

**Bastrop, TX Special  
City Council Meeting Agenda**  
Bastrop City Hall City Council Chambers  
1311 Chestnut Street  
Bastrop, TX 78602  
(512) 332-8800



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**August 14, 2019 at 5:30 P.M.**

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*City of Bastrop City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.*

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As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purposes of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.

The City of Bastrop reserves the right to reconvene, recess, or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

**PLEASE NOTE: ANYONE WISHING TO ADDRESS THE COUNCIL MUST COMPLETE A CITIZEN COMMENT FORM AND GIVE THE COMPLETED FORM TO THE CITY SECRETARY PRIOR TO THE START OF THE REGULAR SESSION OF THE CITY COUNCIL MEETING AT 6:30 P.M..**

**1. CALL TO ORDER**

**2. WORK SESSION**

2A. Receiving briefing on Development Review Process and all changes necessary to comply with Texas Local Government Code Chapter 212 and 245, resulting from the 86<sup>th</sup> Legislative Session.

**3. ITEMS FOR INDIVIDUAL CONSIDERATION**

3A. Hold public hearing and consider action to approve the first reading Ordinance No. 2019-29 of the City Council of the City of Bastrop, Texas amending the Bastrop City Code of Ordinances, Chapter 14, Exhibit A – Zoning Ordinance, II – Administration, Section 8 – Planning & Zoning Commission, 8.4 Meetings to change the November & December Planning & Zoning Commission meeting dates to comply with Texas Local Government Code Chapter 212; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

A handwritten signature in black ink, located in the bottom right corner of the page.

- 3B. Hold public hearing and consider action to approve Ordinance 2019-32 of the City Council of the City of Bastrop, Texas amending Chapter 14 – Zoning, Section 1 – Enacting Provisions adding Section 6.2 Annual Adoption of Schedule of Uniform Submittal Dates for Site Plans, Zoning Changes, and Conditional Use Permits (CUP); Amending Chapter 10 – Subdivisions, Article 10.03 – Subdivision, Section 1 – General adding Section 1.1 Annual Adoption of Schedule of Uniform Submittal Dates for Public Improvement Plans; and Adopting Schedules of Uniform Submittal Dates For 2019/2020 for Site Plans, Plats, Zoning Change, CUP, and Public Improvement Plans, as shown as Exhibit A, in order to comply with Texas Local Government Code Chapter 212, which requires plats, site plans, and public improvement plans to be reviewed within thirty (30) days of submittal or deemed approved; establishing a repealing clause; providing severability; and providing an effective date.
- 3C. Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-30 of the City Council of the City of Bastrop, Texas amending Chapter 16, “Stormwater Drainage,” Sections 16.01.002, 16.01.007, 16.01.009, 16.01.010, 16.01.013, and 16.01.015; by defining stormwater pollution prevention plans, and establishing requirements for maintenance plans, erosion control plans, and easements as part of construction process for stormwater control, giving the City Council the responsibility of approving or disapproving recommendations from the Development Review Committee (DRC) and the authority to hear appeals regarding the administration of this chapter, and providing for findings of fact, enactment, enforcement, a repealer, and severability; establishing an effective date; proper notice and meeting; and move to include on the August 27, 2019 agenda for second reading.
- 3D. Hold Public Hearing and consider action to approve the first reading of Ordinance No. 2019-25 of the City Council of the City of Bastrop, Texas amending Appendix A – Fee Schedule, Sec. A3.01. - General provisions, Sec. A3.04. - Building code, Sec. A3.05. - Electricity—Electrical Code, Sec. A3.06. - Plumbing code, Sec. A3.07. - Mechanical code, Sec. A3.15. - Swimming pools, Sec. A3.16. - Moving of Structures, Demolition and Site Work, Sec. A3.20. – Signs, Sec. A3.21. - Streets, rights-of-way and public property, Sec. A10-03. - Subdivision ordinance, Sec. A14.01. - Zoning—General provisions and Adding Section A5.10 – Fire Planning Review and Inspection Fees; establishing a repealing clause; providing severability; and providing an effective date.
- 3E. Hold Public Hearing and consider action to approve the first reading of Ordinance No. 2019-26 of the City Council of the City of Bastrop, Texas amending Code of Ordinances, Article 10.03 – Subdivision Ordinance, Section 2 – General, Section 3 Purpose, Authority & Jurisdiction, Section 4 – Platting Procedures; and Section 5 – Standard Division Design Requirements; approving a Standardized Public Improvement Agreement, as attached as Exhibit A; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.
- 3F. Hold Public Hearing and consider action to approve the first reading of Ordinance No. 2019-27 of the City Council of the City of Bastrop, Texas amending Ordinance No. 2019-16 - Enhanced Permit Process – Chapter 5 Definitions; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.
- 3G. Hold Public Hearing and consider action to approve the first reading of Ordinance No. 2019-28 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 42 - Site Development Plan Review; establishing a repealing clause; providing



- severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.
- 3H. Hold Public Hearing and consider action to approve the first reading of Ordinance No. 2019-31 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 32 – PD – Planned Development District; establishing a repealing clause; providing severability; and providing an effective date; and move to include on the August 27, 2019 agenda for second reading.
- 3I. Hold Public Hearing and consider action to approve the first reading of Ordinance No. 2019-32 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 33 – CUP or C – Conditional Use Permit; establishing a repealing clause; providing severability; and providing an effective date and move to include on the August 27, 2019 agenda for second reading.
- 3J. Hold Public Hearing and consider action to approve the first reading of Ordinance No. 2019-33 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 10 - Changes and Amendments to all Zoning Ordinances and Districts, and Administrative Procedures; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.
- 3K. Hold public hearing and consider action to approve Ordinance 2019-34 of the City Council of the City of Bastrop, Texas adopting a Development Manual dated August 27, 2019 in compliance with Chapter 14 – Zoning, Section I – Enacting Provisions, Section 6.1 – Development Manual and Chapter 10 – Subdivisions, Article 10.03 – Subdivision, Section 3 – Purpose, Authority and Jurisdiction, as shown as Exhibit A; establishing a repealing clause; providing severability; and providing an effective date.
- 3L. Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-35 of the City Council of the City of Bastrop, Texas adopting Construction Standards Technical Manual dated January 2012, amending Chapter 1 – II References, Abbreviations, and Definitions and adding Street Sign Standard, as attached in Exhibit A; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.
- 3M. Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-30 of the City Council of the City of Bastrop, Texas amending the City of Bastrop Stormwater Drainage Design Manual, Section 2 – Stormwater Drainage Policy, b – Stormwater Drainage Design Process, Section 3 – Conceptual Drainage Plans, Section 4 – Preliminary Drainage Plans, and Section 5 – Final Drainage Plans, and Section 6 – Operations and Maintenance Plan; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

#### 4. CITIZEN COMMENTS

*At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the City Secretary prior to the beginning of the Council meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council is limited to making a statement of specific factual information or a recitation of existing policy in*



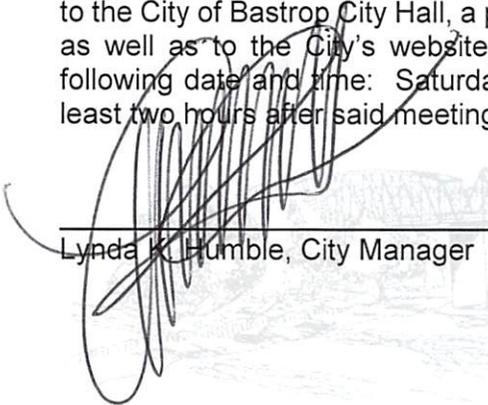
*response to the inquiry. Issues may be referred to City Staff for research and possible future action.*

*To address the Council concerning any item on the agenda, please submit a fully completed request card to the City Secretary prior to the start of the meeting.*

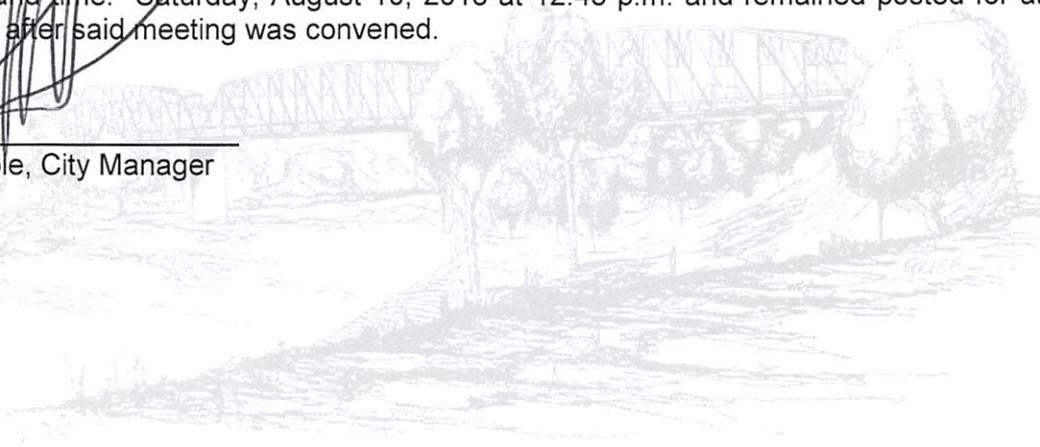
*It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Council to allow a member of the public to slur the performance, honesty and/or integrity of the Council, as a body, or any member or members of the Council individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Council and/or any person in the Council's presence will not be tolerated.*

## **5. ADJOURNMENT**

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenient and readily accessible to the general public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: Saturday, August 10, 2018 at 12:45 p.m. and remained posted for at least two hours after said meeting was convened.



\_\_\_\_\_  
Lynda K. Humble, City Manager





# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 2A

**TITLE:**

Receive briefing on Development Review Process and all changes necessary to comply with Texas Local Government Code Chapters 211, 212, and 245 resulting from the 86th Legislative Session.

**STAFF REPRESENTATIVE:**

Lynda Humble, City Manager

**ATTACHMENT:**

- PowerPoint Presentation



**2A. Receive Briefing on Development Review Process and all changes necessary to comply with Texas Local Government Code Chapters 211, 212 and 245 resulting from 86<sup>th</sup> Legislative Session.**



# **Changes to the Development Process in order to comply 86<sup>th</sup> Legislative Session**

- 1. Review changes required to Development Process in order to comply with H.B. 3167.**
- 2. Review changes required to Fee Schedule in order to comply with H.B. 852, add new fees, and modify existing fees to seek 75% cost recovery. – Item #3D**
- 3. Review changes to Stormwater Drainage Ordinance allowing appeals to come to Council rather than Board of Adjustments. – Item 3C**



# **1. Changes to the Development Process in order to comply with H.B. 3167 – 86<sup>th</sup> Legislative Session**



# Goal of H.B. 3167 – 86<sup>th</sup> Legislative Session:

- **Certainty**
- **Predictability**



**What is H.B. 3167 – 86<sup>th</sup> Legislative Session**

# Challenges of H.B. 3167 – 86<sup>th</sup> Legislative Session:

- **ALL cities are treated the same regardless of size of population or staff.**
  - **Austin, San Antonio, Houston, Dallas – large cities, large staff.**
  - **Bastrop, Elgin, Smithville, Lockhart – small cities, small staff.**



**What is H.B. 3167 – 86<sup>th</sup> Legislative Session**

# Three (3) Most Important Things to Know about H.B. 3167:

- 1. It goes into effect September 1, 2019.**
- 2. All plans/plats subject to Texas Local Government Code Chapter 211 and 212 must be approved, disapproved, or approved with conditions within 30 days by the municipal authority or it's deemed approved.**
- 3. In a legal action challenging a disapproval of a plan or plat under Chapters 211 and 212, the municipality has the burden of proving by clear and convincing evidence that the disapproval meets the requirements of Chapter 211 and 212 or any applicable law.**



**What is H.B. 3167 – 86<sup>th</sup> Legislative Session**

# Three (3) Most Important Things to Know about H.B. 3167:

## 1. It goes into effect September 1, 2019.

In order to comply with the September 1, 2019 deadline:

- Council must approve multiple ordinances, which require 2 readings.
- Council must approve these items with two (2) readings – scheduled for August 14<sup>th</sup> and August 27<sup>th</sup>.
- Planning & Zoning Commission will hold special meeting prior to August 27<sup>th</sup> to offer recommendations on the zoning ordinances.



## It's Impact on the City of Bastrop

# Three (3) Most Important Things to Know about H.B. 3167:

2. **All plans/plats\*** subject to Texas Local Government Code Chapter 211 and 212 must be approved, disapproved, or approved with conditions within 30 days by the municipal authority\*\* or it's deemed approved.



**It's Impact on the City of Bastrop**

# Three (3) Most Important Things to Know about H.B. 3167:

- **\*Plan** is defined as subdivision development plan, subdivision plan, subdivision construction plan, site plan, land development application, and site development plan.
- **\*Plat** is defined as preliminary plat, general plan, final plat, and replat.



**It's Impact on the City of Bastrop**

# Three (3) Most Important Things to Know about H.B. 3167:

- **\*\*Municipal Authority per Texas Local Government Code Chapter 212.006 is the Municipal Planning Commission.**
- **Once submittal is deemed administratively completed and accepted, Planning Commission or Administrative Authority MUST act within 30 days or it will be approved.**
- **MUST act, NOT review. Therefore, there will no longer be a “comment” period by staff.**



**It's Impact on the City of Bastrop**

# Three (3) Most Important Things to Know about H.B. 3167:

3. In a legal action challenging a disapproval of a plan or plat under Chapter 211 and 212, the municipality has the burden of proving by clear and convincing evidence that the disapproval meets the requirements of Chapter 211 and 212 or any applicable law.



