



June 15, 2023

Pauline Gray
Senior Engineer
Jay Engineering, a Division of GBA
1500 County Road 269
Leander, TX 78646-2029

**RE: Permit Number: 2022-P-1452-FP
Job Address: Manor Heights Phase 4A Final Plat**

Dear Pauline Gray:

Please accept this **Comment Response Letter** in reply to your review, dated September 21, 2022, of the second submittal of the *Manor Heights Phase 4A Final Plat* submitted on August 22, 2022. Original comments have been included below for reference. Kimley-Horn's responses are in red.

Engineer Review

- ~~1. 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 this Ordinance. (Chapter 10 – SUBDIVISION REGULATION, EXHIBIT A – SUBDIVISION ORDINANCE, Article II. – Procedure, Section 24. – Final Plat, (5)(iii)).~~
- ~~2. Performance and maintenance guarantees as required by the City. (Chapter 10 – SUBDIVISION REGULATION, EXHIBIT A – SUBDIVISION ORDINANCE, Article II. – Procedure, Section 24. – Final Plat, (2)(vi)).~~
3. Provide a license agreement and warranty deed for any proposed lots that will be conveyed to the city.

Response: License agreement and associated exhibits for parkland lot have been included with this submittal.

4. Note 15 needs to be revised to include “as amended” after “November 7,2018” if a license agreement is needed.

Response: Note 15 has been updated accordingly.

5. If the lots referenced in Note 15 are being dedicated to the HOA and not the City, then no license agreement is needed and note only needs to indicate that the lots identified will be HOA maintained.

Response: Notes have been updated to indicate only Lot 41, Block I is being dedicated to the City and license agreement is only for this lot.

6. City legal needs to review the special warranty deed for parkland lot(s) being conveyed to the City and the lot(s) should be conveyed simultaneously with the recordation of the final plat.

Response: Acknowledged. Special warranty deed has been provided with this submittal.

7. Please note review of this plat is a bit confusing since Sheet 1 seems identical to Phase 4, Section 1 which shows Lot 1, Block C as parkland.

Response: Phase 4 Section B shows Lot 1, Block C as parkland to be dedicated to the City and all comments pertaining to that lot shall be addressed on the Section B plat.

8. The license agreement for Phase 4 Section A: see attached form that needs to be used instead of the license agreements provided. The Manor Heights Development Agreement provided the form of the license agreement that needs to be used and is attached to the Development Agreement as Exhibit N.

Response: Acknowledged, license agreement has been included.

Please contact me at 512.782.0602 if additional information is required.

Sincerely,



Alejandro E. Granados Rico, P.E
KIMLEY-HORN AND ASSOCIATES, INC.



1500 County Road 269
Leander, TX 78641

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

Date: Friday, July 14, 2023

Alex Granados
Kimley-Horn
10814 Jollyville Road, Building 4, Suite 200
Austin TX 78759
alex.granados@kimley-horn.com

Permit Number 2022-P-1452-FP
Job Address: Manor Heights Phase 4, Section A,

Dear Alex Granados,

The subsequent submittal of the Manor Heights Phase 4, Section A submitted by Kimley-Horn and received on October 16, 2023, 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. 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 this Ordinance. (Chapter 10 — SUBDIVISION REGULATION, EXHIBIT A — SUBDIVISION ORDINANCE, Article II. — Procedure, Section 24. — Final Plat, (5)(iii)).~~
- ~~2. Performance and maintenance guarantees as required by the City. (Chapter 10 — SUBDIVISION REGULATION, EXHIBIT A — SUBDIVISION ORDINANCE, Article II. — Procedure, Section 24. — Final Plat, (2)(vi)).~~
- ~~3. Provide a license agreement and warranty deed for any proposed lots that will be conveyed to the city.~~
- ~~4. Note 15 (now note 17) needs to be revised to include ",as amended" after "November 7, 2018" since a license agreement is needed.~~
- ~~5. If the lots referenced in Note 15 are being dedicated to the HOA and not the City, then no license agreement is needed and note only needs to indicate that the lots identified will be HOA maintained.~~
- ~~6. City legal needs to review the special warranty deed for parkland lot(s) being conveyed to the City and the lot (s) should be conveyed simultaneously with the recordation of the final plat. These items are currently under review by the City Attorney's office. Additional comments may be issued upon completion of their review.~~

~~7. Please note review of this plat is a bit confusing since Sheet 1 seems identical to Phase 4, Section 1 plat which shows Lot 1, Block C as parkland.~~

~~8. The license agreement for Phase 4 Section A: see attached form that needs to be used instead of the license agreements provided. The Manor Heights Development Agreement provided the form of the license agreement that needs to be used and is attached to the Development Agreement as Exhibit N.~~

The following comments are based on City Legal's review:

9. License Agreement

Have Exhibit A mirror that of the special warranty deed:

Lot 41, Block I, a subdivision situated in the City of Manor, Travis County, Texas according to the plat thereof

recorded as Document No. _____ of the plat records of Travis County, Texas.

