

SUBDIVISION REVIEW SHEET**CASE NO.:** C8-2023-0036.0A**COMMISSION DATE:** May 23, 2023**SUBDIVISION NAME:** Veranda Apartments**ADDRESS:** 7205 E Ben White Blvd, Austin, Texas 78744**APPLICANT:** Mac McElwrath**AGENT:** Ryan LaMarre (Quiddity Engineering)**ZONING:** MF-4-NP (Multi-Family, Moderate High) **NEIGHBORHOOD PLAN:** Southeast**AREA:** 18.04 acres**LOTS:** 1**COUNTY:** Travis**DISTRICT:** 2**WATERSHED:** Carson Creek**JURISDICTION:** Full Purpose**SIDEWALKS:** Sidewalks on state-maintained roadways must be approved by TxDOT.**VARIANCE:** N/A**DEPARTMENT COMMENTS:**

The request is for the approval of a service extension request for 250 feet of 12 inch water main and 200 or 270 feet of 8 inch gravity wastewater main for a 1 lot final plat on 18.04 acres.

The plat was originally disapproved for reasons on May 2, 2023. The applicant has submitted an update that addresses those reasons. The plat complies with the criteria for approval in LDC 25-4-84(B) and staff recommends approval.

STAFF RECOMMENDATION:

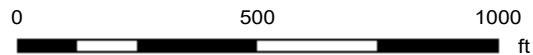
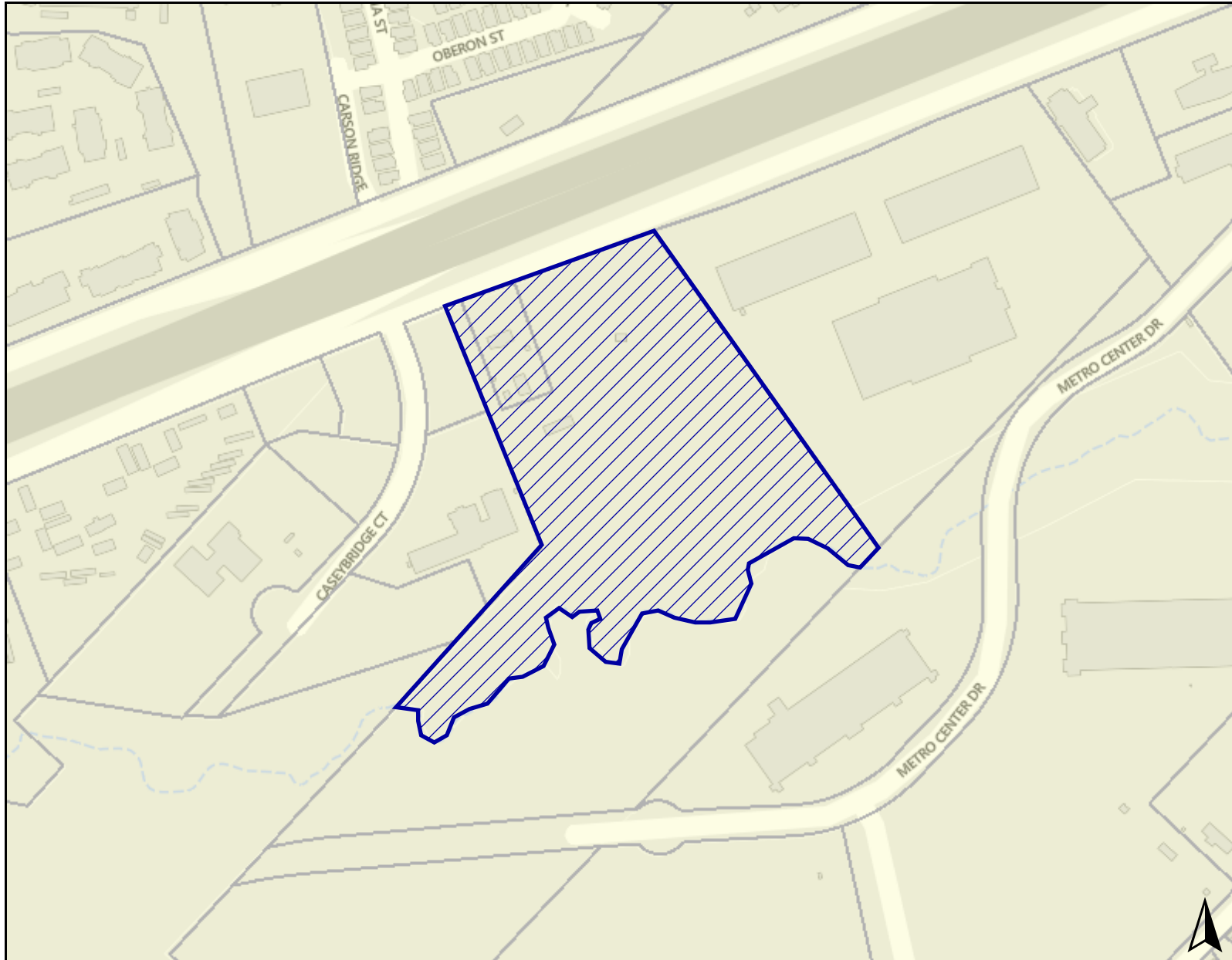
The staff recommends approval of the plat. This plat meets all applicable State and City of Austin LDC requirements.

