



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

Planning & Zoning Commission Regular Meeting

Wednesday, September 10, 2025 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 the public hearing on a Subdivision Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.**
Applicant: Bowman Consulting Group, LTD
Owner: Tim Kraftson
- 2. Conduct a public hearing on a Subdivision Preliminary Plat for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.**
Applicant: Bowman Consulting Group, LTD
Owner: Tim Kraftson
- 3. Conduct a public hearing on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.**
Applicant: Cristian Garcia
Owner: Maqil Inc.
- 4. Conduct a public hearing on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.**
Applicant: Cristian Garcia
Owner: Maqil 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 August 13, 2025, Planning and Zoning Commission Regular Session.**

REGULAR AGENDA

- 6. Consideration, discussion, and possible action on a Subdivision Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.**
Applicant: Bowman Consulting Group, LTD
Owner: Tim Kraftson

- 7.** Consideration, discussion, and possible action on a Subdivision Preliminary Plat for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.
Applicant: Bowman Consulting Group, LTD
Owner: Tim Kraftson
- 8.** Consideration, discussion, and possible action on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889, also known as 100/102 E Parsons St, Manor, TX, from (DB) Downtown Business to (C-1) Light Commercial.
Applicant: Cristian Garcia
Owner: Maqil Inc.
- 9.** Consideration, discussion, and possible action on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.
Applicant: Cristian Garcia
Owner: Maqil Inc.
- 10.** Consideration, discussion, and possible action on a coordinated sign plan amendment for HEB.
Applicant: Stratus Unlimited, LLC
Owner: HEB
- 11.** Consideration, discussion, and possible action on a setback waiver for 306 E Wheeler St., Manor, TX.
Applicant: German Chaverria
Owner: German Chaverria
- 12.** Consideration, discussion, and possible action of a Subdivision Final Plat for Phase 3, section 1 of Shadowglen, one hundred and eighty-three (183) lots on 55.833 acres, more or less, and being generally located to the northeast of the intersection of Gregg Manor Rd. and Rector Loop, Manor, TX.
Applicant: Kimley-Horn
Owner: Meritage Homes Corporation

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, September 4, 2025, by 5:00 PM and remained so posted continuously for at least 3 business days preceding the scheduled time of said meeting.

/s/ Lluvia T. Almaraz, TRMC
City Secretary for the City of Manor, Texas

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance 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 10 days prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct the public hearing on a Subdivision Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.

Applicant: Bowman Consulting Group, LTD

Owner: Tim Kraftson

BACKGROUND/SUMMARY:

This Concept plan is for Manor Downs and has been approved by our engineers. Industrial zoning for this project was approved by Ordinance 783 on April 2nd, 2025. The intent for this property is to create six industrial lots, one parkland lot to be conveyed to the city, and a Public ROW to provide north and south connections for future development.

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

- Concept Plan
- Engineer Comments and Responses
- Conformance Letter

- Public Notice
- Mailing Labels

ACTIONS:

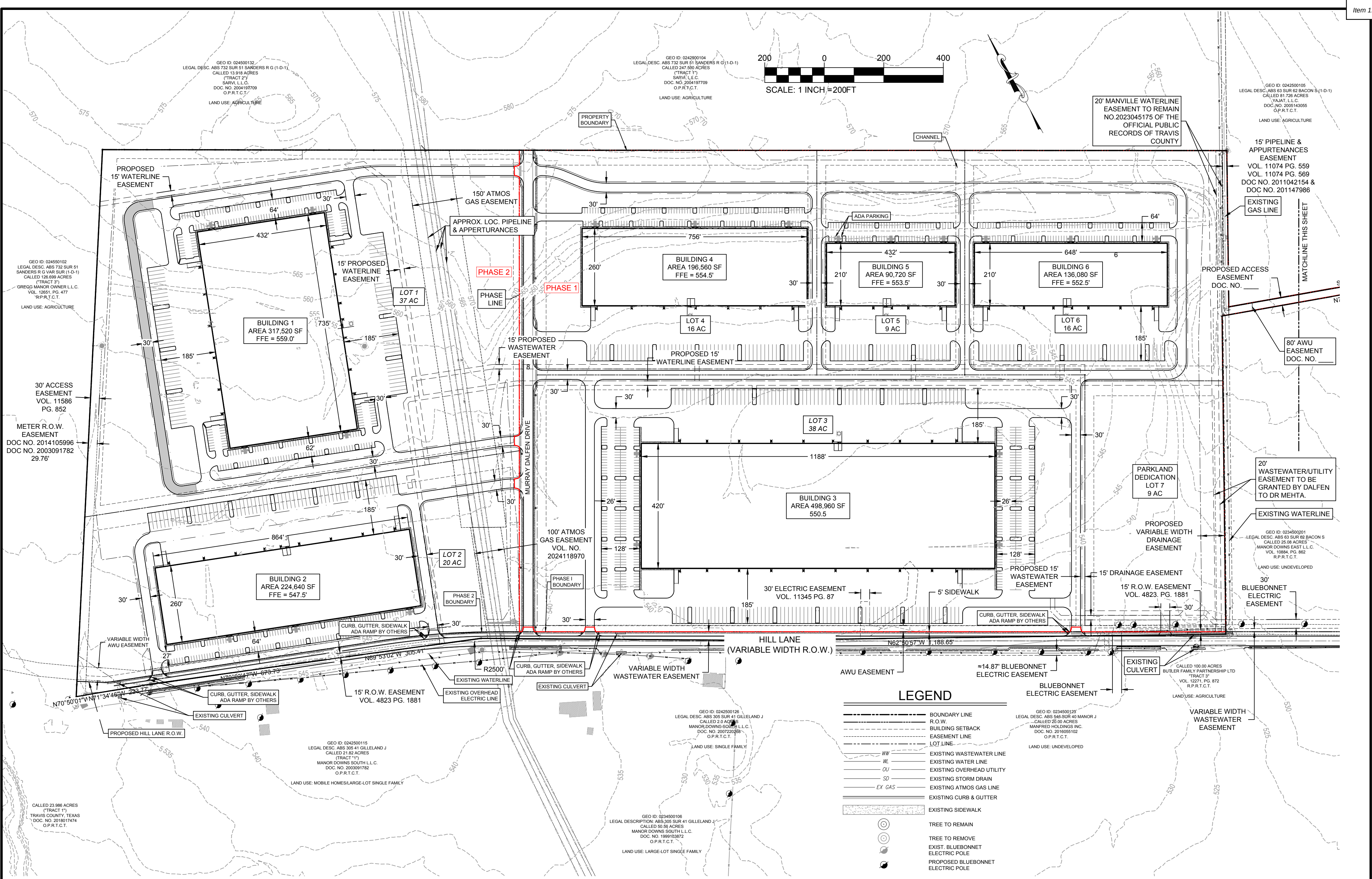
<i>Discretion</i>	Discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Open, Close, Postpone

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**

V:\070422 - Dalfen Industrial\070422-01-002 (ENG) - Manor Downs Industrial\Engineering\Design Documents\Concept Plan\070422-01-002_Concept Plan.dwg, CONCEPT PLAN, June 30, 2025, 10:32 AM, mcarion



NOTES:

- THIS SITE IS TO BE ZONED IN-2 HEAVY INDUSTRIAL.
- 7 NON-RESIDENTIAL LOTS ARE PROPOSED WITH THIS DEVELOPMENT.
- LOT 7 IS TO BE DEDICATED AS PARKLAND TO THE CITY OF MANOR.

MATCHLINE THIS SHEET

CITY OF MANOR LIMITS

S72°08'25"E 938.15'

N72°08'25"W 961.19'

DATE: 5/27/2025	DRAWN BY: LDB	
SCALE: 1" = 200'	CHECKED BY: MGC	
JOB No: 070422-01-002	DESIGNED BY: MK	
REVISIONS		
REVISION	DESCRIPTION	DATE
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Bowman

© 2024 Bowman Consulting Group Ltd
TBPE Firm Registration No. F-14309

807 Las Cimas Parkway
Suite 350
Austin, Texas 78746

Phone: (512) 327-1180
Fax: (512) 327-4062
www.bowman.com

CONCEPT PLAN

MANOR DOWNS INDUSTRIAL
HILL LANE
MANOR, TEXAS

SHEET 2 OF 3

STATE OF TEXAS

MARISA KEISER

141397

LICENSED PROFESSIONAL ENGINEER

Marisa Keiser

June 30, 2025



1500 County Road 269
Leander, TX 78641

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

Date: Thursday, May 8, 2025

Maggie Carrion
BWMN

TX
mcarrion@bowman.com

Permit Number 2025-P-1725-CP
Job Address: , , LA.

Dear Maggie Carrion,

The first submittal of the Manor Downs Concept plan (*Concept Plan*) submitted by BWMN and received on July 01, 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. ~~Adjust the landscape and architect contact information that overlaps the vicinity map.~~
 - ii. ~~Provide documentation that these parcels have been annexed into the City of Manor.~~
 - a. ~~This site is within the Austin 2-mile ETJ.~~
 - b. ~~Verification will need to come from the City of Manor Development Services Director, Michael Burrell, mburrell@manortx.gov regarding the zoning. Outside the current City of Manor Zoning limits map.~~
 - iii. ~~Who will provide water and wastewater services to this site?~~
 - a. ~~Water is within Manville's CCN.~~
 - b. ~~Wastewater is within the City of Austin CNN.~~
 - c. ~~Provide how many LUEs for wastewater are being proposed.~~
 - iv. ~~Call out any significant existing features on, or within 200 feet of, the property, such as railroads, roads, buildings, utilities, and drainage structures.~~
 - a. ~~Existing buildings are on site.~~
 - v. ~~Will this project be broken down into multiple phases or just one phase?~~
 - a. ~~If applicable, provide approximate boundaries and anticipated timing of proposed phases of development and uses. List the proposed phases with estimated years of completion and what improvements will be in which phase.~~
6. ~~City of Manor acknowledgements signature blocks should be added to the Cover Sheet.~~

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

May 14, 2025

Tyler Shows
Staff Engineer
GBA

Project Name: Manor Downs Industrial
Project Location: Hill Lane, Manor, Texas 78653
Permit #: 2025-P-1725-CP

Dear Mr. Shows:

This letter is in response to your Master Comment Report dated May 8th 2025.

ESD Review

1. Adjust the landscape and architect contact information that overlaps the vicinity map.
Response: **The contact information has been moved out of the vicinity map.**
2. Provide documentation that these parcels have been annexed into the City of Manor.
 - a. This site is within the Austin 2-mile ETJ.
 - b. Verification will need to come from the City of Manor Development Services Director, Michael Burrell, mburrell@manortx.gov regarding the zoning. Outside the current City of Manor Zoning limits map.**Response:** **The site is in the City of Manor IN-2 Zoning District. Please see attached email from Micheal Burrell confirming the zoning for this site.**
3. Who will provide water and wastewater services to this site?
 - a. Water is within Manville's CCN.
 - b. Wastewater is within the City of Austin CNN.**Response:** **Manville will be the water service provider. We have already kicked off conversations with Erik Prinz and Raul Ochoa at Manville about building a new public line throughout the site to service the development. Wastewater will be a mix of private force main, gravity wastewater, and a lift station on site. Once the wastewater leaves the property line, it will become public and connect to the FM alignment that Kimley Horn is designing for the City of Manor. This is per conversations had with the City of Manor and Pauline Gray.**
4. Call out any significant existing features on, or within 200 feet of, the property, such as railroads, roads, buildings, utilities, and drainage structures.
 - a. Existing buildings are on site.**Response:** **The existing buildings onsite are to be demolished. Please see attached for the existing conditions and demolition plans for this site. These are being provided as separate exhibits because it crowds the concept plan.**
5. Will this project be broken down into multiple phases or just one phase?

a. If applicable, provide approximate boundaries and anticipated timing of proposed phases of development and uses.

Response: **This project will be broken into two phases. The phase boundaries are shown on the concept plan. Phase 1 consists of the Subdivision (public roadway and waterline) and Site Plan A (industrial buildings plan east), and Phase 2 consists of Site Plan B (industrial buildings plan west). The anticipated timeline is as follows: Phase 1, Subdivision and Site Plan A, in August of 2025 and Site Plan B in December of 2028.**

End of Master Comment Report.

If you have any questions or require additional information, please call me at (512)-253-7904, or send an email to mcarrion@bowman.com.

Thank you,

Maggie Carrion

Maggie Carrion
Assistant Project Manager
Bowman

Maggie Carrion

From: Michael Burrell <mburrell@manortx.gov>
Sent: Tuesday, May 13, 2025 12:47 PM
To: Maggie Carrion; Tim Kraftson
Cc: Marisa Keiser
Subject: [EXTERNAL] RE: Manor Downs Applications



This is verification that the subject parcels are in the city limits and are zoned IN-2.

Thank you,



Michael Burrell
 Development Services Director

Direct: (512) 215-8158
Fax: (512) 272-8636
mburrell@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.

From: Maggie Carrion <mcarrion@bowman.com>
Sent: Tuesday, May 13, 2025 9:33 AM
To: Michael Burrell <mburrell@manortx.gov>; Tim Kraftson <tkraftson@dalfen.com>
Cc: Marisa Keiser <mkeiser@bowman.com>
Subject: RE: Manor Downs Applications

Hey Micheal and Tim,

I just submitted three separate grading permits for Manor Downs Industrial.

We also just received concept plan comments, and it is requesting your verification that we are within the Manor City Limits.

May you please respond to verify this comment.

- ii. Provide documentation that these parcels have been annexed into th
 - a. This site is within the Austin 2-mile ETJ.
 - b. Verification will need to come from the City of Manor Develop
mburrell@manortx.gov regarding the zoning. Outside the curr

Thanks,

MAGGIE CARRION, EITAssistant Project Manager | **BOWMAN**

807 Las Cimas Pkwy, Las Cimas II, #350, Austin, TX 78746

O: (512) 327-1180 | M: (512) 253-7904

mcarrion@bowman.com | bowman.com**From:** Michael Burrell <mburrell@manortx.gov>**Sent:** Wednesday, May 7, 2025 12:13 PM**To:** Maggie Carrion <mcarrion@bowman.com>**Subject:** [EXTERNAL] RE: Manor Downs Applications

Good afternoon,

It would be a site plan application. Whether or not you submit 2 separate sets for site plan A and B is up to you.

Best,

**Michael Burrell**

Development Services Director

Direct: (512) 215-8158**Fax:** (512) 272-8636mburrell@manortx.gov

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From: Maggie Carrion <mcarrion@bowman.com>**Sent:** Wednesday, May 7, 2025 11:48 AM**To:** Michael Burrell <mburrell@manortx.gov>**Subject:** RE: Manor Downs Applications

Hey Micheal,

Thanks for letting me know. What application type would I submit for the grading permit?

Thanks,

MAGGIE CARRION, EITAssistant Project Manager | **BOWMAN**

807 Las Cimas Pkwy, Las Cimas II, #350, Austin, TX 78746

O: (512) 327-1180 | M: (512) 253-7904

mcarrion@bowman.com | bowman.com

From: Michael Burrell <mburrell@manortx.gov>
Sent: Friday, April 25, 2025 11:41 AM
To: Maggie Carrion <mcarrion@bowman.com>
Subject: [EXTERNAL] Manor Downs Applications

Maggie,

We received the applications for Manor Downs site plans and construction plan. Just to ensure you are aware, grading permits are separate from the site plan. You will need to submit those sheets on their own to receive a permit for it.

Thank you,

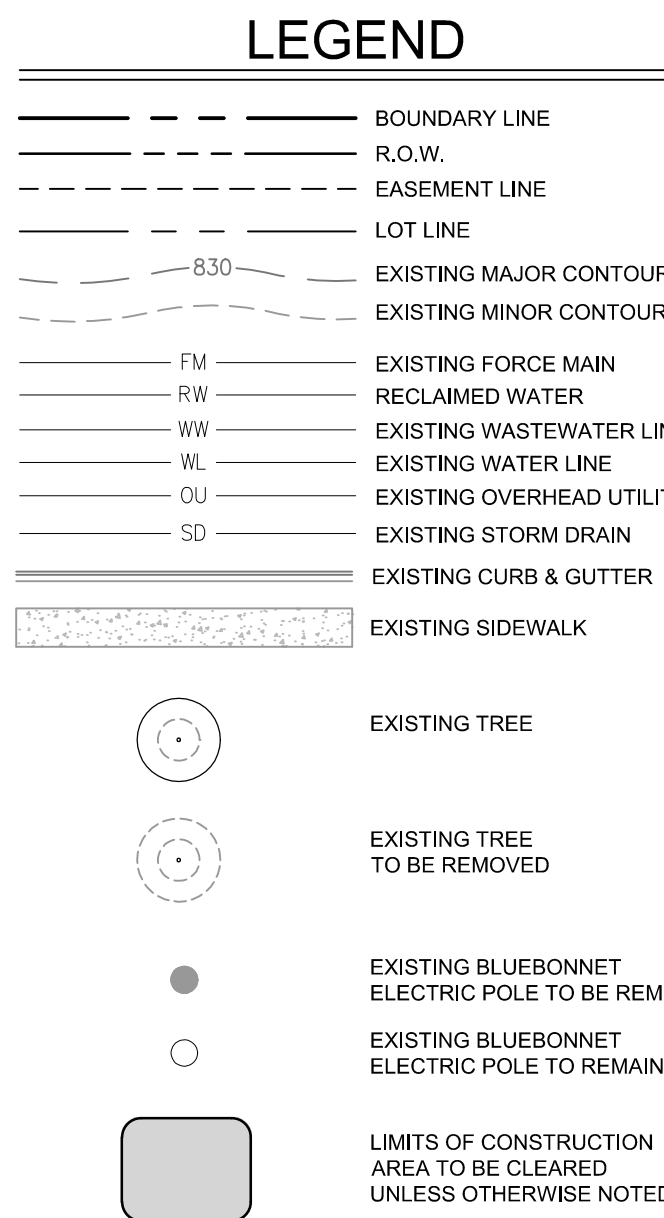


Michael Burrell
Development Services Director

Direct: (512) 215-8158
Fax: (512) 272-8636
mburrell@manortx.gov

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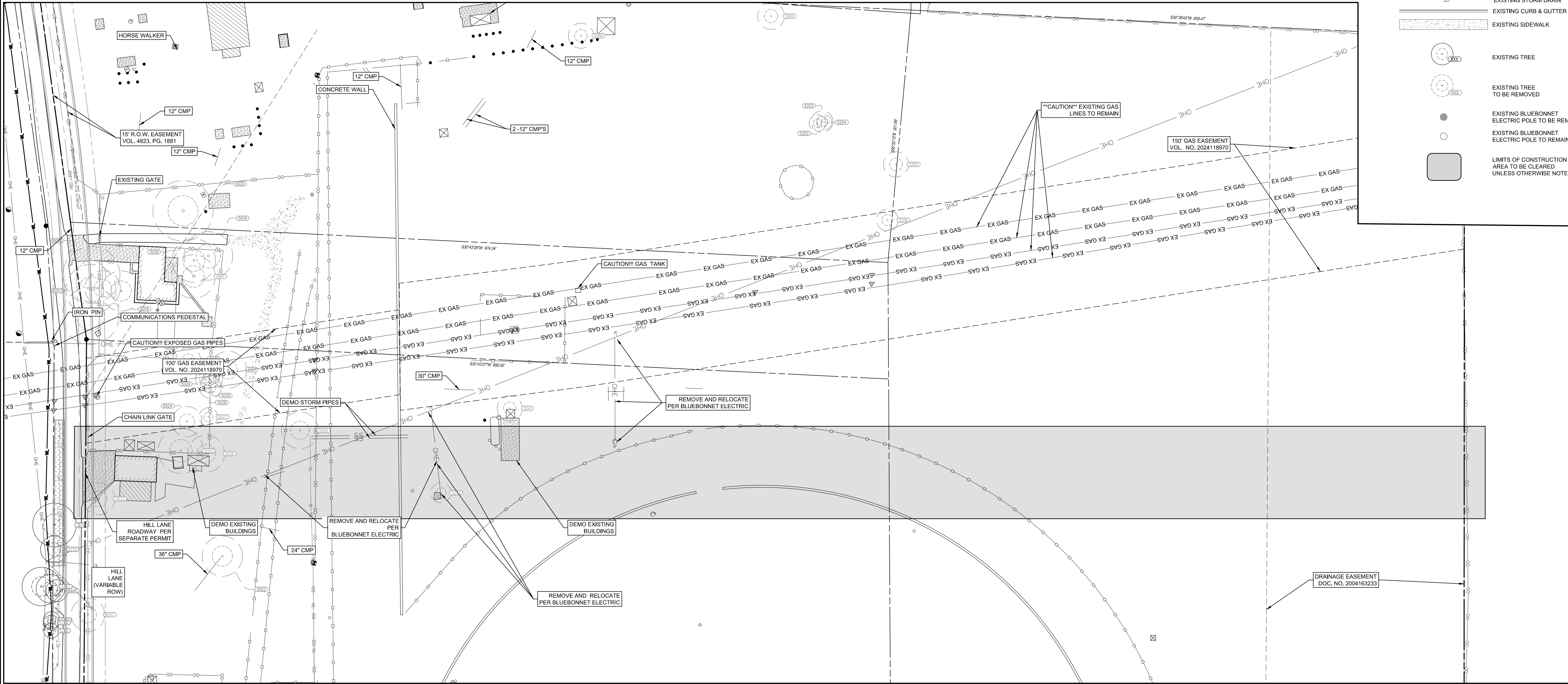
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- ### LIST OF TREES TO BE REMOVED

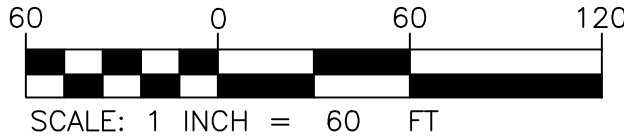
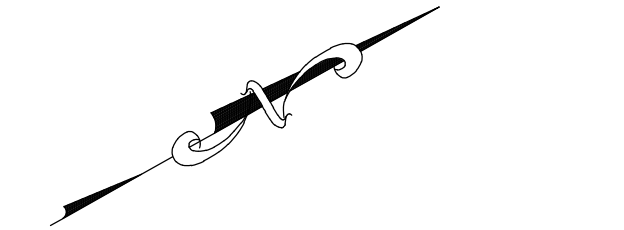
THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. CONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTORS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

V:\070422 - dillen industrial\070422-01-002 (exp) - manor downs industrial\engineering\plans\disclosure plan\070422-01-002 SUB DEMO.dwg, EXISTING CONDITIONS AND DEMOLITION PLAN, May 09, 2025, 2:03 PM, lbrgrman



LIST OF TREES TO BE REMOVED

NUMBER	DESCRIPTION
5023	19" PECAN
5024	18" AMERICAN ELM
5025	28" BOX 10-9-7-6-5
5026	22" HACKBERRY
5042	21" COTTONWOOD



LEGEND

	BOUNDARY LINE
	R.O.W.
	EASEMENT LINE
	LOT LINE
	EXISTING MAJOR CONTOUR
	EXISTING MINOR CONTOUR
	FM EXISTING FORCE MAIN
	RW RECLAIMED WATER
	WW EXISTING WASTEWATER LINE
	WL EXISTING WATER LINE
	OU EXISTING OVERHEAD UTILITY
	SD EXISTING STORM DRAIN
	EXISTING CURB & GUTTER
	EXISTING SIDEWALK
	EXISTING TREE
	EXISTING TREE TO BE REMOVED
	EXISTING BLUEBONNET ELECTRIC POLE TO BE REMOVED
	EXISTING BLUEBONNET ELECTRIC POLE TO REMAIN
	LIMITS OF CONSTRUCTION AREA TO BE CLEARED UNLESS OTHERWISE NOTED

EXISTING CONDITIONS AND DEMOLITION PLAN

MANOR DOWNS INDUSTRIAL
8916 HILL LN
MANOR, TEXAS, 78653

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, MARK-UP, AND/OR DRAFTING UNDER THE AUTHORITY OF MARISA KEISER, P.E. #141397 ON MAY 9, 2025. IT IS NOT TO BE USED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

DESIGN	DRAWN	CHKD
MC	MG	MK
JOB No.	070422-01-002	

SHEET
03 OF 24



THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. CONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTORS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

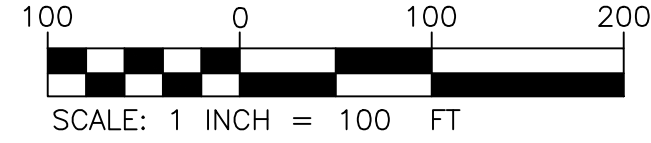
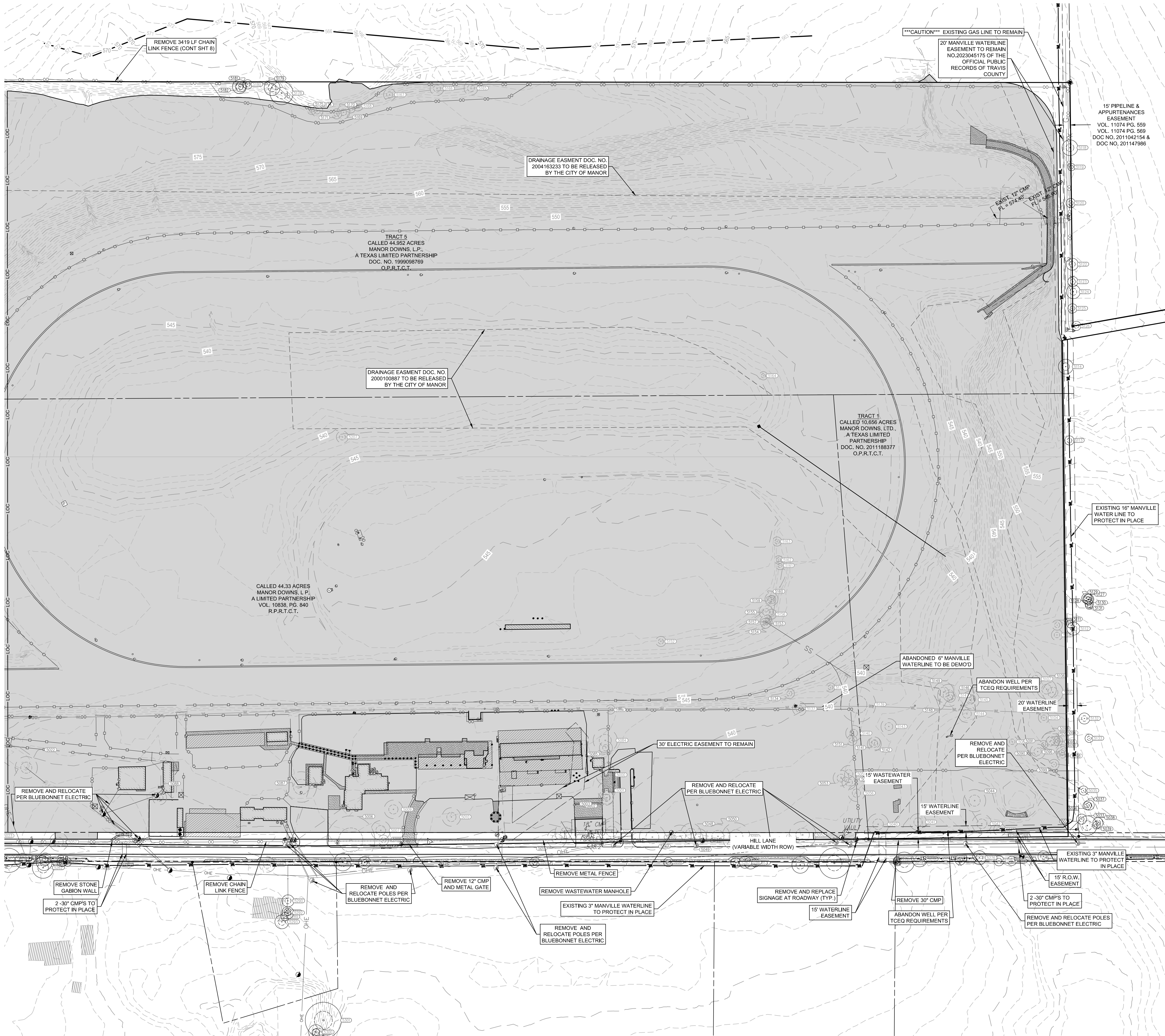
PRELIMINARY NOT FOR CONSTRUCTION

Bowman

© 2024 Bowman Consulting Group, LLC
T8 PE Firm Reg 031010101 N.C. F-14309
8071 Las Cimas Parkway
Suite 350
Austin, Texas 78746
Phone: (512) 322-1801
Fax: (512) 327-4062
www.bowman.com

Item 1.

V:\070422 - dellen industrial\070422-01-002 (enq) - manor downs industrial\engineering\plans\site plan\070422-01-002 SP-A.DEMO.dwg, EXISTING CONDITIONS AND DEMOLITION PLAN, May 09, 2025, 10:29 AM, lbergrman



- SITE BOUNDARY LINE
- R.O.W.
- EASEMENT LINE
- BUILDING SETBACK
- PROPOSED LOT LINE
- 830 --- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- FM --- EXISTING FORCE MAIN
- RW --- RECLAIMED WATER
- WW --- EXISTING WASTEWATER LINE
- WL --- EXISTING WATER LINE
- OU --- EXISTING OVERHEAD UTILITY
- SD --- EXISTING STORM DRAIN
- EXISTING CURB & GUTTER
- EXISTING SIDEWALK
- EXISTING TREE TO PROTECT IN PLACE
- EXISTING TREE TO BE REMOVED
- BLUEBONNET ELECTRIC POLE TO BE REMOVED
- BLUEBONNET ELECTRIC POLE TO REMAIN
- LIMITS OF CONSTRUCTION AREA TO BE CLEARED UNLESS OTHERWISE NOTED



THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. CONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

EXISTING CONDITIONS AND DEMOLITION PLAN

MANOR DOWNS INDUSTRIAL - SITE PLAN A
8916 HILL LN
MANOR, TEXAS, 78653

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, MARK-UP, AND/OR DRAFTING UNDER THE AUTHORITY OF MARISA KEISER, P.E. #141397 ON MAY 9 2025. IT IS NOT TO BE USED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

DESIGN	DRAWN	CHKD
MC	MG	MK
JOB No. 070422-01-002		

SHEET		
5	OF	55

REVISIONS

REVISION	DESCRIPTION	DATE

Bowman

© 2024 Bowman Consulting Group Ltd.
T8 PE Firm Registered in N.C. F-14309
8071 Las Cimarras Parkway
Suite 350
Austin, Texas 78746
Phone: (512) 327-1480
Fax: (512) 327-4062
www.bowman.com

Item 1.



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, June 25, 2025

Maggie Carrion
BWMN

TX
mcarrion@bowman.com

Permit Number 2025-P-1725-CP
Job Address: ,

Dear Maggie Carrion,

The subsequent submittal of the Manor Downs Concept plan submitted by BWMN and received on July 01, 2025, 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. ~~Adjust the landscape and architect contact information that overlaps the vicinity map.~~
 - ii. ~~Provide documentation that these parcels have been annexed into the City of Manor.~~
 - a. ~~This site is within the Austin 2-mile ETJ.~~
 - b. ~~Verification will need to come from the City of Manor Development Services Director, Michael Burrell, mburrell@manortx.gov regarding the zoning. Outside the current City of Manor Zoning limits map.~~
 - iii. ~~Who will provide water and wastewater services to this site?~~
 - a. ~~Water is within Manville's CCN.~~
 - b. ~~Wastewater is within the City of Austin CNN.~~
 - c. ~~Provide how many LUEs for wastewater are being proposed.~~
 - iv. ~~Call out any significant existing features on, or within 200 feet of, the property, such as railroads, roads, buildings, utilities, and drainage structures.~~
 - a. ~~Existing buildings are on site.~~
 - v. ~~Will this project be broken down into multiple phases or just one phase?~~
 - a. ~~If applicable, provide approximate boundaries and anticipated timing of proposed phases of development and uses. List the proposed phases with estimated years of completion and what improvements will be in which phase.~~
6. ~~City of Manor acknowledgements signature blocks should be added to the Cover Sheet.~~

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

June 30, 2025

Tyler Shows
Staff Engineer
GBA

Project Name: Manor Downs Industrial
Project Location: Hill Lane, Manor, Texas 78653
Permit #: 2025-P-1725-CP

Dear Mr. Shows:

This letter is in response to your Master Comment Report dated June 25th 2025.

Engineer Review

1. Cleared
2. Cleared
3. Who will provide water and wastewater services to this site?
 - a. Provide how many LUE's for wastewater are being proposed.

Response: **There are 8 wastewater LUE's proposed per building (48 total for 6 buildings) as updated on Sheet 3 LUE Calculations. Each building will have a 2" meter, so there are 8 wastewater LUEs per building per the City of Manor Impact Fee Schedule (snipped below). The water LUEs were calculated per Manville standards, so they differ from wastewater LUEs.**

NON-RESIDENTIAL DEVELOPMENT RATES

Community Impact Fees for all non-residential development shall be assessed based upon the water meter size and type installed to serve proposed development

Meter Size (inches)	Meter Type	L.U.E.	Water Impact Fee	Wastewater Impact Fee
5/8	Positive Displacement	1	\$ 2,022.00	\$ 7,193.50
3/4	Positive Displacement	1.5	\$ 3,033.00	\$ 10,790.25
1	Positive Displacement	2.5	\$ 5,055.00	\$ 17,983.75
1 1/2	Positive Displacement	5	\$ 10,110.00	\$ 35,967.50
2	Positive Displacement	8	\$ 16,176.00	\$ 57,548.00
2	Compound	8	\$ 16,176.00	\$ 57,548.00
2	Turbine	10	\$ 20,220.00	\$ 71,935.00

4. Cleared
5. Will this project be broken down into multiple phases or just one phase?
 - a. If applicable, provide approximate boundaries and anticipated timing of proposed phases of development and uses. List the proposed phases with estimated years of completion and what improvements will be in which phase.

Response: This project will be broken into two phases. The phase boundaries are shown on the concept plan. Phase 1 consists of the Subdivision (public roadway and waterline) and Site Plan A (industrial buildings plan east), and Phase 2 consists of Site Plan B (industrial buildings plan west). The anticipated timeline is as follows: Phase 1, Subdivision and Site Plan A, in August of 2025 and Site Plan B in December of 2028. The table of project phasing timeline has been added to the Cover sheet.

6. City of Manor acknowledgements signature blocks should be added to the Cover Sheet.

Response: Required signature blocks have been added to the cover sheet.

End of Master Comment Report.

If you have any questions or require additional information, please call me at (512)-253-7904, or send an email to mcarrion@bowman.com.

Thank you,

Maggie Carrion

Maggie Carrion
Assistant Project Manager
Bowman



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Thursday, July 31, 2025

Maggie Carrion
BWMN

TX
mcarrion@bowman.com

Permit Number 2025-P-1725-CP
Job Address: ,

Dear Maggie Carrion,

We have conducted a review of the concept plan for the above-referenced project, submitted by Maggie Carrion and received by our office on July 01, 2025, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

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

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance. Please call if you have any questions or need additional information.

Sincerely,

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

Tyler Shows
Staff Engineer
GBA



8/27/2025

City of Manor Development Services

Notification for a Subdivision Concept Plan

Project Name: Manor Downs Industrial Concept Plan

Case Number: 2025-P-1725-CP

Case Manager: Michael Burrell

Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a regularly scheduled meeting for the purpose of considering and acting upon a Subdivision Concept Plan for Manor Downs Industrial. Subdivision Concept Plans 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 Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991 also known as 8916 Hill Ln, Manor, TX.

Applicant: Bowman Consulting Group, LTD

Owner: Tim Kraftson

The Planning and Zoning Commission will meet at 6:30PM on September 10, 2025 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 17, 2025 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 Concept Plan 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.

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

Sarvi, LLC
26 Pascal Ln
Austin, TX 78746-3203

MANOR DOWNS SOUTH, LLC
4212 PRICKLY PEAR DRIVE
AUSTIN, TX 78731

Butler Family Partnership
PO Box 9190
Austin, TX 78766-9190

Yajat, LLC
1204 S Saddle Lakes Dr
Abilene, TX 79602-5472

Greg Manor, Owner, LLC
222 Riverside Plz Fl 34
Chicago, IL 60606-6886

Travis County Development Serv.
700 Lavaca St. Ste 540
Austin, TX 78701



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Subdivision Preliminary Plat for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.

Applicant: Bowman Consulting Group, LTD

Owner: Tim Kraftson

BACKGROUND/SUMMARY:

This Preliminary Plat is for Manor Downs and has been approved by our engineers. Industrial zoning for this project was approved by Ordinance 783 on April 2nd, 2025. The intent for this property is to create six industrial lots, one parkland lot to be conveyed to the city, and a Public ROW to provide north and south connections for future development.

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

- 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**

LOT #	METER SIZE	# LUE's
1	2"	8
2	2"	8
3	2"	8
4	2"	8
5	2"	8
6	2"	8
7	1"	2.5

GEO ID: 024500132
LEGAL DESC. ABS 732 SUR 51 SANDERS R G (1-D-1)
CALLED 13.918 ACRES
(TRACT 2)
SARVI, L.L.C.
DOC. NO. 2004197709
O.P.R.T.C.T.
LAND USE: AGRICULTURE

GEO ID: 0242500104
LEGAL DESC. ABS 732 SUR 51 SANDERS R G (1-D-1)
CALLED 247.500 ACRES
(TRACT 1)
SARVI, L.L.C.
DOC. NO. 2004197709
O.P.R.T.C.T.
LAND USE: AGRICULTURE

GEO ID: 0242500105
LEGAL DESC. ABS 53 SUR 62 BACON S (1-D-1)
CALLED 81.726 ACRES
YAJAT, L.L.C.
DOC. NO. 2005143065
O.P.R.T.C.T.
LAND USE: AGRICULTURE

15' PIPELINE & APPURTENANCES EASEMENT
VOL. 11074 PG. 559
VOL. 11074 PG. 569
DOC NO. 2011042154 & DOC NO. 201147986

EXISTING GAS LINE
EXISTING WATER LINE

80' AWU EASEMENT
DOC. NO. _____
20' WASTEWATER/UTILITY EASEMENT TO BE GRANTED BY DALFEN TO DR MEHTA.

VARIABLE WIDTH DRAINAGE EASEMENT

30' BLUEBONNET ELECTRIC EASEMENT
DOC. NO. _____

15' R.O.W. EASEMENT
VOL. 4823, PG. 1881

15' MANVILLE WATERLINE EASEMENT TO REMAIN NO.2023045175 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY

30' ELECTRIC EASEMENT
VOL. 11345 PG. 87
20' FRONT BUILDING SETBACK (TYP.)

EXISTING BLUEBONNET ELECTRIC POLE TO REMAIN (TYP.)

GEO ID: 0234500123
LEGAL DESC. ABS 546 SUR 40 MANOR J
CALLED 20.00 ACRES
MANFRED HOLDINGS INC.
DOC. NO. 2016050102
O.P.R.T.C.T.
LAND USE: UNDEVELOPED

GEO ID: 0234500108
LEGAL DESCRIPTION: ABS 305 SUR 41 GILLELAND J
CALLED 50.56 ACRES
MANOR DOWNS SOUTH L.L.C.
DOC. NO. 1999103872
O.P.R.T.C.T.
LAND USE: LARGE-LOT SINGLE FAMILY

GEO ID: 0242500126
LEGAL DESC. ABS 305 SUR 41 GILLELAND J
CALLED 2.0 ACRES
MANOR DOWNS SOUTH L.L.C.
DOC. NO. 2007220268
O.P.R.T.C.T.
LAND USE: SINGLE FAMILY

GEO ID: 0242500115
LEGAL DESC. ABS 305 41 GILLELAND J
CALLED 21.62 ACRES
(TRACT 1)
MANOR DOWNS SOUTH L.L.C.
DOC. NO. 2003091782
O.P.R.T.C.T.
LAND USE: MOBILE HOMES/LARGE-LOT SINGLE FAMILY

GEO ID: 024550102
LEGAL DESC. ABS 732 SUR 51 SANDERS R G VAR SUR (1-D-1)
CALLED 126.699 ACRES
(TRACT 3)
GREGG MANOR OWNER L.L.C.
VOL. 13551 PG. 477
R.P.R.T.C.T.
LAND USE: AGRICULTURE

METER R.O.W. EASEMENT
DOC NO. 2014105996
DOC NO. 2003091782

LEGEND

---	BOUNDARY LINE
---	R.O.W.
---	BUILDING SETBACK
---	EASEMENT LINE
---	LOT LINE
---	EXISTING WASTEWATER LINE
---	EXISTING WATER LINE
---	EXISTING OVERHEAD UTILITY
---	EXISTING STORM DRAIN
---	EXISTING ATMOS GAS LINE
---	EXISTING CURB & GUTTER
---	EXISTING SIDEWALK
---	TREE TO REMAIN
---	TREE TO REMOVE
---	EXIST. BLUEBONNET ELECTRIC POLE
---	PROPOSED BLUEBONNET ELECTRIC POLE
---	POND BOTTOM
---	CHANNEL BOTTOM

TOP OF POND BERM
HEADWALL
CURB INLET
AREA INLET
WASTEWATER MANHOLE
STORMSEWER MANHOLE

- NOTES:
- REFER TO PERMIT SPA 2025-P-1727-SP, SPB 2025-P-1728-SP AND SUB 2025-P-1729-CO FOR THE MATERIAL AND SIZES OF THE PROPOSED STORM DRAIN.
 - LUE's WERE CALCULATED USING METER SIZES PER CITY OF MANOR

DATE: May 6, 2025	DRAWN BY: LB	
SCALE: 1" = 200'	CHECKED BY: MK	
JOB No: 070422-01-002	DESIGNED BY: MK	
REVISIONS		
REVISION	DESCRIPTION	DATE
---	---	---

Bowman

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TBPE Firm Registration No. F-14309

807 Las Cimas Parkway
Suite 350
Austin, Texas 78746

Phone: (512) 327-1180
Fax: (512) 327-4062
www.bowman.com

PRELIMINARY PLAT - IMPROVEMENTS OVERALL

MANOR DOWNS
8916 HILL LANE
MANOR, TEXAS, 78653

SHEET 03 OF 08

STATE OF TEXAS
MARISA KEISER
141397
LICENSED PROFESSIONAL ENGINEER
August 13, 2025



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, August 6, 2025

Maggie Carrion
BWMN

mcarrion@bowman.com

Permit Number 2025-P-1737-PP
Job Address: ,

Dear Maggie Carrion,

The subsequent submittal of the Manor Downs Preliminary Plat submitted by BWMN and received on August 13, 2025, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

1. The P&Z Chairperson is Felix Paiz.
2. The Mayor is Dr. Christopher Harvey.
3. Preliminary plats are not recorded. Remove the Travis County Clerk signature block.
4. The City signature block is on the cover sheet twice.
5. The preliminary plat cannot be approved until the concept plan has been approved.
6. There is a blank for TNR Permit Number. Is this needed? Typically preliminary plans for projects located within the City of Manor are not reviewed by Travis County.
7. The location of existing watercourses, dry creek beds, wells, sinkholes, and other similar topographic features should be shown in the existing conditions on the preliminary plat.
8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%. The contoured area shall extend outward from the property boundary for a distance equal to twenty five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet should be shown on the existing conditions sheet.
9. The location of City limit lines and/or the outer border of the City's extraterritorial jurisdiction, as depicted on the City's most recent base map, if either traverses the subdivision or is contiguous to the subdivision boundary, should be shown on the existing conditions sheet.
10. The wastewater easements shown internally will not be required, as the internal wastewater improvements will be owned and maintained by the property owner, not the City.

11. The location, size, and description of any proposed drainage appurtenances, including storm sewers, detention ponds, and other drainage structures proposed to be constructed on and off the site and designed in accordance with the requirements of this ordinance, shall be shown on the preliminary plat.

~~12. The developer shall include a copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.~~

13. The location, dimensions, names, and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements, and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions shall be shown on the preliminary plat. Is Murray Dalfen Drie going to be either City or County? If so, the ROW width will need to be labeled.

~~14. Building setback lines shall be shown on the preliminary plat.~~

15. Significant trees to remain during construction showing the critical root zones as solid circles and significant trees designated to be removed showing the critical root zones as dashed circles shall be shown on the preliminary plat. Replacement trees are required to be shown on the preliminary plat.

16. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements. Provided clarification on how the water LUEs are higher than the wastewater LUEs. For example, buidling 1 shows 79 LUEs of water, but only 8 LUEs of wastewater.

~~17. 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. Please provide the TIA that has been reviewed by Travis County.~~

18. Clarify what the use will be for Lot 8. It appears as if it is part of Murray Dalfen Drive.

19. Clearly label the extents of Murray Dalfen Drive.

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

July 3, 2025

Pauline Gray, P.E.
GBA
727-247-7557
pgray@gbateam.com

Project Name: Manor Downs Preliminary Plat

Project Location: 8916 Hill Lane Building 3

Permit #: 2025-P-1737-PP

Dear Ms. Gray:

This letter is in response to your Master Comment Report dated June 25, 2025.

1. The P&Z Chairperson is Felix Paiz.
Response: Revised, see Cover sheet
2. The Mayor is Dr. Christopher Harvey.
Response: Revised, see Cover sheet
3. Preliminary plats are not recorded. Remove the Travis County Clerk signature block.
Response: Removed, see cover sheet
4. The signature block is on the cover sheet twice
Response: Removed, see cover sheet
5. The preliminary plat cannot be approved until the concept plan has been approved.
Response: Noted, thank you.
6. There is a blank for TNR Permit Number. Is this needed? Typically preliminary plans for projects located within the City of Manor are not reviewed by Travis County.
Response: Removed, see cover sheet
7. The location of existing watercourses, dry creek beds, wells, sinkholes, and other similar topographic features should be shown in the existing conditions on the preliminary plat.
Response: Dry creek bed centerline added to Existing Conditions sheet 2.
8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%. The contour area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet should be shown on the existing conditions sheet.
Response: Slope map and contour interval table moved to Existing Conditions sheet 2.
9. The location of City limit lines, and/or the outer border of the City's extraterritorial jurisdiction, as depicted on the City's most recent base map, if either traverses the subdivision or is contiguous to the subdivision boundary, should be shown on the existing conditions sheet.
Response: Most recent Manor City limits line is called out on Existing Conditions sheet 2 where contiguous to the subdivision boundary.

10. The wastewater easements shown internally will not be required, as the internal wastewater improvements will be owned and maintained by the property owner, not the City.
Response: Noted, thank you. They have been removed from the plat.
11. The location, size, and description of any proposed drainage appurtenances, including storm sewers, detention ponds, and other drainage structures proposed to be constructed on and off the site and designed in accordance with the requirements of this ordinance, shall be shown on the preliminary plat.
Response: Proposed ponds/drainage easements are called out on improvements sheets accordingly as well as storm drain pipes and structures.
12. The developer shall include a copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.
Response: The FEMA floodplain map is included in this submittal.
13. The location, dimensions, names, and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements, and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions shall be shown on the preliminary plat.
Response: All of the above is shown on the preliminary plat.
14. Building setback lines shall be shown on the preliminary plat.
Response: Building setback lines are shown and have been called out on Improvements plan sheets 3-improvements Overall, and detailed sheets 4-7.
15. Significant trees to remain during construction showing the critical root zones as solid circles and significant trees designated to be removed showing the critical root zones as dashed circles shall be shown on the preliminary plat.
Response: Trees to remain have been depicted as solid circles, while trees to be removed are depicted as dashed circles as requested on improvements sheets 3-7. Please note tree list on sheet 8 identifying trees to be removed and those to be preserved.
16. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements.
Response: Utility demand data calculation has been provided on sheet 9, LUE Calculations.
17. 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. Please provide the TIA that has been reviewed by Travis County.
Response: Noted, thank you. The TIA closeout memo and TIA are provided in this submittal.

End of Master Comment Report.

If you have any questions or require additional information, please call me at 512-253-7904, or send an email to mcarrion@bowman.com.

Thank you,

Maggie Carrion

Maggie Carrion
Assistant Project Manager, Civil
Bowman

August 12, 2025

Pauline Gray, P.E.
GBA
727-247-7557
pgray@gbateam.com

Project Name: Manor Downs Preliminary Plat

Project Location: 8916 Hill Lane Building 3

Permit #: 2025-P-1737-PP

Dear Ms. Gray:

This letter is in response to your Master Comment Report dated August 6th, 2025.

1. The location, size, and description of any proposed drainage appurtenances, including storm sewers, detention ponds, and other drainage structures proposed to be constructed on and off the site and designed in accordance with the requirements of this ordinance, shall be shown on the preliminary plat.
Response: A note has been added to sheets 3-7 to refer to the site plan and subdivision permits for storm drain sizes and materials per meeting with Pauline Grey and Michael Burrell on 8/11.
2. The location, dimensions, names, and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements, and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions shall be shown on the preliminary plat. Is Murray Dalfen Drive going to be either City or County? If so, the ROW width will need to be labeled.
Response: Murray Dalfen Drive is to be dedicated to the City of Manor. The ROW width is labeled on Sheet 4 and Sheet 6.
3. Significant trees to remain during construction showing the critical root zones as solid circles and significant trees designated to be removed showing the critical root zones as dashed circles shall be shown on the preliminary plat. Replacement trees are required to be shown on the preliminary plat.
4. **Response: Per meeting with Pauline Grey and Michael Burrell on 8/11, replacement trees are only required to be shown along the City ROW. There are not trees proposed in the ROW and therefore replacement trees are not shown. However, landscaping and tree mitigation plans can be found on Site Plan A 2025-P-1727-SP and Site Plan B 2025-P-1728-SP**
5. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements. Provided clarification on how the water LUEs are higher than the wastewater LUEs. For example, building 1 shows 79 LUEs of water, but only 8 LUEs of wastewater.
Response: LUEs were calculated using proposed meter sizes per email conversation with Pauline Grey. Please see email correspondence included in this submittal and sheet 3 for updated LUE calculations.
6. Clarify what the use will be for Lot 8. It appears as if it is part of Murray Dalfen Drive.

807 Las Cimas Parkway, Building II, Suite 350, Austin, Texas 78748
512.327.1180 | TBPE Firm No. 14309 | TBPLS Firm No. 101206-00
bowman.com

Response: "Lot 8" has been removed from the preliminary plat. It is ROW dedication for Murray Dalfen Drive.

7. Clearly label the extents of Murray Dalfen Drive.

Response: The extents of Murray Dalfen Drive are labeled on sheets 4 and 6.

End of Master Comment Report.

If you have any questions or require additional information, please call me at 512-253-7904, or send an email to mcarrion@bowman.com.

Thank you,

Maggie Carrion

Maggie Carrion
Assistant Project Manager, Civil
Bowman



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Monday, August 18, 2025

Maggie Carrion
BWMN

mcarrion@bowman.com

Permit Number 2025-P-1737-PP
Job Address: ,

Dear Maggie Carrion,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Maggie Carrion and received by our office on August 13, 2025, 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



8/28/2025

City of Manor Development Services

Notification for a Subdivision Preliminary Plat

Project Name: Manor Downs Industrial Preliminary Plat

Case Number: 2025-P-1737-PP

Case Manager: Michael Burrell

Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat for Manor Downs Industrial. 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 Downs Industrial being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991 also known as 8916 Hill Ln, Manor, TX.

Applicant: Bowman Consulting Group, LTD

Owner: Tim Kraftson

The Planning and Zoning Commission will meet at 6:30PM on September 10, 2025 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 17, 2025 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 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.

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

Sarvi, LLC
26 Pascal Ln
Austin, TX 78746-3203

MANOR DOWNS SOUTH, LLC
4212 PRICKLY PEAR DRIVE
AUSTIN, TX 78731

Butler Family Partnership
PO Box 9190
Austin, TX 78766-9190

Yajat, LLC
1204 S Saddle Lakes Dr
Abilene, TX 79602-5472

Greg Manor, Owner, LLC
222 Riverside Plz Fl 34
Chicago, IL 60606-6886

Travis County Development Serv.
700 Lavaca St. Ste 540
Austin, TX 78701



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: Cristian Garcia

Owner: Maqil Inc

BACKGROUND/SUMMARY:

This property, currently known as Manor Grocery, is making another attempt at getting their property rezoned. Their initial attempt in December of last year failed as the intent of this zoning was to allow for an SUP to be obtained for a gas station, which was not desirable to the Planning and Zoning Commission and Council.

That is still the intent with this submittal, but additional improvements are being proposed in conjunction with the potential approval of the zoning and subsequent SUP request. The improvements would be to the adjacent tenants along Parsons.

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

- Zoning Map
- Aerial Image
- Mailing Notice

- Letter of Intent
- Concept Layout
- 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**

MANOR GROCERY

102 W Parsons St.

City Of Manor Texas
105 E Eggleston St,
Manor TX 78653

August 18, 2025

To Whom It May Concern:

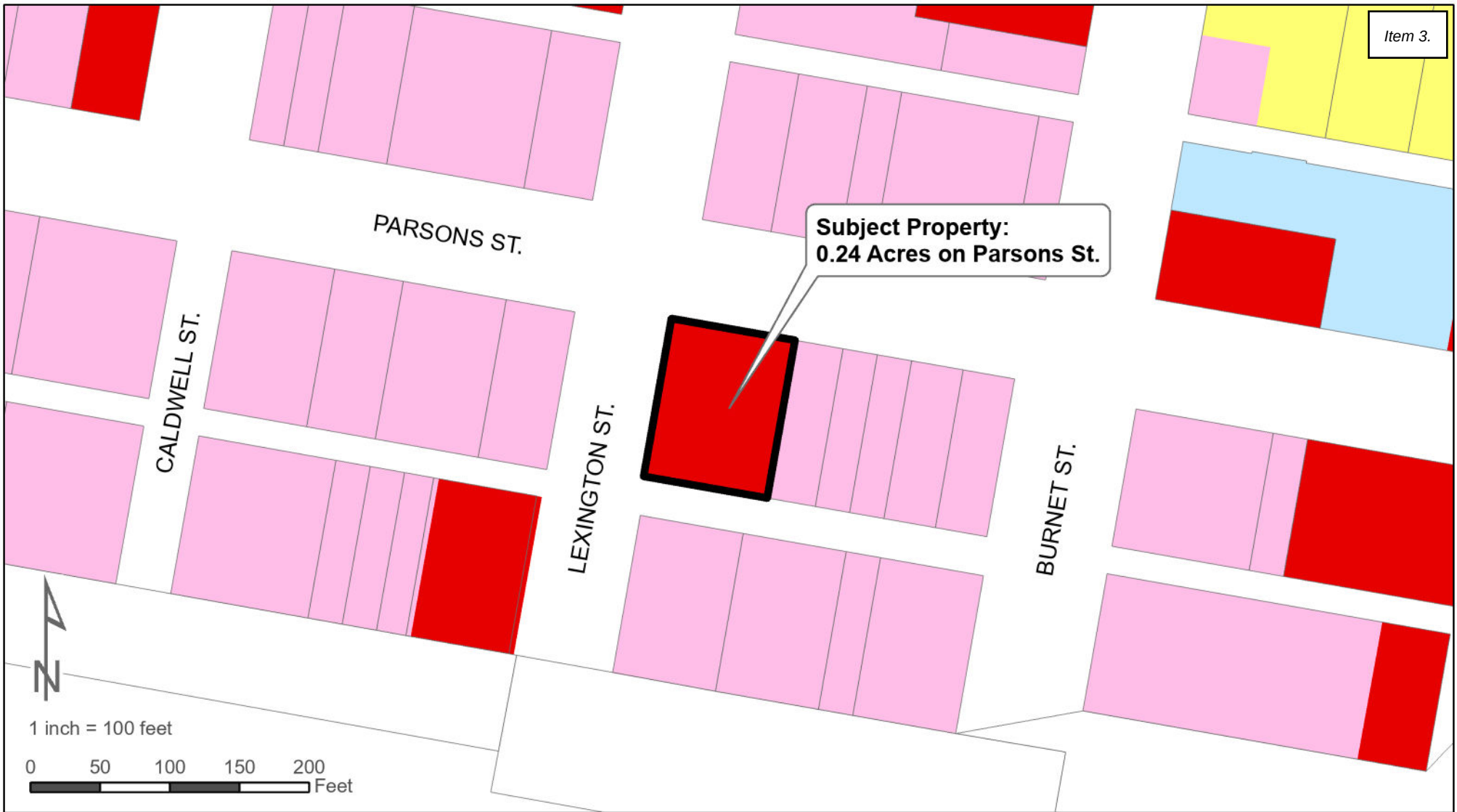
Today we are requesting the chance to bring back to life the oldest building in Manor Texas. Manor Grocery, was the center of the town, and many know the history of such location. Used to be a place where the locals came to get their fresh meats for the weeks and their produce. It was a place where people came and fill up their cars with gas on their way to work. Today that building is still standing and we want to bring back to "open for business" while at the same time make a few changes.

We ask to break down the metal building that stands in the front of the property, and by removing that it will give up ample of space to relocate the pumps and canopy for a better flow. This will still give us the 2 pumps for gas that Manor Grocery originally had, and giving the actual building a refresh but keeping the same bright white brick. We have also spoken with the owners on the same block for a chance to work with them and making one awning around the entire premises. A Cast iron Awning that bring the entire shopping center a whole new feel and a pleasing look for more business.

832-584-7231

12703 Lilac Stone Ct.
Houston, TX 77044

Chris22garcia90@gmail.com

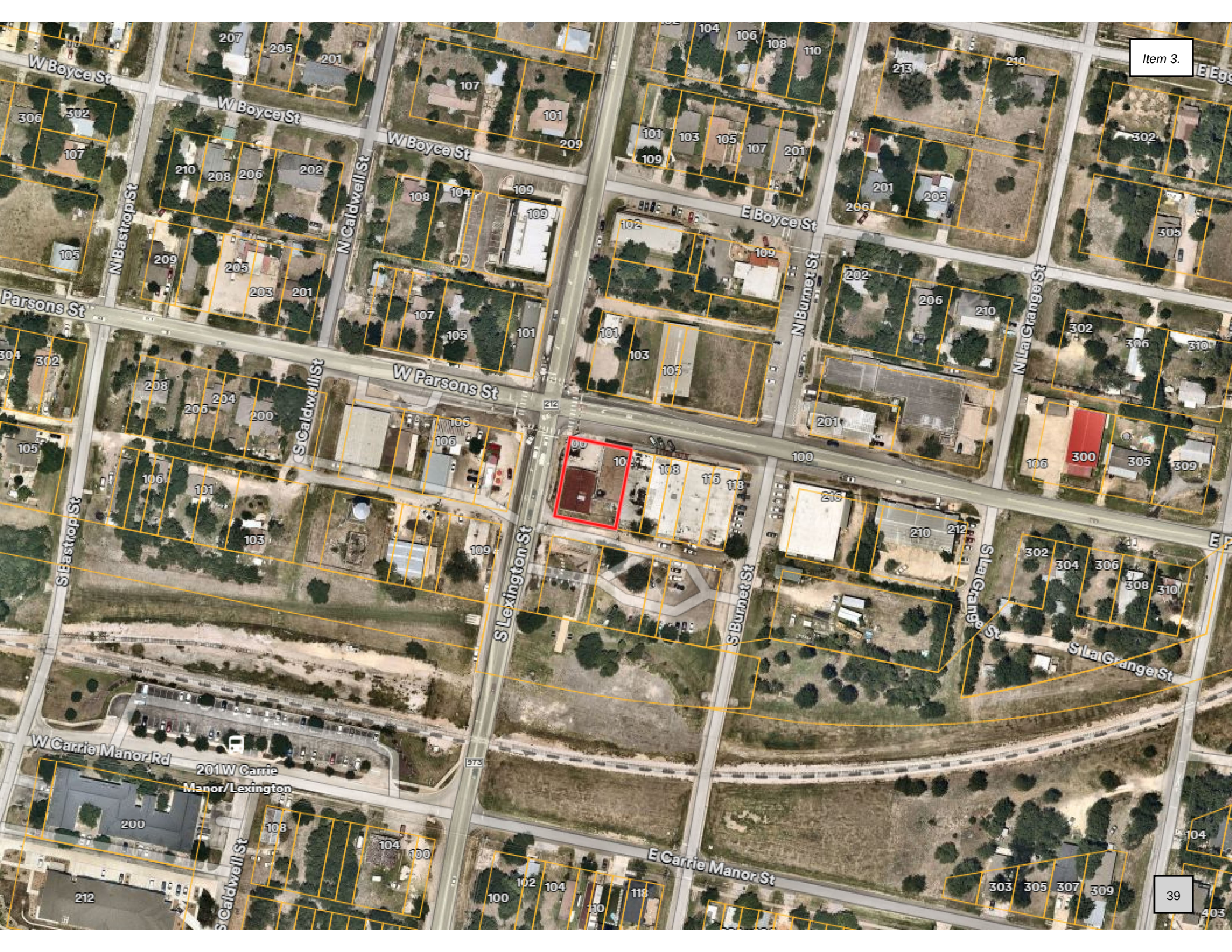


Proposed Zoning:
C-1 Light Commercial

Current Zoning:
Downtown Business (DB)

Zoning Legend

 A	Agricultural	 MH-1	Manufactured Home	 C-3	Heavy Commercial
 SF-E	Single Family Estate	 MH-2	Manufactured Home Park	 IN-1	Light Industrial
 SF-1	Single Family Suburban	 OS	Open Space	 IN-2	Heavy Industrial
 SF-2	Single Family Standard	 I-1	Institutional-Small	 NB	Neighborhood Business
 TF	Two-Family Residential	 I-2	Institutional-Large	 DB	Downtown Business
 TH	Townhome	 GO	General Office	 PUD	Planned Unit
 MF-1	Multi-Family 15	 C-1	Light Commercial	 ETJ	
 MF-2	Multi-Family 25	 C-2	Medium Commercial		



Item 3.

