



MANOR PLANNING & ZONING
COMMISSION MEETING
AGENDA
105 E. EGGLESTON STREET
MANOR, TEXAS 78653
SEPTEMBER 14, 2016 · 6:30 P.M.

CALL TO ORDER AND ANNOUNCE QUORUM PRESENT

REGULAR AGENDA

1. Consideration, discussion, and possible action to approve the minutes for the August 10, 2016 Planning & Zoning Commission Meeting.
2. Consideration, discussion, and possible action to approve a Preliminary Plat for Stonewater North Revised Phases 1 – 3, Two hundred thirty-one (231) single family lots on 69 acres more or less, located on FM 973 and Tower Rd. Manor, TX. Agent: Doucet and Associates. Owner: Continental Homes of Texas.
3. Consideration, discussion, and possible action on Preliminary Plat for Shadowview Commercial Section 3, three (3) PUD and Light Commercial lots on 13 acres more or less, located at US Hwy 290 and Hill Lane. Agent: Kimley-Horn. Owner: Shadowglen Development Corp.
4. Consideration, discussion, and possible action on Preliminary Plat for Shadowglen phases 17, 18, 21A, 21B, 24A, and 24B, four hundred and thirty-two (432) single family lots on 123 acres more or less, located at Shadowglen Blvd and Shadowglen Trace. Agent: Bury, Inc. Owner: SG Land Holdings.
5. Consideration, discussion and possible recommendation on a Concept Plan for Shadowview Commercial, Section 3 Lot 2, on 3.57 acres more or less, William Standerford Survey No. 69. Abstract 472.

ADJOURNMENT

POSTING CERTIFICATION

I, hereby, certify that this notice of the Manor Planning & Zoning Commission Meeting was posted on this 9th day of September, 2016 at 5:00 P.M., as required by law in accordance with Section 551.043 of the Texas Government Code.



Lluvia Tijerina, Administrative Assistant

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the council chambers are wheelchair accessible and special marked parking is available. Persons with disabilities who plan to attend this meeting and who may need assistance are requested to contact Frances Aguilar, City Secretary at 512-272-5555. Provide a forty-eight hour notice when feasible.

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

_____, 2016 at _____ am/pm by _____.

City Secretary's Office
City of Manor, Texas

1



**MANOR PLANNING & ZONING
COMMISSION MEETING
MINUTES
105 E. EGGLESTON STREET
MANOR, TEXAS 78653
AUGUST 10, 2016 · 6:30 P.M.**

COMMISSIONERS

PRESENT:

Place 1, Mary Ann Parker, Chairperson
Place 4, Charles Russell
Place 5, Lian Stutsman
Place 7, Bill Myers, Vice Chair

ABSENT:

Place 2, VACANT
Place 3, Raul Hernandez
Place 6, Adriana Rojas

CITY STAFF PRESENT:

Scott Dunlop, Planning Coordinator

CALL TO ORDER AND ANNOUNCE QUORUM PRESENT

Chairperson Parker announced a quorum and called the meeting to order at 6:34 PM

REGULAR AGENDA

1. Consideration, discussion, and possible action to appoint Bill Myers as Vice Chair of the Planning and Zoning Commission

Motion to appoint Bill Myers as Vice Chair by Commissioner Stutsman, Seconded by Commissioner Russell. 3 – 0 to appoint.

2. Consideration, discussion, and possible action to approve the minutes for the July 13, 2016 Planning & Zoning Commission Meeting.

Motion to approve the July minutes by Commissioner Russell, Seconded by Commissioner Stutsman. 4 – 0 to approve.

3. Consideration, discussion, and possible action to approve a Preliminary Plat for Stonewater North Revised Phases 1 – 3, Two hundred thirty-one (231) single family lots on 69 acres more or less, located on FM 973 and Tower Rd. Manor, TX. Agent: Doucet and Associates. Owner: Continental Homes of Texas.

Motion to postpone by Vice Chair Myers, Seconded by Commission Russell. 4 – 0 to postpone.

4. Consideration, discussion, and possible action on Preliminary Plat for Shadowview Commercial Section 3, three (3) PUD and Light Commercial lots on 13 acres more or less, located at US Hwy 290 and Hill Lane. Agent: Kimley-Horn. Owner: Shadowglen Development Corp.

Motion to postpone by Vice Chair Myers, Seconded by Commissioner Stutsman. 4 – 0 to postpone.

5. Consideration, discussion, and possible action on Preliminary Plat for Shadowglen phases 17, 18, 21A, 21B, 24A, and 24B, four hundred and thirty-two (432) single family lots on 123 acres more or less, located at Shadowglen Blvd and Shadowglen Trace. Agent: Bury, Inc. Owner: SG Land Holdings.

Motion to postpone by Commissioner Stutsman, Seconded by Vice Chair Myers. 4 – 0 to postpone.

6. Consideration, discussion, and possible action on a final plat for Presidential Glen phase 5, One hundred and fifty-two (152) single family lots on 30 acres more or less, located at Bois D'Arc Road and Paseo de Presidente. Agent: Pape Dawson. Owner: LGI Homes.

Motion to approve with conditions Lot 44 Block R, Lot 6 Block T, Lot 13 Block Y not be classified as parkland and Lot 5 Block T, Lot 23 Block R, and Lot 11 Block S not be classified as parkland and not transfer to City ownership by Commissioner Stutsman, Seconded by Commissioner Russell. 4 – 0 to approve with conditions.

7. Consideration, discussion, and possible action a final plat for Presidential Glen phase 6, fifty (50) single family lots on 12 acres more or less, located at Bois D'Arc Road and Paseo de Presidente. Agent: Pape Dawson. Owner: LGI Homes.

Motion to approve by Vice Chair Myers, Seconded by Commissioner Stutsman. 4 – 0 to approve.

ADJOURNMENT

Motion to adjourn by Commissioner Stutsman, Seconded by Commissioner Russell. 4 – 0 to adjourn.

Mary Ann Parker, Chairperson

2



CITY OF
MANOR
EST.  1872
TEXAS

AGENDA ITEM NO. 2

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 14, 2016

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve a Preliminary Plat for Stonewater North Revised Phases 1 – 3, Two hundred thirty-one (231) single family lots on 69 acres more or less, located on FM 973 and Tower Rd. Manor, TX. Agent: Doucet and Associates. Owner: Continental Homes of Texas.

BACKGROUND/SUMMARY:

This item is still under review by our engineers. They are working out access to the Rose Hill Cemetery that is adjacent to this development.

