted. See Comment Response #6](#)

14. 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 subdivision or is contiguous to the subdivision boundary should be shown on the final plat.

- [Comment Noted. Thank you.](#)

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

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

Thank you,



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

JAY ENGINEERING COMPANY, INC.

*P.O. Box 1220 (512) 259-3882
Leander, TX 78646 Fax 259-8016
Texas Registered Engineering Firm F-4780*

Date: Friday, March 27, 2020

Phil Moncada
Moncada Enterprises, LLC
1301 S IH 35 Ste 204
Austin TX 78741
moncadataz@gmail.com

Permit Number 2019-P-1228-SF
Job Address: 14101 E Hwy 290, Manor 78653

Dear Phil Moncada,

We have conducted a review of the final plat for the above-referenced project, submitted by Phil Moncada and received by our office on March 25, 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,



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



DEVELOPMENT SERVICES DEPARTMENT

December 18, 2019

RE: Notification for a Short Form Final Plat – Manor East Subdivision

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 short form final plat. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing upon a Short Form Final Plat for the Manor East Subdivision, one (1) lot on 4.38 acres more or less, located at 14101 US Hwy 290 East, Manor, TX.

The Planning and Zoning Commission will meet at 6:30PM on January 8, 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 short form final plat 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

PHAN HOAN VAN & THU THI HUYNH
5701 LONG CT
AUSTIN , TX 78730-5056

TIMMERMANN TERRELL
PO BOX 4784
AUSTIN, TX 78765-4784

MEIER JUANITA &
WILLIAM CLARK MEIER &
1207 MOUNTAIN VIEW DR
PFLUGERVILLE , TX 78660-3876

RICE DAVID
14215 E HWY 290
MANOR , TX 78653-4512

RUIZ FRANCISCO & SINDY SILVA
14209 E US HWY 290
AUSTIN, TX 78653

JEFFERSON TRIANGLE MARINE LP
9225 KATY FRWY
STE 208
HOUSTON , TX 77024-1521

KLATT PROPERTIES LP
2001 PICADILLY DR
ROUND ROCK , TX 78664-9511



AGENDA ITEM NO. 3

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 8, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Final Plat for Manor Commons SE Commercial, Lot 4, Block A, one (1) lot on 1.147 acres, more or less, and being located near US Hwy 290 East and N. FM 973, Manor, TX.
Applicant: ALM Engineering, Inc. Owner: Greenview Development 973, LP.

BACKGROUND/SUMMARY:

This plat has been approved by our engineers. It is a one lot plat for the proposed Dairy Queen.

PRESENTATION: ☐ YES ☐ NO

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

Plat

Engineer Comments

Conformance Letter

STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning and Zoning Commission approve a Final Plat for Manor Commons SE Commercial, Lot 4, Block A, one (1) lot on 1.147 acres, more or less, and being located near US Hwy 290 East and N. FM 973, Manor, TX.

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

FINAL PLAT ESTABLISHING
LOT 4, BLOCK A
MANOR COMMONS SE COMMERCIAL

PREPARED: FEBRUARY 28, 2020

Terrell Timmermann
Volume 7335 Page 455Butler Family Partnership, Ltd.
Volume 12271 Page 872

B.L. = Building Line
..... Proposed 6' Concrete Sidewalk
(Record Bearing and Distance)