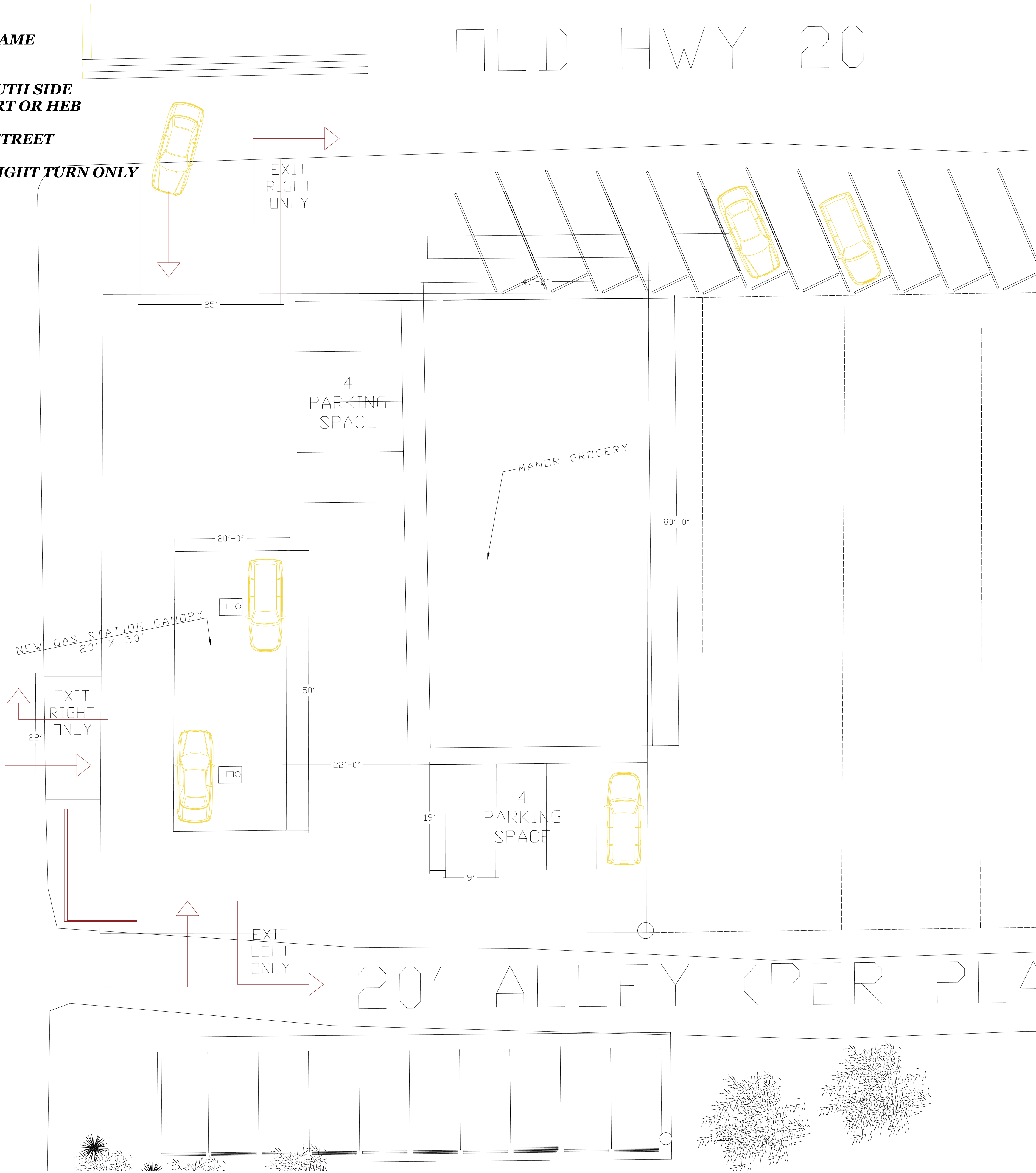
OPTION 1:
20X50 GAS CANOPY, WITH 2 PUMPS

LEAVING GROCERY MANOR WITH THAT SAME
EXTERIOR HISTORY.

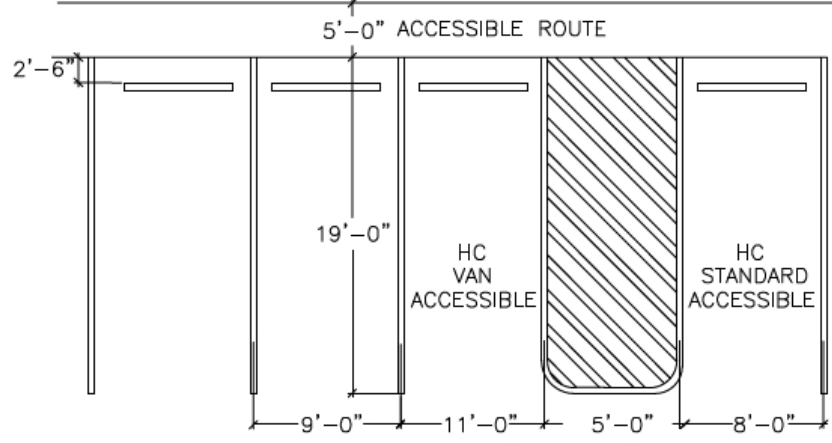
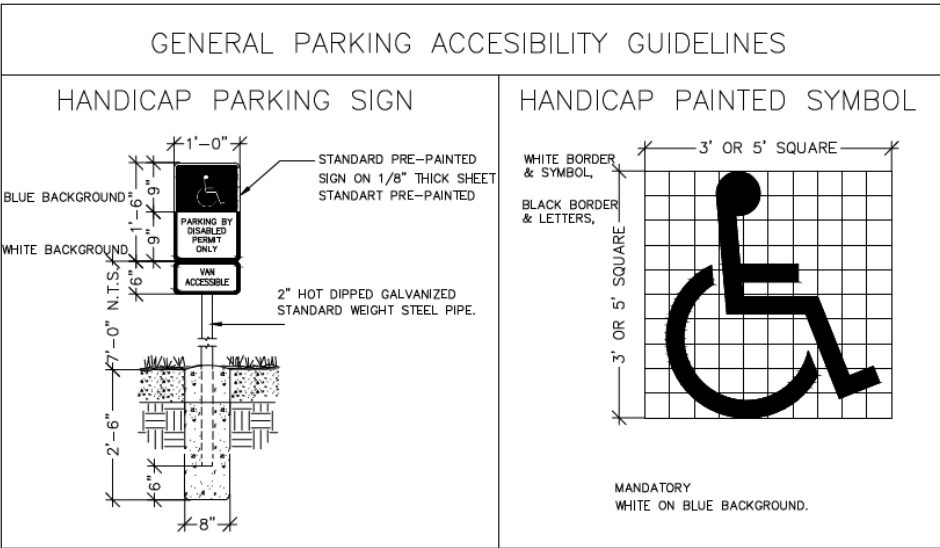
HAVING A PICK UP LOCATION ON THE SOUTH SIDE
HAVING A MERGE WITH EITHER WALMART OR HEB

HAVING THE ALLEY WAY BE A ONE WAY STREET

ON THE OLD HWY 20 EXIT IT WILL BE A RIGHT TURN ONLY



- A. GENERAL
1. CURB LOCATED BETWEEN APPROVED FIRE LANE - TOW-AWAY-ZONE SIGN SHALL BE PAINTED RED OR A RED STRIPE SHALL BE PLACED ALONG THE PAVEMENT WHERE THERE IS NO CURB. CURB SHALL BE CONSPICUOUSLY AND LEGIBLY MARKED WITH THE WARNING "FIRE LANE - TOW-AWAY-ZONE" IN WHITE LETTERS AT LEAST 3 INCHES IN HEIGHT, AT INTERVALS NOT TO EXCEED 50 FEET
- PARKING NOTES:
- CONTRACTOR TO PAINT STRIPS, ARROWS AND ETC AS SPECIFIED AND AS SHOWN ON PLANS.
 - PROVIDE 4" WIDE YELLOW PARKING STRIPS.
 - CONTRACTOR SHALL PROVIDE BUILDING ADDRESS VISIBLE FROM FIRE CONTRACTOR SHALL PROVIDE BUILDING ADDRESS VISIBLE FROM FIRE DEPARTMENT ACCESS ROAD.
 - FUEL DISPENSING FACILITY SHALL MEET THE IFC 2012 CH:23. FUEL DISPENSING FACILITY SHALL MEET THE IFC 2012 CH:23. FUEL DISPENSING, TANK, CANOPY TO BE PERMITTED SEPARATELY BY OTHERS.
 - FOR INFORMATION NOT SHOWN RE: SITE SURVEY C1.0. FOR INFORMATION NOT SHOWN RE: SITE SURVEY C1.0. FUEL TANKS, PUMPS AND CANOPY TO BE PERMITTED SEPARATELY. FUEL TANKS, PUMPS AND CANOPY TO BE PERMITTED SEPARATELY. FUEL DISTRIBUTION SYSTEM PLANS SHALL MEET THE FOLLOWING FUEL DISTRIBUTION SYSTEM PLANS SHALL MEET THE FOLLOWING REQUIREMENTS.
 - PROVIDE IMPACT PROTECTION FOR FUEL PUMP DISPENSING PROVIDE IMPACT PROTECTION FOR FUEL PUMP DISPENSING EQUIPMENT TO MEET IFC 2012, CHAPTER 23, SECTION 2306.7.3 . EQUIPMENT TO MEET IFC 2012, CHAPTER 23, SECTION 2306.7.3 .
 - PROVIDE EMERGENCY DISCONNECT FOR FUEL PUMP SHUT OFF TO PROVIDE EMERGENCY DISCONNECT FOR FUEL PUMP SHUT OFF TO MEET IFC 2012, CHAPTER 23, SECTION 2303.2 .
 - PROVIDE FIRE EXTINGUISHER PLACEMENT FOR FUEL ISLAND AND PROVIDE FIRE EXTINGUISHER PLACEMENT FOR FUEL ISLAND AND REFILL AT TANK TO MEET IFC 2012, CHAPTER 23, SECTION 2303.5.
 - IDENTIFY ON PLANS THE FUEL TANK VENT LOCATION. IDENTIFY ON PLANS THE FUEL TANK VENT LOCATION.
 - PROVIDE NOTE ON PLANS THE FUEL DISPENSING FACILITY WILL PROVIDE NOTE ON PLANS THE FUEL DISPENSING FACILITY WILL MEET THE IFC 2012 CHAPTER 23 . SCOPE OF WORK IN THESE PLANS COVERS MERCANTILE BUILDING SCOPE OF WORK IN THESE PLANS COVERS MERCANTILE BUILDING ONLY.
 - SCOPE OF WORK IN THESE PLANS COVERS MERCANTILE BUILDING SCOPE OF WORK IN THESE PLANS COVERS MERCANTILE BUILDING ONLY.



1. DIMENSION OF PARKING SPACES (TYP.) NO SCALE

Item 3.



CG DESIGN
CRISTIAN GARCIA
12703 LILAC STONE COURT
HOUSTON TEXAS 77044
832-584-7231
CHRIS22GARCIA90@GMAIL.COM

MANOR TEXAS

CITY OF MANOR CITY HALL
105 E EGGLESTON ST
MANOR TX 78653
512-272-5555

SEAL

REVISIONS

MANOR GROCERY
102 W PARSONS ST,
MANOR TX 78653

MANOR CITY HALL

CLIENT:
MANOR GROCERY

SITE:
102 W. PARSONS ST.
MANOR TX 78653

ARCHITECT:
CRISTIAN GARCIA

PAGE NAME

40



8/27/25

City of Manor Development Services

Notification for a Rezoning Application

Project Name: Manor Grocery Rezoning - 100/102 E Parsons St
 Case Number: 2025-P-1757-ZO
 Case Manager: Michael Burrell
 Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Rezoning Application for TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: Cristian Garcia
Owner: Maqil Inc

The Planning and Zoning Commission will meet at 6:30PM on September 10, 2025 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 17, 2025 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 Rezoning Application has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Council Members and Commissioners during the discussion of this item.

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

Relax Inn Of Manor
106 E Parsons St
Manor TX 78653

Paredes Adrian P & Mariana G
Ibanez Owner
5002 Smokey VLY Unit A
Austin TX 78731

Rodriguez Adrian & Keyna Owner
9115 GOLDEN LEAF
AUSTIN TX 78748-6529

C&K Brother & CO LLC
201 E Parsons St
Manor TX 78653

Duett Billy C
PO BOX 562
Manor TX 78653

GILDON GEORGE EDWARD ETAL
1303 GLENWOOD DR
AUSTIN TX 78723-1130

AUS-TEX PROPERTIES LLC
7309 BURLESON MANOR RD
MANOR TX 78653-5105

SUAREZ ERNESTO
14121 BOIS D ARC LN
MANOR TX 78653-3815

ANDERSON JAMES T
1601 W 38TH ST STE 2
AUSTIN TX 78731-6233

ANDERSONS COFFEE CO INC
1601 W 38TH ST STE 2
AUSTIN TX 78731-6233

HUNTER HEIGHTS LLC
PO BOX 82653
AUSTIN TX 78708-2653

CANO FAMILY ESTATE LLC
204 SMITH LN
MANOR TX 78653-2036

CARDENAS VIRGINIA Z
PO BOX 243
MANOR TX 78653-0243

DARILEK MICHAEL E & TABATHA A
PO BOX 976
MANOR TX 78653-0976

DAVIS CAPITAL INVESTMENTS LLC
P.O. BOX 248
MANOR TX 78653-0248

BUILD BLOCK INC
2700 E 2ND ST
LOS ANGELES CA 90033-4102

120 EAST BOYCE STREET LLC
1004 MERIDEN LN
AUSTIN TX 78703-3823

GAULT WILLIAM C
PO BOX 32
MANOR TX 78653-0032



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: Cristian Garcia

Owner: Maqil Inc

BACKGROUND/SUMMARY:

This property, currently known as Manor Grocery, is requesting a specific use permit for a gas station. Their initial use on this parcel was a gas station, but the property was not in operation for a period longer than 90 days after multiple unforeseen circumstances occurred, preventing ownership from operating their business and losing their legal nonconforming status.

The intent of this submittal is to regain a prior use and invest in downtown. Additional improvements are being proposed in conjunction with the potential approval of the SUP request. The improvements would be to the adjacent tenants along Parsons.

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

- SUP Map
- Aerial Image
- Letter of Intent
- Concept Layout

- Mailing 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**

MANOR GROCERY

102 W Parsons St.

City Of Manor Texas
105 E Eggleston St,
Manor TX 78653

August 18, 2025

To Whom It May Concern:

Today we are requesting the chance to bring back to life the oldest building in Manor Texas. Manor Grocery, was the center of the town, and many know the history of such location. Used to be a place where the locals came to get their fresh meats for the weeks and their produce. It was a place where people came and fill up their cars with gas on their way to work. Today that building is still standing and we want to bring back to "open for business" while at the same time make a few changes.

We ask to break down the metal building that stands in the front of the property, and by removing that it will give up ample of space to relocate the pumps and canopy for a better flow. This will still give us the 2 pumps for gas that Manor Grocery originally had, and giving the actual building a refresh but keeping the same bright white brick. We have also spoken with the owners on the same block for a chance to work with them and making one awning around the entire premises. A Cast iron Awning that bring the entire shopping center a whole new feel and a pleasing look for more business.

832-584-7231

12703 Lilac Stone Ct.
Houston, TX 77044

Chris22garcia90@gmail.com



CG Design
Cristian Garcia
12703 Lilac Stone Court,
Houston, TX 77044
Chris22garcia90@gmail.com

Permit Number 2025-P-1758-CU

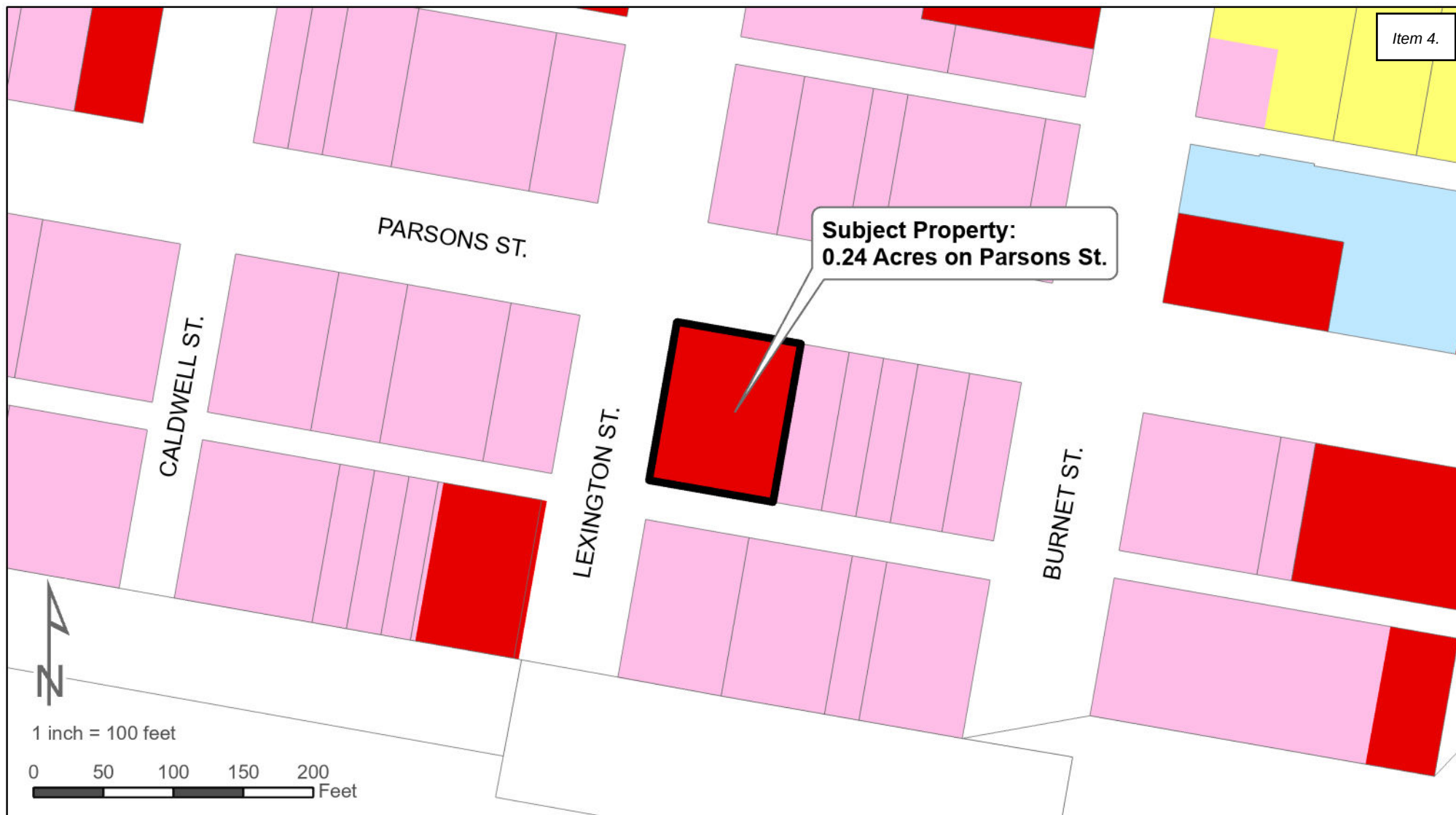
Job Address: 100- 102 E Parsons St. Manor 78653

City Of Manor Texas,

City Planning Review:

- (1) The Proposed work that we are requesting for Manor Grocery is to restoring it, and bringing it back to life. Reopening the local grocery with fresh produce for the local people. With Manor Grocery having a slight update, we are working with the other owners in the shopping center to update the entire strip.
- (2) We are requesting to reopen the business, which is the same as it was before it was closed.
- (3) With a lot of apartments with walking distance, and business around the corner, we believe in reopening the Manor Grocery will bring people together to walk across the street and get their fresh produce.
- (4) No adverse impact on the surrounding area will be impacted.

4. We would like to keep the building at the current Square Footage, which gives us space in the back which faces the City Park. Which we feel like people can come and grab a snack at the Grocery Store and sit outdoor.

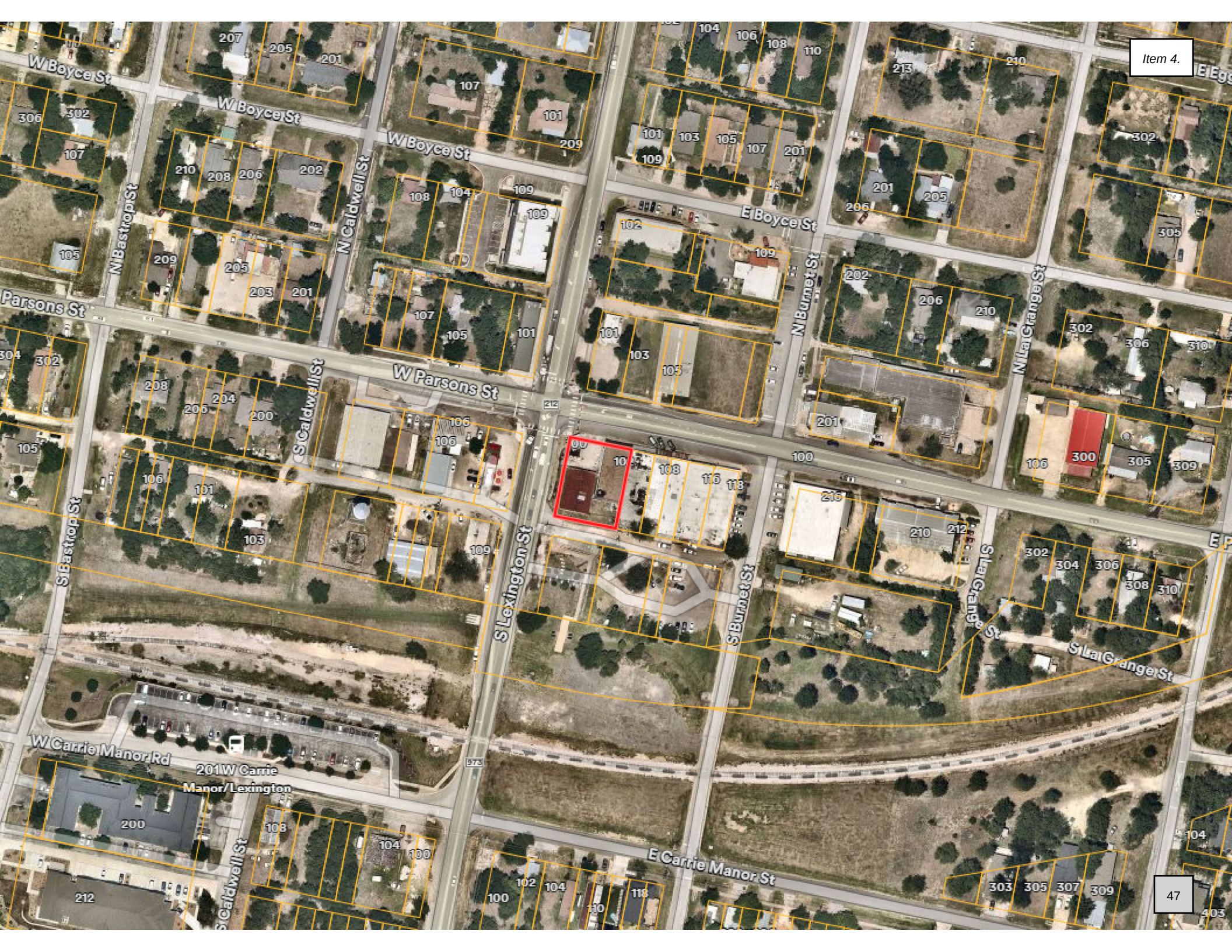


**Specific Use Permit:
Gas Station (Limited)**

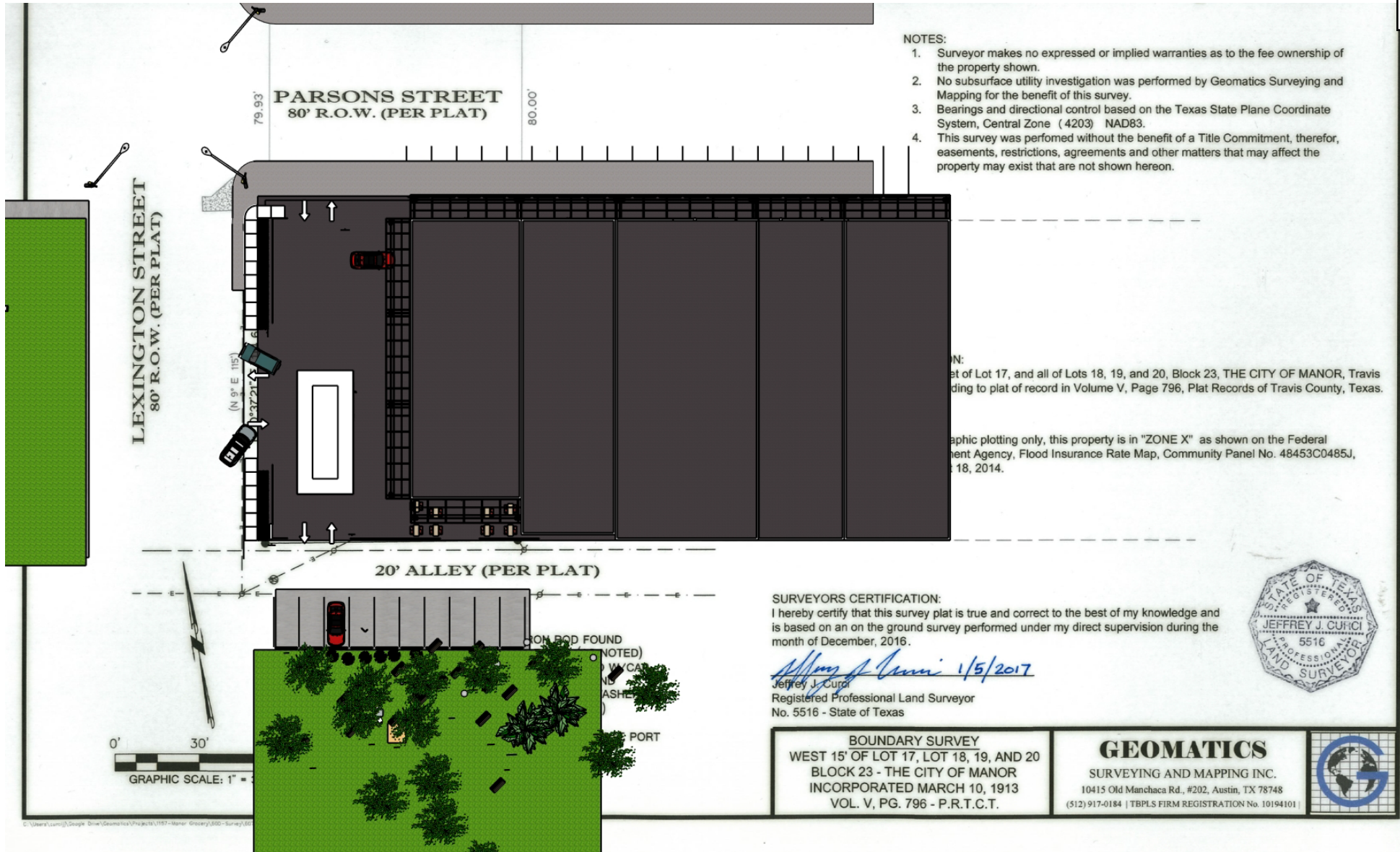
**Current Zoning:
Downtown Business (DB)**

Zoning Legend

 A	Agricultural	 MH-1	Manufactured Home	 C-3	Heavy Commercial
 SF-E	Single Family Estate	 MH-2	Manufactured Home Park	 IN-1	Light Industrial
 SF-1	Single Family Suburban	 OS	Open Space	 IN-2	Heavy Industrial
 SF-2	Single Family Standard	 I-1	Institutional-Small	 NB	Neighborhood Business
 TF	Two-Family Residential	 I-2	Institutional-Large	 DB	Downtown Business
 TH	Townhome	 GO	General Office	 PUD	Planned Unit
 MF-1	Multi-Family 15	 C-1	Light Commercial	 ETJ	
 MF-2	Multi-Family 25	 C-2	Medium Commercial		



Item 4.



CLIENT
Manor Grocery
102 W. Parsons St.
Manor TX 78653

PROJECT NO.
PROJECT
Manor Grocery

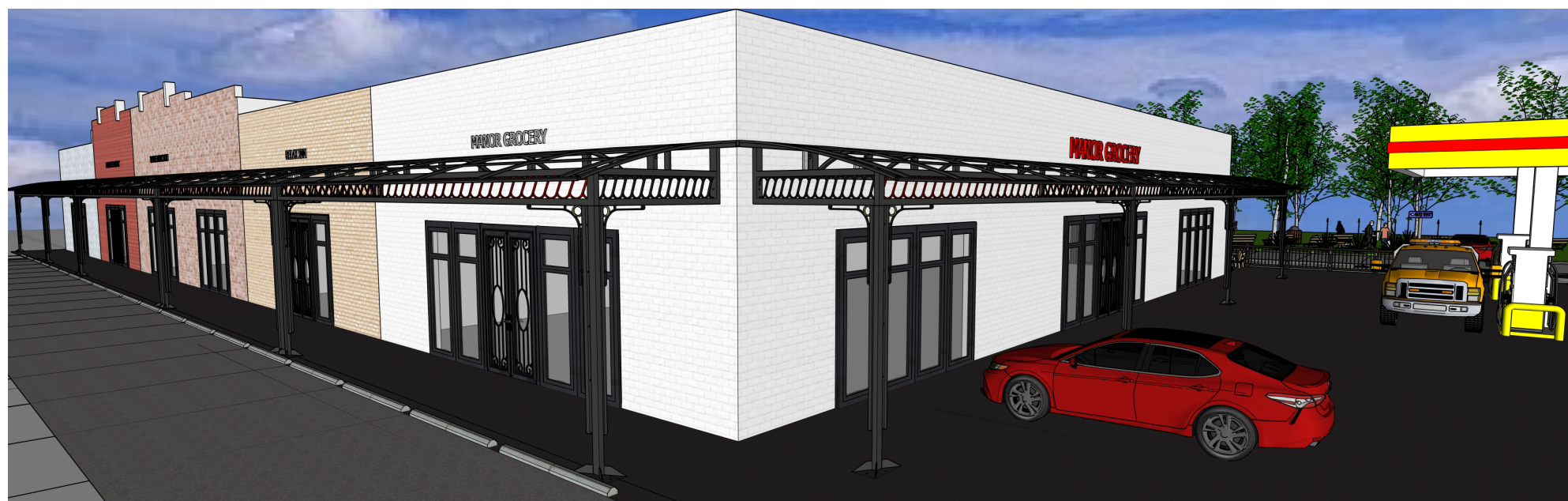
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CG

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02

Manor Grocery:
Removing Metal building in front of property.
Demolish Current gas pump and canopy
2- New Pumps
50'x20' New Canopy for gas pumps
8 Parking spaces plus 4 spaces at the pumps.
Adding Entrance S Lexington St.





Item 4.

CLIENT
Manor Grocery
102 W. Parsons St.
Manor TX 78653

PROJECT NO.
PROJECT
Manor Grocery

DRAWN BY
CG

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Item 4.

CLIENT
Manor Grocery
102 W. Parsons St.
Manor TX 78653

PROJECT NO.
PROJECT
Manor Grocery

DRAWN BY
CG

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8/27/25

City of Manor Development Services

Notification for a Specific Use Permit Request

Project Name: Manor Grocery Gas Station (limited) SUP – 100/102 E Parsons St
 Case Number: 2025-P-1758-CU
 Case Manager: Michael Burrell
 Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Specific Use Permit for Manor Grocery. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Specific Use Permit for a Gas Station (limited) with 2 MPD's, one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX.

Applicant: Cristian Garcia

Owner: Maqil Inc

The Planning and Zoning Commission will meet at 6:30PM on September 10, 2025 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 17, 2025 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 Specific Use Permit Request 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.

Relax Inn Of Manor
106 E Parsons St
Manor TX 78653

Paredes Adrian P & Mariana G
Ibanez Owner
5002 Smokey VLY Unit A
Austin TX 78731

Rodriguez Adrian & Keyna Owner
9115 GOLDEN LEAF
AUSTIN TX 78748-6529

C&K Brother & CO LLC
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PO BOX 562
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AUS-TEX PROPERTIES LLC
7309 BURLESON MANOR RD
MANOR TX 78653-5105

SUAREZ ERNESTO
14121 BOIS D ARC LN
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AUSTIN TX 78708-2653

CANO FAMILY ESTATE LLC
204 SMITH LN
MANOR TX 78653-2036

CARDENAS VIRGINIA Z
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MANOR TX 78653-0243

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MANOR TX 78653-0976

DAVIS CAPITAL INVESTMENTS LLC
P.O. BOX 248
MANOR TX 78653-0248

BUILD BLOCK INC
2700 E 2ND ST
LOS ANGELES CA 90033-4102

120 EAST BOYCE STREET LLC
1004 MERIDEN LN
AUSTIN TX 78703-3823

GAULT WILLIAM C
PO BOX 32
MANOR TX 78653-0032

AGENDA ITEM NO. 5



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the minutes for August 13, 2025, Planning and Zoning Commission Regular Session.

BACKGROUND/SUMMARY:

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

- August 13, 2025, 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
AUGUST 13, 2025**

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:

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

CITY STAFF:

Michael Burrell, Development Services Director
Scott Dunlop, Development Services Assistant Director
Annemarie Felfe, Development Services Planner
Veronica Rivera, Assistant City Attorney
Brittney Lopez, Assistant City Secretary
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 6:35 p.m. on Wednesday, August 13, 2025, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

PUBLIC COMMENTS

No one appeared to speak; however, an email from a concerned citizen was received. *See attached.*

PUBLIC HEARING

- 1. Conduct a public hearing on a Rezoning Application for one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.** Applicant: Luis Granillo. Owner: Luis Granillo.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing on a Rezoning Application for one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Commissioner Stensland opened the public hearing.

Director Burrell gave a summary of the rezoning request.

Luis Granillo with LRG Engineering, 2204 Western Trails Blvd., Suite 101, Austin, Texas submitted a speaker card in support of this item. Mr. Granillo did not wish to speak; however, he was available for any questions.

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

There was no further discussion.

Motion to Close carried 4-0.

- 2. Conduct a public hearing on a Specific Use Permit for a 5,040 square foot Medical Office, one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX.** Applicant: Luis Granillo. Owner: Luis Granillo.

City Staff recommended that the Planning and Zoning Commission conduct the public hearing on a Specific Use Permit for a 5,040 square foot Medical Office, one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX.

Commissioner Stensland opened the public hearing.

Director Burrell summarized the Specific Use Permit request.

Luis Granillo with LRG Engineering, 2204 Western Trails Blvd., Suite 101, Austin, Texas submitted a speaker card in support of this item. Mr. Granillo did not wish to speak; however, he was available for any questions.

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

There was no further discussion.

Motion to Close carried 4-0.

CONSENT AGENDA

3. Consideration, discussion, and possible action to approve the minutes for July 9, 2025, Planning and Zoning Commission Regular Session.

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

There was no further discussion.

Motion to Approve carried 4-0.

REGULAR AGENDA

4. Consideration, discussion, and possible action on a Rezoning Application for one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial. Applicant: Luis Granillo. Owner: Luis Granillo.

City Staff recommended that the Planning and Zoning Commission approve the Rezoning Application for one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

Luis Granillo with LRG Engineering, 2204 Western Trails Blvd., Suite 101, Austin, Texas submitted a speaker card in support of this item. Mr. Granillo did not wish to speak; however, he was available for any questions.

Discussion was held regarding the rezoning request. Commissioner Stensland gave a recap of the sales tax agreement associated with properties located inside the city limits along the US Hwy 290 corridor.

Director Burrell answered questions regarding the property.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Nila to approve the Rezoning Application for one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.

There was no further discussion.

Motion to Approve carried 4-0.

- 5. Consideration, discussion, and possible action on a Specific Use Permit for a 5,040 square foot Medical Office, one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX. Applicant: Luis Granillo. Owner: Luis Granillo.**

City Staff recommended that the Planning and Zoning Commission approve a Specific Use Permit for a 5,040 square foot Medical Office, one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX.

Director Burrell spoke regarding the staff recommendation. He stated the property had development difficulties due to portions of the property being in a floodplain.

Luis Granillo with LRG Engineering, 2204 Western Trails Blvd., Suite 101, Austin, Texas submitted a speaker card in support of this item. Mr. Granillo answered questions pertaining to the proposed development of the property.

Mr. Granillo and the Commissioners discussed the topography of the property, the impervious coverage of the future structures, and the proposed use and development of approximately 0.8 acres.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Aubert to approve the Specific Use Permit for a 5,040 square foot Medical Office, one (1) lot on 5.565 acres, more or less, and being TCAD Parcel ID# 236976 also known as 14305 E. US HWY 290, Manor, TX.

There was no further discussion.

Motion to Approve carried 4-0.

- 6. Consideration, discussion, and possible action on a Coordinated Sign Plan Amendment for the Mini-Max Gas Station located at 13320 E US HWY 290 Manor, TX. Applicant: Inayat Marediya. Owner: Inayat Marediya.**

City Staff recommended that the Planning and Zoning Commission approve the Coordinated Sign Plan Amendment for the Mini-Max Gas Station located at 13320 E US HWY 290 Manor, TX.

Director Burrell spoke about the staff recommendation. He stated the amendment is to allow for signage on the fuel canopy, which was missing from the original sign plan.

Discussion was held regarding the signs allowed in the current sign plan. Director Burrell answered questions about the permitting process of getting approval for signs.

Naim Marediya with Mini Max, 13320 E. US Hwy 290, Manor, Texas, submitted a speaker card to speak in support of this item. Mr. Marediya replied to questions about the request to amend the Coordinated Sign Plan.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Nila to approve the Coordinated Sign Plan Amendment for the Mini-Max Gas Station located at 13320 E US HWY 290 Manor, TX.

There was no further discussion.

Motion to Approve carried 4-0.

7. Consideration, discussion, and possible action on a Joined Lot Affidavit for Lot 14, Lot 15, and Lot 16, Block 25, Town of Manor. Applicant: Ringo Sun and Yu Chi Wu. Owner: Ringo Sun and Yu Chi Wu.

City Staff recommended that the Planning and Zoning Commission approve the Joined Lot Affidavit for Lot 14, Lot 15, and Lot 16, Block 25, Town of Manor.

Director Burrell explained the request is to allow for future commercial development by the owner.

Ringo Sun, 707 Knollwood Drive, Austin, Texas, submitted a speaker card to speak in support of this item. She stated the purpose of joining the lots was to be able to provide a parking lot for her business.

MOTION: Upon a motion made by Commissioner Meyer and seconded by Commissioner Aubert to approve the Joined Lot Affidavit for Lot 14, Lot 15, and Lot 16, Block 25, Town of Manor.

There was no further discussion.

Motion to Approve carried 4-0.

8. Consideration, discussion, and possible action on a Setback Waiver for 210 E. Browning St. Manor, TX. Applicant: TOO1 Management, LLC. Owner: TOO1 Management, LLC.

City Staff recommended that the Planning and Zoning Commission approve the Setback Waiver for 210 E. Browning St. Manor, TX.

Victor Pena, 210 E. Browning Street, Manor, Texas, submitted a speaker card to speak in support of this item. Mr. Pena declined to speak at this time.

Luis Carrillo with 7th Modern Design Studio, LLC., 210 E. Browning Street, Manor, Texas, submitted a speaker card to speak in support of this item. Mr. Carrillo declined to speak at this time.

Torrey Overton with TOO1 Management LLC, 1135 Don Ann Street, Austin, Texas, submitted a speaker card to speak in support of this item. Mr. Overton displayed a diorama for the Commissioners. *See attached photos.*

Director Burrell answered questions regarding the aerial images of the property that were added to the backup for this item. *See attached.* He clarified this request was consistent with the typical setback waiver in the downtown area.

MOTION: Upon a motion made by Commissioner Nila and seconded by Commissioner Meyer to approve the Setback Waiver for 210 E. Browning St. Manor, TX.

There was no further discussion.

Motion to Approve carried 4-0.

ADJOURNMENT

MOTION: Upon a motion made by Commissioner Aubert and seconded by Commissioner Meyer to Adjourn the Regular Session of the Manor Planning and Zoning Commission at 7:05 p.m. on Wednesday, August 13, 2025.

There was no further discussion.

Motion to Adjourn carried 4-0.

The Planning and Zoning Commission approved these minutes on September 10, 2025.

APPROVED:

Felix Paiz
Chairperson

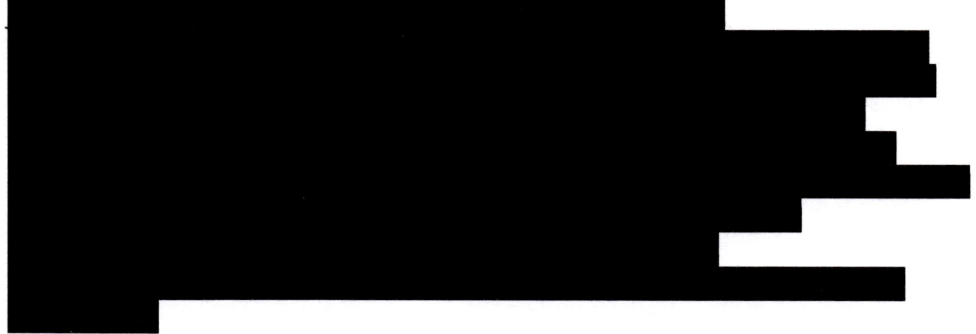
ATTEST:

Mandy Miller
Development Services Supervisor

Michael Burrell

From: battaile@calexas.com
Sent: Wednesday, July 9, 2025 11:19 AM
To: Michael Burrell; pzcommissioners@manortx.gov; publiccomments@cityofmanor.org; Public Comments

Cc:



Subject: Manor TX Planning & Zoning Must FIGHT for PARKS in Manor Heights

P&Z Meeting Tonight at 6:30

<https://meetings.municode.com/adaHtmlDocument/index?cc=MANORTX&me=96acf3f0fee04d7d9ecf2a745313f011&ip=true>

Hello Mr. Burrell,

Please forward this email to Chairman, Paiz to read during the Public Comments portion of your meeting tonight. Please forward this email immediately upon receipt to the Commissioners and Substitute Commissioners.

I am also copying the State, County and City of Manor Attorneys and AG's, and our Travis County Commissioners so they understand their responsibilities and liabilities from not enforcing Constitutional Civil Rights including Remonstrance, Free Speech and Freedom of the Press.

Texas Open Meetings Act (TOMA) Legal Citation: Tex. Gov't Code § 551.007

"A governmental body shall allow each member of the public who desires to address the body regarding an item on an agenda for an open meeting of the body the opportunity to do so before or during the body's consideration of the item."

Refusal to follow mandatory procedures like TOMA can open the door to claims for:

1. **Ultra vires conduct** by officials (see *City of El Paso v. Heinrich*, 284 S.W.3d 366 (Tex. 2009))
 – Sovereign immunity does **not** protect officials acting outside the law.
2. **Declaratory and injunctive relief** under the **Uniform Declaratory Judgments Act (UDJA)**, Tex. Civ. Prac. & Rem. Code § 37.004

Start reading my Public Comments here please: _____

Hello Commissioners, Staff and Citizens,

Tonight's meeting is an excellent chance to assert the will and intent of the Forebears as they wrote the City Codes:

AS regards Public Hearing #1 and Agenda Item #5 for MANOR HEIGHTS:

The goal of the Parkland codes is for USEABLE Parkland for community recreation. They are not supposed to be less than FIVE acres; or the city doesn't want them. The Codes are meant (and written) to **discourage** little postage-stamp parks hidden within a subdivision. THOSE little "nothings" become private, neighborhood parks and don't fulfill the needs of a vibrant community.

At the north end by the ETJ border is a claim of 13.01 ACRES of parkland that is ACTUALLY a WATER RETENTION POND!! That's a complete rip-off that P&Z SHOULD HAVE CAUGHT.

A little lower is 2.77 acres of unacceptable "parkland" separated by 2.39 acres of Single-Family Residences from yet another UNACCEPTABLE 4.04 acres pretending to be "parkland."

The CODES are quite clear about encouraging these to become CONTIGUOUS sections of LARGES parks that can become football or futbol, tennis, baseball, shuffleboard, pickle ball... more than JUST A SWINGSET postage stamp.

This developer needs to dramatically re-draw this site map to include major chunks of land and ALSO say what they WILL CONTRIBUTE to that recreational usage. City of Manor should help with a couple of hundred thousand dollars for amenities.

P&Z Needs to step up RIGHT NOW to demand a RE-MAKE of this "plan" to create GENUINE PARKS on main thoroughfares with AMPLE PARKING to encourage activities. YOU are the SECOND MOST POWERFUL group in our city.

When will YOU START exerting some positive INFLUENCE. You can set your own Agendas, have townhalls, suggest budget items and you DO NONE of these things? Why not?

AGAIN... you are VOTING on MINUTES that aren't included for Public Review. HERE'S THE LAW. AGAIN. This is the Department head's RESPONSIBILITY. Don't blame Mandy. It's also the City Manager's responsibility, City Council's and especially FELIX PAIZ as Chairperson of this "committee" that is supposed to be a COMMISSION.

Voting to approve minutes that are **not identified in the agenda (June 11th meeting)**, violates both:

- **§ 551.041** (failure to notify public of agenda item)

- and potentially **§ 551.144** (criminal penalties for knowingly violating the Act)

ASK THE CITY ATTORNEYS sitting there in the room.

Please also ask the OKRA DEVELOPERS to do SOMETHING about that God-awful box they call a "convenience store/gas station." Just make a motion, and someone seconds it.

To the folks fighting to move the Event Center... don't stop. You MUST show up at EVERY MEETING. The Event Center should MOVE to the "new downtown" that city approved. P&Z should advocate for that move in order to PROTECT that neighborhood.

Thank you,

Robert Battaile (Battle)

08-13-2025

PHOTO #1

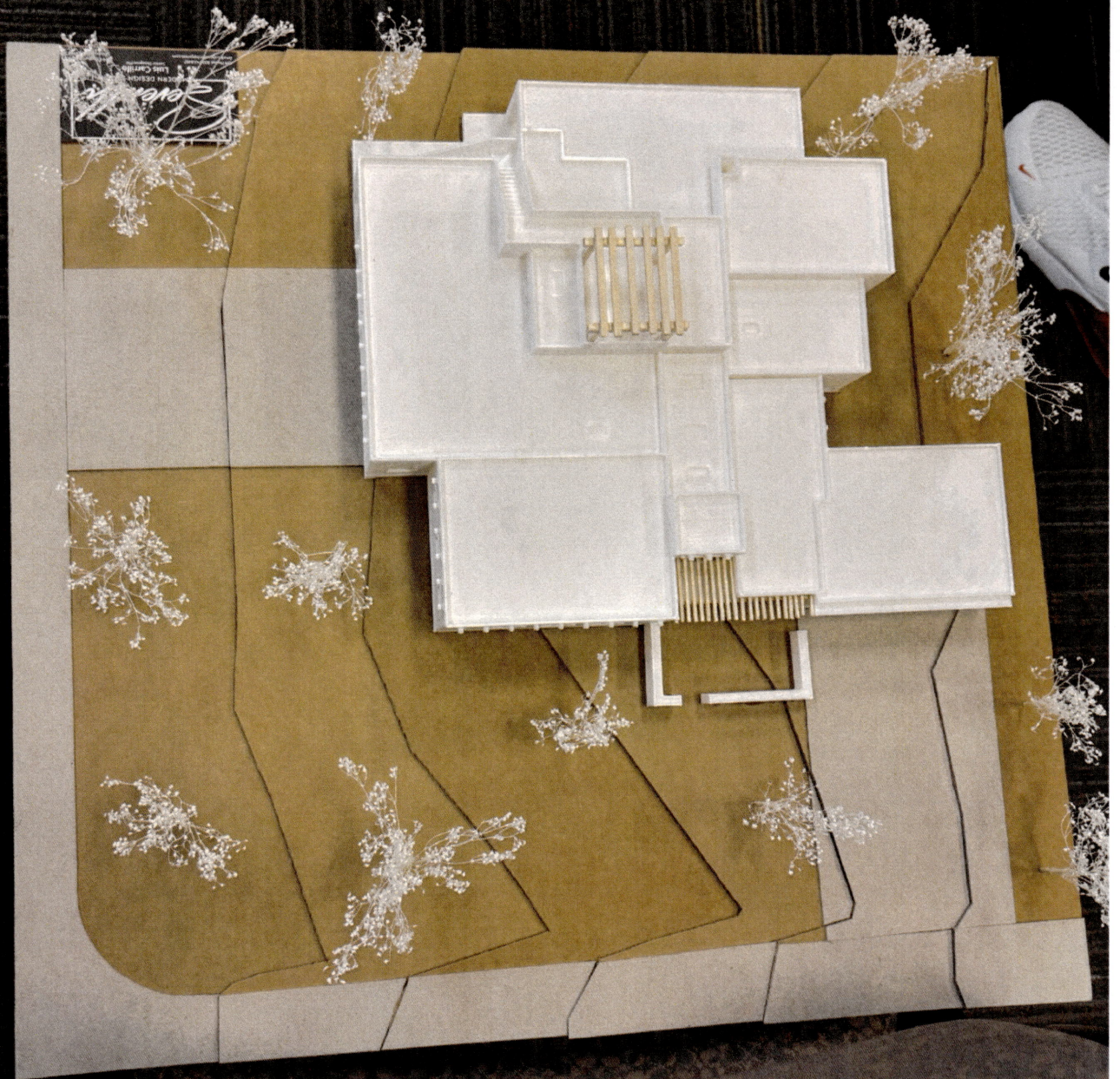
Item 5.



08-13-2025

Photo # 2

Item 5.



Item 5.



8-13-2025

Photo #4

Item 5.







AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Subdivision Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.

Applicant: Bowman Consulting Group, LTD

Owner: Tim Kraftson

BACKGROUND/SUMMARY:

This Concept plan is for Manor Downs and has been approved by our engineers. Industrial zoning for this project was approved by Ordinance 783 on April 2nd, 2025. The intent for this property is to create six industrial lots, one parkland lot to be conveyed to the city, and a Public ROW to provide north and south connections for future development. This is a non-discretionary item

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

- Concept Plan
- Engineer Comments and Responses
- Conformance Letter

- Public Notice
- Mailing Labels

ACTIONS:

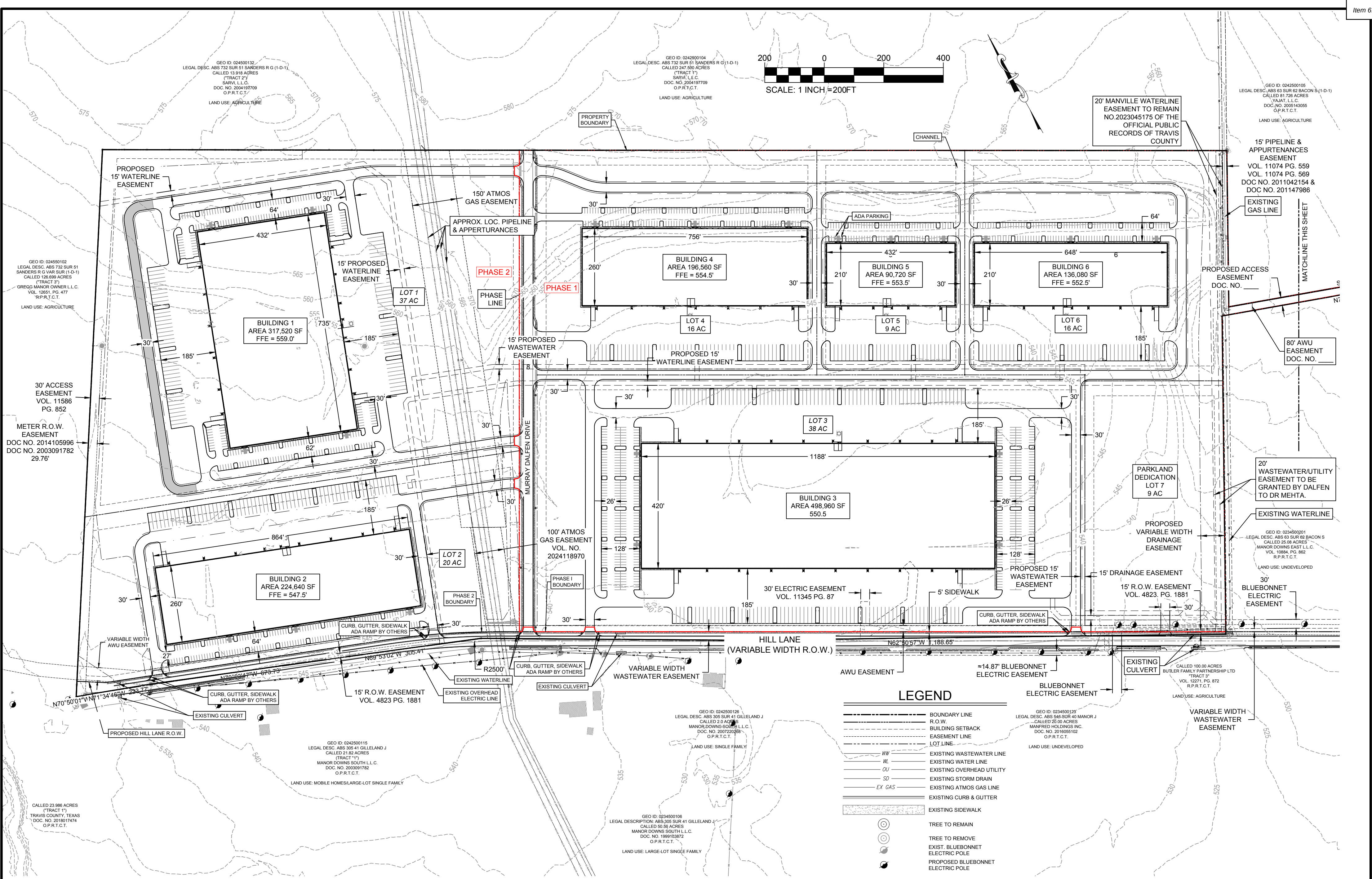
<i>Discretion</i>	Non-discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Approve, Approve with Conditions, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.

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

V:\070422 - Dalfen Industrial\070422-01-002 (ENG) - Manor Downs Industrial\Engineering\Design Documents\Concept Plan\070422-01-002_Concept Plan.dwg, CONCEPT PLAN, June 30, 2025, 10:32 AM, mcarion



NOTES:

- THIS SITE IS TO BE ZONED IN-2 HEAVY INDUSTRIAL.
- 7 NON-RESIDENTIAL LOTS ARE PROPOSED WITH THIS DEVELOPMENT.
- LOT 7 IS TO BE DEDICATED AS PARKLAND TO THE CITY OF MANOR.

MATCHLINE THIS SHEET

MATCHLINE THIS SHEET

CITY OF MANOR LIMITS

S72°08'25"E 938.15'

N72°08'25"W 961.19'

DATE: 5/27/2025	DRAWN BY: LDB	
SCALE: 1" = 200'	CHECKED BY: MGC	
JOB No: 070422-01-002	DESIGNED BY: MK	
REVISIONS		
REVISION	DESCRIPTION	DATE

Bowman

© 2024 Bowman Consulting Group Ltd
TBPE Firm Registration No. F-14309

807 Las Cimas Parkway
Suite 350
Austin, Texas 78746

Phone: (512) 327-1180
Fax: (512) 327-4062
www.bowman.com

CONCEPT PLAN

MANOR DOWNS INDUSTRIAL HILL LANE MANOR, TEXAS

SHEET 2 OF 3

STATE OF TEXAS

MARISA KEISER

141397

LICENSED PROFESSIONAL ENGINEER

Marisa Keiser

June 30, 2025



1500 County Road 269
Leander, TX 78641

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

Date: Thursday, May 8, 2025

Maggie Carrion
BWMN

TX
mcarrion@bowman.com

Permit Number 2025-P-1725-CP
Job Address: , , LA.

Dear Maggie Carrion,

The first submittal of the Manor Downs Concept plan (*Concept Plan*) submitted by BWMN and received on July 01, 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. ~~Adjust the landscape and architect contact information that overlaps the vicinity map.~~
 - ii. ~~Provide documentation that these parcels have been annexed into the City of Manor.~~
 - a. ~~This site is within the Austin 2-mile ETJ.~~
 - b. ~~Verification will need to come from the City of Manor Development Services Director, Michael Burrell, mburrell@manortx.gov regarding the zoning. Outside the current City of Manor Zoning limits map.~~
 - iii. ~~Who will provide water and wastewater services to this site?~~
 - a. ~~Water is within Manville's CCN.~~
 - b. ~~Wastewater is within the City of Austin CNN.~~
 - c. ~~Provide how many LUEs for wastewater are being proposed.~~
 - iv. ~~Call out any significant existing features on, or within 200 feet of, the property, such as railroads, roads, buildings, utilities, and drainage structures.~~
 - a. ~~Existing buildings are on site.~~
 - v. ~~Will this project be broken down into multiple phases or just one phase?~~
 - a. ~~If applicable, provide approximate boundaries and anticipated timing of proposed phases of development and uses. List the proposed phases with estimated years of completion and what improvements will be in which phase.~~
6. ~~City of Manor acknowledgements signature blocks should be added to the Cover Sheet.~~

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

May 14, 2025

Tyler Shows
Staff Engineer
GBA

Project Name: Manor Downs Industrial
Project Location: Hill Lane, Manor, Texas 78653
Permit #: 2025-P-1725-CP

Dear Mr. Shows:

This letter is in response to your Master Comment Report dated May 8th 2025.

ESD Review

1. Adjust the landscape and architect contact information that overlaps the vicinity map.
Response: **The contact information has been moved out of the vicinity map.**
2. Provide documentation that these parcels have been annexed into the City of Manor.
 - a. This site is within the Austin 2-mile ETJ.
 - b. Verification will need to come from the City of Manor Development Services Director, Michael Burrell, mburrell@manortx.gov regarding the zoning. Outside the current City of Manor Zoning limits map.**Response:** **The site is in the City of Manor IN-2 Zoning District. Please see attached email from Micheal Burrell confirming the zoning for this site.**
3. Who will provide water and wastewater services to this site?
 - a. Water is within Manville's CCN.
 - b. Wastewater is within the City of Austin CNN.**Response:** **Manville will be the water service provider. We have already kicked off conversations with Erik Prinz and Raul Ochoa at Manville about building a new public line throughout the site to service the development. Wastewater will be a mix of private force main, gravity wastewater, and a lift station on site. Once the wastewater leaves the property line, it will become public and connect to the FM alignment that Kimley Horn is designing for the City of Manor. This is per conversations had with the City of Manor and Pauline Gray.**
4. Call out any significant existing features on, or within 200 feet of, the property, such as railroads, roads, buildings, utilities, and drainage structures.
 - a. Existing buildings are on site.**Response:** **The existing buildings onsite are to be demolished. Please see attached for the existing conditions and demolition plans for this site. These are being provided as separate exhibits because it crowds the concept plan.**
5. Will this project be broken down into multiple phases or just one phase?

a. If applicable, provide approximate boundaries and anticipated timing of proposed phases of development and uses.

