

CITY OF AUSTIN – PLANNING AND DEVELOPMENT REVIEW DEPARTMENT
SUBDIVISION APPLICATION – MASTER COMMENT REPORT



CASE NUMBER: **C8-2013-0221.0A**
REVISION #: **00**
CASE MANAGER: **Cesar Zavala**
UPDATE: **U0**
PHONE #: **512-974-3404**

PROJECT NAME: **Ross Complex**
LOCATION: **5501-1/2 ROSS RD**

SUBMITTAL DATE: **December 20, 2013**
REPORT DUE DATE: **January 17, 2014**
FINAL REPORT DATE: **January 17, 2014**

STAFF REPORT:

This report includes all staff comments received to date concerning your most recent subdivision application submittal. The comments may include requirements, recommendations, or information. The requirements in this report must be addressed by an updated submittal.

The subdivision application will be approved when all requirements from each review discipline have been addressed. However, until this happens, your application is considered disapproved. Additional comments may be generated as a result of information or design changes provided in your update.

If you have any questions, problems, concerns, or if you require additional information about this report, please do not hesitate to contact your case manager at the phone number listed above or by writing to the City of Austin, Watershed Protection and Development Review Department, P.O. Box 1088, Austin, Texas 78704.

UPDATE DEADLINE (LDC 25-4-56; 25-4-82):

It is the responsibility of the applicant or his/her agent to update this subdivision application. **The final update to clear all comments must be submitted by the update deadline, which is June 3, 2014.** Otherwise, the application will automatically be denied. If this date falls on a weekend or City of Austin holiday, the next City of Austin workday will be the deadline.

EXTENSION OF UPDATE DEADLINE (LDC 25-1-88):

You may request an extension to the update deadline by submitting a written justification to your case manager on or before the update deadline. Extensions may be granted for good cause at the Director's discretion.

UPDATE SUBMITTALS:

A formal update submittal is required. You must make an appointment with the Intake Staff (974-2689) to submit the update. Please bring a copy of this report with you upon submittal to Intake.

Please submit 5 of the plans and 5 copies of a letter that address each comment for distribution to the following reviewers. Clearly label information or packets with the reviewer's name that are intended for specific reviewers. **No distribution is required for the Planner 1.**

REVIEWERS:

Planner 1 : Rosemary Ramos
Electric : David Lambert
Subdivision : Cesar Zavala
Transportation : Sangeeta Jain
Austin Water Utility : Neil Kepple
Environmental : James Dymkowski

Drainage Engineering Review - Benny Ho - 512-974-3402

Release of this application does not constitute a verification of all data, information, and calculations supplied by the applicant. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not the application is reviewed for code compliance by city engineers.

This site is located at 5501-1/2 Ross Road in the Dry Creek East Watershed, which is classified as a Suburban Watershed.

DE1. There is no outstanding drainage engineering related issue.

All drainage engineering comments are cleared.

Water Quality Review - Benny Ho - 512-974-3402

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This site is located at 5501-1/2 Ross Road in the Dry Creek East Watershed, which is classified as a Suburban Watershed.

WQ1. There is no outstanding water quality related issue.

All water quality comments are cleared.

911 Addressing Review - Cathy Winfrey - 512-974-2398

AD1: This plat review is cleared; however, any changes to street names, street name labels, or street layouts will require a new review.

Environmental Review - Jim Dymkowski - 512-974-2707

Please be advised that additional comments may be generated as update information is reviewed. If an update has been rejected, reviewers are not able to clear comments based on phone calls, emails, or meetings, but must receive formal updates in order to confirm positive plan set changes.

EV 1 Please remove plat note #17 as the new WPO ordinance adopted in October changed this requirement and it is unnecessary for the plat as the code will be addressed with the development permits. This comment may be cleared informally by providing staff with a PDF revision of the notes sheet that I will check when you bring in the final Mylar prior to approval.

Flood Plain Review - David Marquez - 512-974-3389

No comments

Mapping Review - Richard Sigmon - 512-974-2288

Successful 'Initial' Final Plat review...

Distribution to Mapping for all Updates or Corrections is required

Transportation Review - Sangeeta Jain - 512-974-2219

- TR1. Show a survey tie across all existing streets bordering or traversing this subdivision to verify right-of-way width (or provide a copy of the street deed). This is for Spiers Way. LDC, 25-4-131.
- TR2. Dedicate up to 57 feet of right-of-way from the existing centerline along Ross Road in accordance with the Austin Metropolitan Area Transportation Plan (AMATP). LDC, 25-6-55. AMATP calls for a total of 114 feet of right-of-way for a four-lane, major arterial divided.
- TR3. Streets of new subdivisions must be in line with existing streets in adjoining property except where the Comprehensive Plan, topography, requirements of traffic circulation or other considerations make it desirable to depart from such alignment. LDC, 25-4-151. Extend Spiers Way or request a variance from the Planning Commission.
- TR4. Provide the following plat note: "Off-street loading and unloading facilities shall be provided on all commercial and industrial lots." LDC, 25-4-132(b).
- TR5. Additional comments may be provided when more complete information is obtained.

