



Jeffrey Stensland, Chair, Place 5
Gabriel Nila, Vice Chair, Place 3
Nathan Aubert, Place 1
Daniel Mendoza, Place 2
Felix Paiz, Place 4
Cecil Meyer, Place 6
Jim Terry, Place 7
Vacant, Alternate No. 1
Vacant, Alternate No. 2

Planning & Zoning Commission Regular Meeting

Wednesday, March 11, 2026 at 6:30 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

AGENDA

This meeting will be live-streamed on Manor's Webpage.

You can access the meeting at <https://www.manortx.gov/171/Public-Meetings-Livestreams>
or by scanning the QR Code



CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

Non-Agenda Item Public Comments (white card): Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person.

Agenda Item Public Comments (yellow card): Comments will be taken from the audience on non-agenda and agenda items combined for a length of time, not to exceed five (5) minutes total per person on all items, except for Public Hearings. Comments on Public Hearing items must be made when the item comes before the Board/Commission/Committee and, not to exceed two (2) minutes per person. No Action or Discussion May be Taken by the Board/Commission/Committee during Public Comments on Non-Agenda Items.

To address the Board/Commission/Committee, please complete the white or yellow card and present it to the city staff designee prior to the meeting.

PUBLIC HEARING

- 1. Conduct a public hearing on a Short Form Final Plat for Cottonwood Subdivision, one (1) lot on 5.565 acres, more or less, and being TCAD parcel 236976, also known as 14305 E US 290 HWY, Manor, TX.**
Applicant: LRG Engineering, LLC
Owner: Tani Investments, LLC Et al.
- 2. Conduct a public hearing on a Short Form Final Plat for Gomez Subdivision, two (2) lots on 2.407 acres, more or less, and being TCAD parcels 547924 and 843742, also known as 15507 and 15509 Schmidt Loop, Manor, TX.**
Applicant: Forest Surveying & Mapping
Owner: Margarita Arroyo Gomez
- 3. Conduct a public hearing on a Short Form Final Plat of a Replat of Lot 14, Block F, Phase 2 Lagos Subdivision, being two (2) lots on 3.612 acres of land, more or less, and being located near the intersection of N. FM 973 and E. Brenham St, Manor, TX.**
Applicant: Kimley-Horn & Associates
Owner: 706 Investments Partnership, LTD
- 4. Conduct a public hearing on a Subdivision Preliminary Plat for Manor Heights Phase 7 and 8 being two hundred seventy-two (272) lots on 72.33 acres, more or less, and being TCAD parcels 248121 and 993489 also known as 13354 and 13358 Old Kimbro Rd, Manor, TX.**
Applicant: Kimley-Horn & Associates
Owner: Forestar (USA) Real Estate Group, Inc.

CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Planning and Zoning Commission and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Chairperson or a Commission Member; in which event, the item will be removed from the consent agenda and considered separately.

- 5. Consideration, discussion, and possible action to approve the minutes for February 11, 2026, Planning and Zoning Commission Regular Session.**

REGULAR AGENDA

- 6. Consideration, discussion, and possible action on a Short Form Final Plat for Cottonwood Subdivision, one (1) lot on 5.565 acres, more or less, and being TCAD parcel 236976, also known as 14305 E US 290 HWY, Manor, TX.**
Applicant: LRG Engineering, LLC
Owner: Tani Investments, LLC Et al.
- 7. Consideration, discussion, and possible action on a Short Form Final Plat for Gomez Subdivision, two (2) lots on 2.407 acres, more or less, and being TCAD parcels 547924 and 843742, also known as 15507 and 15509 Schmidt Loop, Manor, TX.**
Applicant: Forest Surveying & Mapping
Owner: Margarita Arroyo Gomez

8. Consideration, discussion, and possible action on a Short Form Final Plat of a Replat of Lot 14, Block F, Phase 2 Lagos Subdivision, being two (2) lots on 3.612 acres of land, more or less, and being located near the intersection of N. FM 973 and E. Brenham St, Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: 706 Investments Partnership, LTD

9. Consideration, discussion, and possible action on a Subdivision Preliminary Plat for Manor Heights Phase 7 and 8 being two hundred seventy-two (272) lots on 72.33 acres, more or less, and being TCAD parcels 248121 and 993489 also known as 13354 and 13358 Old Kimbro Rd, Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: Forestar (USA) Real Estate Group, Inc.

10. Consideration, discussion, and possible action on a Subdivision Final Plat for the Holley-Smith Phase 3, being one hundred and thirty-five (135) lots on 41.707 acres, more or less, and being located generally near the southeast intersection of Anderson Road and Ventura Arbor Lane, Manor, TX.

Applicant: KB Home Lone Star, Inc.

Owner: Carlson, Brigance & Doering, Inc.

ADJOURNMENT

In addition to any executive session already listed above, the Planning & Zoning Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

CONFLICT OF INTEREST

In accordance with Section 12.04 (Conflict of Interest) of the City Charter, “No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest.”

Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no Planning & Zoning Commission member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the Planning & Zoning Commission member or City officer has a substantial interest (as defined by Chapter 171) and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Thursday, March 5, 2026, by 5:00 PM and remained so posted continuously for at least 3 business days preceding the scheduled time of said meeting.

/s/ Mandy Miller, Development Services Supervisor
City of Manor, Texas

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to complying with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 10 business days prior to the meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Short Form Final Plat for Cottonwood Subdivision, one (1) lot on 5.565 acres, more or less, and being TCAD parcel 236976, also known as 14305 E US 290 HWY, Manor, TX.

Applicant: LRG Engineering, LLC

Owner: Tani Investments, LLC Et al.

BACKGROUND/SUMMARY:

This plat is following the standard review process. The plat will be brought to the Commission every month until it is administratively approved by our Engineers, after which the Commission may take action.

The property was zoned C-2 medium commercial by ordinance 797 on September 3rd, 2025 to allow for development consistent with our code and comprehensive plan. A SUP for a Medical office was also applied for on the property to allow for a use that is not parking-intensive, but still a benefit to the community, as the majority of the 5.565-acre parcel is encumbered by floodplain. That request was approved on the same night as the zoning request. The platting on this lot will turn it into a legally platted lot to allow for site development.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Short Form Plat
- Mailing Label

- Public Notice

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Open, Close, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct the public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

COTTONWOOD SUBDIVISION FINAL PLAT

MANOR, TRAVIS COUNTY, TEXAS 78653

TOTAL AREA: 5.5656 ACRES
TOTAL NUMBER OF LOTS: 1
TOTAL NUMBER OF BLOCKS: 1
LINEAR FEET OF NEW STREETS: NONE
SUBMITTAL DATE: JANUARY 2026
PATENT SURVEY: A.C. CALDWELL SURVEY NO. 52

OWNERS:
TANI INVESTMENTS LLC
711 W CLAY STREET
HOUSTON, TEXAS 77019

ZARI INVESTMENTS, LLC
5206 W BELLFORT STREET
HOUSTON, TX 77035

ZARABI VENTURES, LLC SERIES #105
608 PETERSON LANE
LAKEWAY, TEXAS 78734

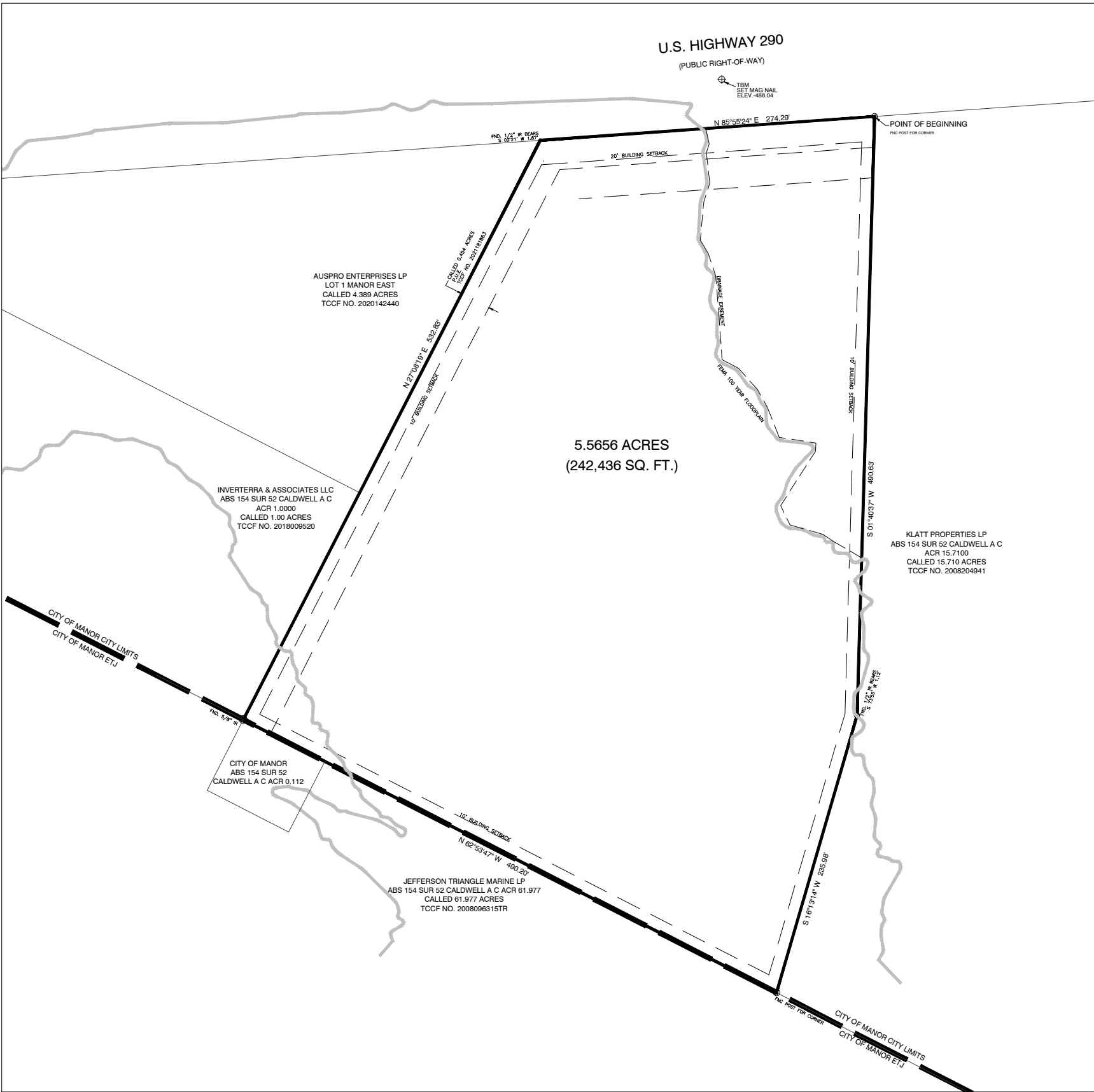
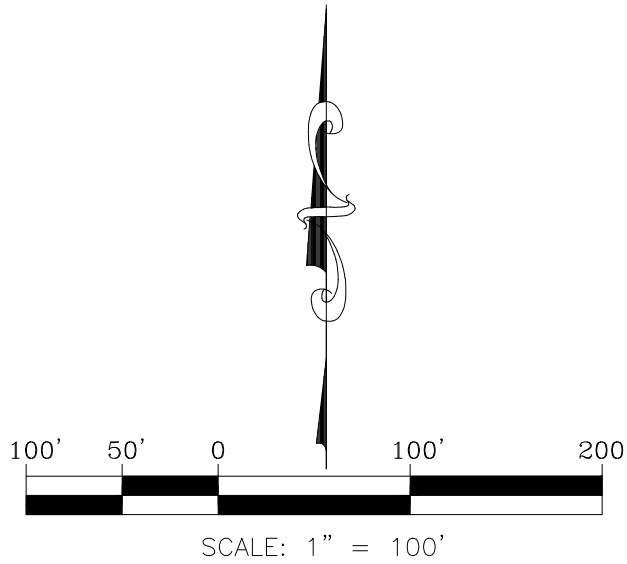
SURVEYOR: SOUTH TEXAS SURVEYING ASSOCIATES, INC.
FRED W. LAWTON, R.P.L.S.
REGISTERED PROFESSIONAL LAND SURVEYOR
REGISTRATION NO. 2321
11281 RICHMOND AVE. BLDG. , SUITE 101
HOUSTON, TEXAS 77082
P:(281) 556 6918

ENGINEER: LUIS R. GRANILLO, P.E.
REGISTERED PROFESSIONAL ENGINEER
NO.149558 - STATE OF TEXAS
LRG ENGINEERING, LLC
2204 WESTERN TRAILS BLVD SUITE 101, AUSTIN, TEXAS 78745
P:(512) 767 4181
TBPE FIRM NO: F-24758

THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR
CORPORATE CITY LIMITS AS OF THIS DATE. ____ DAY OF _____,
20____.

A PORTION OF THIS TRACT IS WITHIN THE BOUNDARIES OF A SPECIAL
FLOOD HAZARD AREA, ZONE AE, AS IDENTIFIED BY THE FEDERAL
EMERGENCY MANAGEMENT AGENCY, AS SHOWN ON FIRM PANEL
NUMBER 48453C0505H, EFFECTIVE DATE, SEPTEMBER 26, 2008, AND
LOMR 24-06-1494P, EFFECTIVE MARCH, 17, 2025.

BEARING BASIS:
ALL BEARINGS ARE BASED ON G.P.S. OBSERVATION, TEXAS STATE
COORDINATE SYSTEM, TEXAS CENTRAL, GEOID 18, NAD 83 WITH A
BEARING OF NORTH 85 DEGREES 55 MINUTES 24 SECONDS EAST WITH
THE SOUTH RIGHT-OF-WAY LINE OF U.S. HIGHWAY 290.



VICINITY MAP
SCALE: 1"=2,000'

LINETABLE		
NO.	BEARING	LENGTH
	S0140°37' W	490.63'
	S16 13'14" W	235.98'
	N62 53'47" W	490.20'
	N27 08'19" E	532.83'
	N85 55'24" E	274.29'

LEGEND

- PROPERTY LINE
- ADJOINING LOT LINE
- 100-YR FLOODPLAIN DELINEATION PER LOMR 24-06-1494P
- EASEMENTS
- CITY LIMITS LINE



2204 Western Trails Drive Ste. 101
Austin, Texas 78745
(512) 767-4181



2/25/2026

City of Manor Development Services Notification for a Subdivision Short Form Final Plat

Project Name: Cottonwood Subdivision Short Form Final Plat
Case Number: 2026-P-1790-SF
Case Manager: Annemarie Felfe
Contact: afelfe@manortx.gov – 512-215-8262

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Short Form Final Plat for Cottonwood Subdivision. Subdivision Short Form Final Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Short Form Final Plat for Cottonwood Subdivision, one (1) lot on 5.565 acres, more or less, and being TCAD parcel 236976 also known as 14305 E US 290 HWY, Manor, TX.

Applicant: LRG Engineering, LLC
Owner: Tani Investments, LLC Et al.

The Planning and Zoning Commission will meet at 6:30PM on March 11, 2026, at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Short Form Final Plat has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

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*105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
(T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG*

Klatt Properties LP
2001 Picadilly Dr.
Round Rock, TX 78664-9511

Inverterra & Associates LLC
19424 Smith Gin St.
Manor, TX 78653-3984

Jefferson Triangle Marine LP
9225 Katy Frwy Ste. 208
Houston, TX 77024-1554

Auspro Enterprises LP
PO Box 13549
Austin, TX 78711-3549

Rhof LLC
2730 Transit Rd.
West Seneca, NY 14224-2523



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Short Form Final Plat for Gomez Subdivision, two (2) lots on 2.407 acres, more or less, and being TCAD parcels 547924 and 843742, also known as 15507 and 15509 Schmidt Loop, Manor, TX.

Applicant: Forest Surveying & Mapping

Owner: Margarita Arroyo Gomez

BACKGROUND/SUMMARY:

This plat aims to create legal nonconforming lots on a property constrained by the surrounding subdivision. The current configuration is two extremely narrow strips that hinder the owner from keeping their properties separate. The notice for this item was posted incorrectly, so the public hearing can be closed and the action item postponed until April 8th, once the proper notice is posted.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Short Form Plat
- Engineer Comments and Responses
- Conformance Letter
- Public notice
- Mailing Labels

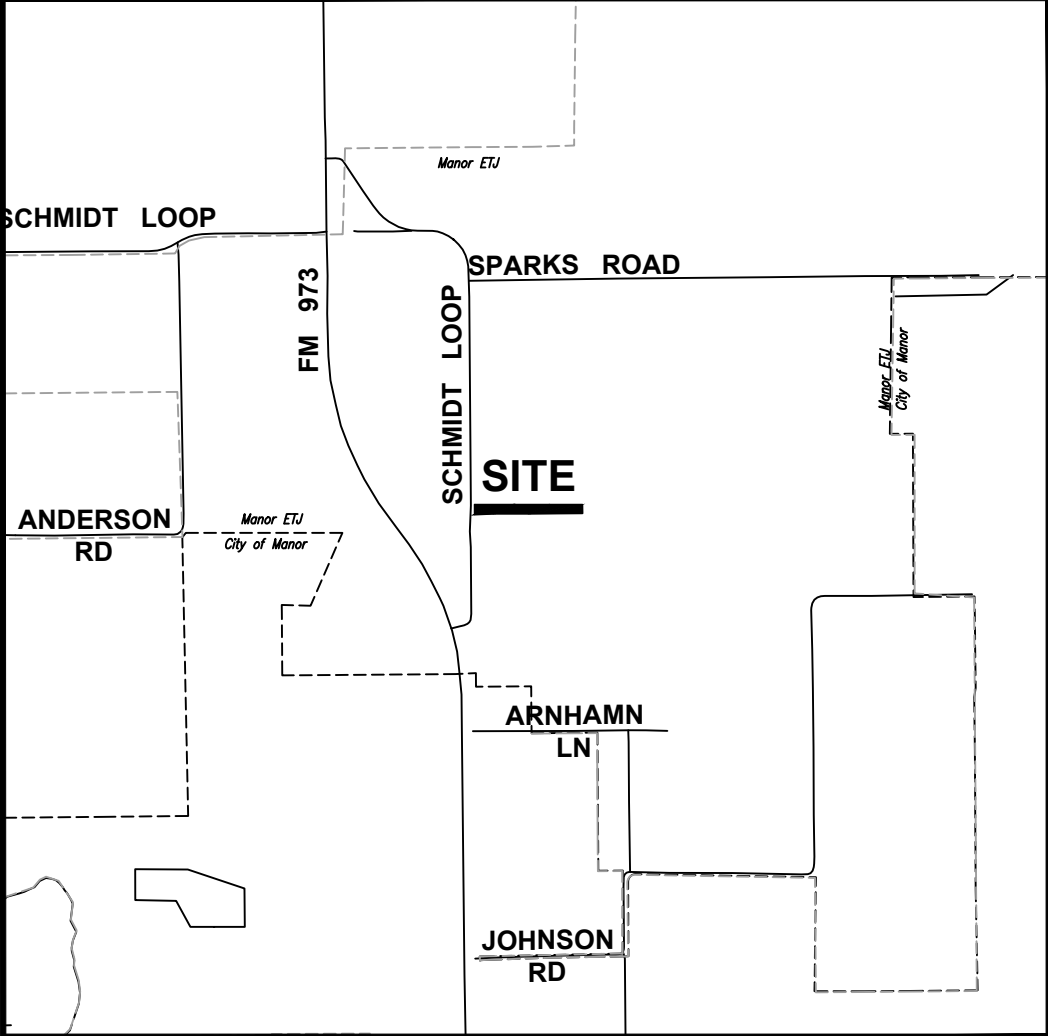
ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Open, Close, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission pull the public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



VICINITY MAP
(SCALE: 1"=2000')

PERIMETER DESCRIPTION FOR 2.407 ACRES

BEING 2.407 acres of land, situated in the Green Berry Gates Survey, Abstract No. 315, in Travis County, Texas, said 2.407 acres being out of two (2) tracts of land, first tract being a 1.00 acre tract, of record to Margarita Arroyo Gomez, Exhibit A, Document No. 2022087596, Official Public Records Travis County, Texas (OPRTCT), second tract being a 1.41 acre tract, of record to Margarita Arroyo Gomez, Exhibit A, Document No. 2022087627, (OPRTCT). This tract was surveyed on the ground in July of 2023 under the direction of William F. Forest, Jr., Registered Professional Land Surveyor No. 1847. Survey note: The bearing basis for this survey is the State Plane Coordinate System, Texas Central Zone (4203), and being more particularly described by metes and bounds as follows:

BEGINNING, at a ½" iron pin found (steel pin), at the Northwest corner of said 1.00 acre tract, for the Northwest corner hereof, same being the Southwest corner of a 4.50 acre tract, of record to Dusty Boecker, Document No. 2011142983, (OPRTCT), described in deed to Arthur Daniel Boecker, Document No. 2012083431, (OPRTCT), said point being a point in the East Right-of-Way line of Schmidt Loop, from which a ½" iron pin found at the Northwest corner of said 4.50 acre tract, bears: N 26°34'25" E, 175.00 feet,

THENCE, departing said Right-of-Way line, with the common boundary line of said 1.00 acre tract and said 4.50 acre tract, S 62°00'05" E, 1121.25 feet, to a ½" capped iron pin found, marked "4453", at the Northeast corner of said 1.00 acre tract, for the Northeast corner hereof, same being the Southeast corner of said 4.50 acre tract, said point being a point in the West boundary line of a 137.022 acre tract, of record to Lanzola Reserves, LLC, Exhibit A, Document No. 2021005280, (OPRTCT), from which a ½" iron pin found, at the Northeast corner of said 4.50 acre tract, bears: N 27°17'38" E, 174.34 feet,

THENCE, with the common boundary line of said 1.00 acre tract and said 137.022 acre tract, S 27°11'08" W, 38.66 feet, to a ¾" iron pin found, at the Southeast corner of said 1.00 acre tract, for an angle point hereof, said point being the Northeast corner of said 1.41 acre tract,