Response: **This project will be broken into two phases. The phase boundaries are shown on the concept plan. Phase 1 consists of the Subdivision (public roadway and waterline) and Site Plan A (industrial buildings plan east), and Phase 2 consists of Site Plan B (industrial buildings plan west). The anticipated timeline is as follows: Phase 1, Subdivision and Site Plan A, in August of 2025 and Site Plan B in December of 2028.**

End of Master Comment Report.

If you have any questions or require additional information, please call me at (512)-253-7904, or send an email to mcarrion@bowman.com.

Thank you,

Maggie Carrion

Maggie Carrion
Assistant Project Manager
Bowman

Maggie Carrion

From: Michael Burrell <mburrell@manortx.gov>
Sent: Tuesday, May 13, 2025 12:47 PM
To: Maggie Carrion; Tim Kraftson
Cc: Marisa Keiser
Subject: [EXTERNAL] RE: Manor Downs Applications



This is verification that the subject parcels are in the city limits and are zoned IN-2.

Thank you,



Michael Burrell
 Development Services Director

Direct: (512) 215-8158
Fax: (512) 272-8636
mburrell@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.

From: Maggie Carrion <mcarrion@bowman.com>
Sent: Tuesday, May 13, 2025 9:33 AM
To: Michael Burrell <mburrell@manortx.gov>; Tim Kraftson <tkraftson@dalfen.com>
Cc: Marisa Keiser <mkeiser@bowman.com>
Subject: RE: Manor Downs Applications

Hey Micheal and Tim,

I just submitted three separate grading permits for Manor Downs Industrial.

We also just received concept plan comments, and it is requesting your verification that we are within the Manor City Limits.

May you please respond to verify this comment.

- ii. Provide documentation that these parcels have been annexed into th
 - a. This site is within the Austin 2-mile ETJ.
 - b. Verification will need to come from the City of Manor Develop
mburrell@manortx.gov regarding the zoning. Outside the curr

Thanks,

MAGGIE CARRION, EITAssistant Project Manager | **BOWMAN**

807 Las Cimas Pkwy, Las Cimas II, #350, Austin, TX 78746

O: (512) 327-1180 | M: (512) 253-7904

mcarrion@bowman.com | bowman.com**From:** Michael Burrell <mburrell@manortx.gov>**Sent:** Wednesday, May 7, 2025 12:13 PM**To:** Maggie Carrion <mcarrion@bowman.com>**Subject:** [EXTERNAL] RE: Manor Downs Applications

Good afternoon,

It would be a site plan application. Whether or not you submit 2 separate sets for site plan A and B is up to you.

Best,

**Michael Burrell**

Development Services Director

Direct: (512) 215-8158**Fax:** (512) 272-8636mburrell@manortx.gov

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From: Maggie Carrion <mcarrion@bowman.com>**Sent:** Wednesday, May 7, 2025 11:48 AM**To:** Michael Burrell <mburrell@manortx.gov>**Subject:** RE: Manor Downs Applications

Hey Micheal,

Thanks for letting me know. What application type would I submit for the grading permit?

Thanks,

MAGGIE CARRION, EITAssistant Project Manager | **BOWMAN**

807 Las Cimas Pkwy, Las Cimas II, #350, Austin, TX 78746

O: (512) 327-1180 | M: (512) 253-7904

mcarrion@bowman.com | bowman.com

From: Michael Burrell <mburrell@manortx.gov>
Sent: Friday, April 25, 2025 11:41 AM
To: Maggie Carrion <mcarrion@bowman.com>
Subject: [EXTERNAL] Manor Downs Applications

Maggie,

We received the applications for Manor Downs site plans and construction plan. Just to ensure you are aware, grading permits are separate from the site plan. You will need to submit those sheets on their own to receive a permit for it.

Thank you,



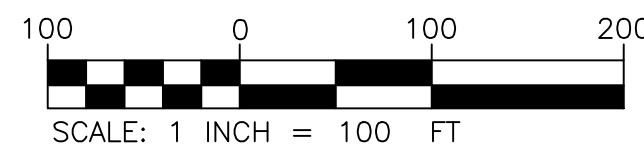
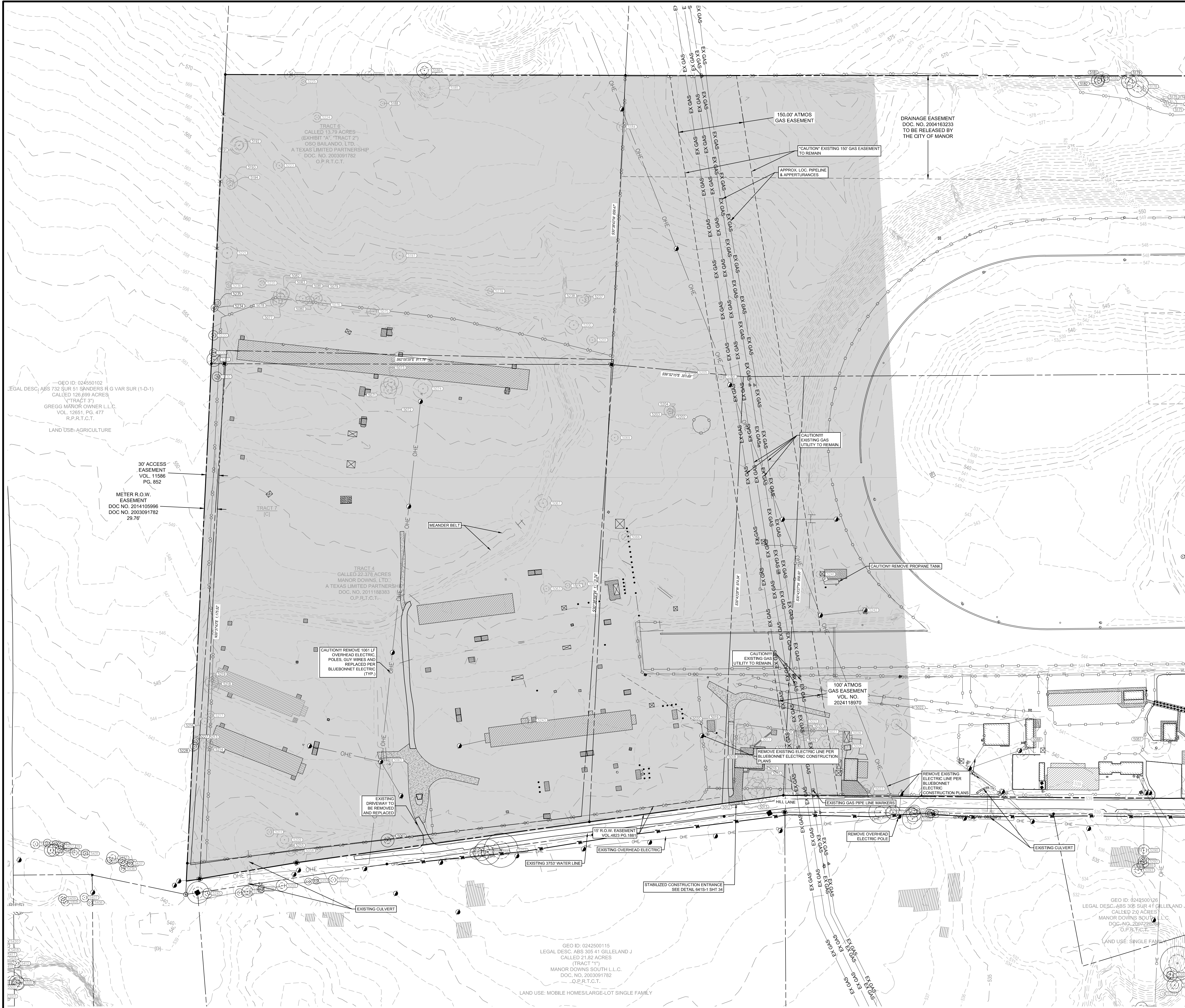
Michael Burrell
Development Services Director

Direct: (512) 215-8158
Fax: (512) 272-8636
mburrell@manortx.gov

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V:\070422 - Dallas Industrial\070422-01-002 (ENG) - Manor Downs Industrial\Engineering\Plans\Site Plan\070422-01-002 SP-B DEMO.dwg, DEMO, May 09, 2025, 1:12 PM, bmgman



LEGEND

	BOUNDARY LINE
	R.O.W.
	EASEMENT LINE
	LOT LINE
	EXISTING MAJOR CONTOUR
	EXISTING MINOR CONTOUR
	EXISTING FORCE MAIN
	RECLAIMED WATER
	EXISTING WASTEWATER LINE
	EXISTING WATER LINE
	EXISTING OVERHEAD UTILITY
	EXISTING STORM DRAIN
	EXISTING CURB & GUTTER
	EXISTING SIDEWALK
	EXISTING TREE
	EXISTING TREE TO BE REMOVED
	EXISTING BLUEBONNET ELECTRIC POLE TO BE REMOVED
	EXISTING BLUEBONNET ELECTRIC POLE TO REMAIN
	LIMITS OF CONSTRUCTION AREA TO BE CLEARED UNLESS OTHERWISE NOTED

NOTES:

1. A PRECONSTRUCTION MEETING WITH THE ENVIRONMENTAL INSPECTOR IS REQUIRED PRIOR TO ANY SITE DISTURBANCE.
2. LIMITS OF DEMOLITION TO INCLUDE UTILITIES, BUILDINGS, CONCRETE, AND PAVEMENT. SEE TREE LIST FOR PROPOSED.
3. THE QUANTITIES ON THE DEMOLITION SHEETS ARE BASED ON THE SURVEY PERFORMED BY 4WARD LAND SURVEYING ON 04/23/2021 AND WE CANNOT AND DO NOT GUARANTEE THAT THE QUANTITIES WILL NOT VARY FROM THIS ESTIMATE.

LIST OF TREES TO BE REMOVED

NUMBER	DESCRIPTION	
5012	34" ASH	5141 12" HACKBERRY
5013	30" ASH 22-15	5184 12" CEDAR
5014	34" AMERICAN ELM	5185 47" MESQUITE 21-15-13-11-11
5015	21" PECAN	5188 10" CEDAR
5016	24" MULBERRY	5189 15" CEDAR 8-6-6
5019	29" PECAN	5190 13" CEDAR 10-5
5020	37" WILLOW 13-13-13-13-7	5191 20" MESQUITE 12-9-6
5021	22" HACKBERRY 16-11	5192 19" MESQUITE 8-7-7-7
5024	18" AMERICAN ELM	5193 17" OSAGE ORANGE 9-8-8
5025	28" BOX 10-9-7-7-6-5	5194 10" CEDAR
5026	22" HACKBERRY	5196 8" HACKBERRY
5027	11" HACKBERRY	5197 17" HACKBERRY 11-6-8
5028	13" HACKBERRY	5200 21" MESQUITE 10-7-7-7
5029	16" HACKBERRY	5201 13" CEDAR ELM 9-8
5030	12" HACKBERRY 9-6	5202 10" HACKBERRY
5031	12" AMERICAN ELM	5203 13" HACKBERRY
5032	15" HACKBERRY 10-10	5204 9" HACKBERRY
5058	12" HACKBERRY	5205 15" HACKBERRY 11-7
5059	8" HACKBERRY	5206 13" HACKBERRY 8-6-4
5060	8" HACKBERRY	5209 19" WILLOW 8-7-7-7
5061	15" HACKBERRY 9-6-5	5210 11" AMERICAN ELM 8-5
5062	21" AMERICAN ELM	5211 11" WILLOW 8-5
5063	13" WILLOW	5213 15" HACKBERRY 11-8
5064	11" WILLOW	5214 9" HACKBERRY
5065	15" WILLOW	5216 15" WILLOW
5066	15" CEDAR 10-7-3	5217 10" CEDAR
5067	20" WILLOW 10-10-9	5218 18" HACKBERRY
5069	16" HACKBERRY 10-6-6	5219 15" HACKBERRY
5071	19" HACKBERRY	5220 11" CEDAR
5072	25" HACKBERRY	5221 25" OSAGE ORANGE 13-9-7-6
5073	17" HACKBERRY	5222 8" CEDAR ELM
5074	23" HACKBERRY	5223 14" MESQUITE
5075	15" HACKBERRY 10-9	5224 11" OSAGE ORANGE 8-6
5076	21" HACKBERRY 14-13	5225 9" CEDAR ELM
5077	16" HACKBERRY 12-8	5236 9" HACKBERRY
5078	13" HACKBERRY	5237 9" HACKBERRY
5079	13" HACKBERRY 9-8	5238 14" OSAGE ORANGE 8-6-5
5080	11" HACKBERRY	5239 11" OSAGE ORANGE 9-5
5081	16" HACKBERRY 11-9	5243 19" MULBERRY 10-8-5-5
5082	15" HACKBERRY 8-7-7	
5083	17" HACKBERRY 9-8-7	
5140	17" MULBERRY 8-7-6-4	



THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. CONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTORS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

REVISIONS	DESCRIPTION	DATE

EXISTING CONDITIONS AND DEMOLITION PLAN

MANOR DOWNS INDUSTRIAL - SITE PLAN B
8500 HILL LN
MANOR, TEXAS, 78653

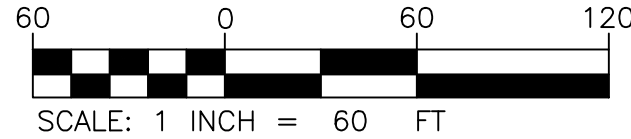
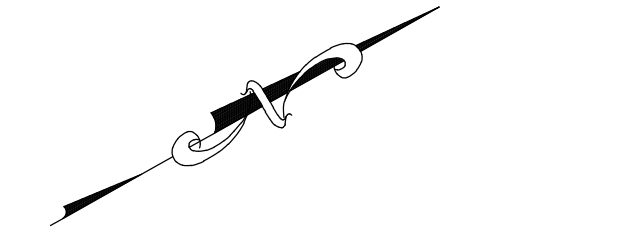
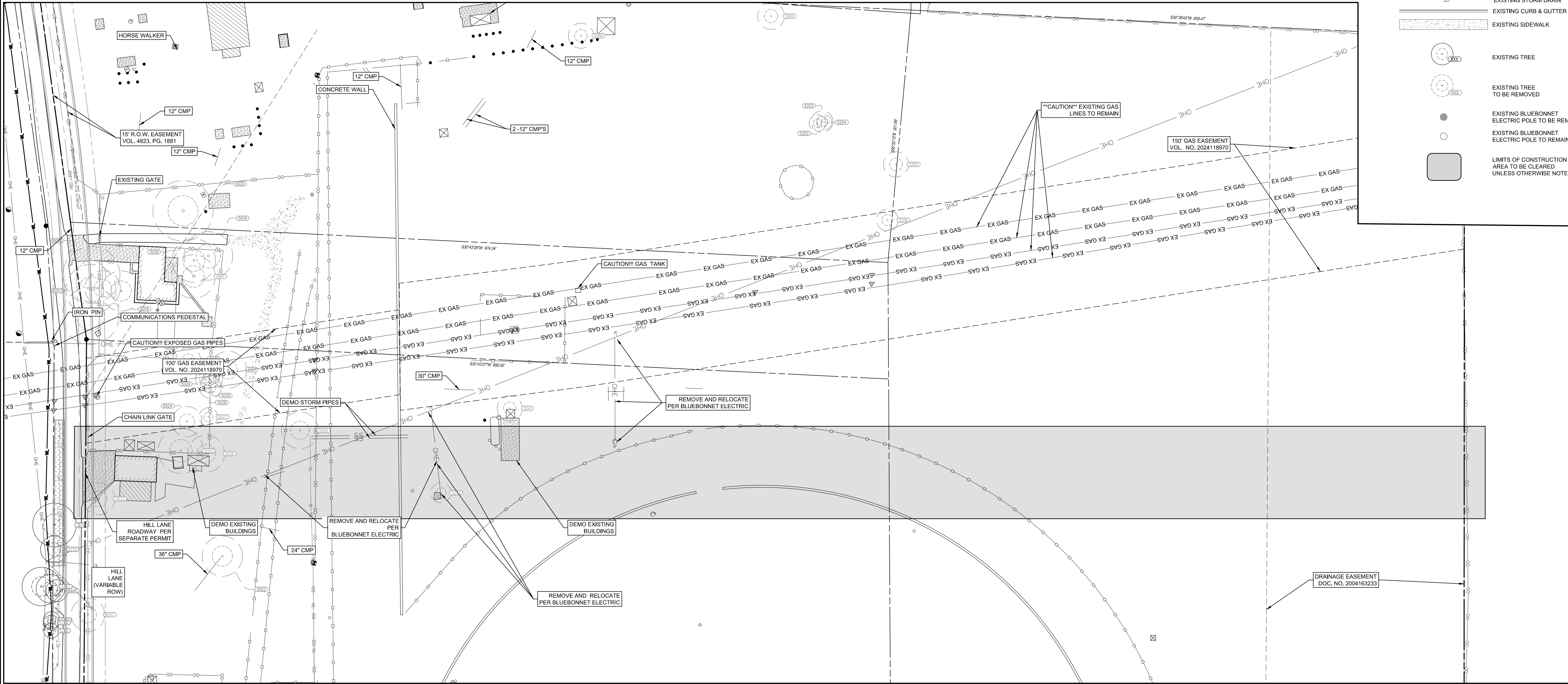
THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, MARK-UP, AND/OR DRAFTING UNDER THE AUTHORITY OF MARISA KEISER, P.E. #141397 ON MAY 9, 2025. IT IS NOT TO BE USED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

DESIGN	DRAWN	CHKD
MC	MG	MK

JOB No. 070422-01-002

SHEET
05 OF 43

V:\070422 - dillen industrial\070422-01-002 (exp) - manor downs industrial\engineering\plans\disclosure plan\070422-01-002 SUB DEMO.dwg, EXISTING CONDITIONS AND DEMOLITION PLAN, May 09, 2025, 2:03 PM, lbrgrman



LEGEND

- BOUNDARY LINE
- R.O.W.
- EASEMENT LINE
- LOT LINE
- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- FM
- RW
- WW
- WL
- OU
- SD
- EXISTING FORCE MAIN
- RECLAIMED WATER
- EXISTING WASTEWATER LINE
- EXISTING WATER LINE
- EXISTING OVERHEAD UTILITY
- EXISTING STORM DRAIN
- EXISTING CURB & GUTTER
- EXISTING SIDEWALK
- EXISTING TREE
- EXISTING TREE TO BE REMOVED
- EXISTING BLUEBONNET ELECTRIC POLE TO BE REMOVED
- EXISTING BLUEBONNET ELECTRIC POLE TO REMAIN
- LIMITS OF CONSTRUCTION AREA TO BE CLEARED UNLESS OTHERWISE NOTED

LIST OF TREES TO BE REMOVED

NUMBER	DESCRIPTION
5023	19" PECAN
5024	18" AMERICAN ELM
5025	28" BOX 10-9-7-6-5
5026	22" HACKBERRY
5042	21" COTTONWOOD



THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. CONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTORS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

REVISIONS

REVISION	DESCRIPTION	DATE

EXISTING CONDITIONS AND DEMOLITION PLAN

MANOR DOWNS INDUSTRIAL
8916 HILL LN
MANOR, TEXAS, 78653

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, MARK-UP, AND/OR DRAFTING UNDER THE AUTHORITY OF MARISA KEISER, P.E. #141397 ON MAY 9, 2025. IT IS NOT TO BE USED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

DESIGN	DRAWN	CHKD
MC	MG	MK
JOB No.	070422-01-002	

SHEET
03 OF 24

PRELIMINARY NOT FOR CONSTRUCTION

Bowman

© 2024 Bowman Consulting Group, LLC
T89PE Firm, Registered Professional Engineer, No. F-14309
8071 Las Cimas Parkway
Suite 350
Austin, Texas 78746
Phone: (512) 322-1180
Fax: (512) 327-4062
www.bowman.com

Item 6.



1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, June 25, 2025

Maggie Carrion
BWMN

TX
mcarrion@bowman.com

Permit Number 2025-P-1725-CP
Job Address: ,

Dear Maggie Carrion,

The subsequent submittal of the Manor Downs Concept plan submitted by BWMN and received on July 01, 2025, 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. ~~Adjust the landscape and architect contact information that overlaps the vicinity map.~~
 - ii. ~~Provide documentation that these parcels have been annexed into the City of Manor.~~
 - a. ~~This site is within the Austin 2-mile ETJ.~~
 - b. ~~Verification will need to come from the City of Manor Development Services Director, Michael Burrell, mburrell@manortx.gov regarding the zoning. Outside the current City of Manor Zoning limits map.~~
 - iii. ~~Who will provide water and wastewater services to this site?~~
 - a. ~~Water is within Manville's CCN.~~
 - b. ~~Wastewater is within the City of Austin CNN.~~
 - c. ~~Provide how many LUEs for wastewater are being proposed.~~
 - iv. ~~Call out any significant existing features on, or within 200 feet of, the property, such as railroads, roads, buildings, utilities, and drainage structures.~~
 - a. ~~Existing buildings are on site.~~
 - v. ~~Will this project be broken down into multiple phases or just one phase?~~
 - a. ~~If applicable, provide approximate boundaries and anticipated timing of proposed phases of development and uses. List the proposed phases with estimated years of completion and what improvements will be in which phase.~~
6. ~~City of Manor acknowledgements signature blocks should be added to the Cover Sheet.~~

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

June 30, 2025

Tyler Shows
Staff Engineer
GBA

Project Name: Manor Downs Industrial
Project Location: Hill Lane, Manor, Texas 78653
Permit #: 2025-P-1725-CP

Dear Mr. Shows:

This letter is in response to your Master Comment Report dated June 25th 2025.

Engineer Review

1. Cleared
2. Cleared
3. Who will provide water and wastewater services to this site?
 - a. Provide how many LUE's for wastewater are being proposed.

Response: **There are 8 wastewater LUE's proposed per building (48 total for 6 buildings) as updated on Sheet 3 LUE Calculations. Each building will have a 2" meter, so there are 8 wastewater LUEs per building per the City of Manor Impact Fee Schedule (snipped below). The water LUEs were calculated per Manville standards, so they differ from wastewater LUEs.**

NON-RESIDENTIAL DEVELOPMENT RATES

Community Impact Fees for all non-residential development shall be assessed based upon the water meter size and type installed to serve proposed development

Meter Size (inches)	Meter Type	L.U.E.	Water Impact Fee	Wastewater Impact Fee
5/8	Positive Displacement	1	\$ 2,022.00	\$ 7,193.50
3/4	Positive Displacement	1.5	\$ 3,033.00	\$ 10,790.25
1	Positive Displacement	2.5	\$ 5,055.00	\$ 17,983.75
1 1/2	Positive Displacement	5	\$ 10,110.00	\$ 35,967.50
2	Positive Displacement	8	\$ 16,176.00	\$ 57,548.00
2	Compound	8	\$ 16,176.00	\$ 57,548.00
2	Turbine	10	\$ 20,220.00	\$ 71,935.00

4. Cleared
5. Will this project be broken down into multiple phases or just one phase?
 - a. If applicable, provide approximate boundaries and anticipated timing of proposed phases of development and uses. List the proposed phases with estimated years of completion and what improvements will be in which phase.

Response: This project will be broken into two phases. The phase boundaries are shown on the concept plan. Phase 1 consists of the Subdivision (public roadway and waterline) and Site Plan A (industrial buildings plan east), and Phase 2 consists of Site Plan B (industrial buildings plan west). The anticipated timeline is as follows: Phase 1, Subdivision and Site Plan A, in August of 2025 and Site Plan B in December of 2028. The table of project phasing timeline has been added to the Cover sheet.

6. City of Manor acknowledgements signature blocks should be added to the Cover Sheet.

Response: Required signature blocks have been added to the cover sheet.

End of Master Comment Report.

If you have any questions or require additional information, please call me at (512)-253-7904, or send an email to mcarrion@bowman.com.

Thank you,

Maggie Carrion

Maggie Carrion
Assistant Project Manager
Bowman



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Thursday, July 31, 2025

Maggie Carrion
BWMN

TX
mcarrion@bowman.com

Permit Number 2025-P-1725-CP
Job Address: ,

Dear Maggie Carrion,

We have conducted a review of the concept plan for the above-referenced project, submitted by Maggie Carrion and received by our office on July 01, 2025, for conformance with the City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

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

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance. Please call if you have any questions or need additional information.

Sincerely,

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

Tyler Shows
Staff Engineer
GBA



8/27/2025

City of Manor Development Services

Notification for a Subdivision Concept Plan

Project Name: Manor Downs Industrial Concept Plan

Case Number: 2025-P-1725-CP

Case Manager: Michael Burrell

Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a regularly scheduled meeting for the purpose of considering and acting upon a Subdivision Concept Plan for Manor Downs Industrial. Subdivision Concept Plans 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 Concept Plan for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991 also known as 8916 Hill Ln, Manor, TX.

Applicant: Bowman Consulting Group, LTD

Owner: Tim Kraftson

The Planning and Zoning Commission will meet at 6:30PM on September 10, 2025 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 17, 2025 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 Concept Plan 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.

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

Sarvi, LLC
26 Pascal Ln
Austin, TX 78746-3203

MANOR DOWNS SOUTH, LLC
4212 PRICKLY PEAR DRIVE
AUSTIN, TX 78731

Butler Family Partnership
PO Box 9190
Austin, TX 78766-9190

Yajat, LLC
1204 S Saddle Lakes Dr
Abilene, TX 79602-5472

Greg Manor, Owner, LLC
222 Riverside Plz Fl 34
Chicago, IL 60606-6886

Travis County Development Serv.
700 Lavaca St. Ste 540
Austin, TX 78701



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Subdivision Preliminary Plat for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.

Applicant: Bowman Consulting Group, LTD

Owner: Tim Kraftson

BACKGROUND/SUMMARY:

This Preliminary Plat is for Manor Downs and has been approved by our engineers. Industrial zoning for this project was approved by Ordinance 783 on April 2nd, 2025. The intent for this property is to create six industrial lots, one parkland lot to be conveyed to the city, and a Public ROW to provide north and south connections for future development. This item is non-discretionary.

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

- 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:

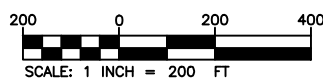
It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Preliminary Plat for Manor Downs Industrial, being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991, also known as 8916 Hill Ln, Manor, TX.

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

15' MANVILLE PUBLIC
WATERLINE EASEMENT

GEO ID: 0242500104
LEGAL DESC, ABS 732 SUR 51 SANDERS R G (1-D-1)
CALLED 247,500 ACRES
("TRACT 1")
SARVI, L.L.C.
DOC. NO. 2004197709
O.P.R.T.C.T.
LAND USE: AGRICULTURE

GEO ID: 0242500105
LEGAL DESC. ABS 63 SUR 62 BACON S (1-D-1)
CALLED 81.726 ACRES
YAJAT, L.L.C.
DOC. NO. 2005143055
O.P.R.T.C.T.
LAND USE: AGRICULTURE



NOTES:

1. REFER TO PERMIT SPA 2025-P-1727-SP, SPB 2025-P-1728-SP AND SUB 2025-P-1729-CO FOR THE MATERIAL AND SIZES OF THE PROPOSED STORM DRAIN.
2. LUE's WERE CALCULATED USING METER SIZES PER CITY OF MANOR

Bowman

Phone: (512) 327-1180
Fax: (512) 327-4062
www.bowman.com

SHEET 03 OF 08





1500 County Road 269
Leander, TX 78641

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

Date: Wednesday, August 6, 2025

Maggie Carrion
BWMN

mcarrion@bowman.com

Permit Number 2025-P-1737-PP
Job Address: ,

Dear Maggie Carrion,

The subsequent submittal of the Manor Downs Preliminary Plat submitted by BWMN and received on August 13, 2025, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (737) 247-7557 or by email at pgray@gbateam.com.

1. The P&Z Chairperson is Felix Paiz.
2. The Mayor is Dr. Christopher Harvey.
3. Preliminary plats are not recorded. Remove the Travis County Clerk signature block.
4. The City signature block is on the cover sheet twice.
5. The preliminary plat cannot be approved until the concept plan has been approved.
6. There is a blank for TNR Permit Number. Is this needed? Typically preliminary plans for projects located within the City of Manor are not reviewed by Travis County.
7. The location of existing watercourses, dry creek beds, wells, sinkholes, and other similar topographic features should be shown in the existing conditions on the preliminary plat.
8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%. The contoured area shall extend outward from the property boundary for a distance equal to twenty five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet should be shown on the existing conditions sheet.
9. The location of City limit lines and/or the outer border of the City's extraterritorial jurisdiction, as depicted on the City's most recent base map, if either traverses the subdivision or is contiguous to the subdivision boundary, should be shown on the existing conditions sheet.
10. The wastewater easements shown internally will not be required, as the internal wastewater improvements will be owned and maintained by the property owner, not the City.

11. The location, size, and description of any proposed drainage appurtenances, including storm sewers, detention ponds, and other drainage structures proposed to be constructed on and off the site and designed in accordance with the requirements of this ordinance, shall be shown on the preliminary plat.

~~12. The developer shall include a copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.~~

13. The location, dimensions, names, and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements, and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions shall be shown on the preliminary plat. Is Murray Dalfen Drie going to be either City or County? If so, the ROW width will need to be labeled.

~~14. Building setback lines shall be shown on the preliminary plat.~~

15. Significant trees to remain during construction showing the critical root zones as solid circles and significant trees designated to be removed showing the critical root zones as dashed circles shall be shown on the preliminary plat. Replacement trees are required to be shown on the preliminary plat.

16. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements. Provided clarification on how the water LUEs are higher than the wastewater LUEs. For example, buidling 1 shows 79 LUEs of water, but only 8 LUEs of wastewater.

~~17. 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. Please provide the TIA that has been reviewed by Travis County.~~

18. Clarify what the use will be for Lot 8. It appears as if it is part of Murray Dalfen Drive.

19. Clearly label the extents of Murray Dalfen Drive.

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

July 3, 2025

Pauline Gray, P.E.
GBA
727-247-7557
pgray@gbateam.com

Project Name: Manor Downs Preliminary Plat

Project Location: 8916 Hill Lane Building 3

Permit #: 2025-P-1737-PP

Dear Ms. Gray:

This letter is in response to your Master Comment Report dated June 25, 2025.

1. The P&Z Chairperson is Felix Paiz.
Response: Revised, see Cover sheet
2. The Mayor is Dr. Christopher Harvey.
Response: Revised, see Cover sheet
3. Preliminary plats are not recorded. Remove the Travis County Clerk signature block.
Response: Removed, see cover sheet
4. The signature block is on the cover sheet twice
Response: Removed, see cover sheet
5. The preliminary plat cannot be approved until the concept plan has been approved.
Response: Noted, thank you.
6. There is a blank for TNR Permit Number. Is this needed? Typically preliminary plans for projects located within the City of Manor are not reviewed by Travis County.
Response: Removed, see cover sheet
7. The location of existing watercourses, dry creek beds, wells, sinkholes, and other similar topographic features should be shown in the existing conditions on the preliminary plat.
Response: Dry creek bed centerline added to Existing Conditions sheet 2.
8. Topographic data indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%. The contour area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet should be shown on the existing conditions sheet.
Response: Slope map and contour interval table moved to Existing Conditions sheet 2.
9. The location of City limit lines, and/or the outer border of the City's extraterritorial jurisdiction, as depicted on the City's most recent base map, if either traverses the subdivision or is contiguous to the subdivision boundary, should be shown on the existing conditions sheet.
Response: Most recent Manor City limits line is called out on Existing Conditions sheet 2 where contiguous to the subdivision boundary.

10. The wastewater easements shown internally will not be required, as the internal wastewater improvements will be owned and maintained by the property owner, not the City.
Response: Noted, thank you. They have been removed from the plat.
11. The location, size, and description of any proposed drainage appurtenances, including storm sewers, detention ponds, and other drainage structures proposed to be constructed on and off the site and designed in accordance with the requirements of this ordinance, shall be shown on the preliminary plat.
Response: Proposed ponds/drainage easements are called out on improvements sheets accordingly as well as storm drain pipes and structures.
12. The developer shall include a copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.
Response: The FEMA floodplain map is included in this submittal.
13. The location, dimensions, names, and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements, and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions shall be shown on the preliminary plat.
Response: All of the above is shown on the preliminary plat.
14. Building setback lines shall be shown on the preliminary plat.
Response: Building setback lines are shown and have been called out on Improvements plan sheets 3-improvements Overall, and detailed sheets 4-7.
15. Significant trees to remain during construction showing the critical root zones as solid circles and significant trees designated to be removed showing the critical root zones as dashed circles shall be shown on the preliminary plat.
Response: Trees to remain have been depicted as solid circles, while trees to be removed are depicted as dashed circles as requested on improvements sheets 3-7. Please note tree list on sheet 8 identifying trees to be removed and those to be preserved.
16. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements.
Response: Utility demand data calculation has been provided on sheet 9, LUE Calculations.
17. 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. Please provide the TIA that has been reviewed by Travis County.
Response: Noted, thank you. The TIA closeout memo and TIA are provided in this submittal.

End of Master Comment Report.

If you have any questions or require additional information, please call me at 512-253-7904, or send an email to mcarrion@bowman.com.

Thank you,

Maggie Carrion

Maggie Carrion
Assistant Project Manager, Civil
Bowman

August 12, 2025

Pauline Gray, P.E.
GBA
727-247-7557
pgray@gbateam.com

Project Name: Manor Downs Preliminary Plat

Project Location: 8916 Hill Lane Building 3

Permit #: 2025-P-1737-PP

Dear Ms. Gray:

This letter is in response to your Master Comment Report dated August 6th, 2025.

1. The location, size, and description of any proposed drainage appurtenances, including storm sewers, detention ponds, and other drainage structures proposed to be constructed on and off the site and designed in accordance with the requirements of this ordinance, shall be shown on the preliminary plat.
Response: A note has been added to sheets 3-7 to refer to the site plan and subdivision permits for storm drain sizes and materials per meeting with Pauline Grey and Michael Burrell on 8/11.
2. The location, dimensions, names, and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements, and rights-of-way; and areas within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions shall be shown on the preliminary plat. Is Murray Dalfen Drive going to be either City or County? If so, the ROW width will need to be labeled.
Response: Murray Dalfen Drive is to be dedicated to the City of Manor. The ROW width is labeled on Sheet 4 and Sheet 6.
3. Significant trees to remain during construction showing the critical root zones as solid circles and significant trees designated to be removed showing the critical root zones as dashed circles shall be shown on the preliminary plat. Replacement trees are required to be shown on the preliminary plat.
4. **Response: Per meeting with Pauline Grey and Michael Burrell on 8/11, replacement trees are only required to be shown along the City ROW. There are not trees proposed in the ROW and therefore replacement trees are not shown. However, landscaping and tree mitigation plans can be found on Site Plan A 2025-P-1727-SP and Site Plan B 2025-P-1728-SP**
5. Utility demand data, consistent with the proposed uses indicated on the preliminary plat, to determine the adequacy and the consistency of proposed utility improvements. Provided clarification on how the water LUEs are higher than the wastewater LUEs. For example, building 1 shows 79 LUEs of water, but only 8 LUEs of wastewater.
Response: LUEs were calculated using proposed meter sizes per email conversation with Pauline Grey. Please see email correspondence included in this submittal and sheet 3 for updated LUE calculations.
6. Clarify what the use will be for Lot 8. It appears as if it is part of Murray Dalfen Drive.

807 Las Cimas Parkway, Building II, Suite 350, Austin, Texas 78748
512.327.1180 | TBPE Firm No. 14309 | TBPLS Firm No. 101206-00
bowman.com

Response: "Lot 8" has been removed from the preliminary plat. It is ROW dedication for Murray Dalfen Drive.

7. Clearly label the extents of Murray Dalfen Drive.

Response: The extents of Murray Dalfen Drive are labeled on sheets 4 and 6.

End of Master Comment Report.

If you have any questions or require additional information, please call me at 512-253-7904, or send an email to mcarrion@bowman.com.

Thank you,

Maggie Carrion

Maggie Carrion
Assistant Project Manager, Civil
Bowman



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Monday, August 18, 2025

Maggie Carrion
BWMN

mcarrion@bowman.com

Permit Number 2025-P-1737-PP
Job Address: ,

Dear Maggie Carrion,

We have conducted a review of the preliminary plat for the above-referenced project, submitted by Maggie Carrion and received by our office on August 13, 2025, 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



8/28/2025

City of Manor Development Services

Notification for a Subdivision Preliminary Plat

Project Name: Manor Downs Industrial Preliminary Plat

Case Number: 2025-P-1737-PP

Case Manager: Michael Burrell

Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Subdivision Preliminary Plat for Manor Downs Industrial. 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 Downs Industrial being seven (7) lots on 146.920 acres, more or less, and being TCAD parcels 247972, 247974, 247987, 247986, 247984, 247973, 477389, 247991 also known as 8916 Hill Ln, Manor, TX.

Applicant: Bowman Consulting Group, LTD

Owner: Tim Kraftson

The Planning and Zoning Commission will meet at 6:30PM on September 10, 2025 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 17, 2025 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 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.

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

Sarvi, LLC
26 Pascal Ln
Austin, TX 78746-3203

MANOR DOWNS SOUTH, LLC
4212 PRICKLY PEAR DRIVE
AUSTIN, TX 78731

Butler Family Partnership
PO Box 9190
Austin, TX 78766-9190

Yajat, LLC
1204 S Saddle Lakes Dr
Abilene, TX 79602-5472

Greg Manor, Owner, LLC
222 Riverside Plz Fl 34
Chicago, IL 60606-6886

Travis County Development Serv.
700 Lavaca St. Ste 540
Austin, TX 78701



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889, also known as 100/102 E Parsons St, Manor, TX, from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: Cristian Garcia

Owner: Maqil Inc

BACKGROUND/SUMMARY:

This property, currently known as Manor Grocery, is making another attempt at getting their property rezoned. Their initial attempt in December of last year failed as the intent of this zoning was to allow for an SUP to be obtained for a gas station, which was not desirable to the Planning and Zoning Commission and Council.

That is still the intent with this submittal, but additional improvements are being proposed in conjunction with the potential approval of the zoning and subsequent SUP request. The improvements would be to the adjacent tenants along Parsons.

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

- Zoning Map
- Aerial Image
- Mailing Notice

- Letter of Intent
- Concept Layout
- Mailing Labels

ACTIONS:

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

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889, also known as 100/102 E Parsons St, Manor, TX, from (DB) Downtown Business to (C-1) Light Commercial.

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

MANOR GROCERY

102 W Parsons St.

City Of Manor Texas
105 E Eggleston St,
Manor TX 78653

August 18, 2025

To Whom It May Concern:

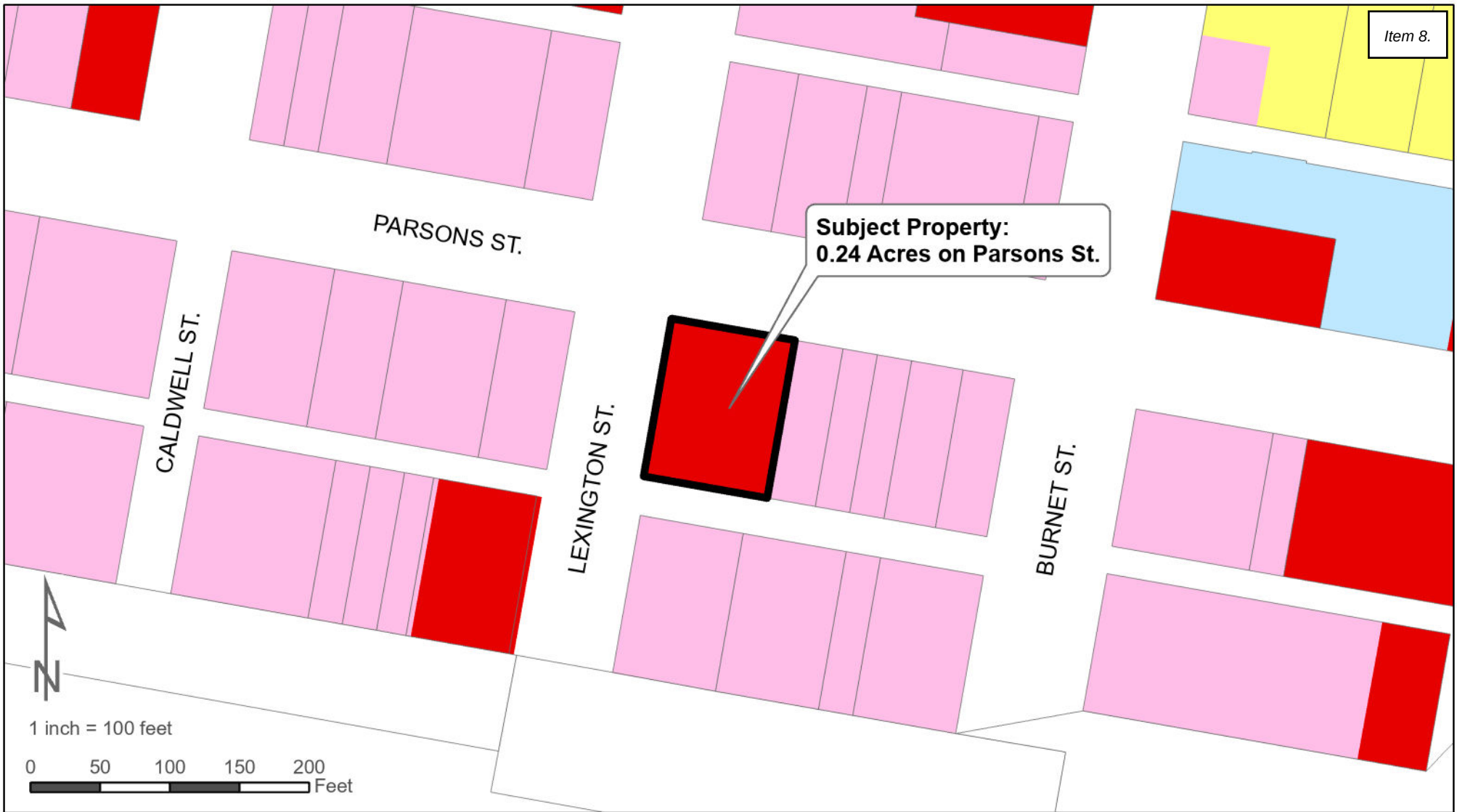
Today we are requesting the chance to bring back to life the oldest building in Manor Texas. Manor Grocery, was the center of the town, and many know the history of such location. Used to be a place where the locals came to get their fresh meats for the weeks and their produce. It was a place where people came and fill up their cars with gas on their way to work. Today that building is still standing and we want to bring back to "open for business" while at the same time make a few changes.

We ask to break down the metal building that stands in the front of the property, and by removing that it will give up ample of space to relocate the pumps and canopy for a better flow. This will still give us the 2 pumps for gas that Manor Grocery originally had, and giving the actual building a refresh but keeping the same bright white brick. We have also spoken with the owners on the same block for a chance to work with them and making one awning around the entire premises. A Cast iron Awning that bring the entire shopping center a whole new feel and a pleasing look for more business.

832-584-7231

12703 Lilac Stone Ct.
Houston, TX 77044

Chris22garcia90@gmail.com

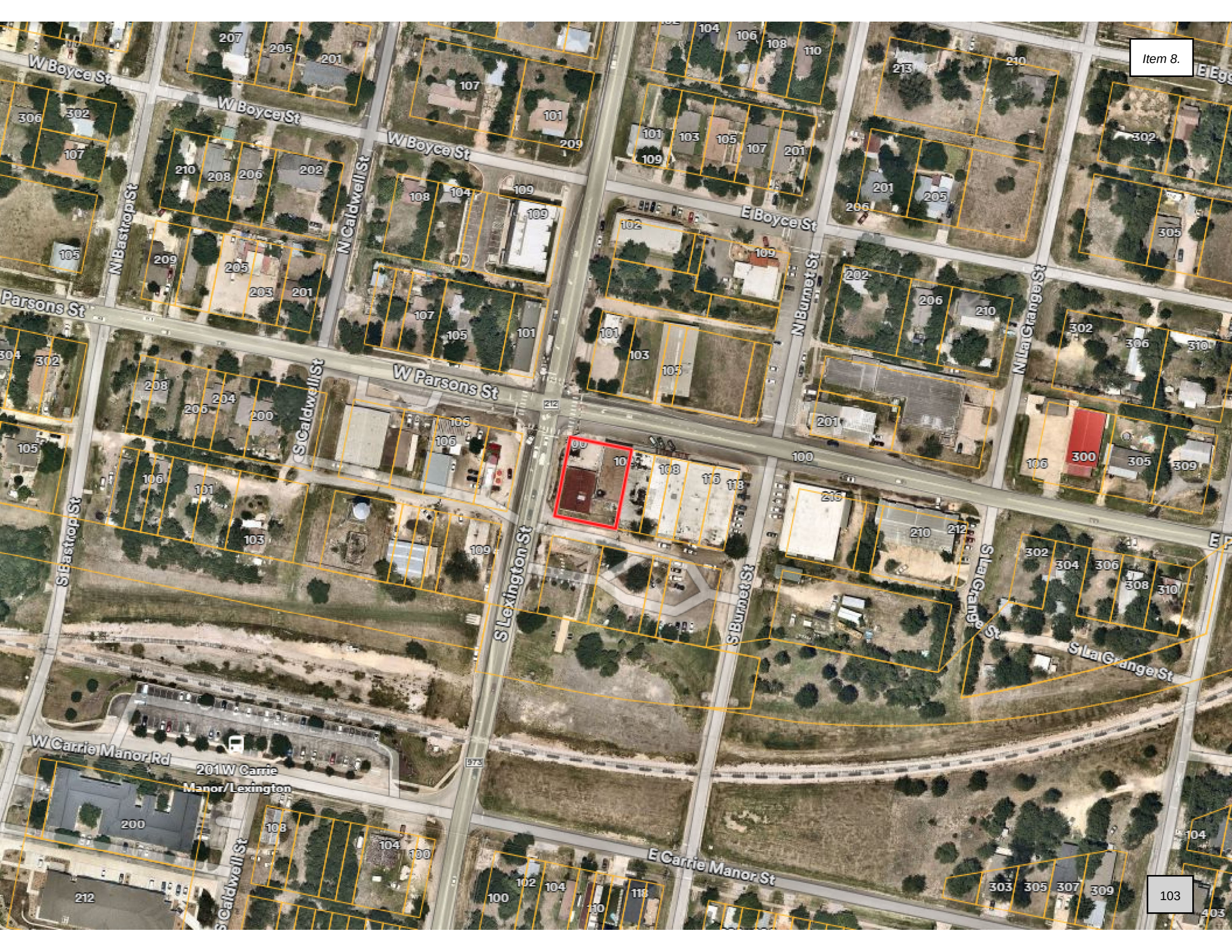


Proposed Zoning:
C-1 Light Commercial

Current Zoning:
Downtown Business (DB)

Zoning Legend

 A	Agricultural	 MH-1	Manufactured Home	 C-3	Heavy Commercial
 SF-E	Single Family Estate	 MH-2	Manufactured Home Park	 IN-1	Light Industrial
 SF-1	Single Family Suburban	 OS	Open Space	 IN-2	Heavy Industrial
 SF-2	Single Family Standard	 I-1	Institutional-Small	 NB	Neighborhood Business
 TF	Two-Family Residential	 I-2	Institutional-Large	 DB	Downtown Business
 TH	Townhome	 GO	General Office	 PUD	Planned Unit
 MF-1	Multi-Family 15	 C-1	Light Commercial	 ETJ	
 MF-2	Multi-Family 25	 C-2	Medium Commercial		



Item 8.

103

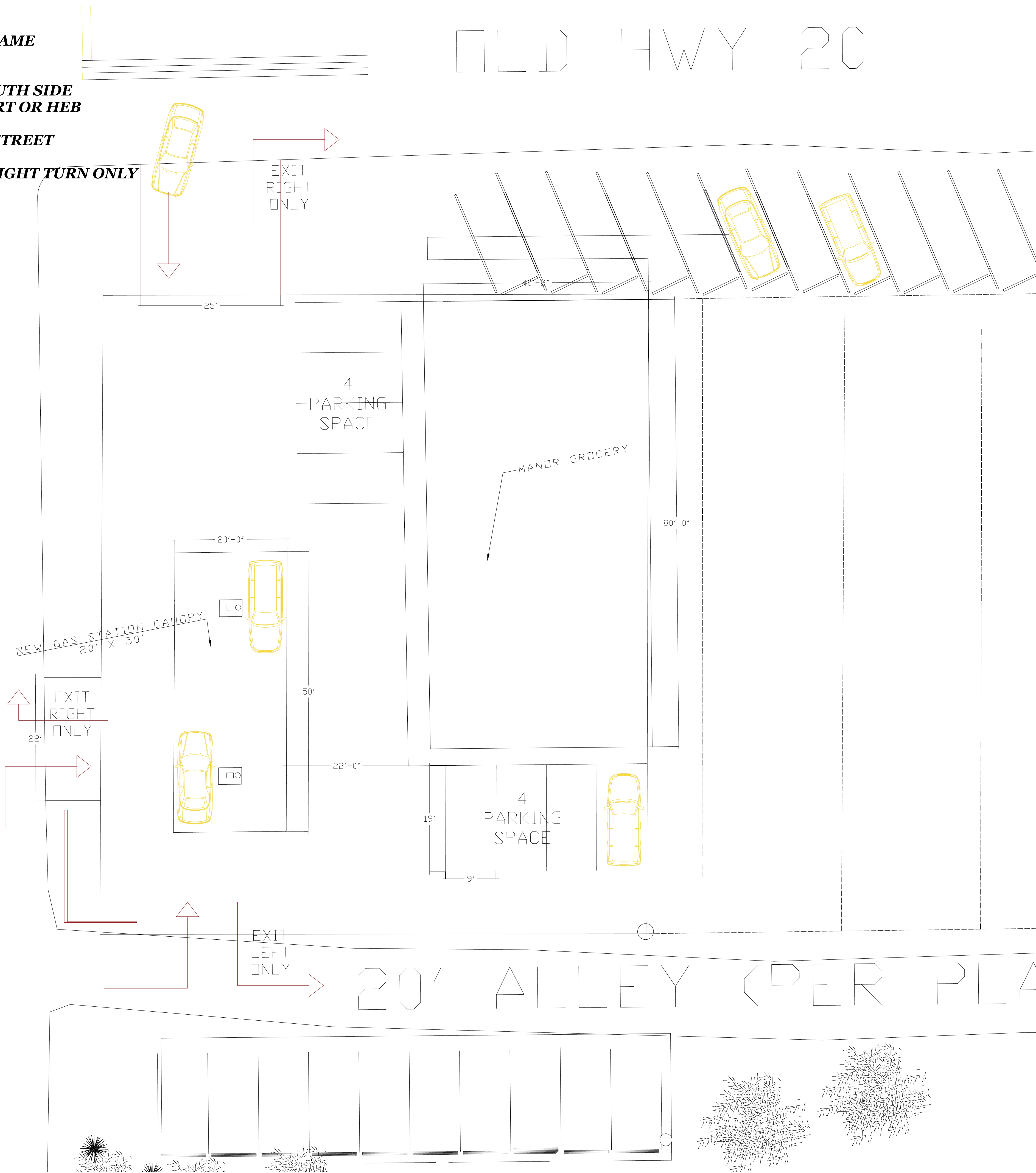
OPTION 1:
20X50 GAS CANOPY, WITH 2 PUMPS

LEAVING GROCERY MANOR WITH THAT SAME
EXTERIOR HISTORY.

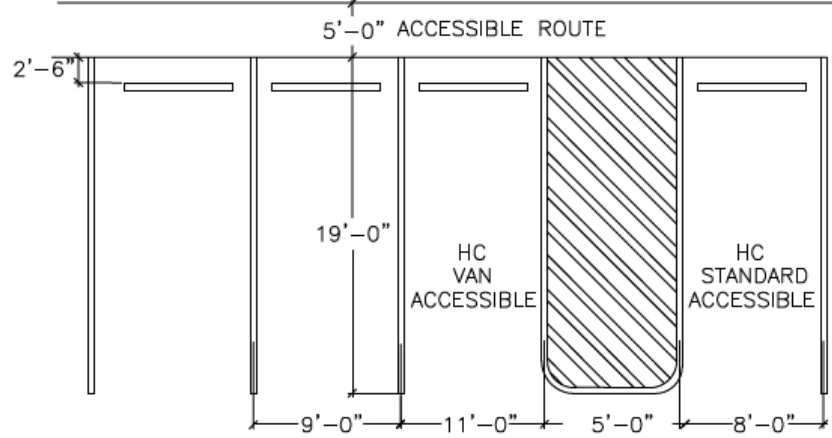
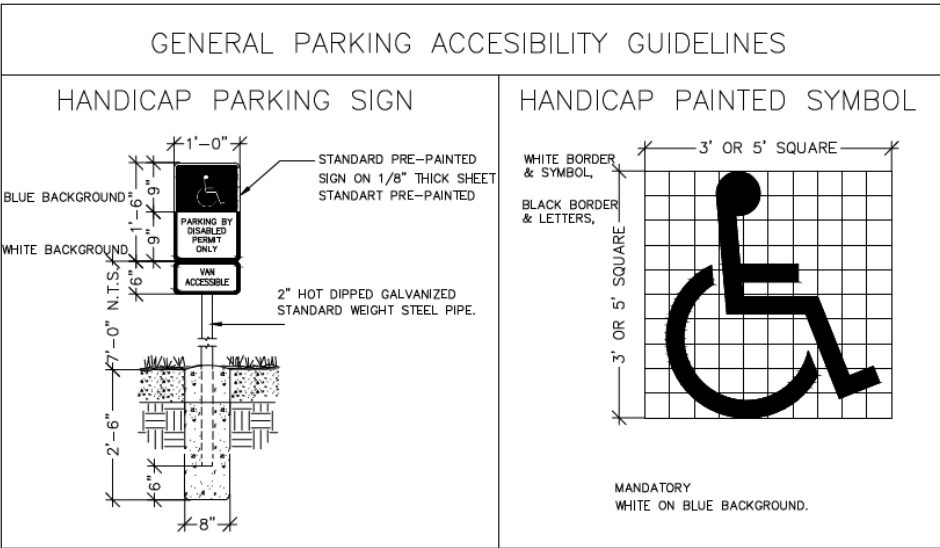
HAVING A PICK UP LOCATION ON THE SOUTH SIDE
HAVING A MERGE WITH EITHER WALMART OR HEB

HAVING THE ALLEY WAY BE A ONE WAY STREET

ON THE OLD HWY 20 EXIT IT WILL BE A RIGHT TURN ONLY



- A. GENERAL
1. CURB LOCATED BETWEEN APPROVED FIRE LANE - TOW-AWAY-ZONE SIGN SHALL BE PAINTED RED OR A RED STRIPE SHALL BE PLACED ALONG THE PAVEMENT WHERE THERE IS NO CURB. CURB SHALL BE CONSPICUOUSLY AND LEGIBLY MARKED WITH THE WARNING "FIRE LANE - TOW-AWAY-ZONE" IN WHITE LETTERS AT LEAST 3 INCHES IN HEIGHT, AT INTERVALS NOT TO EXCEED 50 FEET
- PARKING NOTES:
- CONTRACTOR TO PAINT STRIPS, ARROWS AND ETC AS SPECIFIED AND AS SHOWN ON PLANS.
 - PROVIDE 4" WIDE YELLOW PARKING STRIPS.
 - CONTRACTOR SHALL PROVIDE BUILDING ADDRESS VISIBLE FROM FIRE CONTRACTOR SHALL PROVIDE BUILDING ADDRESS VISIBLE FROM FIRE DEPARTMENT ACCESS ROAD.
 - FUEL DISPENSING FACILITY SHALL MEET THE IFC 2012 CH:23. FUEL DISPENSING FACILITY SHALL MEET THE IFC 2012 CH:23. FUEL DISPENSING, TANK, CANOPY TO BE PERMITTED SEPARATELY BY OTHERS.
 - FOR INFORMATION NOT SHOWN RE: SITE SURVEY C1.0. FOR INFORMATION NOT SHOWN RE: SITE SURVEY C1.0. FUEL TANKS, PUMPS AND CANOPY TO BE PERMITTED SEPARATELY. FUEL TANKS, PUMPS AND CANOPY TO BE PERMITTED SEPARATELY. FUEL DISTRIBUTION SYSTEM PLANS SHALL MEET THE FOLLOWING REQUIREMENTS.
 - PROVIDE IMPACT PROTECTION FOR FUEL PUMP DISPENSING PROVIDE IMPACT PROTECTION FOR FUEL PUMP DISPENSING EQUIPMENT TO MEET IFC 2012, CHAPTER 23, SECTION 2306.7.3 . EQUIPMENT TO MEET IFC 2012, CHAPTER 23, SECTION 2306.7.3 .
 - PROVIDE EMERGENCY DISCONNECT FOR FUEL PUMP SHUT OFF TO PROVIDE EMERGENCY DISCONNECT FOR FUEL PUMP SHUT OFF TO MEET IFC 2012, CHAPTER 23, SECTION 2303.2 .
 - PROVIDE FIRE EXTINGUISHER PLACEMENT FOR FUEL ISLAND AND PROVIDE FIRE EXTINGUISHER PLACEMENT FOR FUEL ISLAND AND REFILL AT TANK TO MEET IFC 2012, CHAPTER 23, SECTION 2303.5.
 - IDENTIFY ON PLANS THE FUEL TANK VENT LOCATION. IDENTIFY ON PLANS THE FUEL TANK VENT LOCATION.
 - PROVIDE NOTE ON PLANS THE FUEL DISPENSING FACILITY WILL PROVIDE NOTE ON PLANS THE FUEL DISPENSING FACILITY WILL MEET THE IFC 2012 CHAPTER 23 . SCOPE OF WORK IN THESE PLANS COVERS MERCANTILE BUILDING SCOPE OF WORK IN THESE PLANS COVERS MERCANTILE BUILDING ONLY.
 - SCOPE OF WORK IN THESE PLANS COVERS MERCANTILE BUILDING SCOPE OF WORK IN THESE PLANS COVERS MERCANTILE BUILDING ONLY.



1. DIMENSION OF PARKING SPACES (TYP.) NO SCALE



CG DESIGN
CRISTIAN GARCIA
12703 LILAC STONE COURT
HOUSTON TEXAS 77044
832-584-7231
CHRIS22GARCIA90@GMAIL.COM

MANOR TEXAS

CITY OF MANOR CITY HALL

105 E EGGLESTON ST
MANOR TX 78653
512-272-5555

SEAL

REVISIONS

MANOR GROCERY
102 W PARSONS ST,
MANOR TX 78653

MANOR CITY HALL

CLIENT:
MANOR GROCERY

SITE:
102 W. PARSONS ST.
MANOR TX 78653

ARCHITECT:
CRISTIAN GARCIA

PAGE NAME



8/27/25

City of Manor Development Services

Notification for a Rezoning Application

Project Name: Manor Grocery Rezoning - 100/102 E Parsons St
 Case Number: 2025-P-1757-ZO
 Case Manager: Michael Burrell
 Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Rezoning Application for TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning application for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: Cristian Garcia
Owner: Maqil Inc

The Planning and Zoning Commission will meet at 6:30PM on September 10, 2025 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 17, 2025 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 Rezoning Application has been filed. Comments may be addressed to the email address or phone number above. Any communications received will be made available to the Council Members and Commissioners during the discussion of this item.

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

Relax Inn Of Manor
106 E Parsons St
Manor TX 78653

Paredes Adrian P & Mariana G
Ibanez Owner
5002 Smokey VLY Unit A
Austin TX 78731

Rodriguez Adrian & Keyna Owner
9115 GOLDEN LEAF
AUSTIN TX 78748-6529

C&K Brother & CO LLC
201 E Parsons St
Manor TX 78653

Duett Billy C
PO BOX 562
Manor TX 78653

GILDON GEORGE EDWARD ETAL
1303 GLENWOOD DR
AUSTIN TX 78723-1130

AUS-TEX PROPERTIES LLC
7309 BURLESON MANOR RD
MANOR TX 78653-5105

SUAREZ ERNESTO
14121 BOIS D ARC LN
MANOR TX 78653-3815

ANDERSON JAMES T
1601 W 38TH ST STE 2
AUSTIN TX 78731-6233

ANDERSONS COFFEE CO INC
1601 W 38TH ST STE 2
AUSTIN TX 78731-6233

HUNTER HEIGHTS LLC
PO BOX 82653
AUSTIN TX 78708-2653

CANO FAMILY ESTATE LLC
204 SMITH LN
MANOR TX 78653-2036

CARDENAS VIRGINIA Z
PO BOX 243
MANOR TX 78653-0243

DARILEK MICHAEL E & TABATHA A
PO BOX 976
MANOR TX 78653-0976

DAVIS CAPITAL INVESTMENTS LLC
P.O. BOX 248
MANOR TX 78653-0248

BUILD BLOCK INC
2700 E 2ND ST
LOS ANGELES CA 90033-4102

120 EAST BOYCE STREET LLC
1004 MERIDEN LN
AUSTIN TX 78703-3823

GAULT WILLIAM C
PO BOX 32
MANOR TX 78653-0032



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.