CASE MANAGER: Nick Coussoulis**PHONE:** 512-978-1769**E-mail:** Nicholas.Coussoulis@austintexas.gov**ATTACHMENTS**

Exhibit A: Vicinity map

Exhibit B: Proposed plat

Exhibit C: Comment report dated May 17, 2023




3/30/2023

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey. This product has been produced by the City of Austin for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.

Legend

Property

Jurisdictions (No Fill)

 FULL PURPOSE


Appraisal Districts

TCAD Parcels



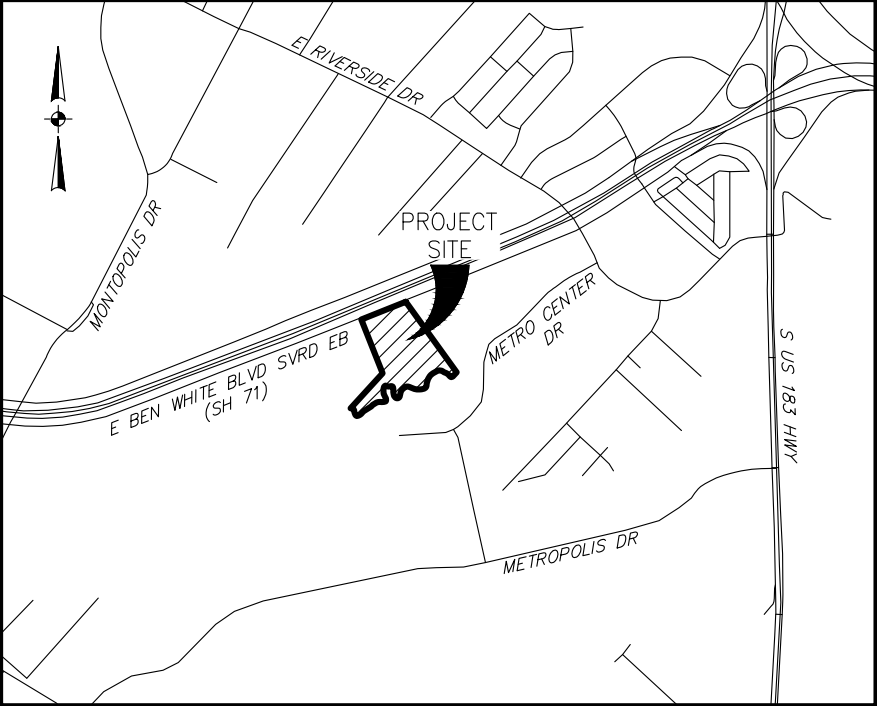
Jurisdictions Fill

Jurisdiction

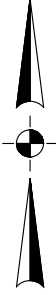
 FULL PURPOSE

Notes

7205 E Ben White Blvd



VICINITY MAP — N.T.S.



VERANDA APARTMENTS
FINAL PLAT

LEGEND

- IRON ROD FOUND AS NOTED
- IRON PIPE FOUND
- CALCULATED POINT
- CONCRETE MONUMENT FOUND
- PROPOSED SIDEWALK LOCATION
- SUBJECT PROPERTY LINE
- ADJOINING PROPERTY LINE
- EASEMENT LINE
- APPROX. FLOODPLAIN BOUNDARY
- O.P.R.T.C.T. OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS
- P.R.T.C.T. PLAT RECORDS OF TRAVIS COUNTY, TEXAS
- D.R.T.C.T. DEED RECORDS OF TRAVIS COUNTY, TEXAS

LINE	BEARING	DISTANCE
L1	S 76°26'45" W	20.02'
L2	N 58°49'59" W	13.55'
L3	N 44°17'26" W	14.28'
L4	N 42°38'13" W	20.58'
L5	N 52°44'29" W	23.88'
L6	N 72°11'26" W	14.48'
L7	N 67°17'24" W	17.10'
L8	N 54°23'17" W	20.59'
L9	N 60°36'28" W	16.32'
L10	N 82°18'45" W	28.93'
L11	S 75°10'59" W	17.09'
L12	S 63°00'01" W	21.81'
L13	S 64°15'32" W	24.57'
L14	S 60°16'20" W	20.67'
L15	S 52°47'06" W	31.22'
L16	S 39°34'29" W	21.61'
L17	S 30°44'22" W	29.37'
L18	S 23°24'12" W	16.54'
L19	S 18°45'31" W	26.31'
L20	S 15°00'40" W	20.39'
L21	S 07°15'16" W	17.58'
L22	S 09°34'57" W	16.46'
L23	S 24°18'10" W	19.83'
L24	S 51°06'21" W	22.54'
L25	S 77°50'07" W	33.12'
L26	S 82°11'00" W	23.53'
L27	N 87°37'13" W	34.44'
L28	N 80°47'00" W	29.91'
L29	N 67°24'08" W	36.07'
L30	N 67°33'01" W	25.92'
L31	N 74°23'19" W	20.73'
L32	S 87°38'09" W	14.30'
L33	S 81°02'39" W	21.20'
L34	S 48°26'01" W	22.67'
L35	S 50°10'28" W	25.64'
L36	S 29°57'25" W	22.45'
L37	S 22°31'53" W	12.97'
L38	S 13°40'36" W	36.33'
L39	S 14°30'19" W	23.99'
L40	S 41°21'38" W	16.04'