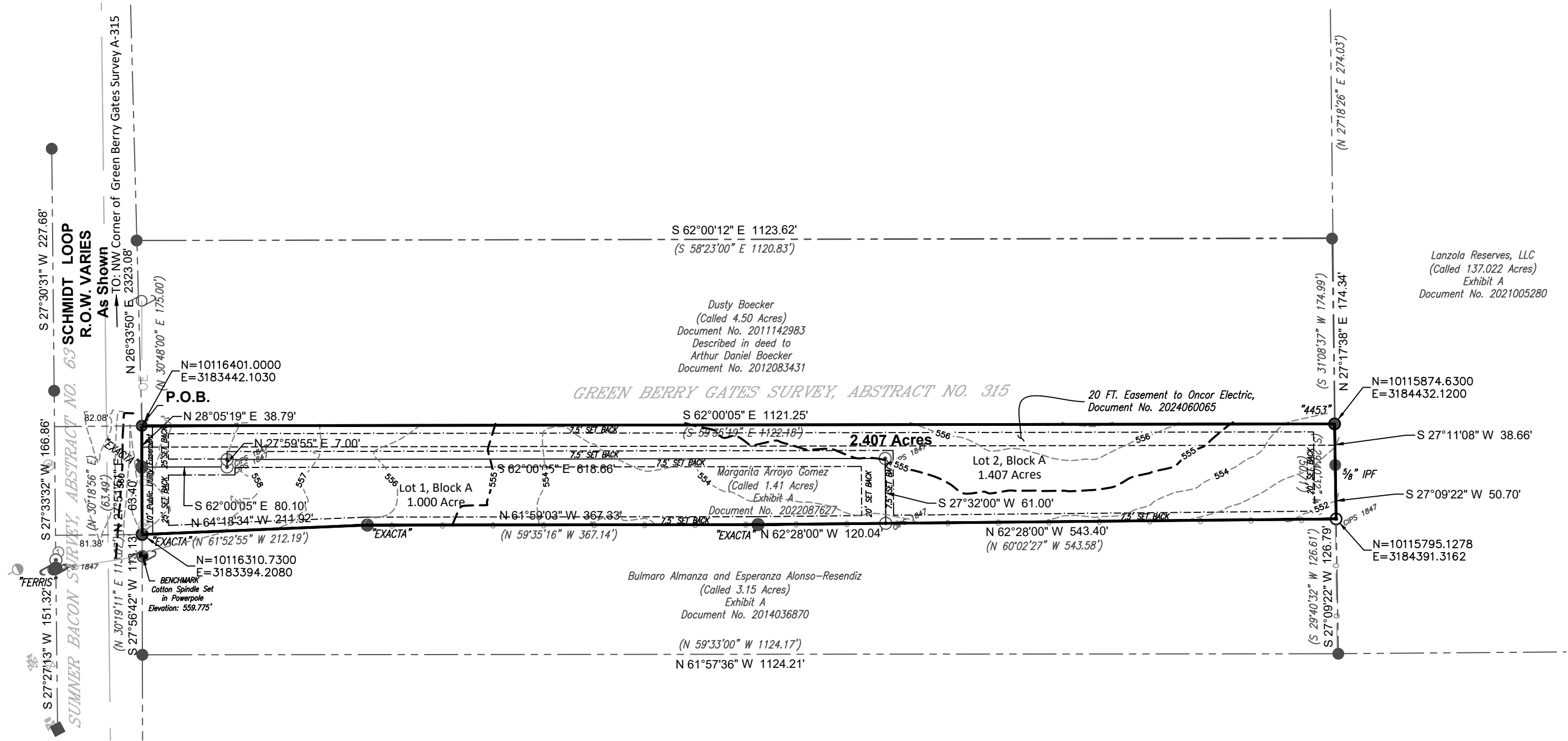
THENCE, with the common boundary line of said 1.41 acre tract and said 137.022 acre tract, S 27°09'22" W, 50.70 feet, to a ½" capped iron pin set, marked "FOREST RPLS 1847", at the Southeast corner of said 1.41 acre tract, for the Southeast corner hereof, same being the Northeast corner of a 3.15 acre tract, of record to Bulmaro Almanza and Esperanza Alonso-Resendiz, Exhibit A, Document No. 2014036870, (OPRTCT), from which a ½" iron pin found, at the Southeast corner of said 3.15 acre tract, bears: S 27°09'22" E, 126.79 feet,

THENCE, with the common boundary line of said 1.41 acre tract and said 3.15 acre tract, along or near a fence, the following three (3) courses and distances:

- N 62°28'00" W, 543.40 feet, to a ½" capped iron pin found, marked "EXACTA", for an angle point hereof,
- N 61°59'03" W, 367.33 feet, to a ½" capped iron pin found, marked "EXACTA", for an angle point hereof,
- N 64°18'34" W, 211.92 feet, to a ½" capped iron pin found, marked "EXACTA", at the Southwest corner of said 1.41 acre tract, for the Southwest corner hereof, same being the Northwest corner of said 3.15 acre tract, said point being a point in the East Right-of-Way line of Schmidt Loop, from which a ½" iron pin found, at the Southwest corner of said 3.15 acre tract, bears: S 27°56'42" W, 113.13 feet,

THENCE, with the West boundary line of said 1.41 acre tract and the East Right-of-Way line of Schmidt Loop, N 27°51'51" E, 63.40 feet, to a ½" capped iron pin found, marked "EXACTA", at the Northwest corner of said 1.41 acre tract, for an angle point hereof, said point being the Southwest corner of said 1.00 acre tract,

THENCE, with the West boundary line of said 1.00 acre tract and the East Right-of-Way line of Schmidt Loop, N 28°05'19" E, 38.79 feet, to the POINT OF BEGINNING, and containing 2.407 acres, more or less.



OWNER: MARGARITA ARROYO GOMEZ
15509 SCHMIDT LOOP
MANOR, TX 78628

SURVEYOR: WILLIAM F. FOREST, JR., (TX R.P.L.S.#1847)
TX BOARD OF PROFESSIONAL SURVEYORS FIRM#10002000
1002 ASH STREET
GEORGETOWN, TX 78626
(512) 930-5927

ENGINEER: BRIAN BAIRD, PE
M&S ENGINEERING
FIRM F-1394
376 LANDA ST.
NEW BRAUNFELS, TEXAS 78130
PHONE (830) 629-2988
EMAIL BRIAN.PE@GMAIL.COM

ORIGINAL SURVEY: GREEN BERRY GATES SURVEY, ABSTRACT NO. 315

TOTAL LOTS: 2

TOTAL BLOCKS: 1

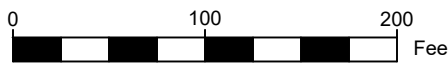
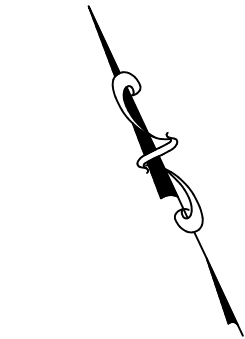
SIDEWALKS: 0

COMMISSIONERS COURT RESOLUTION

IN APPROVING THIS PLAT, THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS, ASSUMES NO OBLIGATION TO BUILD THE STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT OR ANY BRIDGES OR CULVERTS IN CONNECTION THEREWITH. THE BUILDING OF ALL STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT, AND ALL BRIDGES AND CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACED IN SUCH STREETS, ROADS, OR OTHER PUBLIC THOROUGHFARES OR IN CONNECTION THEREWITH, IS THE RESPONSIBILITY OF THE OWNER AND/OR DEVELOPER OF THE TRACT OF LAND COVERED BY THIS PLAT IN ACCORDANCE WITH PLANS AND SPECIFICATIONS PRESCRIBED BY THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS.

THE OWNER(S) OF THE SUBDIVISION SHALL CONSTRUCT THE SUBDIVISION'S STREET AND DRAINAGE IMPROVEMENTS (THE "IMPROVEMENTS") TO COUNTY STANDARDS IN ORDER FOR THE COUNTY TO ACCEPT THE PUBLIC IMPROVEMENTS FOR MAINTENANCE OR TO RELEASE FISCAL SECURITY POSTED TO SECURE PRIVATE IMPROVEMENTS. TO SECURE THIS OBLIGATION, THE OWNER(S) MUST POST FISCAL SECURITY WITH THE COUNTY IN THE AMOUNT OF THE ESTIMATED COST OF IMPROVEMENTS. THE OWNER(S) OBLIGATION TO CONSTRUCT THE IMPROVEMENT TO COUNTY STANDARDS AND TO POST THE FISCAL SECURITY TO SECURE SUCH CONSTRUCTION IS A CONTINUING OBLIGATION BINDING THE OWNER(S) AND THEIR SUCCESSORS AND ASSIGNS UNTIL THE PUBLIC IMPROVEMENTS HAVE BEEN ACCEPTED FOR MAINTENANCE BY THE COUNTY, OR THE PRIVATE IMPROVEMENTS HAVE BEEN CONSTRUCTED AND ARE PERFORMING TO COUNTY STANDARDS.

THE AUTHORIZATION OF THIS PLAT BY THE COMMISSIONERS COURT FOR FILING OR THE SUBSEQUENT ACCEPTANCE FOR MAINTENANCE BY TRAVIS COUNTY, TEXAS, OF ROADS AND STREETS IN THE SUBDIVISION DOES NOT OBLIGATE THE COUNTY TO INSTALL STREET NAME SIGNS OR ERECT TRAFFIC CONTROL SIGNS, SUCH AS SPEED LIMIT, STOP SIGNS, AND YIELD SIGNS, WHICH IS CONSIDERED TO BE PART OF THE DEVELOPER'S CONSTRUCTION.



SCALE: 1" = 100'

Note:
The bearing basis for this survey is the State Plane Coordinate System, NAD83, Texas Central Zone, (4203), GEOID: 12A
Datum: NAVD88,
CONVERGENCE: 1°26'55.47"

LEGEND

- 1/2" IRON PIN FOUND (STEEL PIN)
- CAPPED IRON PIN SET "FOREST RPLS 1847"
- CAPPED IRON PIN FOUND "FOREST RPLS 1847"
- CAPPED IRON PIN FOUND, MARKED " "
- TXDOT TYPE I CONCRETE MARKER

SURVEY/ABSTRACT LINES
TRACT LINES
PROPERTY LINES

() Denotes Record Information
All document references are in Travis County, Texas
O.P.R.T.C.T. Official Public Records of Travis County, Texas
P.R.T.C.T. Plat Records of Travis County, Texas
D.R.T.C.T. Deed Records of Travis County, Texas

Original Submittal Date: February 26, 2024

SHORT FORM FINAL PLAT
GOMEZ SUBDIVISION

A 2.407 ACRE SUBDIVISION SITUATED IN THE
GREEN BERRY GATES SURVEY, ABSTRACT NO. 315
TRAVIS COUNTY, TEXAS



Forest Surveying & Mapping Company
1002 Ash Street, Georgetown, Texas
Phone: (512) 930-5927
www.forestsurveying.com
TBPLS FIRM NO. 100020000

Surveying Services are regulated by the Texas Board of Professional Engineers and Land Surveyors
1017 S. Interstate 35 Austin, TX 78741, US (512) 440-7723

Forest Surveying & Mapping Co. © 2025

Drawing Date: December 29, 2025

Field Book/Page: 146/26

PP: P:\GOMEZ SUBDIVISION

Dwg: GOMEZ SUBDIVISION

LO: SHEET TWO

SHEET TWO OF THREE

Item 2.



Date: Wednesday, February 14, 2024

BETH ANN FOREST
FOREST SURVEYING AND MAPPING
1002 ASH ST
GEORGETOWN 78626
bethann@forestsurveying.com

Permit Number 2024-P-1620-SF
Job Address: 15509 SCHMIDT LOOP, MANOR 78653

Dear BETH ANN FOREST,

Staff has completed its review of plans for the Gomez Subdivision Short Form Final Plat that is to be located at 15509 SCHMIDT LOOP, 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.

- Upload the plat so that we may review it
- provide mailing labels for a property owners within 300 ft of the property
- ensure everything needed for a short form final plat submittal is provided in this project. A checklist will 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 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,

2/14/2024 9:36:31 AM
Gomez Subdivision Short Form Final Plat
2024-P-1620-SF
Page 2

Item 2.

Michael Burrell
Development Services



1500 County Road 269
Leander, TX 78641

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

Date: Tuesday, March 26, 2024

BETH ANN FOREST
FOREST SURVEYING AND MAPPING
1002 ASH ST
GEORGETOWN 78626
bethann@forestsurveying.com

Permit Number 2024-P-1620-SF
Job Address: 15509 SCHMIDT LOOP, MANOR, TX. 78653

Dear BETH ANN FOREST,

The first submittal of the Gomez Subdivision Short Form Final Plat (*Short Form Final Plat*) submitted by FOREST SURVEYING AND MAPPING and received on January 06, 2026, 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 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 (Scale the vicinity map to 1" = 2,000'). The latest edition of the USGS 7.5-minute quadrangle map is recommended.~~
- ii. ~~Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system. Provide documentation from Aqua Water that there is an adequate supply available.~~
- iii. ~~If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat. Show this easement on the plat.~~
- iv. ~~Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of a septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval. (Once approval is granted from Travis County for the septic system this comment will be sufficient)~~
- v. ~~Add the property line to the legend.~~
- vi. ~~Provide "Performance and maintenance guarantees as required by the city" in the notes.~~
- vii. ~~Is ROW going to be dedicated to Schmidt Loop? Provide the ROW width for Schmidt Loop. Comment response mentioned Scott Dunlop. He is no longer with the City. Provide a response to the comment.~~
- viii. ~~The proposed location of sidewalks for each street, is to be shown as a dotted line inside the proposed right-of-way lines. Reach out to Scott Dunlop regarding this at sdunlop@manortx.gov there are special circumstances since it's in the City of Manors ETJ.~~
- ix. ~~Reminder to provide engineer and surveyor seals in conjunction with the signing of the certification requirements.~~
- x. ~~Felix Paiz is the current chairperson for the City of Manor~~
- xi. ~~The City of Manor is in Travis County, not Williamson. Page 3.~~
- xii. ~~Clerk of Travis County is Dyana Limon-Mercado, not Yesenia Espinoza.~~
- xiii. ~~The year should be updated to 2025.~~
- xiv. **The Travis County recordation block is missing from the plat.**
- xv. ~~For note #1 add "as of this date" and provide date.~~
- xvi. ~~Provide documentation regarding discussion with Scott Dunlop in regards to comment responses stating he was contacted. He is no longer with the City.~~
- xvii. ~~A tax certificate showing all 2024 taxes have been paid needs to be submitted.~~
- xviii. **Submit a comment response letter addressing all the remaining comments.**
- xix. **Submit only one short form final plat. The most up to date plat should be submitted. Multiple copies of the plat were submitted.**
- xx. **Provide documentation that Aqua WSC can service this site. An email is provided with the City of Manor but not documentation from Aqua WSC.**
 - a. ~~Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.~~

NOTE—A COPY OF THE FINAL PLAT WAS NOT SUBMITTED. PLEASE SUBMIT A COPY OF THE FINAL PLAT FOR REVIEW.

21. The years on the plat should be updated to 2026 as the plat will not go to P&Z until 2026.

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

Tyler Shows
Staff Engineer
GBA



Gomez Subdivision Short Form Final Plat

2024-P-1620-Sf

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 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 (Scale the vicinity map to 1" = 2,000'). The latest edition of the USGS 7.5-minute quadrangle map is recommended. **ADDED LOCATION MAP**
- ii. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the Property will be served by the City water system. Provide documentation from Aqua Water that there is an adequate supply available. **SUBMITTED AQUA WATER LETTER**
- iii. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat. Show this easement on the plat. **ADDED ONCOR EASEMENT TO PLAT DOCUMENT NO. 2024060065**
- iv. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of a septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval. (Once approval is granted from Travis County for the septic system this comment will be sufficient)
- v. Add the property line to the legend. **ADDED PROPERTY LINE TO LEGEND**
- vi. Provide "Performance and maintenance guarantees as required by the city" in the notes. **ADDED NOTE TO PLAT**
- vii. Is ROW going to be dedicated to Schmidt Loop? Provide the ROW width for Schmidt Loop. **CONTACTED Scott Dunlop regarding this at sdunlop@manortx.gov**
- viii. The proposed location of sidewalks for each street, is to be shown as a dotted line inside the proposed right-of-way lines. **CONTACTED Scott Dunlop regarding this at sdunlop@manortx.gov**
- ix. Reminder to provide engineer and surveyor seals in conjunction with the signing of the certification requirements
- x. Felix Paiz is the current chairperson for the City of Manor. **ADDED INFORMATION TO PLAT**
- xi. The City of Manor is in Travis County, not Williamson. **CORRECTED PLAT**
- xii. Clerk of Travis County is Dyana Limon-Mercado, not Yesenia Espinoza **CORRECTED PLAT**

September 26, 2025

City of Manor – Planning Department

Attn: Case Planner – Gomez Subdivision (Permit No. 2024-P-1620-SF)

RE: Response to Plat Comments – Gomez Subdivision (Short Form Final Plat)
Permit No. 2024-P-1620-SF

To Whom It May Concern,

Please accept this letter as formal response to the redline comments provided on our Draft 1 submittal of the Gomez Subdivision Short Form Final Plat. The following changes have been made or addressed in accordance with your comments:



GENERAL PLAT CORRECTIONS

Comment vii:

Is R.O.W. being dedicated to Schmidt Loop. Provide width for Schmidt Loop. Comment response mentioned Scott Dunlop. He is no longer with the City. Provide a response to the comment.

Response: No R.O.W is being given to Schmidth Loop
The existing R.O.W. of Schmidt Loop shown as 82.08' on the North line and 81.38' on the South line. Email from Scott Dunlop provided with comment about the approval of the shape of the lots.

Comment xiv:

Travis County RECORDATION BLOCK is missing from the plat.

Added Travis County Blocks to map.

Comment xvi:

Provide documentation regarding discussion with Scott Dunlop in regards to comment responses stating he was contacted.

Emails provided with Scott Dunlop email.

Comment xvii:

A tax certificate showing all 2024 taxes have been paid needs to be submitted.

Paid Tax Certificate is submitted.

Comment xviii:

Submit a comment response letter addressing all the remaining comments.

Response Letter is submitted.

Comment xix:

Submit only one short form final plat. The most up to date plat should be submitted.

Up to date short form final plat is submitted.

Comment xx:

Provide documentation that Aqua WSC can service this site.

Documentation that Aqua WSC can service this site is provided.



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Original Date: Tuesday, February 5, 2026

Revised: March 5, 2026

BETH ANN FOREST
FOREST SURVEYING AND MAPPING
1002 ASH ST
GEORGETOWN 78626
bethann@forestsurveying.com

Permit Number 2024-P-1620-SF

Job Address: 15509 SCHMIDT LOOP, MANOR 78653

REVISED

Dear BETH ANN FOREST,

We have conducted a review of the final plat for the above-referenced project, submitted by BETH ANN FOREST and received by our office on January 06, 2026, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

This plat shall be considered conditionally approved, contingent upon the Planning and Zoning Commission's approval of all variances associated with the proposed plat.

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 blue ink that reads 'Pauline M. Gray'.

Pauline Gray, P.E.
Senior Lead AES
GBA



2/25/2026

City of Manor Development Services Notification for a Subdivision Short Form Final Plat

Project Name: Gomez Subdivision Short Form Final Plat
Case Number: 2024-P-1620-SF
Case Manager: Annemarie Felfe
Contact: afelfe@manortx.gov – 512-215-8262

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Short Form Final Plat for Gomez Subdivision. Subdivision Short Form Final Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Short Form Final Plat for Gomez Subdivision, two (2) lots on 2.407 acres, more or less, and being TCAD parcels 547924 and 843742 also known as 15507 and 15509 Schmidt Loop, Manor, TX.

Applicant: Forest Surveying & Mapping
Owner: Margarita Arroyo Gomez

The Planning and Zoning Commission will meet at 6:30PM on March 11, 2026, at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Short Form Final Plat has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to complying with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 10 business days prior to the meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov.

105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
(T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG

VICTOR GARCIA
15506 SCHMIDT LOOP
MANOR, TX 78653

DALTON H. WALLACE
9505 JOHNNY MORRIS RD
AUSTIN, TX 78724

MARIA R. GARCIA
16440 AVENTURA AVE.
PFLUGERVILLE, TX 78660

JOHN D. LAWRENCE & GUYNELL P.
LAWRENCE
P.O. BOX 1157
MANOR, TX 78653

DIANA ALONZO RESENDIZ & VILLEGAS
VAZQUEZ SANTOS
249 PRIVATE RD 947
TAYLOR, TX 76574

BULMERO ALMANZA & ESPERANZA
ALMANZA
15501 SCHMIDT LOOP
MANOR, TX 78653



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Scott Dunlop, Assistant Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a Public Hearing on a Short Form Final Plat of a Replat of Lot 14, Block F, Phase 2 Lagos Subdivision, being two (2) lots on 3.612 acres of land, more or less, and being located near the intersection of N. FM 973 and E. Brenham St, Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: 706 Investments Partnership, LTD

BACKGROUND/SUMMARY:

This lot was platted with Lagos Phase 2 as a 3.612-acre commercial lot. This plat divides the single lot into 2 lots, with them being 2.307 acres and 1.305 acres, respectively. Their commercial zoning designation in the Lagos PUD remains the same. This plat has been approved by city engineering and meets the requirements of the city's subdivision code.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Plat
- Aerial image
- Engineering comments
- Conformance letter

- Notice
- Mailing Labels

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Open, Close, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct the Public Hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

September 24, 2025

City of Manor
Development Services Department
105 E. Eggleston St.
P.O. Box 387
Manor, Texas 78653

**Re: Letter of Intent – Lagos Manor Phase 2 Lot 14 Replat
The Brenham (Lot 15 & 16)
Manor, Texas 78653**

To Whom It May Concern:

Please accept this Letter of Intent for the above referenced project. The proposed “The Brenham” development is located at the intersection of FM 973 and Blake Manor Road in Manor, TX. The existing property (Lot 14, Block F of Lagos Manor Phase 2) proposes to be subdivided into two lots, Lot 15 & 16.

The property is within the Manor City Limits and is platted, Doc No. 202100127. The owner/developer intends to subdivide Lot 14 into two lots. Water & wastewater utility services will be extended to each lot by The Brenham’s Site Development Plan. Detention will be provided by the Lagos Manor development.

If you have any questions or comments regarding this request, please contact me at 512-418-4508.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



AC Steadman, P.E.
Project Manager



1500 County Road 269
Leander, TX 78641

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

Date: Thursday, October 30, 2025

AC Steadman
Kimley-Horn
10814 Jollyville Road, Building IV, Suite 200
Austin TX 78759
ac.steadman@kimley-horn.com

Permit Number 2025-P-1764-SF
Job Address: , , LA.

Dear AC Steadman,

The first submittal of the Replat Lagos Manor Phase 2 (*Short Form Final Plat*) submitted by Kimley-Horn and received on December 09, 2025, 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. Is additional R.O.W. being dedicated to Blake Manor Road? If so, provide the ROW width. Called-out sections along the property line will be sufficient.
- ii. Using the state plane, provide x and y coordinate systems for four (4) property corners. Only two (2) are provided.
- iii. Provide the location of building setback lines indicated by dashed lines on the plat. As per the Manor Code of Ordinance Chapter 14 Section 14.02.007.
- iv. Provide the proposed location of sidewalks for each street (FM973 and Blake Manor Road), to be shown as a dotted line inside the proposed right-of-way lines.
- v. For this site location, Blake Manor Road turns into E Brenham St. Adjust on the plat.
- vi. Provide a copy of the deed restriction or covenants, if such documents are applicable.
- vii. Acknowledge that the seal of the surveyor and engineer will be required for final acceptance.
- viii. The current chairperson is Felix Paiz.
- ix. Note 3 references the 10' Public utility and sidewalk easement adjacent to all streets. Please show and call out this easement.

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

Tyler Shows
Staff Engineer
GBA



December 5th, 2025

Tyler Shows
GBA
1500 County Road 269
Leander, Texas 78641

**RE: Permit Number 2025-P-1764-SF
Replat Lagos Manor Phase 2 – The Brenham
1st Review Comments**

Dear Tyler Shows

Please accept this **Comment Response Letter** in reply to GBA's review, dated October 30, 2025. Original comments have been included for reference. Kimley-Horn responses are listed in **red**.

1. Is additional R.O.W. being dedicated to Blake Manor Road? If so, provide the ROW width. Called-out sections along the property line will be sufficient.

Response: *No, 50' of additional ROW was already dedicated by Doc #202100127. This is shown on the plat.*

2. Using the state plane, provide x and y coordinate systems for four (4) property corners. Only two (2) are provided.

Response: *X,Y Coordinates have been added. Thank you!*

3. Provide the location of building setback lines indicated by dashed lines on the plat. As per the Manor Code of Ordinance Chapter 14 Section 14.02.007.

Response: *Building setback lines ("BSL" on plat) are shown, per PUD Zoning.*

4. Provide the proposed location of sidewalks for each street (FM973 and Blake Manor Road), to be shown as a dotted line inside the proposed right-of-way lines.