PRESENTATION: ☐ YES ☒ NO

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

Engineer letters and comments

Site map

STAFF RECOMMENDATION:

It is City staff's recommendation, that this item be postponed to October 12, 2016

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



7401B Highway 71 West, Suite 160
Austin, TX 78735
Office: 512.583.2600
Fax: 512.583.2601

DoucetandAssociates.com

June 25, 2014

City of Manor
Development Services Department
105 E. Eggleston St.
Manor, Texas 78653
512-272-5555

Attn: Tom Bolt, Director of Development Services

RE: Revised Stonewater North Subdivision: Preliminary Plan

Dear Mr. Bolt:

The Preliminary Plan Submittal Form and the associated documents enclosed are intended for a Preliminary Plan review of Stonewater North Subdivision. The revised Stonewater North Preliminary Plan differs from the previously approved preliminary plan in that the residential lot sizes have been increased from 40-feet to 50-feet. No significant changes have been made to the approved roadway or utility layouts.

A fee waiver of \$14,000 was approved by the City of Manor's City Council on June 3, 2015. The application fee check enclosed in this submittal package accounts for the difference between the preliminary plan submittal fee and the fee waiver.

Please find the following documents enclosed for your review:

- Preliminary Plan Application (1)
- Application Fee Check (1)
- Fee Waiver Approval E-mail (1)
- Engineering Report (1)
- Hydrologic Report (1)
- Service Availability Letters (1 set)
- Mailing List of residents within 300' (1)
- Mailing Labels of residents within 300' (1)
- Preliminary Plan – Stonewater North (1 set)

An additional copy of the submittal materials have been submitted directly to Frank Phelan at the office of the Jay Engineering Company in Leander, Texas. Should you have any questions please do not hesitate to contact me.

COMMITMENT YOU EXPECT.
EXPERIENCE YOU NEED.
PEOPLE YOU TRUST.

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220

Leander, TX 78646

(512) 259-3882

Fax 259-8016

September 11, 2015

Mr. Tom Bolt
City Manager
City of Manor
P.O. Box 387
Manor, TX 78653

Re: Stonewater North Subdivision
Fourth Preliminary Plan Application Submittal
City of Manor

Dear Mr. Bolt:

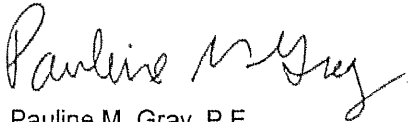
The Stonewater North Subdivision Preliminary Plan submitted by Doucet & Associates and received by our office September 10, 2015, has been reviewed for compliance with the City of Manor Subdivision Ordinance 263 B. Our previous comments dated July 7, 2015, have not been addressed with the latest submittal. The previous comments were:

1. Provide verification of no significant trees within the Limits of Construction as required by Section 22(c)(2)(iii) of Subdivision Ordinance 263 B. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown.
2. An easement will be required for the fully developed 100 year flood plain, based upon the submitted memorandum. Show easement on the plan as required by Section 22(c)(4)(i) of Subdivision Ordinance 263 B. A drainage study, consisting of a Drainage Area Map with contours, location and capacities of existing and proposed drainage features, and calculations in accordance with this Ordinance and good engineering practices, shall be provided to ensure the property will be developed in accordance with City drainage policies.

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.

We trust that you will find this information helpful when considering approval of this Preliminary Plan. If you should have any questions, or need additional information, please let us know.

Sincerely,



Pauline M. Gray, P.E.

PMG/s

Copy: Scott Dunlop, City of Manor
Vince Musat, Doucet Engineering
Hanna Lupico, Doucet Engineering



7401B Highway 71 West, Suite 160
Austin, TX 78735
Office: 512.583.2600
Fax: 512.583.2601

Doucetengineers.com

April 06, 2016

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

Re: Comment Response to Frank T. Phelan, P.E. [Jay Engineering] Third Preliminary Plan Review for Stonewater North Preliminary Plan dated ~~July 7, 2015~~.

Sep+ 11, 2015

Dear Mr. Bolt:

The following is Doucet & Associates, Inc. response to Jay Engineering's comment letter dated 07/07/2015 regarding the project listed above:

1. Provide verification of no significant trees within the Limits of Construction as required by Section 22(c)(2)(iii) of Subdivision Ordinance 263 B. Significant Trees, within the boundaries of the subdivision and of 8-inch caliper and larger, shall be shown accurately to the nearest one (1) foot, Critical Root Zones of these trees shall also be shown.

Response: There are no significant trees within the Limits of Construction based upon our most current survey of the site. Sheet 7, the Existing Drainage Plan, shows the current survey overlaid on to this plan sheet. No trees have been indicated within the extents of Stonewater North.

2. An easement will be required for the fully developed 100 year flood plain, based upon the submitted memorandum. Show easement on the plan as required by Section 22(c)(4)(i) of Subdivision Ordinance 263 B. A drainage study, consisting of a Drainage Area Map with contours, location and capacities of existing and proposed drainage features, and calculations in accordance with this Ordinance and good engineering practices, shall be provided to ensure the property will be developed in accordance with City drainage policies.

Response: Please see the updated preliminary plat containing the 100 year fully developed floodplain. This floodplain was determined by using the drainage study performed by RPS. This study is included in this update. An updated proposed drainage study demonstrating adequate

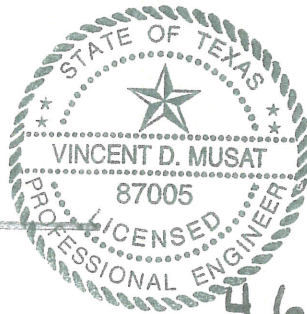


conveyance of the fully developed 100 yr. storm will be provided with construction drawings for Stonewater North Phase 1.

END OF COMMENTS

Sincerely,

A handwritten signature in black ink, appearing to read 'Vincent D. Musat', written over a circular stamp.



4.6.16

Vincent D. Musat, P.E., LEED AP BD+C
Senior Project Engineer
Doucet & Associates, Inc.
TBPE Firm # 3937

Cc: Frank T. Phelan, P.E./Jay Engineering with enclosures

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220

Leander, TX 78646

(512) 259-3882

Fax 259-8016

May 5, 2016

Mr. Tom Bolt
City Manager
City of Manor
P.O. Box 387
Manor, TX 78653

Re: Stonewater North Subdivision
Fourth Preliminary Plan Submittal Review
City of Manor

Dear Mr. Bolt:

The Stonewater North Subdivision Preliminary Plan submitted by Doucet & Associates and received by our office April 8, 2016, has been reviewed for compliance with the City of Manor Subdivision Ordinance 263 B. The plan is in general conformance with the Ordinance with the following exceptions:

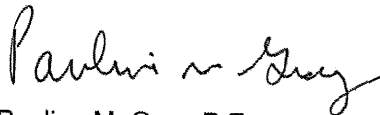
1. The proposed drainage easement should be clearly shown in order to distinguish it from the FEMA floodplain.
2. The signature blocks on the cover have 2015 for the year.
3. Arkose Road should be stubbed out to the east to the adjacent property.
4. The alignment of Skarn Road should be revised to provide for a smoother tie in at the proposed intersection with Johnson Road.
5. No information is provided for Block U Lot 1.
6. The street names shown for Stonewater Phase 8 should be labeled correctly on the sheets.
7. On Sheet 5, there appears to be a portion of the development that is not located within any of the proposed phases.
8. On Sheet 11 the 36" RCP outlet at the proposed detention pond should be labeled.
9. The proposed pipe sizes on Sheet 11 should be verified.
10. The minimum pavement width for minor streets with a 50 foot R.O.W. is 31 feet measured from curb back to curb back.