**It's Impact on the City of Bastrop**

# Three (3) Most Important Things to Know about H.B. 3167:

- **A municipality that conditionally approves or disapproves a plan or plat SHALL provide the applicant a written statement of the conditions for the conditional approval or disapproval that clearly articulates EACH specific condition.**
- **Each condition or reason specified in written statement MUST:**
  - **Be directly related to the requirements under Chapter 211 and 212;**
  - **Include a citation to the law, including a statute or municipal ordinance (this requirement is why the agenda is SO LONG); and**
  - **may NOT be arbitrary.**



**It's Impact on the City of Bastrop**

## Other Notable Things to Know about H.B. 3167:

- The municipality must **NOT** establish a deadline for applicant to submit a response to a conditional approval or disapproval.
- Municipality that receives a response to a conditional approval or disapproval **SHALL** determine whether to approve or disapprove not later than the 15<sup>th</sup> day after the date the response was submitted.
- Municipal authority responsible for approving plats or the governing body of a municipality **may not** request or require an applicant to waive a deadline or other approval



**It's Impact on the City of Bastrop**

## **Other Notable Things to Know about H.B. 3167:**

- **Some replats require public hearings and a 15-day notice is required for publication.**
- **In order to meet the Bastrop Advertiser's deadlines, we will have to send notice either the day the plan is submitted or the next day (Completeness Check) by noon before the Planning & Zoning Commission meeting.**



**It's Impact on the City of Bastrop**

# Action Plan recommended by TML, APA-TX, and TCAA\*

\*Texas Municipal League, American Planning Association – TX Chapter, and Texas City Attorney's Association

- **Pre-Application Conference**
- **Define “Filed”**
- **Schedule Uniform Submittal Dates.**
- **Implement strict, methodical, timely set of internal procedures. NO flexibility. NO more informality.**
- **Checklists.**
- **Standardization of Forms.**



**It's Impact on the City of Bastrop**

# Action Plan recommended by TML, APA-TX, and TCAA\*

\*Texas Municipal League, American Planning Association – TX Chapter, and Texas City Attorney's Association

- **Decouple studies – avoid requiring engineering, traffic, drainage, or utility studies be submitted with plats or plans.**
- **No concurrent submittals. Require a system of sequential filings at certain intervals.**
- **Mandate all discretionary approvals from the City (e.g. rezoning, Planned Development Districts, variances, etc.) be secured in advance of submittal of plats/plans.**



**It's Impact on the City of Bastrop**

# Action Plan recommended by TML, APA-TX, and TCAA\*

\*Texas Municipal League, American Planning Association – TX Chapter, and Texas City Attorney's Association

- **FORBID** the submittal of applications for a final plat until the infrastructure has been completed and accepted, or fiscal security is posted.
- **Make sure** that a basis for denial is contained in the Code of Ordinances so that it can be cited.
- **Delegate approval authority** to city staff when allowed by state law.
- **Have forms and instructions** for applicants who voluntarily opt to seek a waiver on their own initiative.



**It's Impact on the City of Bastrop**

# Action Plan recommended by TML, APA-TX, and TCAA\*

\*Texas Municipal League, American Planning Association – TX Chapter, and Texas City Attorney's Association

- **Be prepared with accurate cost data to prepare for the necessary budget appropriations and adoption of new fees (or increase of existing fees) to fund a more complex permitting process.**
- **Have a process for applicants to escrow with the City sufficient funds to reimburse the City for its actual, out-of-pocket professional services fees related to the applications.**



**It's Impact on the City of Bastrop**

# Action Plan recommended by TML, APA-TX, and TCAA\*

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- **Be prepared with accurate cost data to prepare for the necessary budget appropriations and adoption of new fees (or increase of existing fees) to fund a more complex permitting process.**
- **Have a process for applicants to escrow with the City sufficient funds to reimburse the City for its actual, out-of-pocket professional services fees related to the applications.**



**It's Impact on the City of Bastrop**

# Proposed Process Overview

Will Review the Proposed Process in Three (3) Steps:

1. **High Level Overview (30,000 foot)** – Flowchart of the Steps (Roadmap).
2. **Mid-Level Overview (10,000 foot)** – Summary of the Steps. (Written Directions)
3. **“In the Weeds” Overview (500 foot)** – Summary of each change by Agenda Item. Will serve as a guide for discussion and action. (Playbook)



**City's Legally Compliant Development Process**

# Proposed Process Overview

## STEP #1:

**High Level Overview (30,000 foot)**

**Flowchart of the Steps (Roadmap).**



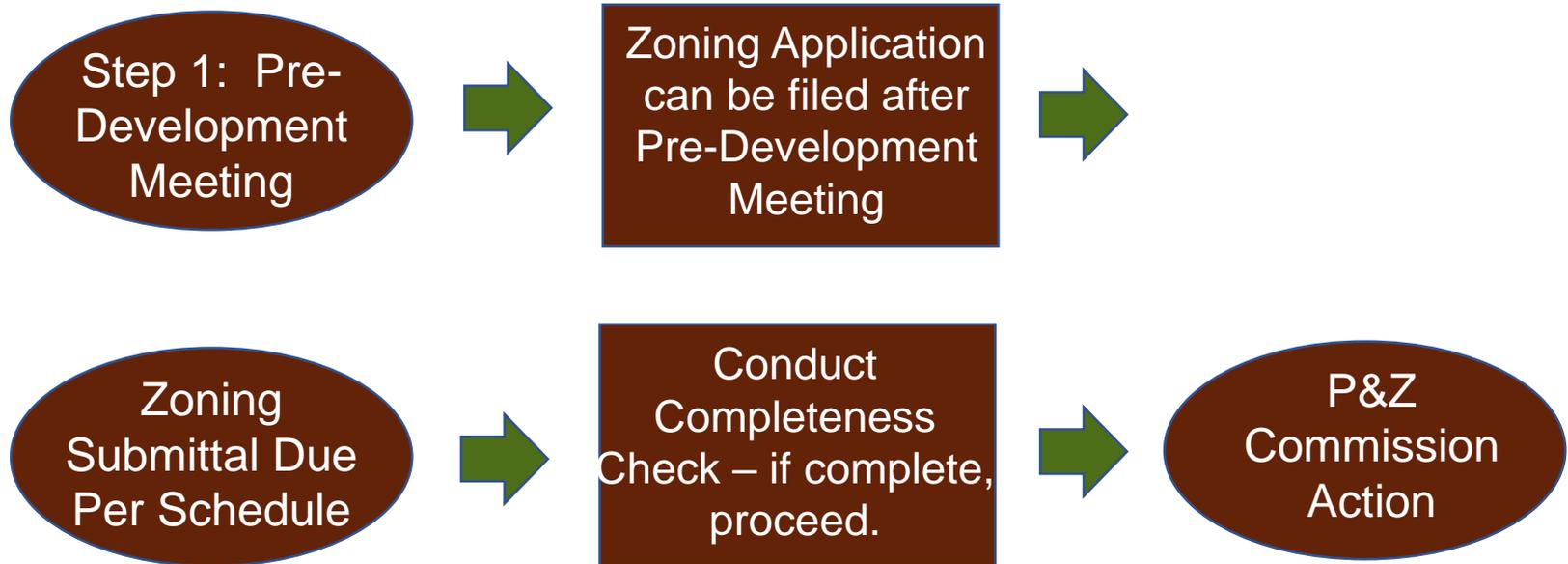
**City's Legally Compliant Development Process**

# Development Type Dictates Process

Property / Development Type	Zoning	Platting	Public Improvements	Site Plan
Single Lot – Residential	X	X (Minor Plat required, if not a Lot of Record)	X (if utility extension(s) are needed.)	
Single Lot – Multi-Family or Commercial	X	X	X (if public improvements are required)	X
Residential Subdivision	X	X	X	
Mixed-Used Development	X	X	X	X

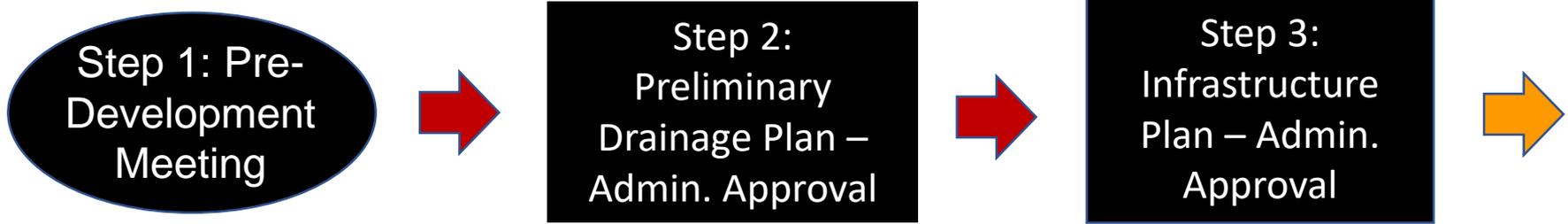
**City's Legally Compliant Development Process**

# Proposed Process Overview – Zoning Process

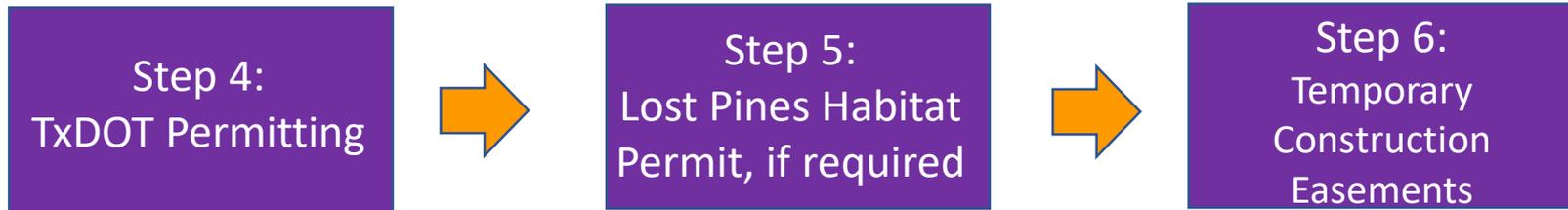


**City's Legally Compliant Development Process**

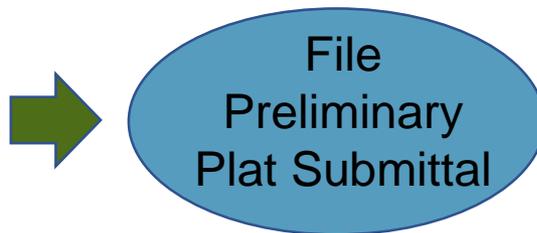
# Proposed Process Overview – Preliminary Plat Process



**Steps 1 – 3 are SEQUENTIAL and MUST be completed before proceeding to next step.**



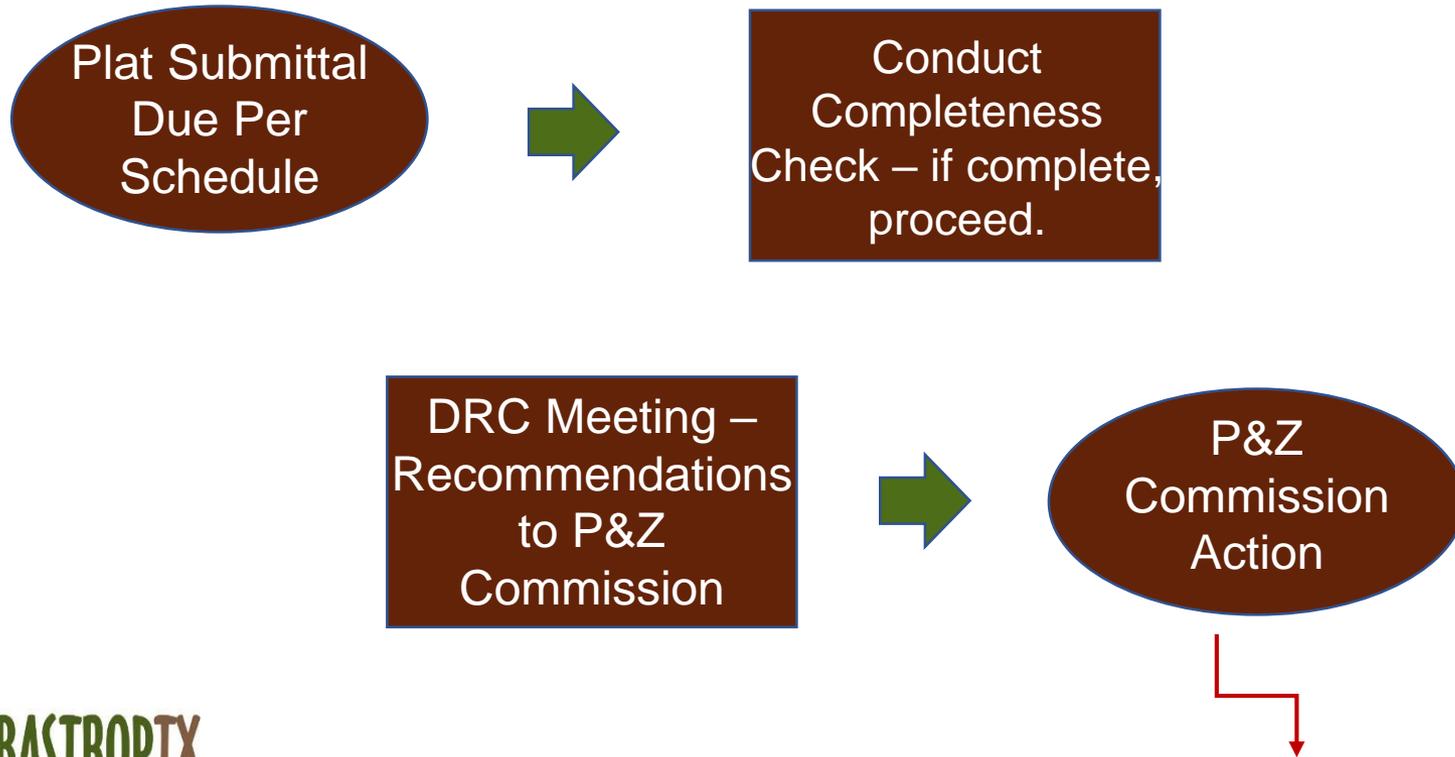
**Steps 4 - 6 are CONCURRENT and MUST be completed before plat submittal.**