(Remainder of 362 Acres)
Greenview Development 973, LP.
Document No. 2006207224

(Remainder of 3017 Acres)
Greenview Development 973, LP.
Document No. 2009176562

(10,000 Acres)
Odeen Hibbs
Document No. 2002010174

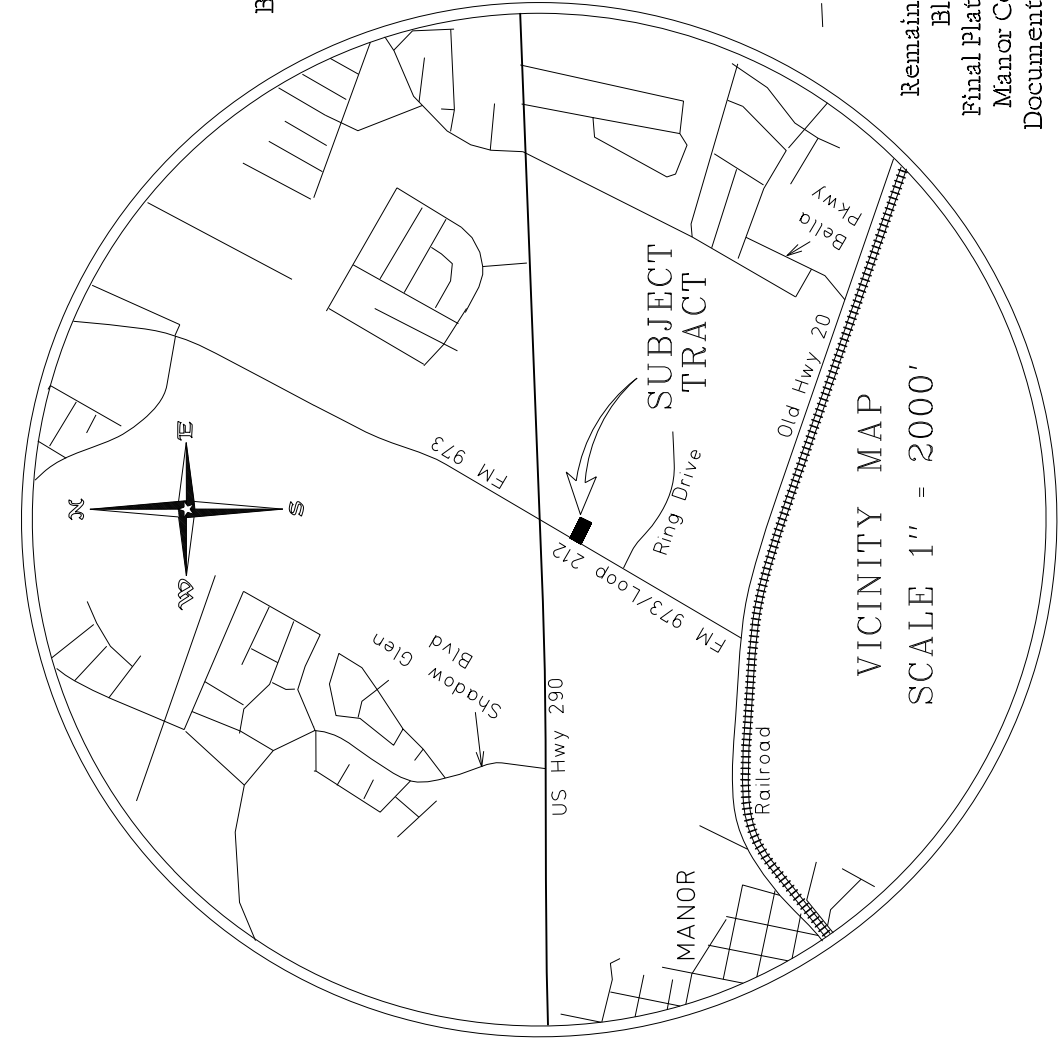
உறுப்பினர் பெயர்கள்

LOT 9
LDG COMMONS AT MANOR VILLAGE
DOCUMENT NO. 201800236

(Remainder of 104.61 Acres)
Greenview Development Greenbury, LP.
Document No. 2005237215

HOLT CARSON, INCORPORATED
PROFESSIONAL LAND SURVEYORS
1904 FORTVIEW ROAD
AUSTIN, TX 78704
(512) 442-0990

email: hci@austin.rr.com
Texas Licensed Surveying Firm Registration No. 100507000
A 919002 (Lot 4) PAGE 1 OF 2



Remainder of Lot 7
Block A
Final Plat Establishing
Manor Commons SW
Document No. 201500112

LOT SUMMARY

Total Number of Lots = 1

Lot 4 = 1.147 Acres = 49,965 Square Feet

Lot 4 Commercial

BEARING BASIS:
Orientation for this survey is based upon the State Plane Coordinate System (4203 - Texas Central Zone) Combined Scale Factor 0.99992587. All distances shown hereon are surface values.

NAVD1988 Elevations shown hereon are based upon post processed static GPS observations.

Site Benchmark (BM#1) Cut triangle on top of concrete headwall, S 05°30'W 50.2' from Northeast lot corner of subject lot;

North: 10,101,280.7'
East: 3,178,144.8'
NAVD 1988 Elevation: 509.04 ft.

OWNER/SUBDIVIDER: Greenview Development 973, LP
501 Vale Street
Austin, Texas 78746

ENGINEER: ALM ENGINEERING, INC. F-3565
2525 Wallingwood Dr., Ste. 600
Austin, Texas 78746

SURVEYOR: HOLT CARSON, INC.
1904 Fortview Road
Austin, Texas 78704

(82.254 Acres)
Remainder
Terrell Timmermann
Volume 11208 Page 824

(Remainder of 39.15 Acres)
Greenview Development 973, L.P.
Document No. 2005187773

Remainder of Tract D
(0.76 Acre)
Atmos Gas Line Easement
Document No. 2017023573

(Remainder of 39.15 Acres)
Greenview Development 973 L.P.
Document No. 2005187773

(Remainder of 104.61 Acres)
Greenview Development Greenbury, LP.
Document No. 2005237215

HOLT CARSON, INCORPORATED
PROFESSIONAL LAND SURVEYORS
1904 FORTVIEW ROAD
AUSTIN, TX 78704
(512) 442-0990

email: hci@austin.rr.com
Texas Licensed Surveying Firm Registration No. 100507000
A 919002 (Lot 4) PAGE 1 OF 2

OWNER'S ACKNOWLEDGMENT:

THE STATE OF TEXAS *
THE COUNTY OF TRAVIS *

KNOW ALL MEN BY THESE PRESENTS:

That, Greenview Development 973, LP, acting by and through its president, Barth Timmermann, owner of 1.147 acres of land out of the Greenbury Gates Survey No. 63, Abstract No. 315, in the City of Manor, Travis County, Texas, and being a portion of that certain (39.15 acre) tract of land as conveyed to Greenview Development 973, LP by deed recorded in Document No. 2005187773 of the Official Public Records of Travis County, Texas and (3.07 acres) of land as conveyed to Greenview Development 973, LP by deed recorded in Document No. 2005187773 of the Official Public Records of Travis County, Texas, said tract having been approved for pursuant to the Public Notification and Hearing Provision of Chapter 212.015 of the Local Government Code, said 1.147 acre tract of land pursuant to Chapter 26, of the Manor City Code and Chapter 212 of the Local Government Code as amended and in accordance with the tract as shown hereon, to be known as

FINAL PLAT ESTABLISHING LOT 4, BLOCK A
MANOR COMMONS SE COMMERCIAL

and do hereby dedicate to the Public the use of all streets and easements shown on said plat, subject to any easements and/or restrictions heretofore granted, and not released.

WITNESS MY HAND this the ____ day of ____ A.D., 20__

Barth Timmermann, President
501 Vale Street
Austin, Texas 78716

FINAL PLAT ESTABLISHING
LOT 4, BLOCK A
MANOR COMMONS SE COMMERCIAL

PREPARED: FEBRUARY 19, 2020

GENERAL NOTES:

- 1) Water and wastewater systems serving this subdivision shall be designed and installed in accordance with the City of Manor and State Health Department plans and Specifications and specifications shall be submitted to the City of Manor, Water and Wastewater Department for review.
- 2) All water and wastewater construction must be inspected by the City of Manor
- 3) No lot in this subdivision shall be occupied until connected to the City of Manor water and wastewater.
- 4) Prior to construction, a site development permit must be obtained from the City of Manor.
- 5) Prior to construction on lots in this subdivision, drainage plans will be submitted to the City of Manor for review.
- 6) The property owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by governmental authorities.
- 7) All building set-back lines shall be in accordance with the City of Manor current Zoning Ordinance.

