



1500 County Road 269  
Leander, TX 78641

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

Date: Friday, November 18, 2022

Gary Jueneman  
SEC Planning, LLC  
4201 W. Parmer Lane, Bldg. A, Ste. 220  
Austin TX 78727  
info@secplanning.com

Permit Number 2022-P-1482-CP  
Job Address: 13301 E U S HY 290, Manor, TX. 78653

Dear Gary Jueneman,

The first submittal of the Ginsel Tract Concept Plan (*Concept Plan*) submitted by SEC Planning, LLC and received on December 22, 2022, 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.

- i. ~~Provide and label the topographic contour lines on the plans. No elevations were given.~~
- ii. **Provide and label the location of the proposed and existing arterial and collector streets to serve the general area. Clearly show and label.**
- iii. **Provide the proposed number of LUEs required for each category of lots shown on the concept plan.**
- iv. **Significant features on or within 200 feet of the property should be shown on the concept plan. These are items such as roads, buildings, utilities and drainage structures.**
- v. **A signature block for the Mayor and P&Z Chairperson should be provided.**

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

Tyler Shows  
Staff Engineer  
GBA



November 21, 2022

1500 County Road 269 Leander, TX 78641  
P.O. Box 2029 Leander, TX 78646-2029

Re: Ginsel Tract  
Permit Number 2022-P-1482-CP  
1<sup>st</sup> Review Comment Responses

To whom it may concern:

Following, are the Applicant's responses to comments received from City of Manor Engineering consultant (GBA) staff, Tyler Shows, on the Ginsel Tract Concept Plan Application submittal. Applicant's 1<sup>st</sup> comment response denoted in **Red Text**.

### 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).

- 1) Provide and label the topographic contour lines on the plans. No elevations were given.

**RESPONSE: Labels added to Concept Plan**

- 2) Provide and label the location of the proposed and existing arterial and collector streets to serve the general area.

**RESPONSE: Labels added to Concept Plan per May 2014 Thoroughfare Plan**



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, December 19, 2022

Gary Jueneman  
SEC Planning, LLC  
4201 W. Parmer Lane, Bldg. A, Ste. 220  
Austin TX 78727  
info@secplanning.com

Permit Number 2022-P-1482-CP  
Job Address: 13301 E U S HY 290, Manor 78653

Dear Gary Jueneman,

The subsequent submittal of the Ginsel Tract Concept Plan submitted by SEC Planning, LLC and received on December 22, 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 Tyler Shows. 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.

- i. ~~Provide and label the topographic contour lines on the plans. No elevations were given.~~
- ii. **Provide and label the location of the proposed and existing arterial and collector streets to serve the general area. Clearly show and label.**
- iii. **Provide the proposed number of LUEs required for each category of lots shown on the concept plan.**
- iv. **Significant features on or within 200 feet of the property should be shown on the concept plan. These are items such as roads, buildings, utilities and drainage structures.**
- v. **A signature block for the Mayor and P&Z Chairperson should be provided.**

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](http://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 [pgray@gbateam.com](mailto: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.  
Lead AES  
GBA



December 20, 2022

1500 County Road 269 Leander, TX 78641  
P.O. Box 2029 Leander, TX 78646-2029

Re: Ginsel Tract  
Permit Number 2022-P-1482-CP  
2<sup>nd</sup> Review Comment Responses

To whom it may concern:

Following, are the Applicant's responses to comments received from City of Manor Engineering consultant (GBA) staff, Tyler Shows, on the Ginsel Tract Concept Plan Application submittal. Applicant's 2<sup>nd</sup> comment response denoted in **Red Text**.

### 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).

- 1) Provide and label the location of the proposed and existing arterial and collector streets to serve the general area. Clearly show and label.

**RESPONSE: Roadways labeled as instructed.**

- 2) Provide the proposed number of LUEs required for each category of lots shown on the concept plan.

**RESPONSE: LUE's located in Land Use Summary**

- 3) Significant features on or within 200 feet of the property should be shown on the concept plan. These are items such as roads, buildings, utilities, and drainage structures.

**RESPONSE: All significant features labeled on Concept Plan**

- 4) A signature block for the Mayor and P&Z Chairperson should be provided.

**RESPONSE: Added to both sheets**



1500 County Road 269  
Leander, TX 78641

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

Date: Wednesday, January 18, 2023

Gary Jueneman  
SEC Planning, LLC  
4201 W. Parmer Lane, Bldg. A, Ste. 220  
Austin TX 78727  
info@secplanning.com

Permit Number 2022-P-1482-CP  
Job Address: 13301 E U S HY 290, Manor 78653

Dear Gary Jueneman,

We have conducted a review of the concept plan for the above-referenced project, submitted by Gary Jueneman and received by our office on December 22, 2022, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

**Please submit a hard copy of the Concept Plan to Scott Dunlop at the City of Manor for signatures. A copy of the signed Concept Plan will be uploaded under project files on the my permit now website.**

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. Please call if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tyler Shows'.

Tyler Shows  
Staff Engineer  
GBA