**NOTE: At this point, ALL engineering elements have been removed from platting and approved. ALL permits that impact a plat have been acquired. The Plat should be “lines on a map.”**

**City’s Legally Compliant Development Process**

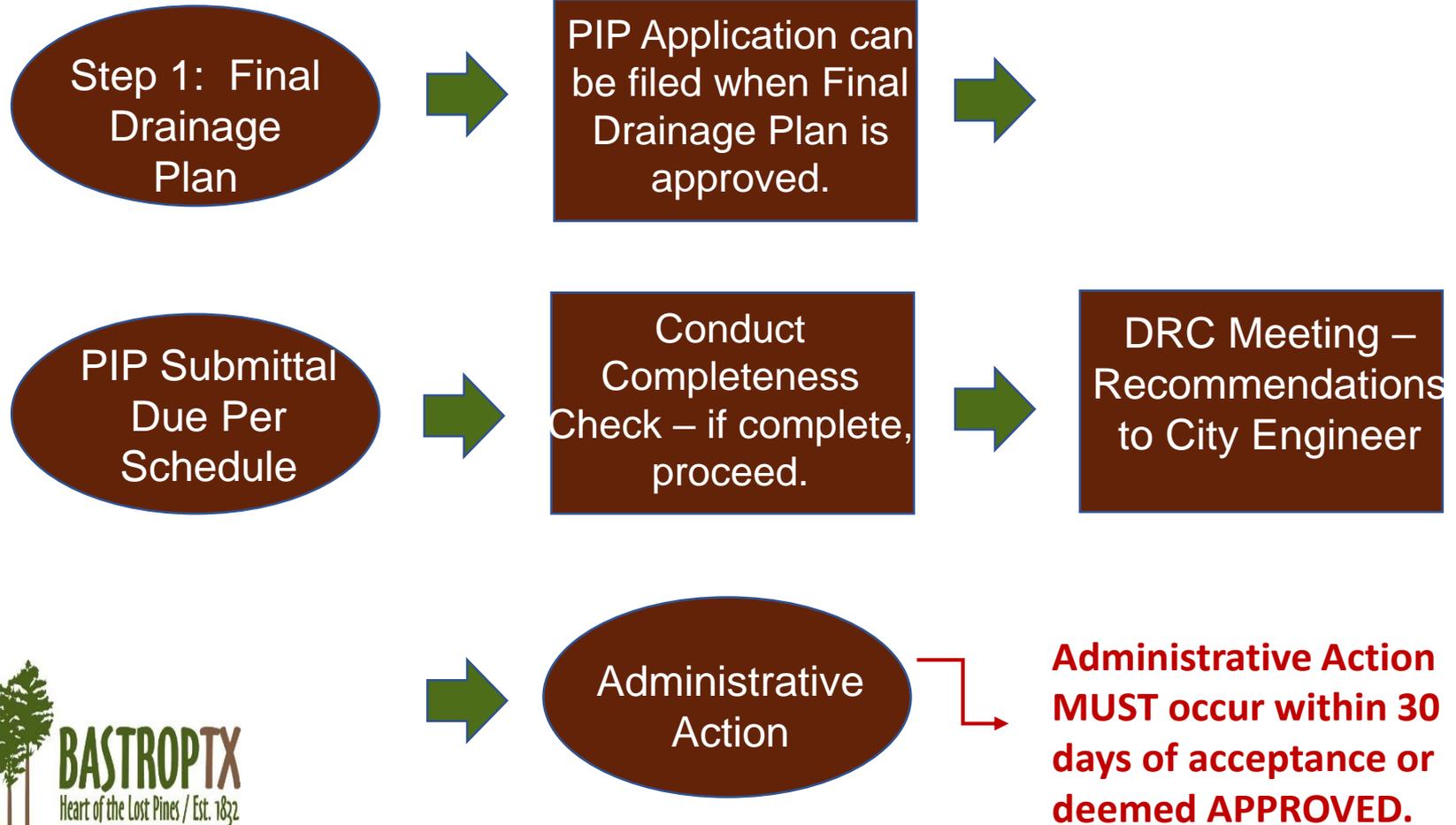
# Proposed Process Overview – Preliminary Plat Process



**P & Z Commission Action MUST occur within 30 days of acceptance or deemed APPROVED.**

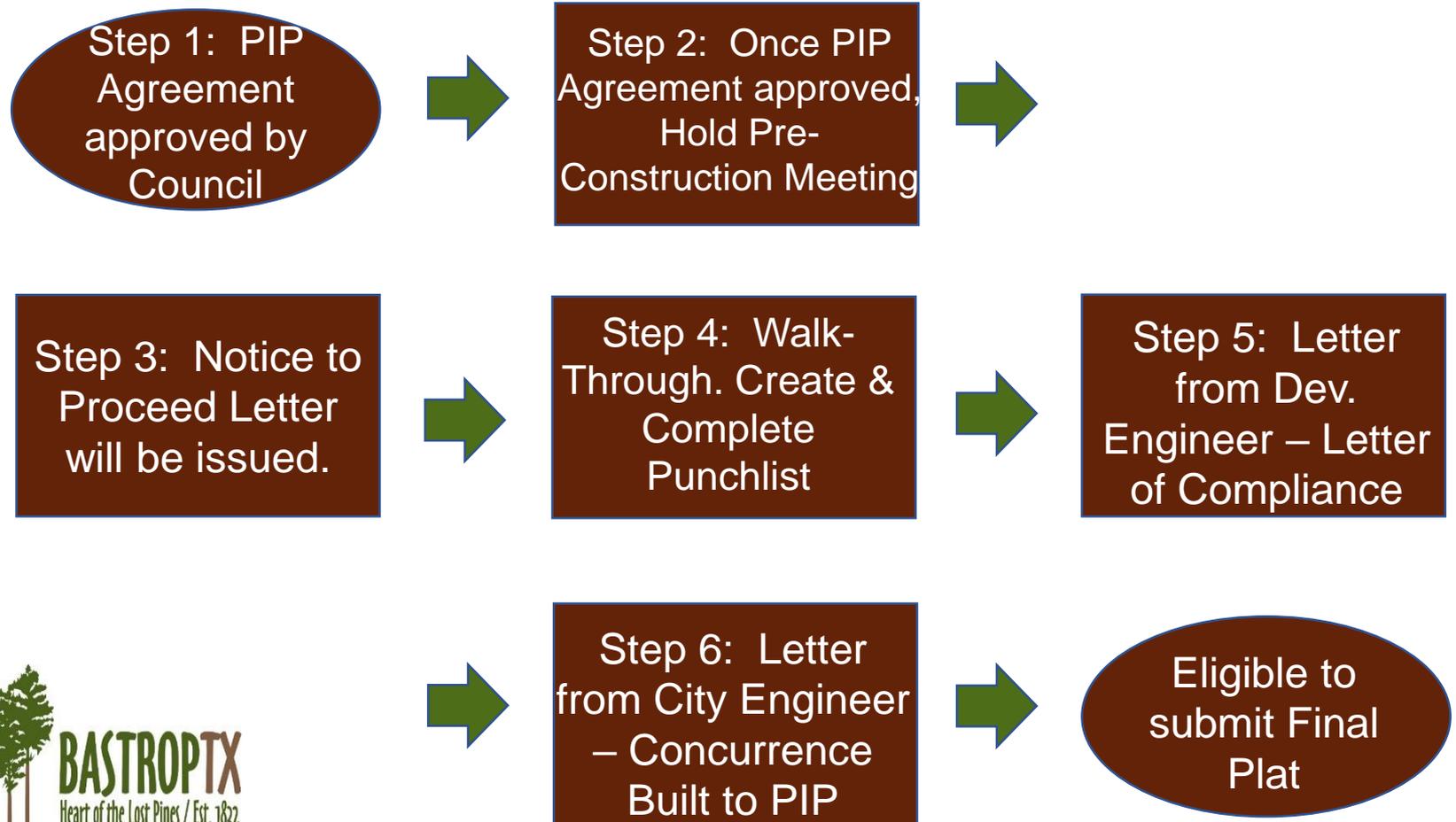
**City's Legally Compliant Development Process**

# Proposed Process Overview – Public Improvement Plan (PIP)



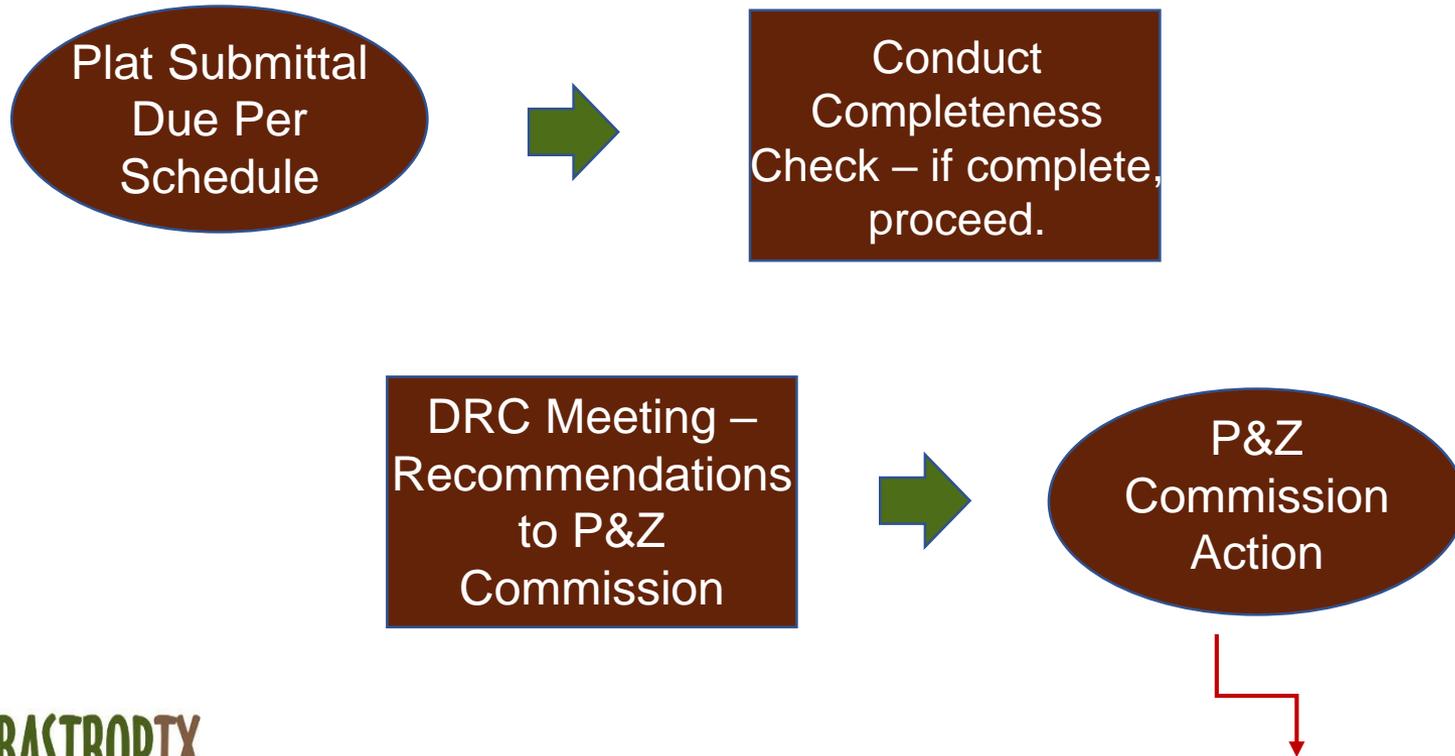
**City's Legally Compliant Development Process**

# Proposed Process Overview – Construction of PIP



# Proposed Process Overview – Final Plat Process

Once P&Z Commission Approves Final Plat – Infrastructure is Deemed Accepted by City



**City's Legally Compliant Development Process**

# Proposed Process Overview – Site Plan Process



**City's Legally Compliant Development Process**

# Proposed Process Overview – Building Permits

At this point in the process:

Property is appropriately zoned. ✓



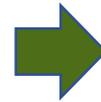
Property has an approved Final Plat. ✓



Infrastructure has been accepted by the City. ✓



Site Plan is approved. ✓



Development Process is complete. Property is ready for “vertical” construction.