ZONING NOTE:

PUD - Planned Unit Development

THE STATE OF TEXAS
THE COUNTY OF TRAVIS

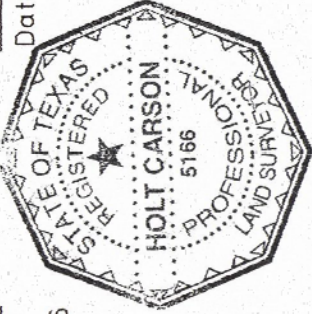
I, the undersigned authority, on this the ____ day of ____, A.D., 20__, did personally appear Barth Timmermann, known to me to be the person whose name is subscribed to the foregoing instrument of writing, and he acknowledged before me that he executed the same for the purposes and considerations therein expressed.

NOTARY PUBLIC _____
Printed Name _____
Commission Expires _____

SURVEYOR'S CERTIFICATION:
THE STATE OF TEXAS *
THE COUNTY OF TRAVIS *

I, Holt Carson, am authorized by the State of Texas to practice the profession of Surveying and hereby certify that this plat complies with the Survey related portions of the City of Manor, Texas Subdivision Ordinance, is true and correct and was prepared from an actual survey of the property on the ground under my direct supervision.

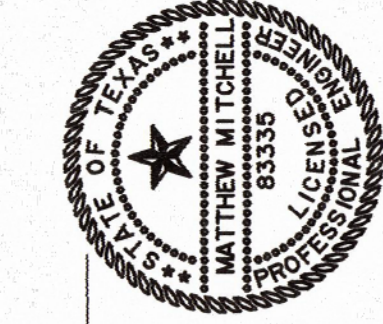
Holt Carson
Registered Professional Land Surveyor No. 5166
HOLT CARSON, INC.
1904 Fortview Road Austin, Texas 78704
(512) 442-0990



ENGINEER'S CERTIFICATION:
THE STATE OF TEXAS *
THE COUNTY OF TRAVIS *

I, the undersigned, a Registered Professional Engineer in the State of Texas, hereby certify that proper engineering consideration has been given to this plat.

No portion of the the tract is within the designated flood hazard area as shown in the Letter of Map Revision (L.O.M.R.) 19-06-2660P, Effective: June 1, 2020 for FIRM Panel No. 48453C0485J, Travis County, Texas dated August 18, 2014.



Matthew Mitchell P.E. No. 83335
ALM ENGINEERING, INC. F-3565
2525 Wallingwood Drive, Suite 600
Austin, Texas 78756
(512) 452-0344

LEGAL DESCRIPTION:

DESCRIPTION OF 1.147 ACRES OF LAND OUT OF THE GREENBURY GATES SURVEY NO. 63, ABSTRACT NO. 315, IN TRAVIS COUNTY, TEXAS, AND BEING A PORTION OF THAT CERTAIN (39.15 ACRES) TRACT OF LAND AS CONVEYED TO GREENVIEW DEVELOPMENT 973, L.P. BY DEED RECORDED IN DOCUMENT NO. 2005187773 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, AND BEING A PORTION OF THAT CERTAIN (3.07 ACRES) TRACT OF LAND AS CONVEYED TO GREENVIEW DEVELOPMENT 973, L.P. BY DEED RECORDED IN DOCUMENT NO. 2005187773 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" iron rod with a plastic cap imprinted "Vale" found in the Southeast right-of-way line of Loop 212 also known as F.M. Highway 973 at an angle corner in the Westerly line of certain (39.15 acre) tract of land as conveyed to Greenview Development 973, L.P. by deed recorded in Document No. 2005187773 of the Official Public Records of Travis County, Texas, same being the Southwest corner of that certain (3.07 acre) tract of land as conveyed to Greenview Development 973, L.P. by deed recorded in Document No. 2009176562 of the Official Public Records of Travis County, Texas;

THENCE with the Southeast right-of-way line of Loop 212 and with the Northwest line of said (3.07 acre) tract, N 26 deg. 39'22" E 71.99 ft. to a 1/2" iron rod with plastic cap imprinted "Holt Carson, Inc." set for the Southwest corner and PLACE OF BEGINNING of the herein described tract;

THENCE continuing with the Southeast right-of-way line of Loop 212 and with the Northwest line of said (3.07 acre) tract, N 26 deg. 39'22" E 179.21 ft. to a 1/2" iron rod with a plastic cap imprinted "Holt Carson, Inc." set for the Northwest corner of the herein described tract;

THENCE leaving the Southeast right-of-way line of Loop 212 crossing through the interior of said (3.07 acre) tract and entering the interior of said (39.15 acre) tract, S 62 deg. 52'00" E 300.07 ft. to a 1/2" iron rod with a plastic cap imprinted "Holt Carson, Inc." set for the West line of Lot 7, Block A, Manor Commons SE Commercial, a subdivision in Travis County, Texas, according to the map or plat thereof recorded in Document No. 201900077 of the Official Public Records of Travis County, Texas, and being the Northeast corner of the herein described tract from which a 1/2" iron rod with a plastic cap imprinted "Holt Carson, Inc." found at an angle corner in a Westerly line of said Lot 7 bears, N 26 deg. 39'22" E 58.00 ft.

THENCE continuing through the interior of said (39.15 acre) tract, with a Westerly line of said Lot 7 and with the East line of the herein described tract, S 26 deg. 39'22" W 163.90 ft. to a 1/2" iron rod with a plastic cap found at an angle corner of said Lot 7 and being the Southeast corner of the herein described tract;

THENCE leaving the Westerly line of said Lot 7, continuing through the interior of said (39.15 acre) tract and re-crossing the interior of said (3.07 acre) tract, N 67 deg. 41'27" W 300.87 ft. to the PLACE OF BEGINNING and containing 1.147 acres of land.

CITY OF MANOR ACKNOWLEDGMENTS

THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE ____ DAY OF ____ 20__, A.D.

