



Texas Engineering Firm #4242

1500 County Road 269  
Leander, TX 78641

PO Box 2029  
Leander, TX 78646-2029

Date: Thursday, February 25, 2021

Matthew Mitchell  
ALM ENGINEERING, INC.  
925 S CAPITAL OF TX HWY  
WEST LAKE HILLS 78746  
almeng@sbcglobal.net

Permit Number 2021-P-1304-FP  
Job Address: Ring Road, MANOR, TX. 78653

Dear Matthew Mitchell,

The first submittal of the Village at Manor Commons Phase 5 Final Plat (*Final Plat*) submitted by ALM ENGINEERING, INC. and received on March 26, 2021, 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@gbateam.com.

1. Note 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 City Ordinances.
2. Verify that the street names shown for Bell Farms are correct.
3. Is Penguin Path the name of the entire street?
4. Clearly label all Blocks.
5. A plat note should be added noting who will own and maintain the drainage lot.
6. This required plat note is missing: THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE \_\_\_\_DAY OF \_\_\_\_\_, 20\_\_\_\_.

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, flowing style.

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



March 22, 2021

Jay Engineering Company, Inc.

P.O. Box 1220  
Leander, TX 78646-1220  
Permit Number 2021-P-1304-FP  
Job Address: Ring Road, MANOR, TX. 78653

Engineer Review  
Pauline Gray, P.E.  
(512) 259-3882  
[pgray@gbateam.com](mailto:pgray@gbateam.com).

1. Note 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 City Ordinances.  
RESPONSE: Noted.

2. Verify that the street names shown for Bell Farms are correct.  
RESPONSE: VERIFIED STREET NAMES CORRECTED

3. Is Penguin Path the name of the entire street?  
RESPONSE: The north/south section has been changed to Hornbill Lane as shown on the preliminary plat.

4. Clearly label all Blocks.  
RESPONSE: BLOCK TEXT CLEARLY LABELED

5. A plat note should be added noting who will own and maintain the drainage lot.  
RESPONSE: PLAT NOTE 18

6. This required plat note is missing: THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR CORPORATE CITY LIMITS AS OF THIS DATE \_\_\_\_ DAY OF \_\_\_\_, 20 \_\_\_\_.  
RESPONSE: WAS PLAT NOTE 18 NOW PLAT NOTE 19

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

Sincerely,



Matt Mitchell, P.E.