Applicant: Cristian Garcia

Owner: Maqil Inc

BACKGROUND/SUMMARY:

This property, currently known as Manor Grocery, is requesting a specific use permit for a gas station. Their initial use on this parcel was a gas station, but the property was not in operation for a period longer than 90 days after multiple unforeseen circumstances occurred, preventing ownership from operating their business and losing their legal nonconforming status.

The intent of this submittal is to regain a prior use and invest in downtown. Additional improvements are being proposed in conjunction with the potential approval of the SUP request. The improvements would be to the adjacent tenants along Parsons.

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

- SUP Map
- Aerial Image
- Mailing notice

- Letter of intent
- Concept Layout
- 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 conditionally approve a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial upon execution of an agreement that solidifies the proposed improvements for the block.

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

MANOR GROCERY

102 W Parsons St.

City Of Manor Texas
105 E Eggleston St,
Manor TX 78653

August 18, 2025

To Whom It May Concern:

Today we are requesting the chance to bring back to life the oldest building in Manor Texas. Manor Grocery, was the center of the town, and many know the history of such location. Used to be a place where the locals came to get their fresh meats for the weeks and their produce. It was a place where people came and fill up their cars with gas on their way to work. Today that building is still standing and we want to bring back to "open for business" while at the same time make a few changes.

We ask to break down the metal building that stands in the front of the property, and by removing that it will give up ample of space to relocate the pumps and canopy for a better flow. This will still give us the 2 pumps for gas that Manor Grocery originally had, and giving the actual building a refresh but keeping the same bright white brick. We have also spoken with the owners on the same block for a chance to work with them and making one awning around the entire premises. A Cast iron Awning that bring the entire shopping center a whole new feel and a pleasing look for more business.

832-584-7231

12703 Lilac Stone Ct.
Houston, TX 77044

Chris22garcia90@gmail.com



CG Design
Cristian Garcia
12703 Lilac Stone Court,
Houston, TX 77044
Chris22garcia90@gmail.com

Permit Number 2025-P-1758-CU

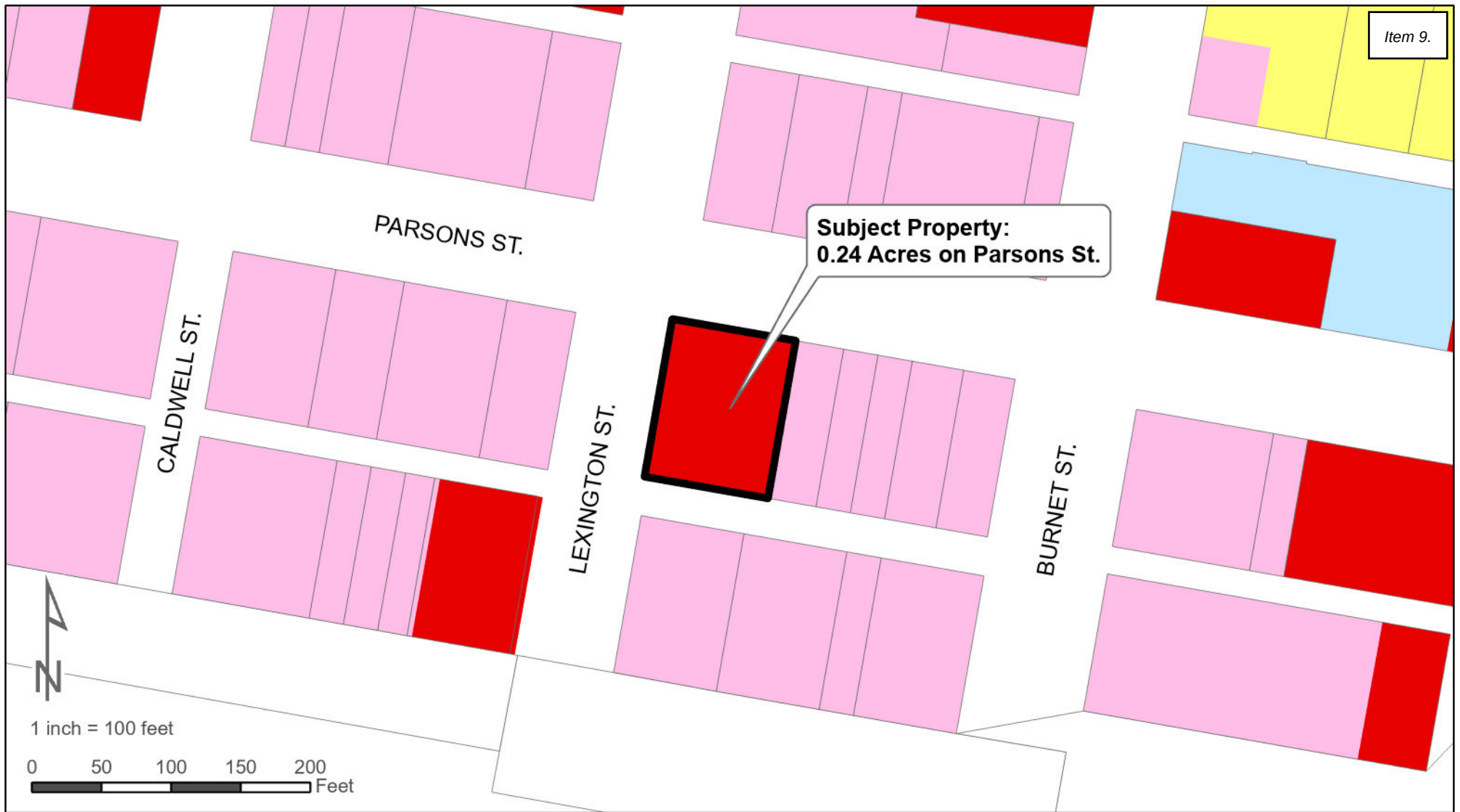
Job Address: 100- 102 E Parsons St. Manor 78653

City Of Manor Texas,

City Planning Review:

- (1) The Proposed work that we are requesting for Manor Grocery is to restoring it, and bringing it back to life. Reopening the local grocery with fresh produce for the local people. With Manor Grocery having a slight update, we are working with the other owners in the shopping center to update the entire strip.
- (2) We are requesting to reopen the business, which is the same as it was before it was closed.
- (3) With a lot of apartments with walking distance, and business around the corner, we believe in reopening the Manor Grocery will bring people together to walk across the street and get their fresh produce.
- (4) No adverse impact on the surrounding area will be impacted.

4. We would like to keep the building at the current Square Footage, which gives us space in the back which faces the City Park. Which we feel like people can come and grab a snack at the Grocery Store and sit outdoor.

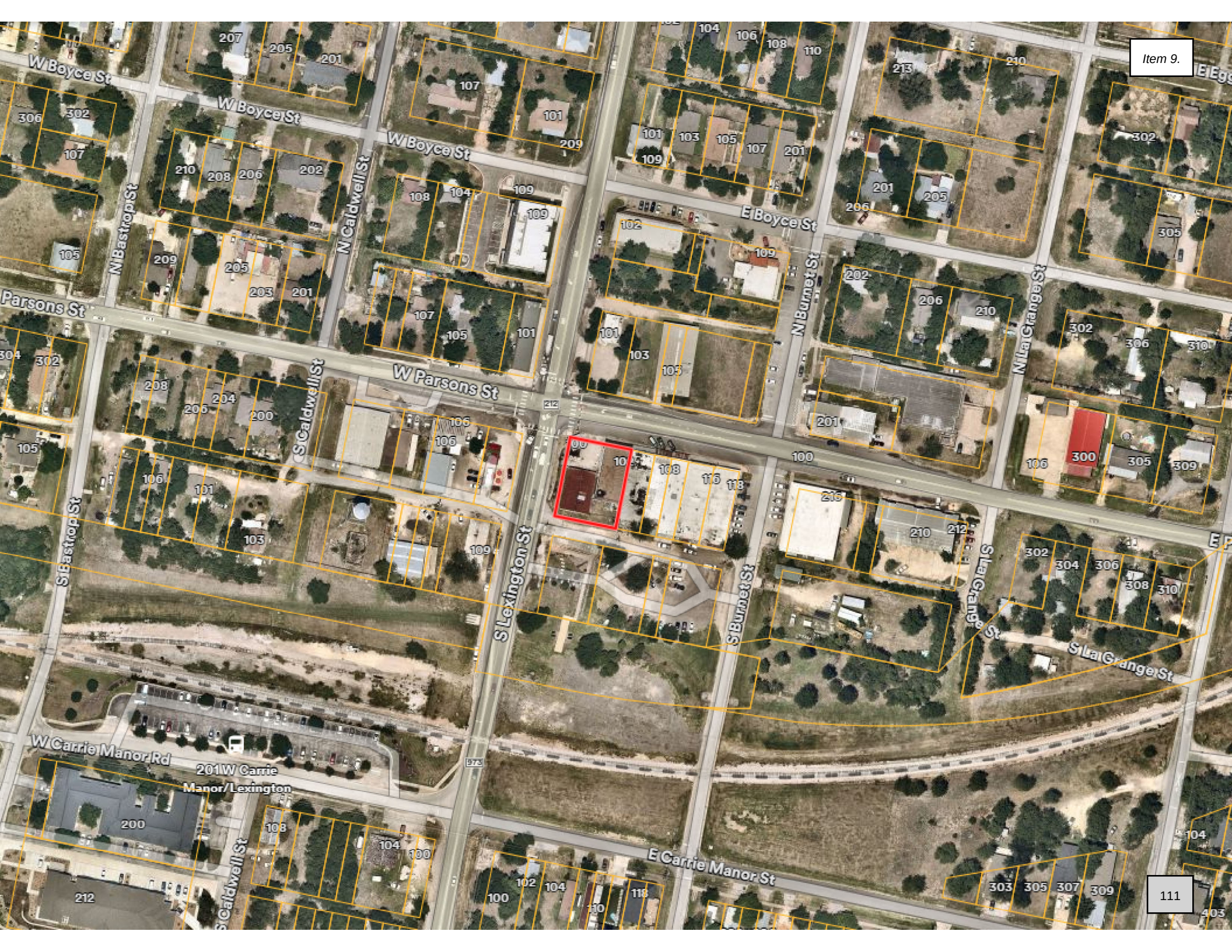


**Specific Use Permit:
Gas Station (Limited)**

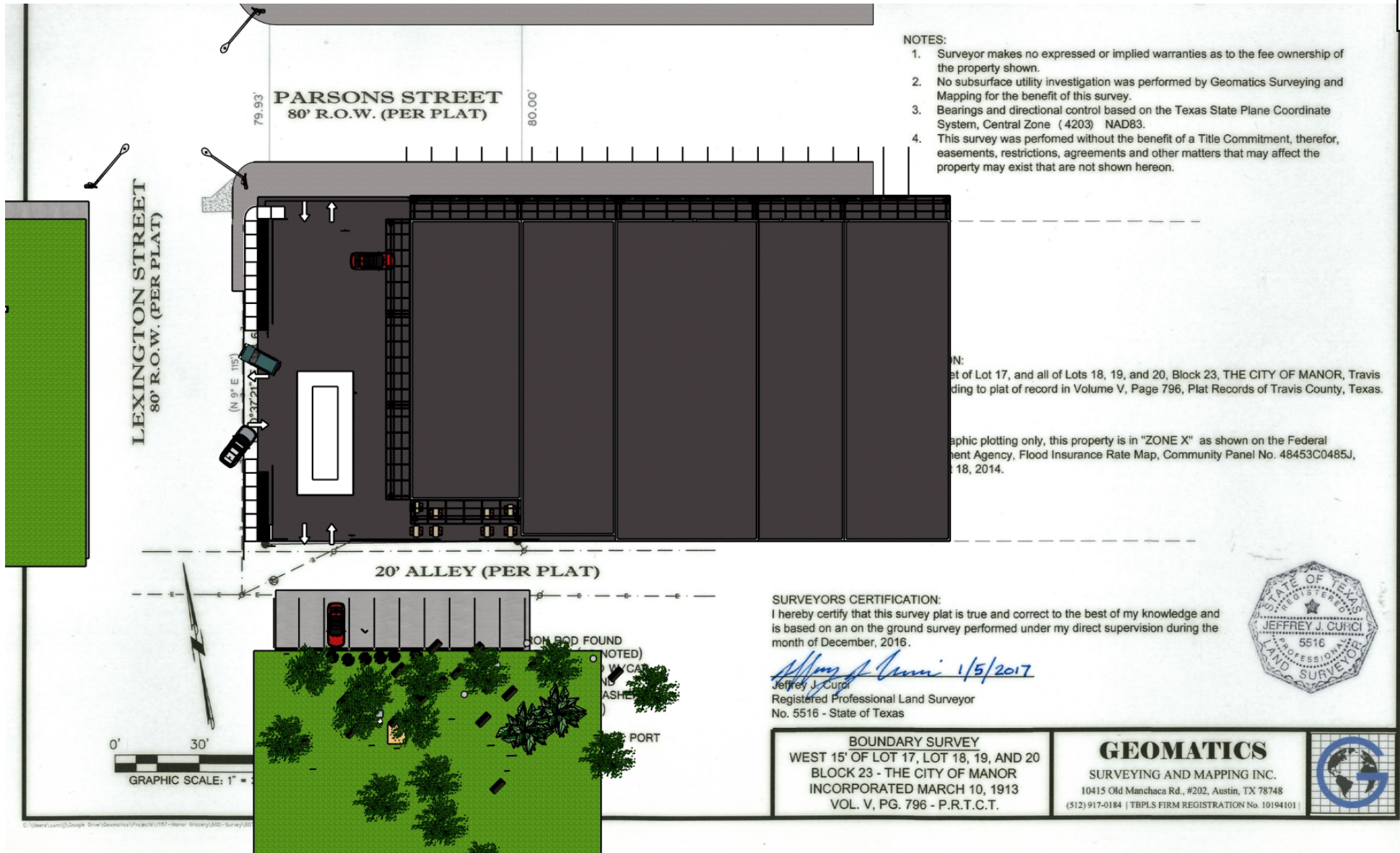
**Current Zoning:
Downtown Business (DB)**

Zoning Legend

A	Agricultural	MH-1	Manufactured Home	C-3	Heavy Commercial
SF-E	Single Family Estate	MH-2	Manufactured Home Park	IN-1	Light Industrial
SF-1	Single Family Suburban	OS	Open Space	IN-2	Heavy Industrial
SF-2	Single Family Standard	I-1	Institutional-Small	NB	Neighborhood Business
TF	Two-Family Residential	I-2	Institutional-Large	DB	Downtown Business
TH	Townhome	GO	General Office	PUD	Planned Unit
MF-1	Multi-Family 15	C-1	Light Commercial	ETJ	
MF-2	Multi-Family 25	C-2	Medium Commercial		



Item 9.



CLIENT
Manor Grocery
102 W. Parsons St.
Manor TX 78653

PROJECT NO.
PROJECT
Manor Grocery

DRAWN BY
CG

a

02

113

Manor Grocery:
Removing Metal building in front of property.
Demolish Current gas pump and canopy
2- New Pumps
50'x20' New Canopy for gas pumps
8 Parking spaces plus 4 spaces at the pumps.
Adding Entrance S Lexington St.





Item 9.

CLIENT
Manor Grocery
102 W. Parsons St.
Manor TX 78653

PROJECT NO.
PROJECT
Manor Grocery

DRAWN BY
CG

a

04

114



Item 9.

CLIENT
Manor Grocery
102 W. Parsons St.
Manor TX 78653

PROJECT NO.
PROJECT
Manor Grocery

DRAWN BY
CG

a

05

115



8/27/25

City of Manor Development Services

Notification for a Specific Use Permit Request

Project Name: Manor Grocery Gas Station (limited) SUP – 100/102 E Parsons St
 Case Number: 2025-P-1758-CU
 Case Manager: Michael Burrell
 Contact: mburrell@manortx.gov – 512-215-8158

The City of Manor Planning and Zoning Commission and City Council will be conducting a Regularly Scheduled meeting for the purpose of considering and acting upon a Specific Use Permit for Manor Grocery. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Specific Use Permit for a Gas Station (limited) with 2 MPD's, one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX.

Applicant: Cristian Garcia

Owner: Maqil Inc

The Planning and Zoning Commission will meet at 6:30PM on September 10, 2025 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on September 17, 2025 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 Specific Use Permit Request 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.

Relax Inn Of Manor
106 E Parsons St
Manor TX 78653

Paredes Adrian P & Mariana G
Ibanez Owner
5002 Smokey VLY Unit A
Austin TX 78731

Rodriguez Adrian & Keyna Owner
9115 GOLDEN LEAF
AUSTIN TX 78748-6529

C&K Brother & CO LLC
201 E Parsons St
Manor TX 78653

Duett Billy C
PO BOX 562
Manor TX 78653

GILDON GEORGE EDWARD ETAL
1303 GLENWOOD DR
AUSTIN TX 78723-1130

AUS-TEX PROPERTIES LLC
7309 BURLESON MANOR RD
MANOR TX 78653-5105

SUAREZ ERNESTO
14121 BOIS D ARC LN
MANOR TX 78653-3815

ANDERSON JAMES T
1601 W 38TH ST STE 2
AUSTIN TX 78731-6233

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AUSTIN TX 78731-6233

HUNTER HEIGHTS LLC
PO BOX 82653
AUSTIN TX 78708-2653

CANO FAMILY ESTATE LLC
204 SMITH LN
MANOR TX 78653-2036

CARDENAS VIRGINIA Z
PO BOX 243
MANOR TX 78653-0243

DARILEK MICHAEL E & TABATHA A
PO BOX 976
MANOR TX 78653-0976

DAVIS CAPITAL INVESTMENTS LLC
P.O. BOX 248
MANOR TX 78653-0248

BUILD BLOCK INC
2700 E 2ND ST
LOS ANGELES CA 90033-4102

120 EAST BOYCE STREET LLC
1004 MERIDEN LN
AUSTIN TX 78703-3823

GAULT WILLIAM C
PO BOX 32
MANOR TX 78653-0032



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a coordinated sign plan amendment for HEB.

Applicant: Stratus Unlimited, LLC

Owner: HEB

BACKGROUND/SUMMARY:

HEB is requesting an amendment to their existing coordinated sign as they are nearing completion of their construction, and the initial plan does not match the final product. They are also correcting square footage and placement of certain signs.

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

- Coordinated sign plan amendment
- Letter of intent

ACTIONS:

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

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a coordinated sign plan amendment for HEB.

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



From:

Stratus Unlimited, LLC
8959 Tyler Blvd
Mentor, OH 44060

On Behalf of:

HEB #811
13100 N. FM 973 Rd
Manor, TX 78653

To:

City of Manor, AnneMarie Felfe

LETTER OF INTENT

H-E-B approves and requests Stratus Unlimited Representative to speak on behalf of H-E-B in regard to requesting a Master Sign Plan Amendment. Previously approved package was submitted as a temporary submittal due to not having the architectural plans completed. The previous submittal was from another location to use a reference. The submittal was not intended to be used on behalf of H-E-B for this specific location, and only to be regarded as a placeholder while the architectural plans were being designed.

H-E-B is requesting to amend the existing Master Sign Plan to update square footage and placement of signage.

No changes requested for:

1, 2, 3, AA, BB, CC.1, CC.2, DD, EE, FF, GG, HH, II, JJ, KK, LL, MM, NN

Sign identifier updated to numbers for signs with no changes:

- Change sign P to Sign 16; no quantity change 1 ea.
- Change sign S to Sign 17; no quantity change 1 ea.
- Change sign U1 to Sign 10; change qty 38 to qty 8

Request for signage to be removed from master sign plan:

- Sign C square footage of 212.5 was removed from the package.
- Sign F square footage of 95.21 SF was removed from the package.
- Sign G square footage of 56.06 SF was removed from the package.
- Sign H square footage of 23.56 SF was removed from the package.
- Sign I square footage of 125 SF was removed from the package.
- Sign J square footage of 134.38 SF was removed from the package.
- Sign N square footage of 40.52 SF was removed from the package.
- Sign Q square footage of 4 SF each was removed from the package.
- Sign R square footage of TBD was removed from the package.
- Sign T – curbside directional – quantity was TBD
- Sign U2 – curbside directional – quantity was TBD
- Sign V1 / V2 – Drive thru menu board – qty 1

Request to sign square footage change to:

- Sign A square footage from 181.06 SF to be Sign 5. at 212.5 SF
- Sign B square footage from 181.06 SF to be Sign 4. at 212.5 SF
- Sign D square footage from 29.67 SF to be Sign 7. at 41.30 SF
- Sign E square footage from 36.43 SF to be Sign 6. at 41.30SF
- Update sign identifier to Sign 11 – change 6’ OAH to now 7’ OAH
- Sign L square footage from 69.28 SF to be Signs 8. 39.28 SF & sign 9. at 51.85 SF
- Sign 18 addition – canopy install to be 97.2 SF
- Sign M square footage from 180.05 SF to be Sign 19. at 60.53 SF

Added to sign package:

- Sign 13 – directional – quantity 1
- Sign 14 – directional – quantity 1
- Sign 15 – drop off pick up parking sign – quantity 5

Rebecca Wang

8/26/25

H-E-B Authorized Representative

Date

Carrie Barry

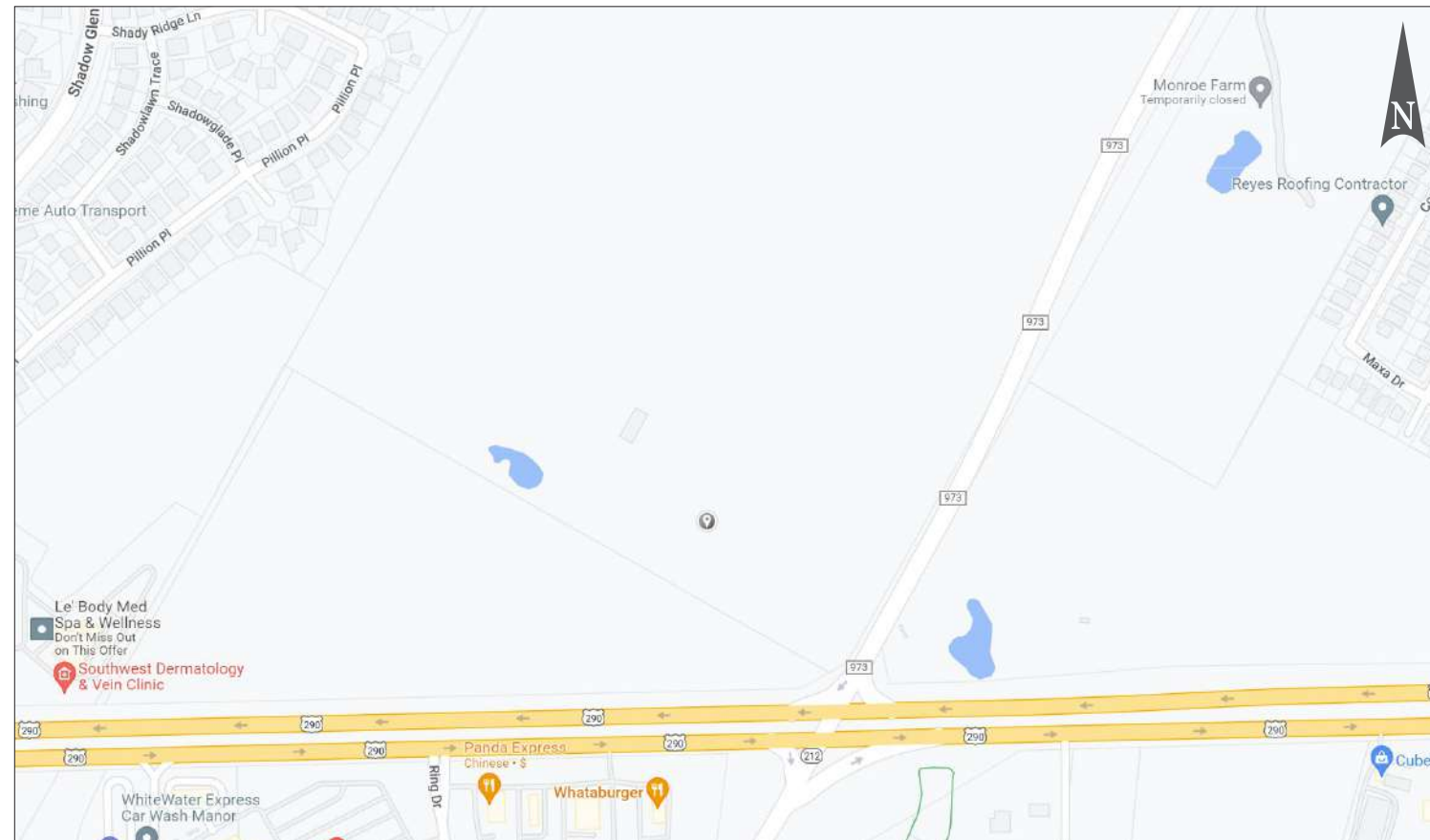
8/26/25

Stratus Authorized Representative

Date



Master Sign Plan



HWY 290 & FM 973, Manor, TX 78653

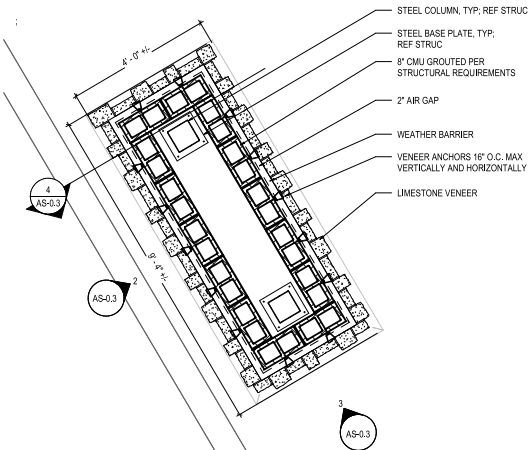


UPDATED HEB LOGO (NOV-2022)

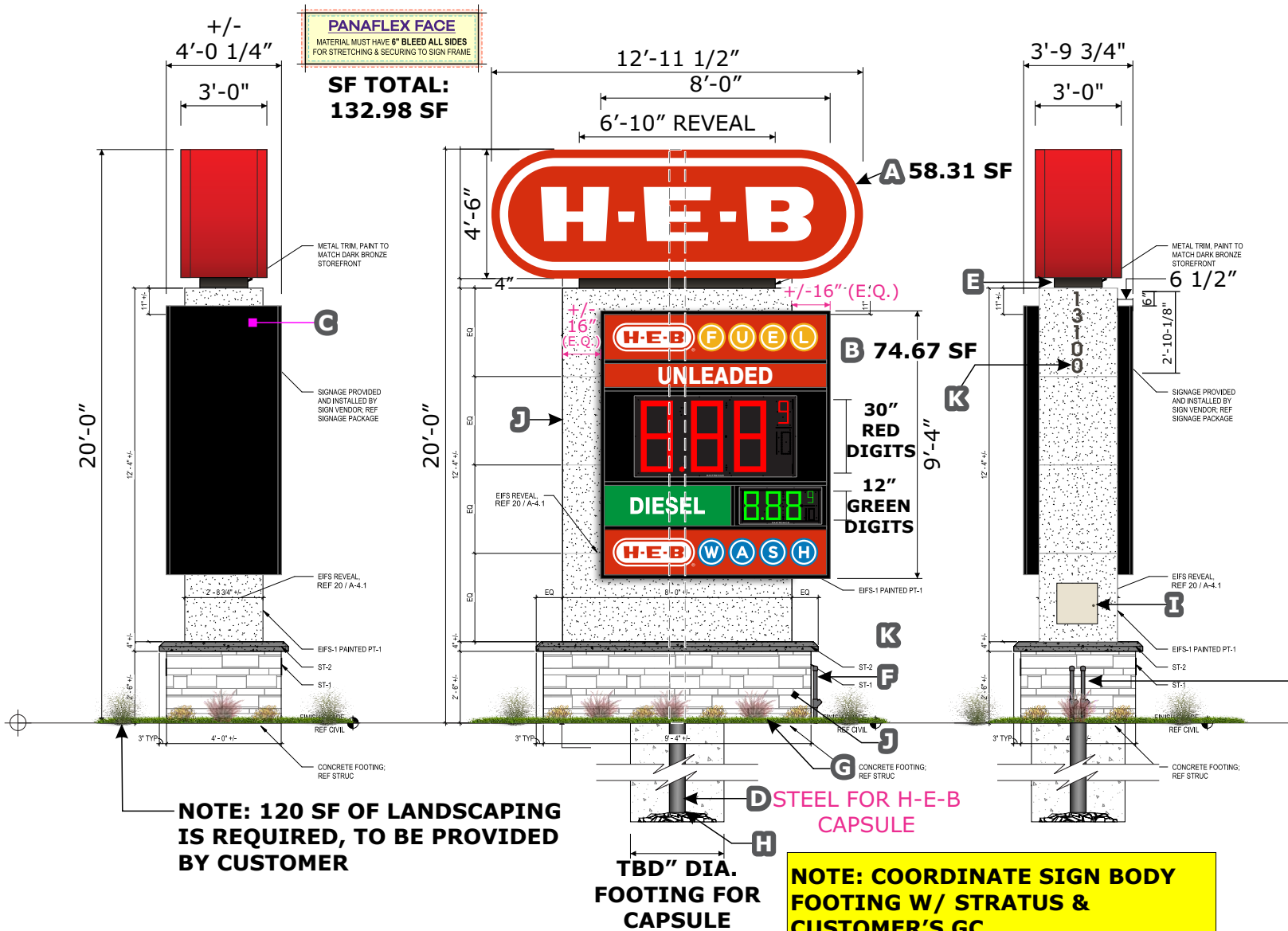
CODE SUMMARY	
MAX HEIGHT:	20'-0"
ALLOWED SF:	80.0 SF
(STREET FRONTAGE 500'-750'=80.0SF)	
REQD. LANDSCAPE:	120.0 SF



NOTE: STREET SIDE OF SIGN TO HAVE ALUM. FILLER, TOP BOTTOM & SIDE



AS.03/1 - PLAN VIEW
 Scale: 3/16" = 1'-0"



NOTE: 120 SF OF LANDSCAPING IS REQUIRED, TO BE PROVIDED BY CUSTOMER

NOTE: COORDINATE SIGN BODY FOOTING W/ STRATUS & CUSTOMER'S GC

Pricer Faces/Digits to be "ON" day & night.
 Fuel Products to be "ON" during the night only

ELECTRICAL INFORMATION								
DESCRIPTION	DATA	VOLTS	QTY. OF CIRCUITS	BREAKER	QTY. OF CONDUITS	AMPS (DRAW)	KVA	
Data For LED Digits	HARD WIRED	n/a	n/a	n/a	QTY. 1 SEPARATE	n/a	n/a	
Power For Diesel Digits	n/a	120V	QTY. 1 SEPARATE	20 AMP	QTY. 1 SEPARATE	3.60 CIRCUIT 1	0.432	
Power For Unleaded Digits								
Fuel & Unleaded	n/a							
Fuel & Carwash Branding	n/a		QTY. 1 SHARED	20 AMP			6.86 (4.92+2.94) CIRCUIT 2	0.91
HEB PILL Branding	n/a							
TOTALS:			QTY. 2	QTY. 2	QTY. 2	n/a		

- A** HEB pill sign: aluminum cabinet- Standard flex face frame with 2" x 2" x 3/16" angle iron structure. Bleed-face digitally-printed flex faces. Internally illuminated by white LEDs. Colors: cabinet- pms red # 485c; faces- pms red # 485c & white.
- B** Gas price sign cabinets SW-02: S/F aluminum sign cabinet w/ 1 1/2" Retainers & dividers. Product faces: White .177" polycarbonate faces w/ direct print w/ uv laminate - to illuminate dusk to dawn. 30" LED Red Digits: 12" LED Green Digits. LED digits - to remain on at all times. black return, retainers and dividers. Internally illuminated w/ white led's.
- C** Filler: Aluminum filler for sides, top and bottom for street side of sign. Provided by Stratus.
- D** Vertical Steel Support pipe: 6 5/8" DIA. x.280" Provided by Stratus. NP-1 sealant around entire perimeter of supports and conduits.
- E** Reveal: Brake formed aluminum reveal, 4"x82"x20" painted 313 dark bronze, Provided by Stratus.
- F** Primary power -TWO (2) Explosion proof conduits - Store side of pole cover - **by Customer's GC**
- G** Concrete pad - **by Customer's GC**
- H** H-E-B Capsule Concrete Footing - Specs TBD - Provided by Comet Signs
- I** Electrical Access Hatch - **by Customer's GC**
- J** Sign body, Stone base with top cap & concrete pad - **by Customer's GC**
- K** FCO: 1/8" thick stud mounted aluminum, painted 313 dark bronze, Provide install patterns, Provided by Stratus.

NOTE: COORDINATE SIGN BODY FOOTING W/ STRATUS & CUSTOMER'S GC

NOTE: EXPLOSION PROOF CONDUITS BY CUSTOMER'S GC



FLEX FACES
 (PRINTED BY MIRATEC SYSTEMS)

	PMS 130 C		White
	PMS 485 C		Black
	PMS 348 C		313 Dark Bronze
	PMS 285 C		GLOSS UV LAMINATE

Color description is for reference only. Samples provided upon request after order placement.



Job Name: Item 10.



#811
 MANOR, TX

Client: H-E-B #811
 Location: 13100 N FM 973 Rd., Manor, TX 78653

Salesperson: Tina Coleman
 Prj. Mngr.: Tammy Colson
 Date: 12.15.22
 Designer: Greg Hufford
 Proposal #: 69416
 Job #: 22-2660
 Location #: 1235493
 ERP #: 1235946
 Task #: 539556

Revisions (M/D/Y)-(initials): desc.

- 1.4.23/gh/R1: MSP REVIEW
- 1.4.23/gh/R2: Kiosk
- 1.10.23/gh/R3 colors
- 1.11.23/gh/R4: City Notes
- 1.23.23/gh/R5: MSP notes
- 2.15.24/gh/R6: Site Plan
- 4.15.24/gh/R7: 95%
- 2.12.25/gh/R8: Bid Docs
- 3.25.25/gh/R9: Many notes
- 5.28.25/gh/R10: Stratus Brand
- 7.1.25/gh/R11: GFX & colors
- 7.21.25 kwk/R12: B - 3 panels

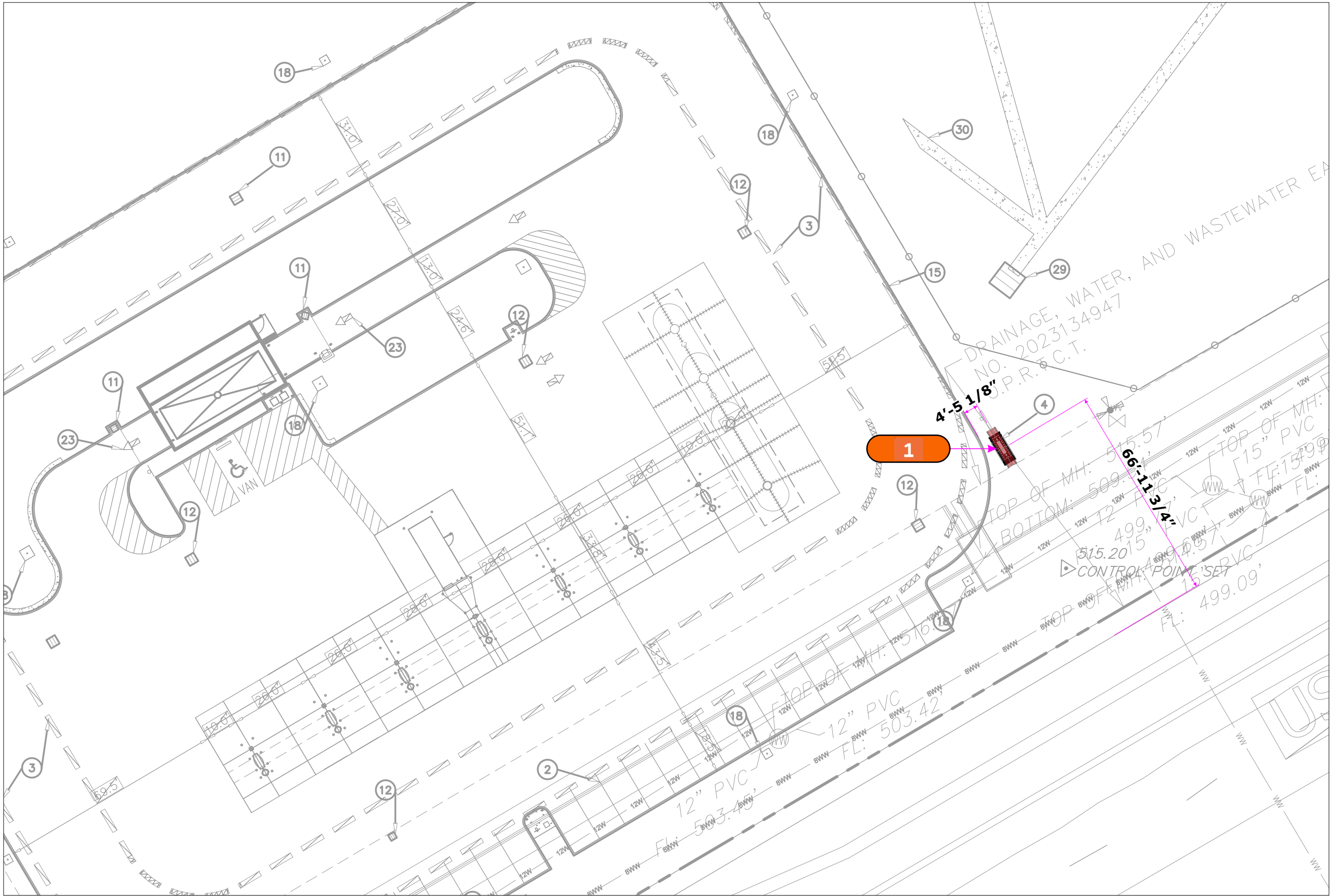


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811_Manor_Site_R12.cdr

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1

D/F HIGH PROFILE MULTI-TENANT SIGN

QTY: ONE (1)

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Scale: 1" = 30'-0"

Job Name: Item 10.



#811
MANOR, TX

Client: H-E-B #811
Location: 13100 N FM 973
Rd., Manor, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 12.15.22
Designer: Greg Hufford
Proposal #: 69416
Job #: 22-2660
Location #: 1235493
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\TX\811_Manor\
811_Manor_Site_R12.cdr

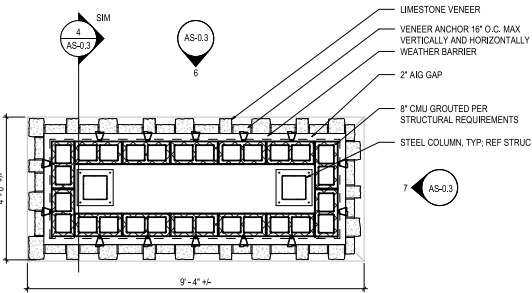
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UPDATED HEB LOGO (NOV-2022)

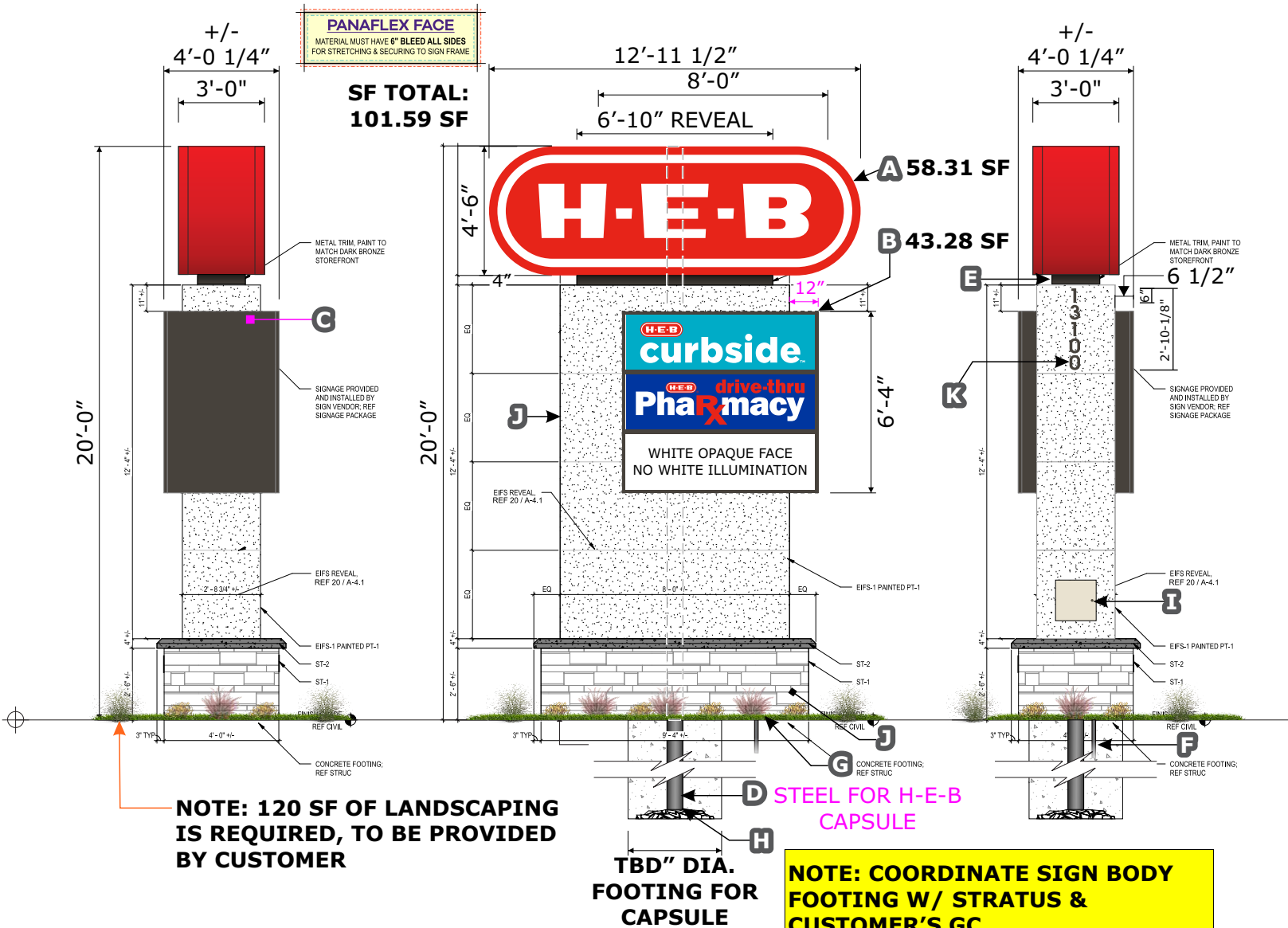
CODE SUMMARY	
MAX HEIGHT:	20'-0"
ALLOWED SF:	80.0 SF
(STREET FRONTAGE 500'-750'=80.0SF)	
REQD. LANDSCAPE:	120.0 SF



NOTE: STREET SIDE OF SIGN TO HAVE ALUM. FILLER, TOP BOTTOM & SIDE



AS.03/5 - PLAN VIEW
Scale: 3/16" = 1'-0"



NOTE: 120 SF OF LANDSCAPING IS REQUIRED, TO BE PROVIDED BY CUSTOMER

NOTE: COORDINATE SIGN BODY FOOTING W/ STRATUS & CUSTOMER'S GC

ELECTRICAL LOAD	
QTY. OF CIRCUITS:	1
VOLTAGE:	120
AMPS:	9.84
CIRCUIT BREAKER:	20 AMP
KVA:	1.18

- A** HEB pill sign: aluminum cabinet- Standard flex face frame with 2" x 2" x 3/16" angle iron structure. Bleed-face digitally-printed flex faces. Internally illuminated by white LEDs. Colors: cabinet- pms red # 485c; faces- pms red # 485c & white.
- B** Tenant sign cabinets SW-02: S/F aluminum sign cabinets w/ 1 1/2" retainers & dividers. Product faces: Blank White .177" polycarbonate faces. Internally illuminated w/ white led's.
- C** Filler: Aluminum filler for sides, top and bottom for street side of sign. Provided by Stratus.
- D** Vertical Steel Support pipe: 6 5/8" DIA. x.280", Provided by Stratus. NP-1 sealant around entire perimeter of supports and conduits.
- E** Reveal: Brake formed aluminum reveal, 4"x82"x20" painted 313 dark bronze Provided by Stratus.
- F** Primary power - *by Customer's GC*
- G** Concrete pad - *by Customer's GC*
- H** H-E-B Capsule Concrete Footing - Specs TBD - Provided by Stratus.
- I** Electrical Access Hatch - *by Customer's GC*
- J** Sign body, Stone base with top cap & concrete pad - *by Customer's GC*
- K** FCO: 1/8" thick stud mounted aluminum, painted 313 dark bronze, Provide install patterns, Provided by Stratus.

NOTE: COORDINATE SIGN BODY FOOTING W/ STRATUS & CUSTOMER'S GC



FLEX FACES
(PRINTED BY MIRATEC SYSTEMS)

- PMS 3125 C
- PMS 286 C
- PMS 485 C
- White
- GLOSS UV LAMINATE
- 313 Dark Bronze

Color description is for reference only. Samples provided upon request after order placement.



Job Name

Item 10.

#811
MANOR, TX

Client: H-E-B #811
Location: 13100 N FM 973 Rd., Manor, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 12.15.22
Designer: Greg Hufford
Proposal #: 69416
Job #: 22-2660
Location #: 1235493
ERP #: 1235946
Task #: 539556

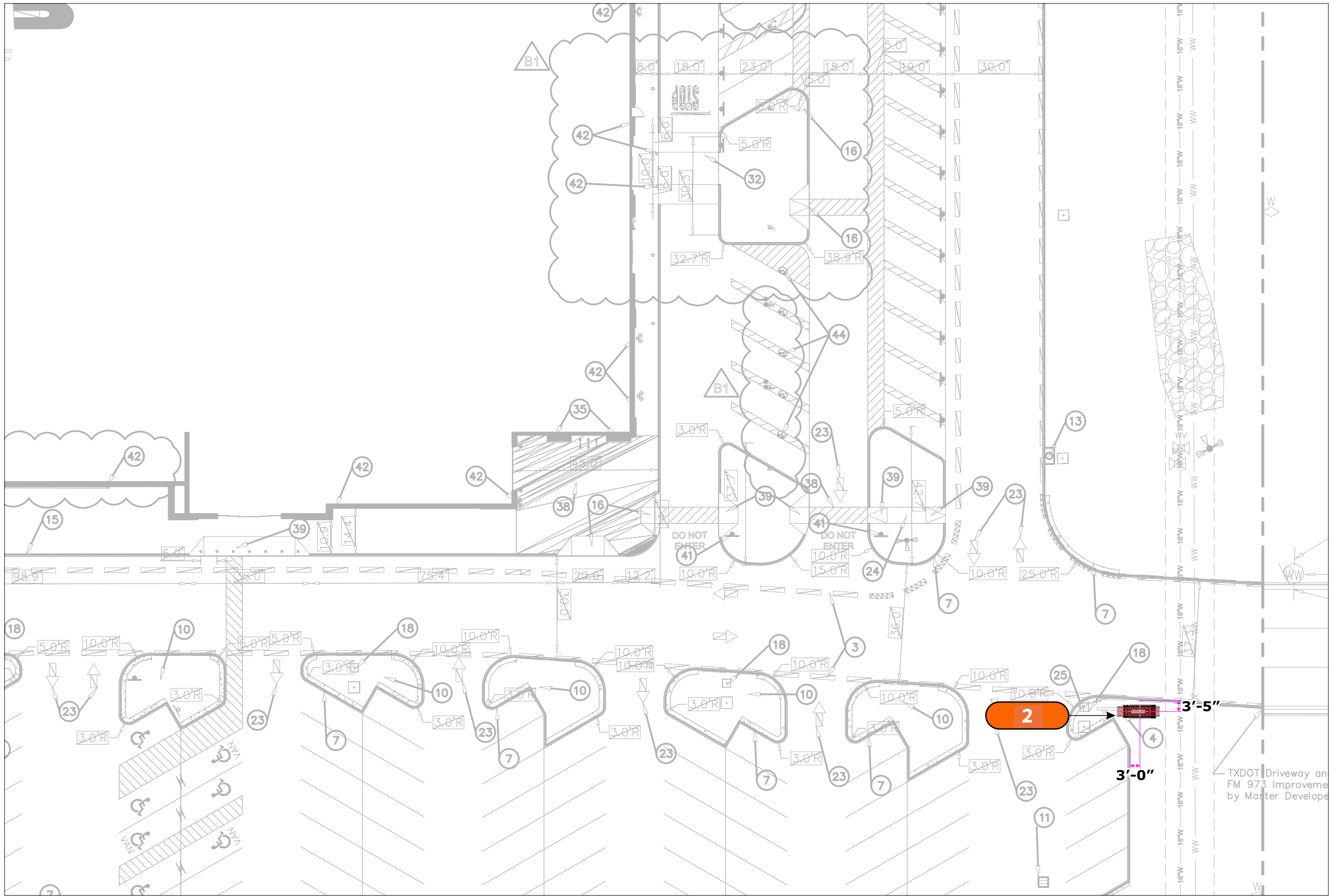
- Revisions (M/D/Y)-(initials): desc.
- 1.4.23/gh/R1: MSP REVIEW
 - 1.4.23/gh/R2: Kiosk
 - 1.10.23/gh/R3 colors
 - 1.11.23/gh/R4: City Notes
 - 1.23.23/gh/R5: MSP notes
 - 2.15.24/gh/R6: Site Plan
 - 4.15.24/gh/R7: 95%
 - 2.12.25/gh/R8: Bid Docs
 - 3.25.25/gh/R9: Many notes
 - 5.28.25/gh/R10: Stratus Brand
 - 7.1.25/gh/R11: GFX & colors
 - 7.21.25 kwk/R12: B - 3 panels



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2

D/F HIGH PROFILE MULTI-TENANT SIGN

QTY: ONE (1)

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Scale: 1" = 30'-0"

Job Name: **Item 10.**

H-E-B

#811
MANOR, TX

Client: H-E-B #811
Location: 13100 N FM 973 Rd., Manor, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 12.15.22
Designer: Greg Hufford
Proposal #: 69416
Job #: 22-2660
Location #: 1235493
ERP #: 1235946
Task #: 539556

- Revisions (M/D/Y)-(initials): desc.
- 1.4.23/gh/R1: MSP REVIEW
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 - 1.10.23/gh/R3 colors
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 - 3.25.25/gh/R9: Many notes
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Stratus

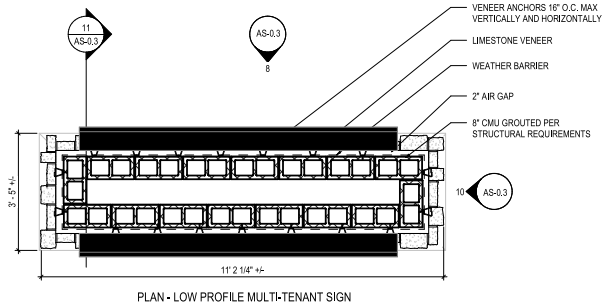
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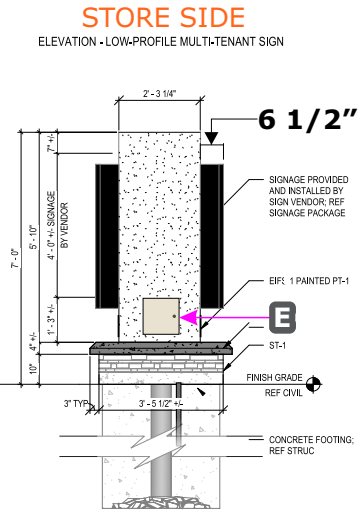
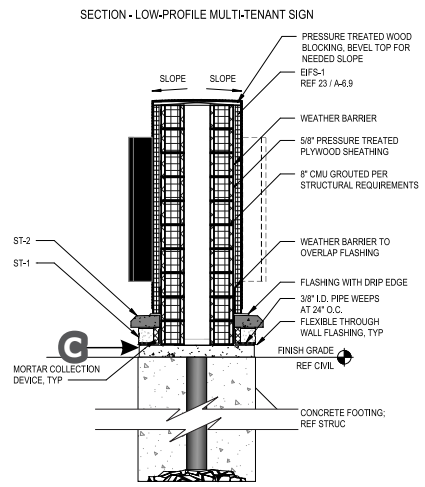
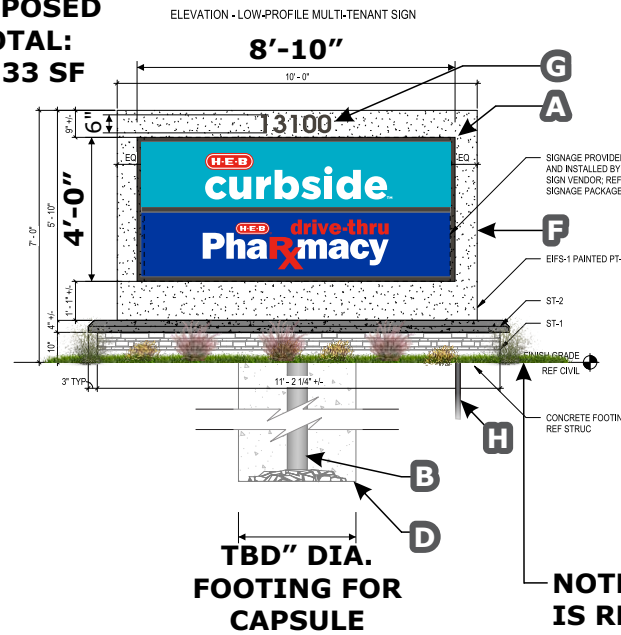
UPDATED HEB LOGO (NOV-2022)

CODE SUMMARY	
MAX HEIGHT:	25'-0"
ALLOWED SF:	96.0 SF
(STREET FRONTAGE >750'=96.0SF)	
REQD. LANDSCAPE:	120.0 SF



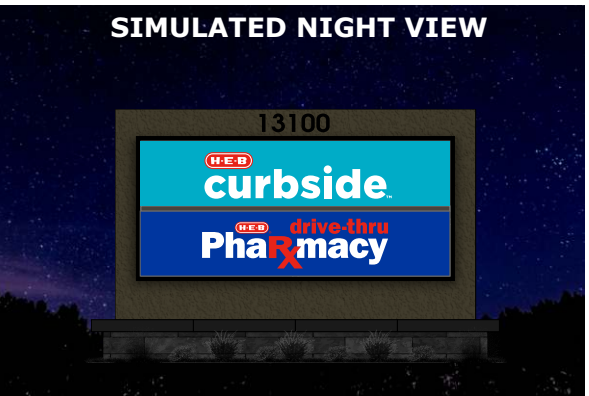
NOTE: CONFIRM ADDRESS FOR THIS SIGN

PROPOSED
TOTAL:
35.33 SF



NOTE: 120 SF OF LANDSCAPING IS REQUIRED, TO BE PROVIDED BY CUSTOMER

- A** Tenant sign cabinets SW-02: S/F aluminum sign cabinet w/ 1 1/2" Retainers & dividers. Product faces: White .177" polycarbonate faces w/ direct print w/ uv laminate - to illuminate dusk to dawn. 30" LED Red Digits: 12" LED Green Digits. LED digits - to remain on at all times. black return, retainers and dividers. Internally illuminated w/ white led's.
- B** Vertical Steel Support pipe: 6 5/8" DIA. x.280" - Provided by Stratus.
- C** Concrete pad - by Customer's GC
- D** Concrete Footing - Specs TBD - Provided by Stratus
NOTE: CONFIRM FOOTING SCOPE OF WORK
- E** Electrical Access Hatch - by Customer's GC
- F** Sign body, Stone base with top cap & concrete pad - by Customer's GC
- G** FCO: 1/8" thick stud mounted aluminum, painted 313 dark bronze, Provide install patterns - Provided by Stratus.
- H** Primary Power: - by Customer's GC



3

D/F LOW PROFILE MULTI-TENANT SIGN

QTY: ONE (1)

Scale: 3/16" = 1'-0"

	PMS 3125 C		GLOSS UV LAMINATE
	PMS 286 C		313 Dark Bronze
	PMS 485 C	Color description is for reference only. Samples provided upon request after order placement.	
	White		

ELECTRICAL LOAD	
QTY. OF CIRCUITS:	1
VOLTAGE:	120
AMPS:	4.92
CIRCUIT BREAKER:	20 AMP
KVA:	0.59



Job Name

Item 10.

#811
MANOR, TX

Client: H-E-B #811
Location: 13100 N FM 973 Rd., Manor, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 12.15.22
Designer: Greg Hufford
Proposal #: 69416
Job #: 22-2660
Location #: 1235493
ERP #: 1235946
Task #: 539556

- Revisions (M/D/Y)-(initials): desc.
- 1.4.23/gh/R1: MSP REVIEW
 - 1.4.23/gh/R2: Kiosk
 - 1.10.23/gh/R3 colors
 - 1.11.23/gh/R4: City Notes
 - 1.23.23/gh/R5: MSP notes
 - 2.15.24/gh/R6: Site Plan
 - 4.15.24/gh/R7: 95%
 - 2.12.25/gh/R8: Bid Docs
 - 3.25.25/gh/R9: Many notes
 - 5.28.25/gh/R10: Stratus Brand
 - 7.1.25/gh/R11: GFX & colors
 - 7.21.25 kwk/R12: B - 3 panels

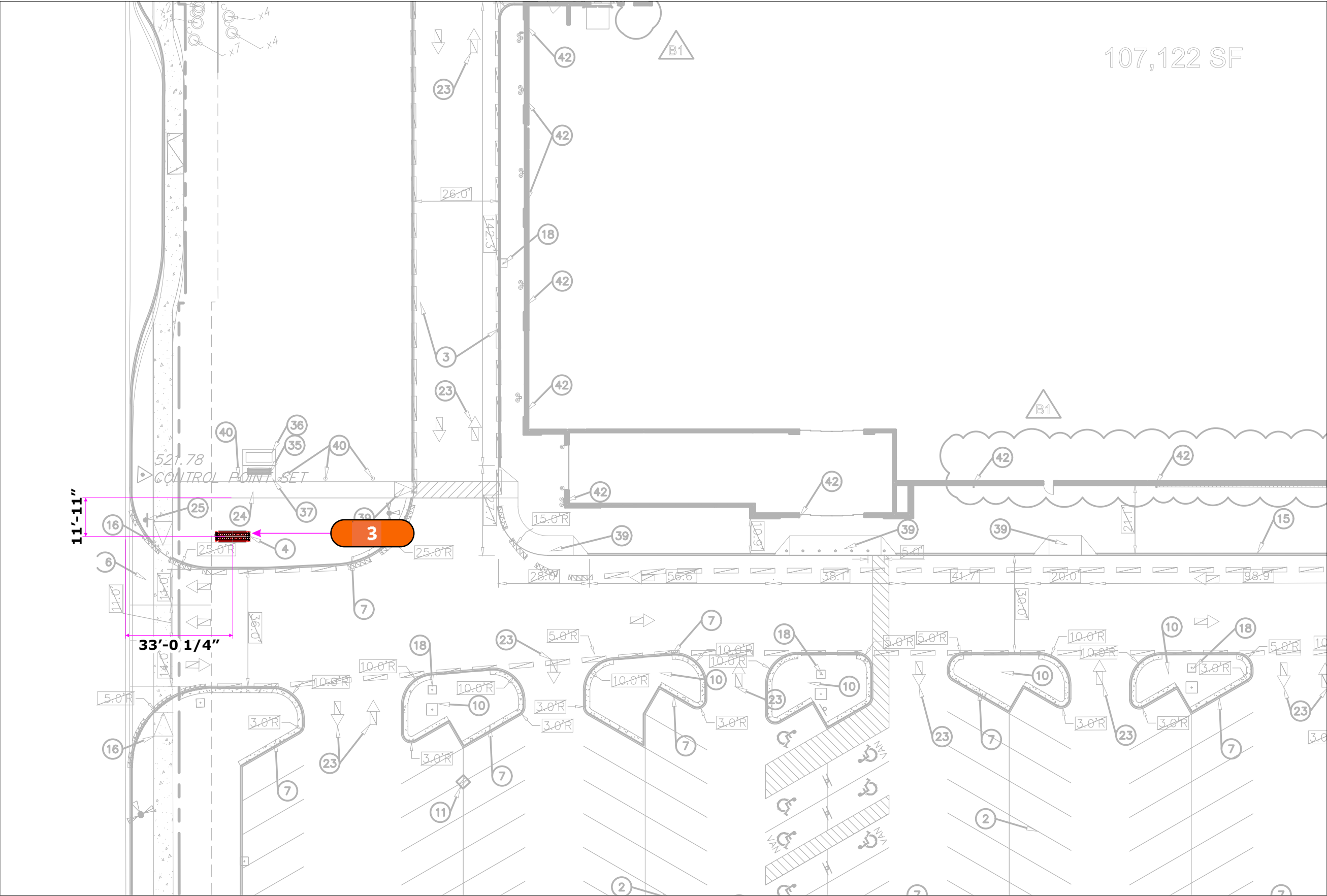
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CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



3

D/F LOW PROFILE MULTI-TENANT SIGNQTY: ONE (1)

Scale: 1" = 30'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job Name Item 10.