10. Lot 41 should be labeled as "City Parkland, Drainage and City utilities use.

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 (737) 247-7557, or by e-mail at gray@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.
Lead AES
GBA



1500 County Road 269
Leander, TX 78641

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

Date: Thursday, August 4, 2022

Alex Granados
Kimley-Horn
10814 Jollyville Road, Building 4, Suite 200
Austin TX 78759
alex.granados@kimley-horn.com

Permit Number 2022-P-1452-FP
Job Address: Manor Heights Phase 4, Section A, , LA.

Dear Alex Granados,

The first submittal of the Manor Heights Phase 4, Section A (*Final Plat*) submitted by Kimley-Horn and received on October 16, 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 Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

- ~~1. 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 this Ordinance. (Chapter 10 — SUBDIVISION REGULATION, EXHIBIT A — SUBDIVISION ORDINANCE, Article II. — Procedure, Section 24. — Final Plat, (5)(iii)).~~
- ~~2. Performance and maintenance guarantees as required by the City. (Chapter 10 — SUBDIVISION REGULATION, EXHIBIT A — SUBDIVISION ORDINANCE, Article II. — Procedure, Section 24. — Final Plat, (2)(vi)).~~
- ~~3. Provide a license agreement and warranty deed for any proposed lots that will be conveyed to the city.~~
- ~~4. Note 15 (now note 17) needs to be revised to include ",as amended" after "November 7, 2018" since a license agreement is needed.~~
- ~~5. If the lots referenced in Note 15 are being dedicated to the HOA and not the City, then no license agreement is needed and note only needs to indicate that the lots identified will be HOA maintained.~~
- ~~6. City legal needs to review the special warranty deed for parkland lot(s) being conveyed to the City and the lot (s) should be conveyed simultaneously with the recordation of the final plat. These items are currently under review by the City Attorney's office. Additional comments may be issued upon completion of their review.~~

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Manor Heights Phase 4, Section A
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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 cursive and fluid.

Pauline Gray, P.E.
Lead AES
GBA



August 22, 2022

Pauline Gray
Senior Engineer
Jay Engineering, a Division of GBA
1500 County Road 269
Leander, TX 78646-2029

**RE: Permit Number: 2022-P-1452-FP
Job Address: Manor Heights Phase 4A Final Plat**

Dear Pauline Gray:

Please accept this **Comment Response Letter** in reply to your review, dated August 4, 2022, of the first submittal of the *Manor Heights Phase 4A Final Plat* submitted on July 7, 2022. Original comments have been included below for reference. Kimley-Horn's responses are in red.

Engineer Review

1. 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 this Ordinance. (Chapter 10 – SUBDIVISION REGULATION, EXHIBIT A – SUBDIVISION ORDINANCE, Article II. – Procedure, Section 24. – Final Plat, (5)(iii)).

Response: Acknowledged, fiscal will be posted until the construction is completed as needed.

2. Performance and maintenance guarantees as required by the City. (Chapter 10 – SUBDIVISION REGULATION, EXHIBIT A – SUBDIVISION ORDINANCE, Article II. – Procedure, Section 24. – Final Plat, (2)(vi)).

Response: Acknowledged.

3. Provide a license agreement and warranty deed for any proposed lots that will be conveyed to the city.

Response: Agreement will not be entered into until the final plat has been recorded. Draft of City's boilerplate license agreement has been included with this submittal for City's review.

Please contact me at 512.782.0602 if additional information is required.

Sincerely,

Alejandro E. Granados Rico, P.E
KIMLEY-HORN AND ASSOCIATES, INC.



September 11, 2023

Pauline Gray
Senior Engineer
Jay Engineering, a Division of GBA
1500 County Road 269
Leander, TX 78646-2029

RE: Permit Number: 2022-P-1452-FP
Job Address: Manor Heights Phase 4A Final Plat

Dear Pauline Gray:

Please accept this **Comment Response Letter** in reply to your review, dated July 14, 2022, of the second submittal of the *Manor Heights Phase 4A Final Plat* submitted on June 15, 2022. Original comments have been included below for reference. Kimley-Horn's responses are in red.