**City’s Legally Compliant Development Process**

# Proposed Process Overview – Schedule of Uniform Submittal Dates

## EXHIBIT A

### 2019 – 2020 Plat & Site Plan Schedule of Uniform Submittal Dates

Plat Submissions will only be accepted on these dates between 8:00 a.m. - 12:00 p.m.	All Submissions shall be reviewed for completeness and must be deemed administratively complete to be considered filed.	Due Date for Public Notice Notification in the Bastrop Advertiser, if Public Hearing is Required.	Responses to Approval with Conditions will only be accepted on these dates between 8:00 a.m. – 3:00 p.m. for Inclusion on Planning & Zoning Commission Meeting Agenda or Administrative Review in the same month. (15 Day Review Requirement or Deemed Approved)	DRC Committee Review – Staff Recommendation to Approve, Approve with Conditions or Disapprove	Planning & Zoning Commission Packet Published	Planning & Zoning Commission Meeting Date / Administrative Decision for Amending Plats & Replats not requiring Public Hearing.
9/3/2019	9/3/2019	9/3/2019	9/13/2019	9/19/2019	9/20/2019	9/26/2019
10/7/2019	10/8/2019	10/8/2019	10/18/2019	10/24/2019	10/25/2019	10/31/2019
10/28/2019	10/29/2019	10/29/2019	11/08/2019	11/14/2019	11/15/2019	11/21/2019
11/25/2019	11/26/2019	11/26/2019	12/06/2019	12/12/2019	12/13/2019	12/19/2019
1/06/2020	1/7/2020	1/7/2020	1/17/2020	1/23/2020	1/24/2020	1/30/2020
2/3/2020	2/4/2020	2/4/2020	2/14/2020	2/20/2020	2/21/2020	2/27/2020
3/3/2020	3/3/2020	3/3/2020	3/13/2020	3/19/2020	3/20/2020	3/26/2020
4/6/2020	4/7/2020	4/7/2020	4/17/2020	4/23/2020	4/24/2020	4/30/2020
5/4/2020	5/5/2020	5/5/2020	5/15/2020	5/21/2020	5/22/2020	5/28/2020
6/1/2020	6/2/2020	6/2/2020	6/12/2020	6/18/2020	6/19/2020	6/25/2020
7/6/2020	7/7/2020	7/7/2020	7/17/2020	7/23/2020	7/24/2020	7/30/2020
8/3/2020	8/4/2020	8/4/2020	8/14/2020	8/20/2020	8/21/2020	8/27/2020
8/31/2020	9/1/2020	9/1/2020	9/11/2020	9/17/2020	9/18/2020	9/24/2020
10/5/2020	10/6/2020	10/6/2020	10/16/2020	10/22/2020	10/23/2020	10/29/2020
10/26/2020	10/27/2020	10/27/2020	11/6/2020	11/12/2020	11/13/2020	11/19/2020
11/23/2020	11/24/2020	11/24/2020	12/4/2020	12/10/2020	12/11/2020	12/17/2020

\*Scheduled for adoption by City Council on August 27, 2019



### Plat & Site Plan Schedule of Uniform Submittal Dates – 2019/2020

# City's Legally Compliant Development Process

# Proposed Process Overview – Public Improvement Plan Agreement

CITY OF BASTROP, TEXAS  
Public Improvement Plan Agreement

*INSERT PROJECT NAME*

The State of Texas  
County of Bastrop

WHEREAS, *INSERT OWNER NAME* hereinafter referred to as, "Developer", is the developer of the following described property and desires to make certain improvements to the following lots and blocks in *INSERT PROJECT NAME*, a proposed addition to the City of Bastrop, Texas: being *INSERT LOTS AND BLOCKS*; and

WHEREAS, the said Developer has requested the City of Bastrop, a Home Rule Municipality of Bastrop County, Texas, hereinafter referred to as, "City", to provide approvals and cooperative arrangements in connection with said improvements:

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That said Developer, acting herein by and through *INSERT OWNER REPRESENTATIVE*, its duly authorized officer, and the City, acting herein by and through *INSERT CITY MANAGER* its City Manager, for and in consideration of the covenants and agreements herein performed and to be performed, do hereby covenant and agree as follows regarding assurance of construction of sanitary sewer facilities, streets, drainage, street lights and street signs, and park/trail improvements; summary of infrastructure (development) amounts; assurance payments to the City; payment of impact fees; and miscellaneous provisions relating to the acceptable completion of said construction according to the plans for *INSERT PROJECT NAME* approved by the City on *INSERT DATE OF PUBLIC IMPROVEMENT PLAN APPROVAL*.



## City's Legally Compliant Development Process

# Proposed Process Overview – Development Manual

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## City of Bastrop Development Manual



Planning & Development Department  
1311 Chestnut Street  
Bastrop, Texas 78602  
(512) 332-8840

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# City's Legally Compliant Development Process

# Proposed Process Overview

## Step #2:

**Mid-Level Overview (10,000 foot)**

**Summary of the Steps. (Written Directions)**



**City's Legally Compliant Development Process**

# Development Type Dictates Process

Property / Development Type	Zoning	Platting	Public Improvements	Site Plan
Single Lot – Residential	X	X (Minor Plat required, if not a Lot of Record)	X (if utility extension(s) are needed.)	
Single Lot – Multi-Family or Commercial	X	X	X (if public improvements are required)	X
Residential Subdivision	X	X	X	
Mixed-Used Development	X	X	X	X

**City's Legally Compliant Development Process**

# Process – Zoning

## Pre-Development Meeting (Mandatory) STEP 1

- Requires complete application and appointment
- Provide sketch drawing of lot, block and street layout
- Discuss land-uses/fiscal sustainability
- Feedback from Staff



**City's Legally Compliant Development Process**

# Process – Zoning

Zoning Submittal	Review for Completeness Check	Planning & Zoning Commission Consideration	City Council Consideration
<ul style="list-style-type: none"><li>Once Pre-Development Mtg. occurs, a completed Zoning application can be submitted according to the Zoning Schedule Uniform Submittal Dates.</li></ul>	<ul style="list-style-type: none"><li>Review for Administrative Compliance.</li><li>If complete, goes onto P&amp;Z Commission agenda.</li><li>If incomplete, submittal is rejected.</li></ul>	<ul style="list-style-type: none"><li>Conducts a Public Hearing.</li><li>Recommends approval or denial to City Council.</li></ul>	<ul style="list-style-type: none"><li>Conducts a Public Hearing.</li><li>Approves or denies Zoning request.</li></ul>

# Platting Process – Preliminary Plat

Pre-Submittal Meeting for Subdivision (Optional)	Pre-Development Meeting (Mandatory) STEP 1
<ul style="list-style-type: none"><li>• Meet with Staff to discuss process, design standards, and drainage requirements.</li></ul>	<ul style="list-style-type: none"><li>• Requires complete application and appointment</li><li>• Provide sketch drawing of lot, block and street layout</li><li>• Provide concept drainage plan</li><li>• Discuss land-uses/fiscal sustainability</li><li>• Comments from Staff within five (5) days that provide a roadmap</li></ul>



# Platting Process – Preliminary Plat

(Sequential Process – Removes all Engineering Elements)

## Preliminary Drainage Plan (Step 2)

- As required in Stormwater Drainage Manual – Checklist provided
- Requires a Geotechnical Report
- Shall be submitted and approved by City Engineer before going to Step 3.

## Infrastructure Plan (Step 3)

- Provides a “bird’s eye” view of proposed infrastructure improvements and how improvements will connect to existing infrastructure.
- Reviewed by City Engineer, Public Works (Parks, Water, Wastewater), Fire, Electric.
- Shall be submitted and approved by City Engineer before going to Step 4 – 6.



**City's Legally Compliant Development Process**

# Zoning Process – Preliminary Plat

## (Concurrent Process – External Processes Outside City Control)

TxDOT Permits (Step 4)	Lost Pines Habitat Conservation Permit (Step 5)	Temporary Construction Easements (Step 6)
<ul style="list-style-type: none"><li>If a TxDOT permit is required (use of their ROW) for sidewalks, driveways, etc., a copy of the issued TxDOT permit is required with the Preliminary Plat application.</li></ul>	<ul style="list-style-type: none"><li>If a Lost Pines Conservation Permit is required from County, a copy of this County issued permit is required with the Preliminary Plat application.</li></ul>	<ul style="list-style-type: none"><li>All temporary construction easements for infrastructure must be acquired and submitted with the Preliminary Plat application.</li></ul>



**City's Legally Compliant Development Process**

# Platting Process – Preliminary Plat

(Submission Process – 30 Approval Process Required by HB 3167)

Preliminary Plat Submittal	Review for Completeness Check	Planning & Zoning Commission Consideration
<ul style="list-style-type: none"><li>Once all of the required steps are met, a completed Preliminary Plat application can be submitted according to the Plat &amp; Site Plan Schedule Uniform Submittal Dates.</li></ul>	<ul style="list-style-type: none"><li>Review for Administrative Compliance.</li><li>If complete, goes onto P&amp;Z Commission agenda.</li><li>If incomplete, submittal is rejected.</li></ul>	<ul style="list-style-type: none"><li>Municipal authority for Plat approval.</li><li>If all standards are met, must approve within 30 days or deemed approved.</li><li>If disapprove, must give written reason.</li></ul>



**City's Legally Compliant Development Process**

# Process - Public Improvement Plan

## Final Drainage Plan – Step 1

- As required in Stormwater Drainage Manual – Checklist provided
- Requires a Geotechnical Report
- Shall be submitted and approved by City Engineer before filing Public Improvement Plan Application.



**City's Legally Compliant Development Process**

# Process – Public Improvement Plan (PIP)

(Submission Process – 30 Approval Process Required by HB 3167)

PIP Submittal	Review for Completeness Check	City Engineer – Administrative Review
<ul style="list-style-type: none"><li>Once all of the required steps are met, a completed PIP application can be submitted according to the PIP Schedule Uniform Submittal Dates.</li></ul>	<ul style="list-style-type: none"><li>Review for Administrative Compliance.</li><li>If complete, goes onto Development Review Committee agenda.</li><li>If incomplete, submittal is rejected.</li></ul>	<ul style="list-style-type: none"><li>Technical details that must meet City Council approved standards.</li><li>Must take action within 30 days or deemed approved.</li><li>If disapprove, must give written reason.</li></ul>



**City's Legally Compliant Development Process**

# Construction of Approved Public Improvement Plan

Approved PIP Agreement	Pre-Construction Meeting	Notice to Proceed
<ul style="list-style-type: none"><li>• Council must approve the PIP Agreement PRIOR to scheduling Pre-Construction Meeting.</li></ul>	<ul style="list-style-type: none"><li>• Mandatory Meeting scheduled by City Engineer.</li></ul>	<ul style="list-style-type: none"><li>• Issued in writing by City Engineer.</li></ul>



**City's Legally Compliant Development Process**

# Acceptance Process of Completed Public Infrastructure

Walk-Thru & Punch List	Maintenance Bond	Certification Process
<ul style="list-style-type: none"><li>• Walk-Thru with City Engineer &amp; Developer Representative</li><li>• Create punch-list</li><li>• Complete punch-list</li></ul>	<ul style="list-style-type: none"><li>• File 2 – year maintenance bond in accordance with approved PIP agreement.</li></ul>	<ul style="list-style-type: none"><li>• Developer’s Engineer must issue letter of compliance.</li><li>• City Engineer must issue letter of concurrence.</li></ul>



**City’s Legally Compliant Development Process**

# Process – Final Plat

## All requirements **MUST** be met:

- Preliminary Plat must be valid.
- All public infrastructure must be built.
- Letter of Concurrence issued by City Engineer.



**City's Legally Compliant Development Process**

# Platting Process – Final Plat

**(Submission Process – 30 Approval Process Required by HB 3167)**

Final Plat Submittal	Review for Completeness Check	Planning & Zoning Commission Consideration
<ul style="list-style-type: none"><li>Once all of the required steps are met, a completed Final Plat application can be submitted according to the Plat &amp; Site Plan Schedule Uniform Submittal Dates.</li></ul>	<ul style="list-style-type: none"><li>Review for Administrative Compliance.</li><li>If complete, goes onto P&amp;Z Commission agenda.</li><li>If incomplete, submittal is rejected.</li></ul>	<ul style="list-style-type: none"><li>Municipal authority for Plat approval.</li><li>If all standards are met, must approve within 30 days or deemed approved.</li><li>If disapprove, must give written reason.</li></ul>



**Once Planning & Zoning Commission approves the Final Plat, the infrastructure is deemed accepted by the City of Bastrop.**

**City's Legally Compliant Development Process**

# Process – Site Plan

## Site Plan – Step 1

- Property must be appropriately zoned.
- Property must be platted, unless it is a lot of record.
- All public improvements must be constructed and accepted, if required.
- NOTE: ONLY MULTI-FAMILY AND COMMERCIAL DEVELOPMENTS REQUIRE A SITE PLAN.



# Platting Process – Site Plan

(Submission Process – 30 Approval Process Required by HB 3167)

Final Plat Submittal	Review for Completeness Check	Director of Planning & Development – Administrative Review
<ul style="list-style-type: none"><li>Once all of the required steps are met, a completed Site Plan application can be submitted according to the Plat &amp; Site Plan Schedule Uniform Submittal Dates.</li></ul>	<ul style="list-style-type: none"><li>Review for Administrative Compliance.</li><li>If complete, goes onto Development Review Committee agenda.</li><li>If incomplete, submittal is rejected.</li></ul>	<ul style="list-style-type: none"><li>Technical details that must meet City Council approved standards.</li><li>Must take action within 30 days or deemed approved.</li><li>If disapprove, must give written reason.</li></ul>



**City's Legally Compliant Development Process**

# Proposed Process Overview – Building Permits

At this point in the process:

Property is appropriately zoned. ✓



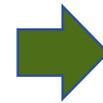
Property has an approved Final Plat. ✓



Infrastructure has been accepted by the City. ✓



Site Plan is approved. ✓



Development Process is complete. Property is ready for “vertical” construction.

