



Date: Wednesday, November 29, 2023

Sarah Starkey  
Kimley-Horn & Associates  
501 South Austin Ave, Suite 1310  
Georgetown TX 78626  
sarah.starkey@kimley-horn.com

Permit Number 2023-P-1594-CP  
Job Address: OLD KIMBRO RD, MANOR 78653

Dear Sarah Starkey,

Staff has completed its review of plans for the Manor Heights PH. 2,3,4,5,6 Concept Plan Amendment that is to be located at OLD KIMBRO RD, MANOR 78653. Comments from this review follow.

#### **City Planning Review**

The following comments have been provided by Michael Burrell. Should you have any questions or require additional information regarding any of these comments, please contact Michael Burrell by telephone at (512) 215-8158 or by email at mburrell@manortx.gov.

- Include a lot count for the sections being changed.
- Submit a new plan set for this amendment. An accurate sheet count, current dates, and only the sheets with changes being made are what should be uploaded.
- Ensure that the mailout list is accurate. Only three property owners are listed.

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.

***Review of this submittal does not constitute a verification of all data, information, and calculations supplied by the applicant. 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.***

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 (512) 215-8158, or by e-mail at mburrell@manortx.gov.

Thank you,

11/29/2023 11:48:11 AM  
Manor Heights PH. 2,3,4,5,6 Concept Plan  
Amendment  
2023-P-1594-CP  
Page 2

Michael Burrell  
Development Services



1500 County Road 269  
Leander, TX 78641

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

Date: Monday, April 22, 2024

Sarah Starkey  
Kimley-Horn & Associates  
501 South Austin Ave, Suite 1310  
Georgetown TX 78626  
sarah.starkey@kimley-horn.com

Permit Number 2023-P-1594-CP  
Job Address: OLD KIMBRO RD, MANOR, TX. 78653

Dear Sarah Starkey,

The first submittal of the Manor Heights PH. 2,3,4,5,6 Concept Plan Amendment (*Concept Plan*) submitted by Kimley-Horn & Associates and received on June 24, 2024, 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. Topographic contours at ten (10) foot intervals, or less, unless otherwise approved by the City.
- ii. Significant existing features on, or within 200 feet of, the property, such as railroads, roads, buildings, utilities, and drainage structures. Existing utilities in this area.
- iii. Update anticipated timing of proposed phases of development.

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,

Tyler Shows  
Staff Engineer  
GBA