



Texas Engineering Firm #4242

Date: Friday, May 22, 2020

Alex Granados
Kimley-Horn
10814 Jollyville Road
Austin TX
alex.granados@kimley-horn.com

Permit Number 2020-P-1250-FP
Job Address: Northeast intersection of Old Kimbro Road and 290, Manor, TX. 78653

Dear Alex Granados,

The first submittal of the Manor Heights Phase 2 Section 2 Final Plat (*Final Plat*) submitted by Kimley-Horn and received on April 01, 2021, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

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@gbateam.com.

1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(xi), where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the final plat are not duplicated within the County.
2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B 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.
3. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(4)(vi), the location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines should be shown on the final plat.
4. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(4)(vii), the proposed location of sidewalks should be shown as a DOTTED line inside the proposed right-of-way.
5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(5)(iii), if the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with the Subdivision Ordinance.
6. Copies of any deed restrictions or covenants should be provided, if such documents are to be used. These should be filed in conjunction with the filing of the final plat.
7. Current tax certificate should be provided. The one submitted was for 2018 taxes.
8. The plat notes list lots to be dedicated to the City and maintained by the HOA. A license agreement and warranty deed will be required to be submitted for these lots.
9. The plat, license agreement and warranty deed will need to be reviewed by the City Attorney.
10. Provide acreages for all non-residential lots.

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.
Senior Engineer
Jay Engineering, a Division of GBA



July 2nd, 2020

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

via E-Mail

RE: 2020-P-1250-FP
Manor Heights South Phase 2-2, Manor, TX. 78653
Final Plat, 1st Review

Dear Pauline Gray,

Please accept this Comment Response Letter in reply to the City of Manor's review, dated May 22, 2020. Original comments have been included below for reference. All Kimley-Horn responses are written in red.

Engineer Review

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

1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(xi), where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the final plat are not duplicated within the County.

Response: See attached street name approval from Travis County 911 Addressing via email.

2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B 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.

Response: X and Y coordinates added as requested.

3. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(4)(vi), the location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines should be shown on the final plat.

Response: Building setback detail added to sheet 2 and setback note has been added as note 13.

4. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(4)(vii), the proposed location of sidewalks should be shown as a DOTTED line inside the proposed right-of-way.

Response: Sidewalk line type revised as requested.

5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(5)(iii), if the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with the Subdivision Ordinance.

Response: Understood.

6. Copies of any deed restrictions or covenants should be provided, if such documents are to be used. These should be filed in conjunction with the filing of the final plat.

Response: Understood, no deed restrictions or covenants will be used at this time.

7. Current tax certificate should be provided. The one submitted was for 2018 taxes.

Response: See attached tax certificates for 2020.

8. The plat notes list lots to be dedicated to the City and maintained by the HOA. A license agreement and warranty deed will be required to be submitted for these lots.

Response: See attached license agreement and special warranty deed.

9. The plat, license agreement and warranty deed will need to be reviewed by the City Attorney.

Response: Understood. License agreement and special warranty deed have been included with this submittal for review.

10. Provide acreages for all non-residential lots.

Response: Acreage for all non-residential and residential lots are provided in the Lot Table on Sheet 3.

Please contact me at 512.782.0602 if additional information is required.

Sincerely,



KIMLEY-HORN AND ASSOCIATES, INC.

Alex Granados, P.E.
Alex.Granados@kimley-horn.com



Texas Engineering Firm #4242

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

Date: Friday, August 21, 2020

Alex Granados
Kimley-Horn
10814 Jollyville Road
Austin TX
alex.granados@kimley-horn.com

Permit Number 2020-P-1250-FP
Job Address: Northeast intersection of Old Kimbro Road and 290, Manor 78653

Dear Alex Granados,

The subsequent submittal of the Manor Heights Phase 2 Section 2 Final Plat submitted by Kimley-Horn and received on April 01, 2021, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@gbateam.com.

1. ~~Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(xi), where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the final plat are not duplicated within the County.~~
2. ~~Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B 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.~~
3. ~~Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(4)(vi), the location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines should be shown on the final plat.~~
4. ~~Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(4)(vii), the proposed location of sidewalks should be shown as a DOTTED line inside the proposed right-of-way.~~
5. ~~Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(5)(iii), if the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with the Subdivision Ordinance.~~

- ~~6. Copies of any deed restrictions or covenants should be provided, if such documents are to be used. These should be filed in conjunction with the filing of the final plat.~~
- ~~7. Current tax certificate should be provided. The one submitted was for 2018 taxes.~~
- ~~8. The plat notes list lots to be dedicated to the City and maintained by the HOA. A license agreement and warranty deed will be required to be submitted for these lots.~~
- 9. The plat, license agreement and warranty deed will need to be reviewed by the City Attorney. The final plat, warranty deed and license agreement are currently being reviewed by the City Attorney.**
- 10. Provide acreages for all non-residential lots. Label lots with acreages.**

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

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (512) 259-3882 ex. 307, or by e-mail at pgray@gbateam.com.