Mr. Tom Bolt
May 5, 2016
Page 2 of 2

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.

We trust that you will find this information helpful when considering approval of this Preliminary Plan. If you should have any questions, or need additional information, please let us know.

Sincerely,



Pauline M. Gray, P.E.

PMG/s

Copy: Scott Dunlop, City of Manor
Vince Musat, Doucet Engineering

PN 100-721-10





7401B Highway 71 West, Suite 160
Austin, TX 78735
Office: 512.583.2600
Fax: 512.583.2601

Doucetengineers.com

May 19, 2016

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

Re: Comment Response to Pauline M. Gray, P.E.'s [Jay Engineering] Fourth Preliminary Plan Review letter dated May 5, 2016 for the Stonewater North Preliminary Plan project.

Dear Mr. Bolt:

The following is Doucet & Associates, Inc. response to Jay Engineering's comment letter dated 05/05/2016 regarding the project listed above:

1. The proposed drainage easement should be clearly shown in order to distinguish it from the FEMA floodplain.

Response: The linetype for the Drainage easement has been changed to distinguish it from the FEMA floodplain.

2. The signature blocks on the cover have 2015 for the year.

Response: The signature blocks have been updated to show 2016 for the year.

3. Arkose Road should be stubbed out to the east to the adjacent property.

Response: The intersection of Arkose Road and Skarn Road has been changed from a tee intersection to a four way intersection in order to incorporate a street stub out to the East property.

4. The alignment of Skarn Road should be revised to provide for a smoother tie in at the proposed intersection with Johnson Road.

Response: The intersection of Skarn Road and Johnson Road has been adjusted to show a smoother transition into this existing road.

5. No information is provided for Block U Lot 1.

Response: Block U Lot 1 has been added to the summary table on the second page of the Plat.

COMMITMENT YOU EXPECT.
EXPERIENCE YOU NEED.
PEOPLE YOU TRUST.



Cc: Frank T. Phelan, P.E./Jay Engineering with enclosures

Enclosures:

- Doucet's Update #4 response dated 2016-05-19 to Jay Engineering's Comments (2 copies)
- Update #4 - Stonewater North Preliminary Plan dated 2016-05-19 (2 copies)
- Check for re-submittal to the amount of \$275.00

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220
Leander, TX 78646

(512) 259-3882
Fax 259-8016

June 1, 2016

Mr. Tom Bolt
City Manager
City of Manor
P.O. Box 387
Manor, TX 78653

Re: Stonewater North Subdivision
Fifth Preliminary Plan Submittal Review
City of Manor

Dear Mr. Bolt:

The Stonewater North Subdivision Preliminary Plan submitted by Doucet & Associates and received by our office May 20, 2016, has been reviewed for compliance with the City of Manor Subdivision Ordinance 263 B. The plan is in general conformance with the Ordinance with the following exceptions (addressed comments stricken, new or outstanding comments in bold):

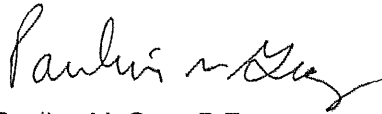
1. ~~The proposed drainage easement should be clearly shown in order to distinguish it from the FEMA floodplain.~~
2. ~~The signature blocks on the cover have 2015 for the year.~~
3. **Arkose Road should be stubbed out to the east to the adjacent property. The stubout is not shown on Sheet 2 – Stonewater North Preliminary Plat.**
4. **The alignment of Skarn Road should be revised to provide for a smoother tie in at the proposed intersection with Johnson Road. It appears the only change to the alignment was changing the R.O.W. and pavement widths.**
5. ~~No information is provided for Block U Lot 1.~~
6. ~~The street names shown for Stonewater Phase 8 should be labeled correctly on the sheets.~~
7. ~~On Sheet 5, there appears to be a portion of the development that is not located within any of the proposed phases.~~
8. ~~On Sheet 11 the 36" RCP outlet at the proposed detention pond should be labeled.~~
9. ~~The proposed pipe sizes on Sheet 11 should be verified.~~
10. ~~The minimum pavement width for minor streets with a 50 foot R.O.W. is 31 feet measured from curb back to curb back.~~

Mr. Tom Bolt
June 1, 2016
Page 2 of 2

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.

We trust that you will find this information helpful when considering approval of this Preliminary Plan. If you should have any questions, or need additional information, please let us know.

Sincerely,



Pauline M. Gray, P.E.

PMG/s

Copy: Scott Dunlop, City of Manor
Vince Musat, Doucet Engineering

PN 100-721-10



JAY ENGINEERING COMPANY, INC.

P.O. Box 1220
Leander, TX 78646

(512) 259-3882
Fax 259-8016

June 27, 2016

Mr. Tom Bolt
City Manager
City of Manor
P.O. Box 387
Manor, TX 78653

Re: Stonewater North Subdivision
Sixth Preliminary Plan Submittal Review
City of Manor

Dear Mr. Bolt:

The Stonewater North Subdivision Preliminary Plan submitted by Doucet & Associates and received by our office June 10, 2016, has been reviewed for compliance with the City of Manor Subdivision Ordinance 263 B. The plan is in general conformance with the Ordinance with the following exceptions (addressed comments stricken, new or outstanding comments in bold):