Response: *Existing/Proposed sidewalk locations are shown.*

5. For this site location, Blake Manor Road turns into E Brenham St. Adjust on the plat.

Response: *Street name has been updated, thank you!*

6. Provide a copy of the deed restriction or covenants, if such documents are applicable.

Response: Recorded Final Plat for the property is Doc No. 202100127, Lagos Manor Phase 2

7. Acknowledge that the seal of the surveyor and engineer will be required for final acceptance.

Response: Noted, we will provide for final acceptance.

8. The current chairperson is Felix Paiz.

Response: Updated, thank you!

9. Note 3 references the 10' Public utility and sidewalk easement adjacent to all streets. Please show and call out this easement.

Response: PUE shown.

Should you have any questions or require additional information, please feel free to contact me directly.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



AC Steadman, P.E.
(512)418-4508
ac.steadman@kimley-horn.com



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Monday, January 26, 2026

AC Steadman
Kimley-Horn
10814 Jollyville Road, Building IV, Suite 200
Austin TX 78759
ac.steadman@kimley-horn.com

Permit Number 2025-P-1764-SF
Job Address: ,

Dear AC Steadman,

We have conducted a review of the final plat for the above-referenced project, submitted by AC Steadman and received by our office on December 09, 2025, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

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 blue ink that reads 'Pauline M. Gray'.

Pauline Gray, P.E.
Lead AES
GBA



2/25/2026

City of Manor Development Services Notification for a Subdivision Short Form Final Plat

Project Name: Lagos Manor Phase 2 Short Form Final Plat
Case Number: 2025-P-1764-SF
Case Manager: Annemarie Felfe
Contact: afelfe@manortx.gov – 512-215-8262

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Short Form Final Plat for Lagos Manor Phase 2. Subdivision Short Form Final Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Short Form Final Plat of a Replat of Lot 14, Block F, Phase 2 Lagos Subdivision, being two (2) lots on 3.612 acres of land, more or less, and being located near 12131 ½ N FM 973 Rd, Manor, TX.

Applicant: Kimley-Horn & Associates
Owner: 706 Investments Partnership, LTD

The Planning and Zoning Commission will meet at 6:30PM on March 11, 2026, at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Short Form Final Plat has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to complying with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 10 business days prior to the meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov.

105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
(T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG

CORTES OMAR DIAZ & IVETTE AGUILAR
RODRIGUEZ
705 GOODSPEED PKWY
PFLUGERVILLE, TX 78660-2350

CASTILLO ERIK & MA CARMELITA
CARBAJAL URQUIZA
309 E BRENHAM ST
MANOR, TX 78653-5359

12130 FM 973 LLC
1910 FAR GALLANT DR
AUSTIN, TX 78746-1806

SEPECO
PO BOX 170309
AUSTIN, TX 78717-0019

LAGOS MANOR DEVELOPMENT LLC
(1890117)
PO BOX 17008
AUSTIN, TX 78760-7008

KERLIN SUSAN K
2011 RACHEL RDG
CEDAR PARK, TX 78613-1477

SAVINOVICH SASHA
12904 CERRO CASTELLAN TRCE
MANOR, TX 78653-2595

CASTILLO MARTIN & MARIA
309 E BRENHAM ST
MANOR, TX 78653-5359

JONES MABEL & MARY LEE MOORE &
TISHA WHITE
1917 MORGAN WAY
MIDLAND, TX 79705-7833

PORRAS JONATHAN LEE
13012 TEXANNA TRL
MANOR, TX 78653-2594

YENDLURI SAI SHEETAL
13016 TEXANA TRL
MANOR, TX 78653-2594

FABIANI-BENDICHO LUIS & DENISE
FABIANI
13080 TEXANA TRL
MANOR, TX 78653

ZAVALA ANALILIA H
5806 J F K DR
AUSTIN, TX 78724-8536

ANDREWS JOSEPH A & PUSHPAJA
VARGHESE
12900 CEMO CASTELLAN TRCE
MANOR, TX 78653

ORTIZ ENEDINA LEDESMA
PO BOX 114
MANOR, TX 78653-0114

CORONADO RUBEN
209 MALDONADO TRL
DEL VALLE, TX 78617-5472

706 INVESTMENT PARTNERSHIP LTD
9900 US HIGHWAY 290 E
MANOR, TX 78653-9720



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Subdivision Preliminary Plat for Manor Heights Phase 7 and 8 being two hundred seventy-two (272) lots on 72.33 acres, more or less, and being TCAD parcels 248121 and 993489 also known as 13354 and 13358 Old Kimbro Rd, Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: Forestar (USA) Real Estate Group, Inc.

BACKGROUND/SUMMARY:

Manor Heights Phases 7 & 8 were contemplated in the Development agreement to be added to the PUD from the project's inception. The PUD was updated by ordinance 790 on June 18th, 2025, to include the subject tracts in the provided preliminary plat. There are 260 residential lots, 11 open space lots, and a city park lot. This plat has been approved by city engineering and meets the requirements of the city's subdivision code.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of intent
- Preliminary Plat
- Engineer comments and responses

- Conformance letter
- Public notice
- Mailing labels

ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Open, Close, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission conduct the public hearing.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



February 19th, 2025

City of Manor
Planning and Development Review Department
105 E. Eggleston Street
Manor, Texas 78653

■
10814 Jollyville Road
Building IV, Suite 200
Austin, Texas
78759

**Re: *Summary Letter – Manor Heights Phase 7-8
Preliminary Plat Application
Northwest intersection of Old Kimbro Rd and Highway 290.
Manor, Texas 78653***

To Whom It May Concern:

Please accept this summary letter for the above referenced project. The Manor Heights community is located north of Highway 290, northeast of the intersection of Old Kimbro Road and Highway 290. The site is in the City of Manor, Travis County. The existing property is undeveloped and totals approximately 72.29 acres. Manor Heights Phase 7 & 8 encompass approximately 38.25 and 34.04 acres respectively of the total property.

The proposed improvements include 159 residential lots in Phase 7 and 100 residential lots in Phase 8. The development also comprises streets, sidewalk, storm sewer, water, wastewater, and other associated site improvements. This project is located within the Cottonwood Creek watershed of the Colorado River basin.

A portion of the site is in the Federal Emergency Management Agency's 100-year floodplain per Flood Insurance Rate Map 48453C0505H, effective 09/26/2008, Travis County, Texas and unincorporated areas.

A detention waiver has been prepared by Kimley-Horn. After analyzing the overall area contributing to the floodplain on site, it has been determined that detention should not be required as proposed flows do not have a negative impact on flows downstream. The Detention Waiver has been attached as a part of this submittal with additional supporting information.

If you have any questions or comments regarding this request, please contact me at 512-996-2391.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Alex Granados, P.E.



LEGAL DESCRIPTION

PHASE 7:
BEING 34.87 ACRES OF 35.468 ACRES LOT 1, J.F. NAGLE ESTATES, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN DOCUMENT NO. 199900207, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, TOGETHER WITH A NON-EXCLUSIVE 60 FOOT WIDE ACCESS AND PUBLIC UTILITY EASEMENT AS CREATED AND MORE PARTICULARLY DESCRIBED IN THAT DECLARATION OF ACCESS AND PUBLIC UTILITY EASEMENT RECORDED IN DOCUMENT NO. 1999058184, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, BEING THE SAME 35.468 ACRES CONVEYED TO SKY VILLAGE KIMBRO ESTATES, LLC, OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

ALSO BEING 1.2216 ACRES CALLED MANOR HEIGHTS PHASE 4 SECTION 8 BLOCK
A LOT 7 SITUATED IN THE LIMUEL KIMBRO SURVEY NO. 64, ABSTRACT NO. 456,
CITY OF MANOR, TRAVIS COUNTY, TEXAS, SAID LOT 2 DESCRIBED IN
INSTRUMENTS TO FORESTAR (USA) REAL ESTATE GROUP INC, RECORDED IN
DOCUMENT NO. 2019171724 AND CORRECTED IN DOCUMENT NO. 2019176020

ALSO BEING 0.1435 ACRES CALLED MANOR HEIGHTS PHASE 4 SECTION B BLOCK
A LOT 25 SITUATED IN THE LIMUEL KIMBRO SURVEY NO. 64, ABSTRACT NO. 456,
CITY OF MANOR, TRAVIS COUNTY, TEXAS, SAID LOT 2 DESCRIBED IN
INSTRUMENTS TO FORESTAR (USA) REAL ESTATE GROUP INC, RECORDED IN
DOCUMENT NO. 2019171724 AND CORRECTED IN DOCUMENT NO. 2019176020

ALSO BEING 0.1435 ACRES CALLED MANOR HEIGHTS PHASE 4 SECTION B BLOCK A LOT 26 SITUATED IN THE LIMUEL KIMBRO SURVEY NO. 64, ABSTRACT NO. 456, CITY OF MANOR, TRAVIS COUNTY, TEXAS, SAID LOT 2 DESCRIBED IN INSTRUMENTS TO FORESTAR (USA) REAL ESTATE GROUP INC, RECORDED IN DOCUMENT NO. 2019171724 AND CORRECTED IN DOCUMENT NO. 2019176020

AND BEING 1.8716 ACRES OF 5.1457 ACRES CALLED PART OF LOT 2 AND LOT 3 J.F. NAGLE ESTATES ACCORDING TO THE LEMUEL KIMBRO SURVEY NO. 64 ABS 456, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

PHASE 8:
BEING 34.08 ACRES OUT OF 34.3407 ACRES OF LOT 3, J.F. NAGLE ESTATES, A
SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT
THEREOF RECORDED IN DOCUMENT NO. 199900207, OFFICIAL PUBLIC RECORDS,
TRAVIS COUNTY, TEXAS, TOGETHER WITH A NON-EXCLUSIVE 60 FOOT WIDE
ACCESS AND PUBLIC UTILITY EASEMENT AS CREATED AND MORE PARTICULARLY
DESCRIBED IN THAT DECLARATION OF ACCESS AND PUBLIC UTILITY EASEMENT
RECORDED IN DOCUMENT NO. 199905184, OFFICIAL PUBLIC RECORDS, TRAVIS
COUNTY, TEXAS, BEING THE SAME 34.4037 ACRES CONVEYED TO SKY VILLAGE
KIMBRO ESTATES, LLC, OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY,
TEXAS.

MANOR HEIGHTS PHASE 7 - GENERAL INFORMATION:

TOTAL ACREAGE.....	38.23
LINEAR FOOT OF 50' ROW.....	5.89
LINEAR FOOT OF 70' ROW.....	190
NUMBER OF SINGLE FAMILY LOTS.....	160
ACREAGE OF SINGLE FAMILY LOTS.....	27.65
NUMBER OF OPEN SPACE/DRAINAGE LOTS.....	5
ACREAGE OF OPEN SPACE/DRAINAGE LOTS.....	3.48
ACREAGE OF ROW.....	7.13
TOTAL NUMBER OF LOTS.....	165

UTILITY LEGEND

	PROPERTY LINE
	EXISTING CONTOUR
	EXISTING OVERHEAD POWER LINE
	EXISTING WATER LINE
	EXISTING WASTEWATER LINE
	EXISTING POWER POLE
	EXISTING FIRE HYDRANT
	EXISTING WATER METER
	EXISTING WASTEWATER MANHOLE
	EXISTING STORM DRAIN LINE
	EXISTING STORM DRAIN INLET
	EXISTING STORM DRAIN MANHOLE
	EXISTING STORM DRAIN HEADWALL

MANOR HEIGHTS PHASE 8 - GENERAL INFORMATION

TOTAL ACREAGE.....	34.08
LINEAR FOOT OF 50' ROW.....	3.989
LINEAR FOOT OF 114' ROW.....	1.065
NUMBER OF SINGLE FAMILY LOTS.....	100
ACREAGE OF SINGLE FAMILY LOTS.....	17.68
NUMBER OF OPEN SPACE/DRAINAGE LOTS.....	6
ACREAGE OF OPEN SPACE/DRAINAGE LOTS.....	5.05
NUMBER OF PUBLIC CITY PARK LOTS.....	1
ACREAGE OF PUBLIC CITY PARK LOTS.....	3.85
ACREAGE OF ROW.....	7.50
TOTAL NUMBER OF LOTS.....	107

LAND USE

Manor Heights Land Use									
Land Use	Phase 2 Acreage	Phase 3 Acreage	Phase 4 Acreage	Phase 5 Acreage	Phase 7 Acreage	Phase 8 Acreage	Overall Acreage	% of Total Acreage in PUD	% of Total Acreage Provided
Single Family PUD SF-1	49.30	48.00	41.70	37.15	27.65	17.68	221.48	44.08%	40.97%
PUD Medium Density	11.85	-	33.11	-	-	-	44.96	8.95%	10.64%
Highway Commercial (C-2)	-	-	-	-	-	-	0.00	0.00%	0.00%
Neighborhood Business (NB)	1.62	-	1.83	-	-	-	3.45	0.69%	0.76%
HOA/Amenity Lot	-	0.88	1.55	-	-	-	2.43	0.48%	0.56%
City Parkland	-	3.26	15.25	7.95	-	3.85	30.31	6.03%	6.53%
Floodplain/Open Space	36.69	73.83	3.03	5.18	3.48	5.05	127.26	25.33%	24.88%
Major Roadways	11.23	20.67	15.86	10.15	7.13	75.08	72.54	14.44%	15.67%
Total	110.69	146.64	112.33	60.43	38.25	34.50	502.42	100%	100%

WET UTILITIES

Manor Heights Wet Utilities								
Land Use	Phase 2 LUE's	Phase 3 LUE's	Phase 4 LUE's	Phase 5 LUE's	Phase 7 LUE's	Phase 8 LUE's	Total LUE's Provided	Total LUE's in PUD
Single Family PUD SF-1	252	284	262	195	160	100	1253	935-995
PUD Medium Density	75	-	214	-	-	-	289	238-280
Highway Commercial (C-2)	-	-	-	-	-	-	0	244
Neighborhood Business (NB)	61	-	21	-	-	-	82	5
HOA/Amenity Lot	-	5	-	-	-	-	5	6
City Parkland	-	-	-	-	-	-	-	-
Floodplain/Open Space	-	-	-	-	-	-	-	-
Major Roadways	-	-	-	-	-	-	-	-
Total	388	289	497	195			1629	1428-1530

PARKLAND SUMMARY

Manor Heights Parkland Data		
Total Area of Development	502.42	AC
Required Parkland (5% of Total Area)	25.12	AC
Phase 2 Provided Parkland	1.33	AC
Phase 3 Provided Parkland	3.26	AC
Phase 4 Provided Parkland	15.25	AC
Phase 5 Provided Parkland (Outside Floodplain)	7.95	AC
Phase 7 Provided Parkland	0	AC
Phase 8 Provided Parkland (Outside Floodplain)	1.39	AC
Total Public City Parkland Provided	29.18	AC

OVERALL LOT SUMMARY

Manor Heights Lot Data														
	Phase 2		Phase 3		Phase 4		Phase 5		Phase 7		Phase 8		Overall	
Lot Width	Lot Count	Lot Mix	Lot Count	Lot Mix	Lot Count	Lot Mix	Lot Count	Lot Mix	Lot Count	Lot Mix	Lot Count	Lot Mix	Lot Count	Lot Mix
50'	191	72%	186	67%	233	67%	87	86%	160	100%	38	38%	697	70.26%
55'	75	28%	44	16%	19	5%	14	14%	0	0%	24	24%	152	15.32%
60'	0	0%	47	17%	96	28%	0	0%	0	0%	38	38%	143	14.42%
Total	266		277		348		101		160		100		992	

*The following percentages of the lot mix shall be met within SF-1 PUD areas within +/- 5%

MINIMUM LOT SIZE, HEIGHT AND PLACEMENT REQUIREMENTS

LAND USE	FRONT YARD SETBACK (FT)	SIDE YARD SETBACK (FT)	STREET SIDE YARD SETBACK (FT)	REAR YARD SETBACK (FT)	MINIMUM LOT SIZE (SF)	MINIMUM LOT WIDTH (FT)	MAXIMUM HEIGHT LIMIT (FT)
PUD-SF-1	20	5	15	10	6250	50	35
PUD MEDIUM DENSITY	*10 OR 20	5	15	*20 OR 10	3300	30	35
C-2 AND NB	25	7	15	15	7500	50	60



1500 County Road 269
Leander, TX 78641

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

Date: Tuesday, May 20, 2025

Elliot Condos
Forestar (USA) Real Estate Group, Inc.
10700 Pecan Park Blvd. Ste. 150
Austin TX 78750
ElliotCondos@forestar.com

Permit Number 2025-P-1724-PP
Job Address: Old Kimbro Road, Manor, TX. 78653

Dear Elliot Condos,

The first submittal of the Manor Heights Phase 7 and 8 preliminary plat (*Preliminary Plan*) submitted by Forestar (USA) Real Estate Group, Inc. and received on January 12, 2026, 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. ~~Preliminary Plats shall be provided and drawn on eighteen by twenty four inch (18"x24") sheets.~~
- ii. ~~Existing Conditions.~~
 - a. ~~Provide the 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 traverses the subdivision or is contiguous to the subdivision boundary. (North side of the northern property is the edge of the city limits)~~
- iii. **Tree survey**
 - a. ~~Correct the mitigation ratio to follow the current City of Manor Ordinance. As per Manor Code of Ordinance Chapter 15, section 15.03.036 (d). All trees removed are mitigated at a 50% ratio.~~
 1. ~~Class 1: Unprotected trees—Trees with DBH < 8 inches (unless tree was planted to satisfy requirements of this chapter) **Ratio: N/A**~~
 2. ~~Class 2: Protected trees with DBH 8—17.99 inches and trees planted to satisfy the requirements of this chapter **Ratio: 1:1**~~
 3. ~~Class 3: Protected trees with DBH 18—24.99 inches **Ratio: 2:1**~~
 4. ~~Class 4: Protected trees with DBH 25 inches or greater (not Heritage Species) **Ratio: 2.5:1**~~
 5. ~~Class 5: Heritage tree—Protected trees with DBH 25 inches or greater **Ratio: 3:1**~~
 - b. ~~Provide the approved variance for Cottonwood, Hackberry, and Mesquite trees being mitigated at 50%. An approved note is not sufficient; a variance is required.~~
 - c. ~~When was this tree survey conducted? Provide a date. A tree survey is only valid for 5 years. As per City of Austin tree and natural area preservation 3.1.0~~
 - d. **City Ordinance requires that replacement trees be shown on the preliminary plat. Provide location for the proposed trees that will be located along Liberty Bell Boulevard. Trees proposed to be on single family lots do not need to be shown.**
- iv. ~~Provide a reviewed and approved TIA.~~
 - a. ~~Traffic Impact Analysis (TIA), consistent with the City of Austin Transportation Criteria Manual. A scoping meeting must be conducted with City Staff prior to assembly of the TIA document.~~
- v. ~~Provide a reviewed and approved concept plan.~~
 - a. ~~Preliminary Plat can't be approved until the concept plan is approved.~~
- vi. ~~A summary letter stating briefly the type of street surfacing, drainage, water, and wastewater facilities proposed, and declaring the intent to either dedicate park land or pay fees in lieu of said dedication if such dedication or fees apply.~~
 - a. ~~The current engineering report only refers to drainage.~~

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,



5/20/2025 3:50:04 PM
Manor Heights Phase 7 and 8 preliminary plat
2025-P-1724-PP
Page 3

Tyler Shows
Staff Engineer
GBA

Item 4.



July 8, 2025

Tyler Shows
Senior Engineer
GBA
1500 County Road 269
Leander, TX 78641

RE: Permit Number: 2025-P-1724-PP
Job Address: Old Kimbro Road, Manor, TX. 78653

Dear Tyler Shows:

Please accept this **Comment Response Letter** in reply to your review, dated May 20th, 2025, of the first submittal of the *Manor Heights Phase 7 & 8 Preliminary Plan* submitted on April 23rd, 2025. Original comments have been included below for reference. Kimley-Horn's responses are in red.

Engineer Review:

1. Preliminary Plats shall be provided and drawn on eighteen by twenty-four inch (18"x24") sheets.

Response: Per discussion with city staff, a sheet size of 24" x 36" has been deemed sufficient for the Preliminary Plat.

2. Existing Conditions.
 - a. Provide the 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 traverses the subdivision or is contiguous to the subdivision boundary. (North side of the northern property is the edge of the city limits)

Response: Manor city limits and ETJ have been provided and labeled on the existing conditions sheet as requested.

3. Tree survey
 - a. Correct the mitigation ratio to follow the current City of Manor Ordinance. As per Manor Code of Ordinance Chapter 15, section 15.03.036 (d). All trees removed are mitigated at a 50% ratio.
 - i. Class 1: Unprotected trees — Trees with DBH < 8 inches (unless tree was planted to satisfy requirements of this chapter) Ratio: N/A
 - ii. Class 2: Protected trees with DBH 8—17.99 inches and trees planted to satisfy the requirements of this chapter Ratio: 1:1
 - iii. Class 3: Protected trees with DBH 18—24.99 inches Ratio: 2:1

- iv. Class 4: Protected trees with DBH 25 inches or greater (not Heritage Species) Ratio: 2.5:1
- v. Class 5: Heritage tree—Protected trees with DBH 25 inches or greater Ratio: 3:1

Response: The correct mitigation ratios have been provided per the current City of Manor Code of Ordinance Chapter 15, section 15.03.036 (d) for all trees that are not subject to the tree ordinance specified in the approved PUD (Cottonwood, Hackberry, and Mesquite trees). The total mitigation required for Phases 7 & 8 is now 1,212 caliper inches. Two 2-inch trees will be planted per residential home proposed, accounting for 1,040 caliper inches. The mitigation for the remaining 172 inches will be fulfilled within the landscape lots along Liberty Bell Boulevard in the Manor Heights Phase 8 plans.

- b. Provide the approved variance for Cottonwood, Hackberry, and Mesquite trees being mitigated at 50%. An approved note is not sufficient; a variance is required.

Response: The development is subject to the old tree ordinance per the approved PUD. Per discussion with the city, the note on the Preliminary Plat has been deemed sufficient.

- c. When was this tree survey conducted? Provide a date. A tree survey is only valid for 5 years. As per City of Austin tree and natural area preservation 3.1.0

Response: The tree survey was conducted in June 2024 and remains valid, as per the City of Austin Code. Per discussion with the city, the tree survey comment has been cleared.

- 4. Provide a reviewed and approved TIA.
 - a. Traffic Impact Analysis (TIA), consistent with the City of Austin Transportation Criteria Manual. A scoping meeting must be conducted with City Staff prior to assembly of the TIA document.

Response: Nagle Tract TIA was reviewed and approved with the approved PUD amendment.

- 5. Provide a reviewed and approved concept plan.
 - a. Preliminary Plat can't be approved until the concept plan is approved.

Response: Acknowledged. The concept plan has been approved by staff and is awaiting signatures from P&Z and Council in July.

6. A summary letter stating briefly the type of street surfacing, drainage, water, and wastewater facilities proposed, and declaring the intent to either dedicate park land or pay fees-in-lieu of said dedication if such dedication or fees apply.
 - a. The current engineering report only refers to drainage.

Response: Type of street surfacing, water, wastewater, and parkland dedication have been included in the Engineer's Report as requested. Please see the updated Engineer's Report included in the submittal package.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Sarah Starkey, P.E.
(512)-617-8504
sarah.starkey@kimley-horn.com

January 9, 2026

Pauline Gray
Senior Engineer
GBA
1500 County Road 269
Leander, TX 78641

RE: Permit Number: 2025-P-1724-PP
Job Address: Old Kimbro Road, Manor, TX. 78653

Dear Pauline Gray:

Please accept this **Comment Response Letter** in reply to your review, dated August 6th, 2025, of the second submittal of the *Manor Heights Phase 7 & 8 Preliminary Plan* submitted on July 9th, 2025. Original comments have been included below for reference. Kimley-Horn's responses are in red.

