



1500 County Road 269
Leander, TX 78641

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

Date: Monday, August 26, 2024

Peggy Carrasquillo
KTCivil
6805 N. Capital of Texas Hwy., Suite 315
Austin TX 78731
peggy.carrasquillo@ktcivil.com

Permit Number 2024-P-1646-PP
Job Address: 14111 Fuchs Grove Road, Manor 78653

Dear Peggy Carrasquillo,

The subsequent submittal of the Shadowglen Phase 3 Sections 3-8 Preliminary Plat submitted by KTCivil and received on August 07, 2025, 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 (737) 247-7557 or by email at pgray@gbateam.com.

- ~~1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.~~
- ~~2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.~~
- ~~3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?~~~~4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.~~~~5. Please provide a copy of the approved CLOMR for the project.~~~~6. The P&Z Chairperson is Felix Paiz.~~
- ~~4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.~~
- ~~5. Please provide a copy of the approved CLOMR for the project.~~
- ~~6. The P&Z Chairperson is Felix Paiz.~~
- ~~7. 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. Include the exhibit provided in the overall submittal.~~
- ~~8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than~~

~~fifty (50) feet nor more than two hundred (200) feet.~~

~~9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.~~

~~10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.~~

~~11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way, and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.~~

~~12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.~~

~~13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.~~

~~14. Utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements.~~

~~15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one-hundred (100) year floodplain outside of the City limits).~~

~~16. Provide approval from Travis County.~~

~~17. The vicinity map needs to be scaled 1" = 2,000'.~~

~~18. Replacement Trees shall be shown on the Preliminary Plat based on a replacement ratio (inches removed to inches planted) of:~~

- ~~a) 1:2 for Significant Trees eighteen (18) inches in caliper and larger, and~~
- ~~b) 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.~~
- ~~c) Replacement Trees shall not be required for the removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches in caliper require Commission approval.~~

~~Provide calculations as a table.~~

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 /Manor/Parts/Blank, or by e-mail at tshows@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,

A handwritten signature in black ink, appearing to read "Tyler Shows", followed by a long horizontal flourish.

Tyler Shows
Staff Engineer
GBA



July 29, 2024

Ms. Pauline Gray, PE
GBA
P.O. Box 2029
Leander, Texas 78646-2029

**RE: SHADOWGLEN PHASE 3 SECTIONS 3-8 – PRELIMINARY PLAN (2024-P-1646-PP)
UPDATE 1 SUBMITTAL**

Dear Ms. Gray,

Please accept this letter as our formal response to the review comments dated June 5th, 2024. The comments are listed below with our responses in bold.

1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.

Response: The only work that will occur in the Waters of the U.S. will be for the construction of the Wilbarger Bridge. A Corps permit application will be submitted when the bridge design is refined and a more accurate footprint of the impact to the Waters is defined.

2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.

Response: No waterway buffers are proposed on City of Manor property. The waterway setback lines have been removed from the City of Manor owned land.

3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?

Response: There will be a total of six sections, 3 through 8. The Floodplain Report has been updated to correct this. The updated Floodplain Report is included with this submittal.

4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.

Response: Per email correspondence with Scott Dunlop, the preliminary plat may be submitted if it is in accordance with the Concept Plan approved as part of the Development Agreement. A copy of Scott's email and of the recorded Development Agreement and all its amendments and their exhibits are included with this submittal. Please refer to Schedule 2 in the first



addendum to the Development Agreement, page 238 of the PDF file. The preliminary plat agrees with the concept plan.

5. Please provide a copy of the approved CLOMR for the project.

Response: A copy of the approved CLOMR is included with this submission.

6. The P&Z Chairperson is Felix Paiz.

Response: We have corrected the P&Z chairperson's name to be Felix Paiz.

7. 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: A tree survey and tree list has been provided as a separate exhibit to this update submittal, including planned tree removal. The overall tree list is on the final sheets of the tree survey sheets.

8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet.

Response: The existing topographic contours have been added to the preliminary plan in accordance with City of Manor code. Contours of slopes less than 5% are shown with one-foot intervals, slopes between 5% and 10% are shown with two-foot intervals, and slopes exceeding 10% are shown with five-foot intervals.

9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.

Response: The only known existing utilities within or close to the preliminary plan area are the 30" waterline that is contained within the 30' waterline easement, Doc. No. 2010088666 depicted on the face of the preliminary plan, and the overhead electric/telecommunication lines along Fuchs Grove Road that are contained within an easement dedicated under Vol. 8660, Pg. 894. The holder of the waterline easement is Cross County Water Supply Corporation, and the grantee of the dry utility easement is/was Texas Power & Light Company of Dallas, Texas. Both easement documents are provided with this update submittal.

10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed



on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.

Response: A preliminary storm sewer layout has been added to the preliminary plan as Exhibit D.

11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.

Response: The requested information has been added to the preliminary plat.

12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.

Response: 45' wide lots are allowed per the Development Agreement for the Shadowglen Subdivision per Exhibit C of the document. A copy of the Development Agreement and all of its amendments and their exhibits is included with this submittal. Refer to page 54 of the PDF file for approval of 45' lots.

13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.

Response: A tree survey and tree list has been provided as a separate exhibit to this update submittal, including planned tree removal.

14. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements.