LINE	BEARING	DISTANCE
L41	S 72°45'49" W	18.60'
L42	N 68°41'47" W	20.09'
L43	N 40°08'50" W	29.42'
L44	N 14°41'32" W	23.30'
L45	N 07°11'11" W	23.18'
L46	N 00°20'12" W	37.45'
L47	N 08°26'46" W	25.40'
L48	N 47°21'51" W	10.11'
L49	N 70°43'37" W	14.27'
L50	S 75°57'50" W	15.79'
L51	S 83°04'33" W	20.16'
L52	N 75°00'58" W	20.38'
L53	N 67°03'31" W	15.21'
L54	S 60°22'09" W	16.81'
L55	S 25°16'29" W	14.50'
L56	S 09°25'24" W	26.63'
L57	S 00°32'20" E	35.08'
L58	S 08°11'38" E	17.82'
L59	S 25°21'56" E	45.29'
L60	S 26°37'56" E	15.28'
L61	S 06°20'25" E	25.54'
L62	S 29°33'18" W	12.35'
L63	S 75°58'37" W	21.05'
L64	S 86°01'58" W	26.88'
L65	N 88°30'55" W	19.30'
L66	S 85°53'43" W	23.61'
L67	S 73°23'47" W	20.09'
L68	S 60°17'20" W	52.56'
L69	S 44°17'02" W	31.12'
L70	S 40°45'33" W	40.16'
L71	S 52°02'49" W	20.63'
L72	S 63°57'27" W	20.59'
L73	S 75°00'53" W	19.92'
L74	N 55°34'52" W	16.79'
L75	N 21°53'14" W	26.05'
L76	N 14°28'38" W	20.48'
L77	N 07°37'27" W	20.50'
L78	N 45°59'28" W	14.31'
L79	N 64°27'18" W	18.09'
L80	N 82°49'19" W	16.13'

BEARING BASIS NOTE:

HORIZONTAL DATUM BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD 83, TEXAS CENTRAL ZONE, USING THE TRIMBLE CORS NETWORK. DISTANCES ARE SURFACE DISTANCES WITH A COMBINED SCALE FACTOR OF 1.00011.

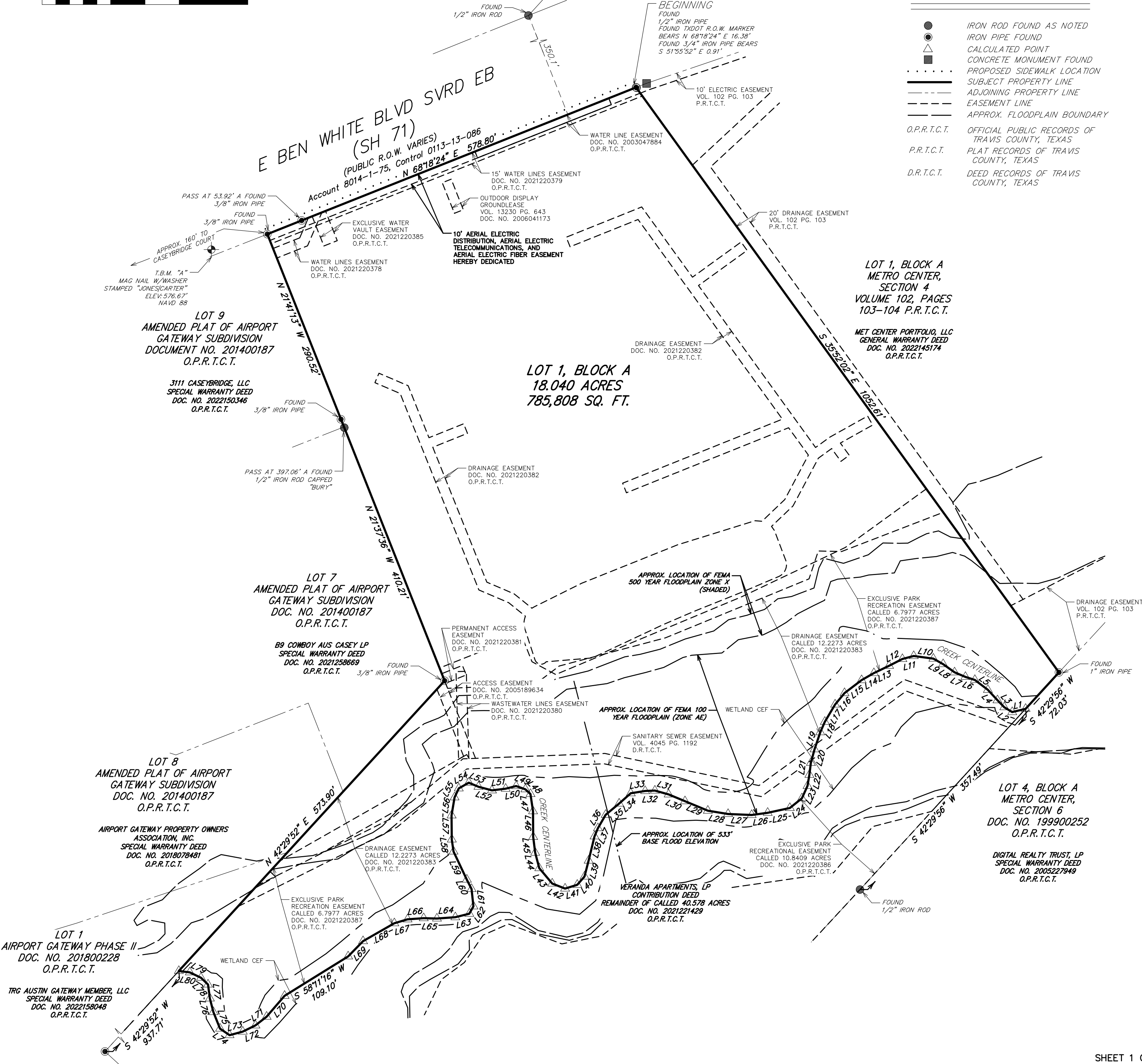
FILE:K:\16310\16310-0002-00 7135 E Ben White\1 Surveying Phase\CAD Files\Working Dwg\16310-0002-00 Plat.dwg