Engineer Review:

- ~~1. Preliminary Plats shall be provided and drawn on eighteen by twenty four inch (18"x24") sheets.~~
- ~~2. Existing Conditions.~~
 - ~~a. Provide the 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 traverses the subdivision or is contiguous to the subdivision boundary. (North side of the northern property is the edge of the city limits)~~
3. Tree survey
 - ~~a. Correct the mitigation ratio to follow the current City of Manor Ordinance. As per Manor Code of Ordinance Chapter 15, section 15.03.036 (d). All trees removed are mitigated at a 50% ratio.~~
 - ~~i. Class 1: Unprotected trees — Trees with DBH < 8 inches (unless tree was planted to satisfy requirements of this chapter) Ratio: N/A~~
 - ~~ii. Class 2: Protected trees with DBH 8 — 17.99 inches and trees planted to satisfy the requirements of this chapter Ratio: 1:1~~
 - ~~iii. Class 3: Protected trees with DBH 18 — 24.99 inches Ratio: 2:1~~
 - ~~iv. Class 4: Protected trees with DBH 25 inches or greater (not Heritage Species) Ratio: 2.5:1~~
 - ~~v. Class 5: Heritage tree — Protected trees with DBH 25 inches or greater Ratio: 3:1~~
 - ~~b. Provide the approved variance for Cottonwood, Hackberry, and Mesquite trees being mitigated at 50%. An approved note is not sufficient; a variance is required.~~

~~c. When was this tree survey conducted? Provide a date. A tree survey is only valid for 5 years. As per City of Austin tree and natural area preservation 3.1.0~~

d. City Ordinance requires that replacement trees be shown on the preliminary plat. Provide location for the proposed trees that will be located along Liberty Bell Boulevard. Trees proposed to be on single family lots do not need to be shown.

Response: A preliminary Tree Planting Plan has been added to the preliminary plat showing the location of the proposed additional tree locations outside of the single-family lots, please see sheet 4. Final size and location of trees to be determined by the final landscaping plans.

~~4. Provide a reviewed and approved TIA.~~

~~a. Traffic Impact Analysis (TIA), consistent with the City of Austin Transportation Criteria Manual. A scoping meeting must be conducted with City Staff prior to assembly of the TIA document.~~

~~5. Provide a reviewed and approved concept plan.~~

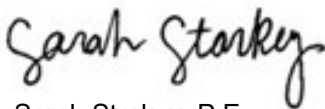
~~a. Preliminary Plat can't be approved until the concept plan is approved.~~

~~6. A summary letter stating briefly the type of street surfacing, drainage, water, and wastewater facilities proposed, and declaring the intent to either dedicate park land or pay fees in lieu of said dedication if such dedication or fees apply.~~

~~a. The current engineering report only refers to drainage.~~

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Sarah Starkey, P.E.
(512)-617-8504
sarah.starkey@kimley-horn.com



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Friday, February 6, 2026

Alex Granados
Kimley-Horn
501 South Austin Ave. Suite 1310
Georgetown TX 78626
alex.granados@kimley-horn.com

Permit Number 2025-P-1724-PP
Job Address: Old Kimbro Road, Manor 78653

Dear Alex Granados,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Elliot Condos and received by our office on January 12, 2026, 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 cover sheet to Michael Burrell at the City of Manor for signatures. A copy of the signed cover sheet 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 blue ink that reads 'Pauline M. Gray'.

Pauline Gray, P.E.
Lead AES
GBA



2/25/2026

City of Manor Development Services Notification for a Subdivision Preliminary Plat

Project Name: Manor Heights (Carillon) Phase 7 and 8 Subdivision Preliminary Plat

Case Number: 2025-P-1724-PP

Case Manager: Annemarie Felfe

Contact: afelfe@manortx.gov – 512-215-8262

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat for Manor Heights (Carillon) Phase 7 and 8. Subdivision Preliminary Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Subdivision Preliminary Plat for Manor Heights Phase 7 and 8 being two hundred seventy-two (272) lots on 72.33 acres, more or less, and being TCAD parcels 248121 and 993489 also known as 13354 and 13358 Old Kimbro Rd, Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: Forestar (USA) Real Estate Group, Inc.

The Planning and Zoning Commission will meet at 6:30PM on March 11, 2026 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Preliminary Plat has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to complying with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 10 business days prior to the meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov.

105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
(T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG

FRANCISCO DOMINGUEZ JAIMES
11606 AUST TEX ACRES LN
MANOR, TX 78653-3644

SALAS ISIDORO RODRIGUEZ AND
OSCAR GERARDO MACEDO
11900 BRIARCREEK LOOP
MANOR, TX 78653

SCHAFFER DENNIS D
2616 BUTLER WAY
ROUND ROCK, TX 78665-3852

FAY WALTER F
7405 CHISOS PASS
AUSTIN, TX 78724-3205

TIFFANY BRICK CO LP
300 E JOHN CARPENTER FWY
STE 1645 IRVING TX, 75062-2772

FORESTAR USA REAL ESTATE
2221 E LAMAR BLVD STE 790
ARLINGTON, TX 76006-7429

CHESMAR HOMES LLC
3600 W PARMER LN STE 160
AUSTIN, TX 78727-4124

PHELPS FATOUMATA TRAOREGLOUX
14121 MORONEY CV
MANOR, TX 78653-1916

TRYON DARLENE DIANE
14108 MORONEY CV
MANOR, TX 78653-1916

BRIGHTLAND HOMES LTD
1024 S GREENVILLE AVE STE 230
ALLEN, TX 75002-3337

CONTINENTAL HOMES OF
TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

POTTS CHRISTIAN GARETH
20236 HEINRICH LN
MANOR, TX 78653-3042

AGUILERA ARIEL ALVAREZ
13913 CARPER DR
MANOR, TX 78653

MBAGARIYE COLETTE
13821 CARPER DR
MANOR, TX 78653

DUQUE STATES LLC
4868 E YAGER LN
MANOR, TX 78653

MOE RANDALL JAMES
1 COUNTY ROAD 473
THRALL, TX 76578-8797

SON DAU TRUST
5516 HWY 71 E RICHARD C KING
CEDAR CREEK, TX 78612-3940

GG B2R PECAN CARILLON LP
351 KIG ST E STE 1300
TORONTO, ON

MIZERO DELPHIN
13712 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

HERNANDEZ FELIX JR
13708 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

RODRIGUEZ ADRIANNA
13704 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

TERRET WILLIAM C
13700 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

TORRES YRIMA L ACOSTA
20701 AKINOSHO LN
MANOR, TX 78653-1918

NGUYEN LE FAMILY TRUST
808 HEDGESTONE WAY
MODESTO, CA 95355-4559

BRIGHT MICHELLE AND CALVIN
13916 HOWSER TRCE
MANOR, TX 78653-2683

ONDOA TANG EMILE JOSEPH
13912 HOWSER TRCE
MANOR, TX 78653-2683

JIMENEZ DIEGO
13908 HOWSER TRCE
MANOR, TX 78653-2683

GARCIA SALVADOR ALEJANDRO
13828 HOWSER TRCE
MANOR, TX 78653-2682

ESCOBAR SANDRA ELENA
13824 HOWSER TRCE
MANOR, TX 78653-2682

MARTINEZ RIGOBERTO JR
13820 HOWSER TRCE
MANOR, TX 78653-2682

UGARTE JOSE V & EVA BENITEZ
14831 BOIS D ARC LN
MANOR, TX 78653-4039

CUNNINGHAM PATRICK JOSEPH
14012 MORONEY CV
MANOR, TX 78653

SZYLLER ALAIN HERBERT
20716 ROWSTON MANOR LN
MANOR, TX 78653-1917

NGUYEN KHOA & TRISHA
13816 HOWSER TRCE
MANOR, TX 78653-2682

RAMIREZ RAUL & EVA LEEANN SOTO
13812 HOWSER TRCE
MANOR, TX 78653-2682

PEREZ ROLANDO LEYVA
13808 HOWSER TRCE
MANOR, TX 78653-2682

ZUNIGA EDGAR ROJO
20712 ROWSTON MANOR LN
MANOR, TX 78653-1917

ARANDA PETER
20708 ROWSTON MANOR LN
MANOR, TX 78653-1917

PHUNG UYEN BAO
20700 JORDYN STERLING ST
MANOR, TX 78653-1913

VIRGUEZ RHICHARD ALEXIS
20436 GILLBRAND RD
MANOR, TX 78653-3037

GONZALEZ LUIS GERARDO
20232 HEINRICH LN
MANOR, TX 78653

SOOMRO RAHMAN & REHANA
13925 CARPER DR
MANOR, TX 78653

AMATON DAVID JUNIOR
13804 HOWSER TRCE
MANOR, TX 78653-2682

OGUNDARE OLUSENSAN O & TITIOLA O
13800 HOWSER TRCE
MANOR, TX 78653-2682

ONTIVEROS JORGE LUIS TRUJILLO
13728 HOWSER TRCE
MANOR, TX 78653-2681

DENOVA ABIGAIL LOPEZ
13917 CARPER DR
MANOR, TX 78653-3039

PEREZ DANIEL
12200 JOHNSON RD
MANOR, TX 78653-4002

ALBA EDUARDO
13712 HOWSER TRCE
MANOR, TX 78653-2681

VARELA JORGE MANUEL DELGADO
13716 HOWSER TRCE
MANOR, TX 78653-2681

OUSMANE & HADJA SIRA DIALLO
13720 HOWSER TRCE
MANOR, TX 78653-2681

BAUTISTA PEDRO
13724 HOWSER TRCE
MANOR, TX 78653-2681

JOHNSON YOULANDA EVON & STANLEY E
13924 HOWSER TRCE
MANOR, TX 78653-2683

MORENO ROBERTO JR & ANAYSSA
20705 AKINOSHO LN
MANOR, TX 78653-1918

GUTIERREZ LAURA MARIE
13705 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

AMOAKO MICHAEL
13709 ANDREW ABERNATHY PASS
MAOR, TX 78653-1903

GONZALEZ RODOLFO OTANO
13713 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

CHAN EDGAR ELICEO JUAREZ
13717 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

GONZALEZ CELSO VASQUEZ
13904 HOWSER TRCE
MANOR, TX 78653-2683

NUNEZ NESTER LOPEZ
13900 HOWSER TRCE
MANOR, TX 78653-2683

HERNANDEZ-CORNEJO OLGA MICHELLE
13832 HOWSER TRCE
MANOR, TX 78653-2682

THAPA NAVADIP & POOJA MAHAT
13716 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

AKBARI MOHAMMAD
13800 ANDREW ABERNATHY PASS
MANOR, TX 78653-1904

GONZALEZ JULIO CESAR
13804 ANDREW ABERNATHY PASS
MANOR, TX 78653

NUNEZ ISRAEL JR & HEIDY MARTINEZ
13808 ANDREW ABERNATHY PASS
MANOR, TX 78653-1904

MIER DAVID & ELIZABETH
13812 ANDREW ABERNATHY PASS
MANOR, TX 78653

MENDONCA MARCILIO
13816 ANDREW ABERNATHY PASS
MANOR, TX 78653-1904



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Scott Dunlop, Assistant Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the minutes for February 11, 2026, Planning and Zoning Commission Regular Session.

BACKGROUND/SUMMARY:

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- February 11, 2026, Planning and Zoning Commission Regular Session

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve the consent agenda.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None



**PLANNING AND ZONING COMMISSION
REGULAR SESSION MINUTES
FEBRUARY 11, 2026**

This meeting was live-streamed on Manor's Webpage.
You can access the meeting at <https://www.manortx.gov/171/Public-Meetings-Livestreams>
or by scanning the QR Code



PRESENT:

COMMISSIONERS:

Jeffrey Stensland, Chair, Place 5
Gabriel Nila, Vice Chair, Place 3
Nathan Aubert, Place 1
Daniel Mendoza, Place 2
Felix Paiz, Place 4 (Absent)
Cecil Meyer, Place 6
James Terry, Place 7 (Absent)

CITY STAFF:

Michael Burrell, Development Services Director
Scott Dunlop, Development Services Assistant Director
Veronica Rivera, Assistant City Attorney
Brad Barrett, Assistant City Attorney
Annemarie Felfe, City Planner
Mandy Miller, Development Services Supervisor

REGULAR SESSION: 6:30 P.M.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With a quorum present, the regular session of the Manor Planning and Zoning (P&Z) Commission was called to order by Commissioner Stensland at 6:30 p.m. on Wednesday, February 11, 2026, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

REGULAR AGENDA

5. Consideration, discussion, and possible action on the appointment of the Chair for the Planning and Zoning Commission.

City Staff recommended that the Planning and Zoning Commission appoint a new Chair.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Aubert to appoint Commissioner Stensland as Planning & Zoning Commission Chair.

There was no further discussion.

Motion to Approve carried 5-0.

6. Consideration, discussion, and possible action on the appointment of the Vice Chair for the Planning and Zoning Commission.

City Staff recommended that the Planning and Zoning Commission appoint a new Vice Chair.

MOTION: Upon a motion made by Commissioner Nila and seconded by Commissioner Mendoza to appoint Commissioner Nila as Planning & Zoning Commission Vice Chair.

There was no further discussion.

Motion to Approve carried 5-0.

PUBLIC COMMENTS

Robert Battaile, 502 E. Eggleston Street, Unit B, Manor, Texas, submitted a speaker card to speak on his concerns, Item #4, Item #7, and Item #8. Mr. Battaile voiced his disagreement with the vote for Vice Chair, Actions of the P&Z Commission, lack of a plaza, Manor's Comprehensive Plan, the Manor Downs Amphitheater, development in the Historic District, the layout of the agenda, and the minutes.

PUBLIC HEARING

1. Conduct a Public Hearing on a Specific Use Permit for 8,703 square feet Medical Clinic on one acre, more or less, and being platted as Lot 2, Block B Manor NE Commercial, and located at 12420 E US Hwy 290, Manor, TX. Applicant: FourT Realty. Owner: Timmermann Commercial Investments, LP.

City staff recommended that the Planning and Zoning Commission conduct a public hearing on the Specific Use Permit for 8,703 square feet Medical Clinic on one acre, more or less, and being platted as Lot 2, Block B Manor NE Commercial, and located at 12420 E US Hwy 290, Manor, TX.

Chair Stensland opened the public hearing.

Taylor Steed with FourT Realty, 1601 Rio Grande Street, Suite 333, Austin, Texas, submitted a speaker card in support of this item. Ms. Steed did not wish to speak; however, she was available for any questions.

Robert Battaile, 502 E. Eggleston Street, Unit B, Manor, Texas, submitted a speaker card to speak in opposition to this item. Mr. Battaile spoke regarding his opposition to the lack of sales tax, lack of a plaza and the location of the potential medical facility.

MOTION: Upon a motion made by Commissioner Aubert and seconded by Commissioner Mendoza to close the public hearing.

There was no further discussion.

Motion to Close carried 5-0

2. **Conduct a public hearing on a Short Form Final Plat for a Re-Subdivision of a portion of Lots 11-20, Block 30, Town of Manor, into one (1) lot on 0.3048 acres, more or less, and being located near the intersection of N. Lexington Street and E. Boyce Street, Manor, TX.** Applicant: MWM Design Group. Owner: Davis Capital Investments Holdings, LLC.

City staff recommended that the Planning and Zoning Commission conduct a public hearing on the Short Form Final Plat for a Re-Subdivision of a portion of Lots 11-20, Block 30, Town of Manor, into one (1) lot on 0.3048 acres, more or less, and being located near the intersection of N. Lexington Street and E. Boyce Street, Manor, TX.

Chair Stensland opened the public hearing.

Sarah Corona with MWM Design Group, 9001 N. IH 35, Unit 102, Austin, Texas, submitted a speaker card in support of this item. Ms. Corona did not wish to speak; however, she was available for any questions.

Robert Battaile, 502 E. Eggleston Street, Unit B, Manor, Texas, submitted a speaker card to speak in opposition to this item. Mr. Battaile spoke regarding tree preservation, lack of sidewalks downtown, and the development of downtown.

MOTION: Upon a motion made by Vice Chair Nila and seconded by Commissioner Mendoza to close the public hearing.

There was no further discussion.

Motion to Close carried 5-0

3. **Conduct a public hearing on a Short Form Final Plat of a Replat of Lot 45, Block K, Phase 3 Lagos Subdivision, being three (3) lots on 6.321 acres of land, more or less, and being located near 17075 ½ Blake Manor Road, Manor, TX.** Applicant: Kimley-Horn & Associates. Owner: 706 Investments Partnership, LTD.

City staff recommended that the Planning and Zoning Commission conduct a public hearing on the Short Form Final Plat of a Replat of Lot 45, Block K, Phase 3 Lagos Subdivision, being three (3) lots on 6.321 acres of land, more or less, and being located near 17075 ½ Blake Manor Road, Manor, TX

Chair Stensland opened the public hearing.

Robert Battaile, 502 E. Eggleston Street, Unit B, Manor, Texas, submitted a speaker card to speak in opposition to this item. Mr. Battaile spoke regarding TIRZ and the benefits granted to the developers.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Vice Chair Nila to close the public hearing.

There was no further discussion.

Motion to Close carried 5-0

CONSENT AGENDA

4. Consideration, discussion, and possible action to approve the minutes for January 14, 2026, Planning and Zoning Commission Regular Session.

City staff recommended that the Planning and Zoning Commission approve the consent agenda.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Mendoza to approve the consent agenda.

There was no further discussion.

Motion to Approve carried 5-0

REGULAR AGENDA

7. Consideration, discussion, and possible action on a Specific Use Permit for 8,703 square feet Medical Clinic on one acre, more or less, and being platted as Lot 2, Block B Manor NE Commercial, and located at 12420 E US Hwy 290, Manor, TX. Applicant: FourT Realty. Owner: Timmermann Commercial Investments, LP.

City Staff recommended that the Planning and Zoning Commission approve the Specific Use Permit for 8,703 square feet Medical Clinic on one acre, more or less, and being platted as Lot 2, Block B Manor NE Commercial, and located at 12420 E US Hwy 290, Manor, TX.

Taylor Steed with FourT Realty, 1601 Rio Grande Street, Suite 333, Austin, Texas, submitted a speaker card in support of this item. Ms. Steed did not wish to speak; however, she was available for any questions.

Assistant Director Dunlop gave background on the item. He spoke in detail about the plot layout, location of the property, the available square footage, the potential uses, tax incentives, other recent developments nearby. He answered questions about the information he presented.

Discussion was held regarding the Specific Use Permit request, property location and size. Assistant Director Dunlop answered questions regarding the target percentage of medical use with consideration to the other mixed-use options. Recent Specific Use Permit requests for other developments within the city were considered.

Ms. Steed answered questions regarding accessibility for both the complete development and the potential medical facility.

MOTION: Upon a motion made by Commissioner Mendoza and seconded by Vice Chair Nila to approve the Specific Use Permit for 8,703 square feet Medical Clinic on one acre, more or less, and being platted as Lot 2, Block B Manor NE Commercial, and located at 12420 E US Hwy 290, Manor, TX.

There was no further discussion.

Motion to Approve carried 3-2. Chair Stensland and Commissioner Meyer opposed.

- 8. Consideration, discussion, and possible action on a Short Form Final Plat for a Re-Subdivision of a portion of Lots 11-20, Block 30, Town of Manor, into one (1) lot on 0.3048 acres, more or less, and being located near the intersection of N. Lexington Street and E. Boyce Street, Manor, TX.** Applicant: MWM Design Group. Owner: Davis Capital Investments Holdings, LLC.

City Staff recommended that the Planning and Zoning Commission approve the Short Form Final Plat for a Re-Subdivision of a portion of Lots 11-20, Block 30, Town of Manor, into one (1) lot on 0.3048 acres, more or less, and being located near the intersection of N. Lexington Street and E. Boyce Street, Manor, TX.

Sarah Corona with MWM Design Group, 9001 N. IH 35, Unit 102, Austin, Texas, submitted a speaker card in support of this item. Ms. Corona did not wish to speak; however, she was available for any questions.

Assistant Director Dunlop gave background on the item. He spoke regarding the submitted site plans for this property. He stated this was a non-discretionary item.

MOTION: Upon a motion made by Vice Chair Nila to approve the Short Form Final Plat.

Motion to Approve Failed due to lack of second.

Assistant City Attorney Rivera spoke regarding the options available to the Commissioners for approval or denial of this item. She cautioned about discussing items related to site and zoning.

Ms. Corona answered questions about the intended use of the property. She stated the intended use was shared parking for the downtown area. The developer planned to pay in lieu fees for the removal of the trees.

Director Burrell stated the subject of discussion for this item was related to site development. The requested approval of this item was for the Short Form Final Plat only. Site development could not be considered.

Assistant Director Dunlop gave details on the process and implementation of the In Lieu Fees for Trees.

MOTION: Upon a motion made by Commissioner Aubert and seconded by Vice Chair Nila to approve the Short Form Final Plat for a Re-Subdivision of a portion of Lots 11-20, Block 30, Town of Manor, into one (1) lot on 0.3048 acres, more or less, and being located near the intersection of N. Lexington Street and E. Boyce Street, Manor, TX.

There was no further discussion.

Motion to Approve carried 3-2. Commissioner Meyer and Commissioner Mendoza opposed.

- 9. Consideration, discussion, and possible action on a Short Form Final Plat of a Replat of Lot 45, Block K, Phase 3 Lagos Subdivision, being three (3) lots on 6.321 acres of land, more or less, and being located near 17075 ½ Blake Manor Road, Manor, TX.** Applicant: Kimley-Horn & Associates. Owner: 706 Investments Partnership, LTD.

City Staff recommended that the Planning and Zoning Commission approve the Short Form Final Plat of a Replat of Lot 45, Block K, Phase 3 Lagos Subdivision, being three (3) lots on 6.321 acres of land, more or less, and being located near 17075 ½ Blake Manor Road, Manor, TX.

Assistant Director Dunlop gave background information for this item.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Mendoza to approve the Short Form Final Plat of a Replat of Lot 45, Block K, Phase 3 Lagos Subdivision, being three (3) lots on 6.321 acres of land, more or less, and being located near 17075 ½ Blake Manor Road, Manor, TX.

There was no further discussion.

Motion to Approve carried 5-0.

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Aubert and seconded by Vice Chair Nila to Adjourn the Regular Session of the Manor Planning and Zoning Commission at 7:26 p.m. on Wednesday February 11, 2026.

There was no further discussion.

Motion to Adjourn carried 5-0.

The Planning and Zoning Commission approved these minutes on March 11, 2026.

APPROVED:

Jeffrey Stensland
Chairperson

ATTEST:

Mandy Miller
Development Services Supervisor

Michael Burrell

From: [REDACTED]
Sent: Tuesday, February 10, 2026 10:49 AM
To: Scott Dunlop; Scott Jones; Michael Burrell; Annemarie Felfe
Cc: [REDACTED]
Subject: Re: SUP Application - Manor Commons Phase 3 - Ally Medical

Thanks Scott - we look forward to discussing our Specific Use Permit request at tomorrow evening's P&Z meeting and wanted to provide some brief background information in advance. We'd appreciate it if you'd circulate this additional information to the Commissioners ahead of the meeting.

Taylor and I are with FourT Realty, a local boutique development firm that specializes in ground-up retail development throughout the Austin MSA. We are requesting the approval of a Specific Use Permit for an approximately one-acre pad within Manor Commons Phase 3 located at the northeast corner of US-290 and FM-973 for an Ally Medical free standing emergency room.