**City’s Legally Compliant Development Process**

# Proposed Process Overview – Schedule of Uniform Submittal Dates

1. Must adopt Schedules of Uniform Submittal Dates for Plats, Site Plans, Public Improvement Plans, and Zoning in order to meet State Law and internal capacity (Zoning).

2. Must change P&Z Commission Meetings language in Zoning Ordinance to meet schedule.



EXHIBIT A  
**2019 – 2020 Plat & Site Plan Schedule of Uniform Submittal Dates**

Plat Submissions will only be accepted on these dates between 8:00 a.m. - 12:00 p.m.	All Submissions shall be reviewed for completeness and must be deemed administratively complete to be considered filed.	Due Date for Public Notice Notification in the Bastrop Advertiser, if Public Hearing is Required.	Responses to Approval with Conditions will only be accepted on these dates between 8:00 a.m. – 3:00 p.m. for Inclusion on Planning & Zoning Commission Meeting Agenda or Administrative Review in the same month. (15 Day Review Requirement or Deemed Approved)	DRC Committee Review – Staff Recommendation to Approve, Approve with Conditions or Disapprove	Planning & Zoning Commission Packet Published	Planning & Zoning Commission Meeting Date / Administrative Decision for Amending Plats & Replats not requiring Public Hearing.
9/3/2019	9/3/2019	9/3/2019	9/13/2019	9/19/2019	9/20/2019	9/26/2019
10/7/2019	10/8/2019	10/8/2019	10/18/2019	10/24/2019	10/25/2019	10/31/2019
10/28/2019	10/29/2019	10/29/2019	11/08/2019	11/14/2019	11/15/2019	11/21/2019
11/25/2019	11/26/2019	11/26/2019	12/06/2019	12/12/2019	12/13/2019	12/19/2019
1/06/2020	1/7/2020	1/7/2020	1/17/2020	1/23/2020	1/24/2020	1/30/2020
2/3/2020	2/4/2020	2/4/2020	2/14/2020	2/20/2020	2/21/2020	2/27/2020
3/3/2020	3/3/2020	3/3/2020	3/13/2020	3/19/2020	3/20/2020	3/26/2020
4/6/2020	4/7/2020	4/7/2020	4/17/2020	4/23/2020	4/24/2020	4/30/2020
5/4/2020	5/5/2020	5/5/2020	5/15/2020	5/21/2020	5/22/2020	5/28/2020
6/1/2020	6/2/2020	6/2/2020	6/12/2020	6/18/2020	6/19/2020	6/25/2020
7/6/2020	7/7/2020	7/7/2020	7/17/2020	7/23/2020	7/24/2020	7/30/2020
8/3/2020	8/4/2020	8/4/2020	8/14/2020	8/20/2020	8/21/2020	8/27/2020
8/31/2020	9/1/2020	9/1/2020	9/11/2020	9/17/2020	9/18/2020	9/24/2020
10/5/2020	10/6/2020	10/6/2020	10/16/2020	10/22/2020	10/23/2020	10/29/2020
10/26/2020	10/27/2020	10/27/2020	11/6/2020	11/12/2020	11/13/2020	11/19/2020
11/23/2020	11/24/2020	11/24/2020	12/4/2020	12/10/2020	12/11/2020	12/17/2020

\*Scheduled for adoption by City Council on August 27, 2019

**Plat & Site Plan Schedule of Uniform Submittal Dates – 2019/2020**

# Proposed Process Overview – Public Improvement Plan Agreement

Must adopt a standardized Public Improvement Plan Agreement that will cover developer requirements for construction of public infrastructure **TO BE ACCEPTED** by the City, such as:

- Assurance of Infrastructure Construction
- Impact Fee Payments
- Certificate of Insurance
- Bonds



CITY OF BASTROP, TEXAS  
Public Improvement Plan Agreement  
*INSERT PROJECT NAME*

The State of Texas  
County of Bastrop

WHEREAS, *INSERT OWNER NAME* hereinafter referred to as, "Developer", is the developer of the following described property and desires to make certain improvements to the following lots and blocks in *INSERT PROJECT NAME*, a proposed addition to the City of Bastrop, Texas: being *INSERT LOTS AND BLOCKS*; and

WHEREAS, the said Developer has requested the City of Bastrop, a Home Rule Municipality of Bastrop County, Texas, hereinafter referred to as, "City", to provide approvals and cooperative arrangements in connection with said improvements:

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That said Developer, acting herein by and through *INSERT OWNER REPRESENTATIVE*, its duly authorized officer, and the City, acting herein by and through *INSERT CITY MANAGER*'s City Manager, for and in consideration of the covenants and agreements herein performed and to be performed, do hereby covenant and agree as follows regarding assurance of construction of sanitary sewer facilities, streets, drainage, street lights and street signs, and park/trail improvements; summary of infrastructure (development) amounts; assurance payments to the City; payment of impact fees; and miscellaneous provisions relating to the acceptable completion of said construction according to the plans for *INSERT PROJECT NAME* approved by the City on *INSERT DATE OF PUBLIC IMPROVEMENT PLAN APPROVAL*.

City's Legally Compliant Development Process

# Proposed Process Overview – Development Manual

Provides an overview of development to include:

- Development Process by category (Zoning, Platting, Public Improvements, Site Plan, and Building Permits).
- General Information such as contact information, Schedules of Uniform Submittal Dates, and Development Links to Technical Manuals, Development Codes, etc.



## City of Bastrop Development Manual



Planning & Development Department  
1311 Chestnut Street  
Bastrop, Texas 78602  
(512) 332-8840

# City's Legally Compliant Development Process

# Proposed Process Overview

## Step #3:

### “In the Weeds” Overview (500 foot)

Summary of each change by Agenda Item.

Will serve as a guide for discussion and action. (Playbook)



**City's Legally Compliant Development Process**

# Development Type Dictates Process

Property / Development Type	Zoning	Platting	Public Improvements	Site Plan
Single Lot – Residential	X	X (Minor Plat required, if not a Lot of Record)	X (if utility extension(s) are needed.)	
Single Lot – Multi-Family or Commercial	X	X	X (if public improvements are required)	X
Residential Subdivision	X	X	X	
Mixed-Used Development	X	X	X	X

**City's Legally Compliant Development Process**

# Proposed Process Overview – Schedule of Uniform Submittal Dates

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Schedule of Uniform Submittal Dates</b>	1. Must approve plans or plats within 30 days or deemed approved.	<b>ACTION #1: Item 3B – Ordinance No. 2019-32</b>
	2. Public Improvement Plan and Site Plan submittals are recommended for administrative approval since both are strictly technical review. Schedule staggers submittal dates for plan review and DRC meetings.	
	2. Zoning & Plat Schedules are built to ensure P&Z Action occurs within 30 days from their scheduled meeting (Last Thursday of the month)	
	3. Last Thursday of the month is impacted in November by Thanksgiving and December by Christmas.	
	4. Must change Zoning Ordinance to create “consistency.” November & December meetings will be held last Thursday prior to Thanksgiving and Christmas. Meetings will occur BEFORE both holidays.	<b>ACTION #2: Item 3A – Ordinance No. 2019-29</b>
	5. Current ordinance allows only Chairman of P&Z Commission to scheduled special meetings. Ordinance change will add Director of Planning & Development.	



# Proposed Process Overview – Development Review Manual

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Development Review Manual</b>	1. Both the Zoning Ordinance and Subdivision Ordinance reference a requirement for a Drainage Manual. Both allow Director of Planning & Development to amend the manual with a 30-day process, public notice in the Bastrop Advertiser, and review with the Development community.	<b>ACTION ITEM: Item 3K – Ordinance No. 2019-34</b>
	2. Given the Legislative Mandates and limited time before the September 1 <sup>st</sup> effective date of H.B. 3167, this process is not applicable.	
	3. Council can override this provision by adopting Ordinance 2019-34. <i>The manual is in draft form since August 14<sup>th</sup> is the first discussion. It will be a final manual with the process adopted by Council on August 27<sup>th</sup> as an attachment in the August 27<sup>th</sup> agenda packet. Staff needs a “final process” before completing the manual.</i>	



**City's Legally Compliant Development Process**

# Proposed Process Overview – Adds Definitions

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Platting Process:</b>		<b>ACTION ITEM: Item 3E – Ordinance No. 2019-26 (SUBDIVISION ORDINANCE)</b>
All Platting Processes are addressed in Chapter 10 – Subdivision Ordinance		
<b>Section 2 – General</b>	1. Adding definition of “Filed” at the recommendation of the City Attorney.	
	2. Adding the definition of “Sketch Drawing” used in Pre-Development Meeting with Staff.	



**City’s Legally Compliant Development Process**

# Proposed Process Overview – Development Manual & Platting

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Section 3 – Purpose Authority and Jurisdiction</b>	1. Acknowledges that the Development Manual dated August 27, 2019 is hereby adopted by reference.	<b>Handled as a part of Item 3K – Ordinance No. 2019-34</b>
<b>Section 4 – Platting Procedures</b>		
PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>4.10 – Standard Procedure – Platting</b>	1. Refers to State Law for definitions of plats.	<b>ACTION ITEM: Item 3E – Ordinance No. 2019-26 (SUBDIVISION ORDINANCE)</b>
	2. Incorporates the Enhanced Permit Review Process, as adopted in Ordinance 2019-27 by Council in April, as a condition prior to platting.	
	3. Adds a definition of Preliminary Plat and provides the detailed process for platting.	
	4. Add a definition of Final Plat and provides the detailed process for platting.	
<b>Section 4.10.8</b>	5. Section 4.10.8 will become the “Platting” Checklist. Each item is a specific item listed in the Ordinance, which gives it legal authority as required by State Law to use as a basis for disapproval.	



## City's Legally Compliant Development Process

# Proposed Process Overview – Platting

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Section 4.10.8B</b>	6. Section 4.10.8B will be a part of the “Platting” Checklist as the required Standard Plat Notes. Each item is a specific item listed in the Ordinance, which gives it legal authority as required by State Law to use as a basis for disapproval.	<b>ACTION ITEM: Item 3E – Ordinance No. 2019-26 (SUBDIVISION ORDINANCE)</b>
<b>Section 4.10.8C</b>	6. Section 4.10.8C will be a part of the “Platting” Checklist as the required Signature Blocks. Each item is a specific item listed in the Ordinance, which gives it legal authority as required by State Law to use as a basis for disapproval.	
<b>Section 4.10.9 – 4.10.14</b>	7. These sections address incomplete submissions will be returned as incomplete submissions; defines Planning & Zoning as the Municipal Authority to approve plats; acknowledges State Law of approved within 30 days or deemed approved; provides an expiration date of preliminary plat if no final plat is approved in 2 years; provides the recordation process for filing plats; design authority of plat rest with engineer; and all fees shall be paid at time of plat.	



# Proposed Process Overview – Development Review Committee

<b>Development Review Committee</b>	1. Need to official create a Development Review Committee.	<b>ACTION ITEM: Item 3E – Ordinance No. 2019-26 (SUBDIVISION ORDINANCE)</b>
	2. Purpose – Ensure compliance by site owners of all applicable ordinances, technical standards, and state laws; coordination of examination of development proposals to ensure all City requirements, established by Ordinance are met.	
	3. Committee includes representatives from Planning & Zoning, Engineering, Public Works, Water/Wastewater, Electric, Fire, Parks, Building Inspection, and City Manager’s Office.	



**City’s Legally Compliant Development Process**

# Proposed Process Overview – Development Review Committee Cont.

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
	4. DRC Powers & Duties:	<b>ACTION ITEM: Item 3E – Ordinance No. 2019-26 (SUBDIVISION ORDINANCE)</b>
	<ul style="list-style-type: none"> <li>Provide technical review and analysis of each project in a holistic manner, provide consistent feedback, and ensure all recommendations for disapproval have clear and convincing evidence to meet requirements of TX Local Government Code Chapter 212.</li> </ul>	
	<ul style="list-style-type: none"> <li>Approve applications, which met intent, standards, and requirements, if no public consultation is required by state law or City ordinances.</li> </ul>	
	<ul style="list-style-type: none"> <li>Recommend approval or disapproval of exceptions and waivers to City Council in accordance with Stormwater Drainage Ordinance – Section 16.01.013.</li> </ul>	
	<ul style="list-style-type: none"> <li>Conduct annual reviews of all technical manuals and provide a consolidated list of recommendations for Council consideration, if needed.</li> </ul>	



## City's Legally Compliant Development Process

# Proposed Process Overview – Infrastructure Plans

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Infrastructure Plans:</b> Section 5.05.2	1. 5.05.2 b will become the “Infrastructure Plan Requirements” Checklist. Each item is a specific item listed in the Ordinance, which gives it legal authority as required by State Law to use as a basis for disapproval.	<b>ACTION ITEM: Item 3E – Ordinance No. 2019-26 (SUBDIVISION ORDINANCE)</b>
	2. Provides submittal instructions.	
	3. Address incomplete submissions will be returned as incomplete submissions	
	4. Approval – within 30 days by City Engineer.	



# Proposed Process Overview – Public Improvement Plans

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Public Improvement Plans:</b> Section 5.05.3	1. Defines the need for Public Improvement Plans, which is anytime public improvements are going to be constructed and dedicated to the City.	<b>ACTION ITEM: Item 3E – Ordinance No. 2019-26 (SUBDIVISION ORDINANCE)</b>
	2. Explains the submittal process including the need for an approved Final Drainage Plan prior to submittal.	
	3. 5.05.3b will become the “Public Improvement Plan Requirements” Checklist. Each item is a specific item listed in the Ordinance, which gives it legal authority as required by State Law to use as a basis for disapproval.	