#811
MANOR, TX

Client: H-E-B #811
Location: 13100 N FM 973 Rd., Manor, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 12.15.22
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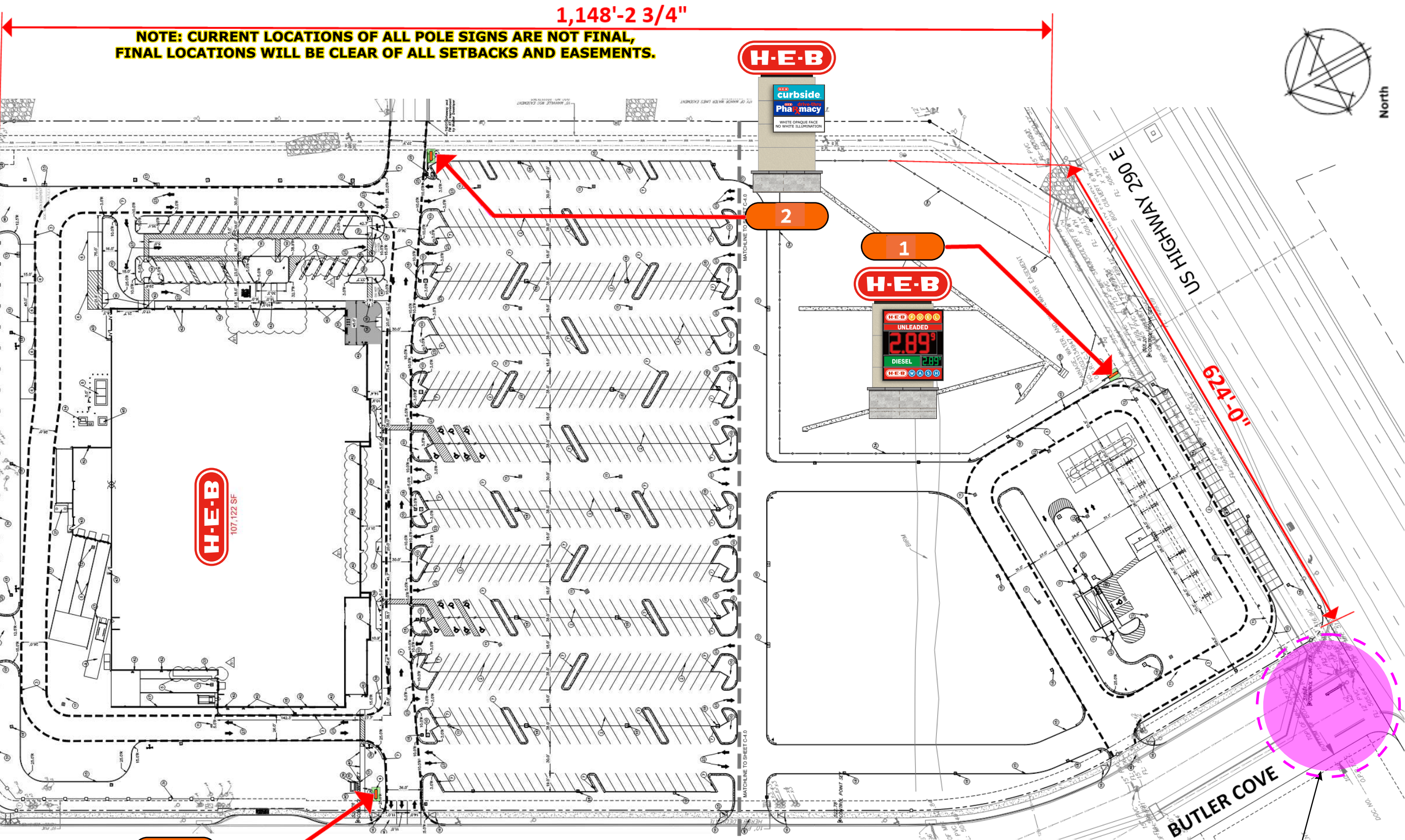
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 - 3.25.25/gh/R9: Many notes
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 - 7.1.25/gh/R11: GFX & colors
 - 7.21.25 kwk/R12: B - 3 panels



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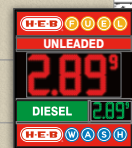
NOTE: CURRENT LOCATIONS OF ALL POLE SIGNS ARE NOT FINAL, FINAL LOCATIONS WILL BE CLEAR OF ALL SETBACKS AND EASEMENTS.

1,148'-2 3/4"



2

1



3



BUTLER COVE

NOTE: 75'-0" MULTI-TENANT DEVELOPER PROVIDED SIGN TO BE ERECTED, EXACT LOCATION, STYLE & TENANTS IS TO BE DETERMINED

Job Name: Item 10.



**#811
MANOR, TX**

Client: H-E-B #811
Location: 13100 N FM 973 Rd., Manor, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 12.15.22
Designer: Greg Hufford
Proposal #: 69416
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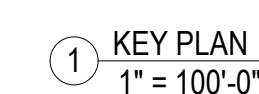
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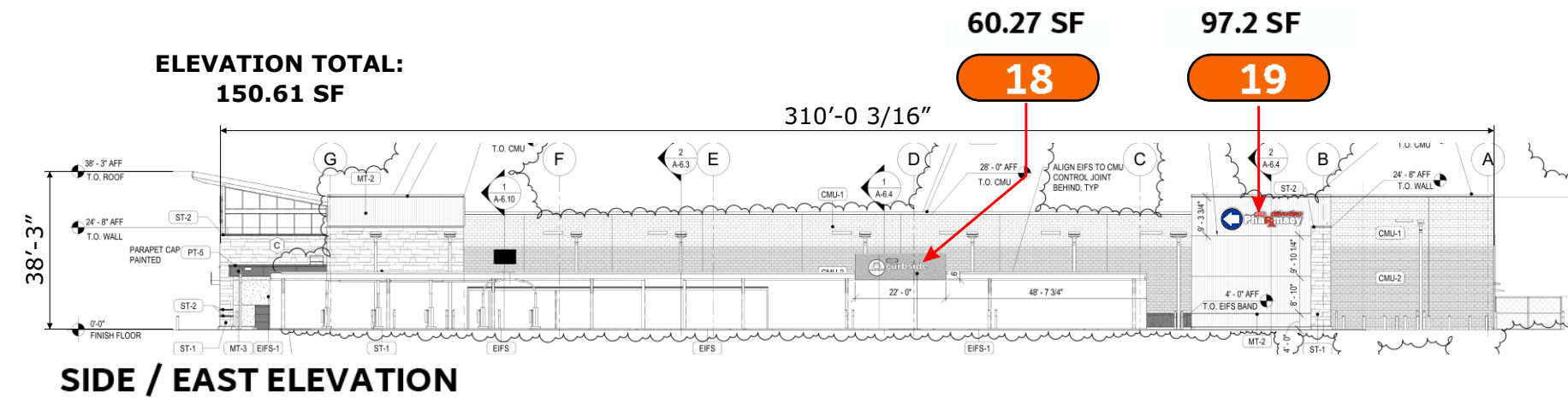
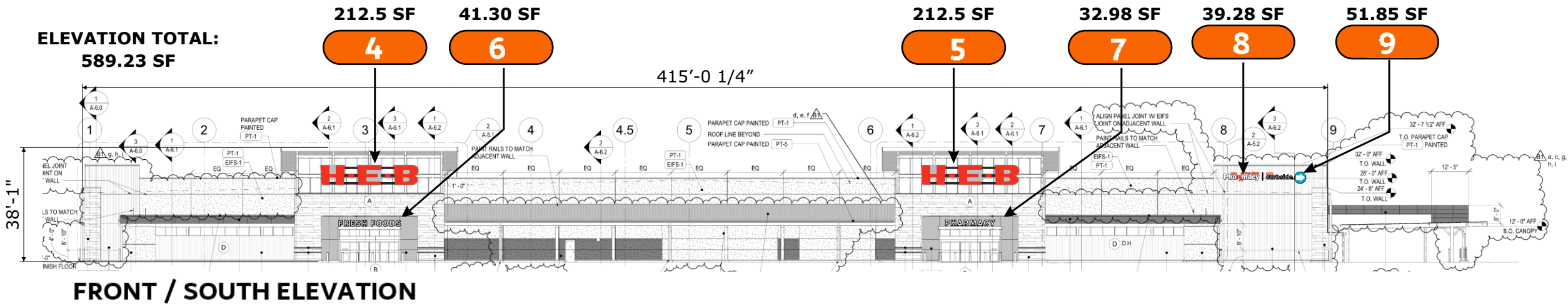
CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

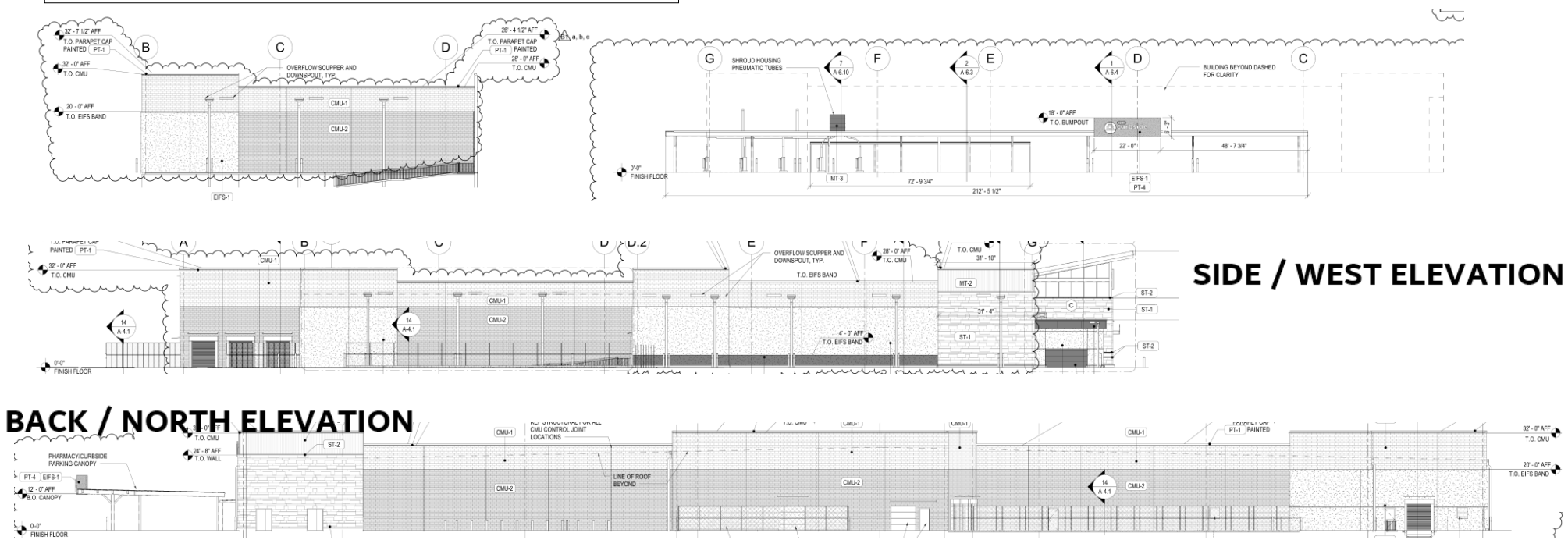


ELEVATIONS

SCALE: 1" = 40'-0"



ELEVATIONS WITHOUT SIGNAGE: NOT TO SCALE



CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V Primary electrical service by others

Job Name Item 10.



Store# : 811

■ Proposal Drawing
□ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
ERP #: 1235254
Request #: 536380

Revisions (M/D/Y)-(initials): desc.
6.28.24/GH/R6: Way & RxPick-Up
7.18.24/GH/R7: Rx Drive Thru
8.8.24/GH/R8: Notes & Updts
9.11.24/GH/R9: Gfx
11.21.24/GH/R10: C & D
2.14.25/GH/R11: Bid Docs
5.28.25/GH/R12: Stratus Brand
06/04/25/GH/R13: pg.10-17
pole note
06/11/25/GH/R14: Rmv pg.12,13
O=7Qty



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SIGN / SKU	DESCRIPTION	ELEVATION	SIGN HEIGHT	SIGN SF	ELEVATION LENGTH	ELEVATION HEIGHT
4	H - E - B	FRONT / SOUTH	6'-6"	212.5 SF	415' 0 1/4"	38'-3"
5	H - E - B	FRONT / SOUTH	6'-6"	212.5 SF	415' 0 1/4"	38'-3"
6	PHARMACY	FRONT / SOUTH	24"	32.98 SF	415' 0 1/4"	38'-3"
7	FRESH FOODS	FRONT / SOUTH	24"	41.3 SF	415' 0 1/4"	38'-3"
8	(HEB) drive-thru PhaRXmacy	FRONT / SOUTH	3'-2 15/16"	39.28 SF	415' 0 1/4"	32'-7 1/2"
9	(HEB) curbside (arrow)	FRONT / SOUTH	3'-2 15/16"	51.85 SF	415' 0 1/4"	32'-7 1/2"
10	curbside parking posts	SIDE CANOPY / EAST	7'	1.875 SF	ground	7'
11	PharXmacy parking posts	SIDE CANOPY / EAST	7'	1.875 SF	ground	7'
18	(CAR) (HEB) curbside	SIDE CANOPY / EAST	4'-2 13/16"	60.27 SF	212'-5 1/2"	18'-3"
19	(arrow) (HEB) drive-thru PhaRXmacy	SIDE / EAST	5'	97.2 SF	310'-0 3/16"	32'-7 1/2"

SIGN CODE:

CITY REQUIRES AN APPROVED MASTER SIGN PLAN

ELEVATION	PER ELEVATION SF TOTAL	ELEVATION TOTAL	ELEVATION SIGN %
FRONT / SOUTH	590.41 SF	11,448 SF	5.30%
SIDE CANOPY / EAST / GROUND	3.75 SF	n/a	n/a
SIDE CANOPY / EAST	60.27	7,220 SF	0.84%
SIDE / EAST	97.2	1,514.06 SF	6.42%

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job NameItem 10.



MANOR, TX

☒ Proposal Drawing
☐ Final Drawing

Client: H.E.B.
Location: HWY 290 & FM
973, MANOR, TX 78653

Salesperson: Pete Sitterle
Prj. Mngr.: Tammy Colson
Date: 12.15.22
Designer: Greg Hufford
File Name: 22-2660 MANOR,
TX - ALL SIGNS - R5

Proposal #: 69416
Job #: 22-2660

Revisions (M/D/Y)-(initials): desc.

1.4.23/gh/R1: MSP REVIEW
1.4.23/gh/R2: Kiosk
1.10.23/gh/R3 colors
1.11.23/gh/R4: City Notes
1.23.23/gh/R5: MSP notes



TDLR: 18010 • MET: E113766
Corporate Office
5003 Stout Drive
San Antonio, TX 78219
(210) 341-7244

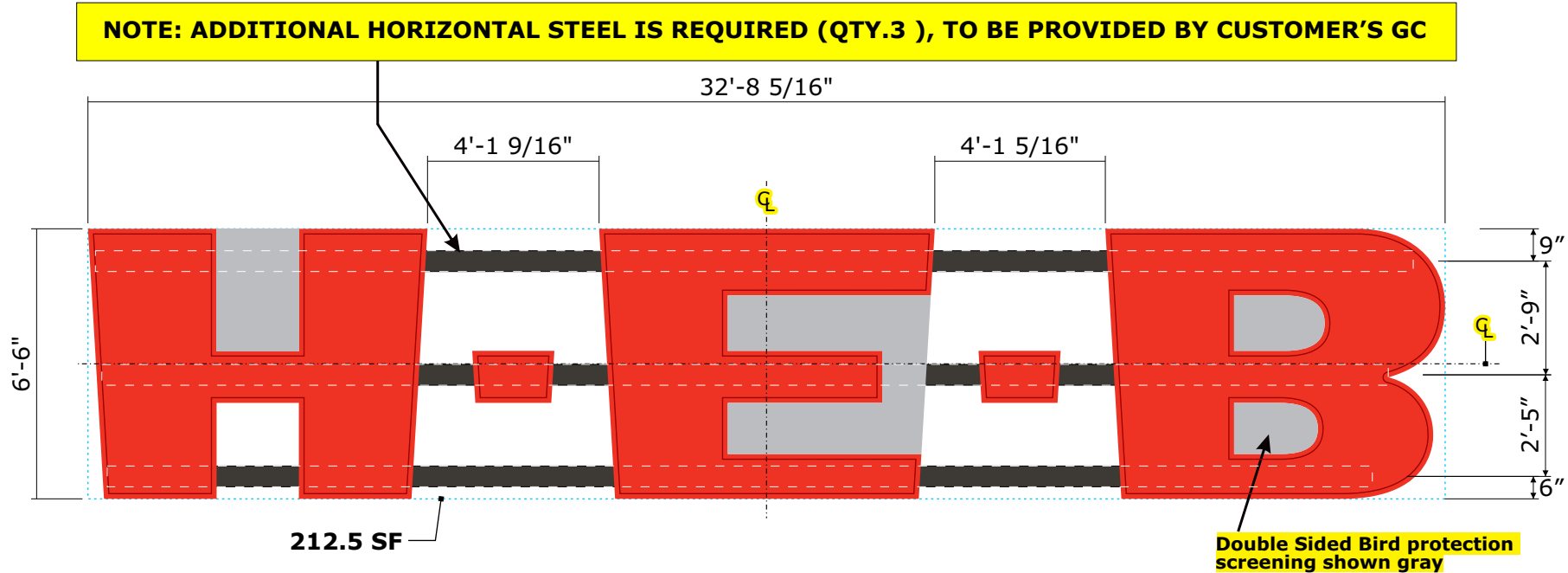
Dallas
2703 Mockingbird Lane
Dallas, TX 75235
(972) 870-1594

Houston (State Sign)
7630 Hansen Road
Houston, TX 77061
(713) 943-1831

Austin (Custom Sign Creations)
1130 Rutherford, Suite 180
Austin, TX 78753
(512) 374-9300

Tyler (Design Center Signs)
2971 Elkton Trail
Tyler, TX 75703
(903) 561-4995

 
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4

5

CHANNEL LETTERS

QTY: TWO (2)

Scale: 1/4"=1'-0"



Faces- Direct print PMS Red #485C.
Returns- PMS Red #485C.
Trim covers- PMS Red #485C.
LED- Red

Color description is for reference only. Samples provided upon request after order placement.

General note: Paint backs PMS# 485C Red visible to the public

NOTE: GENERAL CONTRACTOR TO SUPPLY HORIZONTAL STEEL.

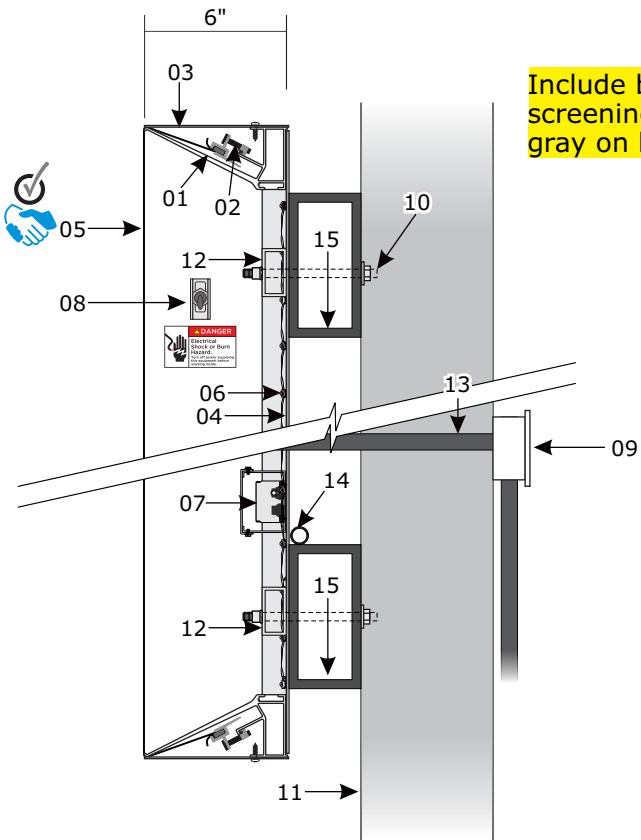
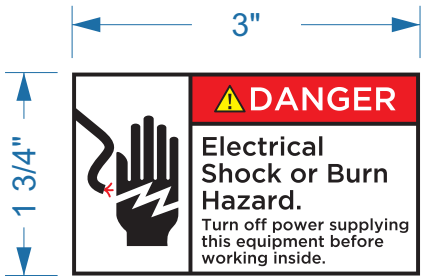
Pre-wiring is required.

Two (2) patterns required

- One (1) for pre-drill
- One (1) for install.



Carling Technologies
SWITCH PLATE ON-OFF 15/32
Mfr. Part #:272-07293



Include bird protection screening fill as shown in gray on layout

- Frame: Excellart Flex Integrated Frame 6" flat bleed tension body.
- Tension clips.
- Cover: .063 aluminum.
- Back: 3mm ACM with white interior.
- Face: Flex with digital print graphics.
- Lighting: P-LED QM2 modules.
- Power supplies: 12volt LED power supply inside galvanized box.
- Disconnect switch with weatherproof toggle on filler.
- J-box - by Customer.
- Fasteners: 3/8" dia. riv-nut w/ 3/8" dia. all-thread bolt with strut channel stringers behind wall may be required on this wall condition.
- Wall.
- Strengtheners & Horizontal Stringers: 1" x 2" x .125" aluminum rectangular tubes @ 5'-0" c.t.c. max.
- Pass thru with secondary wiring & electrical jumps. Leave 6' pigtail wiring.
- Secondary wiring through conduit
- Client provided 6"x3"x.375" horizontal steel, QTY. 3 REQUIRED

SECTION THRU DISC

Scale: N.T.S.

ELECTRICAL LOAD	
No. Circuits:	1
Voltage:	120
Amps:	14.03
Circuit Breaker:	20 amp
KVA:	1.68

120V Primary electrical service by others

Job Name Item 10.



Store # : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
ERP #: 1235254
Request #: 536380

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06/11/25/GH/R14: Rmv pg.12,13 O=7Qty



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CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



Store# : 811

Proposal Drawing
Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
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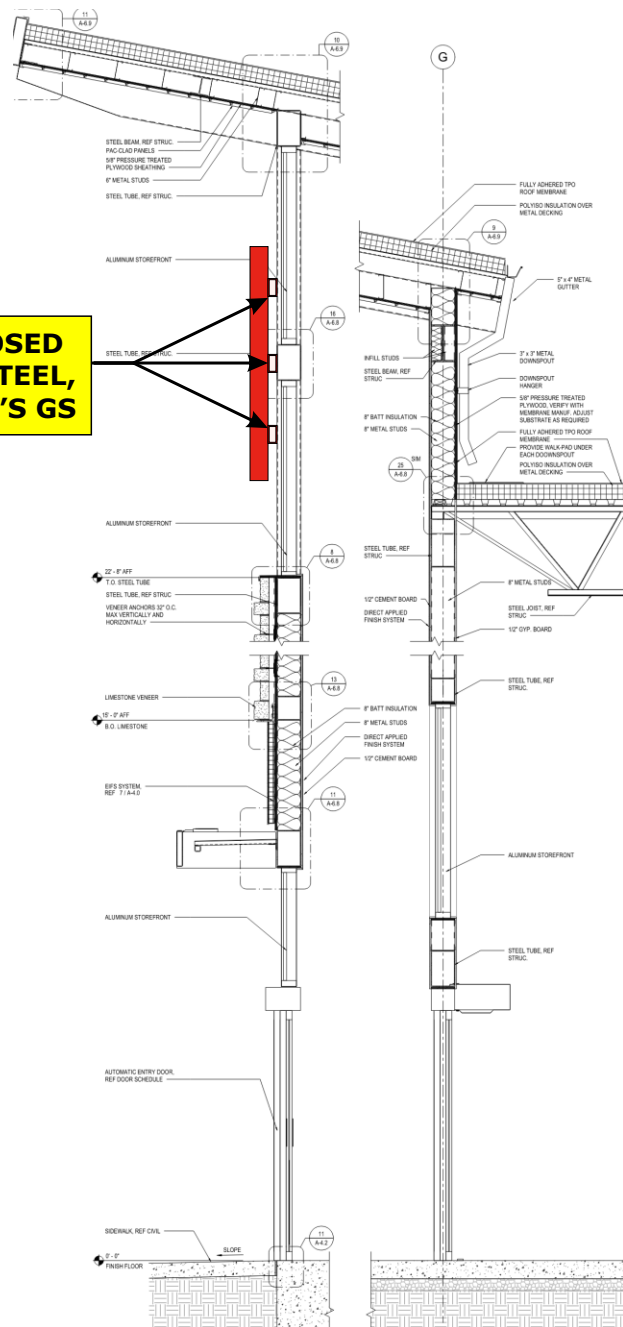
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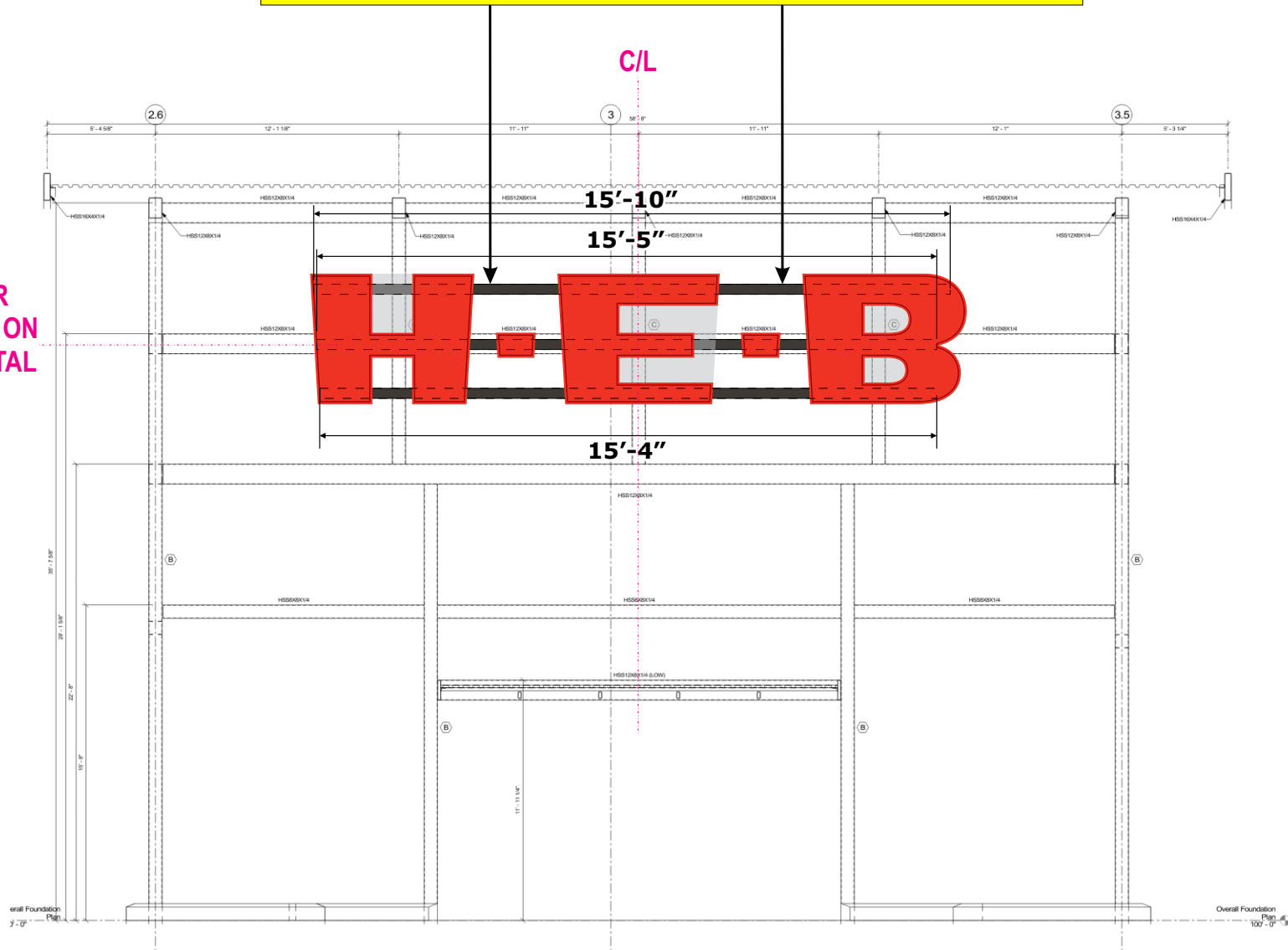
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NOTE: PROPOSED
6"X3"X3/8" STEEL,
BY CUSTOMER'S GS

CENTER
HYPHENS ON
HORIZONTAL
STEEL

NOTE: (QTY. 3) ADDITIONAL HORIZONTAL STEEL IS REQUIRED,
TO BE PROVIDED BY CUSTOMER'S GC



4

5

CHANNEL LETTERS

QTY: TWO (2)

Scale: 3/16"=1'-0"

4

5

STRUCTURAL STEEL - CHANNEL LETTERS

QTY: TWO (2)

Scale: 1/4"=1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V

Primary electrical
service by others



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
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pole note
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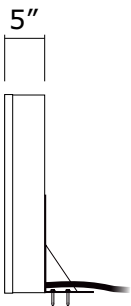
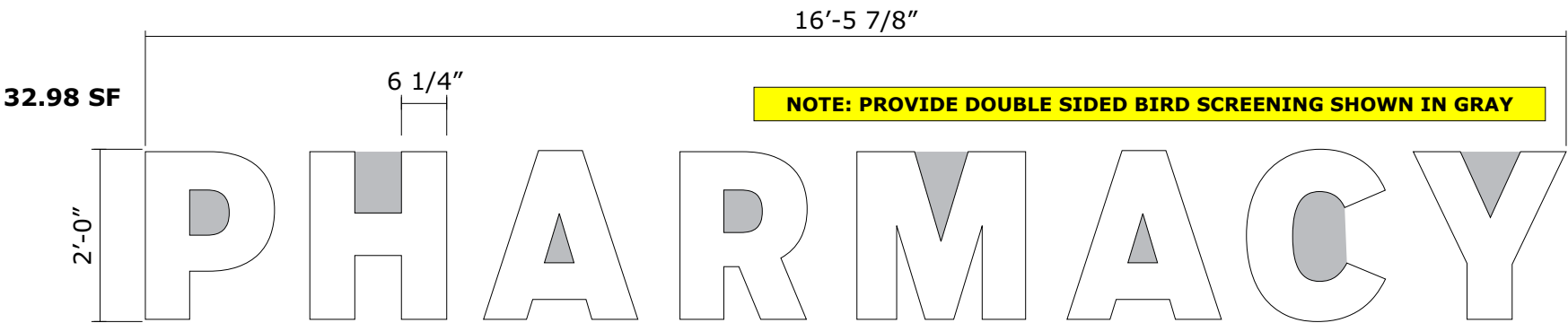


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NOTE: PAINT BACKS WHITE



ELECTRICAL LOAD	
No. Circuits:	1
Voltage:	120
Amps:	1.88
Circuit Breaker:	20 amp
KVA:	.23

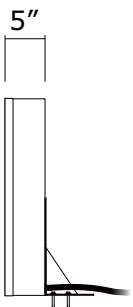
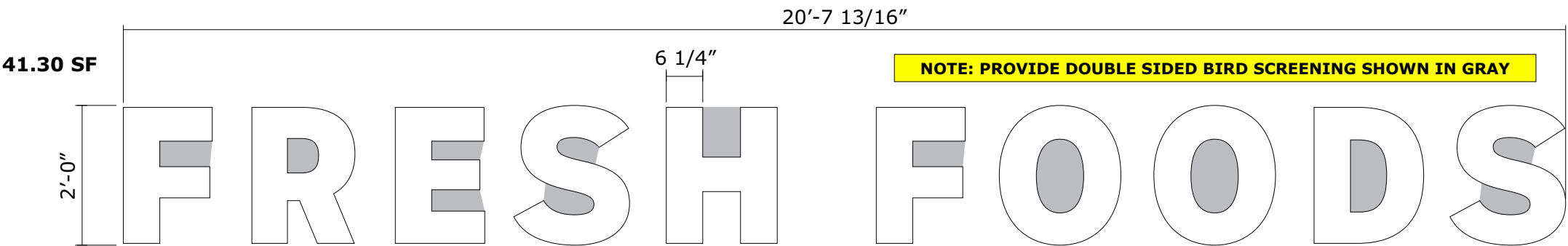
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CHANNEL LETTERS

QTY: 1

VECTOR FILE:
NP.23.43.02_Pharmacy_exterior_sign

Scale: 1/2"=1'-0"



ELECTRICAL LOAD	
No. Circuits:	1
Voltage:	120
Amps:	2.35
Circuit Breaker:	20 amp
KVA:	.28

7

CHANNEL LETTERS

QTY: 1

VECTOR FILE:
NP.23.43.02_FreshFoods_exterior_sign

Scale: 1/2"=1'-0"

General note: whenever backs are visible to the public, paint backs same color as returns color



Faces- pigmented white # 7328.
Returns, trim caps, backs & visible installation gear- white.
LED- white.

Color description is for reference only.
Samples provided upon request after
order placement.

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V

Primary electrical
service by others



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
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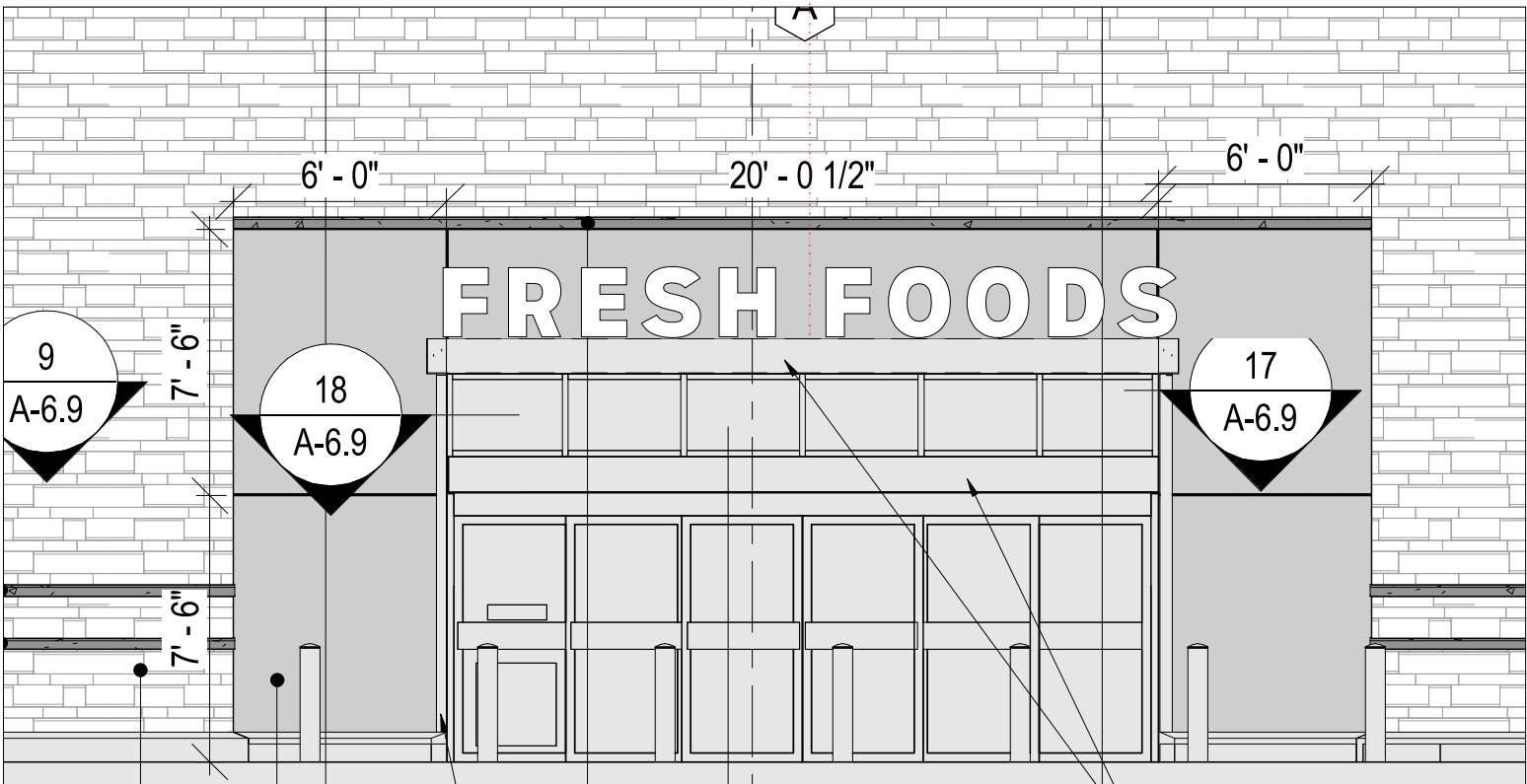
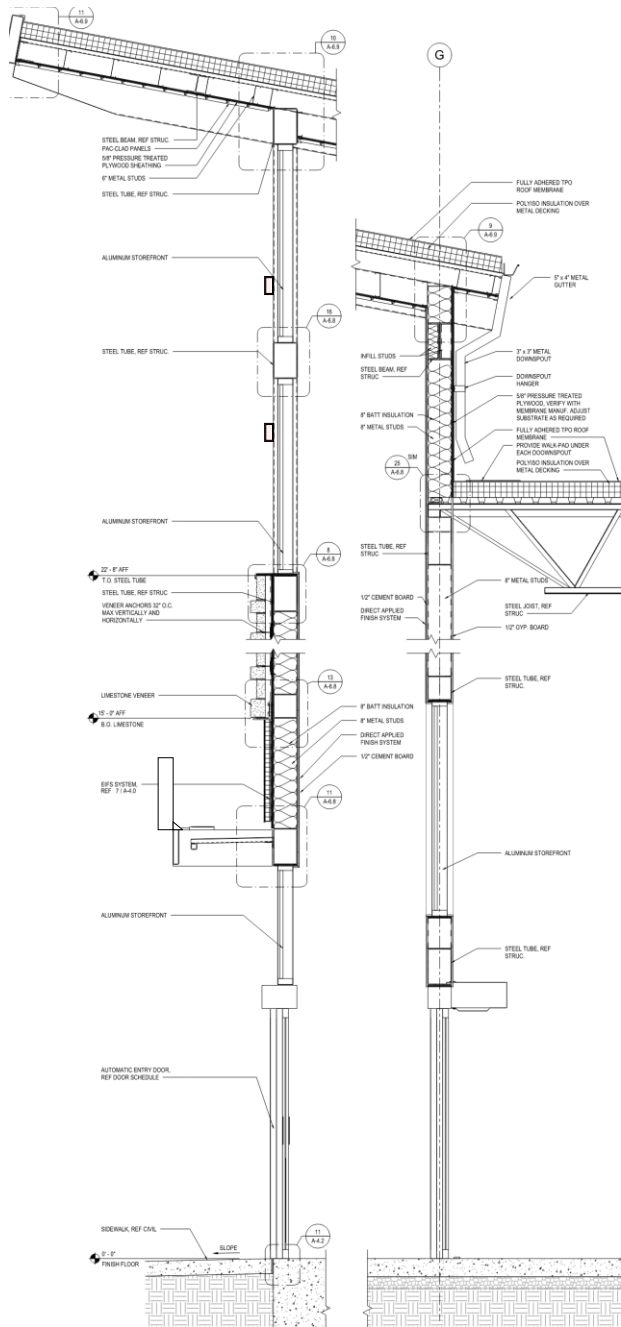


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NOTE: ADEQUATE HORIZONTAL STEEL IS REQUIRED,
TO BE PROVIDED BY CUSTOMER'S GC



6

7

CHANNEL LETTERS

QTY: TWO (2)

Scale: 3/16"=1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V

Primary electrical
service by others

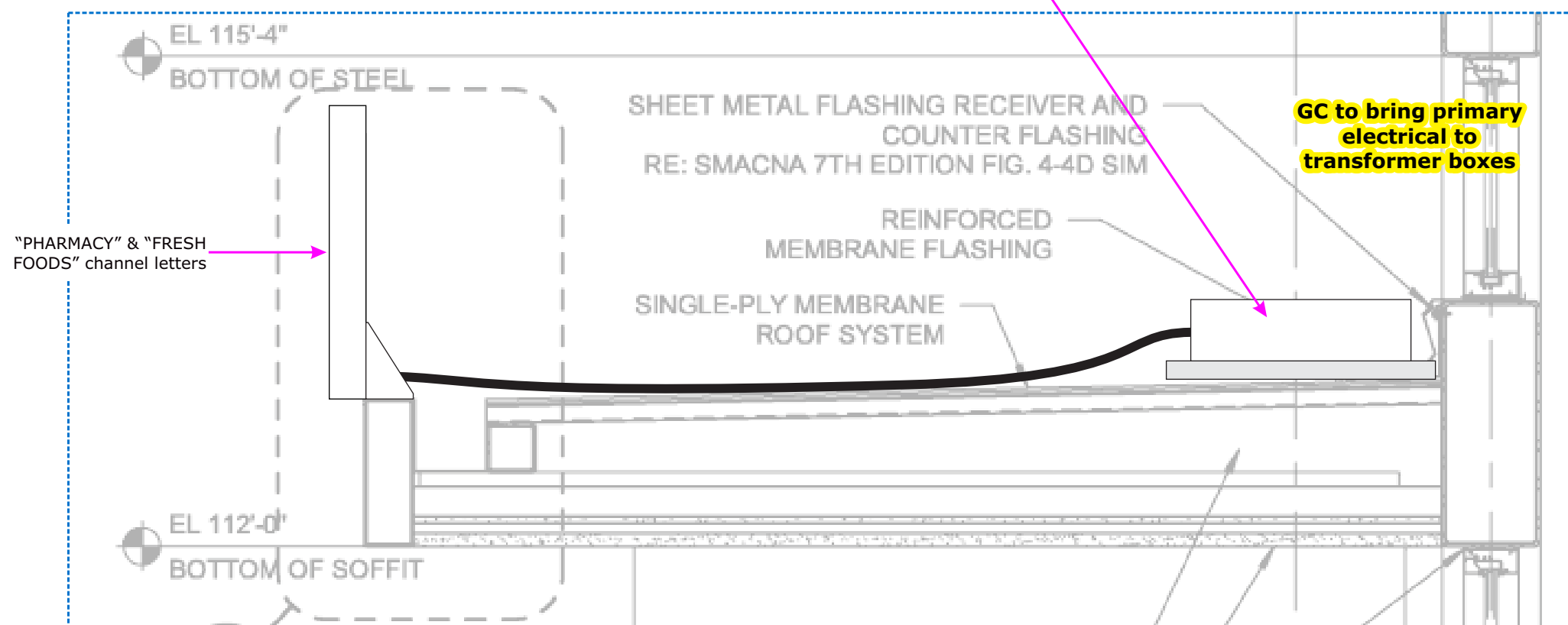
THIS SHEET IS
REFERENCE FOR

6

7



Comet Signs to place two (2) transformer boxes for "Pharmacy" & (2) for "Fresh Foods" for secondary wiring. Mount power supply boxes to treated wood planks & adhere wood planks to top of canopy. Treated wood to be the following dimensions bigger than the power supply box: 2" wider & 4" longer. Each letter will have sealtite conduit extending to its' designated transformer box.



POWER SUPPLIES BOXES PLACEMENT & J-BOXES PLACEMENT

Scale: 1"=1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ **DATE:** ____ / ____ / ____

120V Primary electrical
service by others

Job Name: Item 10.



Store# : 811

☒ **Proposal Drawing**
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
ERP #: 1235254
Request #: 536380

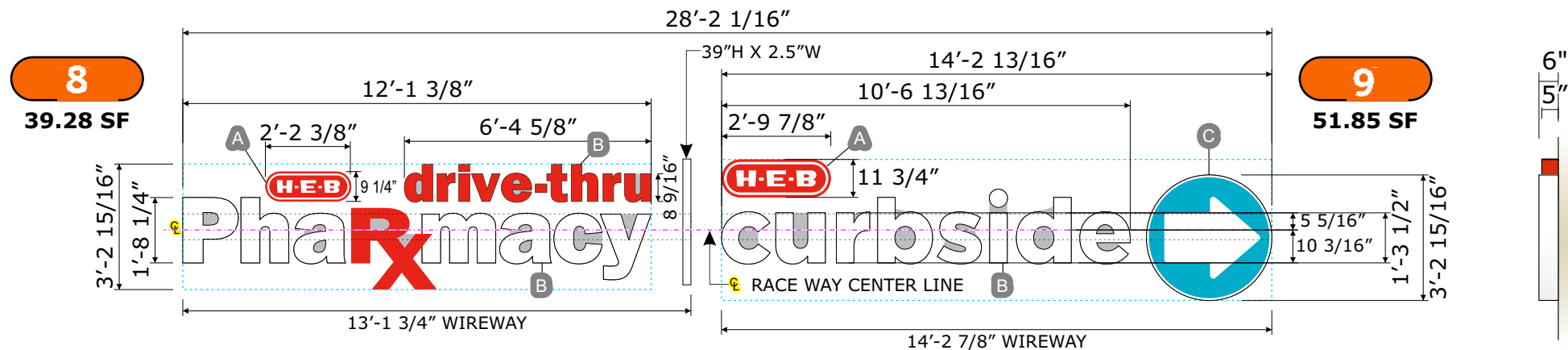
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1/2" plywood blocking required throughout entire sign area if none is planned yet or if wall surface/material is not engineered to support sign weight - by General Contractor.

Two (2) patterns required: One (1) in advance for pre-wire
One (1) with letter set(s) for install.

- A CL'S: See "section thru pill".
B CL'S: See "channel letter section".
C FLEX FACE: See "section thru disk".

S/S BIRD SCREENING SHOWN IN GRAY

ILLUMINATED VIEW: NOT TO SCALE



8 9 CHANNEL LETTERS Scale: 1/4" = 1'-0"
QTY: ONE (1) OF EACH TYPE

UV laminate gloss finish

- Match pms 485c.
White.

Color description is for reference only. Samples provided upon request after order placement.

COLORS

- HEB pill: 7328 white plex with direct print graphics and UV film laminate; 1" True red Jewelite trim caps; pre-finished Exxon red returns; white LED.
- "Pha" "macy" & Vertical divider bar: Face- white # 7328; trim caps & returns- White.
- "Rx" "drive-thru": 2662 red plex faces; 1" True red Jewelite trim caps; pre-finished Exxon red returns; red LEDs.
- Wireway: Pre-finished white



UV laminate gloss finish

- Match pms 485c.
Match pms 3125@ 100%.
White.

Color description is for reference only. Samples provided upon request after order placement.

COLORS

- HEB pill: 7328 white plex with direct print graphics and uv film laminate; 1" True red Jewelite trim caps; pre-finished Exxon red returns; white LED.
- Disc: Face: 3125c Blue @ 100% & white; returns: White.
- "Curbside": Face- white # 7328; trim caps & returns- White.
- Wireway: Pre-finished white



CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V Primary electrical service by others

Job Name Item 10.

H-E-B

Store# : 811

Proposal Drawing
Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290 WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
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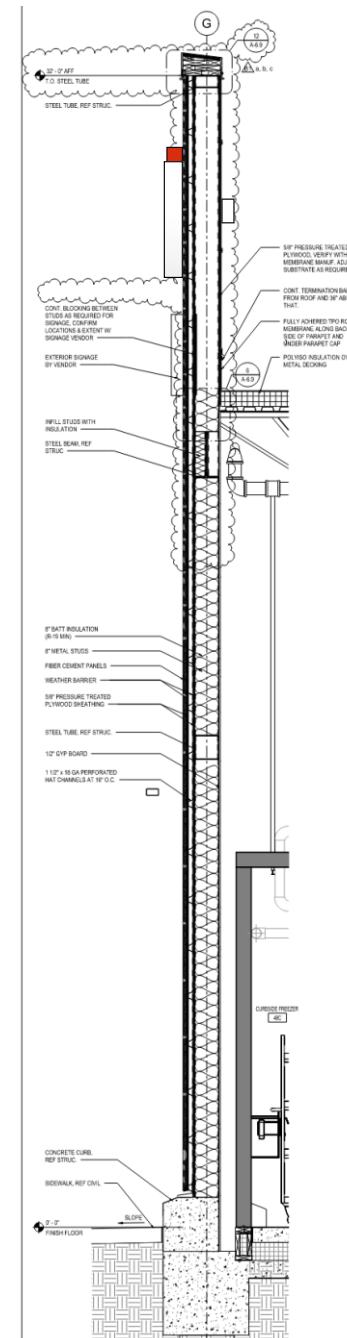
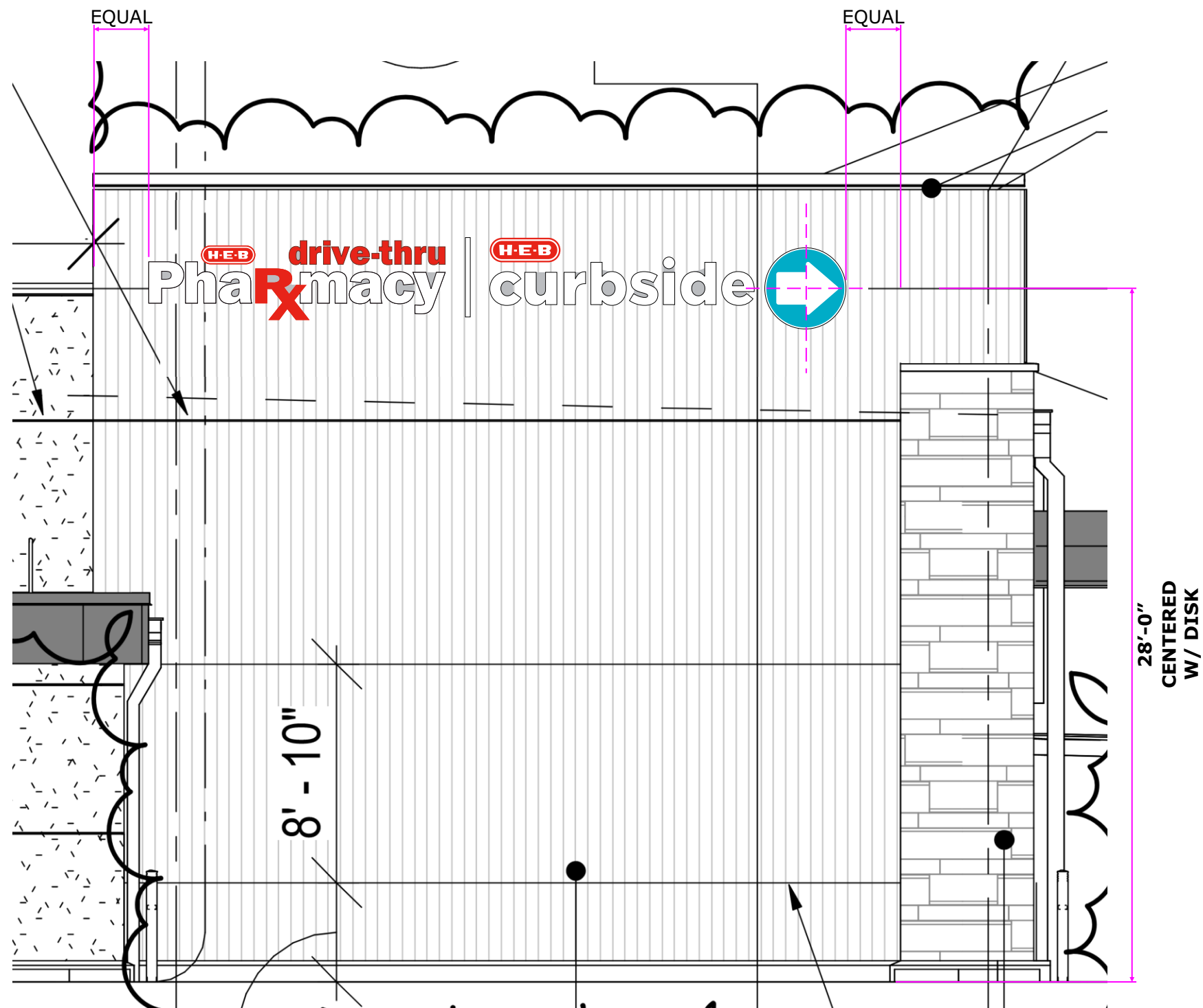
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Stratus

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8 9

CUSTOM CHANNEL LETTERS - FLEX & PLEX FACES

QTY: 1

Scale: 3/16"=1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job Name Item 10.



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
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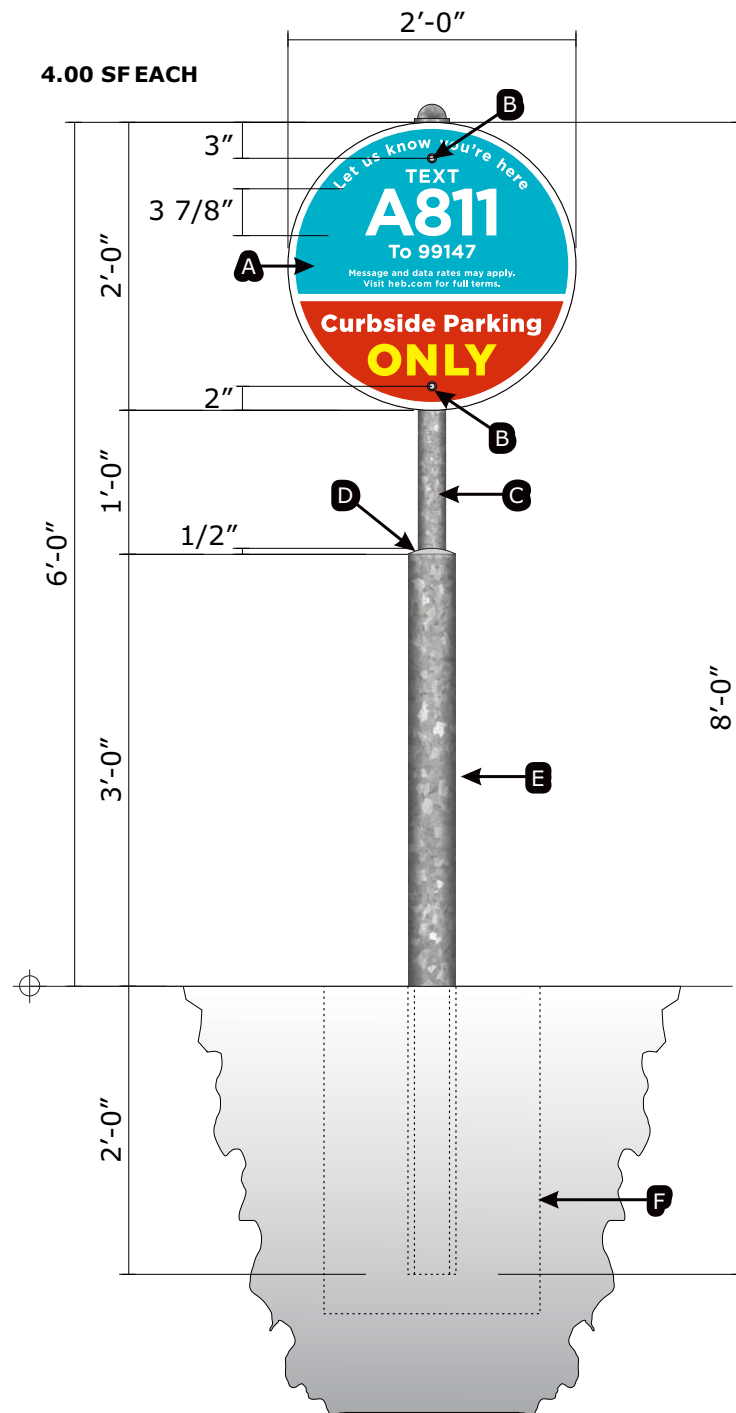


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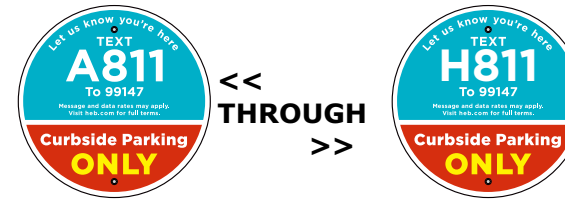
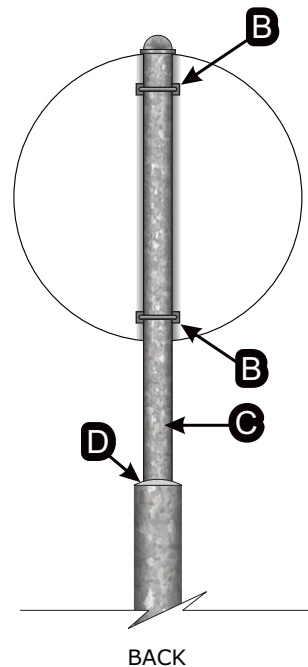
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WRITTEN CONSENT OF STRATUS

120V Primary electrical
service by others



- Sign panels are to be assembled at HEB location (not at the shop).
- These lane marker support poles will be required to be shipped to HEB location prior to directional support poles or any hardware including caps. Does not apply to support poles not mounted on bollards if any at this location.

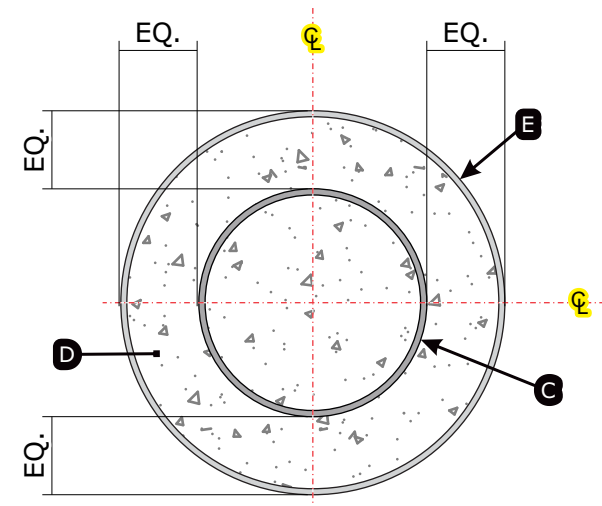


LAYOUT DETAIL

QTY: 8 Scale: 1/2"=1'-0"

STRATUS TO SUPPLY & INSTALL ITEMS: A, B, C, & D

- A** Sign panel: .063 pre-finished white (front & back) aluminum panel with digital print graphics finished with 3M film UV laminate.
- B** U-bolts/Clamps: 1/4" dia. - factory finish. Pre-drill 5/16" holes. Use U-bolts/Clamps system.
- C** Supports: 2 3/8" dia. x 8'-0" long galvanized with top caps to seal inside of posts.
- D** Concrete fill: Fill bollards with concrete.
- E** Bollards: 4" dia. hot dipped galvanized steel (no paint) - **by others (not included by Stratus).**
- F** Footings: 18" dia. concrete - **by others (not included by Stratus).**



BOLLARD/SUPPORT

DETAILS

Scale: HALF SIZE - 1:2

Important disclaimer: site signage specification and sign positioning is based on information/data provided by the customer at time of drawing request. Any freestanding sign, to include signs defined as pylons, multi-tenant pylons, and monument signs may be subject to review as required by the city, county or governing body in which said property is positioned. Freestanding signs positioned in proximity to urban corridors, utility easements, overhead power lines, row transmission lines, state department of transportation row and underground pipelines/fiber optic lines may also be subject to review in regards to setbacks or encroachment requirements by those specific entities.