Austin Water Utility Review - Neil Kepple - 512-972-0077

- WW1. The landowner intends to serve each lot with City of Austin water and wastewater utilities. Each lot must have a separate water and wastewater utility connection and no existing or proposed plumbing may cross lot lines. The landowner, at own expense, will be responsible for providing the water and wastewater utility improvements, offsite main extensions, system upgrades, utility relocations and or abandonments to serve each lot.
- WW2. It appears that the intent of the PUEs on lot 1 may be intended for public water and or wastewater lines. If these are dedicated as such no private service lines would be allowed within the PUEs. Contact Pipeline engineering with your proposed service plan to determine whether internal public mains is an option and what they prefer in terms of easements (PUE or separate instruments with the construction plans if public mains proposed). Please provide their approval.

WW3. Replace plat note 1 with the following note:

The water and wastewater utility system serving this subdivision must be in accordance with the City of Austin utility design criteria. The water and wastewater utility plan must be reviewed and approved by the Austin Water Utility. All water and wastewater construction must be inspected by the City of Austin. The landowner must pay the City inspection fee with the utility construction.

WW4. The landowner's engineer must provide a construction cost estimate that includes all public water and wastewater utility improvements, service stubs, offsite main extensions, system upgrades, utility relocations and or abandonments required to provide separate service to each lot for review by AWU. The water and wastewater estimate once accepted should be included with the overall construction cost estimate sent to the drainage reviewer to determine your total review fee payment. The landowner must pay the Subdivision Engineering Review Fees once the fee estimate has been completed by the Drainage reviewer.

FYI: The landowner must pay the tap and impact fee once the landowner makes an application for a City of Austin water and wastewater utility tap permit.

Subdivision Review - Cesar Zavala - 512-974-3404

SR 1. The case requires a variance, include the Zoning & Platting Commission approval block on the plat as follows:

Accepted and authorized for record by the Zoning & Platting Commission of the City of Austin, Texas, this the _____ day of _____ 20__.

Betty Baker, Chairperson

Cynthia Banks, Secretary

SR 2. Please add the following NON-ADMINISTRATIVE approval block:

ACCEPTED AND AUTHORIZED FOR RECORD BY THE DIRECTOR,
PLANNING & DEVELOPMENT REVIEW DEPARTMENT, CITY OF
AUSTIN, COUNTY OF TRAVIS, THIS THE ____ DAY OF _____, 20__, AD.

Greg Guernsey, Director
Planning & Development Review Department

SR 3. Update the jurisdiction note to read with the following:

This subdivision is located within the Full Purposes Jurisdiction of the City of Austin, this the _____ day of _____ 2014 A.D.

SR 4. The following note should be placed on the plat should the Zoning & Platting Commission grant a variance to this plat.

A variance to Section >, of the Land Development Code, was granted by the Zoning & Platting Commission/Planning Commission on _____ (date).

- SR 5. Provide a lot table on the plat listing the lot square footage and the acres.
- SR 6. Please add the following note: "Parkland fees are required per Ordinance 20070621-027, or as amended, prior to approval of any site plan in this subdivision."
- SR 7. Remove the scale from the location map and list at N.T.S.
- SR 8. Include plat prepared date and application submittal date, December 5, 2013.
- SR 9. Please add the Case # in the bottom right hand corner of each sheet of the plans, C8-2013-0221.0A.
- SR 10. Paginate the plat sheets.
- SR 11. Please set up a meeting with Cory Harmon, or his designee, at (512)974-2882 in order for them to look at the utilities on this site. A sign-off (email) from Cory is required to clear this comment.
- SR 12. F.Y.I.: The City of Austin requires the following "Recordation Fee" prior to approval of this plat, \$22.50 for plats to be recorded in Travis County. This fee is not the County recordation fee required to record the plat. Please make an appointment with the "Intake Center" on the 4th floor at 974-2680 to pay the fee. All checks should be made payable to the City of Austin.
- SR 13. F.Y.I.: Original current (crimped) tax certificates showing all taxes having been paid for the past year must be provided at the time the plan/plat is cleared for approval. These tax certificates are available from the Tax Assessor/Collectors Office at the Travis County Courthouse, and must be ordered two (2) days prior to receipt. Tax receipts or other information in-lieu of certificates cannot be substituted. The County will NOT record the plat without them.
- SR 14. F.Y.I.: The following steps are required AFTER approval and the plat has been signed by the Commission (or Director if administrative) to record the plat. We send the plat to Millers to have 2 photographic mylar copies made (this takes 2-4 working days). Then we check to make sure that we have the current tax current tax certificates (showing that all taxes have been paid for the previous year)
- SR 15. F.Y.I.: Recording fees must be paid at the time this plat is approved. Original transparency(ies) will be required for recording. *Travis County* plat recording fees are \$58.00 per sheet for the first sheet and \$27.00 per sheet for any additional sheets. Other instruments (including Tax Certificates) are \$26.00 for the first page and \$4.00 for all other pages. The last page must have a bottom margin of 4 inches, or an additional \$4.00 will be charged. Recording fees must be paid by separate check made payable to the Travis County Clerk.
- SR 16. F.Y.I.: At the time of recording the following item(s) will be required: original county (crimped tax certificate), and any other document being recorded with the plat (like a Construction Agreement). The certificates must show ALL taxes paid for the previous year. (Travis County).

Electric Review - David Lambert - 512-322-6109

- EL 1. A fifteen foot electric and telecommunications easement is required to be granted along Ross Road. Show on the face of the plat.
- EL 2. FYI: Any relocation of existing electric facilities shall be at developer's expense.
- EL 3. FYI: Michael Pittman at ph. 512-505-7678 is the initial Austin Energy contact for electric service design.

End of Report