ACCEPTED AND AUTHORIZED for record by the Planning Commission of the City of Manor, Texas, on this the ____ day of ____ 20__, A.D.
Approved: _____
Attest: _____

Philip Tryon, Chairperson
Lluvia T. Almaraz, TRMC, City Secretary

ACCEPTED AND AUTHORIZED for record by the City Council of the City of Manor, Texas, on this the ____ day of ____ 20__, A.D.
Approved: _____
Attest: _____

Dr. Larry Wallace, Jr., Mayor
Lluvia T. Almaraz, TRMC, City Secretary

THE STATE OF TEXAS
THE COUNTY OF TRAVIS

I, Dana DeBeauvoir, Clerk of Travis County, Texas, do hereby certify that the foregoing instrument of Writing and its Certificate of Authentication was filed for record in my office on the ____ day of ____, 20__, A.D., at ____ o'clock ____ M. and duly recorded on the ____ day of ____, A.D., at ____ o'clock ____ M. in the Official Public Records of said County and State in Document No. ____.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK OF SAID COUNTY this the ____ day of ____ 20__, A.D.

DANA DEBEAUVOIR, COUNTY CLERK TRAVIS COUNTY, TEXAS

BY: _____
Deputy

HOLT CARSON, INCORPORATED
PROFESSIONAL LAND SURVEYORS
1904 FORTVIEW ROAD
AUSTIN, TX 78704
(512) 442-0990
email: hci@austin.rr.com

JAY ENGINEERING COMPANY, INC.

*P.O. Box 1220 (512) 259-3882
Leander, TX 78646 Fax 259-8016
Texas Registered Engineering Firm F-4780*

Date: Wednesday, February 26, 2020

Matt Mitchell
ALM Engineering, Inc.
925 S Capital of TX Hwy Ste B220
West Lake Hills 78746
almeng@sbcglobal.net

Permit Number 2020-P-1235-FP
Job Address: FM 973, MANOR, TX. 78653

Dear Matt Mitchell,

The first submittal of the Manor Commons SE Lot 4, Block A Final Plat (*Final Plat*) submitted by ALM Engineering, Inc. and received on March 09, 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. The final plat is currently under review with the City Attorney which may lead to additional comments.
2. A drainage easement shown on the final plat was submitted to the City Attorney for review. It is currently being reviewed by the City Attorney which may lead to comments or required corrections.
3. Note that all documents submitted including easements should be submitted to the City Engineer first for review.
4. The zoning listed on the plat is PUD. Per the approved PUD it is C-PUD which is commercial.
5. Building setback lines should be shown on the plat.
6. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(5)(i), the developer shall include a copy of the approved application for flood plain map amendment or revision as required by the Federal Emergency Management Agency (FEMA).

2/26/2020 2:23:56 PM
Manor Commons SE Lot 4, Block A Final Plat
2020-P-1235-FP
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 blue ink, reading "Pauline M. Gray". The signature is cursive and fluid.

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



March 4, 2020

City of Manor, Texas

RE: Comment Response #1
Permit Number 2020-P-1235-FP
Job Address: FM 973, MANOR, TX. 78653

Pauline Gray, P.E.
(512) 259-3882 EXT 207
pgray@jaeco.net.

1. The final plat is currently under review with the City Attorney which may lead to additional comments.

RESPONSE: Noted.

2. A drainage easement shown on the final plat was submitted to the City Attorney for review. It is currently being reviewed by the City Attorney which may lead to comments or required corrections.

RESPONSE: Noted.

3. Note that all documents submitted including easements should be submitted to the City Engineer first for review.

RESPONSE: Declaration, Covenants and Restrictions have been included.

4. The zoning listed on the plat is PUD. Per the approved PUD it is C-PUD which is commercial.

RESPONSE: The Zoning has been changed to C-PUD.

5. Building setback lines should be shown on the plat.

RESPONSE: Setback lines have been added.

6. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(5)(i), the developer shall include a copy of the approved application for flood plain map amendment or revision as required by the Federal Emergency Management Agency (FEMA).

RESPONSE: The approved LOMR has been uploaded to mypermitnow.

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

Sincerely,


Matt Mitchell, P.E.



3-4-2020

JAY ENGINEERING COMPANY, INC.

*P.O. Box 1220 (512) 259-3882
Leander, TX 78646 Fax 259-8016
Texas Registered Engineering Firm F-4780*

Date: Wednesday, April 1, 2020

Matt Mitchell
ALM Engineering, Inc.
925 S Capital of TX Hwy Ste B220
West Lake Hills 78746
almeng@sbcglobal.net

Permit Number 2020-P-1235-FP
Job Address: FM 973, MANOR 78653

Dear Matt Mitchell,

We have conducted a review of the final plat for the above-referenced project, submitted by Matt Mitchell and received by our office on March 09, 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,



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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 8, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Coordinated Sign Plan for 13903 US Hwy 290 East. Applicant: U.S. Signs. Owner: Texas State Rentals.

BACKGROUND/SUMMARY:

Our sign code requires when an enterprise occupies two or more buildings they have to have a coordinated sign plan. The applicant has applied to have one 200 SF sign on the building facing 290. Under the sign plan this would be the only commercial sign allowed on the property. Staff's only comment to the applicant was the white background be opaque since it is internally illuminated and that would comply with our outdoor lighting standards. At the time of posting, the applicant had not re-submitted the plans but had indicated the sign would no longer be illuminated. Staff further provided that if the sign is externally illuminated it be from fully-shielded fixtures placed above the sign (as opposed to floodlights illuminating the side of building and sign). If an updated plan is submitted it will be provided at the meeting.

PRESENTATION: ☐ YES ☐ NO

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

Sign Plan

STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning and Zoning Commission approve a Coordinated Sign Plan for 13903 US Hwy 290 East with the requirement either the sign not be illuminated, or if internally illuminated that white/light colored backgrounds be opaque, or if externally illuminated that lights be fully-shielded and placed above the sign.

