



Texas Engineering Firm #4242

Date: Tuesday, January 7, 2020

Victor Gil
Gil Engineering Associates Inc.
506 E Braker Lane
Austin TX 78753
vgil@gilengineering.com

Permit Number 2019-P-1229-SF
Job Address: 10335 US HWY 290 E, MANOR, TX. 78653

Dear Victor Gil,

The first submittal of the 10335 US HWY 290 E - Manor ISD Final Plat (*Short Form Final Plat*) submitted by Gil Engineering Associates Inc. and received on June 03, 2022, 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. Provide the proposed uses and reservations for all lots shown on the plat.
2. It is unclear where the 100-year floodplain is located. Clearly delineate the floodplain on the final plat.
3. The location of the City Limits lines and/or the City's ETJ should be shown on the plat if either such line traverses the subdivision or is contiguous to the subdivision boundary.
4. 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.
5. The final plat should be sealed by the engineer as well as the surveyor.
6. Dana Debeauvoir is misspelled on the plat.
7. In the signature blocks for Manor ISD and City of Manor it should be known not know.
8. Fisher should be capitalized.
9. The acreages listed under the legal description do not match what is listed in the signature block for the City of Manor.
10. The signatures for Manor ISD and City of Manor need to be notarized. The notary signature blocks are missing from the plat.
11. The City of Manor Mayor will be the one signing the acknowledgement not the City Manager. It should be updated to read Dr. Larry Wallace, Jr., Mayor.
12. The acknowledgement for the City of Manor should be updated to read:

THAT THE CITY OF MANOR, BEING THE OWNER OF A DESCRIPTION OF 0.286 ACRES OF LAND SITUATED IN THE JAMES MANOR SURVEY No. 40, CITY OF MANOR, TRAVIS COUNTY, TEXAS SAID 0.286 CONVEYED TO THE CITY OF MANOR IN DOCUMENT NUMBER 2004026860 OF THE OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, DOES HEREBY SUBDIVIDE WITH MANOR INDEPENDENT SCHOOL DISTRICT 0.286 ACRES OF LAND WITH THIS PLAT TO BE KNOWN AS MANOR INDEPENDENT SCHOOL DISTRICT, MANOR NEW TECH HIGH SCHOOL, MANOR MIDDLE SCHOOL, MANOR TRANSPORTATION, MANOR TRANSPORTATION OFFICES AND MANOR ADMINISTRATION OFFICES.

13. 0.286 acres of land was previously conveyed to the City of Manor via special warranty deed. The plat proposes additional land be conveyed to the City. This additional land cannot be conveyed via final plat. A new special warranty deed will need to be prepared and submitted for review. The new deed should contain field notes and a sketch for the additional 0.052 acre conveyance to the City.

1/7/2020 8:06:28 AM
10335 US HWY 290 E - Manor ISD Final Plat
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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 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



May 2, 2022

Jay Engineering Company, Inc.
PO Box 1220
Leander, TX 78646-1220

Re: Permit Number 2019-P-1229-SF
Job Address: 10335 US HWY 290 E, MANOR, TX. 78653

Please accept this letter as a response to your comment letter dated January 7, 2020.

1. Provide the proposed uses and reservations for all lots shown on the plat.

RESPONSE: Proposed use is shown for all lots on the plat.

2. It is unclear where the 100-year floodplain is located. Clearly delineate the floodplain on the final plat.

RESPONSE: A callout showing the limits of the floodplain has been edited.

3. The location of the City Limits lines and/or the City's ETJ should be shown on the plat if either such line traverses the subdivision or is contiguous to the subdivision boundary.

RESPONSE: The City Limits line has been added to the plat and not just shown in the location map.

4. 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 have been added for all 4 property corners.

5. The final plat should be sealed by the engineer as well as the surveyor.

RESPONSE: A P.E. seal and a Professional Land Surveyor Seal has been added.

6. Dana Debeauvoir is misspelled on the plat.

RESPONSE: Dana Debeauvoir has been changed to current county clerk Rebecca Guerrero.

7. In the signature blocks for Manor ISD and City of Manor it should be known not know.

RESPONSE: Know has been changed to known.

8. Fisher should be capitalized.

RESPONSE: Fisher has been capitalized.

9. The acreages listed under the legal description do not match what is listed in the signature block for the City of Manor.

RESPONSE: The acreage in the signature block has been updated and a document number will be added when the new warranty deed is filed.

10. The signatures for Manor ISD and City of Manor need to be notarized. The notary signature blocks are missing from the plat.

RESPONSE: Notary signature blocks have been added for the Manor ISD and City of Manor signatures.

11. The City of Manor Mayor will be the one signing the acknowledgement not the City Manager. It should be updated to read Dr. Larry Wallace, Jr., Mayor.

RESPONSE: The city manager has been changed to Dr. Larry Wallace, Jr., Mayor.

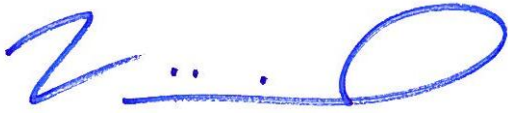
12. The acknowledgement for the City of Manor should be updated to read:
THAT THE CITY OF MANOR, BEING THE OWNER OF A DESCRIPTION OF 0.286 ACRES OF
LAND SITUATED IN
THE JAMES MANOR SURVEY No. 40, CITY OF MANOR, TRAVIS COUNTY, TEXAS SAID
0.286 CONVEYED TO THE
CITY OF MANOR IN DOCUMENT NUMBER 2004026860 OF THE OFFICIAL PUBLIC
RECORDS, TRAVIS COUNTY,
TEXAS, DOES HEREBY SUBDIVIDE WITH MANOR INDEPENDENT SCHOOL DISTRICT 0.286
ACRES OF LAND WITH
THIS PLAT TO BE KNOWN AS MANOR INDEPENDENT SCHOOL DISTRICT, MANOR NEW
TECH HIGH SCHOOL,
MANOR MIDDLE SCHOOL, MANOR TRANSPORTATION, MANOR TRANSPORTATION
OFFICES AND MANOR
ADMINISTRATION OFFICES.