JOB NO:	16310-0002-00	DRAWN BY:	TJS
DATE:	May 4, 2023	CHECKED BY:	RLH
SCALE:	1" = 100'	REVISED:	



QUIDDITY

Texas Board of Professional Engineers and Land Surveyors Reg. No. 10046100
3100 Alvin Devane Boulevard, Suite 150 • Austin, TX 78741 • 512.441.9493



VERANDA APARTMENTS
FINAL PLAT

NOTES:

1.

No lot shall be occupied until the structure is connected to the City of Austin water and wastewater utility system.
2.

The water and/or wastewater easements indicated on this plat are for the purpose of construction, operation, maintenance, repair, replacement, upgrade, decommissioning and removal of water and/or wastewater facilities and appurtenances. No objects, including but not limited to, buildings, retaining walls, trees or other structures are permitted in water and/or wastewater easements except as approved by Austin Water.
3.

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 plans 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 connections.
4.

Water and wastewater will be provided by Austin Water Utility. A minimum horizontal clearance of 5' shall be maintained between any water and wastewater line and the power poles along E Ben White Blvd. A minimum vertical clearance of 17' shall be maintained between aerial facilities and any water or wastewater line along E Ben White Blvd.
5.

No objects, including but not limited to buildings, fences, landscaping or other obstructions are permitted in any drainage easement except as approved by the City of Austin.
6.

Property owners and/or assigns shall provide access to drainage easements as may be necessary and shall not prohibit access by the City of Austin or assigns for inspection or maintenance of said easement.
7.

Erosion and sedimentation controls are required for all construction on each lot, including single family and duplex construction, pursuant to the Land Development Code and Environmental Criteria Manual.
8.

Prior to construction on this subdivision, a site development permit must be obtained from the City of Austin.
9.

Any relocation of electric facilities shall be at owners expense.
10.

Austin Energy has the right to prune and/or remove trees, shrubbery and other obstructions to the extent necessary to keep the easements clear. The Utility will perform all tree work in compliance with the City of Austin Land Development Code.
11.

The owner/developer of this subdivision/lot shall provide Austin Energy with any easement and/or access required, in addition to those indicated, for the installation and ongoing maintenance of overhead and underground electric facilities. These easements and/or access are required to provide electric service to the building, and will not be located so as to cause the site to be out of compliance with the City of Austin Land Development Code.
12.

The owner of the property is responsible for maintaining clearances required by the National Electric Safety Code, Occupational Safety and Health Administration (OSHA) regulations, City of Austin rules and regulations and Texas state laws pertaining to clearances when working in close proximity to overhead power lines and equipment. Austin Energy will not render electric service unless required clearances are maintained. All costs incurred because of failure to comply with the required clearances will be charged to the owner.
13.

The owner shall be responsible for installation of temporary erosion control, revegetation and tree protection for electric utility work required to provide electric service to this project.
14.

By approving this plat, the City of Austin assumes no obligation to construct any infrastructure in connection with this subdivision. Any subdivision infrastructure required for the development of the lots in this subdivision is the responsibility of the developer and/or the owners of the lots. Failure to construct any required infrastructure to City standards may be just cause for the City to deny applications for certain development permits including building permits, site plan approvals, and/or certificates of occupancy.
15.

The owner of this subdivision, and his or her successors and assigns, assumes responsibility for plans for construction of subdivision improvements which comply with applicable codes and requirements of the City of Austin. The owner understands and acknowledges that plat vacation or replatting may be required, at the owner's sole expense, if plans to construct this subdivision do not comply with such codes and requirements.
16.

Prior to construction on lots in this subdivision, drainage plans will be submitted to the City of Austin for review. Rainfall run-off shall be held to the amount established by the regional detention plans approved by the City of Austin, except that run-off in excess of the amount established for the regional detention system shall be detained by the use of onsite ponding or other approved methods.
17.

Drainage easements on private property shall be maintained by the property owner and his/her assigns.
18.

Public sidewalks, built to City of Austin standards, are required along the following streets and as shown by a dotted line on the face of the plat: State Highway 71. These sidewalks shall be in place prior to the lot being occupied. Failure to construct the required sidewalks may result in the withholding of Certificates of Occupancy, building permits, or utility connections by the governing body or utility company.
19.

Waterway setbacks as defined by the Land Development Code may be located on this property. Development is limited within waterway setbacks.
20.

Parkland dedication requirements have been satisfied for 362 residential units with site plan SP-2020-0416C.
21.

Development of structures that require a building permit on this plat will be subject to the City of Austin Street Impact Fee as applicable prior to acquiring the building permit.
22.

Development of these lots shall comply with requirements of the Airport Hazard and compatible land use regulations, (Chapter 25-13) as amended.
23.

