



1500 County Road 269  
Leander, TX 78641

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

Date: Wednesday, October 25, 2023

Matt Mitchell  
ALM Engineering, Inc.  
PO BOX 536  
DRIPPING SPRINGS 78620  
matt@almengr.com

Permit Number 2023-P-1561-SF  
Job Address: Manor Commons SW Lots 7C-1A,1B, and 1C Short Form Final Plat, , LA.

Dear Matt Mitchell,

The first submittal of the Manor Commons SW Lots 7C-1A,1B, and 1C Short Form Final Plat (*Short Form Final Plat*) submitted by ALM Engineering, Inc. and received on October 26, 2023, 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 Tyler Shows by telephone at (737) 247-7552 or by email at [tshows@gbateam.com](mailto:tshows@gbateam.com).

- i. The existing property lines, including bearings and distances, of the land being subdivided. Property lines shall be drawn sufficiently wide to provide easy identification as well as being included in the legend.
- ii. Please include in plat notes "Performance and maintenance guarantees as required by the City."
- iii. Provide 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. Only 3 are provided.
- iv. Lakesha Small is the current Chairperson.

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,

10/25/2023 1:26:48 PM  
Manor Commons SW Lots 7C-1A,1B, and 1C Short  
Form Final Plat  
2023-P-1561-SF  
Page 2

A handwritten signature in black ink, appearing to read "Tyler Shows", with a long horizontal flourish extending to the right.

Tyler Shows  
Staff Engineer  
GBA



October 26, 2023

City of Manor  
Comment Response #1  
Permit Number 2023-P-1561-SF  
Job Address: Manor Commons SW Lots 7C-1A,1B, and 1C Short Form Final Plat.

## Engineering Review

i. The existing property lines, including bearings and distances, of the land being subdivided. Property lines shall be drawn sufficiently wide to provide easy identification as well as being included in the legend.

RESPONSE: Property line boundaries have been darkened. If they go any darker they will start to interfere with the ability to read the text and other information.

ii. Please include in plat notes "Performance and maintenance guarantees as required by the City."

RESPONSE: Note added as requested on Page 2. Upper middle of plat note 11.

iii. Provide 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. Only 3 are provided.

RESPONSE: Four property corners now have X and Y coordinates.

iv. Lakesha Small is the current Chairperson

RESPONSE: The Chairperson's name has been updated.

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

Sincerely,

Matt Mitchell, P.E.