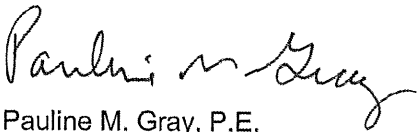
1. ~~The proposed drainage easement should be clearly shown in order to distinguish it from the FEMA floodplain.~~
2. ~~The signature blocks on the cover have 2015 for the year.~~
3. ~~Arkose Road should be stubbed out to the east to the adjacent property. The stubout is not shown on Sheet 2 Stonewater North Preliminary Plat.~~
4. ~~The alignment of Skarn Road should be revised to provide for a smoother tie in at the proposed intersection with Johnson Road. It appears the only change to the alignment was changing the R.O.W. and pavement widths.~~
5. ~~No information is provided for Block U Lot 1.~~
6. ~~The street names shown for Stonewater Phase 8 should be labeled correctly on the sheets.~~
7. ~~On Sheet 5, there appears to be a portion of the development that is not located within any of the proposed phases.~~
8. ~~On Sheet 11 the 36" RCP outlet at the proposed detention pond should be labeled.~~
9. ~~The proposed pipe sizes on Sheet 11 should be verified.~~
10. ~~The minimum pavement width for minor streets with a 50 foot R.O.W. is 31 feet measured from curb back to curb back.~~

11. Lot 87 on Block J is no longer open space due to the existing road no longer being removed with the proposed project. It should be reclassified.
12. The proposed access road to Rose Hill Cemetery has been removed from the plans. This access road was proposed to bring better access to the cemetery via Stonewater North. Written approval from the Rose Hill Cemetery Association stating that no longer providing the new access road for the cemetery is okay with the Rose Hill Cemetery Association is required.

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.

We trust that you will find this information helpful when considering approval of this Preliminary Plan. If you should have any questions, or need additional information, please let us know.

Sincerely,



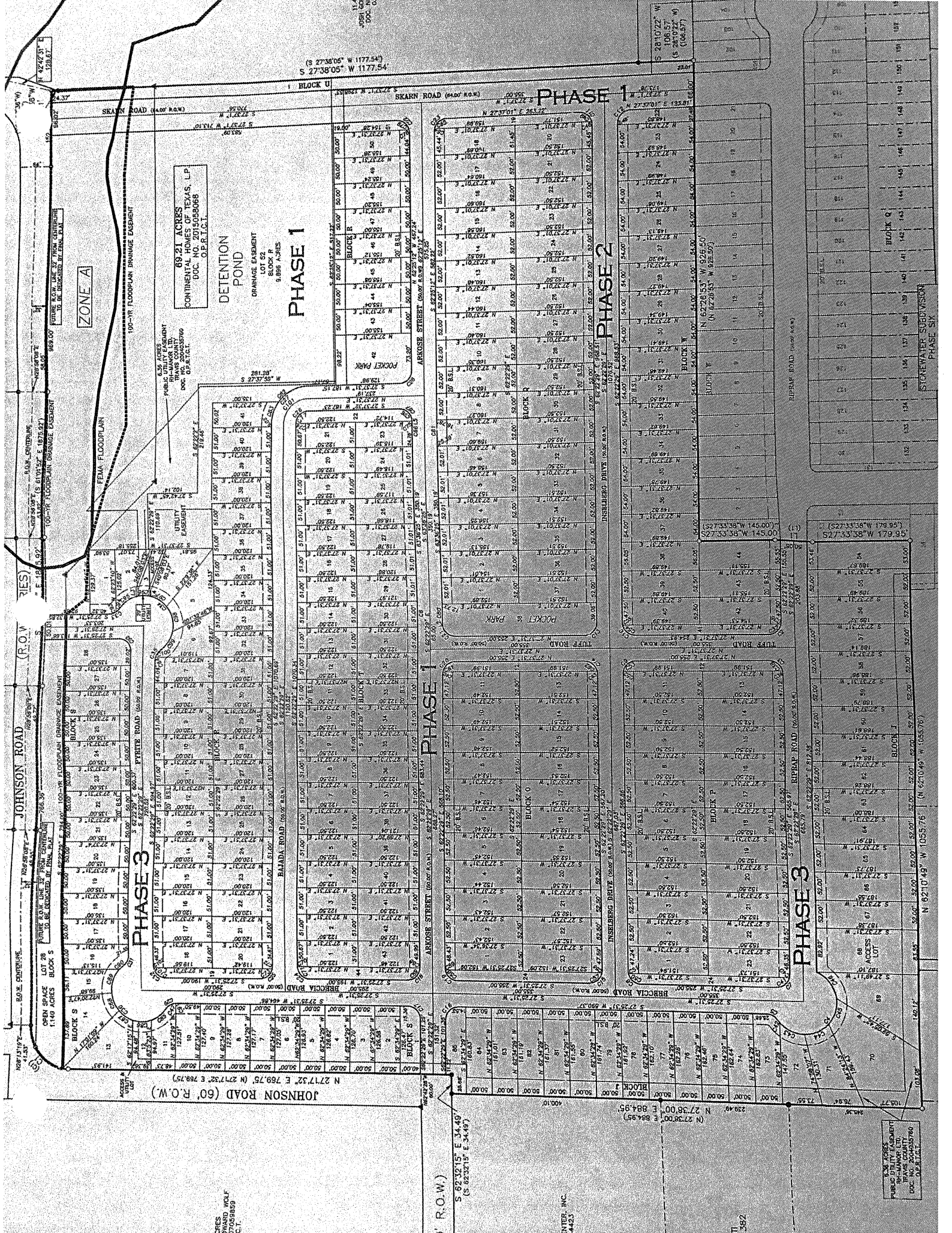
Pauline M. Gray, P.E.

PMG/s

Copy: Scott Dunlop, City of Manor
Vince Musat, Doucet Engineering

PN 100-721-10





69.21 ACRES
CONTINENTAL HOMES OF TEXAS, LP
DOC NO. 201008068
O.P.T.C.T.

DETENTION
POND
DRAINAGE EASEMENT
LOT 52
BLOCK P
9.886 ACRES

PHASE 1

PHASE 1

PHASE 2

PHASE 1

PHASE 3

PHASE 3

JOHNSON ROAD (R.O.W.)

JOHNSON ROAD (60' R.O.W.)

WARD WOLF
27059899
C.T.

ENTER, INC.
44425

NEW LOTS
PUBLIC UTILITY EASEMENT
ST. JAMES LTD.
DOC NO. 200403760
O.P.T.C.T.

3



AGENDA ITEM, NO. 3

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 14, 2016

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on Preliminary Plat for Shadowview Commercial Section 3, three (3) PUD and Light Commercial lots on 13 acres more or less, located at US Hwy 290 and Hill Lane. Agent: Kimley-Horn. Owner: Shadowglen Development Corp.

BACKGROUND/SUMMARY:

This item is still under review by our engineers. They have to have the concept plan approved first, which has been submitted and approved by the engineers.