Engineer Review

- ~~1. 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 this Ordinance. (Chapter 10 – SUBDIVISION REGULATION, EXHIBIT A – SUBDIVISION ORDINANCE, Article II. – Procedure, Section 24. – Final Plat, (5)(iii)).~~
- ~~2. Performance and maintenance guarantees as required by the City. (Chapter 10 – SUBDIVISION REGULATION, EXHIBIT A – SUBDIVISION ORDINANCE, Article II. – Procedure, Section 24. – Final Plat, (2)(vi)).~~
- ~~3. Provide a license agreement and warranty deed for any proposed lots that will be conveyed to the city.~~
4. Note 15 (now note 17) needs to be revised to include “as amended” after “November 7,2018” since a license agreement is needed.

Response: Note 17 has been updated accordingly.

- ~~5. If the lots referenced in Note 15 are being dedicated to the HOA and not the City, then no license agreement is needed and note only needs to indicate that the lots identified will be HOA maintained.~~
6. City legal needs to review the special warranty deed for parkland lot(s) being conveyed to the City and the lot(s) should be conveyed simultaneously with the recordation of the final plat. These items are currently under review by the City Attorney's office. Additional comments may be issued upon completion of their review.

Response: Acknowledged.

- ~~7. Please note review of this plat is a bit confusing since Sheet 1 seems identical to Phase 4, Section 1 which shows Lot 1, Block C as parkland.~~

~~8. The license agreement for Phase 4 Section A: see attached form that needs to be used instead of the license agreements provided. The Manor Heights Development Agreement provided the form of the license agreement that needs to be used and is attached to the Development Agreement as Exhibit N.~~

Please contact me at 512.782.0602 if additional information is required.

Sincerely,



Alejandro E. Granados Rico, P.E
KIMLEY-HORN AND ASSOCIATES, INC.



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, September 21, 2022

Alex Granados
Kimley-Horn
10814 Jollyville Road, Building 4, Suite 200
Austin TX 78759
alex.granados@kimley-horn.com

Permit Number 2022-P-1452-FP
Job Address: Manor Heights Phase 4, Section A,

Dear Alex Granados,

The subsequent submittal of the Manor Heights Phase 4, Section A submitted by Kimley-Horn and received on October 16, 2023, 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. 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 this Ordinance. (Chapter 10 — SUBDIVISION REGULATION, EXHIBIT A — SUBDIVISION ORDINANCE, Article II. — Procedure, Section 24. — Final Plat, (5)(iii)).~~
- ~~2. Performance and maintenance guarantees as required by the City. (Chapter 10 — SUBDIVISION REGULATION, EXHIBIT A — SUBDIVISION ORDINANCE, Article II. — Procedure, Section 24. — Final Plat, (2)(vi)).~~
- ~~3. Provide a license agreement and warranty deed for any proposed lots that will be conveyed to the city.~~
- ~~4. Note 15 (now note 17) needs to be revised to include ",as amended" after "November 7, 2018" since a license agreement is needed.~~
- ~~5. If the lots referenced in Note 15 are being dedicated to the HOA and not the City, then no license agreement is needed and note only needs to indicate that the lots identified will be HOA maintained.~~
- ~~6. City legal needs to review the special warranty deed for parkland lot(s) being conveyed to the City and the lot (s) should be conveyed simultaneously with the recordation of the final plat. These items are currently under review by the City Attorney's office. Additional comments may be issued upon completion of their review.~~

~~7. Please note review of this plat is a bit confusing since Sheet 1 seems identical to Phase 4, Section 1 plat which shows Lot 1, Block C as parkland.~~

~~8. The license agreement for Phase 4 Section A: see attached form that needs to be used instead of the license agreements provided. The Manor Heights Development Agreement provided the form of the license agreement that needs to be used and is attached to the Development Agreement as Exhibit N.~~

The following comments are based on City Legal's review:

9. License Agreement

Have Exhibit A mirror that of the special warranty deed:

Lot 41, Block I, a subdivision situated in the City of Manor, Travis County, Texas according to the plat thereof

recorded as Document No. _____ of the plat records of Travis County, Texas.

10. Lot 41 should be labeled as "City Parkland, Drainage and City utilities use.

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 (737) 247-7557, or by e-mail at gray@gbateam.com.

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Thank you,



Pauline Gray, P.E.
Lead AES
GBA



1500 County Road 269
Leander, TX 78641

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

Date: Monday, October 2, 2023

Alex Granados
Kimley-Horn
10814 Jollyville Road, Building 4, Suite 200
Austin TX 78759
alex.granados@kimley-horn.com