10

(FD.48.40.Series) LANE MARKERS

Scale: 3/4"=1'-0"

QTY: (8) TOTAL - One (1) each as shown on "Layout Detail"

UV laminate gloss finish

Match pms 485c.

White.

Match pms 3125@ 100%.

CMYK Print: 100% Y (Yellow)

Color description is for reference only. Samples provided upon request after order placement.

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job Name Item 10.



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811

Location: 12000 E HWY. 290
WB, MANOR, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson

Date: 2.15.24

Designer: G. Hufford

Proposal #: 78376

Location: 2613736 (811)

ERP #: 1235254

Request #: 536380

Revisions (M/D/Y)-(initials): desc.

6.28.24/GH/R6: Way & RxPick-Up

7.18.24/GH/R7: Rx Drive Thru

8.8.24/GH/R8: Notes & Updts

9.11.24/GH/R9: Gfx

11.21.24/GH/R10: C & D

2.14.25/GH/R11: Bid Docs

5.28.25/GH/R12: Stratus Brand

06/04/25/GH/R13: pg.10-17

pole note

06/11/25/GH/R14: Rmv pg.12,13

O=7Qty



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Mentor, Ohio 44060

888.503.1569

ELECTRONIC FILE NAME:

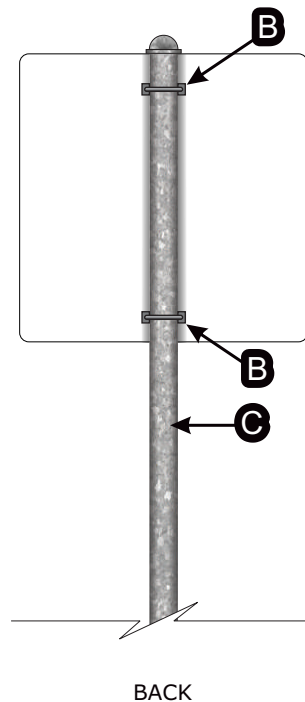
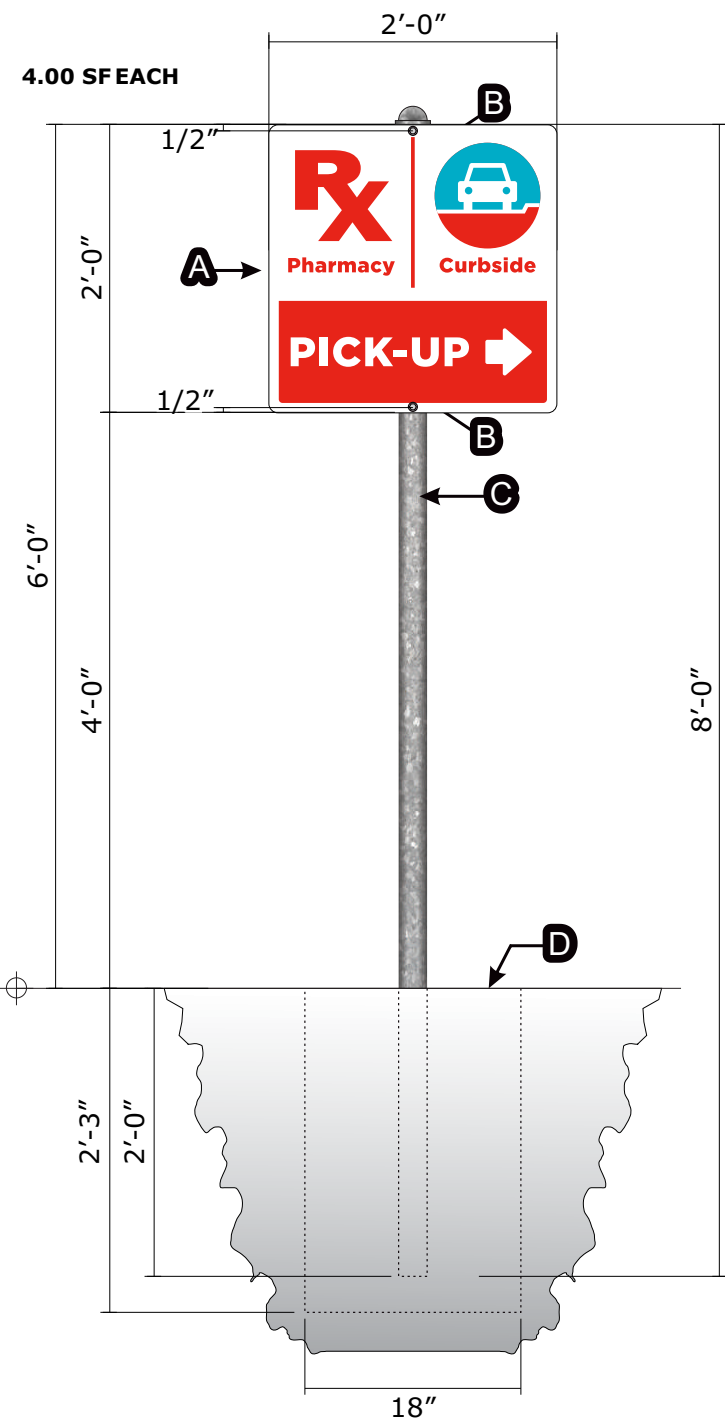
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19

139



ITEM	QTY.
Amt. S/F signs	6
Amt. O.A. panels	6
Posts	6
Caps	6
S/F clamps	12

QTY. 2

VECTOR FILE:
EX.05.40.02_Pharmacy_Curbside_Pick-Up_Left

QTY. 4

VECTOR FILE:
EX.05.40.04_Pharmacy_Curbside_Pick-Up_Ahead

QTY. 1

VECTOR FILE:
EX.05.40.05_Pharmacy_Curbside_Pick-Up_Right

12

LAYOUT DETAILS

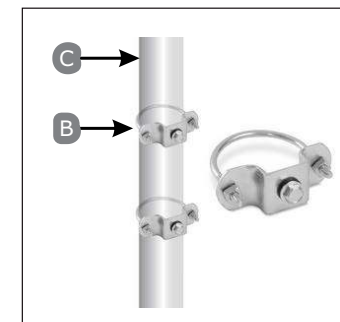
Scale: 3/4"=1'-0"

- A** Sign panel: .063 pre-finished white (front & back) aluminum panel with digital print graphics finished with 3M film UV laminate.
- B** U-bolts/Clamps: 1/4" dia. - factory finish. Pre-drill 5/16" holes. Use U-bolts/Clamps system.
- C** Supports: 2 3/8" dia. x 8'-0" long galvanized with top caps to seal inside of posts.
- D** Footings: 18" dia. concrete

STRATUS TO SUPPLY & INSTALL ITEMS: A, B, C, & D

Sign panels are to be assembled at HEB location (not at the shop).

These lane marker support poles will be required to be shipped to HEB location prior to directional support poles or any hardware including caps. Does not apply to support poles not mounted on bollards if any at this location.



U-bolt system

Scale: N.T.S.

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Job Name Item 10.



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
ERP #: 1235254
Request #: 536380

Revisions (M/D/Y)-(initials): desc.
6.28.24/GH/R6: Way & RxPick-Up
7.18.24/GH/R7: Rx Drive Thru
8.8.24/GH/R8: Notes & Updts
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11.21.24/GH/R10: C & D
2.14.25/GH/R11: Bid Docs
5.28.25/GH/R12: Stratus Brand
06/04/25/GH/R13: pg.10-17
pole note
06/11/25/GH/R14: Rmv pg.12,13
O=7Qty



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(EX.05.40-Series) RX/CURBSIDE DIR. Scale: 3/4"=1'-0"

QTY: SEVEN (7) TOTAL - One (1) each as shown on "Layout Detail"

Color description is for reference only. Samples provided upon request after order placement.

UV laminate gloss finish ■ Match pms 485c. ■ Match pms 3125@ 100%. ■ White.

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
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Revisions (M/D/Y)-(Initials): desc.
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STRATUS TO SUPPLY & INSTALL ITEMS: A, B, C, & D

SEQUENTIAL FACE GRAPHICS

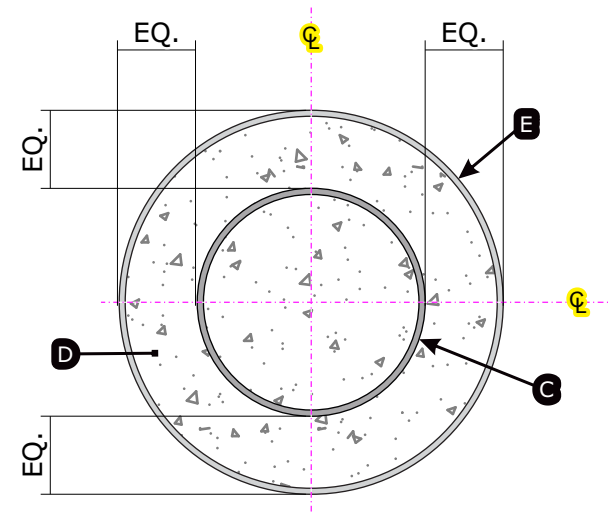
- A** Sign panel: .125" pre-finished white (front & back) aluminum panel with digital print graphics finished with 3M film UV laminate.
- B** U-bolts/Clamps: 1/4" dia. - factory finish. Pre-drill 5/16" holes. Use U-bolts/Clamps system.
- C** Supports: 2 3/8" dia. x 7'-3" long galvanized with inset top caps to seal inside of posts.
- D** Concrete fill: Fill bollards with concrete.
- E** Bollards: 8" dia. hot dipped galvanized steel (no paint) - by others (not included by Stratus).
- F** Footings: 18" dia. concrete - by others (not included by Stratus).



LAYOUT SUMMARY

Scale: 3/4"=1'-0"

QTY: (5) D/F PANELS



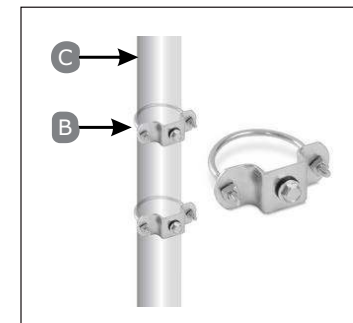
BOLLARD/SUPPORT

DETAILS

Scale: HALF SIZE - 1:2

ITEM	QTY.
D/F PANELS	5
POSTS	5
CAPS	5
S/F CLAMPS	10

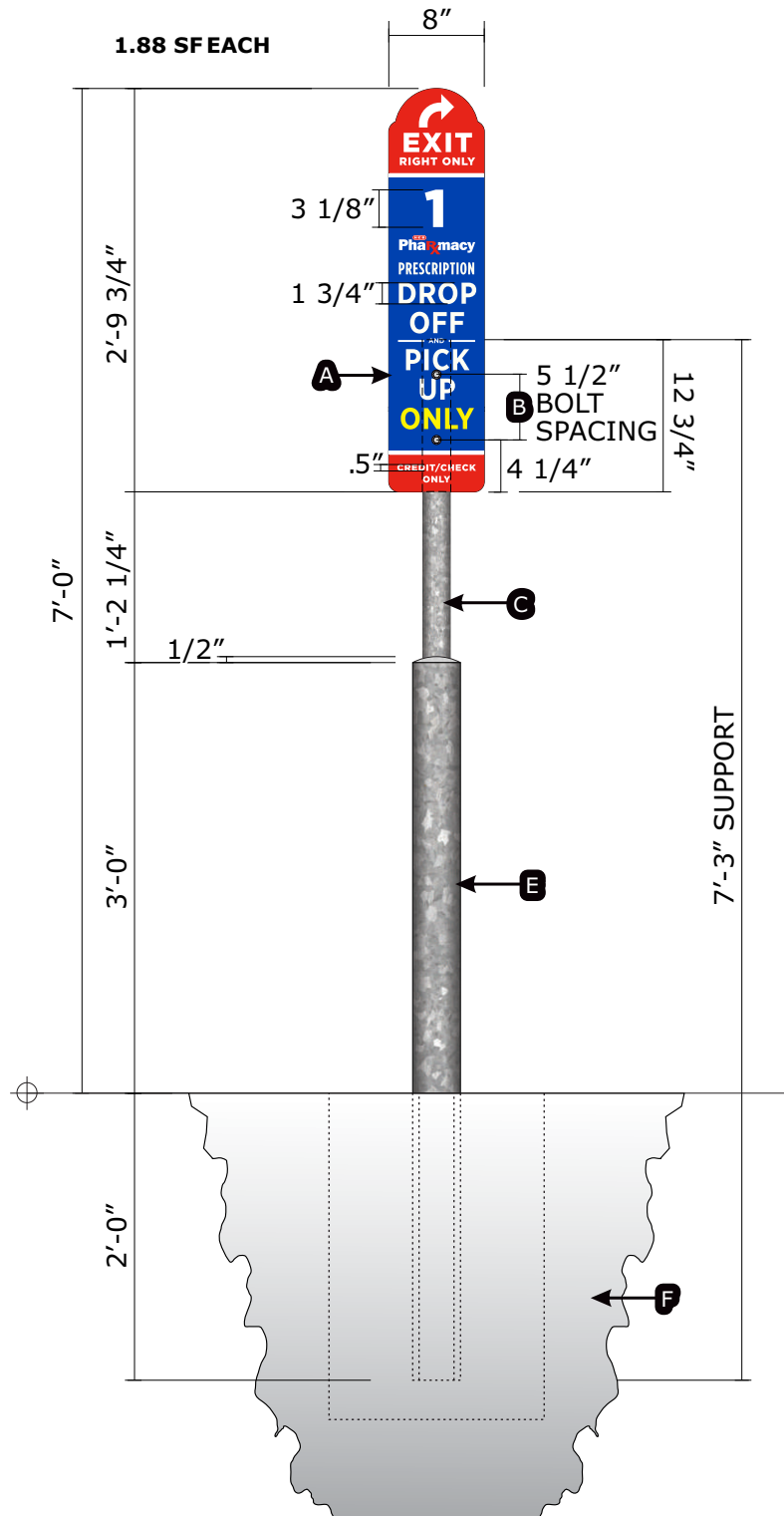
- PMS 286 C
- Match pms 485c.
- White.
- CMYK Print: 100% Y (Yellow)
- UV laminate gloss finish



U-bolt system

Scale: N.T.S.

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Sign panels are to be assembled at HEB location (not at the shop). These lane marker support poles will be required to be shipped to HEB location prior to directional support poles or any hardware including caps. Does not apply to support poles not mounted on bollards if any at this location.

15

PULL THROUGH LANE MARKERS

Scale: 3/4"=1'-0"

QTY: FIVE (5) TOTAL - One (1) each as shown on "Layout Detail"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



12



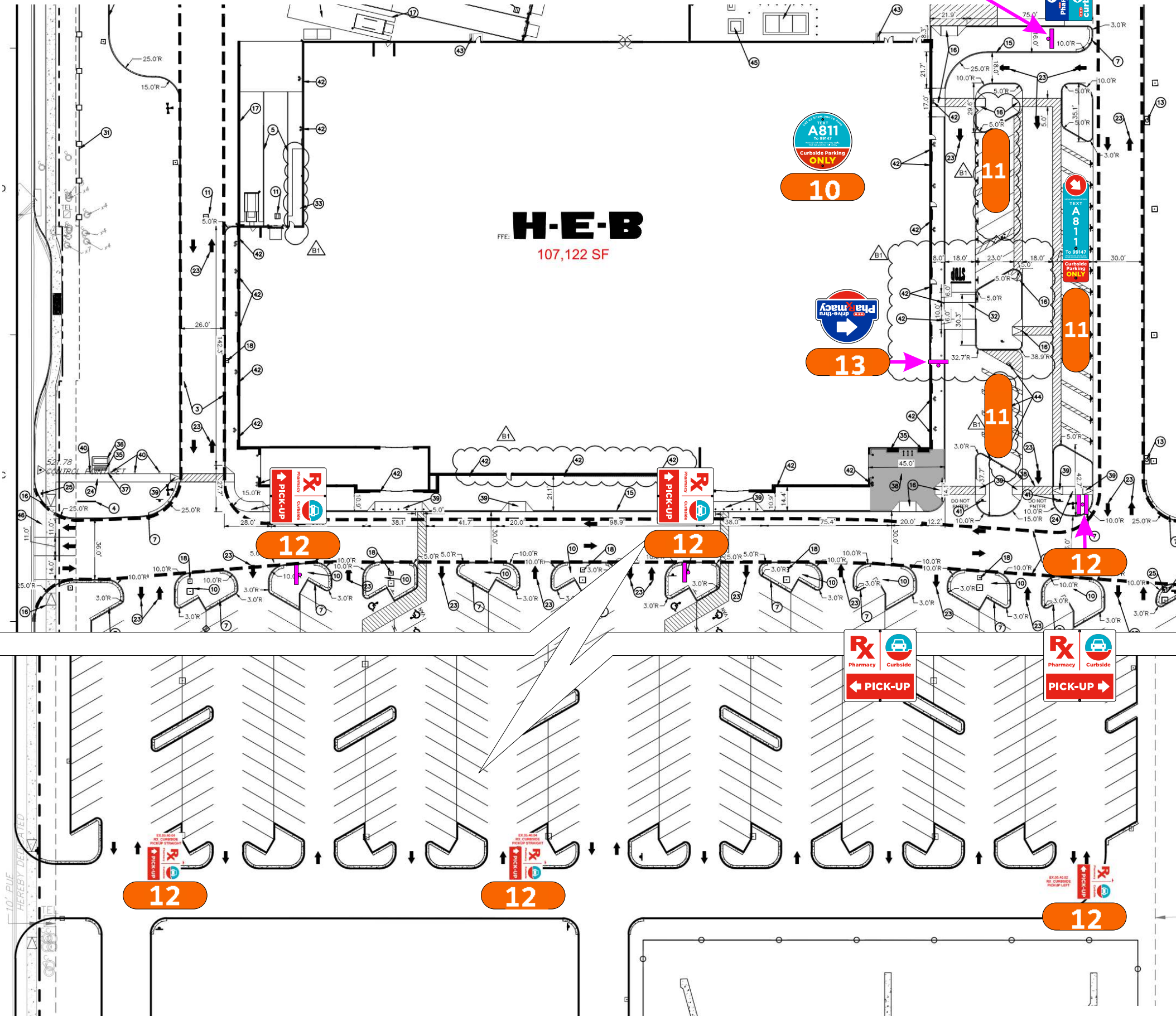
13



14



15



CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

WAYFINDING SIGN PLAN: NOT TO SCALE

Job Name Item 10.



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811

Location: 12000 E HWY. 290
WB, MANOR, TX 78653

Salesperson: Tina Coleman

Prj. Mngr.: Tammy Colson

Date: 2.15.24

Designer: G. Hufford

Proposal #: 78376

Location: 2613736 (811)

ERP #: 1235254

Request #: 536380

Revisions (M/D/Y)-(Initials): desc.

6.28.24/GH/R6: Way & RxPick-Up

7.18.24/GH/R7: Rx Drive Thru

8.8.24/GH/R8: Notes & Updts

9.11.24/GH/R9: Gfx

11.21.24/GH/R10: C & D

2.14.25/GH/R11: Bid Docs

5.28.25/GH/R12: Stratus Brand

06/04/25/GH/R13: pg.10-17

pole note

06/11/25/GH/R14: Rmv pg.12,13

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16

EXTERIOR DOCK SIGNS

QTY: FOUR TOTAL

COLORS
Background- white. Numbers- black.

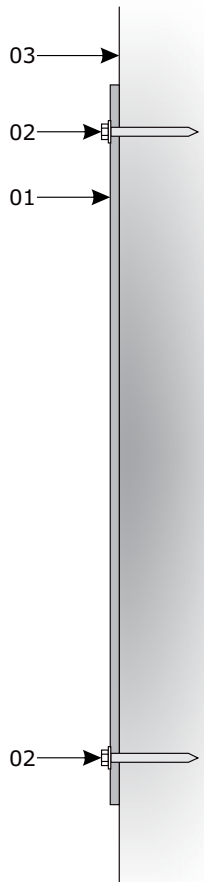
EXTERIOR REAR ELEVATION

Scale: 1"=1'-0"



TYPICAL EXTERIOR DOCK SIGNS

Scale: N.T.S.



- 01 .063 pre - painted white aluminum panels, black print, luster UV laminate.
- 02 1/4" dia. x 1 3/4" tapcon screws - touch up heads with white paint.
- 03 Masonry wall.

White. Black.
Luster UV Laminate

Color description is for reference only. Samples provided upon request after order placement.

SIDE VIEW

Scale: N.T.S.

Job Name Item 10.



Store# : 811

Proposal Drawing
Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
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pole note
06/11/25/GH/R14: Rmv pg.12,13
O=7Qty



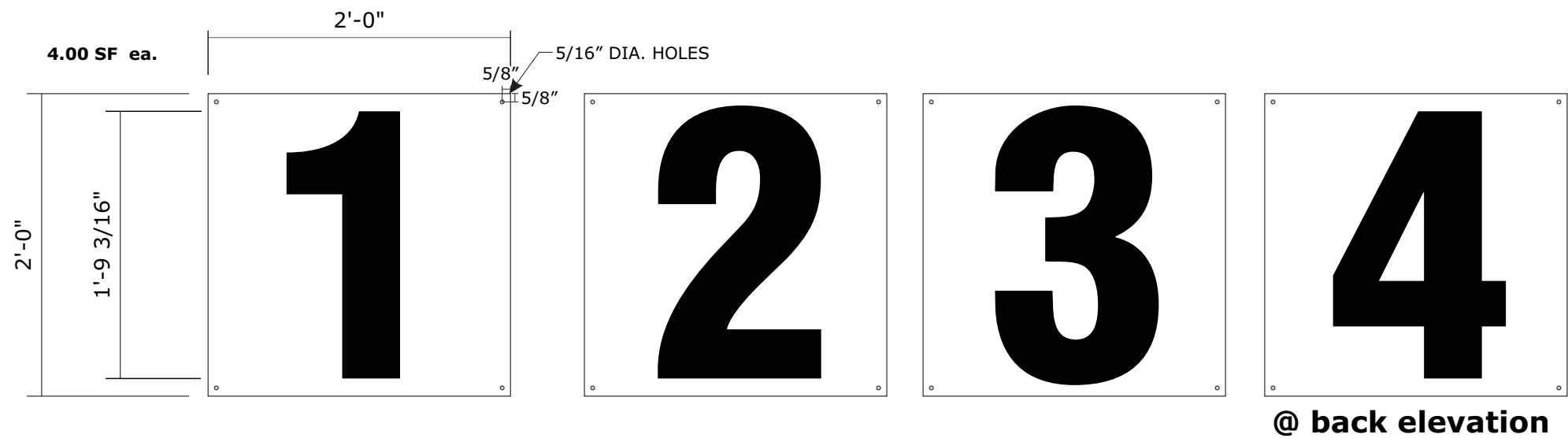
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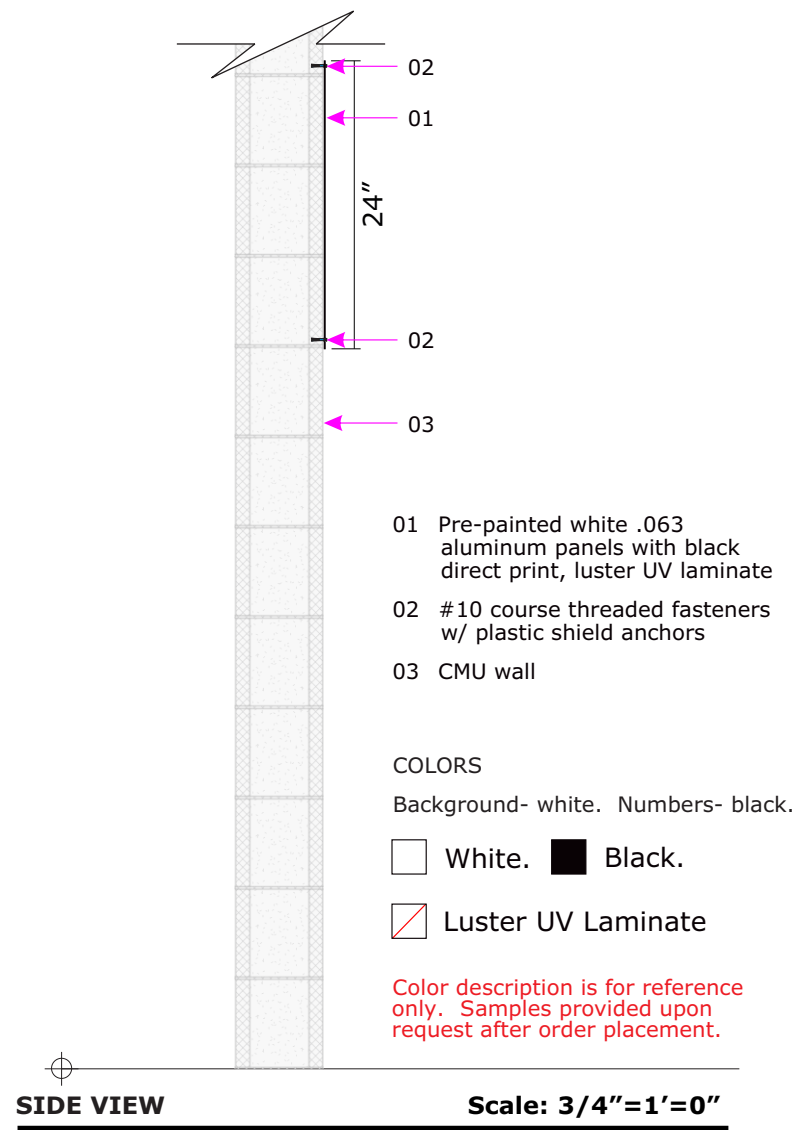
CUSTOMER APPROVAL

APPROVED BY: DATE: / /



16 INTERIOR DOCK SIGNS
QTY: FOUR TOTAL

Scale: 1"=1'-0"



16

ALIGN W/
TOP OF DOOR



TYPICAL INTERIOR DOCK SIGNS Scale: N.T.S.

Job Name: Item 10.

H-E-B
Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
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pole note
06/11/25/GH/R14: Rmv pg.12,13
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CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



☒ **Proposal Drawing**
☐ Final Drawing

Proposal #: 78376
Location: 2613736 (811)
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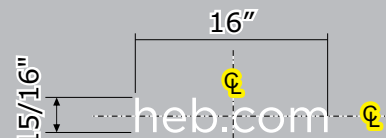
28

48

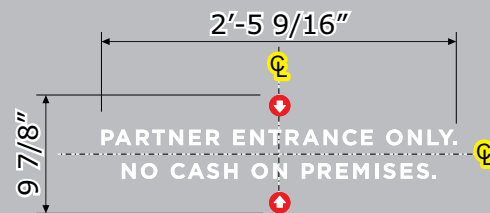
Diagram illustrating the dimensions and components of a car's side profile:

- Overall Length:** 2'-4 5/16"
- Wheelbase:** 8 3/8"
- Labels:** H-E-B, curbside
- Reference Points:** Yellow circles labeled 'C' indicating specific points on the car's side profile.

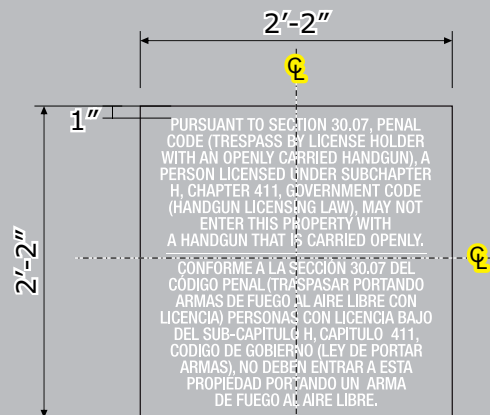
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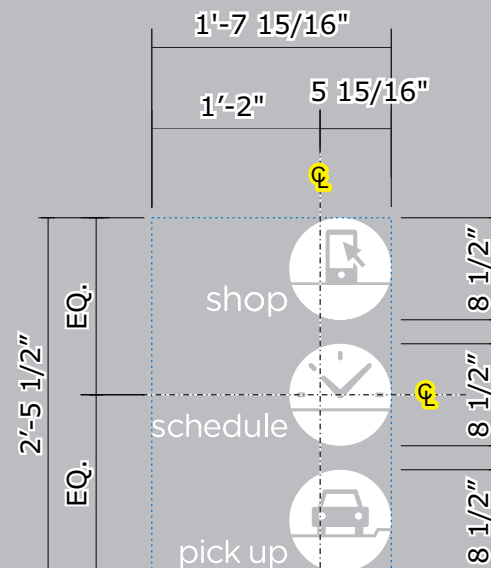
QTY: 2



QTY: 2

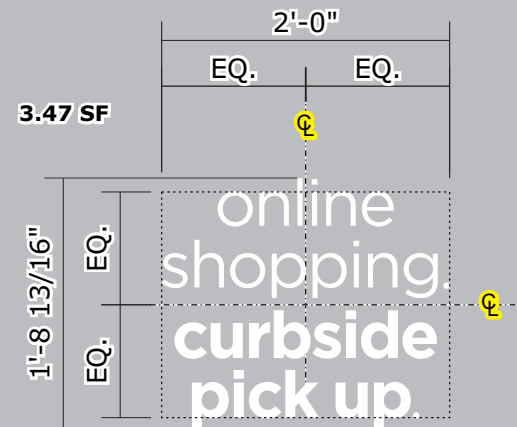


QTY: 2 - C23.24.71



QTY: 2

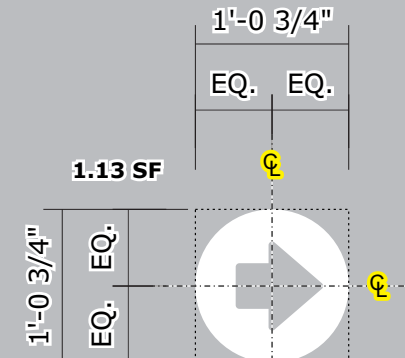
FD.48.24.05_Shop_icon_door_decal.ai
FD.48.24.06_Schedule_icon_door_decal.ai
FD.48.24.07_PickUp_icon_door_decal.ai
GRAY BACKGROUND DOES NOT PRINT



QTY: 4

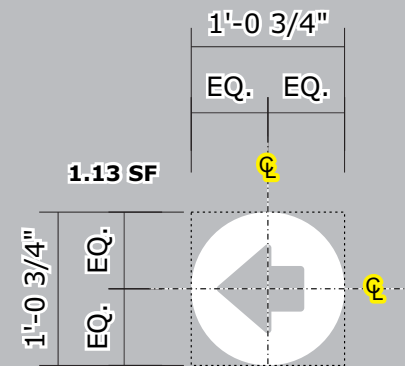
FD.48.24.14_OnlineShopping_stacked_decal.ai
Gray background does not print

**All signs are applied on first surface.
Gun legal disclaimer is white printed
copy on Optically clear vinyl decal
w/ gloss UV laminate.**



QTY: 2

FD.48.24.01 Arrow icon decal.ai



QTY: 2

FD.48.24.01 Arrow icon decal.ai

Luster finish

-  Printed to match pms 485C on 3M 7725-10 opaque white (semi-gloss).
-  Cut vinyl: 3M 7725-10 opaque white
-  Gun disclaimer: printed white text on ORAJET 3951-G Optically clear vinyl W/ ORAGUARD 2MIL Gloss Laminate

Color description is for reference only. Samples provided upon request after order placement.

NOTE: TWO (2) DIFFERENT TYPES OF LAMINATES ARE REQUIRED

NOT TO SCALE



**GREY BACKGROUND
FOR CONTRAST,
REPRESENTS GLASS DOOR**



OUTSOURCED:
TO VISUAL SOLUTIONS

**PURCHASE ORDER
TO BE ISSUED
BY PROJECT
MANAGER**

17

VINYL ON GLASS - LAYOUTS & CENTERLINES

QTY: AS SHOWN

TWO (2) SETS ILLUSTRATED

Scale: 3/4"=1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ **DATE:** ____ / ____ / ____

THIS SHEET IS
REFERENCE FOR

17



PURCHASE ORDER
TO BE ISSUED
BY PROJECT
MANAGER

OUTSOURCED:
TO VISUAL SOLUTIONS

Job Name Item 10.



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

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Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
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Revisions (M/D/Y)-(initials): desc.

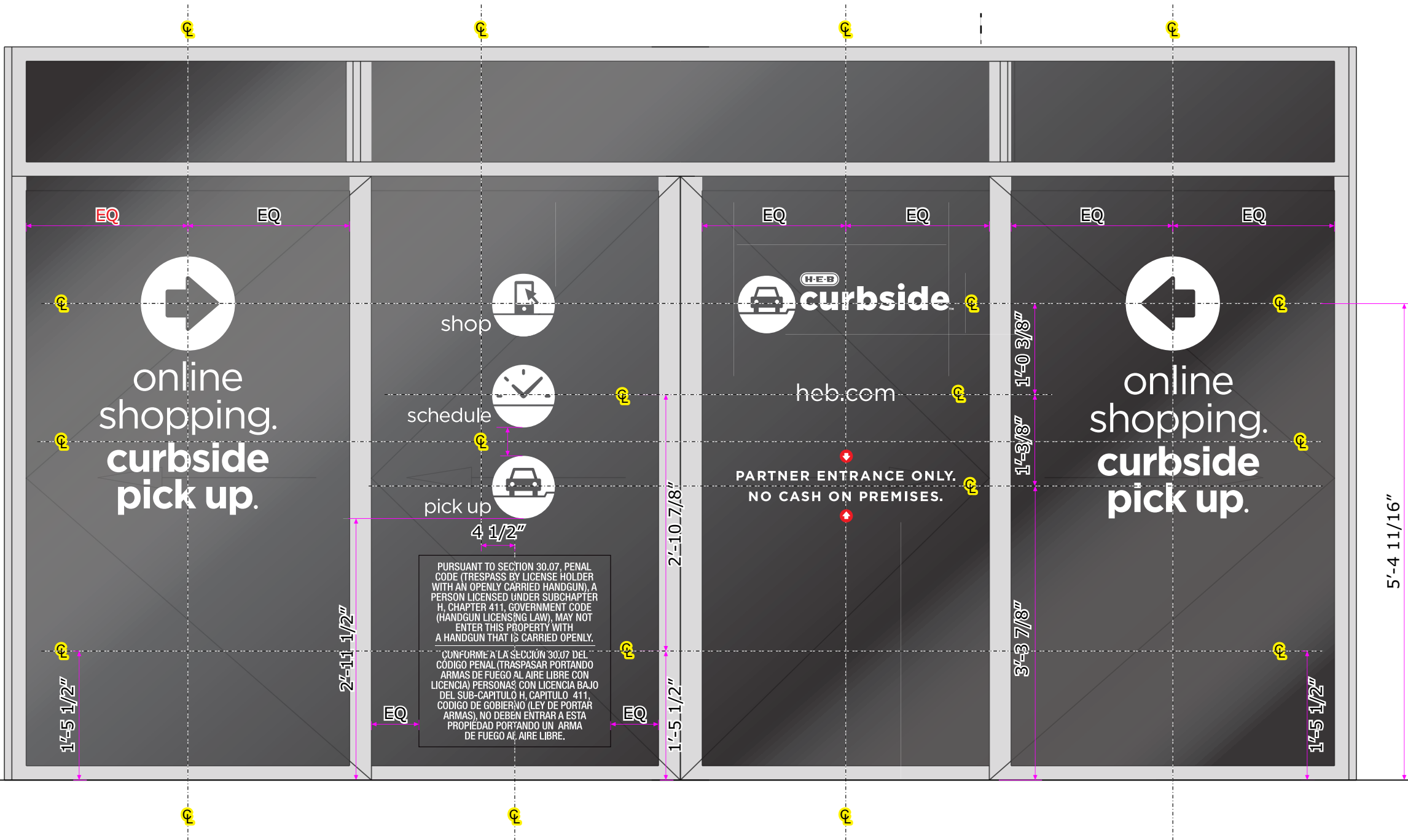
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**IMPORTANT: Vinyl Dept. is to mark centerlines as
shown on this drawing for installation purpose.**

SPACING

Scale: 3/4"=1'-0"

TWO (2) SETS REQUIRED - ONE (1) SET ILLUSTRATED

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



Store# : 811

☒ **Proposal Drawing**
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
ERP #: 1235254
Request #: 536380

Revisions (M/D/Y)-(initials): desc.

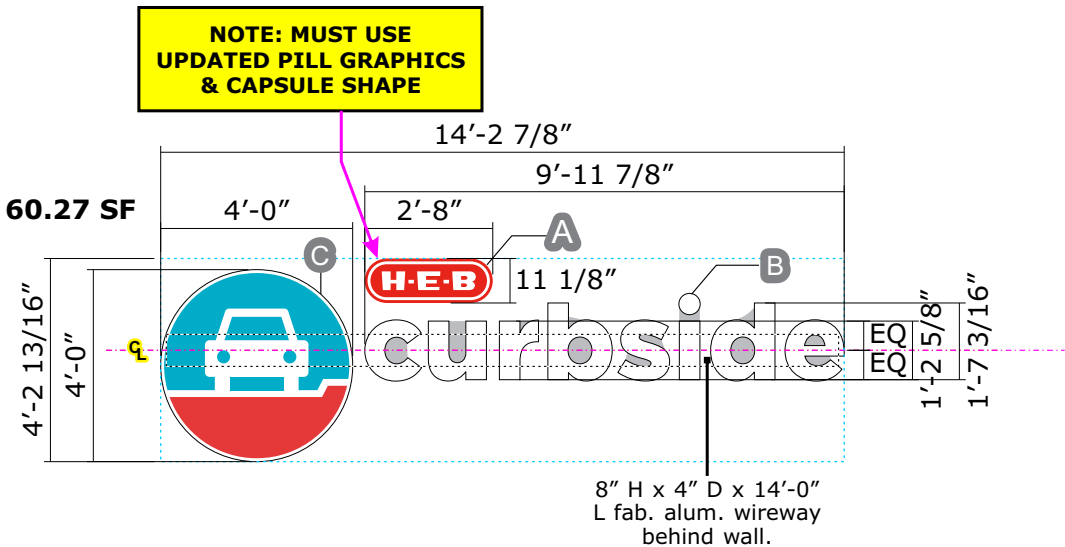
6.28.24/GH/R6: Way & RxPick-Up
7.18.24/GH/R7: Rx Drive Thru
8.8.24/GH/R8: Notes & Updts
9.11.24/GH/R9: Gfx
11.21.24/GH/R10: C & D
2.14.25/GH/R11: Bid Docs
5.28.25/GH/R12: Stratus Brand
06/04/25/GH/R13: pg.10-17
pole note
06/11/25/GH/R14: Rmv pg.12,13
O=7Qty



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Mentor, Ohio 44060
888.503.1569

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1/2" plywood blocking required throughout entire sign area if none is planned yet or if wall surface/material is not engineered to support sign weight - by General Contractor.

Two (2) patterns required: One (1) in advance for pre-wire
One (1) with letter set(s) for install.

**NOTE: ACCESS
HATCH SUPPLIED
BY STRATUS SIGNS
INSTALLED BY
CUSTOMER'S GC**

VECTOR FILE:
C.48.28.N31_Curbside_ext_lockup_template_REV_1.ai

18

CHANNEL LETTERS (C.48.28N)

QTY: 1

Scale: 1/4"=1'-0"

- A CL'S: See "section thru pill".
- B CL'S: See "section thru Curbside".
- C FLEX FACE: See "section thru disk".

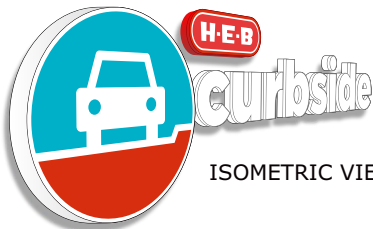
UV laminate gloss finish

- Match pms 485c
- Match pms 3125c
- White.

Color description is for reference only. Samples provided upon request after order placement.

COLORS

- HEB pill: 7328 white plex with direct print graphics and uv film laminate; 1" true red Jewelite trim caps; pre-finished Exxon red returns; white LED.
- Disc: Face: PMS 485c Red, 3125c Blue @ 100% & white; returns: White.
- "Curbside": Face- white # 7328; trim caps & returns- White.
- Wireway: Pre-finished white



ISOMETRIC VIEW



**FLEX FACE
DISK ONLY**
(PRINTED BY
MIRATEC SYSTEMS)

ELECTRICAL LOAD	
No. Circuits:	1
Voltage:	120
Amps:	4.9
Circuit Breaker:	20 amp
KVA:	.59

**disc is self-
contained.
Power supplies for
"Curbside" is
within disc.**

ILLUMINATED VIEW: NTS

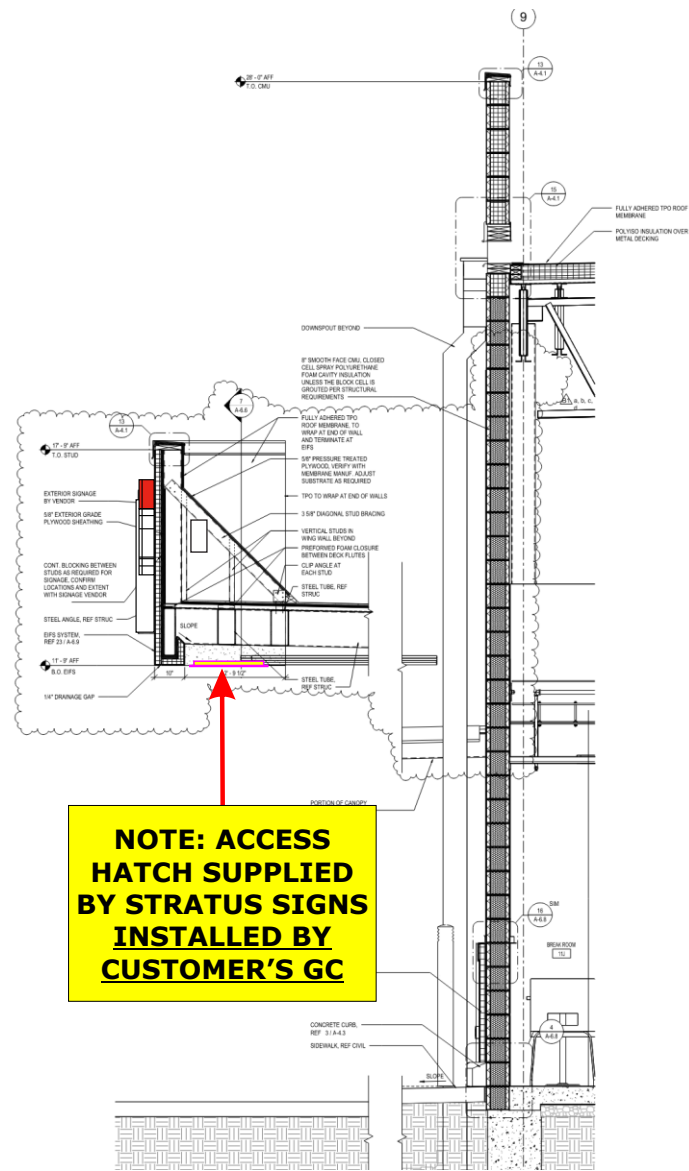
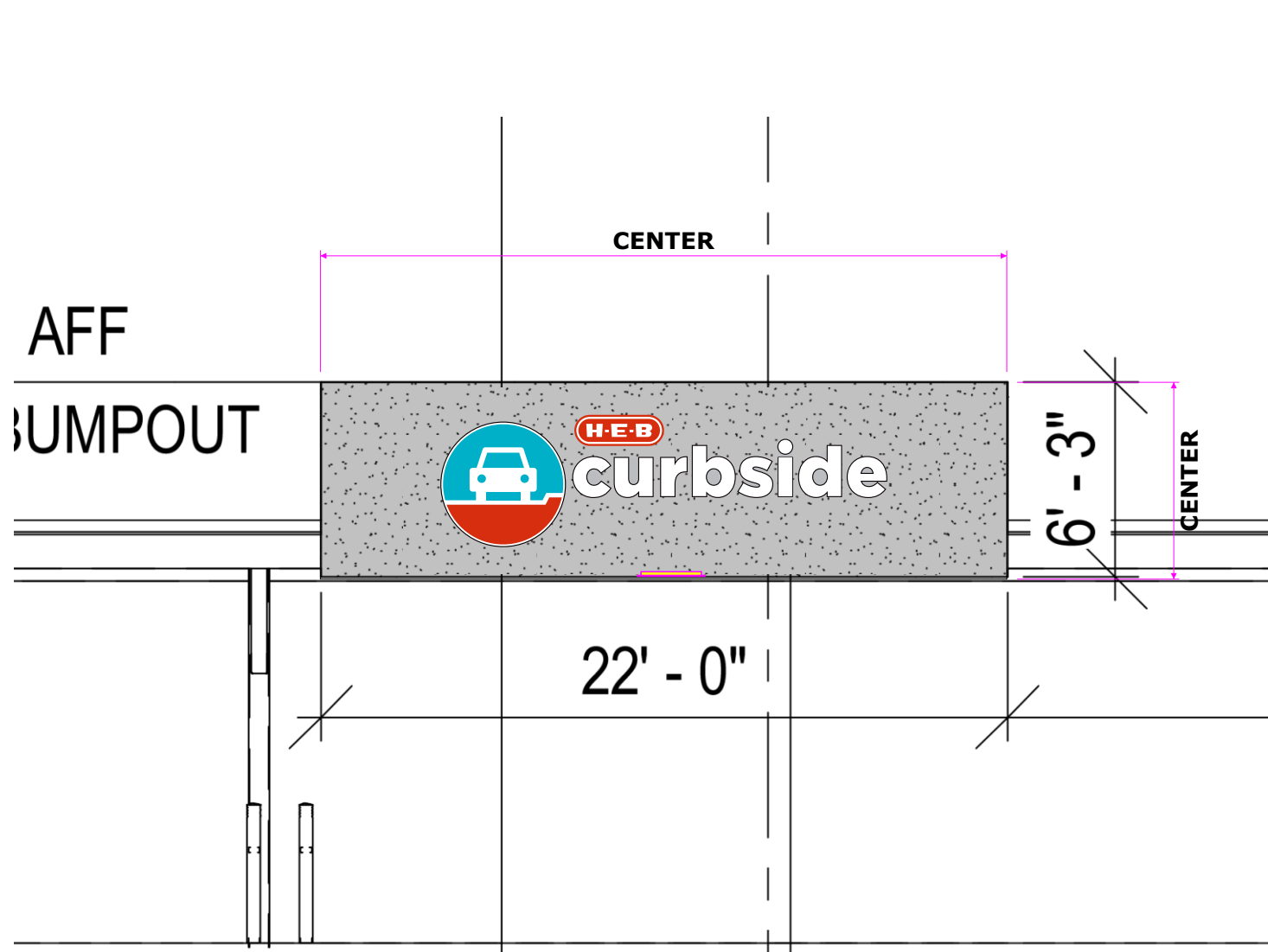


CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V

Primary electrical
service by others



18 CURBSIDE CHANNEL LETTERS - FLEX & PLEX FACES W/ FCO
QTY: 1

Scale: 3/16"=1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V Primary electrical service by others

Job Name: Item 10.



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
ERP #: 1235254
Request #: 536380

Revisions (M/D/Y)-(initials): desc.

6.28.24/GH/R6: Way & RxPick-Up
7.18.24/GH/R7: Rx Drive Thru
8.8.24/GH/R8: Notes & Updts
9.11.24/GH/R9: Gfx
11.21.24/GH/R10: C & D
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5.28.25/GH/R12: Stratus Brand
06/04/25/GH/R13: pg.10-17
pole note
06/11/25/GH/R14: Rmv pg.12,13
O=7Qty



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Store# : 811

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☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
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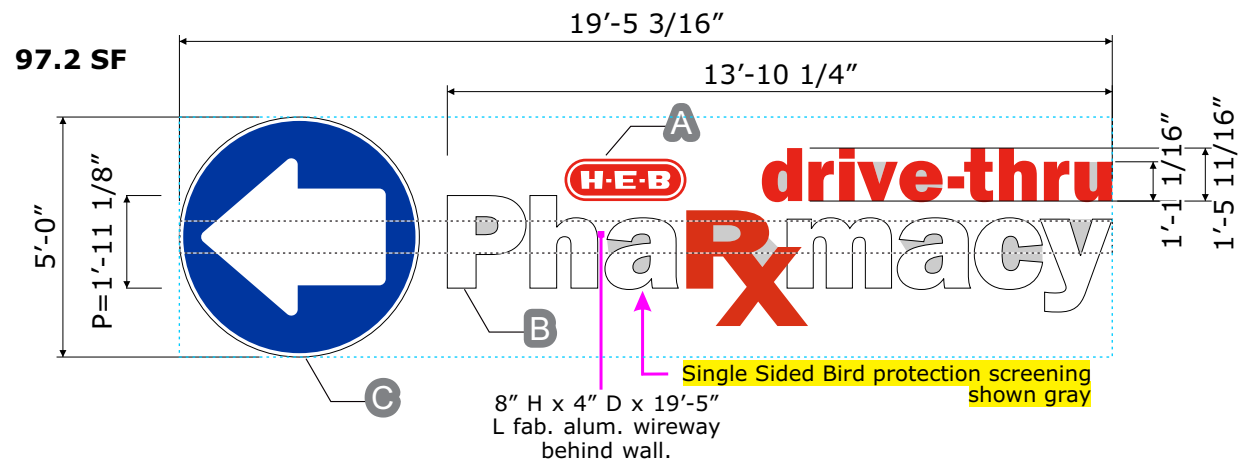
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Min. 1/2" plywood blocking required
throughout entire sign area if none is
planned yet or if wall surface/material is
not engineered to support sign weight -
by General Contractor.

Pre-wiring is required.

Two (2) patterns required - one (1) for
pre-drill & one (1) for install.

19

CHANNEL LETTERS (Nov-2022)

QTY: 1



- A CL's: See "section thru pill".
- B CL's: See section.
- C Flex face: See "section thru disc".

UV laminate gloss finish

PMS 286 C BLUE

PMS 485 C RED
PIGMENTED PLASTIC: 2662 RED

PIGMENTED WHITE #7328

Internally illuminated face lit channel letters and logo
illuminated with LED lighting.

Pha macy: 73258 White plex faces; 1" 2 White GemTrim
trim caps; pre-finished white returns; white LEDs.

Rx and drive-thru: 2662 red plex faces; 1" red trim
caps; pre-finished red returns; red LEDs.

H-E-B oval: 7328 white plex with direct print graphics
and uv film laminate; 1" red trim caps; pre-finished red
returns; white LED.

"C" Disk: Flex Face: PMS 286 C & white;
returns: black.

Wireway- Pre finished white

disc is self-contained.
Power supplies for "Curbside" is within disc.

ELECTRICAL LOAD	
No. Circuits:	1
Voltage:	120
Amps:	3.8
Circuit Breaker:	20 amp
KVA:	.46

Scale: 1/4"=1'-0"

ILLUMINATED VIEW



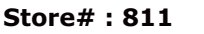
CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V

Primary electrical
service by others

em 10.



■ Proposal Drawing

Client: H-E-B #811

Location: 12000 E HWY. 290

WB, MANOR, TX 78653

Salesperson: Tina Coleman

Prj. Mngr.: Tammy Colson

Date: 2.15.24

Designer: G. Hufford

Proposal #: 78376

Location: 2613736 (811)

ERP #: 1235254

Request #: 536380

Revisions (M/D/Y)-(initials): desc.

6.28.24/GH/R6: Way & RxPick-Up

7.18.24/GH/R7: Rx Drive Thru

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9.11.24/GH/R9: Gfx

11.21.24/GH/R10: C & D
11.21.25/GH/R11: Bid Desc

2.14.25/GH/R11: Bld Docs
E 28.25/GH/R12: Stratus Pro

06/04/25/GH/R13: pg. 10-17

06/04/23/GH/R13. pg.10-17
pole note

06/11/25/G

$$Q = 70 \text{ tV}$$


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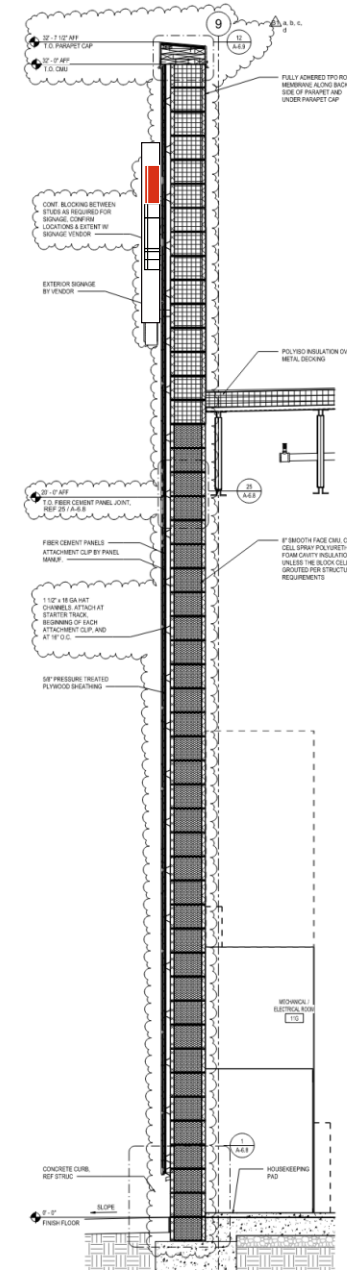
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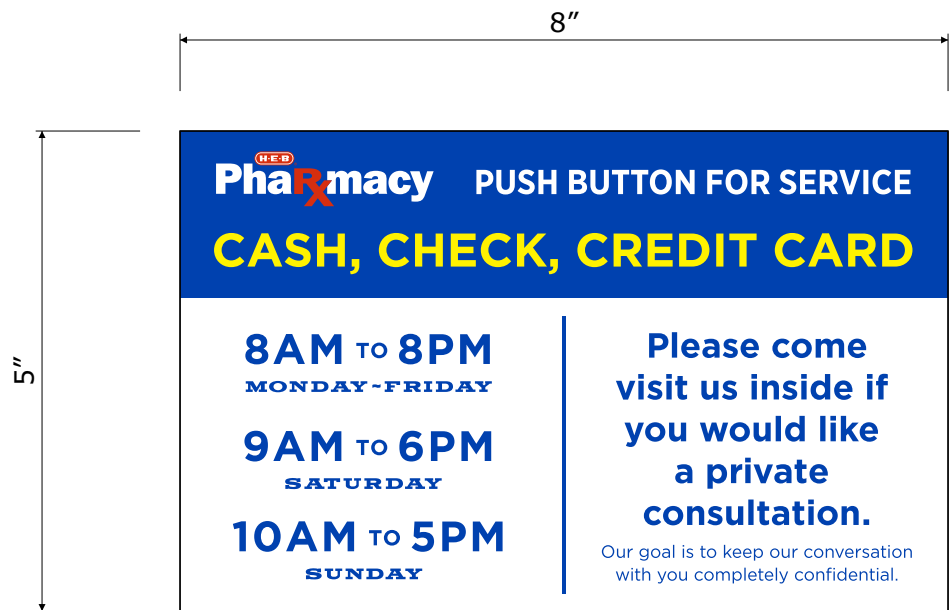


CHANNEL LETTERS (Nov-2022)

Scale: 3/16"=1'-0"

APPROVED BY: _____ **DATE:** ____ / ____ / ____

Primary electrical service by others



APPROXIMATE SCALE: 1 1/2" = 1'-0"

20

SINGLE-SIDED SINTRA SIGN

QTY: FIVE (5)

Scale: 1:2

- 01 Single-sided 3mm sintra sign with direct print graphics.
- 02 Adhere to face of conveyor kiosk, add spacers to back if needed for flat installation.

- PMS Process Yellow.
- PMS 286c.
- PMS 485c.
- White.

UV laminate gloss finish

Color description is for reference only. Samples provided upon request after order placement.

VECTOR FILE:

FD.05.25.36_PharmacyHrs_drive-thru_sign.ai

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job Name: Item 10.



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
ERP #: 1235254
Request #: 536380

Revisions (M/D/Y)-(initials): desc.

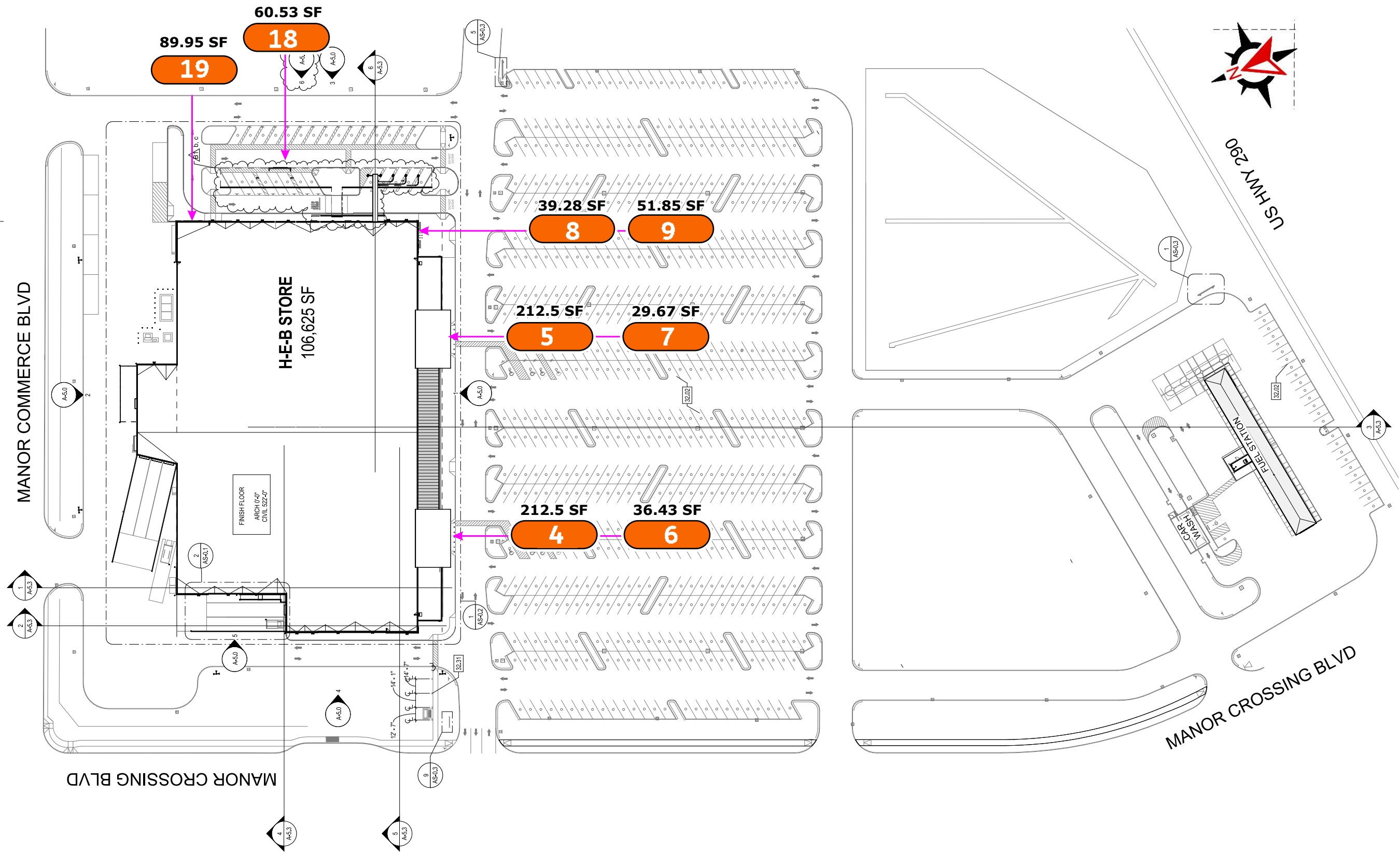
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06/04/25/GH/R13: pg.10-17
pole note
06/11/25/GH/R14: Rmv pg.12,13
O=7Qty



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PLAN

SITE PLAN

Scale: 1" = 100'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V

Primary electrical
service by others

Job Name: Item 10.