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



Install existing 8'x25' single faced
LED sign cabinet to side building
elevation

8"



**Texas
State
Rentals**
844-TEX-RENT

25'



State License TSCL 18159
Regulatory: The Texas State License Commission, 100 East 12th Street, Austin, TX 78701

258 TRADE CENTER DRIVE
NEW BRAUNFELS, TEXAS 78130
830.629.4411 FAX 830.629.8099
ussigns@sbcglobal.net • www.ussignsnb.com



Client **Texas State Rentals**
844-TEX-RENT

13903 Hwy 290 Manor

Approval

Date

All drawings submitted are property of U.S. Signs until purchased by The Client. No alterations or distributions can be made without written consent from U.S. Signs

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE. THIS SIGN IS NOT TO BE USED FOR ANY OTHER PURPOSES. THE SIGN IS TO BE MAINTAINED IN GOOD ORDER AND PROPER GROUNDING AND BONDING OF THE SIGN.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 8, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Coordinated Sign Plan for Manor Commons East. Applicant: Facility Solutions Group Owner: Greenview Development 973, LP.

BACKGROUND/SUMMARY:

This is a CSP for most of the tracts in Manor Commons East, which is the development on the eastside of 973 between 290 and Old 20. The sign plan has matching designs to the signs in the portions of Manor Commons west of 973 (Multi-tenant pylon, Panda, Wendy's, Advance, Whataburger). Staff provided comments to the applicant but at the time of posting they had not resubmitted to those comments but indicated they would make the requested changes. An updated sign plan will be provided at the meeting if available. For the comments: a pylon will be added to lot 1A, the lots not included will be noted on the plans, landscaping will be added to the base of pylon signs, white/light colored backgrounds will not be illuminated, pylons will have minimum spacing, and on-site directional signage (pad site enter/exit signs) requirements will be added.

PRESENTATION: ☐ YES ☐ NO

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

Plan

Review Comments

STAFF RECOMMENDATION:

It is City staff's recommendation that the Planning and Zoning Commission approve a Coordinated Sign Plan for Manor Commons East with staff requested changes.