Ally Medical currently operates nine locations in Central Texas, seven within the Austin area, and has been recognized by the Austin American-Statesman as a Top Workplace among mid-size companies in three of the past four years. Each facility is owned in partnership with local, board-certified physicians who live and work in the communities they serve. This model emphasizes patient-centered care, local accountability, and long-term community investment.

Access to top rated schools and exceptional healthcare is a hallmark of a desirable community. As Manor continues to experience strong population growth, demand for accessible, high-quality healthcare will continue to increase. The proposed facility would provide essential medical services, professional employment, and consistent daytime activity within an established commercial corridor.

We recognize that additional healthcare facilities have recently opened or been approved in the area, including the St. David's Emergency Center, the TMX Micro Hospital, and two medical office uses. While these facilities expand overall healthcare access, they serve different care models and functions. The proposed Ally Medical facility is an outpatient emergency care provider focused on rapid treatment and discharge, complementing, rather than duplicating, existing and approved healthcare services.

We also understand the City's concern regarding preservation of prime commercial land for sales-tax-generating uses and agree that maintaining a balanced mix of uses is important. Based on discussions with the master developer:

- Approximately 175,000 square feet of development is planned on the northeast corner alone, including 18 pads and one multi-tenant retail building.
- The developer currently has LOIs on roughly 50% of the pads and 75% of the multi-tenant building, with construction expected to begin this month.
- At approximately 8,700 square feet, the proposed Ally Medical facility represents about 5% of the planned building area.
- Only one additional small medical office user (approximately 2,000 square feet) has submitted an LOI within the multi-tenant building. If both were approved, total medical square footage would be approximately 6%, which remains below the level of medical use recently approved in comparable master-planned commercial developments.

- All remaining planned uses are traditional retail and commercial uses that generate sales tax Item 5.

Outpatient emergency facilities require highly accessible, well-trafficked commercial intersections to effectively function for both patients and emergency responders. This proposed location within Manor Commons Phase 3 meets Ally Medical's operational requirements and the public service needs of this use while remaining a small component of an otherwise retail-oriented development.

We feel this SUP permits strikes the right balance of meeting the community needs while also preserving square footage for sales tax generating uses. We appreciate your consideration and look forward to answering any questions at the meeting.

Thanks-
Elyse

Elyse Lombardi
FourT Realty
[REDACTED]

From: Scott Dunlop <sdunlop@manortx.gov>
Sent: [REDACTED]
To: [REDACTED]; Scott Jones <sjones@manortx.gov>; Michael Burrell <mburrell@manortx.gov>; Annemarie Felfe <afelfe@manortx.gov>
Cc: [REDACTED]
Subject: Re: SUP Application - Manor Commons Phase 3 - Ally Medical

Hi Elyse,

Our P&Z does not have publicly available emails. You can send any correspondence you want them to receive to us (planning@manortx.gov), and we'll provide that to the Commissioners.

Thanks,



Scott Dunlop, AICP

Assistant Director
Development Services

Phone: (512) 272-5555

Direct : (737) 587-5721

Fax: (512) 272-8636

www.manortx.gov

ATTENTION ELECTED OFFICIALS: A "Reply All" of this e-mail could lead to violations of the Texas Open Meetings Act, please reply only to the sender.

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication. Please note that any correspondence sent to City staff or City officials may become a public record.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Short Form Final Plat for Cottonwood Subdivision, one (1) lot on 5.565 acres, more or less, and being TCAD parcel 236976, also known as 14305 E US 290 HWY, Manor, TX.

Applicant: LRG Engineering, LLC

Owner: Tani Investments, LLC Et al.

BACKGROUND/SUMMARY:

This plat is following the standard review process. The plat will be brought to the Commission every month until it is administratively approved by our Engineers, after which the Commission may take action.

The property was zoned C-2 medium commercial by ordinance 797 on September 3rd, 2025 to allow for development consistent with our code and comprehensive plan. A SUP for a Medical office was also applied for on the property to allow for a use that is not parking-intensive, but still a benefit to the community, as the majority of the 5.565-acre parcel is encumbered by floodplain. That request was approved on the same night as the zoning request. The platting on this lot will turn it into a legally platted lot to allow for site development.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Short Form Plat
- Mailing Label

- Public Notice

ACTIONS:

<i>Discretion</i>	Non-Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Deny

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission take action as directed by staff.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

COTTONWOOD SUBDIVISION FINAL PLAT

MANOR, TRAVIS COUNTY, TEXAS 78653

TOTAL AREA: 5.5656 ACRES
TOTAL NUMBER OF LOTS: 1
TOTAL NUMBER OF BLOCKS: 1
LINEAR FEET OF NEW STREETS: NONE
SUBMITTAL DATE: JANUARY 2026
PATENT SURVEY: A.C. CALDWELL SURVEY NO. 52

OWNERS:
TANI INVESTMENTS LLC
711 W CLAY STREET
HOUSTON, TEXAS 77019

ZARI INVESTMENTS, LLC
5206 W BELLFORT STREET
HOUSTON, TX 77035

ZARABI VENTURES, LLC SERIES #105
608 PETERSON LANE
LAKEWAY, TEXAS 78734

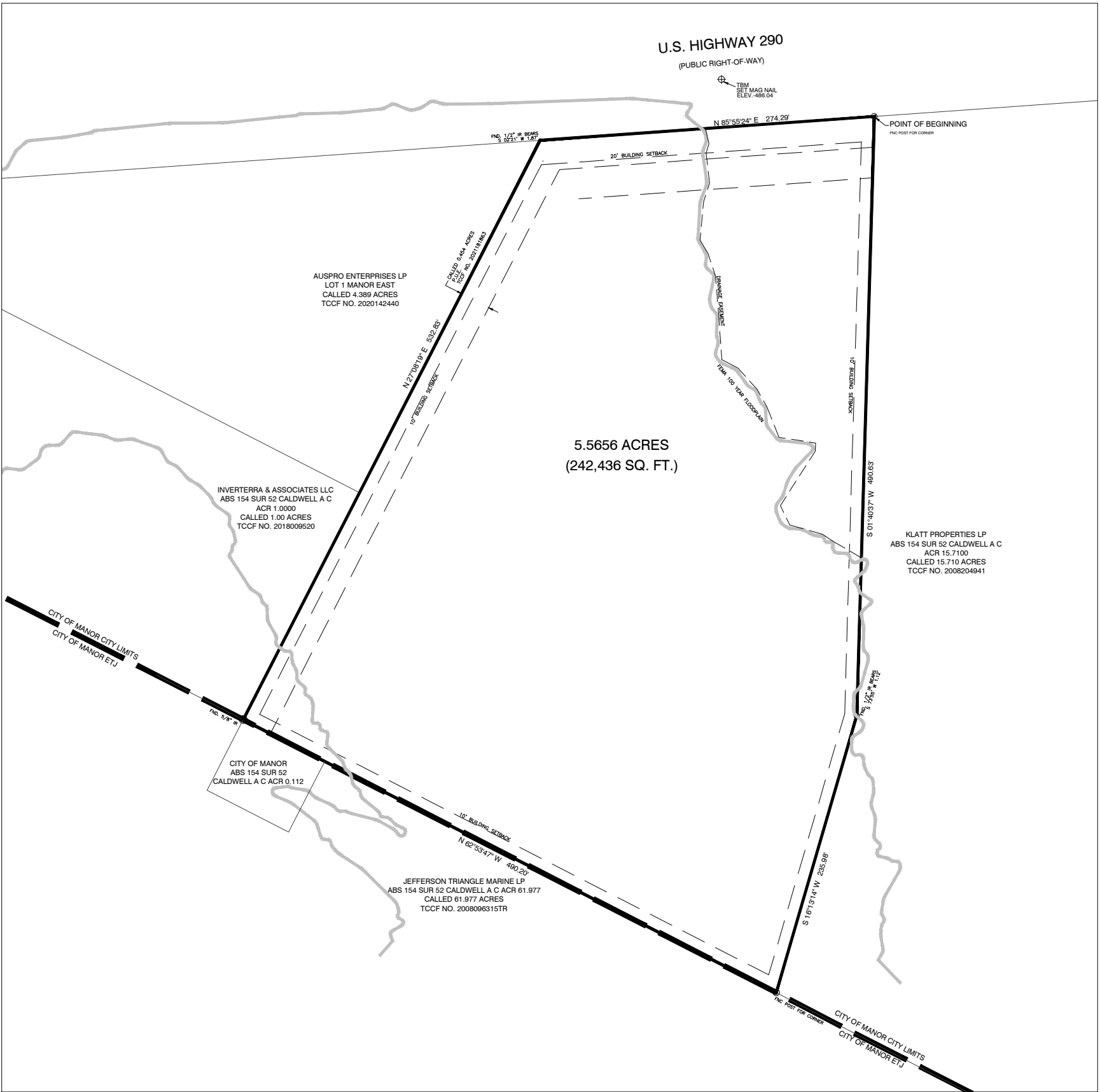
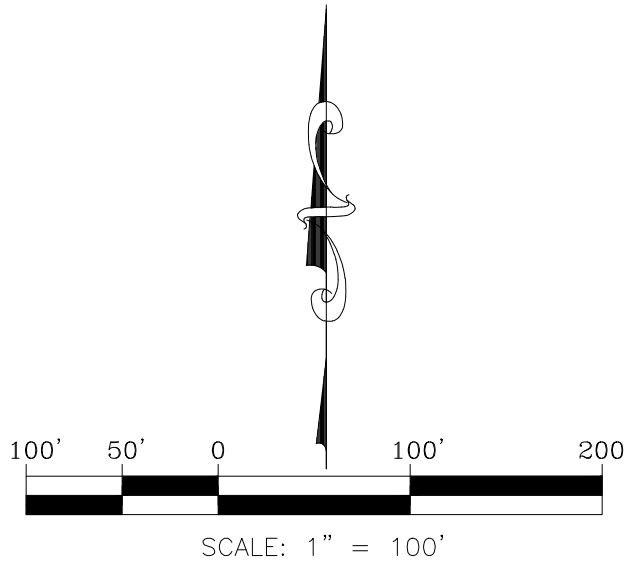
SURVEYOR: SOUTH TEXAS SURVEYING ASSOCIATES, INC.
FRED W. LAWTON, R.P.L.S.
REGISTERED PROFESSIONAL LAND SURVEYOR
REGISTRATION NO. 2321
11281 RICHMOND AVE. BLDG. , SUITE 101
HOUSTON, TEXAS 77082
P:(281) 556 6918

ENGINEER: LUIS R. GRANILLO, P.E.
REGISTERED PROFESSIONAL ENGINEER
NO.149558 - STATE OF TEXAS
LRG ENGINEERING, LLC
2204 WESTERN TRAILS BLVD SUITE 101, AUSTIN, TEXAS 78745
P:(512) 767 4181
TBPE FIRM NO: F-24758

THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF MANOR
CORPORATE CITY LIMITS AS OF THIS DATE. ____ DAY OF _____,
20____.

A PORTION OF THIS TRACT IS WITHIN THE BOUNDARIES OF A SPECIAL
FLOOD HAZARD AREA, ZONE AE, AS IDENTIFIED BY THE FEDERAL
EMERGENCY MANAGEMENT AGENCY, AS SHOWN ON FIRM PANEL
NUMBER 48453C0505H, EFFECTIVE DATE, SEPTEMBER 26, 2008, AND
LOMR 24-06-1494P, EFFECTIVE MARCH, 17, 2025.

BEARING BASIS:
ALL BEARINGS ARE BASED ON G.P.S. OBSERVATION, TEXAS STATE
COORDINATE SYSTEM, TEXAS CENTRAL, GEOID 18, NAD 83 WITH A
BEARING OF NORTH 85 DEGREES 55 MINUTES 24 SECONDS EAST WITH
THE SOUTH RIGHT-OF-WAY LINE OF U.S. HIGHWAY 290.



VICINITY MAP
SCALE: 1"=2,000'

LINETABLE		
NO.	BEARING	LENGTH
	S0140°37' W	490.63'
	S16 13'14" W	235.98'
	N62 53'47" W	490.20'
	N27 08'19" E	532.83'
	N85 55'24" E	274.29'

- LEGEND
- PROPERTY LINE
 - ADJOINING LOT LINE
 - 100-YR FLOODPLAIN DELINEATION PER LOMR 24-06-1494P
 - EASEMENTS
 - CITY LIMITS LINE



2204 Western Trails Drive Ste. 101
Austin, Texas 78745
(512) 767-4181



2/25/2026

City of Manor Development Services Notification for a Subdivision Short Form Final Plat

Project Name: Cottonwood Subdivision Short Form Final Plat
Case Number: 2026-P-1790-SF
Case Manager: Annemarie Felfe
Contact: afelfe@manortx.gov – 512-215-8262

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Short Form Final Plat for Cottonwood Subdivision. Subdivision Short Form Final Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Short Form Final Plat for Cottonwood Subdivision, one (1) lot on 5.565 acres, more or less, and being TCAD parcel 236976 also known as 14305 E US 290 HWY, Manor, TX.

Applicant: LRG Engineering, LLC
Owner: Tani Investments, LLC Et al.

The Planning and Zoning Commission will meet at 6:30PM on March 11, 2026, at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Short Form Final Plat has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to complying with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 10 business days prior to the meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov.

*105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
(T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG*

Klatt Properties LP
2001 Picadilly Dr.
Round Rock, TX 78664-9511

Inverterra & Associates LLC
19424 Smith Gin St.
Manor, TX 78653-3984

Jefferson Triangle Marine LP
9225 Katy Frwy Ste. 208
Houston, TX 77024-1554

Auspro Enterprises LP
PO Box 13549
Austin, TX 78711-3549

Rhof LLC
2730 Transit Rd.
West Seneca, NY 14224-2523



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Short Form Final Plat for Gomez Subdivision, two (2) lots on 2.407 acres, more or less, and being TCAD parcels 547924 and 843742, also known as 15507 and 15509 Schmidt Loop, Manor, TX.

Applicant: Forest Surveying & Mapping

Owner: Margarita Arroyo Gomez

BACKGROUND/SUMMARY:

This plat aims to create legal nonconforming lots on a property constrained by the surrounding property. The current configuration is two extremely narrow strips that hinder the owner from keeping their properties separate. The notice for this item was posted incorrectly, so the public hearing can be closed and the action item postponed until April 8th, once the proper notice is posted.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Short Form Plat
- Engineer Comments and Responses
- Conformance Letter
- Public notice
- Mailing Labels

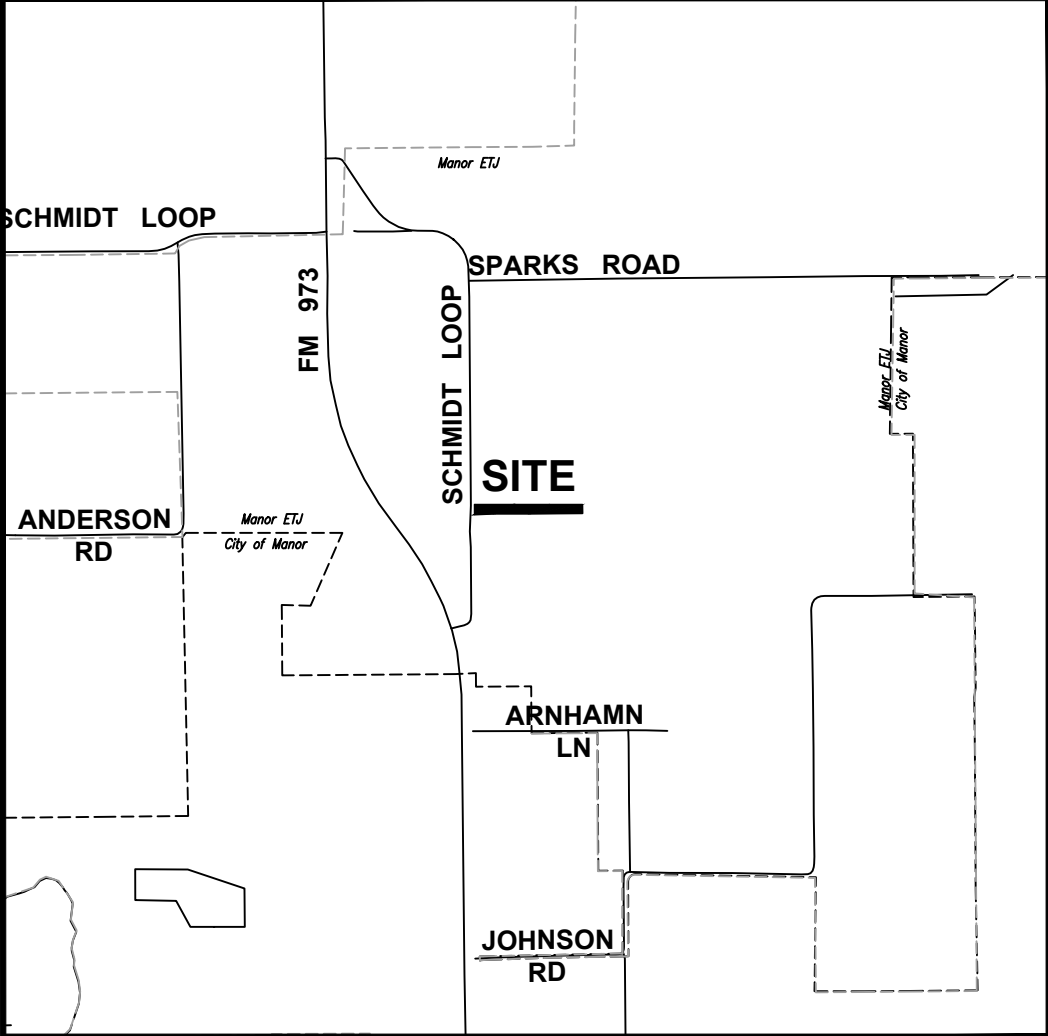
ACTIONS:

<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Open, Close, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission postpone until April 8th, once the proper notice is posted.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



VICINITY MAP
(SCALE: 1"=2000')

PERIMETER DESCRIPTION FOR 2.407 ACRES

BEING 2.407 acres of land, situated in the Green Berry Gates Survey, Abstract No. 315, in Travis County, Texas, said 2.407 acres being out of two (2) tracts of land, first tract being a 1.00 acre tract, of record to Margarita Arroyo Gomez, Exhibit A, Document No. 2022087596, Official Public Records Travis County, Texas (OPRTCT), second tract being a 1.41 acre tract, of record to Margarita Arroyo Gomez, Exhibit A, Document No. 2022087627, (OPRTCT). This tract was surveyed on the ground in July of 2023 under the direction of William F. Forest, Jr., Registered Professional Land Surveyor No. 1847. Survey note: The bearing basis for this survey is the State Plane Coordinate System, Texas Central Zone (4203), and being more particularly described by metes and bounds as follows:

BEGINNING, at a ½" iron pin found (steel pin), at the Northwest corner of said 1.00 acre tract, for the Northwest corner hereof, same being the Southwest corner of a 4.50 acre tract, of record to Dusty Boecker, Document No. 2011142983, (OPRTCT), described in deed to Arthur Daniel Boecker, Document No. 2012083431, (OPRTCT), said point being a point in the East Right-of-Way line of Schmidt Loop, from which a ½" iron pin found at the Northwest corner of said 4.50 acre tract, bears: N 26°34'25" E, 175.00 feet,

THENCE, departing said Right-of-Way line, with the common boundary line of said 1.00 acre tract and said 4.50 acre tract, S 62°00'05" E, 1121.25 feet, to a ½" capped iron pin found, marked "4453", at the Northeast corner of said 1.00 acre tract, for the Northeast corner hereof, same being the Southeast corner of said 4.50 acre tract, said point being a point in the West boundary line of a 137.022 acre tract, of record to Lanzola Reserves, LLC, Exhibit A, Document No. 2021005280, (OPRTCT), from which a ½" iron pin found, at the Northeast corner of said 4.50 acre tract, bears: N 27°17'38" E, 174.34 feet,

THENCE, with the common boundary line of said 1.00 acre tract and said 137.022 acre tract, S 27°11'08" W, 38.66 feet, to a ¾" iron pin found, at the Southeast corner of said 1.00 acre tract, for an angle point hereof, said point being the Northeast corner of said 1.41 acre tract,

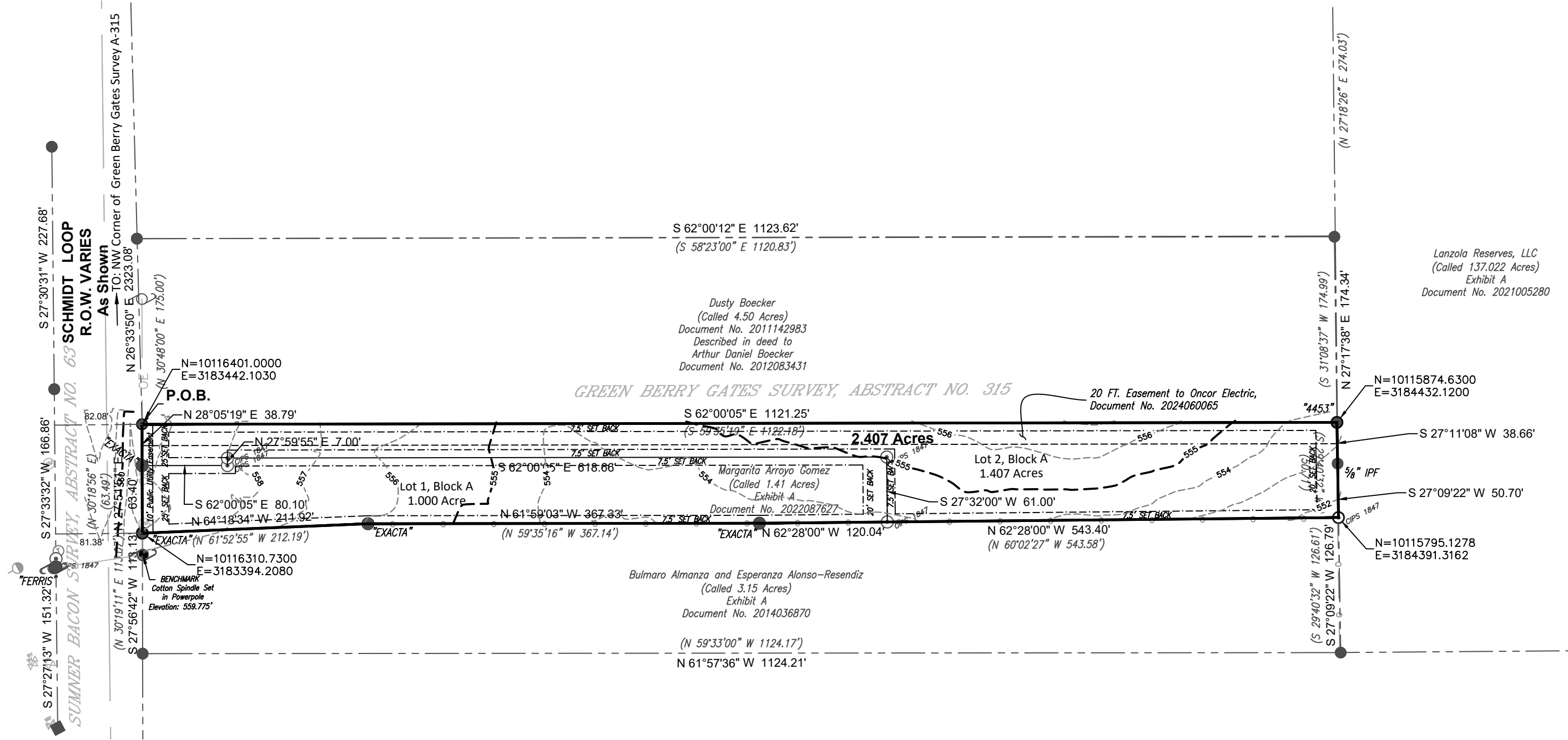
THENCE, with the common boundary line of said 1.41 acre tract and said 137.022 acre tract, S 27°09'22" W, 50.70 feet, to a ½" capped iron pin set, marked "FOREST RPLS 1847", at the Southeast corner of said 1.41 acre tract, for the Southeast corner hereof, same being the Northeast corner of a 3.15 acre tract, of record to Bulmaro Almanza and Esperanza Alonso-Resendiz, Exhibit A, Document No. 2014036870, (OPRTCT), from which a ½" iron pin found, at the Southeast corner of said 3.15 acre tract, bears: S 27°09'22" E, 126.79 feet,

THENCE, with the common boundary line of said 1.41 acre tract and said 3.15 acre tract, along or near a fence, the following three (3) courses and distances:

- N 62°28'00" W, 543.40 feet, to a ½" capped iron pin found, marked "EXACTA", for an angle point hereof,
- N 61°59'03" W, 367.33 feet, to a ½" capped iron pin found, marked "EXACTA", for an angle point hereof,
- N 64°18'34" W, 211.92 feet, to a ½" capped iron pin found, marked "EXACTA", at the Southwest corner of said 1.41 acre tract, for the Southwest corner hereof, same being the Northwest corner of said 3.15 acre tract, said point being a point in the East Right-of-Way line of Schmidt Loop, from which a ½" iron pin found, at the Southwest corner of said 3.15 acre tract, bears: S 27°56'42" W, 113.13 feet,

THENCE, with the West boundary line of said 1.41 acre tract and the East Right-of-Way line of Schmidt Loop, N 27°51'51" E, 63.40 feet, to a ½" capped iron pin found, marked "EXACTA", at the Northwest corner of said 1.41 acre tract, for an angle point hereof, said point being the Southwest corner of said 1.00 acre tract,

THENCE, with the West boundary line of said 1.00 acre tract and the East Right-of-Way line of Schmidt Loop, N 28°05'19" E, 38.79 feet, to the POINT OF BEGINNING, and containing 2.407 acres, more or less.



