



1500 County Road 269  
Leander, TX 78641

P.O. Box 2029  
Leander, TX 78646-2029

Date: Monday, May 4, 2026

Drew Guthrie  
Barron Stark Engineers

TX  
drewg@barronstark.com

Permit Number 2026-P-1799-FP  
Job Address: 14018 US-290, Manor, TX. 78653

Dear Drew Guthrie,

The first submittal of the Kimbro Crossing Final Plat (*Final Plat*) submitted by Barron Stark Engineers and received on June 04, 2026, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

#### **City Planning 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 Annemarie Felfe by telephone at () - or by email at afelfe@manortx.gov.

- i. ~~Update lots 5 and 6 in Block A to be consistent with the Preliminary Plat.~~
- ii. ~~Upload documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the county.~~
- iii. Provide certification from all applicable taxing authorities that all taxes due on the property have been paid (Current Tax Certificate).

#### **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 (737) 247-7557 or by email at pgray@gbateam.com.

- 1. Provide documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County.**
  - a. This is for the proposed Gunn Lane and Wynning Way.**
  - b. Is a name proposed for the north looped street?**
- ~~2. Areas delineating the regulatory one hundred (100)-year floodplain, if applicable. This information must be certified by a registered professional engineer.~~
  - ~~a. If this plat is not in the 100-year floodplain, please include a note.~~
- ~~3. 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.~~
- ~~4. Suitable primary control points to which all dimensions, bearings and similar data shall be referenced. At least one (1) corner of the subdivision shall be located with respect to a corner of the original survey of which it is a part.~~
- ~~5. Water Courses and Easements. Provide distances to be provided along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line to be provided along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.~~
  - ~~a. There are 2 water features based on Google Earth.~~
- 6. Include the proposed location of sidewalks for each street, to be shown as a dotted line inside the proposed right-of-way lines.**
- 7. 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, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.**
  - a. This area is served by City of Manville CCN.**
- 8. An engineer's signature block needs to be added to the survey.** A sample note can be provided upon request.
- ~~9. For clarification purposes, remove all previous recordation for the lot being divided via this plat.~~
- 10. Clearly label all block and lots so they are more clearly defined.**
- 11. Add matchlines where appropriate.**
- ~~12. Remove the preliminary plat signature blocks. Those are not required.~~
- ~~13. The P&Z Chairperson is Jeffrey Stenslend.~~
- 14. The Standard City of Manor Final Plat notes are missing and should be added. An example can be provided upon request.**
- 15. The final plat cannot be approved until the construction plans are approved.**
- 16. If the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with this Ordinance .**
- 17. Two (2) copies of the deed restrictions or covenants, if such documents are to be used. These shall be filed for record in conjunction with the filing of the Final Plat.**
- 18. Certification from all applicable taxing authorities that all taxes due on the property have been paid.**
- 19. The owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls.**
- 20. Clarify what is being shown on Sheets 4-5. It appears some labels are missing.**
- 21. If parkland is being conveyed to the City a separate warranty deed is required.**

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

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

Thank you,

A handwritten signature in blue ink that reads "Pauline M. Gray". The signature is written in a cursive style.

Pauline Gray, P.E.  
Lead AES  
GBA



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Date: Thursday, June 4, 2026

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### City Planning Review

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- i. Update lots 5 and 6 in Block A to be consistent with the Preliminary Plat. **BSE: Lot Updated**
- ii. Upload documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the county. **BSE: Documents Provided.**
- iii. Provide certification from all applicable taxing authorities that all taxes due on the property have been paid (Current Tax Certificate). **BSE: Tax Certs Provided.**

### 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 (737) 247-7557 or by email at pgray@gbateam.com.

1. **Provide documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County. BSE: Documents Provided.**
  - a. **This is for the proposed Gunn Lane and Wynning Way BSE: Documents Provided.**
  - b. **Is a name proposed for the north looped street? BSE: Its not a street it's a variable width cross access easement, fire lane & utility easement.**
2. ~~Areas delineating the regulatory one hundred (100) year floodplain, if applicable. This information must be certified by a registered professional engineer.~~
  - a. ~~If this plat is not in the 100 year floodplain, please include a note.~~
3. ~~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.~~
4. ~~Suitable primary control points to which all dimensions, bearings and similar data shall be referenced. At least one (1) corner of the subdivision shall be located with respect to a corner of the original survey of which it is a~~

part.

~~5. Water Courses and Easements. Provide distances to be provided along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line to be provided along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.~~

~~a. There are 2 water features based on Google Earth.~~

**6. Include the proposed location of sidewalks for each street, to be shown as a dotted line inside the proposed right-of-way lines. BSE: Location Added**

**7. 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, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.**

**a. This area is served by City of Manville CCN. BSE: Documents To Be Provided.**

**8. An engineer's signature block needs to be added to the survey.** A sample note can be provided upon request. **BSE: Block Added.**

~~9. For clarification purposes, remove all previous recordation for the lot being divided via this plat.~~

**10. Clearly label all block and lots so they are more clearly defined.**

**11. Add matchlines where appropriate. BSE: Matchline Added**

~~12. Remove the preliminary plat signature blocks. Those are not required.~~

~~13. The P&Z Chairperson is Jeffrey Stenslend.~~

**14. The Standard City of Manor Final Plat notes are missing and should be added. An example can be provided upon request. BSE: Standard Plat Notes Added**

**15. The final plat cannot be approved until the construction plans are approved. BSE: Understood**

**16. If the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with this Ordinance . BSE: Understood**

**17. Two (2) copies of the deed restrictions or covenants, if such documents are to be used. These shall be filed for record in conjunction with the filing of the Final Plat.**

**18. Certification from all applicable taxing authorities that all taxes due on the property have been paid. BSE: Document Provided.**

**19. The owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls. BSE: Letter Previously Provided.**

**20. Clarify what is being shown on Sheets 4-5. It appears some labels are missing. BSE: Note has been added, Sheet 4 is Storm Easements & Sheet 5 is Variable Width Cross Access, Fire Lane & Utility Esmt.**

**21. If parkland is being conveyed to the City a separate warranty deed is required. BSE: Noted.**

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Thank you,

Annemarie Felfe