PRESENTATION: ☐ YES ☒ NO

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

Engineer letters and comments

Site map

STAFF RECOMMENDATION:

It is City staff's recommendation, that this item be postponed to October 12, 2016

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

April 14, 2016

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

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

*Re: Summary Letter – Shadowview Commercial Section 3
Preliminary Plan Application
Hill Lane between Gregg Manor Road and Lexington Street
Manor, Texas 78653*

To Whom It May Concern:

Please accept this Summary Letter for the above referenced project. Shadowview Commercial Section 3 is a proposed commercial subdivision located north of Highway 290 at Hill Lane between Gregg Manor Road and Lexington Street in the City of Manor, Travis County. The existing 2 properties included in the Preliminary Plat are approximately 20 acres and 3.5 acres of mostly undeveloped land. Section 3 encompass approximately +/-16 acres of the two properties.

The proposed improvements include the extension of Hill Lane to Lexington St., the realignment of Manor Downs Dr., 3 commercial lots, detention pond modifications, sidewalk, storm sewer, water, wastewater and other associated site improvements. This project is located within the Wilbarger Creek watershed of the Colorado River basin.

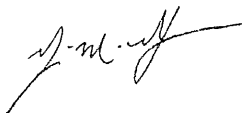
No portion of this site is located in the Federal Emergency Management Agency's 100-year floodplain according to the Flood Insurance Rate Map 48453C0485J dated August 18, 2014.

An existing detention facility on the eastern portion of the property will detain stormwater runoff generated from this Section, along with existing improvements to Section 2 and the existing Episcopal Church immediately to the north of the site.

If you have any questions or comments regarding this request, please contact me at 512-350-5703.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Harrison M. Hudson, P.E.
Project Manager



T BPC # F-928

4.28.2016

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220
Leander, TX 78646

(512) 259-3882
Fax 259-8016

May 11, 2016

Mr. Harrison Hudson, P.E.
Kimley-Horn and Associates, Inc.
10814 Jollyville Road, Avallan IV, Suite 300
Austin, TX 78759

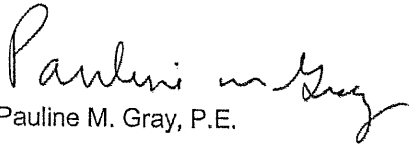
Re: Subdivision Preliminary Plan Application Review 1
Shadowview Commercial Section 3

Dear Mr. Hudson:

Our office received the Preliminary Plan for the proposed subdivision submitted by Kimley-Horn and Associates Inc. on April 28, 2016. The proposed Preliminary Plan includes lots that were not previously included within in a concept plan. A concept plan for the proposed development needs to be provided. An explanation should be provided as to how or if Shadowview Commercial Section 3 is intended to be included in the Shadowglen Development.

Let us know if you should have any questions in this regard.

Sincerely,



Pauline M. Gray, P.E.

PMG/s

Copy: Tom Bolt, City of Manor
Scott Dunlop, City of Manor

PN: 100-736-10



May 31, 2016

City of Manor
Planning and Development Review Dept.
105 E. Eggleston Street
Manor, TX 78653

RE: *Subdivision Preliminary Plan Application Review 1*
Shadowview Commercial Section 3
City of Manor, Texas 78653

To Whom It May Concern:

Please accept this Comment Response Letter for the above referenced project. This submittal is in response to the comments provided by Jay Engineering Company, Inc. on May 11, 2016. The original comments have also been included below for reference.

Comment 1. Our office received the Preliminary Plan for the proposed subdivision submitted by Kimley-Horn and Associates, Inc. on April 28, 2016. The proposed Preliminary Plan includes lots that were not previously included within in a concept plan. A concept plan for the proposed development needs to be provided. An explanation should be provided as to how or if Shadowview Commercial Section 3 is intended to be included in the Shadowglen Development.

Response. Based on our meeting with City Staff and Jay Engineering on May 24, 2015 we are proposing the following to address the above comment.

Step 1: We will submit a Concept Plan for Lot 2 (as shown on the current Preliminary Plat) that will be processed concurrently with the Preliminary Plat as submitted with this response. The Preliminary Plat approval is contingent on the Lot 2 Concept Plan approval.

Step 2: Upon approval of the Concept Plan and Preliminary Plat we will submit the Final Plat for Lots 1, 2, 3 and the new Right-of-Way sections of Hill Lane and Manor Downs Road per the Preliminary Plat. We will concurrently submit the public ROW roadway construction plans with the Final Plat. Upon approval of both of these submittals, our Client will post fiscal for the construction improvements as submitted. The Final Plat will provide specific notes and acreage totals of all vacated ROW with appropriate conveyance by separate instrument. Final Plat recordation and related ROW Vacation is held contingent upon the Hill Lane and Manor Downs Road construction improvements completion and all supporting documents are approved and in place. A Concurrent

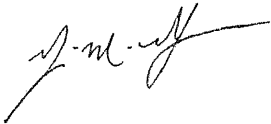
Zoning application will be filed for the areas of vacated ROW that is consistent with and contingent on all of the above.

All of the above will need to be reviewed by the City Attorney to confirm that the steps outlined above will be acceptable from a legal standpoint to the City.

Please contact me at 512-418-4534 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "H. M. Hudson", with a stylized flourish extending to the right.

Harrison M. Hudson, P.E.
Project Manager

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220
Leander, TX 78646

(512) 259-3882
Fax 259-8016

June 21, 2016

Mr. Harrison Hudson, P.E.
Kimley-Horn and Associates, Inc.
10814 Jollyville Road, Avallon IV, Suite 300
Austin, TX 78759

Re: Subdivision Preliminary Plan Application Review 2
Shadowview Commercial Section 3

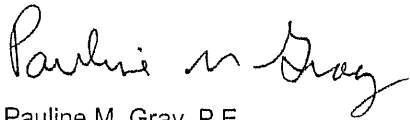
Dear Mr. Hudson:

The second submittal of the Preliminary Plan for Shadowview Commercial Section 3 submitted by Kimley-Horn and Associates Inc. was received by our office on June 3, 2016 and has been reviewed for general compliance with the City of Manor Subdivision Ordinance 263B. Based upon the review our office can offer the following comments:

1. The proposed Preliminary Plan includes lots that were not previously included within a concept plan. A concept plan for the proposed development needs to be approved. The Concept Plan was submitted to our office and will be reviewed.
2. The cover should read "Preliminary Plan Only – Not for Recordation."
3. Copies of the mailing labels for property owners within three hundred feet of the subdivision was not provided. Mailing labels were not provided to the City of Manor.
4. Elevations should be labeled on all topography.
5. On Sheet 3 the size of the existing sewer line located along Lexington Boulevard should be labeled.
6. It should be verified that no significant trees are located within the proposed development. If there are significant trees,

Let us know if you should have any questions in this regard.

Sincerely,



Pauline M. Gray, P.E.