OWNER: MARGARITA ARROYO GOMEZ
15509 SCHMIDT LOOP
MANOR, TX 78628

SURVEYOR: WILLIAM F. FOREST, JR., (TX R.P.L.S.#1847)
TX BOARD OF PROFESSIONAL SURVEYORS FIRM#10002000
1002 ASH STREET
GEORGETOWN, TX 78626
(512) 930-5927

ENGINEER: BRIAN BAIRD, PE
M&S ENGINEERING
FIRM F-1394
376 LANDA ST.
NEW BRAUNFELS, TEXAS 78130
PHONE (830) 629-2988
EMAIL BRIAN.PE@GMAIL.COM

ORIGINAL SURVEY: GREEN BERRY GATES SURVEY, ABSTRACT NO. 315

TOTAL LOTS: 2

TOTAL BLOCKS: 1

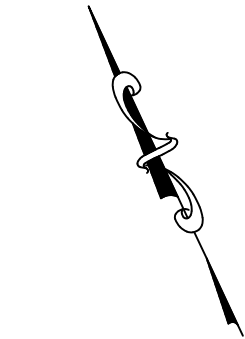
SIDEWALKS: 0

COMMISSIONERS COURT RESOLUTION

IN APPROVING THIS PLAT, THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS, ASSUMES NO OBLIGATION TO BUILD THE STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT OR ANY BRIDGES OR CULVERTS IN CONNECTION THEREWITH. THE BUILDING OF ALL STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT, AND ALL BRIDGES AND CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACED IN SUCH STREETS, ROADS, OR OTHER PUBLIC THOROUGHFARES OR IN CONNECTION THEREWITH, IS THE RESPONSIBILITY OF THE OWNER AND/OR DEVELOPER OF THE TRACT OF LAND COVERED BY THIS PLAT IN ACCORDANCE WITH PLANS AND SPECIFICATIONS PRESCRIBED BY THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS.

THE OWNER(S) OF THE SUBDIVISION SHALL CONSTRUCT THE SUBDIVISION'S STREET AND DRAINAGE IMPROVEMENTS (THE "IMPROVEMENTS") TO COUNTY STANDARDS IN ORDER FOR THE COUNTY TO ACCEPT THE PUBLIC IMPROVEMENTS FOR MAINTENANCE OR TO RELEASE FISCAL SECURITY POSTED TO SECURE PRIVATE IMPROVEMENTS. TO SECURE THIS OBLIGATION, THE OWNER(S) MUST POST FISCAL SECURITY WITH THE COUNTY IN THE AMOUNT OF THE ESTIMATED COST OF IMPROVEMENTS. THE OWNER(S) OBLIGATION TO CONSTRUCT THE IMPROVEMENT TO COUNTY STANDARDS AND TO POST THE FISCAL SECURITY TO SECURE SUCH CONSTRUCTION IS A CONTINUING OBLIGATION BINDING THE OWNER(S) AND THEIR SUCCESSORS AND ASSIGNS UNTIL THE PUBLIC IMPROVEMENTS HAVE BEEN ACCEPTED FOR MAINTENANCE BY THE COUNTY, OR THE PRIVATE IMPROVEMENTS HAVE BEEN CONSTRUCTED AND ARE PERFORMING TO COUNTY STANDARDS.

THE AUTHORIZATION OF THIS PLAT BY THE COMMISSIONERS COURT FOR FILING OR THE SUBSEQUENT ACCEPTANCE FOR MAINTENANCE BY TRAVIS COUNTY, TEXAS, OF ROADS AND STREETS IN THE SUBDIVISION DOES NOT OBLIGATE THE COUNTY TO INSTALL STREET NAME SIGNS OR ERECT TRAFFIC CONTROL SIGNS, SUCH AS SPEED LIMIT, STOP SIGNS, AND YIELD SIGNS, WHICH IS CONSIDERED TO BE PART OF THE DEVELOPER'S CONSTRUCTION.



SCALE: 1" = 100'

Note:
The bearing basis for this survey is the State Plane Coordinate System, NAD83, Texas Central Zone, (4203), GEOID: 12A
Datum: NAVD88,
CONVERGENCE: 1°26'55.47"

LEGEND

- 1/2" IRON PIN FOUND (STEEL PIN)
- CAPPED IRON PIN SET "FOREST RPLS 1847"
- CAPPED IRON PIN FOUND "FOREST RPLS 1847"
- CAPPED IRON PIN FOUND, MARKED " "
- TXDOT TYPE I CONCRETE MARKER

SURVEY/ABSTRACT LINES
TRACT LINES
PROPERTY LINES

() Denotes Record Information
All document references are in Travis County, Texas
O.P.R.T.C.T. Official Public Records of Travis County, Texas
P.R.T.C.T. Plat Records of Travis County, Texas
D.R.T.C.T. Deed Records of Travis County, Texas

Original Submittal Date: February 26, 2024

SHORT FORM FINAL PLAT
GOMEZ SUBDIVISION

A 2.407 ACRE SUBDIVISION SITUATED IN THE
GREEN BERRY GATES SURVEY, ABSTRACT NO. 315
TRAVIS COUNTY, TEXAS



Forest Surveying & Mapping Company
1002 Ash Street, Georgetown, Texas
Phone: (512) 930-5927
www.forestsurveying.com
TBPLS FIRM NO. 100020000

Surveying Services are regulated by the Texas Board of Professional Engineers and Land Surveyors
1017 S. Interstate 35 Austin, TX 78741, US (512) 440-7723

Forest Surveying & Mapping Co. © 2025

Drawing Date: December 29, 2025

Field Book/Page: 146/26

PP: P:\GOMEZ SUBDIVISION

Dwg: GOMEZ SUBDIVISION

LO: SHEET TWO

SHEET TWO OF THREE

Item 7.



Date: Wednesday, February 14, 2024

BETH ANN FOREST
FOREST SURVEYING AND MAPPING
1002 ASH ST
GEORGETOWN 78626
bethann@forestsurveying.com

Permit Number 2024-P-1620-SF
Job Address: 15509 SCHMIDT LOOP, MANOR 78653

Dear BETH ANN FOREST,

Staff has completed its review of plans for the Gomez Subdivision Short Form Final Plat that is to be located at 15509 SCHMIDT LOOP, 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.

- Upload the plat so that we may review it
- provide mailing labels for a property owners within 300 ft of the property
- ensure everything needed for a short form final plat submittal is provided in this project. A checklist will 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 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,

2/14/2024 9:36:31 AM
Gomez Subdivision Short Form Final Plat
2024-P-1620-SF
Page 2

Item 7.

Michael Burrell
Development Services



1500 County Road 269
Leander, TX 78641

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

Date: Tuesday, March 26, 2024

BETH ANN FOREST
FOREST SURVEYING AND MAPPING
1002 ASH ST
GEORGETOWN 78626
bethann@forestsurveying.com

Permit Number 2024-P-1620-SF
Job Address: 15509 SCHMIDT LOOP, MANOR, TX. 78653

Dear BETH ANN FOREST,

The first submittal of the Gomez Subdivision Short Form Final Plat (*Short Form Final Plat*) submitted by FOREST SURVEYING AND MAPPING and received on January 06, 2026, 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 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 (Scale the vicinity map to 1" = 2,000'). The latest edition of the USGS 7.5-minute quadrangle map is recommended.~~
- ii. ~~Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system. Provide documentation from Aqua Water that there is an adequate supply available.~~
- iii. ~~If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat. Show this easement on the plat.~~
- iv. ~~Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of a septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval. (Once approval is granted from Travis County for the septic system this comment will be sufficient)~~
- v. ~~Add the property line to the legend.~~
- vi. ~~Provide "Performance and maintenance guarantees as required by the city" in the notes.~~
- vii. ~~Is ROW going to be dedicated to Schmidt Loop? Provide the ROW width for Schmidt Loop. Comment response mentioned Scott Dunlop. He is no longer with the City. Provide a response to the comment.~~
- viii. ~~The proposed location of sidewalks for each street, is to be shown as a dotted line inside the proposed right-of-way lines. Reach out to Scott Dunlop regarding this at sdunlop@manortx.gov there are special circumstances since it's in the City of Manors ETJ.~~
- ix. ~~Reminder to provide engineer and surveyor seals in conjunction with the signing of the certification requirements.~~
- x. ~~Felix Paiz is the current chairperson for the City of Manor~~
- xi. ~~The City of Manor is in Travis County, not Williamson. Page 3.~~
- xii. ~~Clerk of Travis County is Dyana Limon-Mercado, not Yesenia Espinoza.~~
- xiii. ~~The year should be updated to 2025.~~
- xiv. **The Travis County recordation block is missing from the plat.**
- xv. ~~For note #1 add "as of this date" and provide date.~~
- xvi. ~~Provide documentation regarding discussion with Scott Dunlop in regards to comment responses stating he was contacted. He is no longer with the City.~~
- xvii. ~~A tax certificate showing all 2024 taxes have been paid needs to be submitted.~~
- xviii. **Submit a comment response letter addressing all the remaining comments.**
- xix. **Submit only one short form final plat. The most up to date plat should be submitted. Multiple copies of the plat were submitted.**
- xx. **Provide documentation that Aqua WSC can service this site. An email is provided with the City of Manor but not documentation from Aqua WSC.**
 - a. ~~Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.~~

NOTE—A COPY OF THE FINAL PLAT WAS NOT SUBMITTED. PLEASE SUBMIT A COPY OF THE FINAL PLAT FOR REVIEW.

21. The years on the plat should be updated to 2026 as the plat will not go to P&Z until 2026.

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

Tyler Shows
Staff Engineer
GBA



Gomez Subdivision Short Form Final Plat

2024-P-1620-Sf

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 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 (Scale the vicinity map to 1" = 2,000'). The latest edition of the USGS 7.5-minute quadrangle map is recommended. **ADDED LOCATION MAP**
- ii. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the Property will be served by the City water system. Provide documentation from Aqua Water that there is an adequate supply available. **SUBMITTED AQUA WATER LETTER**
- iii. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat. Show this easement on the plat. **ADDED ONCOR EASEMENT TO PLAT DOCUMENT NO. 2024060065**
- iv. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of a septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval. (Once approval is granted from Travis County for the septic system this comment will be sufficient)
- v. Add the property line to the legend. **ADDED PROPERTY LINE TO LEGEND**
- vi. Provide "Performance and maintenance guarantees as required by the city" in the notes. **ADDED NOTE TO PLAT**
- vii. Is ROW going to be dedicated to Schmidt Loop? Provide the ROW width for Schmidt Loop. **CONTACTED Scott Dunlop regarding this at sdunlop@manortx.gov**
- viii. The proposed location of sidewalks for each street, is to be shown as a dotted line inside the proposed right-of-way lines. **CONTACTED Scott Dunlop regarding this at sdunlop@manortx.gov**
- ix. Reminder to provide engineer and surveyor seals in conjunction with the signing of the certification requirements
- x. Felix Paiz is the current chairperson for the City of Manor. **ADDED INFORMATION TO PLAT**
- xi. The City of Manor is in Travis County, not Williamson. **CORRECTED PLAT**
- xii. Clerk of Travis County is Dyana Limon-Mercado, not Yesenia Espinoza **CORRECTED PLAT**

September 26, 2025

City of Manor – Planning Department

Attn: Case Planner – Gomez Subdivision (Permit No. 2024-P-1620-SF)

RE: Response to Plat Comments – Gomez Subdivision (Short Form Final Plat)
Permit No. 2024-P-1620-SF

To Whom It May Concern,

Please accept this letter as formal response to the redline comments provided on our Draft 1 submittal of the Gomez Subdivision Short Form Final Plat. The following changes have been made or addressed in accordance with your comments:



GENERAL PLAT CORRECTIONS

Comment vii:

Is R.O.W. being dedicated to Schmidt Loop. Provide width for Schmidt Loop. Comment response mentioned Scott Dunlop. He is no longer with the City. Provide a response to the comment.

Response: No R.O.W is being given to Schmidth Loop
The existing R.O.W. of Schmidt Loop shown as 82.08' on the North line and 81.38' on the South line. Email from Scott Dunlop provided with comment about the approval of the shape of the lots.

Comment xiv:

Travis County RECORDATION BLOCK is missing from the plat.

Added Travis County Blocks to map.

Comment xvi:

Provide documentation regarding discussion with Scott Dunlop in regards to comment responses stating he was contacted.

Emails provided with Scott Dunlop email.

Comment xvii:

A tax certificate showing all 2024 taxes have been paid needs to be submitted.

Paid Tax Certificate is submitted.

Comment xviii:

Submit a comment response letter addressing all the remaining comments.

Response Letter is submitted.

Comment xix:

Submit only one short form final plat. The most up to date plat should be submitted.

Up to date short form final plat is submitted.

Comment xx:

Provide documentation that Aqua WSC can service this site.

Documentation that Aqua WSC can service this site is provided.



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Original Date: Tuesday, February 5, 2026

Revised: March 5, 2026

BETH ANN FOREST
FOREST SURVEYING AND MAPPING
1002 ASH ST
GEORGETOWN 78626
bethann@forestsurveying.com

Permit Number 2024-P-1620-SF

Job Address: 15509 SCHMIDT LOOP, MANOR 78653

REVISED

Dear BETH ANN FOREST,

We have conducted a review of the final plat for the above-referenced project, submitted by BETH ANN FOREST and received by our office on January 06, 2026, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

This plat shall be considered conditionally approved, contingent upon the Planning and Zoning Commission's approval of all variances associated with the proposed plat.

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 blue ink that reads 'Pauline M. Gray'.

Pauline Gray, P.E.
Senior Lead AES
GBA



2/25/2026

City of Manor Development Services Notification for a Subdivision Short Form Final Plat

Project Name: Gomez Subdivision Short Form Final Plat
Case Number: 2024-P-1620-SF
Case Manager: Annemarie Felfe
Contact: afelfe@manortx.gov – 512-215-8262

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Short Form Final Plat for Gomez Subdivision. Subdivision Short Form Final Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Short Form Final Plat for Gomez Subdivision, two (2) lots on 2.407 acres, more or less, and being TCAD parcels 547924 and 843742 also known as 15507 and 15509 Schmidt Loop, Manor, TX.

Applicant: Forest Surveying & Mapping
Owner: Margarita Arroyo Gomez

The Planning and Zoning Commission will meet at 6:30PM on March 11, 2026, at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Short Form Final Plat has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to complying with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 10 business days prior to the meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov.

105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
(T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG

VICTOR GARCIA
15506 SCHMIDT LOOP
MANOR, TX 78653

DALTON H. WALLACE
9505 JOHNNY MORRIS RD
AUSTIN, TX 78724

MARIA R. GARCIA
16440 AVENTURA AVE.
PFLUGERVILLE, TX 78660

JOHN D. LAWRENCE & GUYNELL P.
LAWRENCE
P.O. BOX 1157
MANOR, TX 78653

DIANA ALONZO RESENDIZ & VILLEGAS
VAZQUEZ SANTOS
249 PRIVATE RD 947
TAYLOR, TX 76574

BULMERO ALMANZA & ESPERANZA
ALMANZA
15501 SCHMIDT LOOP
MANOR, TX 78653



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Scott Dunlop, Assistant Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Short Form Final Plat of a Replat of Lot 14, Block F, Phase 2 Lagos Subdivision, being two (2) lots on 3.612 acres of land, more or less, and being located near the intersection of N. FM 973 and E. Brenham St, Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: 706 Investments Partnership, LTD

BACKGROUND/SUMMARY:

This lot was platted with Lagos Phase 2 as a 3.612-acre commercial lot. This plat divides the single lot into 2 lots, with them being 2.307 acres and 1.305 acres, respectively. Their commercial zoning designation in the Lagos PUD remains the same. This plat has been approved by city engineering and meets the requirements of the city's subdivision code.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Plat
- Aerial image
- Engineering comments
- Conformance letter

- Notice
- Mailing Labels

ACTIONS:

<i>Discretion</i>	Non-Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Approve, Approve with Conditions, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Short Form Final Plat of a Replat of Lot 14, Block F, Phase 2 Lagos Subdivision, being two (2) lots on 3.612 acres of land, more or less, and being located near the intersection of N. FM 973 and E. Brenham St, Manor, TX.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

September 24, 2025

City of Manor
Development Services Department
105 E. Eggleston St.
P.O. Box 387
Manor, Texas 78653

**Re: Letter of Intent – Lagos Manor Phase 2 Lot 14 Replat
The Brenham (Lot 15 & 16)
Manor, Texas 78653**

To Whom It May Concern:

Please accept this Letter of Intent for the above referenced project. The proposed “The Brenham” development is located at the intersection of FM 973 and Blake Manor Road in Manor, TX. The existing property (Lot 14, Block F of Lagos Manor Phase 2) proposes to be subdivided into two lots, Lot 15 & 16.

The property is within the Manor City Limits and is platted, Doc No. 202100127. The owner/developer intends to subdivide Lot 14 into two lots. Water & wastewater utility services will be extended to each lot by The Brenham’s Site Development Plan. Detention will be provided by the Lagos Manor development.

If you have any questions or comments regarding this request, please contact me at 512-418-4508.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



AC Steadman, P.E.
Project Manager



1500 County Road 269
Leander, TX 78641

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

Date: Thursday, October 30, 2025

AC Steadman
Kimley-Horn
10814 Jollyville Road, Building IV, Suite 200
Austin TX 78759
ac.steadman@kimley-horn.com

Permit Number 2025-P-1764-SF
Job Address: , , LA.

Dear AC Steadman,

The first submittal of the Replat Lagos Manor Phase 2 (*Short Form Final Plat*) submitted by Kimley-Horn and received on December 09, 2025, 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. Is additional R.O.W. being dedicated to Blake Manor Road? If so, provide the ROW width. Called-out sections along the property line will be sufficient.
- ii. Using the state plane, provide x and y coordinate systems for four (4) property corners. Only two (2) are provided.
- iii. Provide the location of building setback lines indicated by dashed lines on the plat. As per the Manor Code of Ordinance Chapter 14 Section 14.02.007.
- iv. Provide the proposed location of sidewalks for each street (FM973 and Blake Manor Road), to be shown as a dotted line inside the proposed right-of-way lines.
- v. For this site location, Blake Manor Road turns into E Brenham St. Adjust on the plat.
- vi. Provide a copy of the deed restriction or covenants, if such documents are applicable.
- vii. Acknowledge that the seal of the surveyor and engineer will be required for final acceptance.
- viii. The current chairperson is Felix Paiz.
- ix. Note 3 references the 10' Public utility and sidewalk easement adjacent to all streets. Please show and call out this easement.

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

Tyler Shows
Staff Engineer
GBA



December 5th, 2025

Tyler Shows
GBA
1500 County Road 269
Leander, Texas 78641

**RE: Permit Number 2025-P-1764-SF
Replat Lagos Manor Phase 2 – The Brenham
1st Review Comments**

Dear Tyler Shows

Please accept this **Comment Response Letter** in reply to GBA's review, dated October 30, 2025. Original comments have been included for reference. Kimley-Horn responses are listed in **red**.

1. Is additional R.O.W. being dedicated to Blake Manor Road? If so, provide the ROW width. Called-out sections along the property line will be sufficient.

Response: *No, 50' of additional ROW was already dedicated by Doc #202100127. This is shown on the plat.*

2. Using the state plane, provide x and y coordinate systems for four (4) property corners. Only two (2) are provided.

Response: *X,Y Coordinates have been added. Thank you!*

3. Provide the location of building setback lines indicated by dashed lines on the plat. As per the Manor Code of Ordinance Chapter 14 Section 14.02.007.

Response: *Building setback lines ("BSL" on plat) are shown, per PUD Zoning.*

4. Provide the proposed location of sidewalks for each street (FM973 and Blake Manor Road), to be shown as a dotted line inside the proposed right-of-way lines.

Response: *Existing/Proposed sidewalk locations are shown.*

5. For this site location, Blake Manor Road turns into E Brenham St. Adjust on the plat.

Response: *Street name has been updated, thank you!*

6. Provide a copy of the deed restriction or covenants, if such documents are applicable.

Response: Recorded Final Plat for the property is Doc No. 202100127, Lagos Manor Phase 2

7. Acknowledge that the seal of the surveyor and engineer will be required for final acceptance.

Response: Noted, we will provide for final acceptance.

8. The current chairperson is Felix Paiz.

Response: Updated, thank you!

9. Note 3 references the 10' Public utility and sidewalk easement adjacent to all streets. Please show and call out this easement.

Response: PUE shown.

Should you have any questions or require additional information, please feel free to contact me directly.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



AC Steadman, P.E.
(512)418-4508
ac.steadman@kimley-horn.com



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Monday, January 26, 2026

AC Steadman
Kimley-Horn
10814 Jollyville Road, Building IV, Suite 200
Austin TX 78759
ac.steadman@kimley-horn.com

Permit Number 2025-P-1764-SF
Job Address: ,

Dear AC Steadman,

We have conducted a review of the final plat for the above-referenced project, submitted by AC Steadman and received by our office on December 09, 2025, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

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 blue ink that reads 'Pauline M. Gray'.

Pauline Gray, P.E.
Lead AES
GBA



2/25/2026

City of Manor Development Services Notification for a Subdivision Short Form Final Plat

Project Name: Lagos Manor Phase 2 Short Form Final Plat
Case Number: 2025-P-1764-SF
Case Manager: Annemarie Felfe
Contact: afelfe@manortx.gov – 512-215-8262

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Short Form Final Plat for Lagos Manor Phase 2. Subdivision Short Form Final Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Short Form Final Plat of a Replat of Lot 14, Block F, Phase 2 Lagos Subdivision, being two (2) lots on 3.612 acres of land, more or less, and being located near 12131 ½ N FM 973 Rd, Manor, TX.