**City's Legally Compliant Development Process**

# Proposed Process Overview – Public Improvement Plan Agreements

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
5.05.4 Public Improvement Plan Agreement	<b>JUST REALIZED THIS PARAGRAPH IS STILL NEEDED. IT WILL BE ADDED BEFORE ADOPTION OF FINAL ORDINANCE AND WILL HAVE LANGUAGE THAT:</b>	ACTION ITEM: Item 3E – Ordinance No. 2019-26 (SUBDIVISION ORDINANCE)
	<ul style="list-style-type: none"> <li>Recognizes the Draft Public Improvement Plan Agreement will be the standardized template.</li> </ul>	
	<ul style="list-style-type: none"> <li>Will require approval of a Public Improvement Plan Agreement by City Council before having a pre-construction agreement.</li> </ul>	



**City's Legally Compliant Development Process**

# Proposed Process Overview – Construction of Public Improvements

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Construction Process of Public Improvements</b>	1. Explains the steps for constructing public improvements including the pre-construction meeting, notice to proceed letter, infrastructure acceptance, and as-built drawings.	<b>ACTION ITEM: Item 3E – Ordinance No. 2019-26 (SUBDIVISION ORDINANCE)</b>
	2. Requires TxDOT permits if infrastructure is in TxDOT ROW.	
	3. A final plat cannot be filed without all public infrastructure built and the City Engineer issuing a letter of concurrence regarding construction. Therefore, public infrastructure will be deemed as accepted when the Final Plat is adopted.	<b>ACTION ON ITEM 3E</b>



**City's Legally Compliant Development Process**

# Proposed Process Overview – Enhanced Permit Review Process

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Enhanced Permit Review Process</b>	1. Ordinance adopted in April includes a definition listing specific Chapters of the Codes of Ordinances, which are required to follow this process.	<b>ACTION ITEM: Item 3F – Ordinance No. 2019-26</b>
	2. The definition will now excludes zoning, and preliminary and final plats, which will be addressed as a part of the Pre-Development Meeting process.	
	3. Minor plats will still follow the Enhanced Permit Review Process.	



**City's Legally Compliant Development Process**

# Proposed Process Overview – Site Plan Process

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
Site Plan Process	1. Establishes a Site Plan Review Process that can meet the 30 day required approval process.	<b>ACTION ITEM #1: Item 3G – Ordinance No. 2019-28</b>
	2. Provides submittal requirements.	
	2. 42.1.C will become the “Site Plan Detail Requirements” Checklist. Each item is a specific item listed in the Ordinance, which gives it legal authority as required by State Law to use as a basis for disapproval	
	3. Authorizes the Director of Planning & Development to administratively approve.	
	4. Removes a Site Plan as a part of the Planned Development Process and replaces it with a Zoning Concept Scheme.	<b>ACTION ITEM #2: Item 3H – Ordinance No. 2019-31</b>
	5. Requires a Site Plan to be filed prior any construction.	
	6. Removes a Site Plan as a part of the Conditional Use Permit Process and replaces it with a Zoning Concept Scheme.	<b>ACTION ITEM #3: Item 3I – Ordinance No. 2019-32</b>
	7. Requires a Site Plan to be filed prior any construction.	
	8. Incorporates a Pre-Development Meeting as a requirement for a Zoning application requiring a sketch drawing with definition. (Highlighted portion in ordinance is the only change).	<b>ACTION ITEM #4: Item 3J – Ordinance No. 2019-33</b>



**City's Legally Compliant Development Process**

# Proposed Process Overview – Construction Technical Manual

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Construction Technical Manual</b>	1. Dictates how public infrastructure will be constructed. Was adopted in 2012. This ordinance will formally adopted it by Ordinance, add several abbreviations, and include design standards for the new street signage.	<b>ACTION ITEM: Item 3L – Ordinance No. 2019-35</b>



**City's Legally Compliant Development Process**

# Proposed Process Overview – Stormwater Drainage Ordinance

PROPOSED PROCESS	EXPLANATION OF REQUIRED CHANGES	AGENDA ITEM
<b>Stormwater Drainage Ordinance</b>	1. Add requirement for Pre-Submittal Meeting in compliance with Enhanced Review Process.	<b>ACTION ITEM: Item 3M – Ordinance No. 2019-35</b>
	2. Adds language for a “Pre-Submittal Meeting for Subdivision” as an optional “information gathering” meeting with staff.	
	3. Makes the Conceptual Drainage Plan a part of the Pre-Development Meeting submittal.	
	4. Makes the Preliminary Drainage Plan a requirement prior to submitting a Preliminary Plat submittal.	
	5. Makes the Final Drainage Plan and Operations & Maintenance Plan a requirement prior to submitting a Public Improvement Plan submittal.	



**City's Legally Compliant Development Process**

# Changes to the Development Process in order to comply 86<sup>th</sup> Legislative Session

1. Review changes required to Development Process in order to comply with H.B. 3167.
2. Review changes required to Fee Schedule in order to comply with H.B. 852, add new fees, and modify existing fees to seek 75% cost recovery. – Item 3D
3. Review changes to Stormwater Drainage Ordinance allowing appeals to come to Council rather than Board of Adjustments. – Item 3 C.



# Changes to the Development Process in order to comply 86<sup>th</sup> Legislative Session

1. Review changes required to Development Process in order to comply with H.B. 3167.
2. Review changes required to Fee Schedule in order to comply with H.B. 852, add new fees, and modify existing fees to seek 75% cost recovery.
3. Review changes to Stormwater Drainage Ordinance allowing appeals to come to Council rather than Board of Adjustments.  
– Item 3C.





# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3A

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-29 of the City Council of the City of Bastrop, Texas amending the Bastrop City Code of Ordinances, Chapter 14, Exhibit A – Zoning Ordinance, II – Administration, Section 8 – Planning & Zoning Commission, 8.4 – Meetings, to change the November & December Planning & Zoning Commission meeting dates to comply with Texas Local Government Code Chapter 212; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or the Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction.

**POLICY EXPLANATION:**

Texas Local Government Code Chapter 212 - Subchapter A - Regulation of Subdivisions, Section 212.002 - Rules grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

Texas Local Government Code Chapter 212 - Subchapter A - Regulation of Subdivisions, Section 212.006 states that the municipal authority responsible for approving plats under this subchapter is the municipal planning commission unless the municipality has no planning commission, then it is the governing body of the municipality.

In order to ensure compliance with Texas Local Government Code Chapter 212, City Council will annually adopt Schedule Uniform Submittal Dates in order to comply with Texas Local Government Code Chapter 212 for Zoning Change & Conditional Use Permit (CUP) applications, Public Improvement Plan applications, Plat applications, and Site Development Plan applications. The Schedule Uniform Submittal Dates will include dates when applications will be accepted, when review for completeness checks will occur, and Planning & Zoning Commission meetings.

The City's current Code of Ordinances specifies that the Planning & Zoning Commission meets the last Thursday of the month. Thanksgiving and Christmas holidays routinely conflict with the last Thursday of the month in November and December, either causing the meeting to move to another date or be cancelled. Given the need for Schedule Uniform Submittal Dates to ensure compliance with H.B. 3167, it is important that the Planning & Zoning Commission dates be established in advance for all twelve (12) months. Therefore, approval of this Ordinance will amend the Chapter 14, Exhibit A, II – Administration, Section 8 – Planning & Zoning Commission, 8.4 “Meetings” of the Code of Ordinances to include the following language:

**Section 8.4 Meetings:** The Planning and Zoning Commission shall meet on the last Thursday of January through October and the last Thursday prior to Thanksgiving and Christmas holidays in November and December. The meeting shall be in the City Hall or other specified locations as may be designated by the Chairman or Vice Chairman, in the absence of the chairman. Special Meetings shall be held at such intervals as may be necessary to orderly and properly transact the business of the Commission as called by the Chairman or the Director of Planning and Development.

This ordinance will also allow the Director of Planning and Development to call a Special Meeting to provide maximum flexibility to meet the requirements of H.B. 3167.

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-29 of the City Council of the City of Bastrop, Texas amending the Bastrop City Code of Ordinances, Chapter 14, Exhibit A – Zoning Ordinance, II – Administration, Section 8 – Planning & Zoning Commission, 8.4 – Meetings, to change the November & December Planning & Zoning Commission meeting dates to comply with Texas Local Government Code Chapter 212; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance

The City's current Code of Ordinances specifies that the Planning & Zoning Commission meets the last Thursday of the month. Thanksgiving and Christmas holidays routinely conflict with the last Thursday of the month in November and December, either causing the meeting to move to another date or be cancelled. Given the need for Schedule Uniform Submittal Dates to ensure compliance with H.B. 1367, it is important that the Planning & Zoning Commission dates be established in advance for all twelve (12) months. Therefore, approval of this Ordinance will amend the Chapter 14, Exhibit A, II-Administration, Section 8 – Planning & Zoning Commission, 8.4 "Meetings" of the Code of Ordinances to include the following language:

**Section 8.4 Meetings:** The Planning and Zoning Commission shall meet on the last Thursday of January through October and the last Thursday prior to Thanksgiving and Christmas holidays in November and December. The meeting shall be in the City Hall or other specified locations as may be designated by the Chairman or Vice Chairman, in the absence of the chairman. Special meetings shall be held at such intervals as may be necessary to orderly and properly transact the business of the Commission as called by the Chairman or the Director of Planning and Development.

This Ordinance will also allow the Director of Planning and Development to call a special meeting to provide maximum flexibility to meet the requirements of H.B. 3167.

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-29 of the City Council of the City of Bastrop, Texas amending the Bastrop City Code of Ordinances, Chapter 14, Exhibit A – Zoning Ordinance, II – Administration, Section 8 – Planning & Zoning Commission, 8.4 Meetings to change the November & December Planning & Zoning Commission meeting dates to comply with Texas Local Government Code Chapter 212; establishing a repealing clause; providing severability; and providing an effective date.

**ATTACHMENTS:**

- Ordinance

**ORDINANCE NO. 2019-29**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING THE BASTROP CITY CODE OF ORDINANCES, CHAPTER 14, EXHIBIT A – ZONING ORDINANCE, II – ADMINISTRATION, SECTION 8 – PLANNING & ZONING COMMISSION, 8.4 MEETINGS TO CHANGE THE NOVEMBER & DECEMBER PLANNING & ZONING COMMISSION MEETING DATES TO COMPLY WITH TEXAS LOCAL GOVERNMENT CODE CHAPTER 212; REPEALING CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROPER NOTICE AND MEETING AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 1367 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002 (Rules), grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality; and

**WHEREAS**, Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.006, states that the municipal authority responsible for approving plats under this subchapter is the municipal planning commission unless the municipality has no planning commission, then it is the governing body of the municipality; and

**WHEREAS**, the City Council will annually adopt Schedule Uniform Submittal Dates in order to comply with Texas Local Government Code Chapter 212, which lists the Planning & Zoning Commission meeting dates and recognizes their tradition of meeting the last Thursday of the month except for November and December. To address Thanksgiving and Christmas holidays, Planning and Zoning Commission meetings will be on the last Thursday prior to either holiday.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** That Chapter 14 of the Code of Ordinance, Exhibit A – Zoning Ordinance, II – Administration, Section 8 – Planning & Zoning Commission, 8.4 “Meetings”, shall be amended in its entirety to read as follows:

**Section 8.4 Meetings:** The Planning and Zoning Commission shall convene for regular meetings on the last Thursday of January through October, and on the last Thursday prior to Thanksgiving and Christmas holidays in November and December. The meetings shall be in the City Hall or other specified locations as may be designated by the Chairman or Vice Chairman, in the absence of the chairman. Special meetings shall be held at such

intervals as may be necessary to orderly and properly transact the business of the Commission as called by the Chairman or the Director of Planning and Development.

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**Section 5:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ and APPROVED** on First Reading on the 13<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

\_\_\_\_\_  
Connie B. Schroeder, Mayor

**ATTEST:**

\_\_\_\_\_  
Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Alan Bojorquez, City Attorney



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3B

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance 2019-32 of the City Council of the City of Bastrop, Texas amending Chapter 14 – Zoning, Section I – Enacting Provisions adding Section 6.2 Annual Adoption of Schedule of Uniform Submittal Dates for Site Plans, Zoning Changes, and Conditional Use Permit (CUP); Amending Chapter 10 – Subdivisions, Article 10.03 – Subdivision, Section 1 – General adding Section 1.1 Annual Adoption of Schedule of Uniform Submittal Dates for Public Improvement Plans; and Adopting Schedules of Uniform Submittal Dates For 2019/2020 for Site Plans, Plats, Zoning Change, CUP, and Public Improvement Plans, as shown as Exhibit A, in order to comply with Texas Local Government Code Chapter 212, which requires plats, site plans, and public improvement plans to be reviewed within thirty (30) days of submittal or deemed approved; establishing a repealing clause; providing severability; providing an effective date and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction.

**POLICY EXPLANATION:**

Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002. Rules grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

In order to ensure compliance with Texas Local Government Code Chapter 212, City Council will annually adopt Schedule of Uniform Submittal Dates in order to comply with Texas Local Government Code Chapter 212 for Zoning Change & CUP applications, Public Improvement Plan applications, Plat applications, and Site Plan applications. The Schedule of Uniform Submittal Dates will include dates when applications will be accepted, when review for completeness checks will occur, and Planning & Zoning Commission meetings.