PMG/s

Copy: Tom Bolt, City of Manor
Scott Dunlop, City of Manor

PN: 100-736-10

Kimley»Horn

August 23, 2016

City of Manor
Planning and Development Review Dept.
105 E. Eggleston Street
Manor, TX 78653

**RE: *Subdivision Preliminary Plan Application Review 2
Shadowview Commercial Section 3
City of Manor, Texas 78653***

To Whom It May Concern:

Please accept this Comment Response Letter for the above referenced project. This submittal is in response to the comments provided by Jay Engineering Company, Inc. on May 11, 2016. The original comments have also been included below for reference.

Comment 1. The proposed Preliminary Plan includes lots that were not previously included within a concept plan. A concept plan for the proposed development needs to be approved. The Concept Plan was submitted to our office and will be reviewed.

Response. The Concept Plan has been submitted and staff has approved the plan. It is set to go before Planning and zoning on September 14th.

Comment 2. The cover should read "Preliminary Plan Only - Not for Recordation."

Response. Updated.

Comment 3. Copies of the mailing labels for property owners within three hundred feet of the subdivision was not provided. Mailing labels were not provided to the City of Manor.

Response. Mailing labels have been provided with this submittal.

Comment 4. Elevations should be labeled on all topography.

Response. Updated.

Comment 5. On Sheet 3 the size of the existing sewer line located along Lexington Boulevard should be labeled.

Response. The line has been labeled.

Comment 6. It should be verified that no significant trees are located within the proposed development. If there are significant trees.

Response. A tree table and Tree Mitigation table have been added to Sheet 3. Proposed trees have been added as well to meet the mitigation requirements.

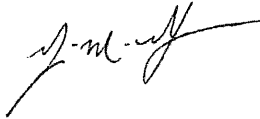
Major Updates to the Preliminary Plat include the following:

The Engineer's Report and drainage design has been updated per a supplemental Drainage Engineering Report for Shadowview and Shadowglen South dated August 2016 by Urban Design Group PC. The report is an attachment to this submittal. This report concludes that detention is not required for the proposed Shadowview Commercial Section 3 Preliminary Plat site area. The drainage calculations, drainage area maps and proposed storm sewer design have been updated accordingly.

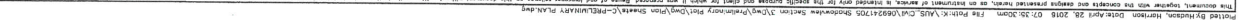
Please contact me at 512-418-4534 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Harrison M. Hudson, P.E.
Project Manager



4



AGENDA ITEM NO. 4

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 14, 2016

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on Preliminary Plat for Shadowglen phases 17, 18, 21A, 21B, 24A, and 24B, four hundred and thirty-two (432) single family lots on 123 acres more or less, located at Shadowglen Blvd and Shadowglen Trace. Agent: Bury, Inc. Owner: SG Land Holdings.

BACKGROUND/SUMMARY:

This item is still under review by our engineers and awaiting updates from developer.

PRESENTATION: ☐ YES ☒ NO

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

Engineer letters and comments

Site map

STAFF RECOMMENDATION:

It is City staff's recommendation, that this item be postponed to October 12, 2016

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

BURY

now



Stantec

Stantec Consulting Services Inc.

221 West Sixth Street Suite 600, Austin TX 78701-3411

April 13, 2016
File: 112221-10003

Attention: Mr. Tom Bolt
City of Manor
Development Services
105 East Eggleston Street
Manor, Texas 78653

Dear Mr. Bolt,

Reference: Shadowglen Phase 2, Sections 17, 18, 21A, 21B, 24A & 24B Preliminary Plan

INTRODUCTION

The proposed "Shadowglen Phase 2 – Sections 17, 18, 21A, 21B, 24A and 24B" (Project) will be developed on ±120 acres of undeveloped land consisting of 432 single-family lots in the City of Manor Extra Territorial Jurisdictional (ETJ), Travis County, Texas. The proposed development is located on Shadowglen Trace, with Sections 17, 18, 21A and 21B being to the northwest and Sections 24A and 24B on the south side.

FEMA FLOODPLAIN

The Project is located within the Wilbarger Creek Watershed. According to the Federal Emergency Management Agency's (FEMA) Flood Insurance Rate Maps (FIRM) for Travis County, Texas Community Panel Number 48453C0485 effective date August 18, 2014, no portion of the Project lies within the 100-year floodplain.

WATER

The water system will be part of the Master Travis County Municipal Utility District No. 2 Water System. The design and construction of the water distribution system will meet the requirements set forth by the City of Manor.

Water service for Sections 24A and 24B will be provided by the extension of existing 12 and 8-inch stubs branching from Shadowglen Trace and will also connect to an existing 24-inch water line south of the project. Water service for Sections 21A and 21B will be provided by an existing 12-inch stub on Misty Grove Blvd and an existing 8-inch stub branching from Shadowglen Trace. Sections 17 and 18 will tie to existing 8-inch stubs branch from Shadowglen Trace.

The water distribution system will comprise of 3,200 linear feet of 12-inch water line and 15,900 linear feet of 8-inch water line.

Design with community in mind



April 13, 2016
Mr. Tom Bolt
Page 2 of 2

Reference: Shadowglen Phase 2, Sections 17, 18, 21A, 21B, 24A & 24B Preliminary Plan

WASTEWATER

The wastewater network will be served by City of Manor wastewater system. The design and construction of the wastewater system will be in accordance with the TCEQ and the City of Manor's requirements and specifications.

For the Project, the system will comprise of 11,800 linear feet of 8-inch wastewater line and 2,300 linear feet of 15-inch wastewater line.

ROADWAY

The roadway system for the Project will consist of 1,900 linear feet of collector road and 17,000 linear feet of local road. The right of way widths for the collector roads vary between 80 and 90 feet, but the local roads have a right of way width of 50 feet.

DRAINAGE, DETENTION AND WATER QUALITY

The design and construction of the proposed storm sewer system will meet the requirements of the City of Austin Drainage Criteria Manual and the Development Agreement between SG Land Holdings and the City of Manor. The design and sizing of the system is based on the rational method of estimating runoff and will convey internal and upstream developed flow.

Increase storm water flow for the Project will be detained by the Southwest Pond, currently proposed by others. The drainage report appendix will verify that there will be no adverse impact to the proposed pond due to the Project.

Water Quality for the roadways will also be provided by the Southwest and Southeast Ponds.

Please do not hesitate to contact me with any questions regarding this report or submittal.

Regards,

STANTEC CONSULTING SERVICES INC.