The presence of a Critical Environmental Feature on or near a property may affect development. All activities within the CEF buffer must comply with the City of Austin Code and Criteria. The natural vegetative cover must be retained to the maximum extent practicable; construction is prohibited; and wastewater disposal or irrigation is prohibited.
24.

This single lot subdivision shall have independent sewer tap(s), independent water meter(s), and its private water and sewer service lines shall be positioned or located in a manner that will not cross lot lines.

STATE OF TEXAS §
COUNTY OF TRAVIS §

I, Rex L. Hackett, am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that this plat complies with the surveying related portions of Title 25 of the City of Austin Land Development Code, and is true and correct to the best of my knowledge, and was prepared from an actual on the ground survey of the property made under my direction and supervision.

Rex L. Hackett
Registered Professional Land Surveyor No. 5573
Date _____
QUIDDITY ENGINEERING, LLC
3100 Alvin Devane Blvd., Suite 150
Austin, Texas 78741

This subdivision plat is located in the fully purpose jurisdiction of the City of Austin on this the _____ day of _____, 20____, A.D.

STATE OF TEXAS §
COUNTY OF TRAVIS §

I, Ryan W. LaMarre, am authorized under the laws of the State of Texas to practice the profession of engineering and hereby certify that this plat is feasible from an engineering standpoint and complies with the engineering related portions of Title 25 of the City of Austin Land Development Code, and is true and correct to the best of my knowledge.

FLOOD PLAIN NOTE:

By scaling the subject property onto the Federal Emergency Management Agency (FEMA) Flood Insurance Rate map (FIRM) No. 48453C0605K, revised date January 22, 2020, for Travis County, Texas, a portion of the subject property is in ZONE X (unshaded), defined as areas determined to be outside the 0.2% annual chance floodplain, ZONE X (shaded), defined as areas of 0.2% annual chance flood; annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and ZONE AE defined as special flood hazard areas subject to flooding by the 1% annual chance flood with base flood elevations determined. The Surveyor makes no representation as to the accuracy of said FIRM, or that it is the most current published flood map.

The 100-year floodplain is contained within the drainage easement(s) shown hereon. A portion of this tract is within the boundaries of the FEMA 100-year flood plain of any waterway that is within the limits of study of the Federal Flood Insurance Administration FIRM panel # 48453C0605K, dated January 22, 2020 for City of Austin, Travis County.

Ryan W. LaMarre
Registered Professional Engineer No. 143835
Date _____
QUIDDITY ENGINEERING, LLC
3100 Alvin Devane Blvd., Suite 150
Austin, Texas 78741

STATE OF TEXAS §
COUNTY OF TRAVIS §

APPROVED, ACCEPTED AND AUTHORIZED FOR RECORD BY THE DIRECTOR, DEVELOPMENT SERVICES DEPARTMENT, CITY OF AUSTIN, COUNTY OF TRAVIS, THIS THE _____ DAY OF _____, 20____, AD.

Nick Coussoulis for:
Jose Roig, Interim Director
Development Services Department

Accepted and authorized for record by the Land Use Commission of the City of Austin, Texas, on this, the _____ day of _____, 20____.

Chair Secretary

STATE OF TEXAS §
COUNTY OF TRAVIS §


I, Dyana Limon-Mercade, Clerk of Travis County, Texas do hereby certify that the foregoing Instrument of writing and its certificate of authentication was filed for record in my office on the _____ day of _____, 20____, A.D., at _____ o'clock ____M., duly recorded on the _____ day of _____, 20____, A.D., at _____ o'clock ____M., of said County and State in Document Number _____ in the Official Public Records of Travis County.

Witness my hand and seal of office of the county clerk, this the _____ day of _____, 20____, A.D.

Deputy, County Clerk
Travis County, Texas

FILE:K:\16310\16310-0002-00 7135 E Ben White\1 Surveying Phase\CAD Files\Working Dwg\16310-0002-00 Plat.dwg

JOB NO:	16310-0002-00	DRAWN BY:	TJS
DATE:	May 4, 2023	CHECKED BY:	RLH
SCALE:	1" = 100'	REVISED:	



QUIDDITY

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K:\16310\16310-0002-00 7135 E Ben White\1 Surveying Phase\CAD Files\Working Dwg\16310-0002-00 Plat.dwg

CASE#C8-2023-0036.OA

SHEET 2 OF 2

WATER AND WASTEWATER
SERVICE EXTENSION
REQUEST FOR
CONSIDERATION

Name: 7135 E Ben White Multifamily		Service Requested: Water
SER-4762	Hansen Service Request Number 844996	Date Received: 03/18/2020
Location: 7135 E BEN WHITE BLVD SVRD AUSTIN TX 78744		
Acres: 40.59	Land Use: MULTI FAMILY	LUE: 200
Alt. Utility Service or S.E.R. Number: City of Austin Wastewater SER-4763		
Quad(s): L18 L17	Reclaimed Pressure Zone: CENTRAL SERVICE AREA	DDZ: YES
Drainage Basin: CARSON	Pressure Zone: CENTRAL SOUTH	DWPZ: NO
Demand (Estimated Peak Hour): 440 GPM		FIRE FLOW: 2,000 GPM
Cost Participation: \$0.00	% Within City Limits: 100	% Within Limited Purpose: 0

Description of Improvements:
Applicant shall construct approximately 250 feet of 12-inch water main from the existing 12-inch water main (Project No. 2002-0019) located north of the subject tract and extend southwest along E Ben White Blvd EB to the existing 12-inch water main (Project No. 2014-0786) in Caseybridge Ct located west of the subject tract, as approximately shown on the attached map.