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance 2019-32 of the City Council of the City of Bastrop, Texas amending Chapter 14 – Zoning, Section I – Enacting Provisions adding Section 6.2 Annual Adoption of Schedule of Uniform Submittal Dates for Site Plans, Zoning Changes, and Conditional Use Permit (CUP); Amending Chapter 10 – Subdivisions, Article 10.03 – Subdivision, Section 1 – General adding Section 1.1 Annual Adoption of Schedule of Uniform Submittal Dates for Public Improvement Plans; and Adopting Schedules of Uniform Submittal Dates For 2019/2020 for Site Plans, Plats, Zoning Change, CUP, and Public Improvement Plans, as shown as Exhibit A, in order to comply with Texas Local Government Code Chapter 212, which requires plats, site plans, and public improvement plans to be reviewed within thirty (30) days of submittal or deemed approved; establishing a repealing clause; providing severability; providing an effective date and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance
- Exhibit A - Schedules



**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve Ordinance 2019-32 of the City Council of the City of Bastrop, Texas amending Chapter 14 – Zoning, Section I – Enacting Provisions adding Section 6.2 Annual Adoption of Schedule of Uniform Submittal Dates for Site Plans, Zoning Changes, and Conditional Use Permits (CUP); Amending Chapter 10 – Subdivisions, Article 10.03 – Subdivision, Section 1 – General adding Section 1.1 Annual Adoption of Schedule of Uniform Submittal Dates for Public Improvement Plans; and Adopting Schedules of Uniform Submittal Dates For 2019/2020 for Site Plans, Plats, Zoning Change, CUP, and Public Improvement Plans, as shown as Exhibit A, in order to comply with Texas Local Government Code Chapter 212, which requires plats, site plans, and public improvement plans to be reviewed within thirty (30) days of submittal or deemed approved; establishing a repealing clause; providing severability; and providing an effective date.

**ATTACHMENTS:**

- Ordinance
- Exhibit A - Schedules



## ORDINANCE 2019-32

**A ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING CHAPTER 14 – ZONING, SECTION I – ENACTING PROVISIONS ADDING SECTION 6.2 ANNUAL ADOPTION OF SCHEDULE OF UNIFORM SUBMITTAL DATES FOR SITE PLANS, ZONING CHANGES, AND CONDITIONAL USE PERMIT (CUP); AMENDING CHAPTER 10 – SUBDIVISIONS, ARTICLE 10.03 – SUBDIVISION, SECTION 1 – GENERAL ADDING SECTION 1.1 ANNUAL ADOPTION OF SCHEDULE OF UNIFORM SUBMITTAL DATES FOR PUBLIC IMPROVEMENT PLANS; AND ADOPTING SCHEDULES OF UNIFORM SUBMITTAL DATES FOR 2019/2020 FOR SITE PLANS, PLATS, ZONING CHANGE, CUP, AND PUBLIC IMPROVEMENT PLANS AS SHOWN AS EXHIBIT A, IN ORDER TO COMPLY WITH TEXAS LOCAL GOVERNMENT CODE CHAPTER 212, WHICH REQUIRES PLATS, SITE PLANS, AND PUBLIC IMPROVEMENT PLANS TO BE REVIEWED WITHIN THIRTY (30) DAYS OF SUBMITTAL OR DEEMED APPROVED; ESTABLISHING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Texas Local Government Code Chapter 212, Subchapter A – Regulation of Subdivisions, Section 212.002 – Rules, grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality’s jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality; and

**WHEREAS**, City Council will annually adopt a Schedule of Uniform Submittal Dates in order to comply with Texas Local Government Code Chapter 212 for Zoning Change & CUP applications, Public Improvement Plan applications, Plat applications, and Site Plan applications. The Schedule of Uniform Submittal Dates will include dates when applications will be accepted, when review for completeness checks will occur, and dates when the Planning & Zoning Commission will meet, and/or administrative decisions will be made.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** That Chapter 14 of the Code of Ordinances, Section 1 – Enacting Provisions shall be amended as follows:

**Section 6.2 – Annual Adoption of Schedule of Uniform Submittal Dates for Site Plans, Zoning Changes, and Conditional Use Permits.** City Council will annually adopt a Schedule of Uniform Submittal Dates in order to comply with Texas Local Government Code Chapter 212 for Zoning Change & CUP applications and Site Plan applications. The Schedule of Uniform Submittal Dates will include dates when applications will be accepted, when review for completeness checks will occur, when the Planning & Zoning Commission will meet, and/or when administrative decisions by the Director of Planning & Development will occur.

Section 2: That Chapter 10 of the Code of Ordinances, Article 10.03 – Subdivision, Section 1 – General shall be amended as follows:

**Section 1.1 – Annual Adoption of Schedule of Uniform Submittal Dates for Public Improvement Plans.** City Council will annually adopt a Schedule of Uniform Submittal Dates in order to comply with Texas Local Government Code Chapter 212 for Public Improvement Plan applications. The Schedule of Uniform Submittal Dates will include dates when applications will be accepted, when review for completeness checks will occur, and when administrative decisions by the City Engineer will occur.

**Section 3:** The City Council hereby adopts the 2019 – 2020 Plat & Site Development Plan Schedule of Uniform Submittal Dates, 2019-2020 Public Improvement Plan Schedule of Uniform Submittal Dates, and 2019 – 2020 Zoning Change & Conditional Use Permit (CUP) Schedule of Uniform Submittal Dates, as attached in Exhibit A.

**Section 4:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 5:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 6:** This Ordinance shall take effect immediately upon passage.

**READ and APPROVED** on First Reading on the 13<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

\_\_\_\_\_  
Connie B. Schroeder, Mayor

**ATTEST:**

\_\_\_\_\_  
Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Alan Bojorquez, City Attorney

EXHIBIT A

**2019 – 2020 Plat & Site Plan Schedule of Uniform Submittal Dates**

Plat Submissions will only be accepted on these dates between 8:00 a.m. - 12:00 p.m.	All Submissions shall be reviewed for completeness and must be deemed administratively complete to be considered filed.	Due Date for Public Notice Notification in the Bastrop Advertiser, if Public Hearing is Required.	Responses to Approval with Conditions will only be accepted on these dates between 8:00 a.m. – 3:00 p.m. for Inclusion on Planning & Zoning Commission Meeting Agenda or Administrative Review in the same month. (15 Day Review Requirement or Deemed Approved)	DRC Committee Review – Staff Recommendation to Approve, Approve with Conditions or Disapprove	Planning & Zoning Commission Packet Published	Planning & Zoning Commission Meeting Date / Administrative Decision for Amending Plats & Replats not requiring Public Hearing.
9/3/2019	9/3/2019	9/3/2019	9/13/2019	9/19/2019	9/20/2019	9/26/2019
10/7/2019	10/8/2019	10/8/2019	10/18/2019	10/24/2019	10/25/2019	10/31/2019
10/28/2019	10/29/2019	10/29/2019	11/08/2019	11/14/2019	11/15/2019	11/21/2019
11/25/2019	11/26/2019	11/26/2019	12/06/2019	12/12/2019	12/13/2019	12/19/2019
1/06/2020	1/7/2020	1/7/2020	1/17/2020	1/23/2020	1/24/2020	1/30/2020
2/3/2020	2/4/2020	2/4/2020	2/14/2020	2/20/2020	2/21/2020	2/27/2020
3/3/2020	3/3/2020	3/3/2020	3/13/2020	3/19/2020	3/20/2020	3/26/2020
4/6/2020	4/7/2020	4/7/2020	4/17/2020	4/23/2020	4/24/2020	4/30/2020
5/4/2020	5/5/2020	5/5/2020	5/15/2020	5/21/2020	5/22/2020	5/28/2020
6/1/2020	6/2/2020	6/2/2020	6/12/2020	6/18/2020	6/19/2020	6/25/2020
7/6/2020	7/7/2020	7/7/2020	7/17/2020	7/23/2020	7/24/2020	7/30/2020
8/3/2020	8/4/2020	8/4/2020	8/14/2020	8/20/2020	8/21/2020	8/27/2020
8/31/2020	9/1/2020	9/1/2020	9/11/2020	9/17/2020	9/18/2020	9/24/2020
10/5/2020	10/6/2020	10/6/2020	10/16/2020	10/22/2020	10/23/2020	10/29/2020
10/26/2020	10/27/2020	10/27/2020	11/6/2020	11/12/2020	11/13/2020	11/19/2020
11/23/2020	11/24/2020	11/24/2020	12/4/2020	12/10/2020	12/11/2020	12/17/2020

\*Scheduled for adoption by City Council on August 27, 2019



**Plat & Site Plan Schedule of Uniform Submittal Dates – 2019/2020**

EXHIBIT A

**2019 – 2020 Public Improvement Plan Schedule of Uniform Submittal Dates**

Public Improvement Plan Submission will only be accepted on these dates between 8:00 - 3:00 p.m.	All Submissions shall be reviewed for completeness and must be deemed administratively complete to be considered filed.	Responses to Approval with Conditions will only be accepted on these dates between 8:00 a.m. – 3:00 p.m. for City Engineer Action calendared on same line*	DRC Review Approval with Conditions – Staff Recommendations to Approve /Disapprove	*City Engineer Action on Public Improvement Plans
9/16/2019	9/17/2019	9/27/2019	10/3/2019	10/10/2019
10/21/2019	10/22/2019	11/1/2019	11/7/2019	11/14/2019
11/18/2019	11/19/2019	12/2/2019	12/5/2019	12/12/2019
12/30/2019	12/31/2019	1/10/2020	1/16/2020	1/23/2020
1/20/2020	1/21/2020	1/31/2020	2/6/2020	2/13/2020
2/17/2020	2/18/2020	2/28/2020	3/5/2020	3/12/2020
3/16/2020	3/17/2020	3/27/2020	4/2/2020	4/9/2020
4/20/2020	4/21/2020	5/1/2020	5/7/2020	5/14/2020
5/18/2020	5/19/2020	5/29/2020	6/4/2020	6/11/2020
6/15/2020	6/16/2020	6/26/2020	7/2/2020	7/9/2020
7/20/2020	7/21/2020	7/31/2020	8/6/2020	8/13/2020
8/17/2020	8/18/2020	8/28/2020	9/3/2020	9/10/2020
9/14/2020	9/15/2020	9/25/2020	10/1/2020	10/8/2020
10/19/2020	10/20/2020	10/30/2020	11/5/2020	11/12/2020
11/16/2020	11/17/2020	11/30/2020	12/3/2020	12/10/2020

\*Scheduled for adoption by City Council on August 27, 2019



**Public Improvement Plan Schedule of Uniform Submittal Dates – 2019/2020**

## 2019 – 2020 Zoning Change & Conditional Use Permit (CUP) Schedule Uniform Submittal Dates

Zoning Submission will only be accepted on these dates between 8:00 a.m. - 3:00 p.m.	All Submissions shall be reviewed for completeness and must be deemed administratively complete to be considered filed.	Due Date for Public Notice Notification in the Bastrop Advertiser	Planning & Zoning Commission Meeting Date	City Council Meeting Date 1 <sup>st</sup> Reading	City Council Meeting Date 2 <sup>nd</sup> Reading
9/16/2019	9/17/2019	10/8/2019	10/31/2019	11/12/2019	11/26/2019
10/7/2019	10/8/2019	10/29/2019	11/21/2019	11/26/2019	12/10/2019
11/4/2019	11/5/2019	11/26/2019	12/19/2019	1/14/2020	1/28/2020
12/16/2019	12/17/2019	1/7/2020	1/30/2020	2/11/2020	2/25/2020
1/13/2020	1/14/2020	2/4/2020	2/27/2020	3/10/2020	3/24/2020
2/10/2020	2/11/2020	3/3/2020	3/26/2020	4/14/2020	4/28/2020
3/16/2020	3/17/2020	4/7/2020	4/30/2020	5/12/2020	5/26/2020
4/13/2020	4/14/2020	5/5/2020	5/28/2020	6/9/2020	6/23/2020
5/11/2020	5/12/2020	6/2/2020	6/25/2020	7/14/2020	7/21/2020
6/15/2020	6/16/2020	7/7/2020	7/30/2020	8/11/2020	8/25/2020
7/13/2020	7/14/2020	8/4/2020	8/27/2020	9/8/2020	9/22/2020
8/10/2020	8/11/2020	9/1/2020	9/24/2020	10/13/2020	10/27/2020
9/14/2020	9/15/2020	10/6/2020	10/29/2020	11/10/2020	11/24/2020
10/5/2020	10/6/2020	10/27/2020	11/19/2020	11/24/2020	12/8/2020
11/2/2020	11/3/2020	11/24/2020	12/17/2020	1/12/2021	1/26/2021

\*Scheduled for adoption by City Council on August 13, 2019



## Zoning Change & CUP Schedule Uniform Submittal Dates – 2019/2020

Sec. 16.01.007 - maintenance plan was reserved.	Sec. 16.01.007 now states: An Operations and Maintenance Plan shall be prepared to meet the requirements outlined in the City of Bastrop Stormwater Drainage Design Manual. The Operations and Maintenance Plan shall be submitted to the City along with the Final Drainage Plans and shall clearly state which entity has responsibility for the operation and maintenance of the temporary and permanent stormwater controls and drainage facilities to ensure that they will function in the future.
Sec. 16.01.009 –Erosion control plan was reserved.	Sec. 16.01.009 –Erosion control plan now states: (a) Stormwater pollution prevention plans (SWPPPs) shall be submitted for review to the City Engineer prior to release of construction projects. The Responsible Party and their engineer shall be responsible for preparation of an SWPPP in accordance with the Texas Commission on Environmental Quality (TCEQ) and U.S. Environmental Protection Agency (EPA) requirements.
Cont.	Sec. 16.01.009 –Erosion control plan now states: (b) TCEQ and EPA permitting shall also be the responsibility of the Responsible Party and their engineer.
Sec. 16.01.010 – easements was reserved	Sec. 16.01.010 – easements now states: (a) The Responsible Party shall dedicate or grant all necessary easements for construction of all stormwater drainage facilities required in the City of Bastrop Stormwater Drainage Design Manual.
Cont.	Sec. 16.01.010 – easements now states: (b) The Responsible Party shall record all easements in the deed records of Bastrop County.  The easements shall conform to the requirements in the City of Bastrop Stormwater Drainage Design Manual.
Sec. 16.01.015 – appeals. No longer go to ZBA for approval.	Sec. 16.01.015 – appeals. Now must go to the City Council for approval.