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

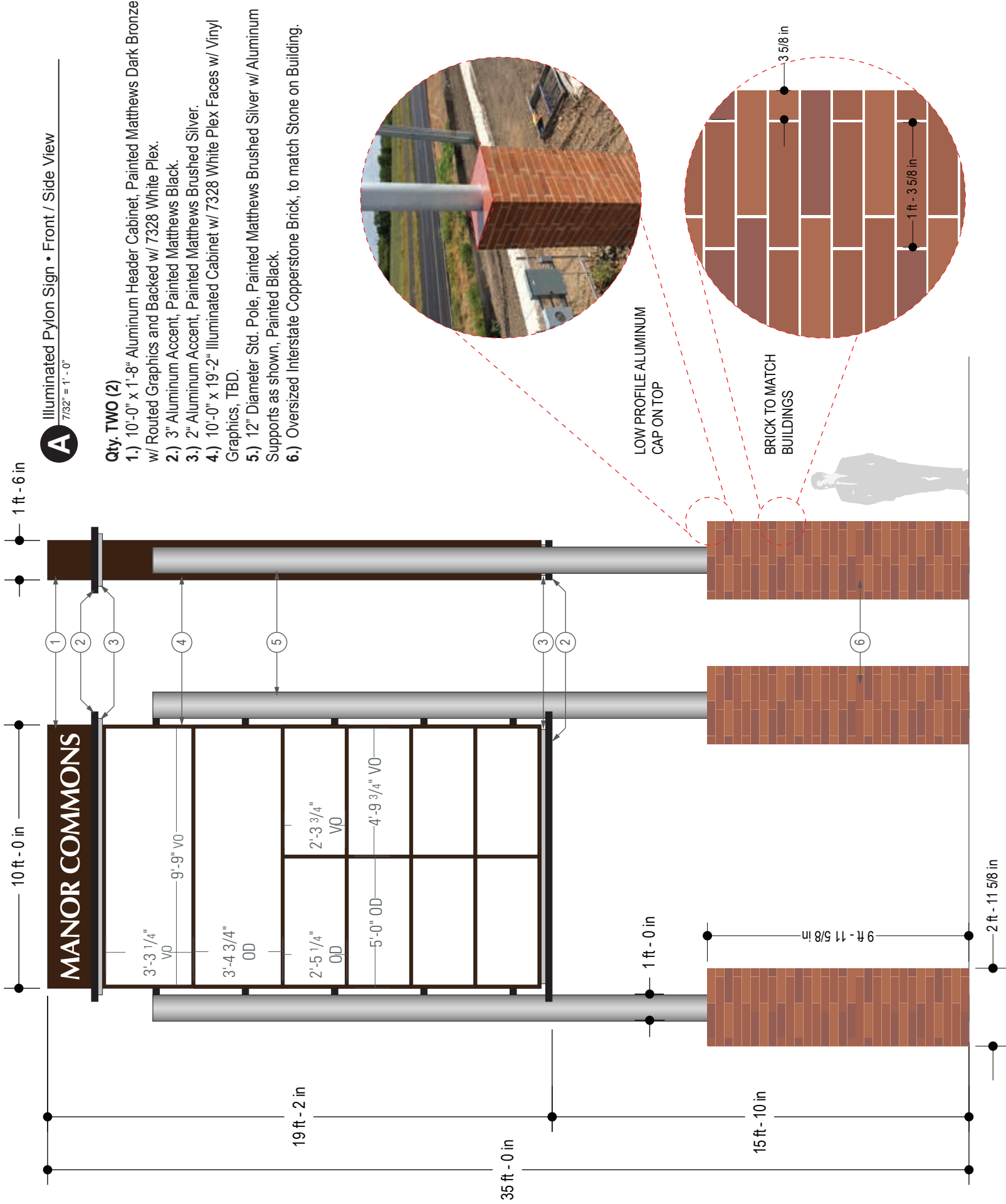
MANOR COMMONS

Highway 290 Manor, TX

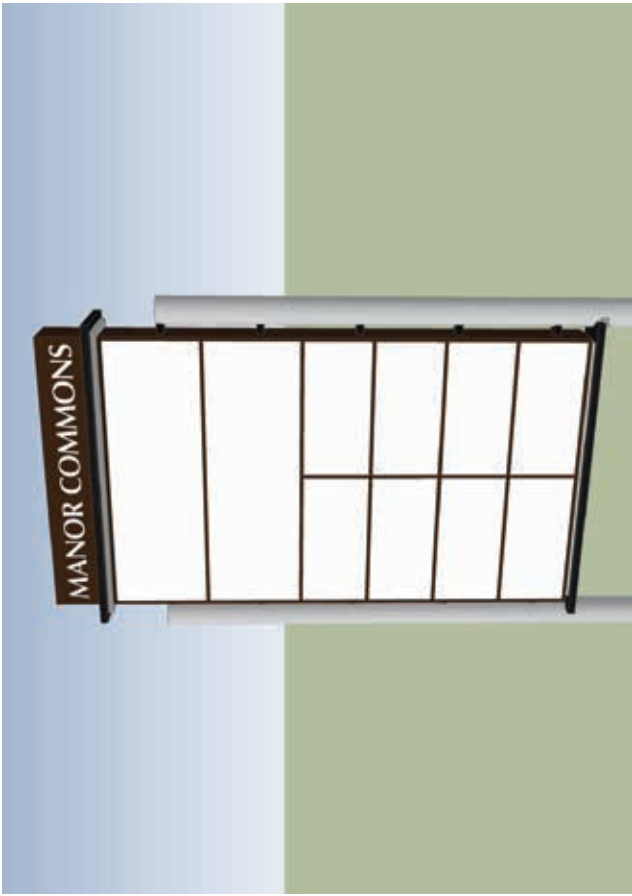
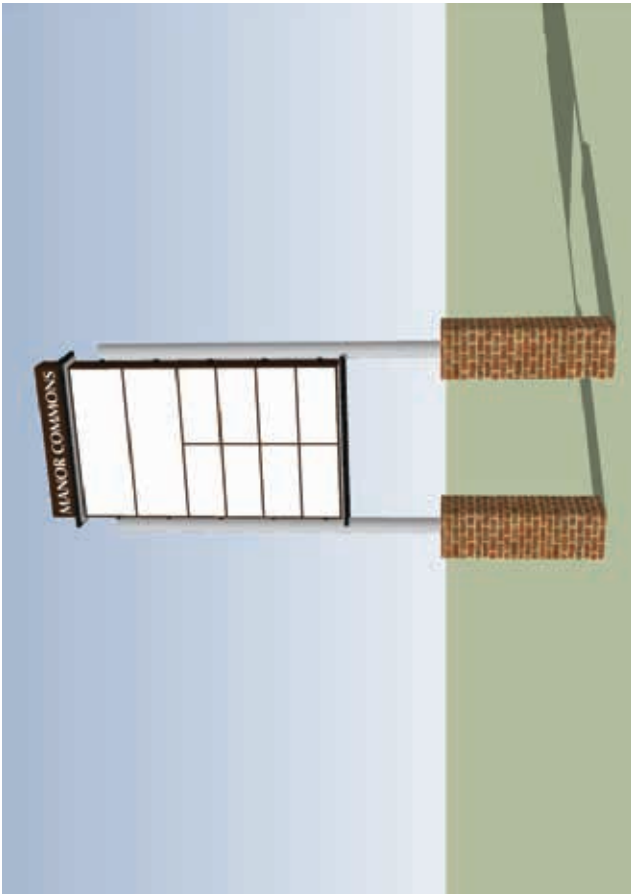
COMPREHENSIVE SIGN PLAN - Phase II November 27, 2019