Applicant shall also dedicate an appropriately sized water easement to the City of Austin from the existing 12-inch water main (Project No. 2002-0019) located north of the subject tract along E Ben White Blvd EB to the eastern boundary of the subject tract, as shown on the attached map.

NOTES: 1) Water demand and sprinkled fire flow requirement based on engineering calculations received from William A.C. McAshan, P.E. of Jones Carter on 3/18/2020. 2) Depending on how the subject tract is ultimately developed, additional water main extension may be required along the frontage of the subject tract east of the existing 12-inch water main and this SER may need to be amended. 3) Please note that a revision to this SER will be required if the portion of the subject tract south of Carson Creek is developed in the future.

Approval of this Service Extension Request is subject to completion and acceptance of the improvements described above and the conditions set forth below:

1) Construction of all Service Extensions is subject to all environmental and planning ordinances.

2) Service Extensions are subject to the guidelines established in the Land Development Code, Chapter 25-9, Water and Wastewater Utility Service.

3) An approved Service Extension is not a reservation of capacity in the system, but is an acknowledgment of the intent to serve. Available capacity shall be confirmed at the time a development application is submitted.

4) The level of service approved by this document does not imply commitment for land use.



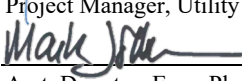

5) Public utility mains must meet City of Austin design and construction criteria and must be approved by Austin Water Engineering Review.

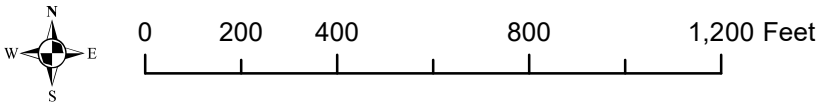
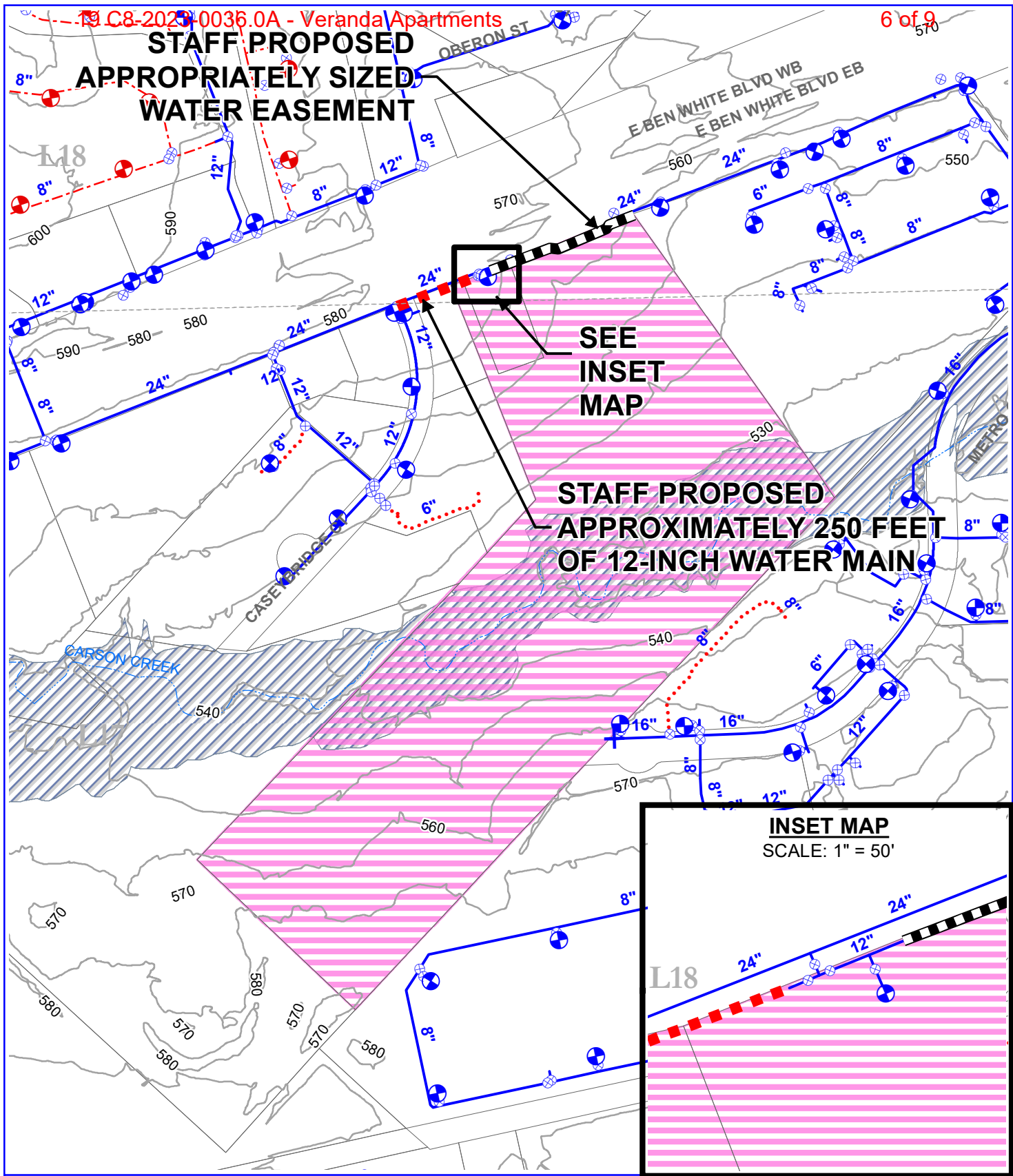
6) Approval of a site plan that meets the Fire Department requirements for fire control.