Permit Number 2022-P-1452-FP
Job Address: Manor Heights Phase 4, Section A,

Dear Alex Granados,

The subsequent submittal of the Manor Heights Phase 4, Section A submitted by Kimley-Horn and received on October 16, 2023, 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. 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 this Ordinance. (Chapter 10 — SUBDIVISION REGULATION, EXHIBIT A — SUBDIVISION ORDINANCE, Article II. — Procedure, Section 24. — Final Plat, (5)(iii)).~~
- ~~2. Performance and maintenance guarantees as required by the City. (Chapter 10 — SUBDIVISION REGULATION, EXHIBIT A — SUBDIVISION ORDINANCE, Article II. — Procedure, Section 24. — Final Plat, (2)(vi)).~~
- ~~3. Provide a license agreement and warranty deed for any proposed lots that will be conveyed to the city.~~
- ~~4. Note 15 (now note 17) needs to be revised to include ",as amended" after "November 7, 2018" since a license agreement is needed.~~
- ~~5. If the lots referenced in Note 15 are being dedicated to the HOA and not the City, then no license agreement is needed and note only needs to indicate that the lots identified will be HOA maintained.~~
- ~~6. City legal needs to review the special warranty deed for parkland lot(s) being conveyed to the City and the lot (s) should be conveyed simultaneously with the recordation of the final plat. These items are currently under review by the City Attorney's office. Additional comments may be issued upon completion of their review.~~

7. Please note review of this plat is a bit confusing since Sheet 1 seems identical to Phase 4, Section 1 plat which shows Lot 1, Block C as parkland.

8. The license agreement for Phase 4 Section A: see attached form that needs to be used instead of the license agreements provided. The Manor Heights Development Agreement provided the form of the license agreement that needs to be used and is attached to the Development Agreement as Exhibit N.

The following comments are based on City Legal's review:

9. License Agreement

Have Exhibit A mirror that of the special warranty deed:

Lot 41, Block I, a subdivision situated in the City of Manor, Travis County, Texas according to the plat thereof

recorded as Document No. _____ of the plat records of Travis County, Texas.

10. Lot 41 should be labeled as "City Parkland, Drainage and City utilities use.

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 (737) 247-7557, or by e-mail at gray@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.
Lead AES
GBA



October 16, 2023

Pauline Gray
Senior Engineer
Jay Engineering, a Division of GBA
1500 County Road 269
Leander, TX 78646-2029

RE: Permit Number: 2022-P-1452-FP
Job Address: Manor Heights Phase 4A Final Plat

Dear Pauline Gray:

Please accept this **Comment Response Letter** in reply to your review, dated October 2, 2023, of the second submittal of the *Manor Heights Phase 4A Final Plat* submitted on September 11, 2023. Original comments have been included below for reference. Kimley-Horn's responses are in red.

Engineer Review

- ~~1. 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 this Ordinance. (Chapter 10 – SUBDIVISION REGULATION, EXHIBIT A – SUBDIVISION ORDINANCE, Article II. – Procedure, Section 24. – Final Plat, (5)(iii)).~~
- ~~2. Performance and maintenance guarantees as required by the City. (Chapter 10 – SUBDIVISION REGULATION, EXHIBIT A – SUBDIVISION ORDINANCE, Article II. – Procedure, Section 24. – Final Plat, (2)(vi)).~~
- ~~3. Provide a license agreement and warranty deed for any proposed lots that will be conveyed to the city.~~
- ~~4. Note 15 (now note 17) needs to be revised to include “as amended” after “November 7, 2018” since a license agreement is needed.~~
- ~~5. If the lots referenced in Note 15 are being dedicated to the HOA and not the City, then no license agreement is needed and note only needs to indicate that the lots identified will be HOA maintained.~~
- ~~6. City legal needs to review the special warranty deed for parkland lot(s) being conveyed to the City and the lot(s) should be conveyed simultaneously with the recordation of the final plat. These items are currently under review by the City Attorney's office. Additional comments may be issued upon completion of their review.~~
- ~~7. Please note review of this plat is a bit confusing since Sheet 1 seems identical to Phase 4, Section 1 which shows Lot 1, Block C as parkland.~~
- ~~8. The license agreement for Phase 4 Section A: see attached form that needs to be used instead of the license agreements provided. The Manor Heights Development Agreement provided the form of the license agreement that needs to be used and is attached to the Development Agreement as Exhibit N.~~
- 9. License Agreement:**

Have Exhibit A mirror that of the special warranty deed:

Lot 41, Block I, a subdivision situated in the City of Manor, Travis County, Texas according to the plat thereof

Recorded as Document No. _____ of the plat records of Travis County, Texas.

Response: Acknowledged, Exhibit A of the license agreement has been updated to reflect that of the special warranty deed.

10. Lot 41 should be labeled as “City Parkland, Drainage and City Utilities use”.

Response: Acknowledged, lot 41 has been labeled accordingly.

Please contact me at 512.782.0602 if additional information is required.

Sincerely,



Alejandro E. Granados Rico, P.E
KIMLEY-HORN AND ASSOCIATES, INC.