RESPONSE: The acknowledgement has been revised.

13. 0.286 acres of land was previously conveyed to the City of Manor via special warranty deed. The plat proposes additional land be conveyed to the City. This additional land cannot be conveyed via final plat. A new special warranty deed will need to be prepared and submitted for review. The new deed should contain field notes and a sketch for the additional 0.052 acre conveyance to the City.

RESPONSE: A new warranty deed is being prepared by the Manor ISD attorney and will be submitted for review.

Sincerely,

A handwritten signature in blue ink, appearing to read 'V. M. Gil', with a large, stylized loop at the end.

Victor M. Gil, P.E., R.P.L.S.
Gil Engineering Associates, Inc.



Texas Engineering Firm #4242

Date: Friday, May 27, 2022

Victor Gil
Gil Engineering Associates Inc.
506 E Braker Lane
Austin TX 78753
vgil@gilengineering.com

Permit Number 2019-P-1229-SF
Job Address: 10335 US HWY 290 E, MANOR 78653

Dear Victor Gil,

The subsequent submittal of the 10335 US HWY 290 E - Manor ISD Final Plat submitted by Gil Engineering Associates Inc. and received on June 03, 2022, 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. Provide the proposed uses and reservations for all lots shown on the plat.~~
- ~~2. It is unclear where the 100-year floodplain is located. Clearly delineate the floodplain on the final plat.~~
- ~~3. The location of the City Limits lines and/or the City's ETJ should be shown on the plat if either such line traverses the subdivision or is contiguous to the subdivision boundary.~~
- ~~4. 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.~~
- ~~5. The final plat should be sealed by the engineer as well as the surveyor.~~
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- ~~7. In the signature blocks for Manor ISD and City of Manor it should be known not know.~~
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- ~~10. The signatures for Manor ISD and City of Manor need to be notarized. The notary signature blocks are missing from the plat.~~
- 11. The City of Manor Mayor will be the one signing the acknowledgment not the City Manager. It should be updated to read Dr. Larry Wallace, Jr., Mayor. Dr. Christopher Harvey, Mayor.**

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

~~12. The acknowledgement for the City of Manor should be updated to read:~~

~~THAT THE CITY OF MANOR, BEING THE OWNER OF A DESCRIPTION OF 0.286 ACRES OF LAND SITUATED IN THE JAMES MANOR SURVEY No. 40, CITY OF MANOR, TRAVIS COUNTY, TEXAS SAID 0.286 CONVEYED TO THE CITY OF MANOR IN DOCUMENT NUMBER 2004026860 OF THE OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, DOES HEREBY SUBDIVIDE WITH MANOR INDEPENDENT SCHOOL DISTRICT 0.286 ACRES OF LAND WITH THIS PLAT TO BE KNOWN AS MANOR INDEPENDENT SCHOOL DISTRICT, MANOR NEW TECH HIGH SCHOOL, MANOR MIDDLE SCHOOL, MANOR TRANSPORTATION, MANOR TRANSPORTATION OFFICES AND MANOR ADMINISTRATION OFFICES.~~

13. 0.286 acres of land was previously conveyed to the City of Manor via special warranty deed. The plat proposes additional land be conveyed to the City. This additional land cannot be conveyed via final plat. A new special warranty deed will need to be prepared and submitted for review. The new deed should contain field notes and a sketch for the additional 0.052 acre conveyance to the City.

14. The new Travis County Clerk is Rebecca Guerrero. Please update on the plat.

15. Documentation should be provided showing that Manor ISD is not required to pay taxes.

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



GIL ENGINEERING

June 1, 2022

Jay Engineering
Attn: Pauline Gray, P.E.
1500 County Road 269
Leander, TX 78641

Permit Number 2019-P-1229-SF
Job Address: 10335 US HWY 290 E, Manor, Texas 78653

Please accept this letter as our response to your comment letter dated May 27, 2022.

11. The City of Manor Mayor will be the one signing the acknowledgment not the City Manager. It should be updated to read Dr. Christopher Harvey, Mayor.

Response: References to Dr. Larry Wallace, Jr. have been removed and replaced with Dr. Christopher Harvey, Mayor.

13. 0.286 acres of land was previously conveyed to the City of Manor via special warranty deed. The plat proposes additional land be conveyed to the City. This additional land cannot be conveyed via final plat. A new special warranty deed will need to be prepared and submitted for review. The new deed should contain field notes and a sketch for the additional 0.052 acre conveyance to the City.

Response: We have revised the City of Manor lot to be shown as it is deeded. There is no additional acreage needed to be conveyed to the City of Manor.

14. The new Travis County Clerk is Rebecca Guerrero. Please update on the plat.

Response: We updated the County Clerk signature line to Rebecca Guerrero.

15. Documentation should be provided showing that Manor ISD is not required to pay taxes.

Response: Attached please find the Property Summary Report from the Travis County Central Appraisal District that shows that this property is exempt from taxes.

Response: This had been edited on Sheet 1.

Sincerely,

Monica Silva