Applicant: Kimley-Horn & Associates
Owner: 706 Investments Partnership, LTD

The Planning and Zoning Commission will meet at 6:30PM on March 11, 2026, at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Short Form Final Plat has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to complying with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 10 business days prior to the meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov.

105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
(T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG

CORTES OMAR DIAZ & IVETTE AGUILAR
RODRIGUEZ
705 GOODSPEED PKWY
PFLUGERVILLE, TX 78660-2350

CASTILLO ERIK & MA CARMELITA
CARBAJAL URQUIZA
309 E BRENHAM ST
MANOR, TX 78653-5359

12130 FM 973 LLC
1910 FAR GALLANT DR
AUSTIN, TX 78746-1806

SEPECO
PO BOX 170309
AUSTIN, TX 78717-0019

LAGOS MANOR DEVELOPMENT LLC
(1890117)
PO BOX 17008
AUSTIN, TX 78760-7008

KERLIN SUSAN K
2011 RACHEL RDG
CEDAR PARK, TX 78613-1477

SAVINOVICH SASHA
12904 CERRO CASTELLAN TRCE
MANOR, TX 78653-2595

CASTILLO MARTIN & MARIA
309 E BRENHAM ST
MANOR, TX 78653-5359

JONES MABEL & MARY LEE MOORE &
TISHA WHITE
1917 MORGAN WAY
MIDLAND, TX 79705-7833

PORRAS JONATHAN LEE
13012 TEXANNA TRL
MANOR, TX 78653-2594

YENDLURI SAI SHEETAL
13016 TEXANA TRL
MANOR, TX 78653-2594

FABIANI-BENDICHO LUIS & DENISE
FABIANI
13080 TEXANA TRL
MANOR, TX 78653

ZAVALA ANALILIA H
5806 J F K DR
AUSTIN, TX 78724-8536

ANDREWS JOSEPH A & PUSHPAJA
VARGHESE
12900 CEMO CASTELLAN TRCE
MANOR, TX 78653

ORTIZ ENEDINA LEDESMA
PO BOX 114
MANOR, TX 78653-0114

CORONADO RUBEN
209 MALDONADO TRL
DEL VALLE, TX 78617-5472

706 INVESTMENT PARTNERSHIP LTD
9900 US HIGHWAY 290 E
MANOR, TX 78653-9720



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Subdivision Preliminary Plat for Manor Heights Phase 7 and 8 being two hundred seventy-two (272) lots on 72.33 acres, more or less, and being TCAD parcels 248121 and 993489 also known as 13354 and 13358 Old Kimbro Rd, Manor, TX.

Applicant: Kimley-Horn & Associates

Owner: Forestar (USA) Real Estate Group, Inc.

BACKGROUND/SUMMARY:

Manor Heights Phases 7 & 8 were contemplated in the Development agreement to be added to the PUD from the project's inception. The PUD was updated by ordinance 790 on June 18th, 2025, to include the subject tracts in the provided preliminary plat. There are 260 residential lots, 11 open space lots, and a city park lot. This plat has been approved by city engineering and meets the requirements of the city's subdivision code.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of intent
- Preliminary Plat
- Engineer comments and responses

- Conformance letter
- Public notice
- Mailing labels

ACTIONS:

<i>Discretion</i>	Non-Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Approve, Approve with Conditions, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Preliminary Plat for Manor Heights Phase 7 and 8 being two hundred seventy-two (272) lots on 72.33 acres, more or less, and being TCAD parcels 248121 and 993489 also known as 13354 and 13358 Old Kimbro Rd, Manor, TX.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



February 19th, 2025

City of Manor
Planning and Development Review Department
105 E. Eggleston Street
Manor, Texas 78653

■
10814 Jollyville Road
Building IV, Suite 200
Austin, Texas
78759

**Re: *Summary Letter – Manor Heights Phase 7-8
Preliminary Plat Application
Northwest intersection of Old Kimbro Rd and Highway 290.
Manor, Texas 78653***

To Whom It May Concern:

Please accept this summary letter for the above referenced project. The Manor Heights community is located north of Highway 290, northeast of the intersection of Old Kimbro Road and Highway 290. The site is in the City of Manor, Travis County. The existing property is undeveloped and totals approximately 72.29 acres. Manor Heights Phase 7 & 8 encompass approximately 38.25 and 34.04 acres respectively of the total property.

The proposed improvements include 159 residential lots in Phase 7 and 100 residential lots in Phase 8. The development also comprises streets, sidewalk, storm sewer, water, wastewater, and other associated site improvements. This project is located within the Cottonwood Creek watershed of the Colorado River basin.

A portion of the site is in the Federal Emergency Management Agency's 100-year floodplain per Flood Insurance Rate Map 48453C0505H, effective 09/26/2008, Travis County, Texas and unincorporated areas.

A detention waiver has been prepared by Kimley-Horn. After analyzing the overall area contributing to the floodplain on site, it has been determined that detention should not be required as proposed flows do not have a negative impact on flows downstream. The Detention Waiver has been attached as a part of this submittal with additional supporting information.

If you have any questions or comments regarding this request, please contact me at 512-996-2391.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink that reads "Alexandro E. Granados River".

Alex Granados, P.E.



1500 County Road 269
Leander, TX 78641

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

Date: Tuesday, May 20, 2025

Elliot Condos
Forestar (USA) Real Estate Group, Inc.
10700 Pecan Park Blvd. Ste. 150
Austin TX 78750
ElliotCondos@forestar.com

Permit Number 2025-P-1724-PP
Job Address: Old Kimbro Road, Manor, TX. 78653

Dear Elliot Condos,

The first submittal of the Manor Heights Phase 7 and 8 preliminary plat (*Preliminary Plan*) submitted by Forestar (USA) Real Estate Group, Inc. and received on January 12, 2026, 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. ~~Preliminary Plats shall be provided and drawn on eighteen by twenty four inch (18"x24") sheets.~~
- ii. ~~Existing Conditions.~~
 - a. ~~Provide the 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 traverses the subdivision or is contiguous to the subdivision boundary. (North side of the northern property is the edge of the city limits)~~
- iii. **Tree survey**
 - a. ~~Correct the mitigation ratio to follow the current City of Manor Ordinance. As per Manor Code of Ordinance Chapter 15, section 15.03.036 (d). All trees removed are mitigated at a 50% ratio.~~
 1. ~~Class 1: Unprotected trees—Trees with DBH < 8 inches (unless tree was planted to satisfy requirements of this chapter) **Ratio: N/A**~~
 2. ~~Class 2: Protected trees with DBH 8—17.99 inches and trees planted to satisfy the requirements of this chapter **Ratio: 1:1**~~
 3. ~~Class 3: Protected trees with DBH 18—24.99 inches **Ratio: 2:1**~~
 4. ~~Class 4: Protected trees with DBH 25 inches or greater (not Heritage Species) **Ratio: 2.5:1**~~
 5. ~~Class 5: Heritage tree—Protected trees with DBH 25 inches or greater **Ratio: 3:1**~~
 - b. ~~Provide the approved variance for Cottonwood, Hackberry, and Mesquite trees being mitigated at 50%. An approved note is not sufficient; a variance is required.~~
 - c. ~~When was this tree survey conducted? Provide a date. A tree survey is only valid for 5 years. As per City of Austin tree and natural area preservation 3.1.0~~
 - d. **City Ordinance requires that replacement trees be shown on the preliminary plat. Provide location for the proposed trees that will be located along Liberty Bell Boulevard. Trees proposed to be on single family lots do not need to be shown.**
- iv. ~~Provide a reviewed and approved TIA.~~
 - a. ~~Traffic Impact Analysis (TIA), consistent with the City of Austin Transportation Criteria Manual. A scoping meeting must be conducted with City Staff prior to assembly of the TIA document.~~
- v. ~~Provide a reviewed and approved concept plan.~~
 - a. ~~Preliminary Plat can't be approved until the concept plan is approved.~~
- vi. ~~A summary letter stating briefly the type of street surfacing, drainage, water, and wastewater facilities proposed, and declaring the intent to either dedicate park land or pay fees in lieu of said dedication if such dedication or fees apply.~~
 - a. ~~The current engineering report only refers to drainage.~~

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,



5/20/2025 3:50:04 PM
Manor Heights Phase 7 and 8 preliminary plat
2025-P-1724-PP
Page 3

Tyler Shows
Staff Engineer
GBA

Item 9.



July 8, 2025

Tyler Shows
Senior Engineer
GBA
1500 County Road 269
Leander, TX 78641

RE: Permit Number: 2025-P-1724-PP
Job Address: Old Kimbro Road, Manor, TX. 78653

Dear Tyler Shows:

Please accept this **Comment Response Letter** in reply to your review, dated May 20th, 2025, of the first submittal of the *Manor Heights Phase 7 & 8 Preliminary Plan* submitted on April 23rd, 2025. Original comments have been included below for reference. Kimley-Horn's responses are in red.

Engineer Review:

1. Preliminary Plats shall be provided and drawn on eighteen by twenty-four inch (18"x24") sheets.

Response: Per discussion with city staff, a sheet size of 24" x 36" has been deemed sufficient for the Preliminary Plat.

2. Existing Conditions.
 - a. Provide the 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 traverses the subdivision or is contiguous to the subdivision boundary. (North side of the northern property is the edge of the city limits)

Response: Manor city limits and ETJ have been provided and labeled on the existing conditions sheet as requested.

3. Tree survey
 - a. Correct the mitigation ratio to follow the current City of Manor Ordinance. As per Manor Code of Ordinance Chapter 15, section 15.03.036 (d). All trees removed are mitigated at a 50% ratio.
 - i. Class 1: Unprotected trees — Trees with DBH < 8 inches (unless tree was planted to satisfy requirements of this chapter) Ratio: N/A
 - ii. Class 2: Protected trees with DBH 8—17.99 inches and trees planted to satisfy the requirements of this chapter Ratio: 1:1
 - iii. Class 3: Protected trees with DBH 18—24.99 inches Ratio: 2:1

- iv. Class 4: Protected trees with DBH 25 inches or greater (not Heritage Species) Ratio: 2.5:1
- v. Class 5: Heritage tree—Protected trees with DBH 25 inches or greater Ratio: 3:1

Response: The correct mitigation ratios have been provided per the current City of Manor Code of Ordinance Chapter 15, section 15.03.036 (d) for all trees that are not subject to the tree ordinance specified in the approved PUD (Cottonwood, Hackberry, and Mesquite trees). The total mitigation required for Phases 7 & 8 is now 1,212 caliper inches. Two 2-inch trees will be planted per residential home proposed, accounting for 1,040 caliper inches. The mitigation for the remaining 172 inches will be fulfilled within the landscape lots along Liberty Bell Boulevard in the Manor Heights Phase 8 plans.

- b. Provide the approved variance for Cottonwood, Hackberry, and Mesquite trees being mitigated at 50%. An approved note is not sufficient; a variance is required.

Response: The development is subject to the old tree ordinance per the approved PUD. Per discussion with the city, the note on the Preliminary Plat has been deemed sufficient.

- c. When was this tree survey conducted? Provide a date. A tree survey is only valid for 5 years. As per City of Austin tree and natural area preservation 3.1.0

Response: The tree survey was conducted in June 2024 and remains valid, as per the City of Austin Code. Per discussion with the city, the tree survey comment has been cleared.

- 4. Provide a reviewed and approved TIA.
 - a. Traffic Impact Analysis (TIA), consistent with the City of Austin Transportation Criteria Manual. A scoping meeting must be conducted with City Staff prior to assembly of the TIA document.

Response: Nagle Tract TIA was reviewed and approved with the approved PUD amendment.

- 5. Provide a reviewed and approved concept plan.
 - a. Preliminary Plat can't be approved until the concept plan is approved.

Response: Acknowledged. The concept plan has been approved by staff and is awaiting signatures from P&Z and Council in July.

6. A summary letter stating briefly the type of street surfacing, drainage, water, and wastewater facilities proposed, and declaring the intent to either dedicate park land or pay fees-in-lieu of said dedication if such dedication or fees apply.
 - a. The current engineering report only refers to drainage.

Response: Type of street surfacing, water, wastewater, and parkland dedication have been included in the Engineer's Report as requested. Please see the updated Engineer's Report included in the submittal package.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Sarah Starkey, P.E.
(512)-617-8504
sarah.starkey@kimley-horn.com



January 9, 2026

Pauline Gray
Senior Engineer
GBA
1500 County Road 269
Leander, TX 78641

RE: Permit Number: 2025-P-1724-PP
Job Address: Old Kimbro Road, Manor, TX. 78653

Dear Pauline Gray:

Please accept this **Comment Response Letter** in reply to your review, dated August 6th, 2025, of the second submittal of the *Manor Heights Phase 7 & 8 Preliminary Plan* submitted on July 9th, 2025. Original comments have been included below for reference. Kimley-Horn's responses are in red.

Engineer Review:

- ~~1. Preliminary Plats shall be provided and drawn on eighteen by twenty four inch (18"x24") sheets.~~
- ~~2. Existing Conditions.~~
 - ~~a. Provide the 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 traverses the subdivision or is contiguous to the subdivision boundary. (North side of the northern property is the edge of the city limits)~~
3. Tree survey
 - ~~a. Correct the mitigation ratio to follow the current City of Manor Ordinance. As per Manor Code of Ordinance Chapter 15, section 15.03.036 (d). All trees removed are mitigated at a 50% ratio.~~
 - ~~i. Class 1: Unprotected trees — Trees with DBH < 8 inches (unless tree was planted to satisfy requirements of this chapter) Ratio: N/A~~
 - ~~ii. Class 2: Protected trees with DBH 8 — 17.99 inches and trees planted to satisfy the requirements of this chapter Ratio: 1:1~~
 - ~~iii. Class 3: Protected trees with DBH 18 — 24.99 inches Ratio: 2:1~~
 - ~~iv. Class 4: Protected trees with DBH 25 inches or greater (not Heritage Species) Ratio: 2.5:1~~
 - ~~v. Class 5: Heritage tree — Protected trees with DBH 25 inches or greater Ratio: 3:1~~
 - ~~b. Provide the approved variance for Cottonwood, Hackberry, and Mesquite trees being mitigated at 50%. An approved note is not sufficient; a variance is required.~~

~~c. When was this tree survey conducted? Provide a date. A tree survey is only valid for 5 years. As per City of Austin tree and natural area preservation 3.1.0~~

d. City Ordinance requires that replacement trees be shown on the preliminary plat. Provide location for the proposed trees that will be located along Liberty Bell Boulevard. Trees proposed to be on single family lots do not need to be shown.

Response: A preliminary Tree Planting Plan has been added to the preliminary plat showing the location of the proposed additional tree locations outside of the single-family lots, please see sheet 4. Final size and location of trees to be determined by the final landscaping plans.

~~4. Provide a reviewed and approved TIA.~~

~~a. Traffic Impact Analysis (TIA), consistent with the City of Austin Transportation Criteria Manual. A scoping meeting must be conducted with City Staff prior to assembly of the TIA document.~~

~~5. Provide a reviewed and approved concept plan.~~

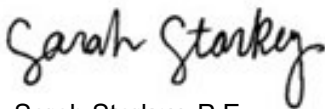
~~a. Preliminary Plat can't be approved until the concept plan is approved.~~

~~6. A summary letter stating briefly the type of street surfacing, drainage, water, and wastewater facilities proposed, and declaring the intent to either dedicate park land or pay fees in lieu of said dedication if such dedication or fees apply.~~

~~a. The current engineering report only refers to drainage.~~

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Sarah Starkey, P.E.
(512)-617-8504
sarah.starkey@kimley-horn.com



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Friday, February 6, 2026

Alex Granados
Kimley-Horn
501 South Austin Ave. Suite 1310
Georgetown TX 78626
alex.granados@kimley-horn.com

Permit Number 2025-P-1724-PP
Job Address: Old Kimbro Road, Manor 78653

Dear Alex Granados,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Elliot Condos and received by our office on January 12, 2026, 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 cover sheet to Michael Burrell at the City of Manor for signatures. A copy of the signed cover sheet 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 blue ink that reads 'Pauline M. Gray'.

Pauline Gray, P.E.
Lead AES
GBA



2/25/2026

City of Manor Development Services Notification for a Subdivision Preliminary Plat

Project Name: Manor Heights (Carillon) Phase 7 and 8 Subdivision Preliminary Plat
Case Number: 2025-P-1724-PP
Case Manager: Annemarie Felfe
Contact: afelfe@manortx.gov – 512-215-8262

The City of Manor Planning and Zoning Commission will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat for Manor Heights (Carillon) Phase 7 and 8. Subdivision Preliminary Plats that meet the city's requirements are required to be approved by the Planning and Zoning Commission. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Subdivision Preliminary Plat for Manor Heights Phase 7 and 8 being two hundred seventy-two (272) lots on 72.33 acres, more or less, and being TCAD parcels 248121 and 993489 also known as 13354 and 13358 Old Kimbro Rd, Manor, TX.

Applicant: Kimley-Horn & Associates
Owner: Forestar (USA) Real Estate Group, Inc.

The Planning and Zoning Commission will meet at 6:30PM on March 11, 2026 at 105 East Eggleston Street in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this Subdivision Preliminary Plat has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners during the discussion of this item.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to complying with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 10 business days prior to the meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov.

105 E. EGGLESTON STREET • P.O. BOX 387 • MANOR, TEXAS 78653
(T) 512.272.5555 • (F) 512.272.8636 • WWW.CITYOFMANOR.ORG

FRANCISCO DOMINGUEZ JAIMES
11606 AUST TEX ACRES LN
MANOR, TX 78653-3644

SALAS ISIDORO RODRIGUEZ AND
OSCAR GERARDO MACEDO
11900 BRIARCREEK LOOP
MANOR, TX 78653

SCHAFFER DENNIS D
2616 BUTLER WAY
ROUND ROCK, TX 78665-3852

FAY WALTER F
7405 CHISOS PASS
AUSTIN, TX 78724-3205

TIFFANY BRICK CO LP
300 E JOHN CARPENTER FWY
STE 1645 IRVING TX, 75062-2772

FORESTAR USA REAL ESTATE
2221 E LAMAR BLVD STE 790
ARLINGTON, TX 76006-7429

CHESMAR HOMES LLC
3600 W PARMER LN STE 160
AUSTIN, TX 78727-4124

PHELPS FATOUMATA TRAOREGLOUX
14121 MORONEY CV
MANOR, TX 78653-1916

TRYON DARLENE DIANE
14108 MORONEY CV
MANOR, TX 78653-1916

BRIGHTLAND HOMES LTD
1024 S GREENVILLE AVE STE 230
ALLEN, TX 75002-3337

CONTINENTAL HOMES OF
TEXAS LP
10700 PECAN PARK BLVD STE 400
AUSTIN, TX 78750-1447

POTTS CHRISTIAN GARETH
20236 HEINRICH LN
MANOR, TX 78653-3042

AGUILERA ARIEL ALVAREZ
13913 CARPER DR
MANOR, TX 78653

MBAGARIYE COLETTE
13821 CARPER DR
MANOR, TX 78653

DUQUE STATES LLC
4868 E YAGER LN
MANOR, TX 78653

MOE RANDALL JAMES
1 COUNTY ROAD 473
THRALL, TX 76578-8797

SON DAU TRUST
5516 HWY 71 E RICHARD C KING
CEDAR CREEK, TX 78612-3940

GG B2R PECAN CARILLON LP
351 KIG ST E STE 1300
TORONTO, ON

MIZERO DELPHIN
13712 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

HERNANDEZ FELIX JR
13708 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

RODRIGUEZ ADRIANNA
13704 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

TERRET WILLIAM C
13700 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

TORRES YRIMA L ACOSTA
20701 AKINOSHO LN
MANOR, TX 78653-1918

NGUYEN LE FAMILY TRUST
808 HEDGESTONE WAY
MODESTO, CA 95355-4559

BRIGHT MICHELLE AND CALVIN
13916 HOWSER TRCE
MANOR, TX 78653-2683

ONDOA TANG EMILE JOSEPH
13912 HOWSER TRCE
MANOR, TX 78653-2683

JIMENEZ DIEGO
13908 HOWSER TRCE
MANOR, TX 78653-2683

GARCIA SALVADOR ALEJANDRO
13828 HOWSER TRCE
MANOR, TX 78653-2682

ESCOBAR SANDRA ELENA
13824 HOWSER TRCE
MANOR, TX 78653-2682

MARTINEZ RIGOBERTO JR
13820 HOWSER TRCE
MANOR, TX 78653-2682

UGARTE JOSE V & EVA BENITEZ
14831 BOIS D ARC LN
MANOR, TX 78653-4039

CUNNINGHAM PATRICK JOSEPH
14012 MORONEY CV
MANOR, TX 78653

SZYLLER ALAIN HERBERT
20716 ROWSTON MANOR LN
MANOR, TX 78653-1917

NGUYEN KHOA & TRISHA
13816 HOWSER TRCE
MANOR, TX 78653-2682

RAMIREZ RAUL & EVA LEEANN SOTO
13812 HOWSER TRCE
MANOR, TX 78653-2682

PEREZ ROLANDO LEYVA
13808 HOWSER TRCE
MANOR, TX 78653-2682

ZUNIGA EDGAR ROJO
20712 ROWSTON MANOR LN
MANOR, TX 78653-1917

ARANDA PETER
20708 ROWSTON MANOR LN
MANOR, TX 78653-1917

PHUNG UYEN BAO
20700 JORDYN STERLING ST
MANOR, TX 78653-1913

VIRGUEZ RHICHARD ALEXIS
20436 GILLBRAND RD
MANOR, TX 78653-3037

GONZALEZ LUIS GERARDO
20232 HEINRICH LN
MANOR, TX 78653

SOOMRO RAHMAN & REHANA
13925 CARPER DR
MANOR, TX 78653

AMATON DAVID JUNIOR
13804 HOWSER TRCE
MANOR, TX 78653-2682

OGUNDARE OLUSENSAN O & TITILOLA O
13800 HOWSER TRCE
MANOR, TX 78653-2682

ONTIVEROS JORGE LUIS TRUJILLO
13728 HOWSER TRCE
MANOR, TX 78653-2681

DENOVA ABIGAIL LOPEZ
13917 CARPER DR
MANOR, TX 78653-3039

PEREZ DANIEL
12200 JOHNSON RD
MANOR, TX 78653-4002

ALBA EDUARDO
13712 HOWSER TRCE
MANOR, TX 78653-2681

VARELA JORGE MANUEL DELGADO
13716 HOWSER TRCE
MANOR, TX 78653-2681

OUSMANE & HADJA SIRA DIALLO
13720 HOWSER TRCE
MANOR, TX 78653-2681

BAUTISTA PEDRO
13724 HOWSER TRCE
MANOR, TX 78653-2681

JOHNSON YOULANDA EVON & STANLEY E
13924 HOWSER TRCE
MANOR, TX 78653-2683

MORENO ROBERTO JR & ANAYSSA
20705 AKINOSHO LN
MANOR, TX 78653-1918

GUTIERREZ LAURA MARIE
13705 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

AMOAKO MICHAEL
13709 ANDREW ABERNATHY PASS
MAOR, TX 78653-1903

GONZALEZ RODOLFO OTANO
13713 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

CHAN EDGAR ELICEO JUAREZ
13717 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

GONZALEZ CELSO VASQUEZ
13904 HOWSER TRCE
MANOR, TX 78653-2683

NUNEZ NESTER LOPEZ
13900 HOWSER TRCE
MANOR, TX 78653-2683

HERNANDEZ-CORNEJO OLGA MICHELLE
13832 HOWSER TRCE
MANOR, TX 78653-2682

THAPA NAVADIP & POOJA MAHAT
13716 ANDREW ABERNATHY PASS
MANOR, TX 78653-1903

AKBARI MOHAMMAD
13800 ANDREW ABERNATHY PASS
MANOR, TX 78653-1904

GONZALEZ JULIO CESAR
13804 ANDREW ABERNATHY PASS
MANOR, TX 78653

NUNEZ ISRAEL JR & HEIDY MARTINEZ
13808 ANDREW ABERNATHY PASS
MANOR, TX 78653-1904

MIER DAVID & ELIZABETH
13812 ANDREW ABERNATHY PASS
MANOR, TX 78653

MENDONCA MARCILIO
13816 ANDREW ABERNATHY PASS
MANOR, TX 78653-1904



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 11, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Subdivision Final Plat for the Holley-Smith Phase 3, being one hundred and thirty-five (135) lots on 41.707 acres, more or less, and being located generally near the southeast intersection of Anderson Road and Ventura Arbor Lane, Manor, TX.