Response: We have prepared a signed and sealed letter that details the water and wastewater utility demands of the proposed subdivision. Preliminary water and wastewater layouts have been added to the preliminary plan as Exhibits E and F, respectively.

15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one hundred (100) year floodplain outside of the City limits.

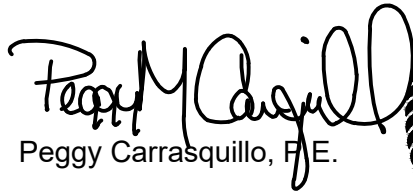
Response: Per communication with Pauline Gray, submittal to Travis County TNR for subdivision review, rather than the County Health District, satisfies this comment. The e-mail from Pauline Gray is included with this submittal.

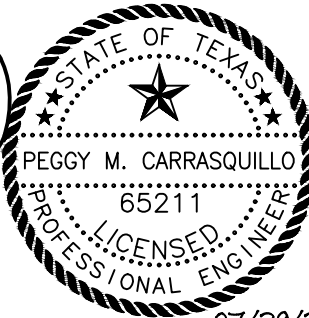


END OF REPORT

These responses, along with the attachments should provide the necessary information to clear most of the comments received on June 5th, 2024. Please contact me with any questions or if you need additional information. You can contact me at (512) 758-7474 or by email at peggy.carrasquillo@ktcivil.com.

Sincerely,


Peggy Carrasquillo, P.E.



07/29/2024



September 30, 2024

Mr. Tyler Shows
GBA
P.O. Box 2029
Leander, Texas 78646-2029

**RE: SHADOWGLEN PHASE 3 SECTIONS 3-8 – PRELIMINARY PLAN (2024-P-1646-PP)
UPDATE 2 SUBMITTAL**

Dear Mr. Shows,

Please accept this letter as our formal response to the review comments dated August 26th, 2024. The comments are listed below with our responses in bold.

1. Per the provided Engineer's Report, Waters of the United States exist onsite. Please provide information regarding if any work is planned to take place in these areas. If work is planned, then a copy of the submittal to the Department of the Army will need to be submitted.

U1. Comment pending.

Response: We have not identified any disturbance to the Waters of the US as we are trying to span them or bore under them, as applicable. However, we understand that should disturbance occur, we will need to submit for a Corps permit and we will provide that to City of Manor.

2. It appears that waterway buffers are proposed on City property. If that is the case, then easements will be required and need to be shown on the preliminary plat.

U1. Comment cleared.

3. The report states there will be Sections 3-6, but the preliminary plan lists Sections 3-8. How many sections are proposed?

U1. Comment cleared.

4. The preliminary plat cannot be approved without a Concept Plan being approved. If one has been approved, please provide a copy.

U1. Comment cleared.

5. Please provide a copy of the approved CLOMR for the project.

U1. Comment cleared.

6. The P&Z Chairperson is Felix Paiz.

U1. Comment cleared.

7. 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.



U1. Comment updated. Include the exhibit provided in the overall submittal.

Response: We have included the tree survey sheets as part of the preliminary plan.

8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10% is required to be shown on the preliminary plat. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet.

U1. Comment cleared.

9. The locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto are required to be shown on the preliminary plat.

U1. Comment cleared.

10. The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on and off the site, and designed in accordance with the requirements of this Ordinance are required to be shown on the preliminary plat.

U1. Comment cleared.

11. The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions is required to be shown on the preliminary plat.

U1. Comment cleared.

12. Provide documentation that 45' wide lots are allowed. This could be a copy of the DA and all amendments.

U1. Comment cleared.

13. Significant Trees to remain during construction showing the Critical Root Zones as solid circles, and Significant Trees designated to be removed showing the Critical Root Zones as dashed circles.

U1. Comment cleared.

14. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements.

U1. Comment cleared.

15. A letter of certification, when applicable, that the plat has been submitted to the County Health District for review (applicable to all projects proposing septic systems and/or containing any portion of the regulatory one hundred (100) year floodplain outside of the City limits.

U1. Comment cleared.

NEW COMMENTS – UPDATE 1



16. Provide approval from Travis County.

Response: We will provide when obtained.

17. The vicinity map needs to be scaled 1" = 2,000'.

Response: Per e-mail with reviewer, the scale can stay as is since Travis County had requested the larger scale. See e-mail from 8/27 submitted with this update.

18. Replacement Trees shall be shown on the Preliminary Plat based on a replacement ratio (inches removed to inches planted) of:

- a) 1:2 for Significant Trees eighteen (18) inches in caliper and larger, and
- b) 1:1 for Significant Trees between eight (8) and eighteen (18) in caliper.
- c) Replacement Trees shall not be required for the removal of trees smaller than eight (8) inches in caliper. The removal of Significant Trees larger than eighteen inches caliper require Commission approval.

Provide calculations as a table.

Response: Per e-mail with the reviewer, the mitigation table can be provided with the construction documents in agreement with the Shadowglen Development Agreement. E-mail from 9/12 submitted with this update.

END OF REPORT

These responses, along with the attachments should provide the necessary information to clear most of the comments received on August 26th, 2024. Please contact me with any questions or if you need additional information. You can contact me at (512) 758-7474 or by email at peggy.carrasquillo@ktcivil.com.

Sincerely,


Peggy Carrasquillo, P.E.


09/29/2024