7) Proposed public water improvements will be dedicated to the City of Austin for ownership, operation, and maintenance.

8) Proposed public water improvements must be placed in the public right-of-way or approved utility easements. Utility easements must be approved by Austin Water Engineering Review and must be in place prior to construction plan approval.

9) The approved Service Extension will automatically expire 180 days after date of approval unless a development application has been accepted by the Development Services Department. The Service Extension expires on the date the development expires, or if approved, on the date the development application approval expires.

	7/9/2020		07/09/20
Project Manager, Utility Development Services	Date	Supervisor, Utility Development Services	Date
 for Kevin Critendon, P.E.	7/9/2020		07/10/2020
Asst. Director, Env., Planning, and Development Svcs.	Date	Director, Austin Water	Date



W. S.E.R. Name: 7135 E Ben White Multifamily
W. S.E.R. Number: 4762

Utility Development Services Plotted 6/9/2020

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WATER AND WASTEWATER
SERVICE EXTENSION
REQUEST FOR
CONSIDERATION

Name: 7135 E Ben White Multifamily		Service Requested: Wastewater
SER-4763	Hansen Service Request Number 844997	Date Received: 03/18/2020
Location: 7135 E BEN WHITE BLVD SVRD AUSTIN TX 78744		
Acres: 40.59	Land Use: MULTI FAMILY	LUE: 200
Alt. Utility Service or S.E.R. Number: City of Austin Water SER-4762		
Quad(s): L17 L18	Reclaimed Pressure Zone: CENTRAL SERVICE AREA	DDZ: YES
Drainage Basin: CARSON	Pressure Zone: CENTRAL SOUTH	DWPZ: NO
Flow (Estimated Peak Wet Weather): 138 GPM		
Cost Participation: \$0.00	% Within City Limits: 100	% Within Limited Purpose: 0

Description of Improvements:
Wastewater Service Option 1
Applicant shall construct approximately 200 feet of 8-inch gravity wastewater main from the existing 8-inch gravity wastewater main (Project No. 2014-0786: MH ID# 263376) in Caseybridge Ct and extend northeast to the subject tract, as approximately shown on the attached map.

Private pumping system may be required within the subject tract. Private pumping system will be privately owned, operated and maintained.

Wastewater Service Option 2
Applicant shall construct approximately 270 feet of 8-inch gravity wastewater main from the existing 18-inch wastewater interceptor (Project No. 71-0133; MH ID# 223088) located on the north side of Carson Creek and extend north within the subject tract to a point located outside the 100-year FEMA floodplain and the Critical Water Quality Zone (CWQZ), as approximately shown on the attached map.

Applicant shall install a manhole at the end of the proposed 8-inch gravity wastewater main described above. This manhole may be used in the future for odor control measures, if needed.

NOTES: 1) Wastewater flow based on engineering calculations received from William A.C. McAshan, P.E. of Jones Carter on 3/18/2020.
2) Please note that a revision to this SER will be required if the portion of the subject tract south of Carson Creek is developed in the future.

Approval of this Service Extension Request is subject to completion and acceptance of the improvements described above and the conditions set forth below:

1) Construction of all Service Extensions is subject to all environmental and planning ordinances.

2) Service Extensions are subject to the guidelines established in the Land Development Code, Chapter 25-9, Water and Wastewater Utility Service.

3) An approved Service Extension is not a reservation of capacity in the system, but is an acknowledgment of the intent to serve. Available capacity shall be confirmed at the time a development application is submitted.

4) The level of service approved by this document does not imply commitment for land use.

5) All onsite wastewater collection system components will be owned, operated, and maintained by the property owner.


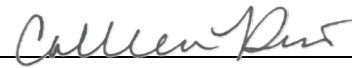


6) The procedures under City of Austin Code and Texas Commission on Environmental Quality Code for the abandoning of septic tanks must be followed.

7) Public utility mains must meet City of Austin Design and Construction Criteria and must be approved by Austin Water Engineering Review.

8) Proposed public wastewater improvements will be dedicated to the City of Austin for ownership, operation, and maintenance.