Applicant: KB Home Lone Star, Inc.

Owner: Carlson, Brigance & Doering, Inc.

BACKGROUND/SUMMARY:

The final plat was previously approved at the December 11, 2024, Planning and Zoning Commission meeting and was on track to be recorded. Revisions to the concept plan and preliminary plat required revisions to the project's final plats as well. The revision to this plat created 11 additional residential lots and altered the layout of the subdivision's streets and lots. There are now 128 residential lots, 4 open space lots, 1 drainage lot, 1 public utility easement lot, and one greenbelt lot within the subdivision. This plat has been approved by city engineering and meets the requirements of the city's subdivision code.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

ACTIONS:

<i>Discretion</i>	Non-Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Approve, Approve with Conditions, postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Final Plat for the Holley-Smith Phase 3, being one hundred and thirty-five (135) lots on 41.707 acres, more or less, and being located generally near the southeast intersection of Anderson Road and Ventura Arbor Lane, Manor, TX.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



January 14, 2026

City of Manor
Development Services Department
Attn: Mr. Michael Burrell, DSD Director
416 Gregg Street
Manor, Texas 78653

RE: Holley-Smith Phase 3 Final Plat
CBD Job # 5411.2 / City of Manor File # 2024-P-1653-FP

Revision 1 Letter of Intent

Dear Mr. Burrell,

On behalf of the owner, Carlson, Brigrance & Doering, Inc. respectfully submits this update to the Holley Smith Phase 3 final plat as a revision to the originally approved application.

The final plat was previously approved at the December 11, 2024 Planning and Zoning Commission meeting and was on track to be recorded. However, our client, KB Home Lone Star, Inc., has now received approval of a revision to the previously approved concept and preliminary plans that result in a slight modification to the street and lot layouts in Phases 2 and 3. There are also an additional eleven (11) single family lots included in Phase 3 (increase from 117 to 128 single family lots in the phase).

The revised application numbers are:

Concept – 2025-P-1759-CP

Preliminary – 2025-P-1760-PP

Instructions provided by staff following a pre-development conference on July 24, 2025 directed the procedure to submit “new” concept and preliminary applications and “updates” to the existing final plat and construction plan applications for Phases 2 and 3. This final plat submittal includes the changes referenced above and match the revision applications recently approved.

Thank you for your time and review of this project. Please let me know if you need any additional information in order to process this update.

Respectfully,

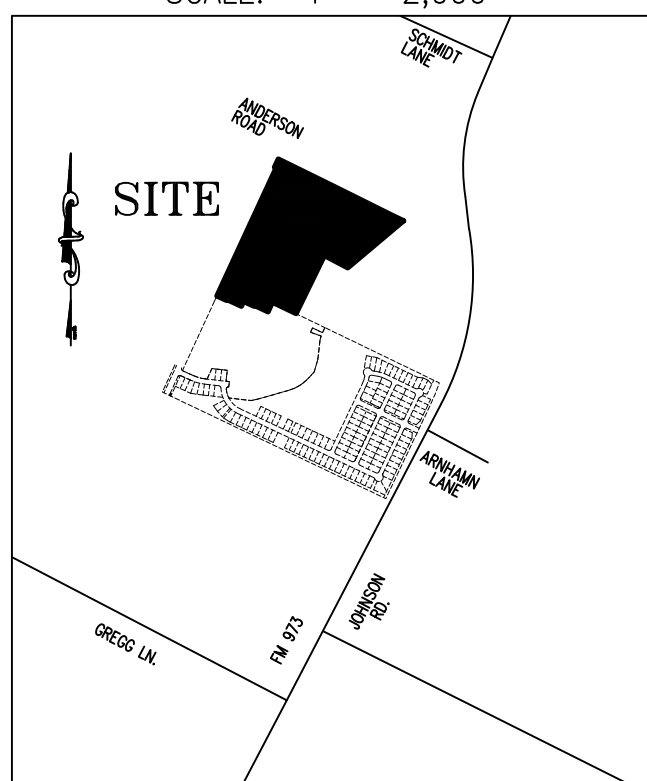
Carlson, Brigrance & Doering, Inc.

Geoff Guerrero
Senior Planner

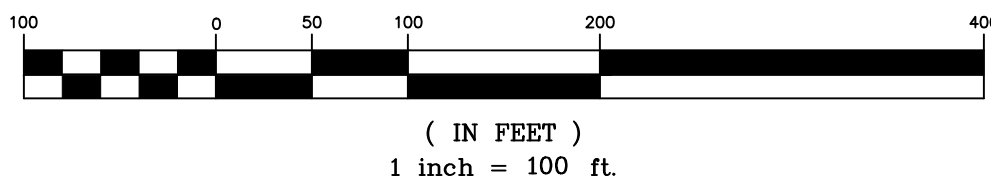
HOLLEY-SMITH PHASE 3

LOCATION MAP

SCALE: 1" = 2,000'



GRAPHIC SCALE



LEGEND

- CAPPED 1/2" IRON ROD SET STAMPED "CBD SETSTONE"
- 1/2" IRON ROD FOUND STAMPED "CBD SETSTONE" (UNLESS NOTED OTHERWISE)
- CONCRETE MONUMENT FOUND
- ⊕ BENCHMARK
- 1 LOT NUMBER
- Ⓢ BLOCK DESIGNATOR
- APPROX. SIDEWALK LOCATION
- 100-YEAR FEMA LINE
- CITY OF MANOR CITY LIMITS/ETJ
- D.E. DRAINAGE EASEMENT
- P.U.E. PUBLIC UTILITY EASEMENT
- B.S.L. BUILDING SETBACK LINE
- L.S.E. LANDSCAPE EASEMENT
- S.W.E. SIDEWALK EASEMENT
- L.S. LANDSCAPE
- H.O.A. HOMEOWNER'S ASSOCIATION
- O.P.R.T.C.T.X. OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS

ENGINEER AND SURVEYOR:
CARLSON, BRIGANCE & DOERING, INC.
5501 WEST WILLIAM CANNON DRIVE
AUSTIN, TEXAS 78749
PHONE: (512) 280-5160

OWNER AND DEVELOPER:
KB HOME LONE STAR, INC.
10800 PECAN PARK, SUITE 200
AUSTIN, TX 78750

DATE: JANUARY 7, 2026
ACREAGE: 41.707 ACRES
SURVEY: SUMNER BACON SURVEY NUMBER 62,
ABSTRACT NUMBER 63

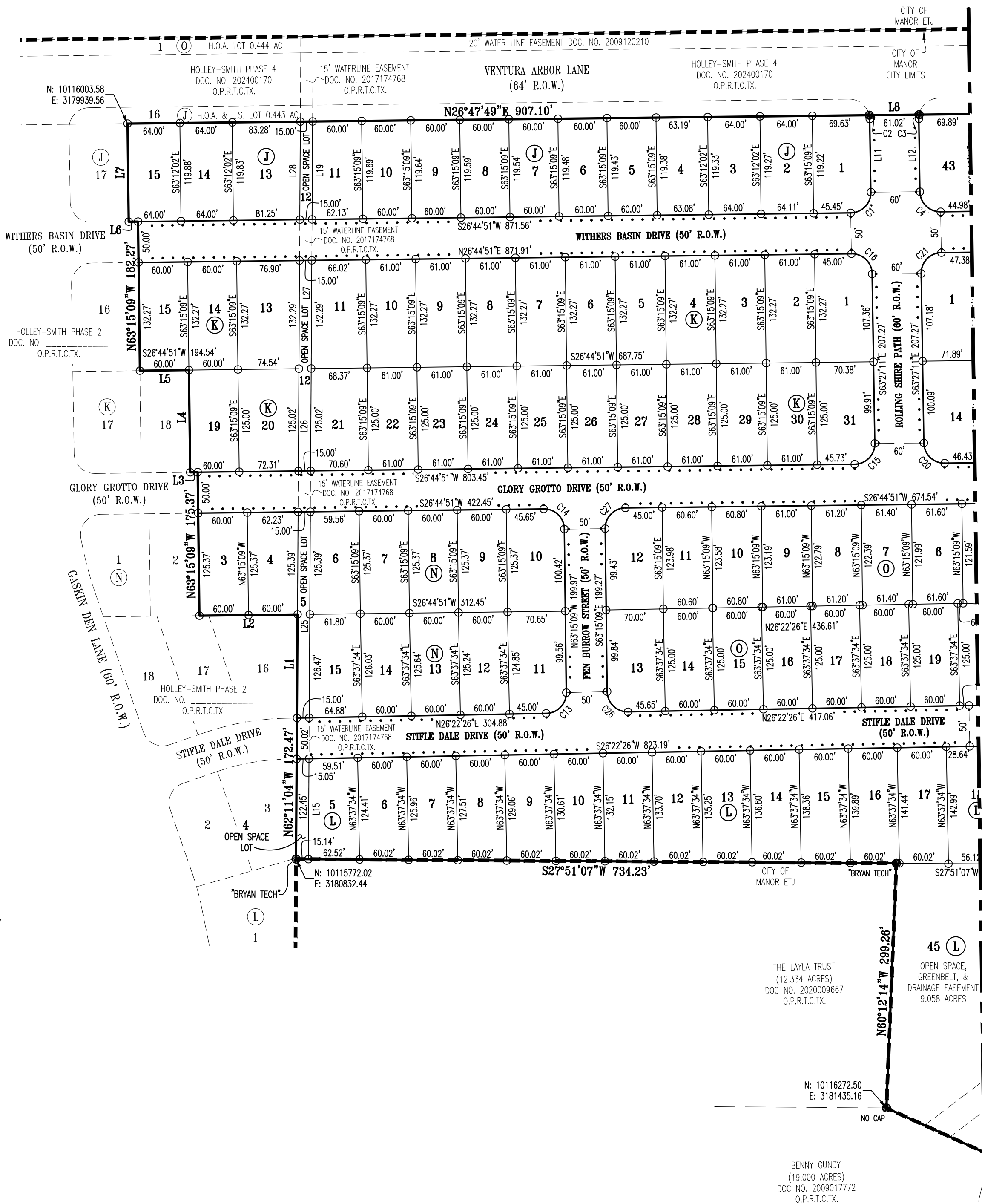
F.E.M.A. MAP NO.: 48453C0295H,
TRAVIS COUNTY, TEXAS
DATED: SEPTEMBER 26, 2008

BENCHMARK NOTES:
#1 - CAPPED 1/2" IRON ROD SET STAMPED "CONTROL"
N: 10,114,414.72
E: 3,182,177.13
ELEV: 558.02' (NAVD '88)

BASIS OF BEARINGS - TEXAS COORDINATE
SYSTEM OF 1983, CENTRAL ZONE (4203)
ELEVATION DATUM - NORTH AMERICAN
VERTICAL DATUM OF 1988 (NAVD '88')

DRAINAGE EASEMENT LOTS:	1
OPEN SPACE\GREENBELT\D.E. LOTS:	1
P.U.E.\L.S.E.\S.W.E. LOTS:	1
OPEN SPACE LOTS:	4
SINGLE FAMILY LOTS:	128
TOTAL LOTS:	135
BLOCKS:	6

STREETS	R.O.W.	L.F.
CAMERON ROAD	R.O.W. VARIES	1,586'
FEN BURROW STREET	50' R.O.W.	300'
GLORY GROTTO DRIVE	50' R.O.W.	1,343'
ROLLING SHIRE PATH	60' R.O.W.	451'
STIFLE DALE DRIVE	50' R.O.W.	1,033'
NARROW DIVIDE DRIVE	50' R.O.W.	732'
WITHERS BASIN DRIVE	50' R.O.W.	1,437'
TOTAL		6,882'



MATCHLINE - SEE SHEET 2

SHEET NO. 1 OF 4

Carlson, Brigance & Doering, Inc.

FIRM ID #F3791 REG. # 10024900

Civil Engineering

5501 West William Cannon

Phone No. (512) 280-5160

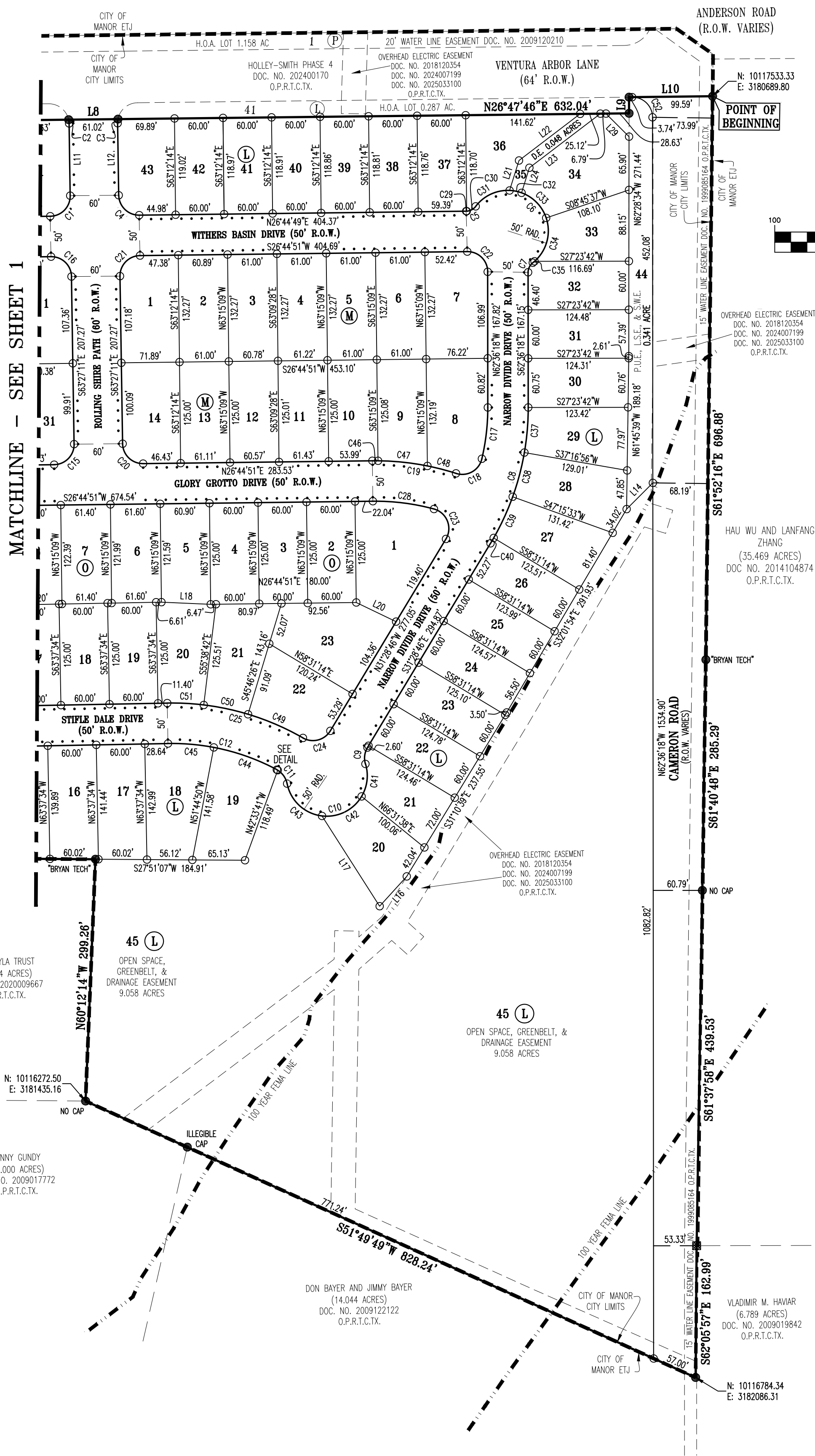
Surveying

Austin, Texas 78749

Fax No. (512) 280-5165

J:\AC3D\5411.3\Survey\PLAT - HOLLEY SMITH PH 3

HOLLEY-SMITH PHASE 3



SHEET NO. 2 OF 4

Carlson, Brigrance & Doering, Inc.
FIRM ID #F3791 REG. # 10024900
Civil Engineering
5501 West William Cannon
Phone No. (512) 280-5160
Surveying
Austin, Texas 78749
Fax No. (512) 280-5165

J:\AC3D\5411.3\Survey\PLAT - HOLLEY SMITH PH 3



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, June 26, 2024

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 W William Cannon DR
Austin TX 78749
geoff@cbdeng.com

Permit Number 2024-P-1653-FP
Job Address: 15200 N FM Rd 973, Manor, TX. 78653

Dear Geoff Guerrero,

The first submittal of the Mustang Valley - holley smith phase 3 - final plat (*Final Plat*) submitted by Carlson, Brigance & Doering, Inc. and received on January 15, 2026, 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. ~~Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.~~
 - a. ~~This area is in the Aqua Water CCN, but the notes have this area served by the City of Manor. Has this area been de-annexed from Aqua water? Provide documentation.~~
 - b. ~~How will this area connect to the City of Manor water system?~~
- ii. ~~How will this system connect to the City of Manor wastewater lines?~~
 - a. ~~Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.~~
- iii. ~~Where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County.~~
- iv. ~~Is ROW being dedicated along Anderson Road? If so, then provide the ROW width for Anderson Road.~~
- v. ~~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 boundaries.~~
- vi. ~~If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easement conform to those approved on the Preliminary Plat.~~
- vii. ~~Provide a copy of the deed.~~
- viii. ~~Provide the following note: Performance and maintenance guarantees as required by the city.~~
- ix. ~~Note that final plats cannot be approved until construction plans are approved.~~
- x. ~~The P&Z Chairperson is Jeffrey Stensland.~~
- xi. ~~Is ROW being dedicated for Cameron Road? The road is shown to be located within the property limits. If ROW is being dedicated, an exact width is required to be shown on the plat. It cannot say ROW width varies.~~

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,



Tyler Shows
Staff Engineer
GBA



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, June 26, 2024

Geoff Guerrero
Carlson, Brigance & Doering, Inc.
5501 W William Cannon DR
Austin TX 78749
geoff@cbdeng.com

Permit Number 2024-P-1653-FP
Job Address: 15200 N FM Rd 973, Manor, TX. 78653

CBD COMMENT RESPONSE

Dear Geoff Guerrero,

The first submittal of the Mustang Valley - holley smith phase 3 - final plat (*Final Plat*) submitted by Carlson, Brigance & Doering, Inc. and received on May 28, 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. Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.
 - a. This area is in the Aqua Water CCN, but the notes have this area served by the City of Manor. Has this area been de-annexed from Aqua water? Provide documentation.
CBD: please refer to the attached de-annexation certification.
 - b. How will this area connect to the City of Manor water system?
CBD: the prior two phases are already being served by the City of Manor. This phase will tie into Phase 2 water system for service.
- ii. How will this system connect to the City of Manor wastewater lines?
 - a. Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.
CBD: the prior two phases are already being served by the City of Manor. This phase will tie into Phase 2 wastewater system for service.
- iii. Where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County.
CBD: please refer to the attached Addressing approval email.
- iv. Is ROW being dedicated along Anderson Road? If so, then provide the ROW width for Anderson Road.
CBD: no ROW for Ventura Arbor Lane (formerly Anderson Rd) is being dedicated with the Phase 3 final plat. The full ROW for Ventura Arbor Lane is being platted with the Holley Smith Phase 4A final plat.
- v. 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 boundaries.
CBD: the city limit line notation has been added to the plat.
- vi. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easements conform to those approved on the Preliminary Plat.

- CBD: all utilities are provided by the City of Manor.*
- vii. Provide a copy of the deed.
CBD: please refer to the attached property deed.
- viii. Provide the following note: Performance and maintenance guarantees as required by the city.
CBD: this has been added as Note 20, Sheet 3.
- ix. Note that final plats cannot be approved until construction plans are approved.

CBD: comment noted, thank you.

6/26/2024 8:26:33 AM

Mustang Valley - holley smith phase 3 - final plat

2024-P-1653-FP

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 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



1500 County Road 269
Leander, TX 78641

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

Date: Thursday, October 17, 2024

Geoff Guerrero
Carlson, Brigrance & Doering, Inc.
5501 W William Cannon DR
Austin TX 78749
geoff@cbdeng.com

Permit Number 2024-P-1653-FP
Job Address: 15200 N FM Rd 973, Manor 78653

Dear Geoff Guerrero,

The subsequent submittal of the Mustang Valley - holley smith phase 3 - final plat submitted by Carlson, Brigrance & Doering, Inc. and received on September 25, 2024, 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. ~~Certification from a registered professional engineer and approval by the State Health Department (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.~~
 - a. ~~This area is in the Aqua Water CCN, but the notes have this area served by the City of Manor. Has this area been de-annexed from Aqua water? Provide documentation.~~
 - b. ~~How will this area connect to the City of Manor water system?~~
- ii. ~~How will this system connect to the City of Manor wastewater lines?~~
 - a. ~~Certification from the County Health District that a subdivision is located in an area which cannot reasonably be served by an organized wastewater collection system and that the use of septic tank or other means of disposal has been approved by the County Health District. Said certificate shall show the limitations, if any, of such approval.~~
- iii. ~~Where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County.~~
- iv. ~~Is ROW being dedicated along Anderson Road? If so, then provide the ROW width for Anderson Road.~~
- v. ~~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 boundaries.~~
- vi. ~~If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property, except that said letters are not required if the easement conform to those approved on the Preliminary Plat.~~
- vii. ~~Provide a copy of the deed.~~
- viii. ~~Provide the following note: Performance and maintenance guarantees as required by the city.~~
- ix. ~~Note that final plats cannot be approved until construction plans are approved.~~
- x. **The P&Z Chairperson is Jeffrey Stensland.**
CBD: the Chair name has been updated.
- xi. **Is ROW being dedicated for Cameron Road? The road is shown to be located within the property limits. If ROW is being dedicated, an exact width is required to be shown on the plat. It cannot say ROW width varies.**
CBD: yes, ROW for future Cameron Road is being dedicated with this plat but not being built with the Phase 3 project. The width of the ROW dedication has been added to the plat and the word "varies" has been removed from the ROW area.

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 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



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Tuesday, February 3, 2026

Geoff Guerrero
Carlson, Brigrance & Doering, Inc.
5501 W William Cannon DR
Austin TX 78749
geoff@cbdeng.com

Permit Number 2024-P-1653-FP
Job Address: 15200 N FM Rd 973, Manor 78653

Dear Geoff Guerrero,

We have conducted a review of the final plat for the above-referenced project, submitted by Geoff Guerrero and received by our office on January 15, 2026, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

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 blue ink that reads 'Pauline M. Gray'.

Pauline Gray, P.E.
Lead AES
GBA