Keith Young, P.E.
Senior Vice President
Phone: 512.328.0011
Fax: 512.328.0325
Keith.Young@stantec.com

Design with community in mind

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220 (512) 259-3882
Leander, TX 78646 Fax 259-8016

Texas Registered Engineering Firm F-4780

April 27, 2016

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

Re: First Preliminary Plat Review for
Shadowglen Phase 2, Sections 17, 18, 21A, 21B, 24A & 24B
Within the ETJ of the City of Manor, Texas

Dear Mr. Bolt:

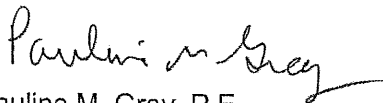
The first submittal of the Shadowglen Phase 2, Sections 17, 18, 21A, 21B, 24A & 24B prepared by Bury, Inc. and received by our office on April 15, 2016 has been reviewed for general compliance with the City of Manor Subdivision Ordinance 263B. Our office can offer the following comments:

1. The current City of Manor adequacy of plans note should be used. The revised note will be sent via separate email.
2. The submittal date on the cover reads January 2016.
3. The existing ponds should be labeled on all sheets. Also, portions of Section 18 seem to be located within the floodplain. The floodplain should be clearly shown on the plan sheets. It is hard to distinguish where the floodplain is located.
4. The note on Sheet 2 regarding who will provide water and wastewater service to the proposed sections differs from the information provided in the summary letter.
5. Elevations should be labeled on all topography shown on the plan sheets.
6. The boundary of Section 21A is unclear on Sheet 4.
7. On Sheet 6 there are two Lot #2s listed for Block E under Section 21A & 21B, one of which seems to be fairly large.
8. On Sheet Exhibit C it is unclear where drainage areas O4, O5 and O6 drain to.
9. The STM easements should be clearly shown on Exhibit C.
10. On Exhibit E the existing storm sewer outlet to the pond should be shown.
11. It is unclear where drainage areas O1, O2 and O3 are proposed to drain.
12. The C values for drainage Area A11 on Exhibit E should be verified.

13. No calculations were provided for drainage areas O1 – O7. (The drainage areas are shown on Exhibit E).
14. The TIA must be updated to reflect current conditions to ascertain performance of existing facilities and provide development milestones for transportation improvements that are tied to the developed number of residential units and commercial areas under current buildout projections.

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

Sincerely,



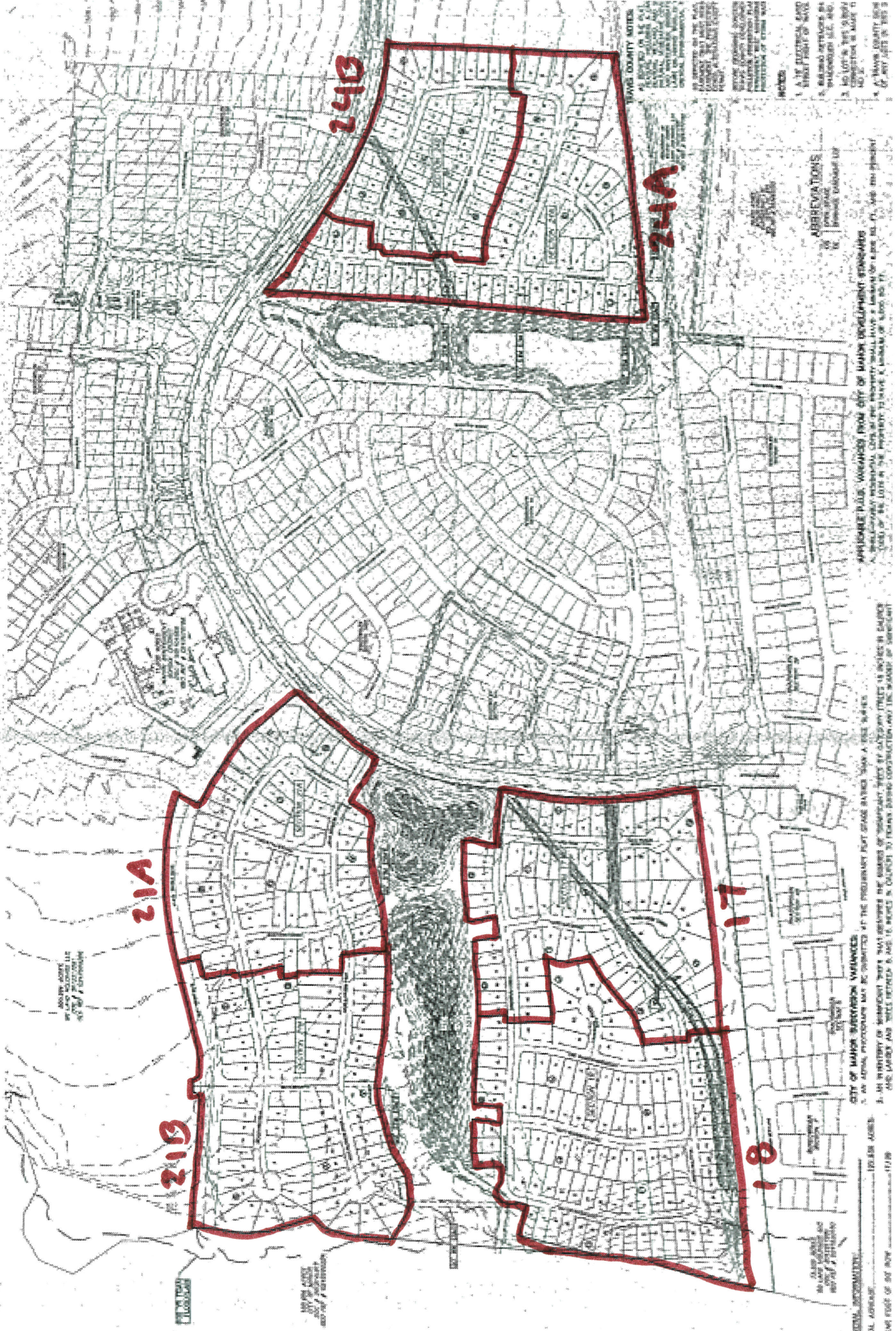
Pauline M. Gray, P.E.

PMG/s

Cc: Brett Burke, P.E. - Stantec Consulting Services, Inc.
Scott Dunlop – City of Manor

PN: 100-734-10





5



AGENDA ITEM NO. 5

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 14, 2016

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible recommendation on a Concept Plan for Shadowview Commercial, Section 3 Lot 2, on 3.57 acres more or less, William Standerford Survey No. 69. Abstract 472. s.

BACKGROUND/SUMMARY:

They are proposing 3 new commercial lots along Gregg Manor and Hill Lane but the lot in this concept plan hadn't been included in either the Las Entradas concept plans or Shadowglen concept plans so it was required to have an approved concept plan before the larger 3 lot preliminary plan could be approved.