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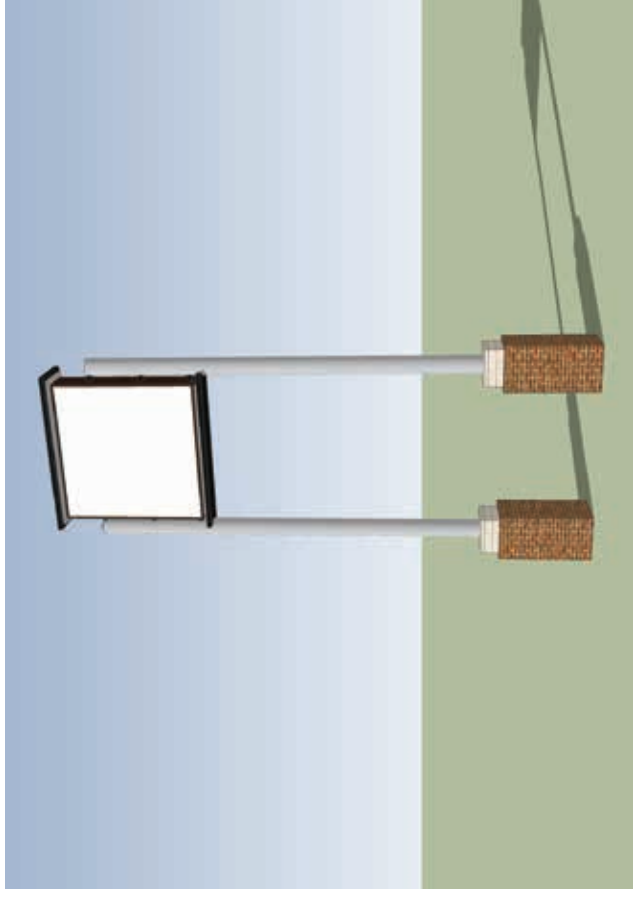
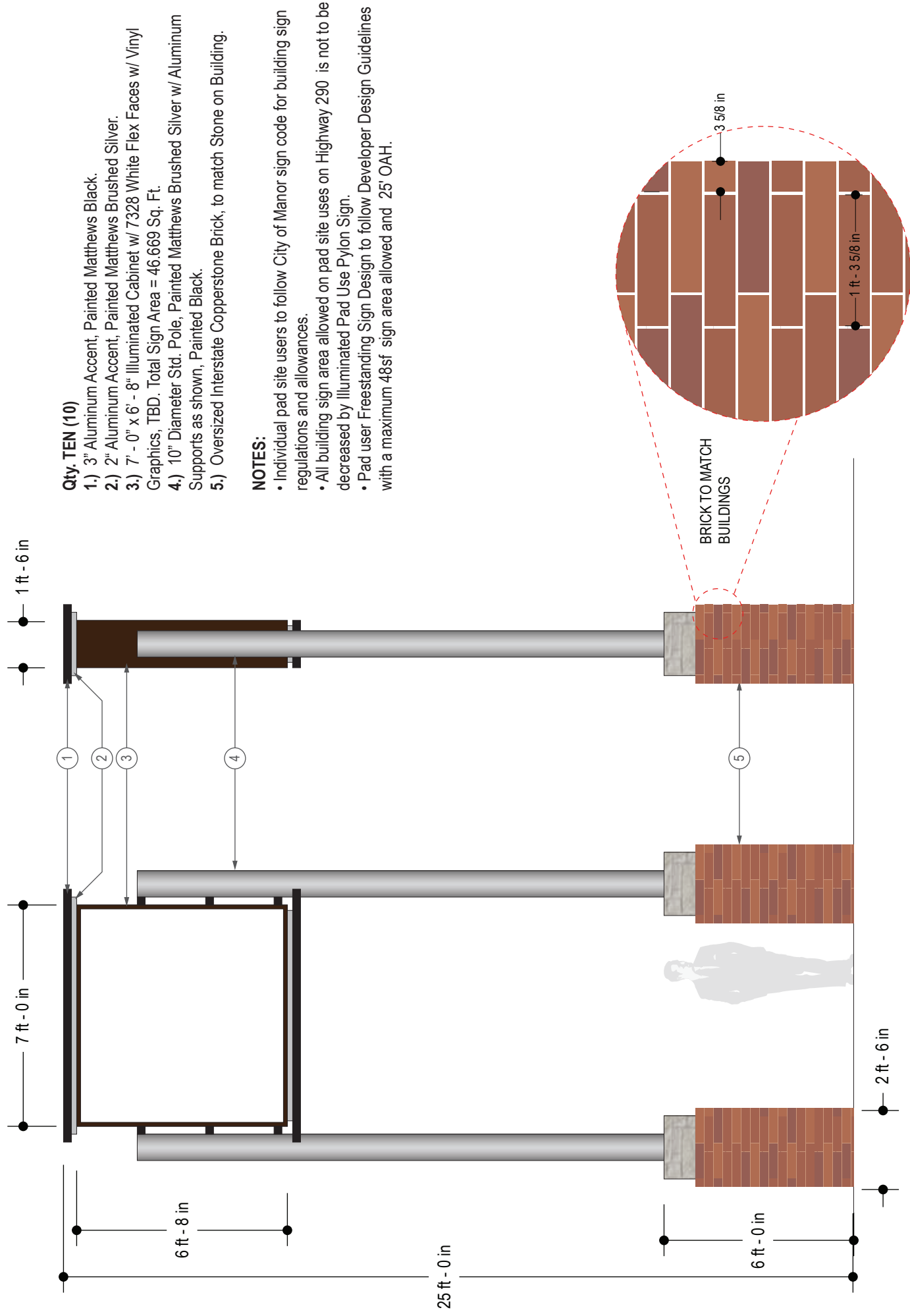
SIGN TYPE	Page
ST A - Main Pylon	1 (A.100)
ST C - Tenant Pylon	2 (C.100)
ST E - Directional	3 (E.100)
SIGN LOCATION PLAN	4 (SLP.100)
SIGN CRITERIA	5




A Illuminated Pylon Sign • Front / Side View
7/32" = 1' - 0"