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.
Senior Engineer
Jay Engineering, a Division of GBA



November 18, 2020

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

via E-Mail

RE: 2020-P-1250-FP
Manor Heights South Phase 2-2, Manor, TX. 78653
Final Plat, 2nd Review

Dear Pauline Gray,

Please accept this Comment Response Letter in reply to the City of Manor's review, dated August 21, 2020. Original comments have been included below for reference. All Kimley-Horn responses are written in red.

Engineer Review

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

1. ~~Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(xi), where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the final plat are not duplicated within the County.~~
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6. ~~Copies of any deed restrictions or covenants should be provided, if such documents are to be used. These should be filed in conjunction with the filing of the final plat.~~
7. ~~Current tax certificate should be provided. The one submitted was for 2018 taxes.~~
8. ~~The plat notes list lots to be dedicated to the City and maintained by the HOA. A license agreement and warranty deed will be required to be submitted for these lots.~~
9. ~~The plat, license agreement and warranty deed will need to be reviewed by the City Attorney. The final plat, warranty deed and license agreement are currently being reviewed by the City Attorney.~~

Response: Understood.

10. **Provide acreages for all non-residential lots. Label lots with acreages.**

Response: Acreages labeled on non-residential lots. Acreage for all non-residential and residential lots are provided in the Lot Table on Sheet 3.

Please contact me at 512.782.0602 if additional information is required.

Sincerely,



KIMLEY-HORN AND ASSOCIATES, INC.

Alex Granados, P.E.
Alex.Granados@kimley-horn.com



Texas Engineering Firm #4242

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

Date: Tuesday, December 15, 2020

Alex Granados
Kimley-Horn
10814 Jollyville Road
Austin TX
alex.granados@kimley-horn.com

Permit Number 2020-P-1250-FP
Job Address: Northeast intersection of Old Kimbro Road and 290, Manor 78653

Dear Alex Granados,

The subsequent submittal of the Manor Heights Phase 2 Section 2 Final Plat submitted by Kimley-Horn and received on April 01, 2021, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@gbateam.com.

- ~~1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(xi), where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the final plat are not duplicated within the County.~~
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- ~~9. The plat, license agreement and warranty deed will need to be reviewed by the City Attorney. **The final plat, warranty deed and license agreement are currently being reviewed by the City Attorney.**~~
- ~~10. Provide acreages for all non-residential lots. Label lots with acreages.~~
- 11. General Note 11 should say surety not survey.**
- 12. The year should be updated to 2021.**
- 13. General Note 3 should it be "Governing Body" instead of "Covering Body".**
- 14 General Note 8 needs to include the year of the manual that is being followed.**
- 15. General Note 11 needs to be updated to change "this Plan" to "this Plat"; and the "the Plan" needs to be further identified by providing the full title.**
- 16. General Note 13 needs to provide the ordinance number for the PUD.**
- 17. General Note 16 needs to be revised. The City does not want Lot 41 Block K to be dedicated to the City. The lot should be dedicated and maintained by the HOA.**
- 18. General Note 17 needs to be revised to add after November 7, 2018 ", as amended".**
- 19. License agreement signature pages need to be revised to change the signature line to "Thomas Bolt, City Manager." Subdivision amendments recently adopted authorized the City Manager to execute license agreements.**

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

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (512) 259-3882 ex. 307, or by e-mail at pgray@gbateam.com.

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.
Senior Engineer
Jay Engineering, a Division of GBA



Texas Engineering Firm #4242

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

Date: Wednesday, February 10, 2021

Alex Granados
Kimley-Horn
10814 Jollyville Road
Austin TX
alex.granados@kimley-horn.com

Permit Number 2020-P-1250-FP
Job Address: Northeast intersection of Old Kimbro Road and 290, Manor 78653

Dear Alex Granados,

The subsequent submittal of the Manor Heights Phase 2 Section 2 Final Plat submitted by Kimley-Horn and received on April 01, 2021, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@gbateam.com.