PRESENTATION: ☐ YES ☒ NO

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

Engineer letters and comments

Site map

STAFF RECOMMENDATION:

It is City staff's recommendation, that this item be recommended for approval to City Council at their September 21st meeting.

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

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220
Leander, TX 78646

(512) 259-3882
Fax 259-8016

Texas Registered Engineering Firm F-4780

July 7, 2016

Harrison Hudson, P.E.
Kimely-Horn and Associates, Inc.
10814 Jollyville Road, Avallon IV, Suite 300
Austin, Texas 78759

Re: First Concept Plan Review for
Shadowview Commercial Section 3 Lot 2
City of Manor, Texas

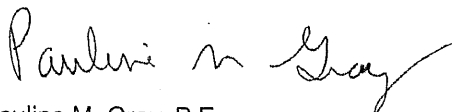
Dear Mr. Hudson:

The Shadowview Commercial Section 3 Lot 2 Concept Plan, submitted by Kimley-Horn and Associates, Inc. and received by our office on June 16, 2016, has been reviewed for completeness and compliance with the City of Manor Subdivision Ordinance. We can offer the following comments based upon our review:

1. Section 21(c)(1) requires that the surveyor name, address and phone number be shown on the concept plan.
2. The date the concept plan was revised and/or prepared is required to be shown on the concept plan per Section 21(c)(2).
3. Section 21(c)(8)(ii) requires that the estimated traffic volume to be generated by all proposed development other than single family residential be shown on the concept plan.
4. Elevations on topography should be labeled.
5. The number of LUEs labeled on the lot does not match the number of LUEs listed in the site summary table.
6. No mailing labels for mail notifications were provided. Labels for mail notification of adjacent property owners within three hundred feet of the development are required.

The Concept Plan does not meet the minimum informational requirements of Subdivision Ordinance 263 and is therefore administratively incomplete. Additional comments may be generated as requested information is provided. A comment response letter, indicating how each comment has been addressed, must be included with a resubmitted plan. Review of this submittal does not constitute a verification of all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance. Please call if you have any questions or need additional information.

Sincerely,



Pauline M. Gray, P.E.
PMG/s

Copy: Tom Bolt, City of Manor
Scott Dunlop, City of Manor



July 7, 2016

City of Manor
Planning and Development Review Dept.
105 E. Eggleston Street
Manor, TX 78653

RE: *Concept Plan Application Review 1*
Shadowview Commercial Section 3 – Lot 2
City of Manor, Texas 78653

To Whom It May Concern:

Please accept this Comment Response Letter for the above referenced project. This submittal is in response to the comments provided by Jay Engineering Company, Inc. on July 7, 2016. The original comments have also been included below for reference.

Comment 1. Section 21(c)(1) requires that the surveyor name, address and phone number be shown on the concept plan.

Response. The Surveyor name, address and phone number have been added to the Concept Plan.

Comment 2. The date the concept plan was revised and/or prepared is required to be shown on the concept plan per Section 21(c)(2).

Response. The date the Concept Plan was prepared was added to the Concept Plan.

Comment 3. Section 21(c)(8)(ii) requires that the estimated traffic volume to be generated by all proposed development other than single family residential be shown on the concept plan.

Response. The estimated traffic volume to be generated has been added to the Concept Plan.

Comment 4. Elevations on topography should be labeled.

Response. Contour elevations have been added to the Concept Plan.

Comment 5. The number of LUEs labeled on the lot does not match the number of LUEs listed in the site summary table.

Response. The LUE's now match the Site Summary Table.

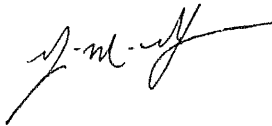
Comment 6. No mailing labels for mail notifications were provided. Labels for mail notification of adjacent property owners within three hundred feet of the development are required

Response. Mailing labels were originally submitted to the City on June 15, 2016. A copy of the mailing labels have been included in this resubmittal.

Please contact me at 512-418-4534 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'H. M. Hudson', with a stylized flourish at the end.

Harrison M. Hudson, P.E.
Project Manager

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220

Leander, TX 78646

(512) 259-3882

Fax 259-8016

Texas Registered Engineering Firm F-4780

July 26, 2016

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

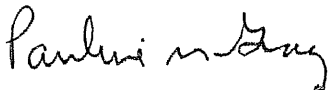
Re: Second Concept Plan Review for
Shadowview Commercial Section 3 Lot 2
City of Manor, Texas

Dear Mr. Bolt:

The Shadowview Commercial Section 3 Lot 2 Concept Plan, submitted by Kimley-Horn and Associates, Inc. and received by our office on July 7, 2016, has been reviewed for completeness and compliance with the City of Manor Subdivision Ordinance 263B. The Concept Plan appears to be in general compliance with City Ordinance requirements and we therefore take no exception to its approval as presented.

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

Sincerely,



Pauline M. Gray, P.E.
PMG/s

Copy: Harrison Hudson, P.E. – Kimley-Horn and Associates
Scott Dunlop - City of Manor

PROTESTANT EPISCOPAL
CHURCH OF DIOCESE TX
20.00 ACRES
DOC. # 2014080057

MANOR INDEPENDENT
SCHOOL DISTRICT
27.18 ACRES
VOL. 12597 PG. 1548

MANOR DOWNS ROAD
(ROW VARIES)

GREGG MANOR ROAD
(ROW VARIES)

MANOR DOWNS ROAD
(ROW VARIES)

COTTONWOOD HOLDING, LTD.
181.445 ACRES
VOL. 12266, PG. 1144

A-1
LIGHT COMMERCIAL
3.57 AC
(31 LUE'S)
DEVELOPMENT 2017

LAS ENTRADAS
DEVELOPMENT
CORPORATION
2.42 ACRES
DOC. # 201500182

K-N
CORPORATION
0.55 ACRES
DOC. #
2005047599

HAGOOD
WALTER B &
0.35 ACRES
DOC. #
2009079185

WARREN HENRY ESTATE
& HENRY P.
0.67 ACRES
VOL. 11931 PG. 201

HORTON
JOHN E.
0.31 ACRES
DOC. #
2003025071

HORTON
JOHN E.
0.69 ACRES
DOC. #
2003025071

HAGOOD
WALTER B &
0.35 ACRES
DOC. #
2003025071

U.S. HIGHWAY 290
(ROW VARIES)

ROBERT J. JOHNSON,
CURT D.
DOC. # 20030303230

MANOR QUICK
STOP INC.
0.69 ACRES
VOL. 09558
PG. 345

MANOR INDEPENDENT
SCHOOL DISTRICT
1.37 ACRES
VOL. 11201 PG. 2362