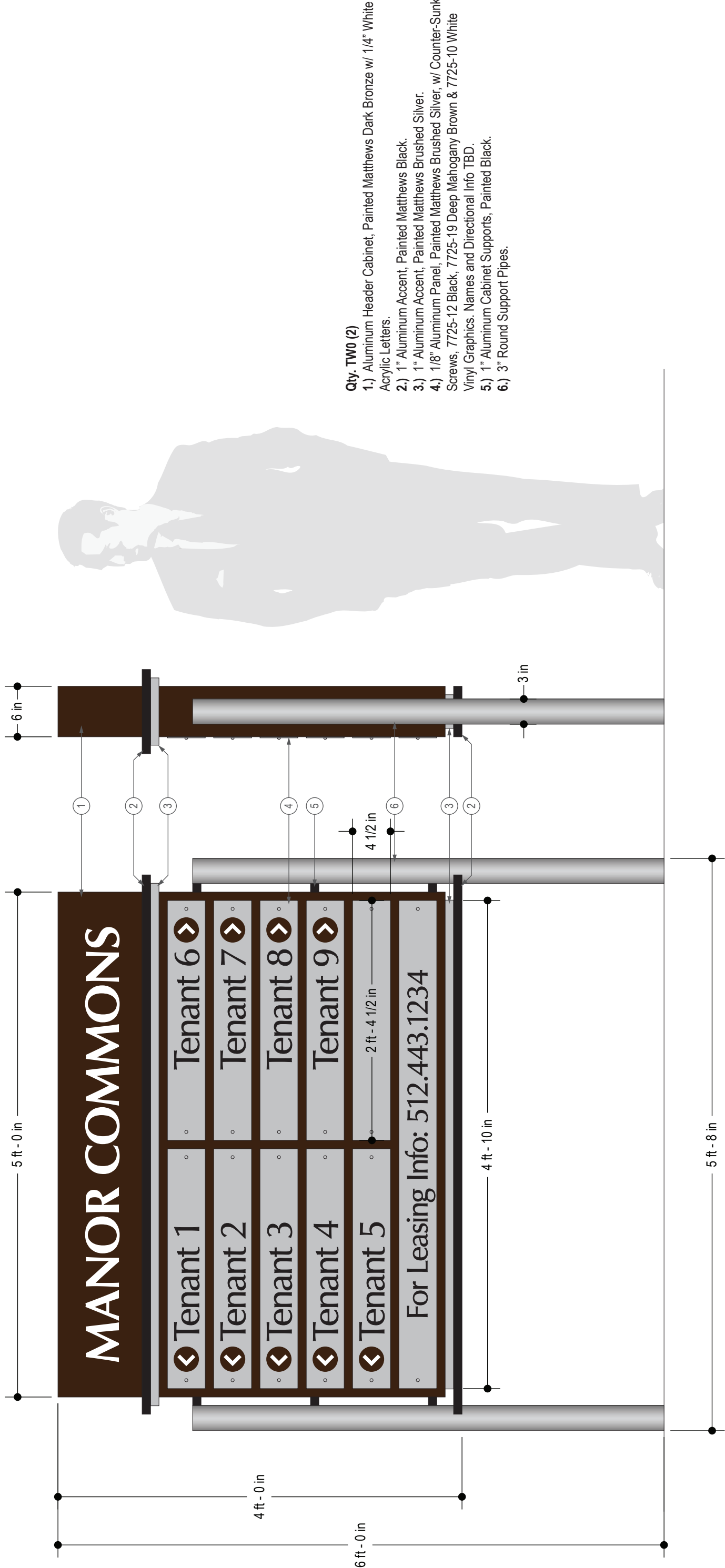


Manor Commons corner 973 and Old Hwy 290	Start Date: 9.16.19 Last Revision: Job#92J10599 Dwg. #92J10599AV1S1	Design Rep. Ky Williams / AI Morales (Rev.) Sales: Bob Strobeck	CLIENT APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation. [IF REQUIRED] LANDLORD APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.	 MEMBER  LISTED © COPYRIGHT 2018 / ALL RIGHTS RESERVED	UL INSTALLATION REQUIREMENTS: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS SIGN IS NOT TO BE USED FOR BONDING AND BONDING OF THE SIGN.	A	1.00
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FACILITY SOLUTIONS GROUP
10212 METRIC BLVD., AUSTIN, TEXAS 78758
800-327-1104 / 512-494-0002 / fsgqi.com

<p>Manor Commons corner 973 and Old Hwy 290</p>	<p>Start Date: 9.16.19 Last Revision: 11.27.19 Job#92J10599 Dwg. #92J10599CV251</p>	<p>Design Rep. Ky Williams / Al Morales (Rev.) Sales: Bob Strobeck</p>	<p>•----- CLIENT APPROVAL ----- APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.</p> <p>[IF REQUIRED:] ----- LANDLORD APPROVAL ----- APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.</p>	<p>MEMBER  INTERNATIONAL SIGN ASSOCIATION</p> <p>UL INSTALLATION REQUIREMENTS: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND ANY OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.</p> <p>UL LISTED</p> <p>© COPYRIGHT 2018 / ALL RIGHTS RESERVED</p>
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- Qty. TW0 (2)**
- 1.) Aluminum Header Cabinet, Painted Matthews Dark Bronze w/ 1/4" White Acrylic Letters.
 - 2.) 1" Aluminum Accent, Painted Matthews Black.
 - 3.) 1" Aluminum Accent, Painted Matthews Brushed Silver.
 - 4.) 1/8" Aluminum Panel, Painted Matthews Brushed Silver, w/ Counter-Sunk Screws, 7725-12 Black, 7725-19 Deep Mahogany Brown & 7725-10 White Vinyl Graphics. Names and Directional Info TBD.
 - 5.) 1" Aluminum Cabinet Supports, Painted Black.
 - 6.) 3" Round Support Pipes.






Single-Sided, Non-Illuminated Directional Sign • Front / Side View

1" = 1'-0"



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- A** ILLUMINATED PYLON SIGN Qty TWO (2)
- C** TENANT PYLON Qty TEN (10)
- E** DIRECTIONAL Qty TWO (2)



Manor Commons corner 973 and Old Hwy 290	Start Date: 9.16.19 Last Revision: 11.27.19 Job#92J10599 Dwg. #92J10599SLP151	Design Rep. Ky Williams / Al Morales (Rev.) Sales: Bob Strobeck
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City of Manor
105 E. Eggleston St.
Manor, TX 78653
(512) 272-5555

Date: Monday, March 30, 2020

Amy Cavaliere
Facility Solutions Group - Signs
10212 Metric Blvd
Austin TX 78758
signpermits@fsgj.com

Permit Number 2020-4778
Job Address: N FM RD 973, Manor 78653

Dear Amy Cavaliere,

Staff has completed its review of plans for the Manor Commons East Coordinated Sign Plan that is to be located at N FM RD 973, Manor 78653. Comments from this review follow.

City Planner Review

The following comments have been provided by Scott Dunlop. Should you have any questions or require additional information regarding any of these comments, please contact Scott Dunlop by telephone at (512) 272-5555 or by email at sdunlop@cityofmanor.org.

- **No pylon on lot 1A, was that intentional?**
- **Does 12A, 12B, multi-family or office need signs? If not, a note should be added listing the excluded lots in the Manor Commons East PUD that will follow city codes.**
- **Add requirement for base landscaping - Code requires 120 SF of landscaped area around a sign base.**
- **No white or light colored backgrounds that are internally illuminated can be lit. White/light backgrounds need to be opaque - refer to section 3.11.008(p) of the Code**
- **Pylon signs should have minimum spacing distances such as 125'-150' spacing and/or centered on lots**
- **Add on-site tenant specific directional signage from code - refer to section 3.10.009(4)**

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) 272-5555, or by e-mail at sdunlop@cityofmanor.org.

Thank you,

3/30/2020 2:40:43 PM
Manor Commons East Coordinated Sign Plan
2020-4778
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Scott Dunlop
Development Services