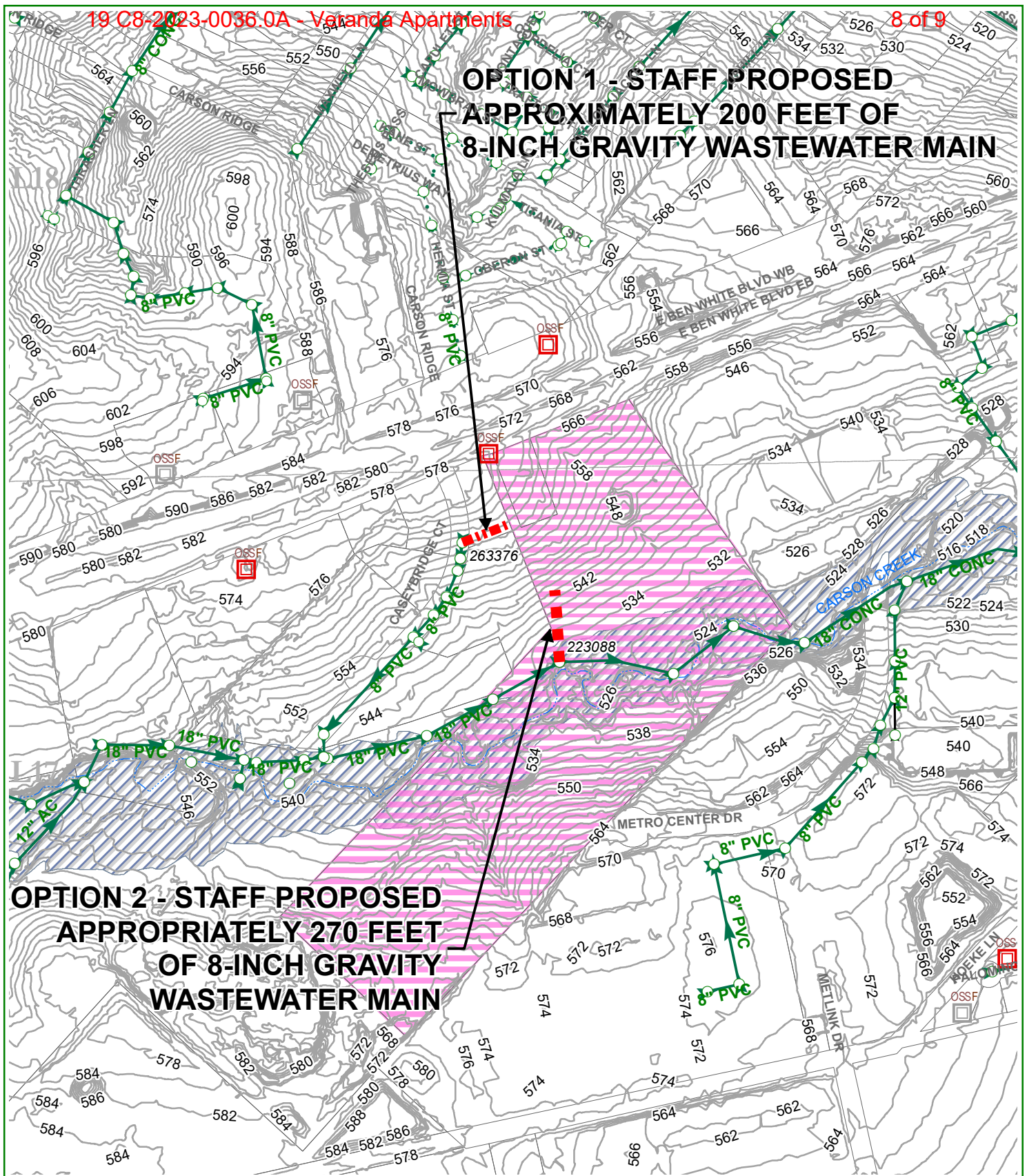
9) Proposed public wastewater improvements must be placed in the public right-of-way or approved utility easements. Utility easements must be approved by Austin Water Engineering Review and must be in place prior to construction plan approval.

10) The approved Service Extension will automatically expire 180 days after date of approval unless a development application has been accepted by the Development Services Department. The Service Extension expires on the date the development expires, or if approved, on the date the development application approval expires.

	7/9/2020		07/09/20
Project Manager, Utility Development Services	Date	Supervisor, Utility Development Services	Date
 for Kevin Critendon, P.E.	7/9/2020		07/10/2020
Asst. Director, Env., Planning, and Development Svcs.	Date	Director, Austin Water	Date

OPTION 1 - STAFF PROPOSED APPROXIMATELY 200 FEET OF 8-INCH GRAVITY WASTEWATER MAIN

OPTION 2 - STAFF PROPOSED APPROXIMATELY 270 FEET OF 8-INCH GRAVITY WASTEWATER MAIN



0 250 500 1,000 1,500 Feet



Subject Tract

100-yr FEMA Floodplain

W.W. S.E.R. Name: 7135 E Ben White Multifamily

W.W. S.E.R. Number: 4763

Utility Development Services Plotted 6/2/2020

CITY OF AUSTIN –DEVELOPMENT SERVICES DEPARTMENT
SUBDIVISION APPLICATION – MASTER COMMENT REPORT



CASE NUMBER: C8-2023-0036.0A
UPDATE: U2
CASE MANAGER: Nicholas Coussoulis
PHONE #:

PROJECT NAME: Veranda Apartments
LOCATION: 7205 E BEN WHITE BLVD SVRD EB

SUBMITTAL DATE: May 8, 2023
FINAL REPORT DATE: May 17, 2023

Congratulations! This subdivision has been approved. Please see below for information regarding the recording process:

- Mylars with original signatures and legible seals/stamps. The county recording office will not accept mylars that have faded signatures or blurry stamps.
 - Drop off in person at the following address:
 - **City of Austin Permitting and Development Center**
 - Attn: Nick Coussoulis**
 - 6310 Wilhelmina Delco Dr.**
 - Austin, TX 78752**
 - Send via mail to the following address:
 - **City of Austin Development Services Department**
 - Attn: Nick Coussoulis**
 - PO Box 1088**
 - Austin, TX 78767**
- Original tax certificates showing zero tax balances.
- Documents to record with the plat, such as easements or construction agreements.
- A check for **\$104.00** payable to the Travis County Clerk's office to record the 2 page plat and 1 tax certificate. If other documents will be recorded with the plat, contact the case manager to verify recording fees.