



1500 County Road 269  
Leander, TX 78641

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

Date: Friday, August 5, 2022

Bill Graham  
I. T. Gonzalez Engineers  
3501 Manor RD  
Austin TX 78723  
bill@itgonzalezengineers.com

Permit Number 2022-P-1459-SF  
Job Address: 13910 Kimbro West Road, Manor, TX. 78653

Dear Bill Graham,

The first submittal of the 13910 Kimbro West Road - R & M Subdivision Short Form Final Plat (*Short Form Final Plat*) submitted by I. T. Gonzalez Engineers and received on September 06, 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 Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

1. The signature blocks on the second page need to have the correct mayor. The mayor of the City of Manor is Dr. Christopher Harvey. A signature block for the planning and zoning chairperson needs to be included. Per City of Manor Subdivision Ordinance Chapter 10 Exhibit A Section 24c (1)(vi).
2. General note number 1, on the second page, needs to be updated to say, "as of" (need to provide a date).
3. A location map showing the relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one (1) inch equals two thousand feet (1" = 2,000'). The latest edition of the USGS 7.5-minute quadrangle map is recommended. Must be to scale.
4. Location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the subdivision or is contiguous to the subdivision boundary.
5. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corners 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.
6. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries.

8/5/2022 7:41:24 AM  
13910 Kimbro West Road - R & M Subdivision Short  
Form Final Plat  
2022-P-1459-SF  
Page 2

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 blue ink that reads "Pauline M. Gray". The signature is written in a cursive style.

Pauline Gray, P.E.  
Lead AES  
Jay Engineering, a Division of GBA

## COMMENT RESPONSE LETTER –

SUBMITTED AS PART OF UPDATE 1 FOR AUGUST 5, 2022 CITY OF MANOR REVIEW COMMENTS

PROJECT: R & M Subdivision

LOCATION: 13910 Kimbro West Road

PERMIT #: 2022-P-1459-SF

REVIEW ENGINEER: Pauline Gray, P.E.

SUBMITTED BY: I. T. Gonzalez Engineers

DATE: 09-02-2022

### 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. The signature blocks on the second page need to have the correct mayor. The mayor of the City of Manor is Dr. Christopher Harvey. A signature block for the planning and zoning chairperson needs to be included. Per City of Manor Subdivision Ordinance Chapter 10 Exhibit A Section 24c (1)(vi).

*The mayor and P&Z chairperson are now shown correctly in the signature blocks on page 3 of plat.*

2. General note number 1, on the second page, needs to be updated to say, "as of" (need to provide a date).

*Note 1 has been modified as requested.*

3. A location map showing the relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one (1) inch equals two thousand feet (1" = 2,000'). The latest edition of the USGS 7.5-minute quadrangle map is recommended. Must be to scale.

*The location map on page 3 has been modified to cover one mile in all directions.*

4. Location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses the subdivision or is contiguous to the subdivision boundary.

*The City limit lines and and/or the outer border of the City's ETJ are not close the R & M Subdivision boundary.*

5. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corners 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.

*The bearing and distance to Bois D'Arc Lane is now shown. Northern and easting coordinates for 4 property corners are now shown.*

6. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required easements within the subdivision, intersecting, or contiguous with its boundaries or forming such boundaries.

*Being in the ETJ of Manor, there is no zoning and, thus, no building setback lines. Proposed and existing easements are shown on the face of the plat.*

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.

Noted

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.

Noted