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
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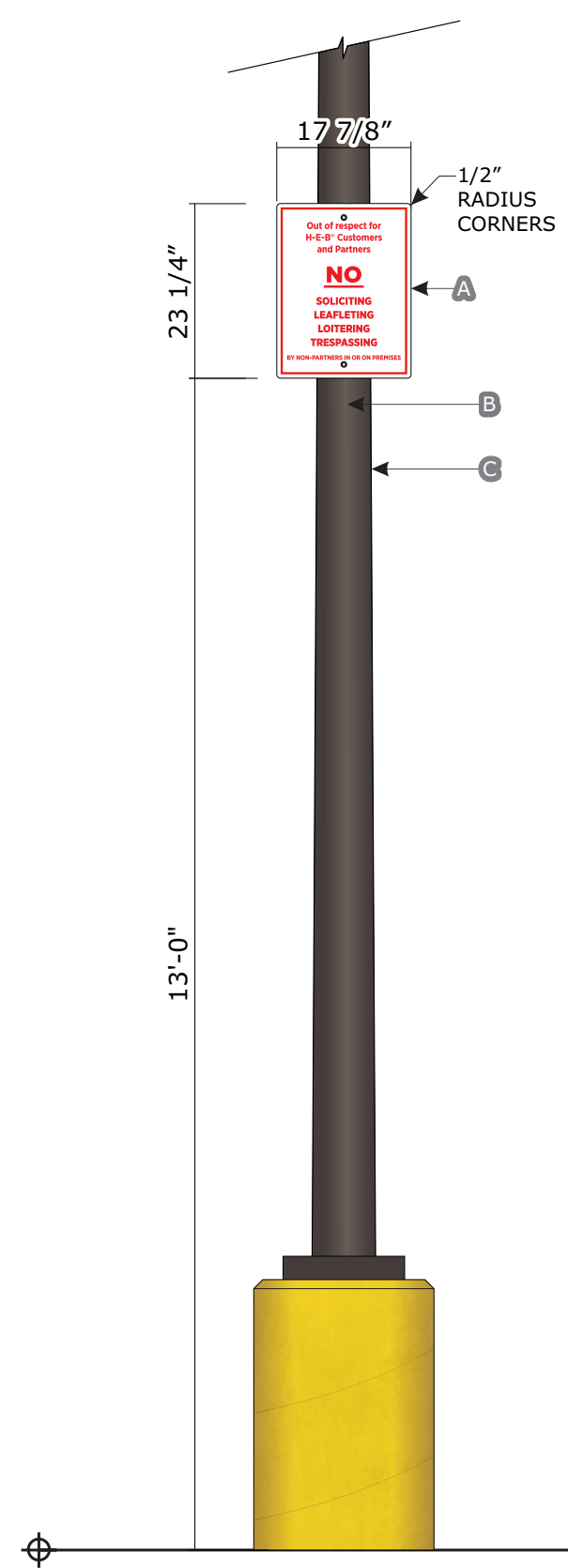
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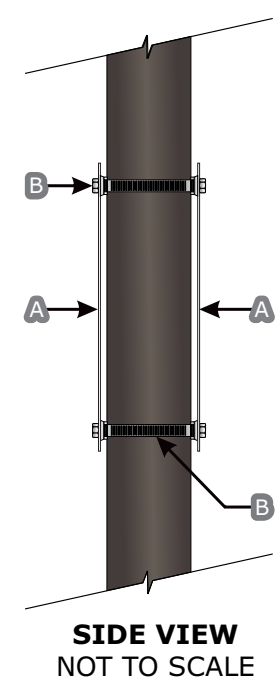
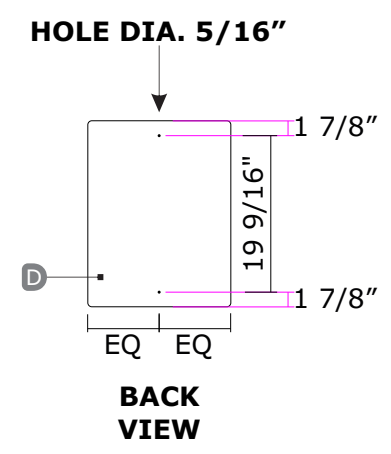


- A** Sign: .080 pre-finished white (both sides) aluminum sign panels w/ Direct print reflective vinyl applied first surface to one side. High Gloss UV laminate.
- B** Brackets: Stainless steel adjustable round pole brackets, straps & bolts. (do not paint)
- C** Light pole: +/- 7 1/2" diameter tapered light post - by customer's GC
- D** Sign Backs: Pre -finished white

- White
- PMS 485 C
- GLOSS UV LAMINATE

Color description is for reference only. Samples provided upon request after order placement.

VECTOR FILE:
FD.23.22.R13_HEB_Customers&Partners



21

H-E-B, NO SOLICITING SIGNS W/ MOUNTING HARDWARE

Scale: 1/2"=1'-0"

QUANTITY (14) PANELS FOR,
(7) DOUBLE SIDED DISPLAYS

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job Name

Item 10.

Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
WB, MANOR, TX 78653
Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 2.15.24
Designer: G. Hufford

Proposal #: 78376
Location: 2613736 (811)
ERP #: 1235254
Request #: 536380

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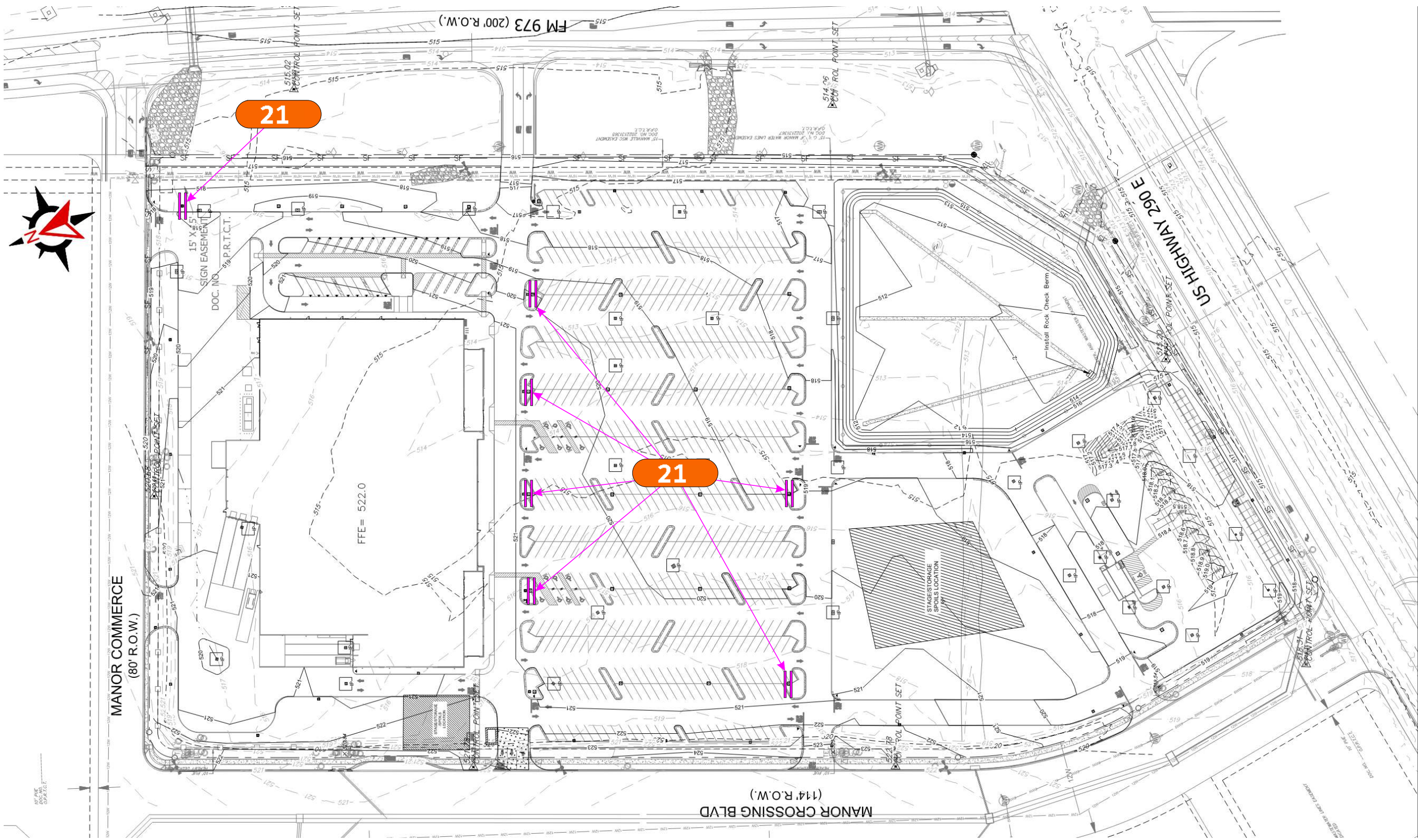
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NOTE: CUSTOMER TO APPROVE OR PROVIDE SIGN LOCATION LAYOUT



SITE PLAN - NO SOLICITING SIGNS

Not to Scale

21

QUANTITY (14) PANELS FOR,
(7) DOUBLE SIDED DISPLAYS

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V

Primary electrical
service by others

Job Name Item 10.



Store# : 811

☒ Proposal Drawing
☐ Final Drawing

Client: H-E-B #811
Location: 12000 E HWY. 290
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#811
MANOR, TX
☒ Proposal Drawing
☐ Final Drawing

Client: H.E.B.
Location: 12000 E US 290
HWY WB MANOR, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 4.1.24
Designer: Greg Hufford
File Name: 78377 MANOR,
TX - FSCW - R3

Proposal #: 78377
Job #: na

Revisions (M/D/Y)-(initials): desc.

4.1.24/GH/R1: 50%
4.15.24/GH/R2: 95%
2.12.25/GH/R3: Bid Docs



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5003 Stout Drive
San Antonio, TX 78219
(210) 341-7244

Dallas
2703 Mockingbird Lane
Dallas, TX 75235
(972) 870-1594

Houston (State Sign)
7630 Hansen Road
Houston, TX 77061
(713) 943-1831

Austin (Custom Sign Creations)
1130 Rutherford, Suite 180
Austin, TX 78753
(512) 374-9300

Tyler (Design Center Signs)
2971 Elkton Trail
Tyler, TX 75703
(903) 561-4995



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FUEL CANOPY:

SIGN/SKU	DESCRIPTION	ELEVATION	SIGN HEIGHT	SIGN SF	ELEVATION LENGTH	ELEVATION HEIGHT
AA	H.E.B. FUEL	FRONT/SOUTH	2'-4"	39.14 SF	129'-0"	17'-6"
BB	H.E.B. FUEL	R. SIDE/EAST	2'-4"	39.14 SF	24'-0"	17'-6"

	PER ELEVATION SF TOTAL
FRONT/SOUTH	39.14
RIGHT/EAST	39.14
TOTAL AGGREGATE	78.28 SF

CAR WASH BULDING:

SIGN/SKU	DESCRIPTION	ELEVATION	SIGN HEIGHT	SIGN SF	ELEVATION LENGTH	ELEVATION HEIGHT
FF	H.E.B. CAR WASH	FRONT/SOUTH	2'-4"	39.14 SF	40'-4"	14'-10"
GG	H.E.B. CAR WASH	R. SIDE/EAST	2'-4"	39.14 SF	22'-8"	14'-10"

	PER ELEVATION SF TOTAL
FRONT/SOUTH	39.14
RIGHT/EAST	39.14
TOTAL AGGREGATE	78.28 SF

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



#811
MANOR, TX
■ Proposal Drawing
□ Final Drawing

Client: H.E.B.
Location: 12000 E US 290
HWY WB MANOR, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 4.1.24
Designer: Greg Hufford
File Name: 78377 MANOR,
TX - FSCW - R3

Proposal #: 78377
Job #: na

Revisions (M/D/Y)-(initials): desc.

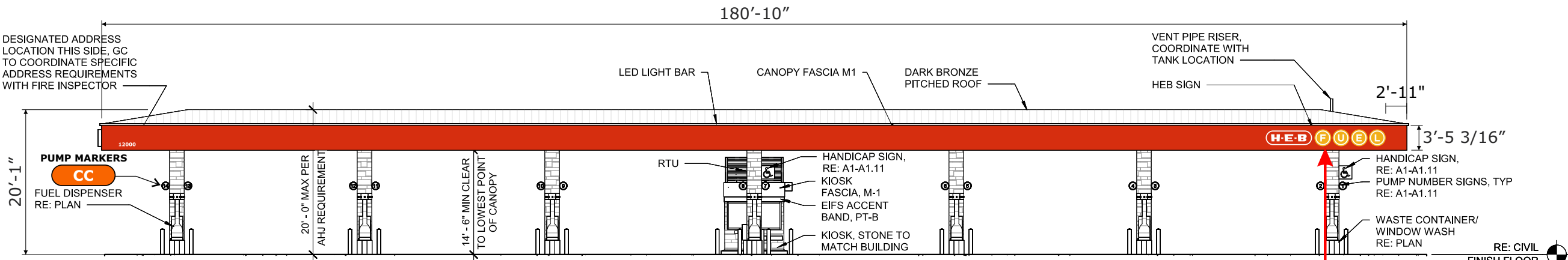
4.1.24/GH/R1: 50%
4.15.24/GH/R2: 95%
2.12.25/GH/R3: Bid Docs



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Corporate Office
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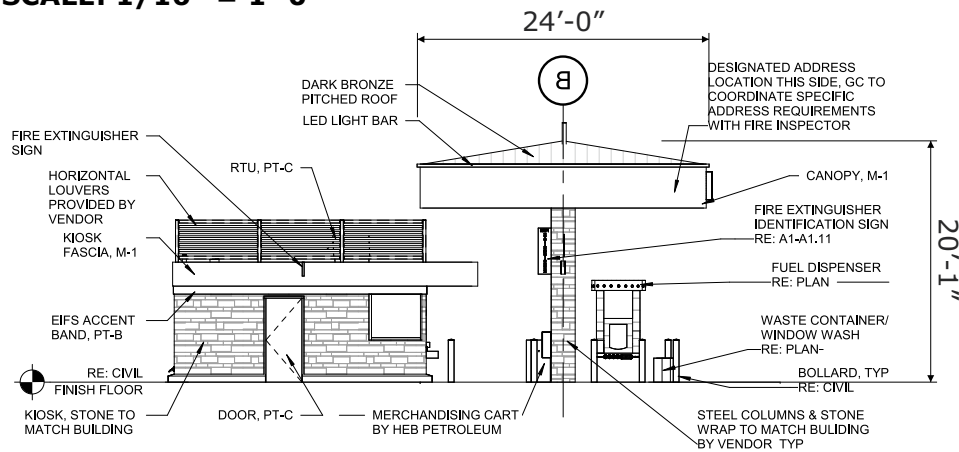


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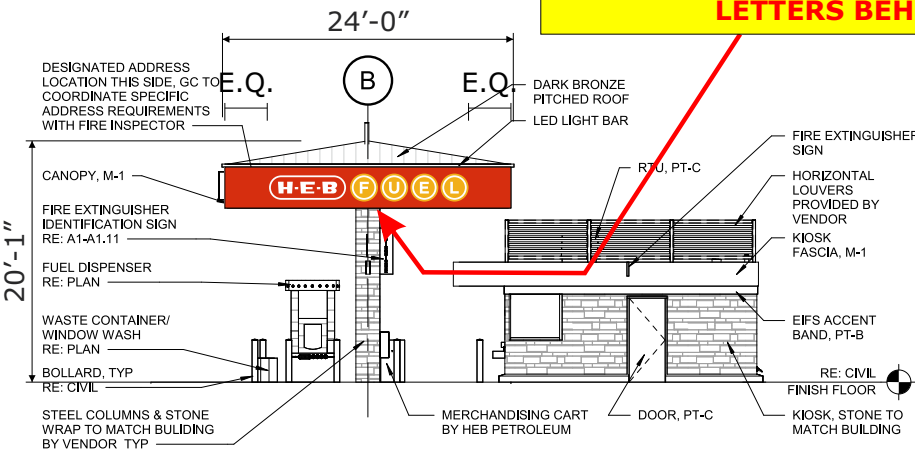
SOUTH ELEVATION - US HWY 290 E

SCALE: 1/16" = 1'-0"



WEST ELEVATION - LEFT SIDE

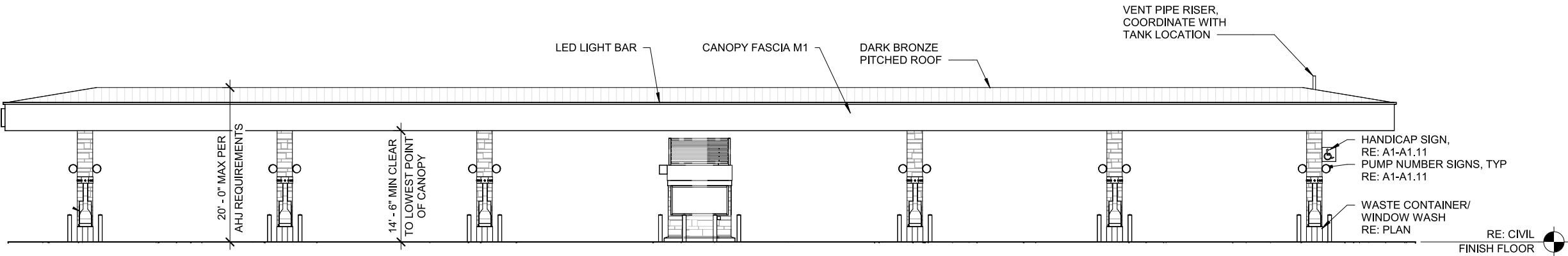
SCALE: 1/16" = 1'-0"



EAST ELEVATION - RIGHT SIDE

SCALE: 1/16" = 1'-0"

NOTE: CUSTOMER TO PROVIDE MIN. 24"X24" ACCESS HATCH AT CENTER OF CHANNEL LETTERS BEHIND SIGNAGE



NORTH ELEVATION - FACES H-E-B STORE

SCALE: 1/16" = 1'-0"

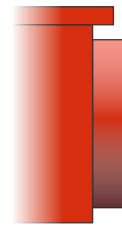
CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

NOTE: CUSTOMER TO PROVIDE MIN. 24"X24" ACCESS HATCH AT CENTER OF CHANNEL LETTERS BEHIND SIGNAGE

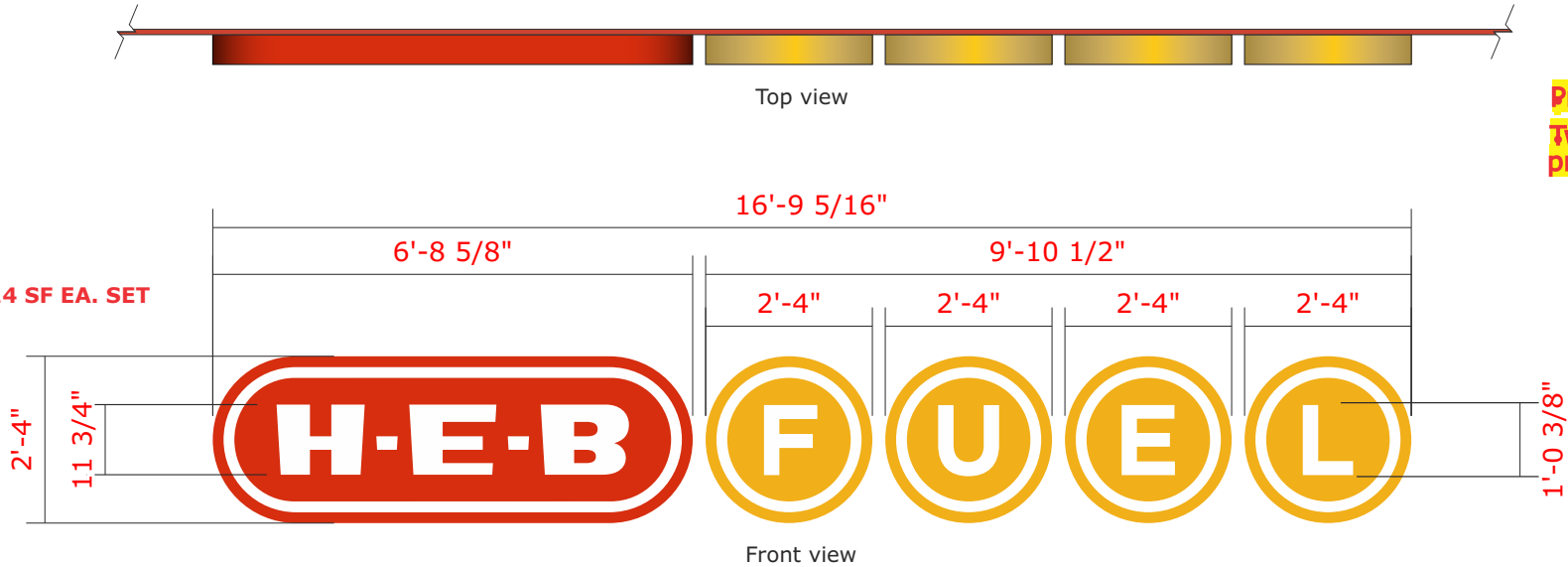


Illustration



END VIEW

39.14 SF EA. SET

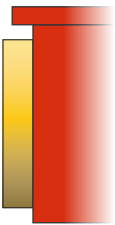


Top view

Front view

Pre-wiring is required.

Two (2) patterns required - one (1) for pre-drill & one (1) for install.



END VIEW

AA

BB

CHANNEL LOGO

QTY: TWO (2)

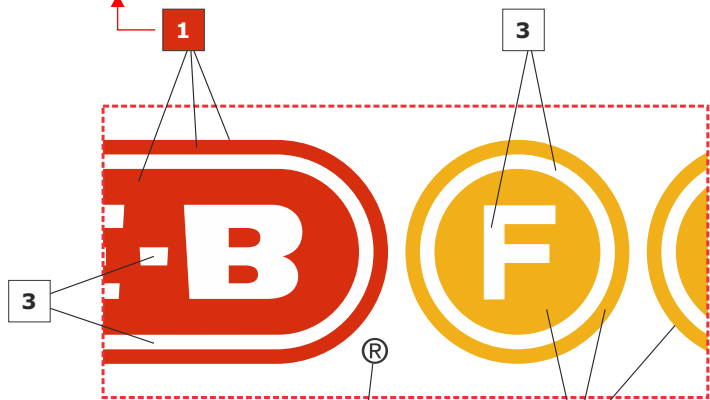
Scale: 3/8"=1'-0"

A pre-drill pattern is to be made & shipped to the appropriate HEB Project Manager.

Manufacturing Department is to include a Fuel Parts Kit.

Installer is to complete an HEB Punch List (form) at time of install & is to include lead intaller's signature.

Note: if sign is not flush against wall & the backs are visually exposed, then backs are to be same color as the returns.



White vinyl w/
Direct Print '®'

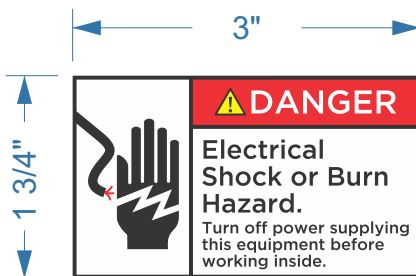
NOTE: ALL FACES TO HAVE FILM LAMINATE

Note: if sign is not flush against wall & the backs are visually exposed, then backs are to be same color as the returns.



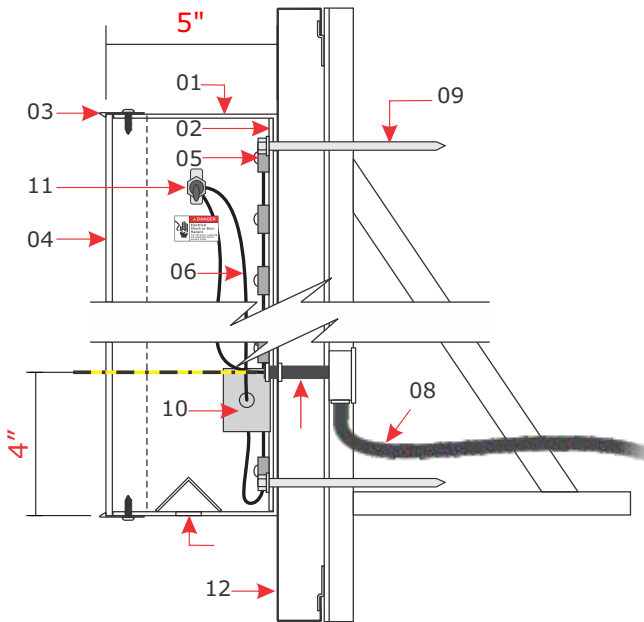
Carling Technologies

SWITCH PLATE ON-OFF 15/32
Mfr. Part #:272-07293



- 01 Channel returns: Pre-finished .040" aluminum.
- 02 Backs: Pre-finished 3mm White ACM.
- 03 Trims: 1" Jewelite fastened with #10 pan head screws.
- 04 Faces: 1/8" acrylic with Direct Digital Print and Film Laminate.
- 05 Lighting: P-LED-QM2 LED.
- 06 Wiring.
- 07 Weep holes w/ light leak covers.
- 08 Sealtite conduit to j-box by others, then to switch panel box by others.
- 09 Fasteners: Self-tapping 3/8" dia. X 5" long (min.)
- 10 Power supply.
- 11 Disconnect switch.
- 12 Canopy.

ELECTRICAL LOAD	
No. Circuits:	1
Voltage:	120
Amps:	3.54
Circuit Breaker:	20 amp
KVA:	.43



SECTION

Scale: N.T.S.

REVISION # 1

08/12/2021

120V

Primary electrical service by others

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job Name Item 10.



#811
MANOR, TX

Proposal Drawing
Final Drawing

Client: H.E.B.
Location: 12000 E US 290
HWY WB MANOR, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 4.1.24
Designer: Greg Hufford
File Name: 78377 MANOR,
TX - FSCW - R3

Proposal #: 78377
Job #: na

Revisions (M/D/Y)-(initials): desc.

4.1.24/GH/R1: 50%
4.15.24/GH/R2: 95%
2.12.25/GH/R3: Bid Docs



TDLR: 18010 • MET: E113766

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(210) 341-7244

Dallas
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Dallas, TX 75235
(972) 870-1594

Houston (State Sign)
7630 Hansen Road
Houston, TX 77061
(713) 943-1831

Austin (Custom Sign Creations)
1130 Rutherford, Suite 180
Austin, TX 78753
(512) 374-9300

Tyler (Design Center Signs)
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(903) 561-4995



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#811
MANOR, TX
■ Proposal Drawing
□ Final Drawing

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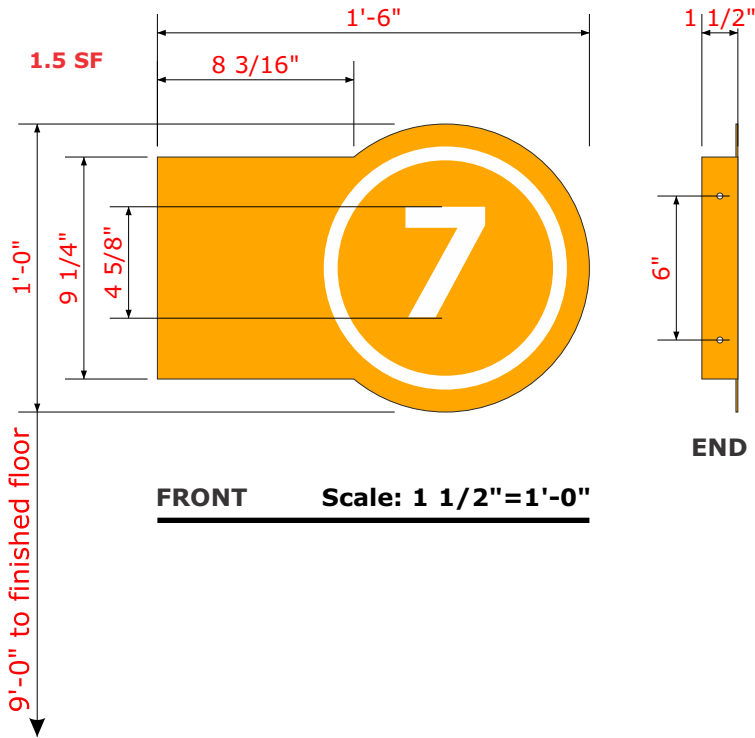
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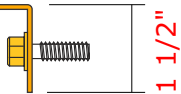


FRONT Scale: 1 1/2"=1'-0"

END

TOP VIEW

Scale: N.T.S.

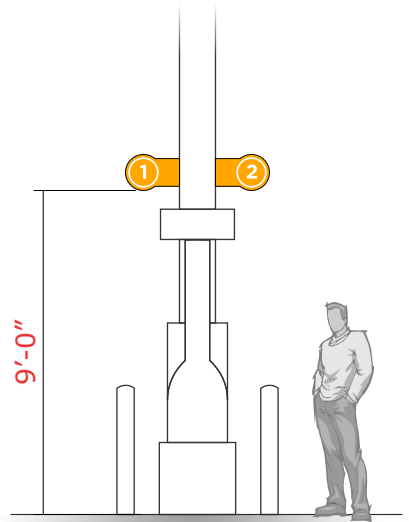
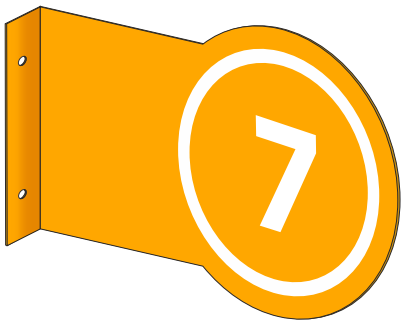


COLORS:

- BACKGROUND: PAINTED PANTONE 130 C
- NUMBERS & RING: APPLIED ORACAL 751-010 WHITE VINYL

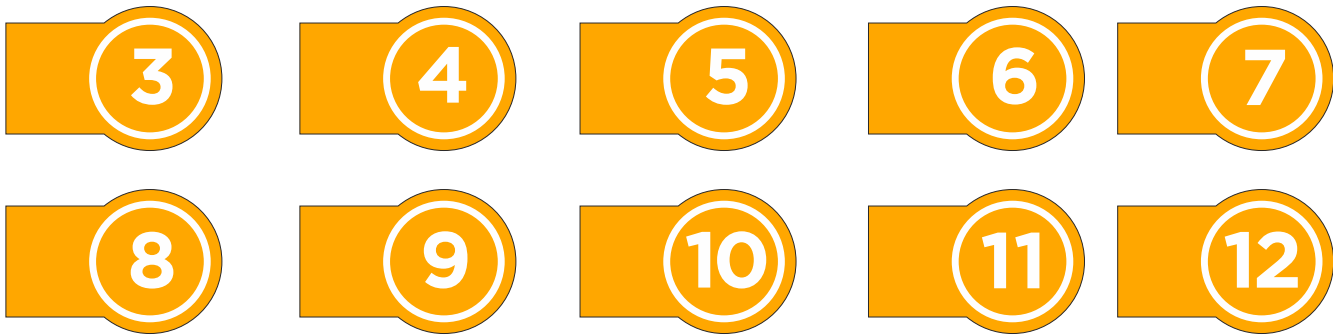


Color description is for reference only.
Samples provided upon request after
order placement.



SIGN HEIGHT PLACEMENT

Scale: 3/16"=1'-0"



CC.1

D/F PUMP MARKERS

QTY: ONE (1) EACH

Broken .080" aluminum; 1/4" dia. holes

VECTOR FILES: FD.97F.40.GXX_PumpNumbers_X.EPS (G01-G20)

Scale: 3/4"=1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



#811
MANOR, TX
☒ Proposal Drawing
☐ Final Drawing

Client: H.E.B.
Location: 12000 E US 290
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Salesperson: Tina Coleman
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File Name: 78377 MANOR,
TX - FSCW - R3

Proposal #: 78377
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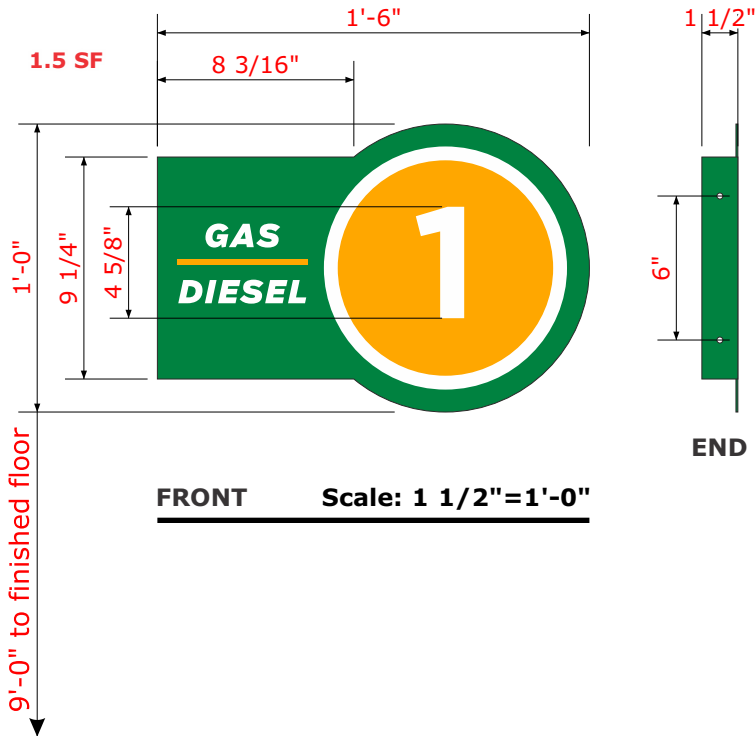
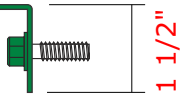
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(903) 561-4995



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TOP VIEW

Scale: N.T.S.



FRONT Scale: 1 1/2"=1'-0"

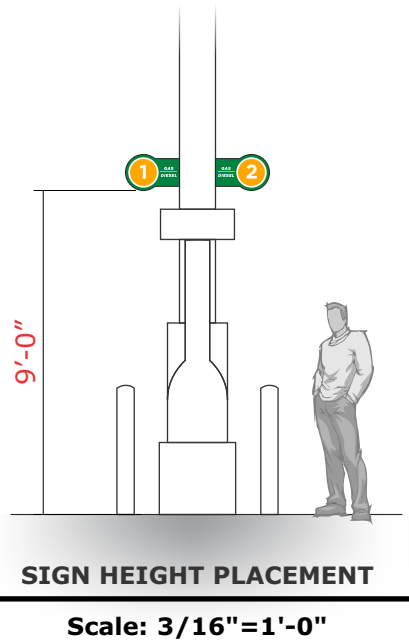
END

COLORS:

- BACKGROUND: PAINTED PANTONE 348 C
- NUMBERS & RING: APPLIED DIE-CUT ORACAL 751-010 WHITE VINYL W/ DIRECT PRINT & UV/ LAM

- PMS 348 C
- PMS 130 C
- WHITE
- UV LAMINATE

Color description is for reference only.
Samples provided upon request after order placement.



SIGN HEIGHT PLACEMENT

Scale: 3/16"=1'-0"



CC.2

D/F PUMP MARKERS

QTY: ONE (1) EACH

Broken .080" aluminum; 1/4" dia. holes

VECTOR FILES: FD.97F.40.DXX_PumpNumbers_X_REV_01.EPS (D01-D20)

Scale: 3/4"=1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



#811
MANOR, TX
☒ Proposal Drawing
☐ Final Drawing

Client: H.E.B.
Location: 12000 E US 290
HWY WB MANOR, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 4.1.24
Designer: Greg Hufford
File Name: 78377 MANOR,
TX - FSCW - R3

Proposal #: 78377
Job #: na

Revisions (M/D/Y)-(initials): desc.

- 4.1.24/GH/R1: 50%
- 4.15.24/GH/R2: 95%
- 2.12.25/GH/R3: Bid Docs



TDLR: 18010 • MET: E113766

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DD

ADDRESS

QTY: Two (2)

Scale: 1/2"=1'-0"

3M White vinyl # 7725-10 applied to canopy.

Exact placement to be determined in the field & must abide by code.

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



#811
MANOR, TX
☒ Proposal Drawing
☐ Final Drawing

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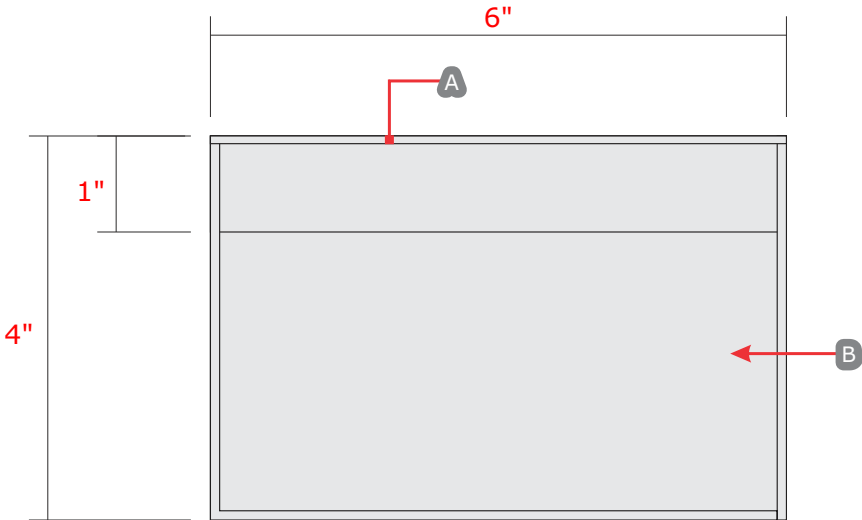
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(903) 561-4995

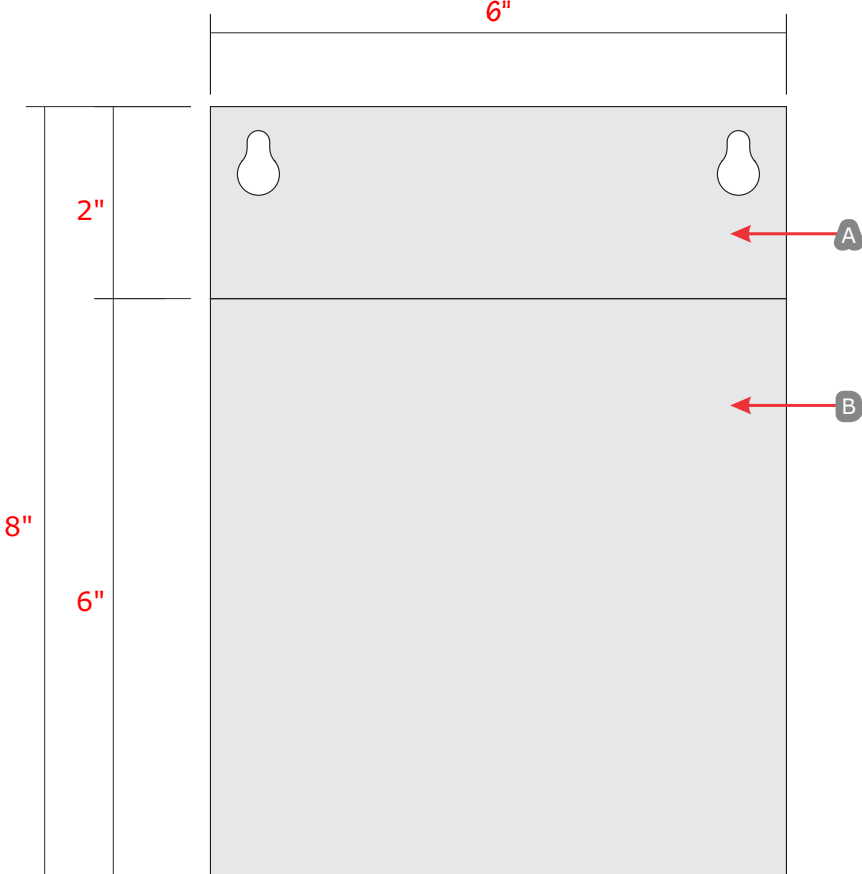


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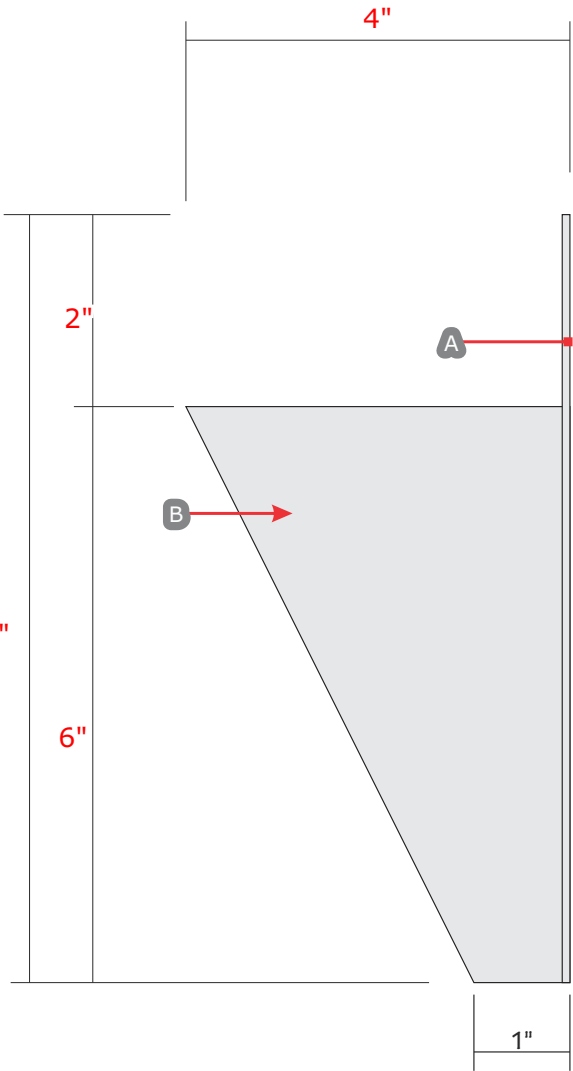
.11 CUBIC FEET



TOP VIEW



FRONT VIEW



END VIEW

EE

STANDARD FUEL KIOSK HOLDER

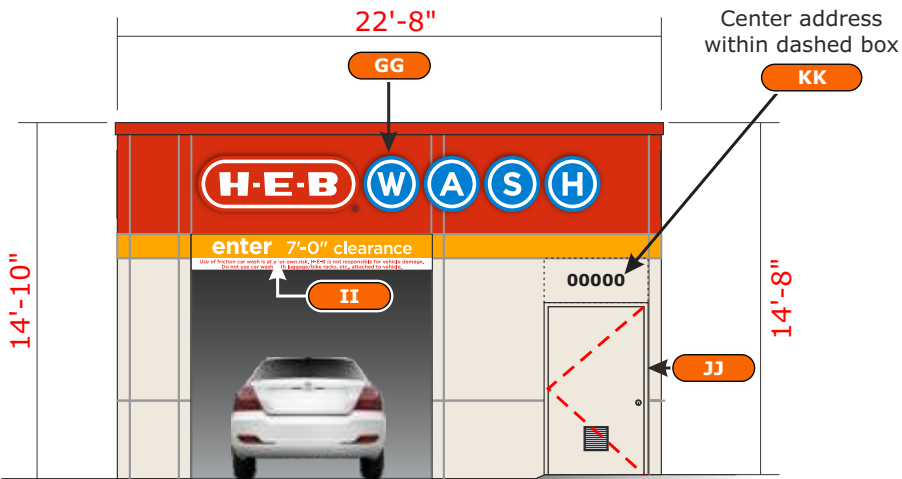
QTY: (1) Req'd.

Scale: 6"=1'-0"

CUSTOMER APPROVAL

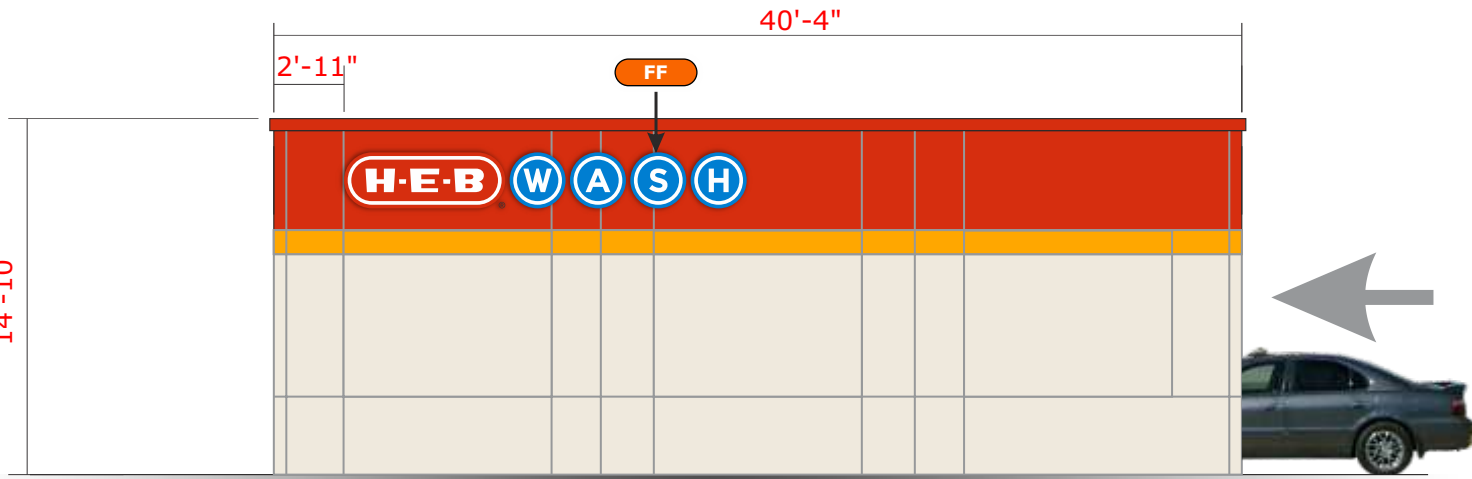
APPROVED BY: _____ DATE: ____ / ____ / ____

- Placement of signs & orientation are to be confirmed.
- Contractor to remove obstacles for electrical sign placement; i.e., light fixtures, if needed.



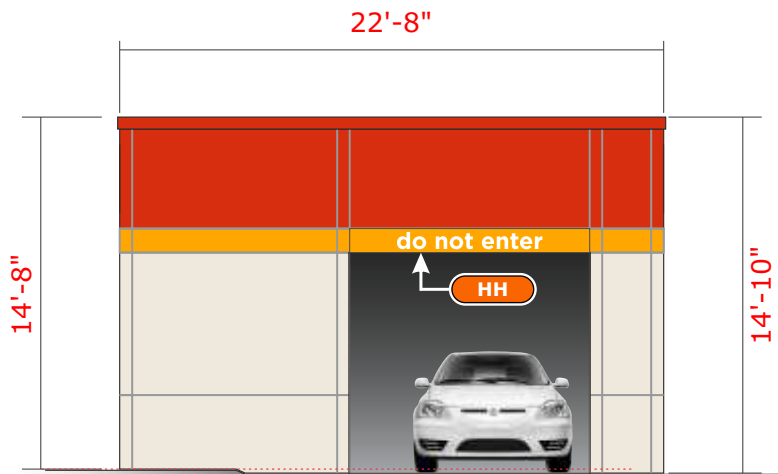
EAST - ENTRANCE ELEVATION

Scale: 1/8"=1'-0"



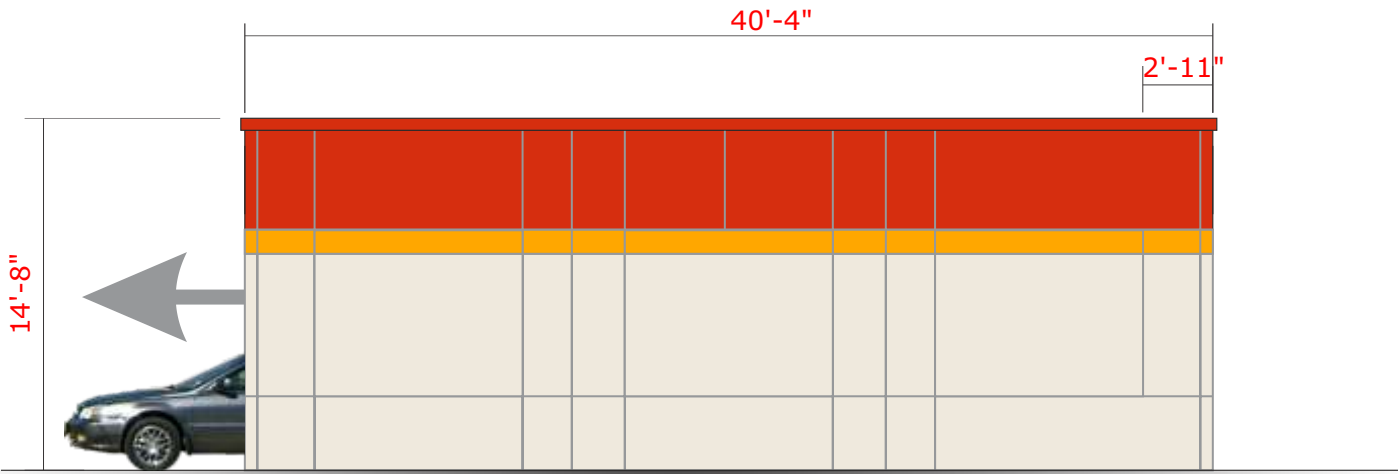
SOUTH - WASH BAY ELEVATION

Scale: 1/8"=1'-0"



WEST - EXIT ELEVATION

Scale: 1/8"=1'-0"



NORTH - EQUIPMENT ROOM ELEVATION

Scale: 1/8"=1'-0"

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job Name: _____ Item 10.



#811
MANOR, TX

☒ Proposal Drawing
☐ Final Drawing

Client: H.E.B.
Location: 12000 E US 290
HWY WB MANOR, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 4.1.24
Designer: Greg Hufford
File Name: 78377 MANOR,
TX - FSCW - R3

Proposal #: 78377
Job #: na

Revisions (M/D/Y)-(initials): desc.

4.1.24/GH/R1: 50%
4.15.24/GH/R2: 95%
2.12.25/GH/R3: Bid Docs



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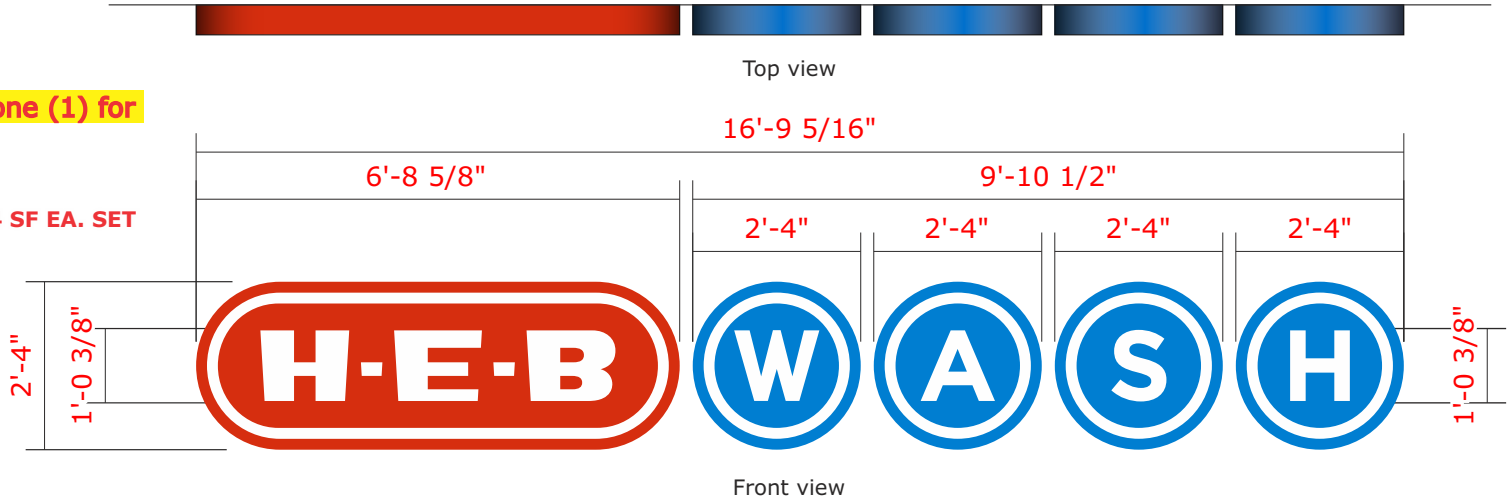


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Pre-wiring is required.

Two (2) patterns required - one (1) for pre-drill & one (1) for install.

39.14 SF EA. SET



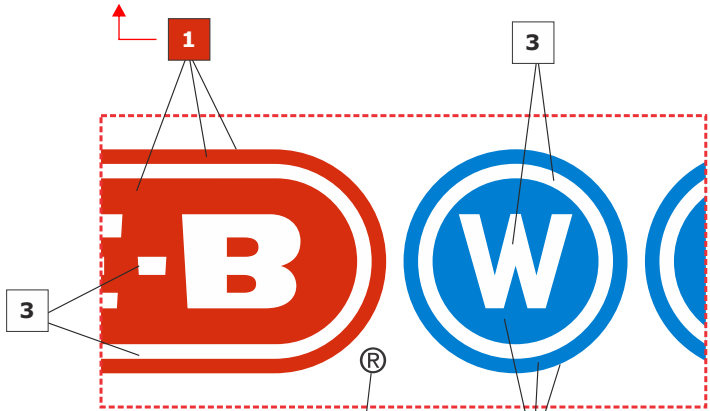
FF GG CHANNEL LOGO
QTY: TWO (2)

Scale: 3/8"=1'-0"

ELECTRICAL LOAD	
No. Circuits:	1
Voltage:	120
Amps:	3.54
Circuit Breaker:	20 amp
KVA:	.43
(PER EACH SET)	

The first pattern (for pre-drill) is to be made & shipped to the appropriate HEB Project Manager.
Manufacturing Department is to include a Wash Parts Kit. One parts kit is packed for two sets of signage - calculate accordingly.
Installer is to complete an HEB Punch List (form) at time of install & is to include lead intaller's signature.

Note: if sign is not flush against wall & the backs are visually exposed, then backs are to be same color as the returns.



NOTE: ALL FACES TO HAVE FILM LAMINATE

White vinyl w/ Direct Print ®

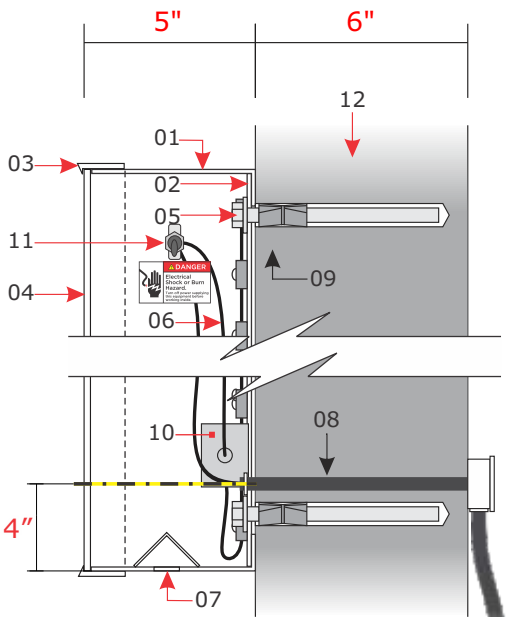
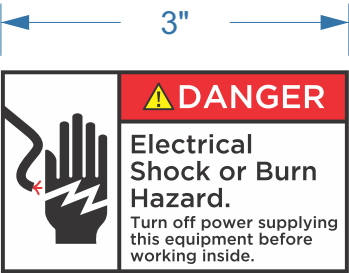
Note: if sign is not flush against wall & the backs are visually exposed, then backs are to be same color as the returns.

1 Direct Print to match 3M 3630-43 Lt. Tomato Red (PMS 485C). Returns: Pre-Finished .040" Brite Red. Trim cap: Std. Jewelite Red.

2 Direct Print to match Avery A900-626-T Wave Blue (PMS 285M). Returns: Pre-finished .040" Chevron Blue. Trim caps: Jewelite Intense Blue.

3 White.

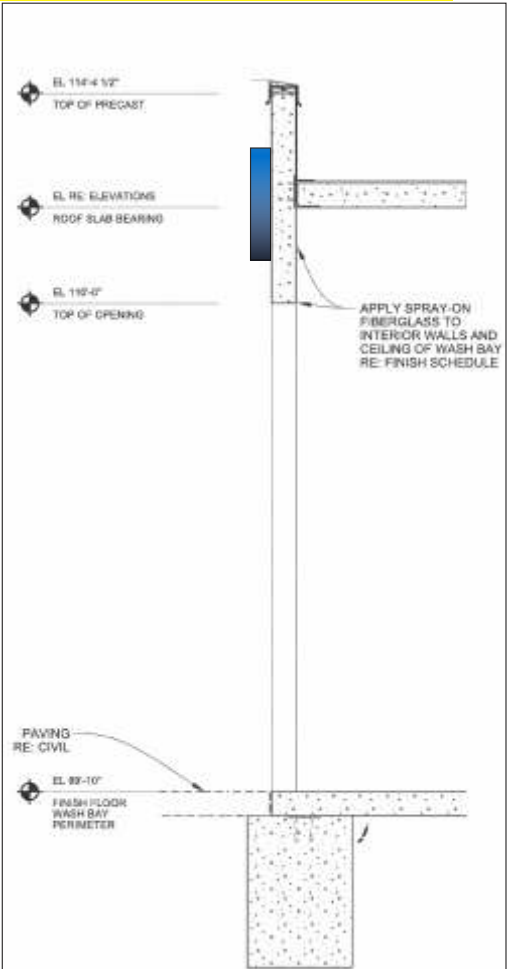
Color description is for reference only. Samples provided upon request after order placement.



SECTION Scale: N.T.S.

Any roll-up bay door(s) at this location?

- ☒ To be determined.
☐ No.
☐ Yes. Place electrical components as high as possible, but under roof line, to clear roll-up bay door(s).



TYPICAL WALL SECTION Scale: 1/4"=1'-0"

- 01 Channel returns: Pre-finished .040" aluminum.
02 Backs: Pre-finished White 3mm ACM.
03 Trims: 1" Jewelite fastened with #10 pan head screws.
04 Faces: 3/16" Acrylic with Direct Digital Print and Film Laminate.
05 Lighting: P-LED-QM2 LED.
06 Wiring.
07 Weep holes w/ light leak covers.
08 Paige Wall Buster pass-thru.
09 Fasteners: Self-tapping 3/8" dia. x 5" long (min.)
10 Power supply.
11 Disconnect switch.
12 Canopy.

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

120V Primary electrical service by others



#811
MANOR, TX
Proposal Drawing
Final Drawing

Client: H.E.B.
Location: 12000 E US 290
HWY WB MANOR, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 4.1.24
Designer: Greg Hufford
File Name: 78377 MANOR, TX - FSCW - R3

Proposal #: 78377
Job #: na

Revisions (M/D/Y)-(initials): desc.