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- ~~10. Provide acreages for all non-residential lots. Label lots with acreages.~~
- ~~11. General Note 11 should say surety not survey.~~
- ~~12. The year should be updated to 2021.~~
- ~~13. General Note 3 should it be "Governing Body" instead of "Covering Body".~~
- ~~14 General Note 8 needs to include the year of the manual that is being followed.~~
15. General Note 11 needs to be updated to change "this Plan" to "this Plat"; and the "the Plan" needs to be further identified by providing the full title.
- ~~16. General Note 13 needs to provide the ordinance number for the PUD.~~
- ~~17. General Note 16 needs to be revised. The City does not want Lot 41 Block K to be dedicated to the City. The lot should be dedicated and maintained by the HOA.~~
18. ~~General Note 17 needs to be revised to add after November 7, 2018 ", as amended".~~ General Note 17 needs to be revised to delete the second "in accordance". Also, after "(The "Development Agreement") delete "and" add a period. Begin the sentence after the period added as follows: "The Owner/Developer" shall enter into a license agreement...
- ~~19. License agreement signature pages need to be revised to change the signature line to "Thomas Bolt, City Manager." Subdivision amendments recently adopted authorized the City Manager to execute license agreements.~~
20. Due to the leave taken by Tom Bolt, the license agreement signature page needs to be revised and left blank and the title of "City Manager" should also be left blank since the Mayor or Lydia Collins, Acting City Manager will be executing the document.
21. Exhibit A is for the license agreement is incorrect. Revise. It should be "Lot 1, Block I". (Lot 1, Block L is the amenity center. Lot 1, Block I is the Parkland)
22. A Special Warranty Deed should be provided with a special warranty deed for Lot 1, Block I of Phase 2, Section 2 for review.
23. A revision of the preliminary plat is required for Manor Heights Phase 2. If a revision to a previously approved Preliminary Plat is required, then no application for Final Plat shall be accepted until the revised Preliminary Plat has been submitted and approved by the Commission.

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

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (512) 259-3882 ex. 307, or by e-mail at pgray@gbateam.com.

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Thank you,

A handwritten signature in blue ink that reads "Pauline M. Gray". The signature is cursive and fluid.

Pauline Gray, P.E.
Senior Engineer
Jay Engineering, a Division of GBA



March 31, 2021
Pauline Gray, P.E.
Jay Engineering Company, Inc
P.O. Box 1220
Leander, Texas

via E-Mail

RE: 2020-P-1250-FP
Manor Heights South Phase 2-2, Manor, TX. 78653
Final Plat, 4th Review

Dear Pauline Gray,

Please accept this Comment Response Letter in reply to the City of Manor's review, dated February 10, 2021. Original comments have been included below for reference. All Kimley-Horn responses are written in red.

Engineer Review

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

1. ~~Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(xi), where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the final plat are not duplicated within the County.~~
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7. ~~Current tax certificate should be provided. The one submitted was for 2018 taxes.~~
8. ~~The plat notes list lots to be dedicated to the City and maintained by the HOA. A license agreement and warranty deed will be required to be submitted for these lots.~~
9. ~~The plat, license agreement and warranty deed will need to be reviewed by the City Attorney. The final plat, warranty deed and license agreement are currently being reviewed by the City Attorney.~~
10. ~~Provide acreages for all non-residential lots. Label lots with acreages.~~
11. ~~Note 11 in the General Notes should say surety not survey.~~
12. ~~The years on the plat should be updated to say 2021.~~
13. ~~General Note 3 should it be "Governing Body" instead of "Covering Body".~~
14. ~~General Note 8 needs to include the year of the manual that is being followed.~~
15. General Note 11 needs to be updated to change "this Plan" to "this Plat"; and the "the Plan" needs to be further identified by providing the full title.
Response: Note 11 updated.
16. ~~General Note 13 needs to provide the ordinance number for the PUD.~~
17. ~~General Note 16 needs to be revised. The City does not want Lot 41 Block K to be dedicated to the City. The lot should be dedicated and maintained by the HOA.~~
18. ~~General General Note 17 needs to be revised to add after November 7, 2018 "as amended".~~ General Note 17 needs to be revised to delete the second "in accordance". Also, after "(The "Development Agreement") delete "and" add a period. Begin the sentence after the period added as follows: "The Owner/Developer" shall enter into a license agreement...".
Response: Note 17 revised.
19. ~~License agreement signature pages need to be revised to change the signature line to "Thomas Bolt, City Manager." Subdivision amendments recently adopted authorized the City Manager to execute license agreements.~~
20. Due to the leave taken by Tom Bolt, the license agreement signature page needs to be revised and left blank and the title of "City Manager" should also be left blank since the Mayor or Lydia Collins, Acting City Manager will be executing the document.
Response: "City Manager" and Tom Bolt have been left blank.
21. Exhibit A is for the license agreement is incorrect. Revise. It should be "Lot 1, Block I". (Lot 1, Block L is the amenity center. Lot 1, Block I is the Parkland).
Response: Exhibit A revised.

22. A Special Warranty Deed should be provided with a special warranty deed for Lot 1, Block I of Phase 2, Section 2 for review.

Response: Special Warranty Deed provided.

23. A revision of the preliminary plat is required for Manor Heights Phase 2. If a revision to a previously approved Preliminary Plat is required, then no application for Final Plat shall be accepted until the revised Preliminary Plat has been submitted and approved by the Commission.

Response: Understood. Preliminary plat revision for Manor Heights Phase 2 approved and is scheduled for P&Z for May 12th. Please see attached Preliminary Plat Conformance Letter.

Please contact me at 512.782.0602 if additional information is required.

Sincerely,



KIMLEY-HORN AND ASSOCIATES, INC.

Alex Granados, P.E.
Alex.Granados@kimley-horn.com