4.1.24/GH/R1: 50%
4.15.24/GH/R2: 95%
2.12.25/GH/R3: Bid Docs



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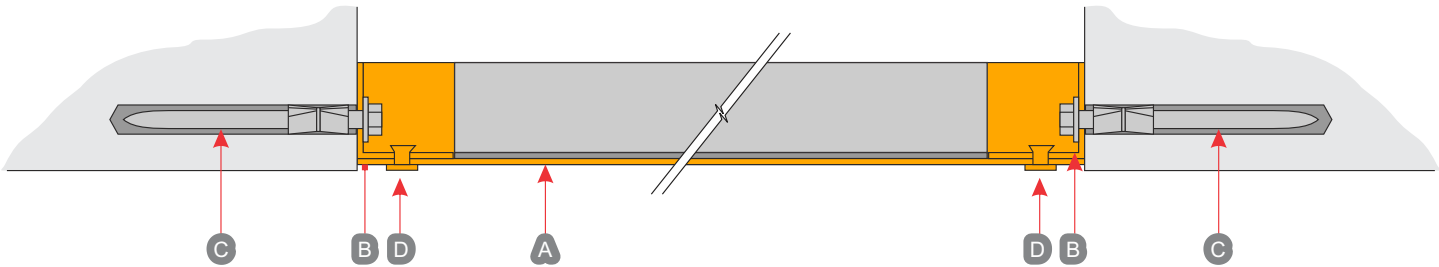


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HEB CAR WASH ENTER/EXIT PANELS

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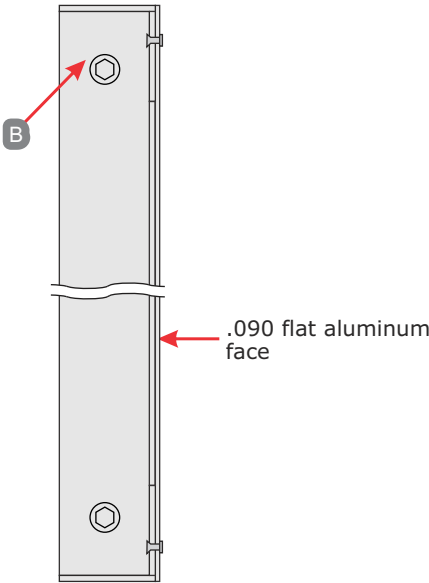
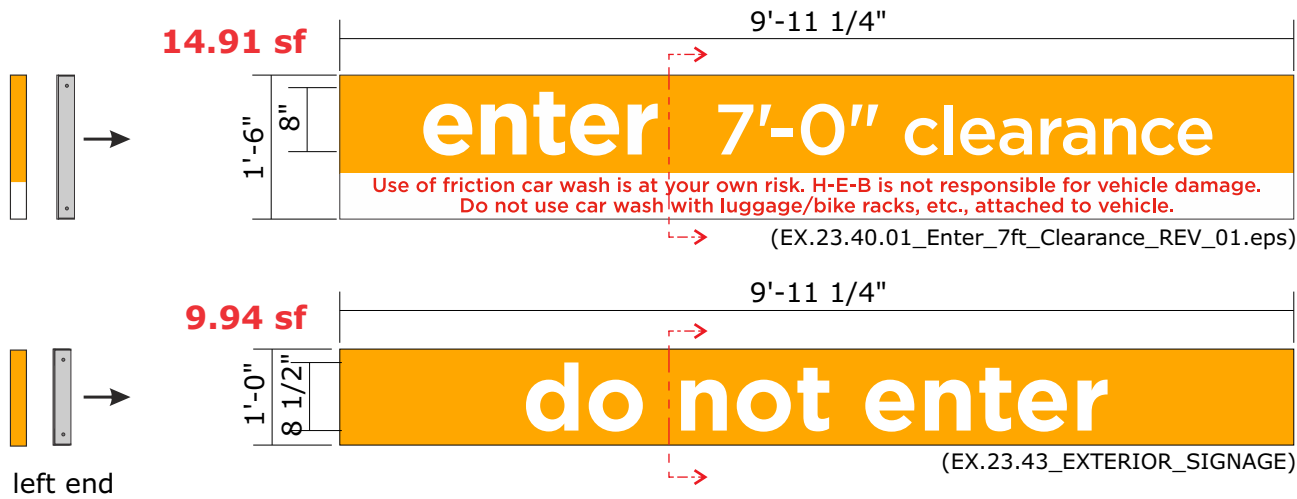
NOTE: PER HEB, ALL MOUNTING
HARDWARE TO BE STAINLESS STEEL
(DUE TO CAR WASH CHEMICALS)



SECTION @ TOP VIEW

Scale: 3"=1'-0"

- A "enter..." / "do not enter" signs panels.
- B spacer bracket: Two (2) 2" x 2" x 1/8" aluminum angles per each sign - painted to match & align w/ face colors (typ).
- C 3/8" dia. x 5" long stainless steel fasteners with double expansion anchors. Paint heads & washers to match back color.
- D Pop rivets - paint to match face color that it is touching (some yellow, some white).



HH II ENTER / DO NOT ENTER SIGNS
QTY: (1) EACH

Scale: 1/2"=1'-0"

SECTION Scale: 3"=1'-0"

USE MATTHEWS
PROTECTIVE COATING

- Enter sign: Background- pms 130; "enter 7'-0" clearance" & bar line- 3M white 7725-10; "use of ...damage."- 3M tomato red 7725-13.

- Do not enter sign: Background- pms 130; "do not enter"- 3M white 7725-10.

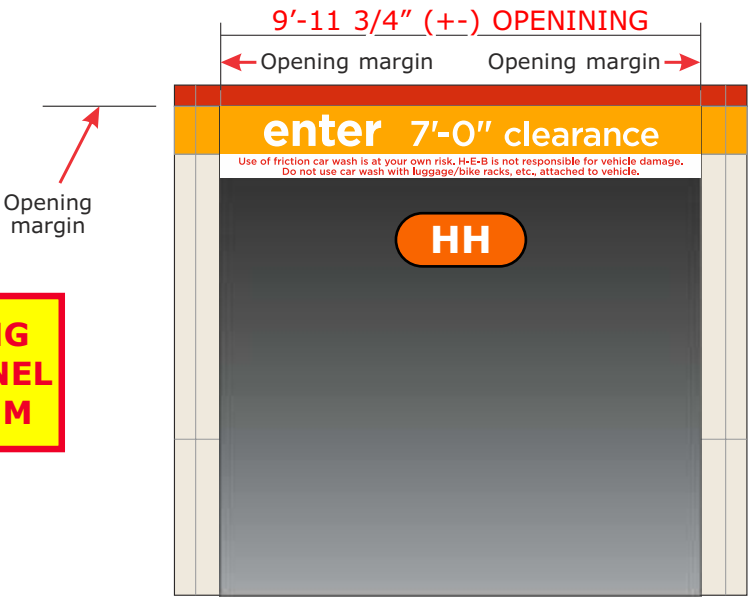
Pms 130 - Matthews Protective Coating.

White # 7725-10.

Tomato red # 7725-13.

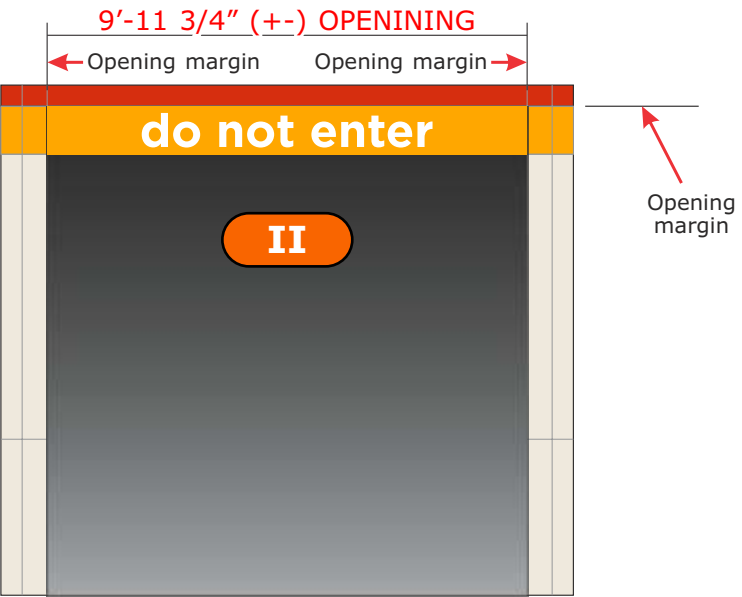
Color description is for reference only. Samples provided upon request after order placement.

MATTHEWS PROTECTIVE COATING
TO PREVENT CORROSION TO PANEL
AS APPROVED BY HEB PETROLEUM



CAR WASH ENTRANCE Scale: 1/4"=1'-0"

CLOSE UP



CAR WASH EXIT CLOSE Scale: 1/4"=1'-0"

UP

120V Primary electrical service by others

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____

Job Name Item 10.



#811
MANOR, TX

Proposal Drawing
Final Drawing

Client: H.E.B.
Location: 12000 E US 290
HWY WB MANOR, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 4.1.24
Designer: Greg Hufford
File Name: 78377 MANOR, TX - FSCW - R3

Proposal #: 78377
Job #: na

Revisions (M/D/Y)-(initials): desc.

4.1.24/GH/R1: 50%
4.15.24/GH/R2: 95%
2.12.25/GH/R3: Bid Docs



TDLR: 18010 • MET: E113766

Corporate Office
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(210) 341-7244

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Dallas, TX 75235
(972) 870-1594

Houston (State Sign)
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Houston, TX 77061
(713) 943-1831

Austin (Custom Sign Creations)
1130 Rutherford, Suite 180
Austin, TX 78753
(512) 374-9300

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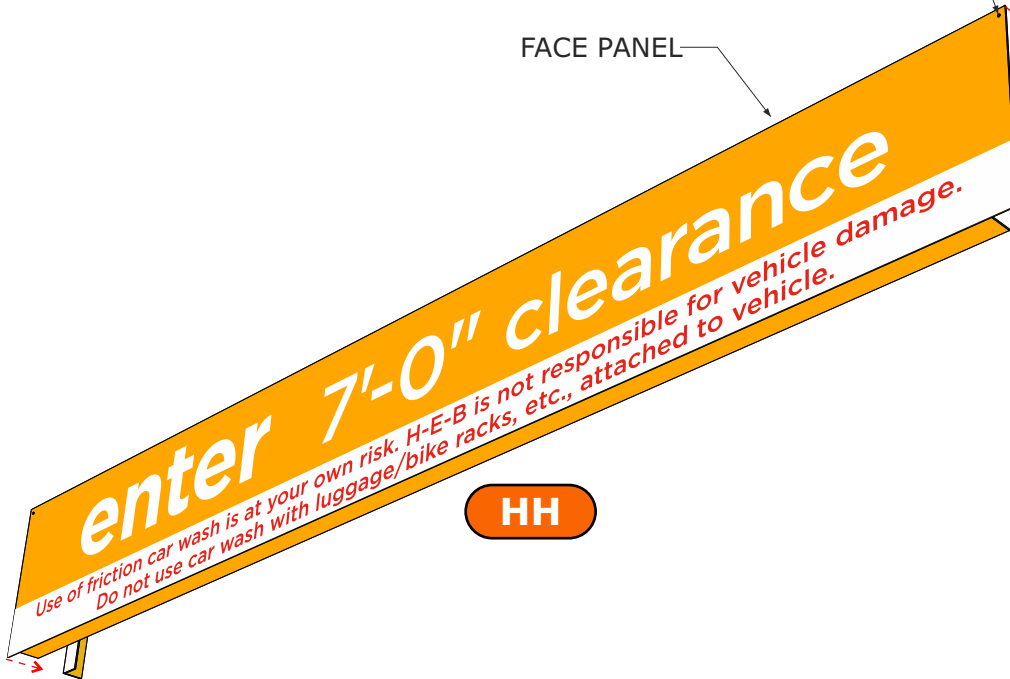


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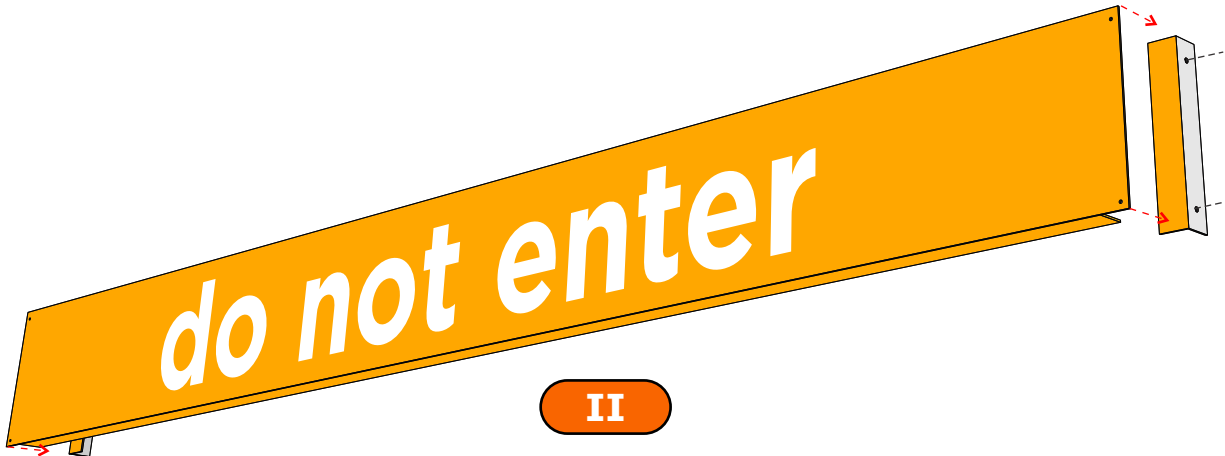
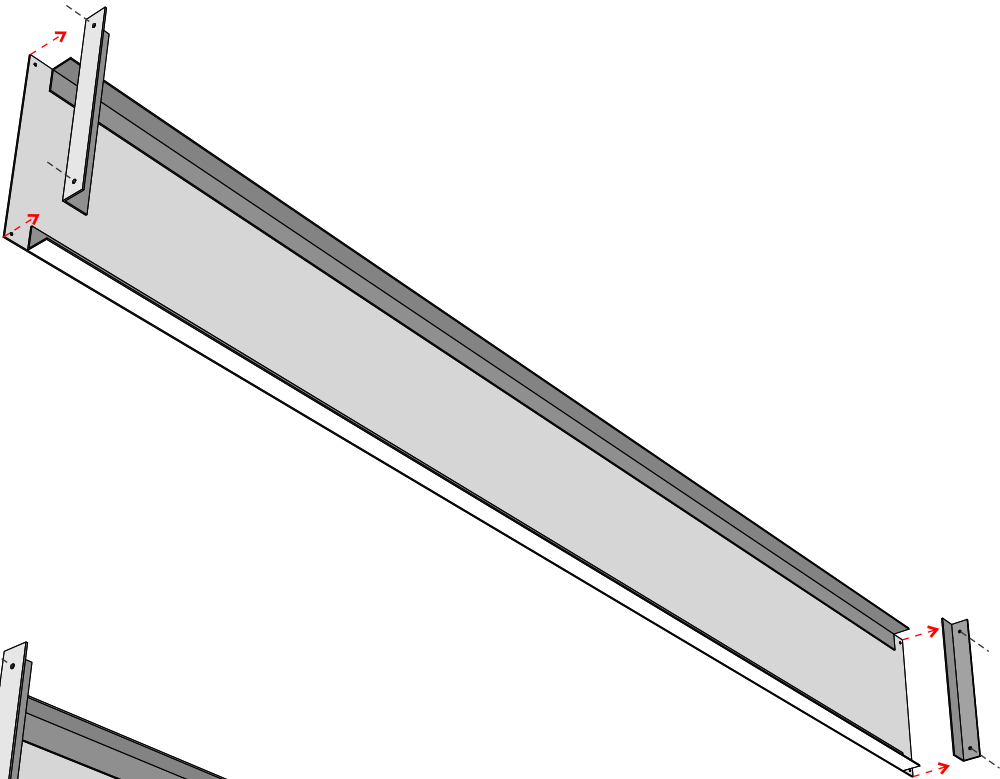
3/16" ALUMINUM POP RIVETS,
TOUCH UP WITH YELLOW OR
WHITE PAINT AS REQUIRED

2"X2" ALUM. ANGLE BRACKET
INSTALLED TO CAR WASH STRUCTURE FIRST.
DO NOT WELD TO FACE PANEL.

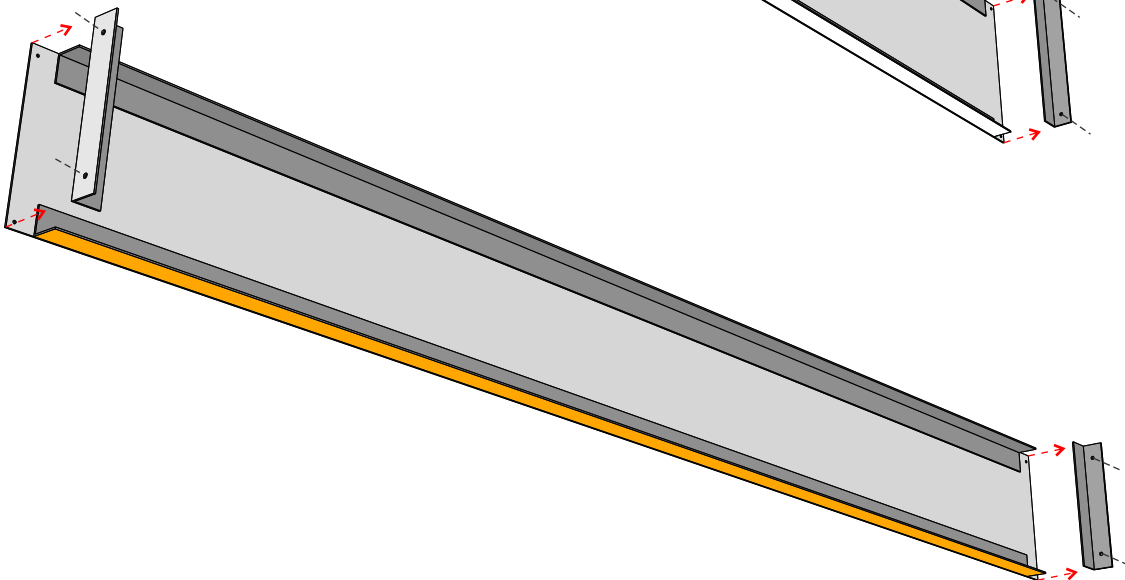
FACE PANEL



HH



II



HH

II

ENTER / DO NOT ENTER SIGNS - 3D MODEL PERSPECTIVE, ASSEMBLY / INSTALLATION

Scale: NTS

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



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TX - FSCW - R3

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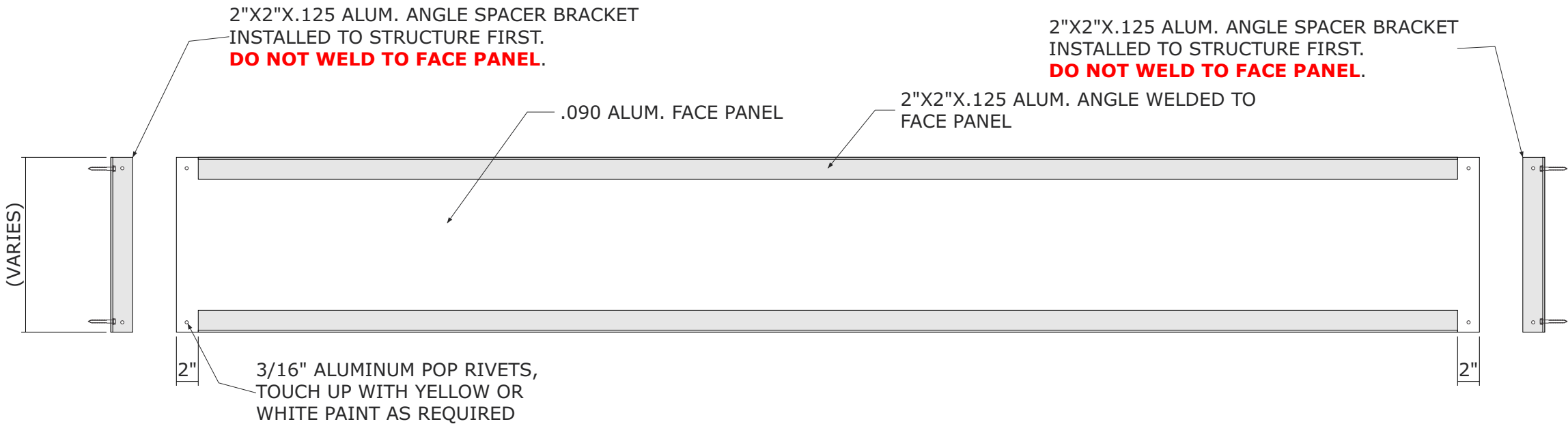
Austin (Custom Sign Creations)
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Austin, TX 78753
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NOTE: PER HEB, ALL MOUNTING
HARDWARE TO BE STAINLESS STEEL
(DUE TO CAR WASH CHEMICALS)



BACK VIEW

HH II

ENTER / DO NOT ENTER SIGNS - TYPICAL ASSEMBLY / INSTALLATION

Scale: 1" = 1'

CUSTOMER APPROVAL

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MANOR, TX
■ Proposal Drawing
□ Final Drawing

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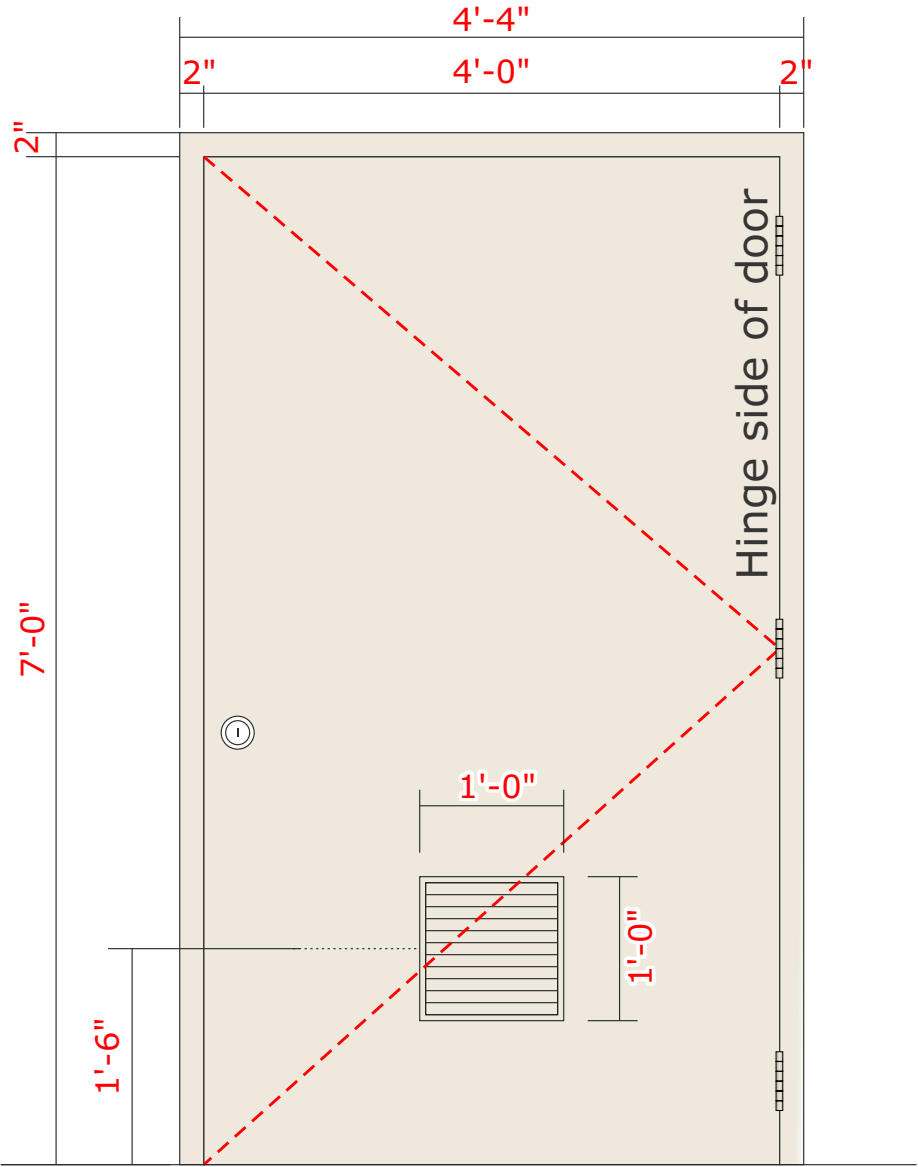
Houston (State Sign)
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JJ

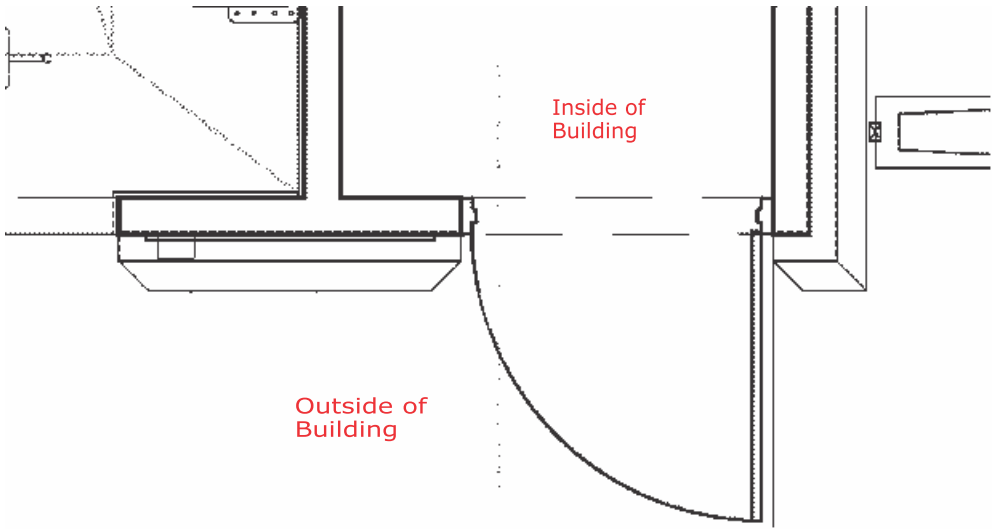
(LH00) LEFT-HAND DOOR

REQ'D: ONE (1)

Scale: 3/4"=1'-0"

SCOPE OF WORK:

MFG AND INSTALL (1) CW DOOR 52"X86" WITH ALL NECESSARY HARDWARE AND LATCH KIT FOR THE DOOR.



DOOR TOP VIEW

Scale: 3/8"=1'-0"

LEFT HAND DOOR

Interior

Exterior

Hinges

A door shown in elevation is generally delineated to show the side on which the hinges are placed. This is done by drawing a dotted line from the top and bottom corner of the door on one side to the center of the door on the opposite side. The side of the door that has the hinges is the center-point where the two dotted lines intersect.

**MATTHEWS PROTECTIVE COATING
TO PREVENT CORROSION TO PANEL
AS APPROVED BY HEB PETROLEUM**



SW Downy 7002

Color description is for reference only. Samples provided upon request after order placement.

- Door latch, hinges & other hardware to be included in door shipment.
- See "Shop Drawing" folder in under the following path for reference:
\\cs-sa-dc01\JCData2\data\customer\670\Shop Drawings and
Production Files\Shop Drawings\HEB Car Wash Door Hardware

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



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MANOR, TX
☒ Proposal Drawing
☐ Final Drawing

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Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 4.1.24
Designer: Greg Hufford
File Name: 78377 MANOR,
TX - FSCW - R3

Proposal #: 78377
Job #: na

Revisions (M/D/Y)-(initials): desc.

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4.15.24/GH/R2: 95%
2.12.25/GH/R3: Bid Docs



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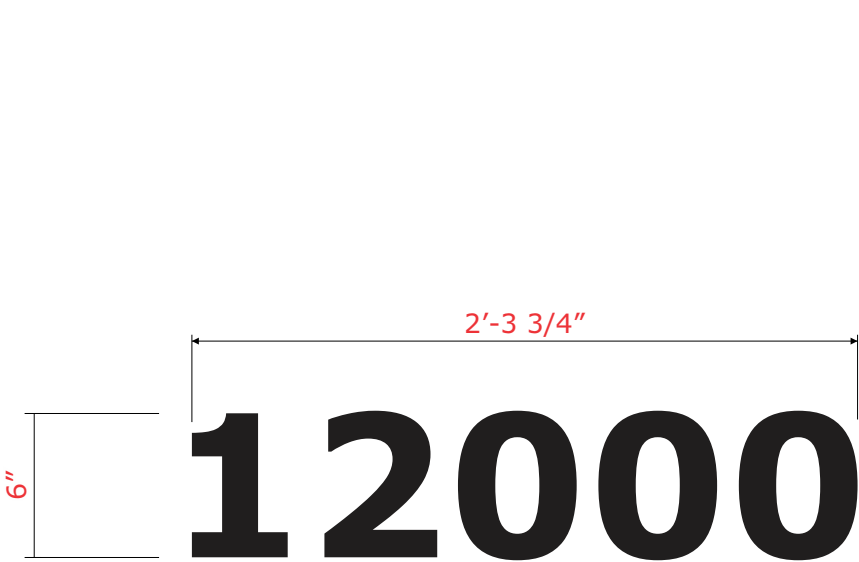
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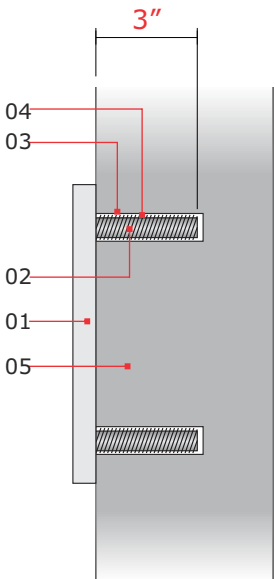


KK

FCO
QTY: ONE (1) SET
Scale: 1 1/2"=1'-0"

Black.

Color description is for reference only.
Samples provided upon request after order placement.



- 01 Copy: flat cut out .125 aluminum.
- 02 Studs: welded to aluminum copy.
- 03 Prime holes on EIFS if wall is EIFS & let dry prior to silicone fill.
- 04 Silicone fill after EIFS has been primed & dried if wall is EIFS..
- 05 Unknown type of wall.

SECTION Scale: N.T.S.

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APPROVED BY: _____ DATE: ____ / ____ / ____



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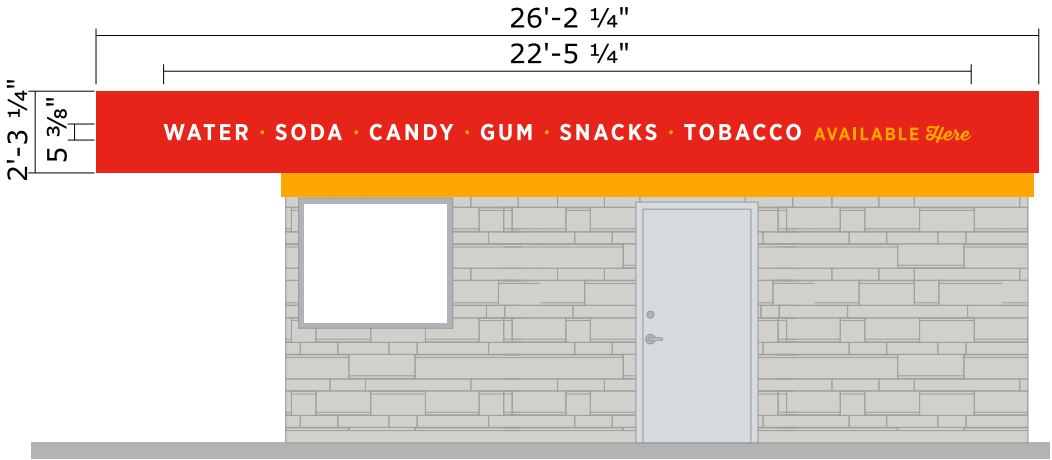
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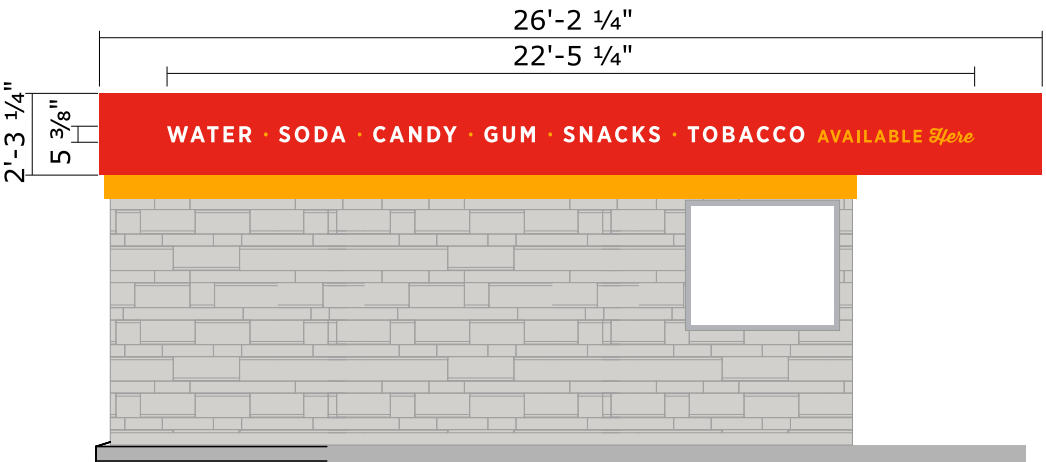
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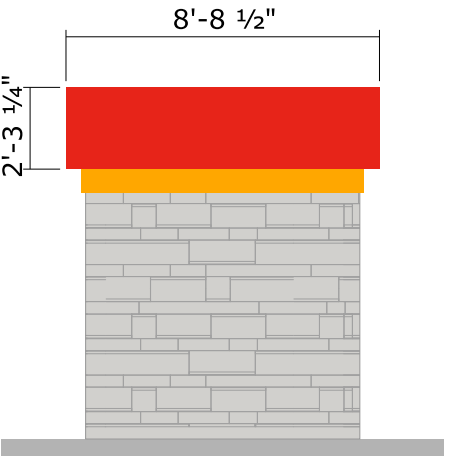
Front



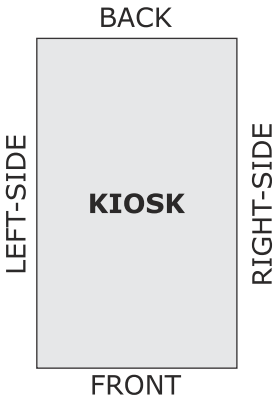
Left



Right



Rear



Top View



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VISUAL SOLUTIONS
BY PROJECT MANAGER
PRODUCTION & INSTALLATION

LL

READY TO APPLY VINYL COPY ON ACM PANELS

QTY: (3)

Scale: 3/16" = 1'-0"

SPECIFICATIONS

Produce vinyl decals and apply to the existing red ACM panel areas.
• Die cut letters to be applied on (3) sides of the existing **front, right & left** sides of ACM panels on kiosk.



ORACAL 951
010 WHITE
(OPAQUE)



ORAGUARD 215
019 SIGNAL
YELLOW
(OPAQUE)



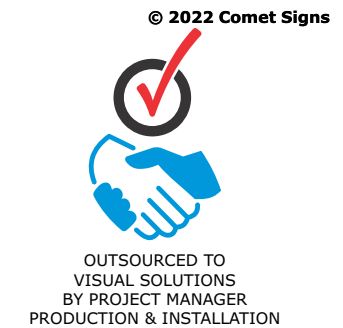
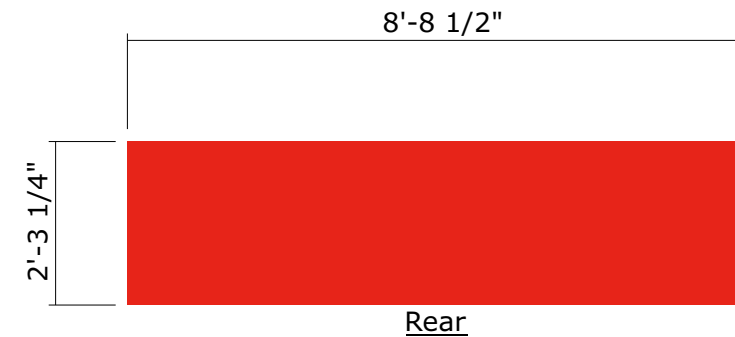
PANTONE
485C RED
(DIGITAL PRINT)



PANTONE
130C YELLOW
(DIGITAL PRINT)

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



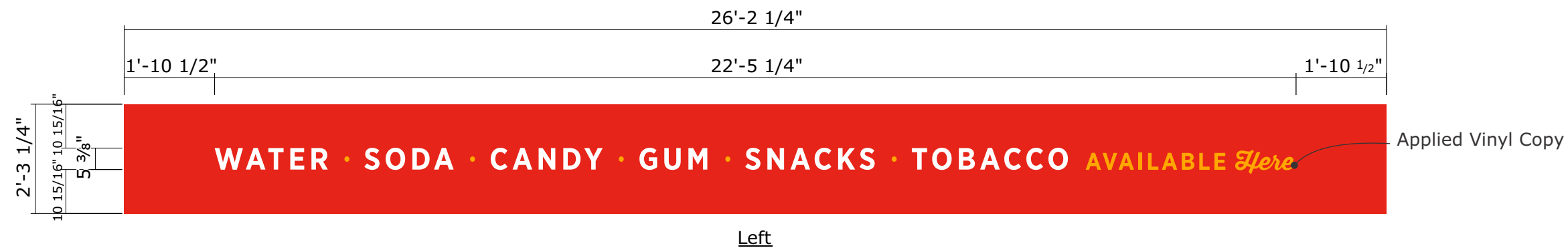
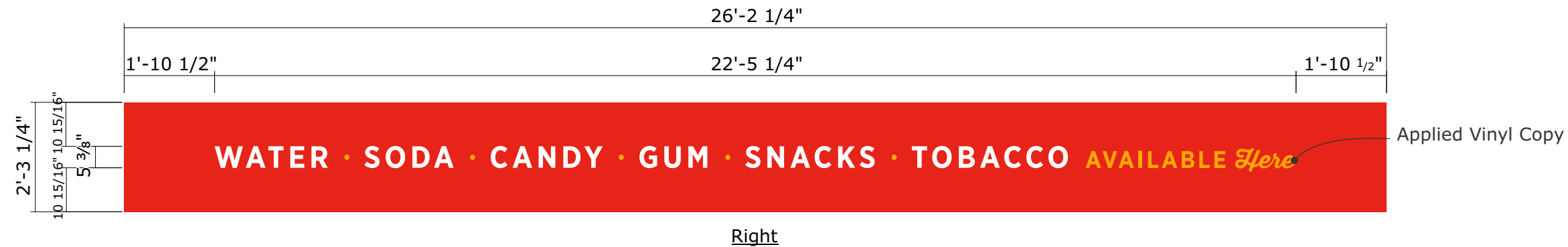
Job Name: Item 10.

H-E-B

**#811
MANOR, TX**

☒ **Proposal Drawing**

☐ Final Drawing



Client: H.E.B.
Location: 12000 E US 290
HWY WB MANOR, TX 78653

Salesperson: Tina Coleman
Prj. Mngr.: Tammy Colson
Date: 4.1.24
Designer: Greg Hufford
File Name: 78377 MANOR,
TX - FSCW - R3

Proposal #: 78377
Job #: na

Revisions (M/D/Y)-(initials): desc.

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4.15.24/GH/R2: 95%
2.12.25/GH/R3: Bid Docs



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LL **READY TO APPLY VINYL COPY ON ACM PANELS**

QTY: (3) **Scale: 3/8" = 1'-0"**

SPECIFICATIONS
Produce vinyl decals and apply to the existing red ACM panel areas.
• Die cut letters to be applied on (3) sides of the existing **front, right & left** sides of ACM panels on kiosk.

CUSTOMER APPROVAL

APPROVED BY: _____ **DATE:** ____ / ____ / ____

V1
ORACAL 951
010 WHITE
(OPAQUE)

V2
ORAGUARD 215
019 SIGNAL
YELLOW
(OPAQUE)

C3
PANTONE
130C YELLOW
(DIGITAL PRINT)



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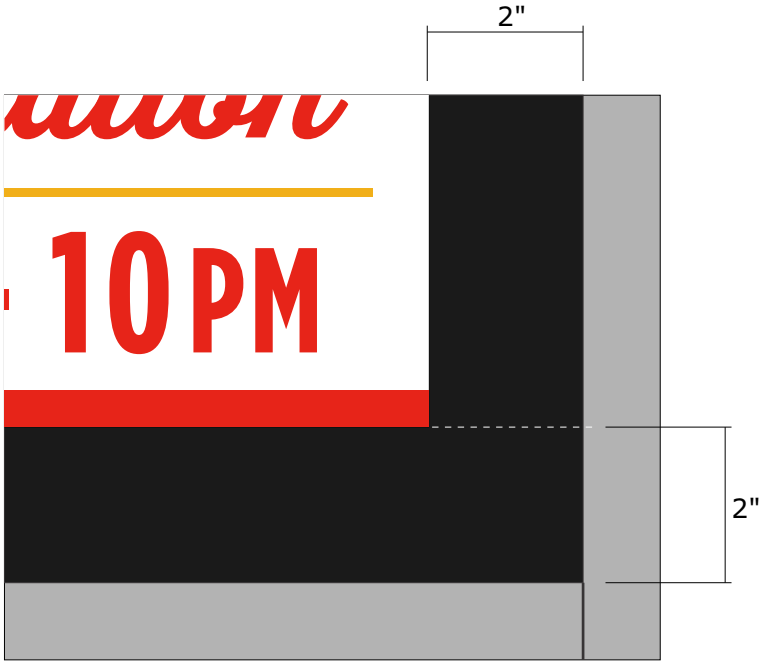
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Signs install on outside of glass placed in top right and bottom right corners as shown.
2" on either side away from window edge.
Relocate any non-required signage to accommodate for placement.



Scale: 1:2



VECTOR FILE:
NP.97.24.07_HoursOfOperation_REV_2

MM

Digitally Printed Decal-Hours of Operations

Qty: (1)

Scale: 1:2

Specifications:

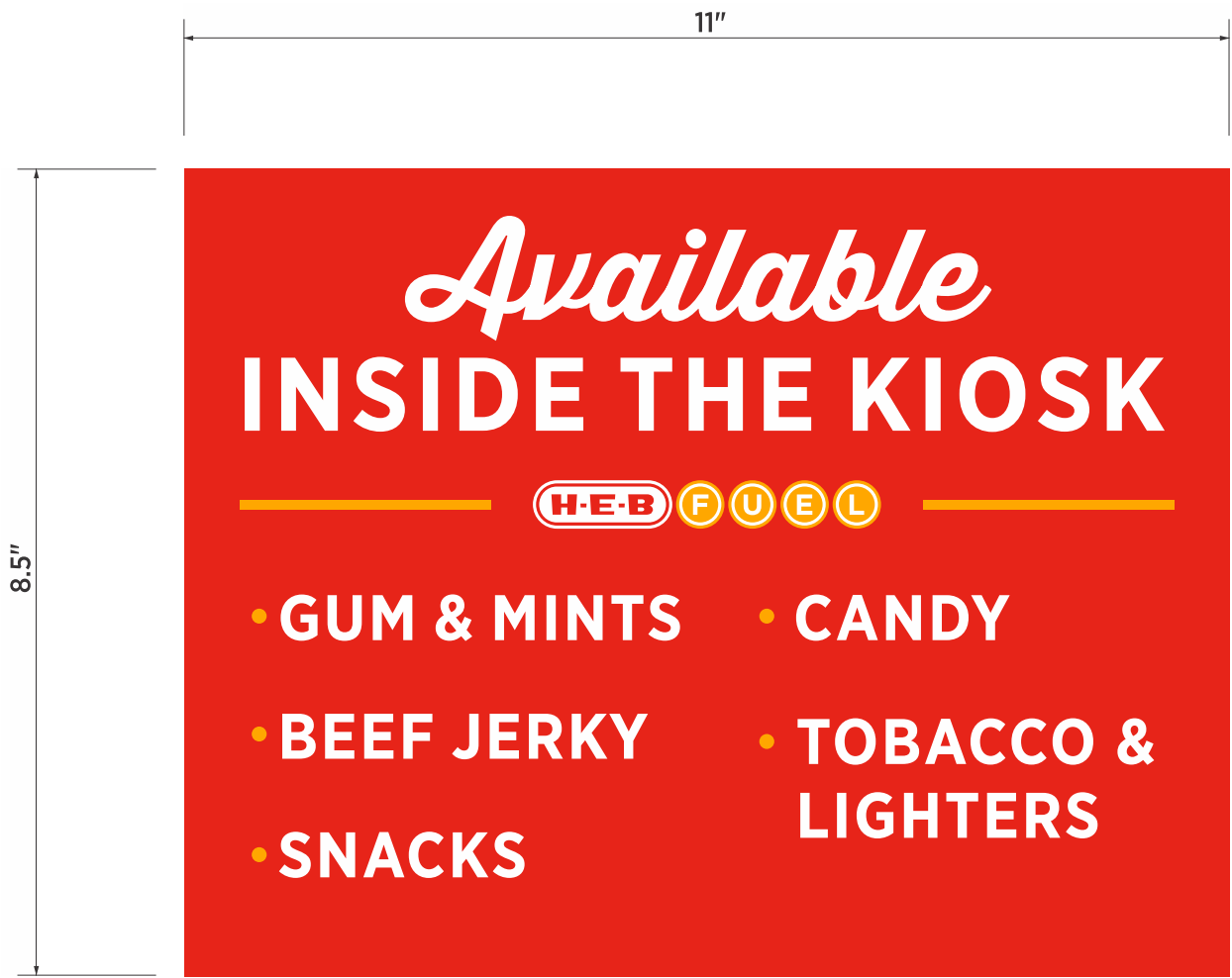
Digitally printed decal of *Hours of Operations* for kiosk front window.
Applied on glass 1st surface.



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BY PROJECT MANAGER
PRODUCTION & INSTALLATION

CUSTOMER APPROVAL

APPROVED BY: _____ DATE: ____ / ____ / ____



NP.97.24.06_Available_InsideTheKiosk_REV_1.ai

NN

Digitally Printed Decal-Available InsideThe Kiosk

Qty: (1)

Scale: 1:2

Specifications:

Digitally printed decal of *Available InsideThe Kiosk* for kiosk front window.

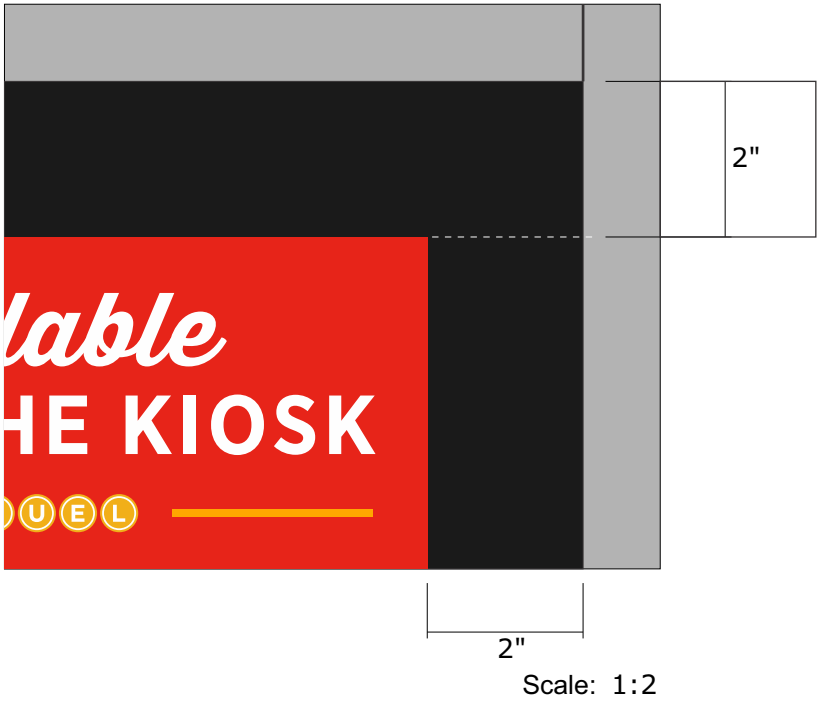
Applied on glass 1st surface.



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BY PROJECT MANAGER
PRODUCTION & INSTALLATION

CUSTOMER APPROVAL

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Job Name: Item 10.



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TX - FSCW - R3

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AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a setback waiver for 306 E Wheeler St., Manor, TX.

Applicant: German Chaverria

Owner: German Chaverria

BACKGROUND/SUMMARY:

The owner is requesting a waiver for his property to allow for a 25' front setback, 10' side setbacks, and a 5' rear setback.

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

- Setback Waiver

ACTIONS:

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

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a setback waiver for 306 E Wheeler St., Manor, TX.

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



Item 11.

**SETBACK WAIVER REQUEST**

On approval by the Planning Commission, lots having approximately 5,750 square feet of lot area may request approval of reduced setbacks from one or more of the setback requirements for the zoning district. The Commission shall consider the adjoining lot uses to determine whether reduction of the setback requirements is appropriate. Upon approval of building plans, the setbacks may be not less than 5 foot side yard, 10 foot rear yard and 15 foot street side yard setback and 20 foot front yard setback. Lots owned by the same person may be combined into one building site.

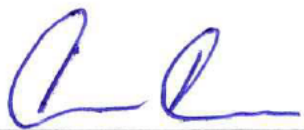
City of Manor Code of Ordinance, Chapter 14, Article 14.02, Division I, Section 14.02.007(c)(3).

Applicant Contact Information

Name: German Brivnes Chaverria
Address: 306 E Wheeler St Manor TX
Phone Number: 512 789 2886 Email: [REDACTED]

Property Information

Address: 306 W Eggleston St, Manor Tx 78653
Lot: 8 Block: 45 Town of Manor
Zoning District: R-1 Single Family
Requested Front Setback: 25'
Requested Rear Setback: 10'
Requested Side Setback: 5'

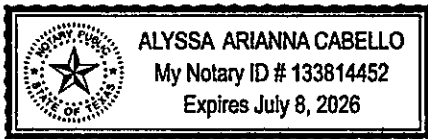

Applicant Signature

9/03/2025
Date

STATE OF TEXAS §
COUNTY OF Tarrant §

BEFORE ME the undersigned authority on this day personally appeared German Briones Owner of the Property, and acknowledged that s/he is fully authorized to execute the foregoing document and that s/he executed such document for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 3RD day of September, 2025.



[Signature]
Notary Public - State of Texas

PASSED AND APPROVED on this the ____ day of _____ 2025.

THE CITY OF MANOR, TEXAS

Felix Paiz,
Chairperson

ATTEST:

Michael Burrell
Development Services Director

After recording return to:
Development Services Dept. City
of Manor
105 East Eggleston St.
Manor, TX 78653



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 10, 2025
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action of a Subdivision Final Plat for Phase 3, section 1 of Shadowglen, one hundred and eighty-three (183) lots on 55.833 acres, more or less, and being generally located to the northeast of the intersection of Gregg Manor Rd. and Rector Loop, Manor, TX.

Applicant: Kimley-Horn

Owner: Meritage Homes Corporation

BACKGROUND/SUMMARY:

This final plat is for Shadowglen Phase 3, section 1, and our engineers have reviewed it for compliance. It is a non-discretionary item.

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

- Approved Plat
- Engineer comments and responses
- Conformance letter

ACTIONS:

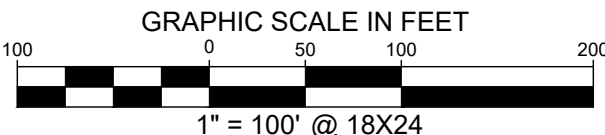
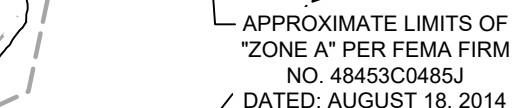
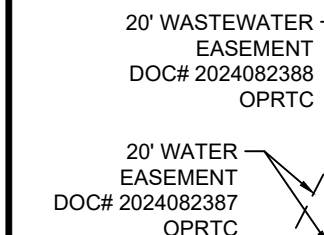
<i>Discretion</i>	Non-discretionary
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Approve, Approve with Conditions, Postpone

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Planning and Zoning Commission approve a Subdivision Final Plat for Phase 3, section 1 of Shadowglen, one hundred and eighty-three (183) lots on 55.833 acres, more or less, and being generally located to the northeast of the intersection of Gregg Manor Rd. and Rector Loop, Manor, TX.

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





GENERAL INFORMATION:	
TOTAL ACREAGE.....	55.833 ACRES
TOTAL LINEAR FEET OF 50' ROW.....	6,931'
TOTAL LINEAR FEET OF 60' ROW.....	1,055'
ACREAGE OF ROW.....	9.198 ACRES
ACREAGE OF ROW DEDICATION.....	0.230 ACRES
NUMBER OF SINGLE FAMILY LOTS.....	17
ACREAGE OF SINGLE FAMILY LOTS.....	28.504 ACRES
NUMBER OF NON-RESIDENTIAL LOTS.....	4
ACREAGE OF NON-RESIDENTIAL LOTS.....	17.903 ACRES
TOTAL NUMBER OF LOTS.....	183

SURVEYOR:
KIMLEY-HORN AND ASSOCIATES, INC.
LAND SURVEYOR NO. 6330
10101 REUNION PLACE, SUITE 400
SAN ANTONIO, TEXAS 78216
PH: (210) 541-9166
CONTACT: GREG MOSIER, R.P.L.S.

CIVIL ENGINEER:
KIMLEY-HORN AND ASSOCIATES, INC.
10814 JOLLYVILLE ROAD, CAMPUS IV,
SUITE 200
AUSTIN, TEXAS 78759
TBPE FIRM REGISTRATION NO. F-928
PH: (512) 418-1771 FAX: (512) 418-179
CONTACT: JACOB KONDO, P.E.

OWNER/DEVELOPER:
MERITAGE HOMES OF TEXAS, LLC.
8920 BUSINESS PARK DRIVE
SUITE 350
AUSTIN, TEXAS 78759
PH: (512) 610-4853
CONTACT: BRANDON HAMMANN

BEING A PORTION OF THAT CERTAIN 350.744 ACRE
TRACT RECORDED IN DOCUMENT NO. 2020148949 AND
CORRECTED IN DOCUMENT NO. 2023082673,
OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY,
SUMNER BACON SURVEY NO. 62, ABSTRACT NO. 63
TRAVIS COUNTY, TEXAS

Kimley»»Horn

10101 Reunion Place, Suite 400 Tel. No. (210) 541-9166
 San Antonio, Texas 78216 FIRM # 10193973 www.kimley-horn.com

<u>Scale</u>	<u>Drawn by</u>	<u>Checked by</u>	<u>Date</u>	<u>Project No.</u>	<u>Sheet No.</u>
1" = 100'	DJG	JGM	8/1/2025	069254503	3 OF 5



1500 County Road 269
Leander, TX 78641

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

Date: Tuesday, January 16, 2024

jacob Kondo
Kimley-Horn
10814 Jollyville rd suite 200
Austin 78759
jacob.kondo@kimley-horn.com

Permit Number 2023-P-1566-FP
Job Address: Rector Loop, Manor 78653

Dear jacob Kondo,

The subsequent submittal of the Shadowglen phase 3 section 1 Final Plat submitted by Kimley-Horn and received on August 04, 2025, 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. -
- ii. ~~Provide a map displaying a 300 ft radius from the subdivision boundary, this will verify that all the nearby residences are called out. Provide the owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls.~~
- iii. ~~Provide 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. (Wilbarger Creek Municipal Utility District No. 2)~~
- iv. **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.**
- v. ~~Provide a copy of the deed.~~
- vi. ~~Provide certification from all applicable taxing authorities that all taxes due on the property have been paid.~~
- vii. ~~Provide the following note under general notes "Performance and maintenance guarantees as required by the city".~~
- viii. ~~Where applicable all document numbers should be filled in on the final plat.~~
- ix. **A 2023 tax certificate is required to be submitted in order for the plat to be approved.**
- x. **The plat cannot be approved until the construction plans have been approved.**

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

October 5, 2023
City of Manor
105 E Eggleston St
Manor, TX 78653

**RE: 2023-P-1566-FP
Shadowglen Phase 3 Section 1 Final Plat
11215 North FM 973**

To Michael Burrell:

Please accept this *Comment Response Letter* in reply to the City of Manor's review, dated September 18, 2023 regarding the above-referenced project's project assessment review. Original comments have been included below for reference. All Kimley-Horn responses are listed in [Blue](#).

Engineer Review

1. Provide a map displaying a 300 ft radius from the subdivision boundary, this will verify that all the nearby residences are called out. Provide the owner's names and the property lines of property within three hundred (300) feet of the subdivision boundary, together with the respective plat or deed references as determined by the most recent tax rolls.

Response: Acknowledged, a map displaying a 300 ft. radius from the subdivision boundary has been provided.

2. Provide 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. (Wilbarger Creek Municipal Utility District No. 2)

Response: Acknowledged, correspondence of confirmation has been included.

3. 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.

Response: Acknowledged, documentation has been requested and will be provided when received.

4. Provide a copy of the deed.

Response: The deed has been provided.

5. Provide certification from all applicable taxing authorities that all taxes due on the property have been paid.

Response: Acknowledged, a tax certificate has been provided which shows all taxes have been paid.

6. Provide the following note under general notes "Performance and maintenance guarantees as required by the city"..

Response: Acknowledged, this note has been added under general notes.

END OF COMMENT REPORT

Please contact me at (512) 418-1771 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Jacob Kondo, P.E.
Project Manager

December 20, 2023
City of Manor
105 E Eggleston St
Manor, TX 78653

**RE: 2023-P-1566-FP
Shadowglen Phase 3 Section 1 Final Plat
11215 North FM 973**

To Michael Burrell:

Please accept this *Comment Response Letter* in reply to the City of Manor's review, dated September 18, 2023 regarding the above-referenced project's project assessment review. Original comments have been included below for reference. All Kimley-Horn responses are listed in [Blue](#).

Engineer Review

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.

Response: We have received street name verification from the addressing department. See snip it below and email attached with this response packet.

RE: Street Name Reservation Shadowglen Phase 3 Section 1 - APP 52371 c1542139

 Phung, Janny <Janny.Phung@austintexas.gov>
To:  Kondo, Jacob;  Massey, Mason;  Addressing

 Reply  Reply All  Forward 

Wed 12/20/2023 10:30

External

 This sender Janny.Phung@austintexas.gov is from outside your organization.
 This message is part of a tracked conversation. Click here to find all related messages or to open the original flagged message.

Some people who received this message don't often get email from janny.phung@austintexas.gov. [Learn why this is important](#)

Hello,

Broomfield St and not Broomfield Rd. Many of the names below were reserved in 2019.

The following has been reserved:

- Tollington Street
- Collingham Road
- ~~Broomfield Road~~ -- Broomfield St
- Rothwell Road
- Fairholme Street
- Duckham Drive
- Rosecomb Road
- Doves Nest Drive

A list of all street names reserved and currently in use in Travis County is available online at:
<https://data.austintexas.gov/City-Government/911-Addressing-Street-Name-Master-List/kumu-nbtd/data>

Thank you for your patience,

iv. Where applicable all document numbers should be filled in on the final plat.

Response: Documents cannot be recorded until once Travis County has reviewed and approved the construction plans. Travis County will not look at any easements for review until during the construction plan review process. The issue is that the county requires the plat to be approved first before the construction plans can be reviewed. This is why we would need city approval of the plat so that we can move forward with construction plan review with the county. Can this comment be applied to the construction plans that are currently in review and not the plat?

END OF COMMENT REPORT

Please contact me at (512) 418-1771 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Jacob Kondo, P.E.
Project Manager

August 1, 2025
City of Manor
105 E Eggleston St
Manor, TX 78653

**Re: Summary of Changes Letter – 2023-P-1566-FP
Shadowglen Phase 3 Section 1 Final Plat
11215 North FM 973**

To Pauline Gray and Tyler Shows:

Please accept this Summary of Changes Letter for the above-referenced project.

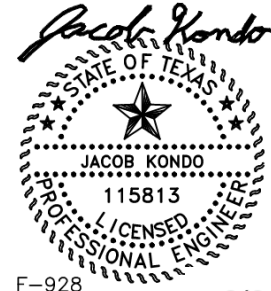
The final plat was approved on March 27, 2024 by the City of Manor, but never recorded. Instead this project posted alternative fiscal with Travis County which allowed us to move forward with Construction Plan permits and Construction. Since March of 2024, this final plat has been held in abeyance by Travis County until either the remaining fiscal has been posted or construction has been completed and all improvements have been accepted. Because the final plat is held in abeyance we are requesting that the City of Manor review updates to the final plat under the original project number, 2023-P-1566-FP. The updates to the final plat are explained below:

- The contractor has completed final grading for the site and we are needing to update the final plat to show the revised Atlas 14 floodplain. The new Atlas 14 floodplain line as shown on the plat is based off the asbuilt survey we received from the contractor.
- The FEMA Zone A floodplain line is still shown in its original location due to the LOMR having not been approved yet. After discussion with Travis County it was determined that the Final Plat can move forward with recordation if a new temporary drainage easement has been delineated around the FEMA zone A floodplain until such time as the LOMR has been approved. We have shown the new temp drainage easement around the FEMA floodplain line with this updated final plat.
- It was also discussed with Travis County that the single family lots that are still within the FEMA Zone A floodplain be removed from this Shadowglen Phase 3 Section 1 Final Plat and later platted with a new short form plat application. We have removed the single family lots that are encumbered with the FEMA zone A floodplain on this updated final plat. In place of the removed single family lots we show the space as part of the remainder lot.
- Lot 42 block B has been extended behind the single family lots of block B in order to contain the footprint of the proposed retaining wall. With this extension the proposed retaining wall, to include its footings, will be entirely within lot 42 block B.

Should you have any questions or additional comments, please feel free to contact me using the information in my signature below.

Sincerely,
Kimley-Horn and Associates, Inc.

Jacob Kondo, P.E.
Project Manager
(737) 471-0326



F-928

8/01/25



1500 County Road 269
Leander, TX 78641

9601 Amberglen Blvd #109
Austin TX 78729

Date: Thursday, August 28, 2025

jacob Kondo
Kimley-Horn
10814 Jollyville rd suite 200
Austin 78759
jacob.kondo@kimley-horn.com

Permit Number 2023-P-1566-FP
Job Address: Rector Loop, Manor 78653

Dear jacob Kondo,

We have conducted a review of the final plat for the above-referenced project, submitted by jacob Kondo and received by our office on August 04, 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