**POLICY EXPLANATION:**

Texas Local Government Code Section 51.001 provides the City general authority to adopt an Ordinance or police regulations that are for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City.

**FUNDING SOURCE:**

N/A



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3C

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-30 of the City Council of the City of Bastrop, Texas amending Chapter 16, "Stormwater Drainage," Sections 16.01.002, 16.01.007, 16.01.009, 16.01.010, 16.01.013, and 16.01.015; by defining stormwater pollution prevention plans, and establishing requirements for maintenance plans, erosion control plans, and easements as part of construction process for stormwater control, giving the City Council the responsibility of approving or disapproving recommendations from the Development Review Committee (DRC) and the authority to hear appeals regarding the administration of this chapter, and providing for findings of fact, enactment, enforcement, a repealer, and severability; establishing an effective date; proper notice and meeting; and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Trey Job, Managing Director of Public Works & Leisure Services  
 Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

The City Council of the City of Bastrop, Texas adopted Ordinance 2019-17 which established a new Chapter 16 regarding Stormwater Drainage into the City's Code of Ordinances. This Ordinance codified the review process for stormwater drainage to prevent, mitigate, and minimize future flooding events.

This amendment to Ordinance 2019-17 adds definition and requirements for stormwater maintenance plans, erosion control plans, and easements for stormwater drainage. A summary of the proposed amendments are as follows:

Original Ordinance	Proposed amendments
Sec.16.01.002 Definitions: Stormwater pollution prevention plan (SWPPP) Not defined	Definition added Stormwater pollution prevention plan ("SWPPP") means the plan created by constructors to show their plans for sediment and erosion control. The SWPPP identifies all potential sources of pollution which may reasonably be expected to affect the quality of storm water discharges from the construction site.
Cont.	Zoning Board of Adjustment ("ZBA") definition removed.

Sec. 16.01.007 - maintenance plan was reserved.	Sec. 16.01.007 now states: An Operations and Maintenance Plan shall be prepared to meet the requirements outlined in the City of Bastrop Stormwater Drainage Design Manual. The Operations and Maintenance Plan shall be submitted to the City along with the Final Drainage Plans and shall clearly state which entity has responsibility for the operation and maintenance of the temporary and permanent stormwater controls and drainage facilities to ensure that they will function in the future.
Sec. 16.01.009 –Erosion control plan was reserved.	Sec. 16.01.009 –Erosion control plan now states: (a) Stormwater pollution prevention plans (SWPPPs) shall be submitted for review to the City Engineer prior to release of construction projects. The Responsible Party and their engineer shall be responsible for preparation of an SWPPP in accordance with the Texas Commission on Environmental Quality (TCEQ) and U.S. Environmental Protection Agency (EPA) requirements.
Cont.	Sec. 16.01.009 –Erosion control plan now states: (b) TCEQ and EPA permitting shall also be the responsibility of the Responsible Party and their engineer.
Sec. 16.01.010 – easements was reserved	Sec. 16.01.010 – easements now states: (a)The Responsible Party shall dedicate or grant all necessary easements for construction of all stormwater drainage facilities required in the City of Bastrop Stormwater Drainage Design Manual.
Cont.	Sec. 16.01.010 – easements now states: (b)The Responsible Party shall record all easements in the deed records of Bastrop County.  The easements shall conform to the requirements in the City of Bastrop Stormwater Drainage Design Manual.
Sec. 16.01.013 - Exceptions and Waivers.	Exemptions and waivers no longer go to ZBA and Now to City Council for approval
Sec. 16.01.015 – appeals. No longer go to ZBA for approval.	Sec. 16.01.015 – appeals. Now must go to the City Council for approval.

**POLICY EXPLANATION:**

Texas Local Government Code Section 51.001 provides the City general authority to adopt an Ordinance or police regulations that are for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City.

**FUNDING SOURCE:**

N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-30 of the City Council of the City of Bastrop, Texas amending Chapter 16, "Stormwater Drainage," Sections 16.01.002, 16.01.007, 16.01.009, 16.01.010, 16.01.013, and 16.01.015; by defining stormwater pollution prevention plans, and establishing requirements for maintenance plans, erosion control plans, and easements as part of construction process for stormwater control, giving the City Council the responsibility of approving or disapproving recommendations from the Development Review Committee (DRC) and the authority to hear appeals regarding the administration of this chapter, and providing for findings of fact, enactment, enforcement, a repealer, and severability; establishing an effective date; proper notice and meeting; and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance No 2019-30



## ORDINANCE NO. 2019-30

**AN ORDINANCE OF THE CITY OF BASTROP, TEXAS, (“CITY”) AMENDING CHAPTER 16, “STORMWATER DRAINAGE,” SECTIONS 16.01.002, 16.01.007, 16.01.009, 16.01.010, 16.01.013, AND 16.01.015; BY DEFINING STORMWATER POLLUTION PREVENTION PLANS, AND ESTABLISHING REQUIREMENTS FOR MAINTENANCE PLANS, EROSION CONTROL PLANS, AND EASEMENTS AS PART OF CONSTRUCTION PROCESS FOR STORMWATER CONTROL, GIVING THE CITY COUNCIL THE RESPONSIBILITY OF APPROVING OR DISAPPROVING RECOMMENDATIONS FROM THE DEVELOPMENT REVIEW COMMITTEE (DRC) AND THE AUTHORITY TO HEAR APPEALS REGARDING THE ADMINISTRATION OF THIS CHAPTER, AND PROVIDING FOR FINDINGS OF FACT, ENACTMENT, ENFORCEMENT, A REPEALER, AND SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.**

**WHEREAS**, the City Council of the City of Bastrop (“City Council”) seeks to promote orderly, safe and reasonable development of land within the City Limits and Extraterritorial Jurisdiction (“ETJ”); and

**WHEREAS**, the City of Bastrop, Texas (the “City”) is a Home-Rule City acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, Texas Local Government Code Chapters 211, 213, 214, and 217 grant the City certain regulation authority concerning construction, land use, nuisances, structures, and development-related activities; and

**WHEREAS**, on May 14, 2019, the City Council of the City of Bastrop (“City Council”) adopted Ordinance 2019-17 establishing new Chapter 16 regarding Stormwater Drainage into the City’s Code of Ordinances; and

**WHEREAS**, Ordinance 2019-17 codified the review process for stormwater drainage to prevent, mitigate, and minimize future flooding events; and

**WHEREAS**, the City Council finds that it is necessary to amend Ordinance 2019-17 by adding definitions and requirements for stormwater maintenance plans, erosion control plans and easements for stormwater drainage; and

**WHEREAS**, Texas Local Government Code Section 51.001 provides the City general authority to adopt an Ordinance or police regulations that are for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AS FOLLOWS:**

**SECTION 1. FINDINGS OF FACT** The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

**SECTION 2. ENACTMENT** Sections 16.01.002, 16.01.007, 16.01.009, and 16.01.010 of Chapter 16, which is titled "Stormwater Drainage," of the Code of Ordinances of the City of Bastrop are amended to read as described and attached hereto as Exhibit "A."

**SECTION 3. REPEALER** In the case of any conflict between other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**SECTION 4. SEVERABILITY** If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**SECTION 5. ENFORCEMENT** The City shall have the power to administer and enforce the provisions of this ordinance as may be required by governing law. Any person violating any provision of this ordinance is subject to suit for injunctive relief as well as prosecution for criminal violations, and such violation is hereby declared to be a nuisance.

Nothing in this ordinance shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this ordinance and to seek remedies as allowed by law and/or equity.

**SECTION 6. EFFECTIVE DATE** This Ordinance shall be effective immediately upon passage and publication.

**SECTION 7. OPEN MEETINGS** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ & ACKNOWLEDGED** on First Reading on the 13th day of August 2019.

**READ & APPROVED** on the Second Reading on the 27th day of August 2019.

**APPROVED:**

\_\_\_\_\_  
Connie B. Schroeder, Mayor

**ATTEST:**

\_\_\_\_\_  
Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Alan Bojorquez, City Attorney

**City of Bastrop Code of Ordinances**

**Chapter 16 – STORMWATER DRAINAGE**

**Sec. 16.01.002 - DEFINITIONS.**

For the purpose of this article, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

*Business day* means a day the office of the City is routinely and customarily open for business.

*City Engineer* means the registered engineer designated by the City Manager to review engineering aspects of projects located within the City.

*City Manager* means the City Manager of the City of Bastrop.

*City of Bastrop Stormwater Drainage Design Manual* means the stormwater drainage design manual adopted by the City of Bastrop concurrently with the adoption of this ordinance, as amended and incorporated by reference.

*Connected Imperviousness* means an impervious surface that is directly connected to a separate storm sewer or water of the state via an impervious flow path.

*Development* means any manmade change to improved or unimproved real estate, including but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation, or drilling operations or storage of equipment or materials.

*Development Review Committee (“DRC”)* means a group consisting of the Director of Planning and Development, the City Engineer, and the Public Works Director.

*Erosion* means the process by which the land’s surface is worn away by the action of wind, water, ice or gravity.

*Extraterritorial Jurisdiction (“ETJ”)* means the area outside of the City of Bastrop municipal limits in which the City exercises joint zoning authority with Bastrop County.

*Final Stabilization* means that all land disturbing construction activities at the construction site have been completed and that:

(A) a uniform, perennial, vegetative cover has been established, with a density of at least 70% of the cover, for the unpaved areas and areas not covered by permanent structures, or

(B) equivalent permanent stabilization measures have been employed.

*Financial Guarantee* means a performance bond, maintenance bond, surety bond, irrevocable letter of credit, or similar guarantees submitted to the City by the Responsible Party to assure that requirements of the ordinance are carried out in compliance with the stormwater management plan.

*Impervious Surface* means an area that releases as runoff all or a large portion of the precipitation that falls on it, except for frozen soil. Rooftops, sidewalks, driveways, parking lots and streets are examples of areas that typically are impervious.

*In-fill Development* means development of vacant parcels, or demolition of existing structures within previously built areas, which are already served by public infrastructure, such as transportation, water, wastewater, and other utilities.

*Infiltration* means the entry of precipitation or runoff into or through the soil.

*Infiltration System* means a device or practice such as a basin, trench, rain garden or swale designed specifically to encourage infiltration, but does not include natural infiltration in pervious surfaces such as lawns, redirecting of rooftop downspouts onto lawns or minimal infiltration from practices, such as swales or road side channels designed for conveyance and pollutant removal only.

*Land Development Activity* means any construction related activity that results in the addition or replacement of impervious surfaces such as rooftops, roads, parking lots, and other structures. Measurement of areas impacted by land development activity includes areas that are part of a larger common plan of development or sale where multiple separate and distinct land disturbing construction activities may be taking place at different times on different schedules but under one plan.

*Land Disturbing Construction Activity* means any man-made alteration of the land surface resulting in a change in the topography or existing vegetative or non-vegetative soil cover, that may result in runoff and lead to an increase in soil erosion

and movement of sediment into waters of the state. Land disturbing construction activity includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities.

*Maintenance Agreement* means a legal document that provides for long-term maintenance of stormwater management practices.

*Off-site* means located outside the property boundary described in the permit application.

*On-site* means located within the property boundary described in the permit application.

*Performance Standard* means a narrative or measure specifying the minimum acceptable outcome for a facility or practice.

*Permit Administration Fee* means a sum of money paid to the City by the permit applicant for the purpose of recouping the expenses incurred by the City in administering the permit.

*Pervious Surface* means an area that releases as runoff a small portion of the precipitation that falls on it. Lawns, gardens, parks, forests or other similar vegetated areas are examples of surfaces that typically are pervious.

*Post-construction Site* means a construction site following the completion of land disturbing construction activity and final site stabilization.

*Pre-development Condition* means the extent and distribution of land cover types present before the initiation of land disturbing construction activity, assuming that all land uses prior to development activity are managed in an environmentally sound manner.

*Public Works Director* means the individual appointed by the City Manager to administer the installation and operation of city infrastructure.

*Redevelopment* means areas where, in the determination of the City Engineer, development is replacing older development.

*Responsible Party* means any entity holding fee title to the property, or an entity contracted to develop the property.

*Runoff* means stormwater or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.

*Site* means the entire area included in the legal description of the land on which the land disturbing construction activity occurred.

*Stop Work Order* means an order issued by the City which requires that all construction activity on the site be stopped.

*Stormwater Management Plan* is a comprehensive plan designed to reduce the discharge of runoff from hydrologic units on a regional or municipal scale.

*Stormwater Management Permit* means a written authorization made by the City to the applicant to conduct land disturbing construction activity or to discharge post-construction runoff to waters of the state.

*Stormwater Maintenance Plan* means the set of tasks that must be performed in order to operate and maintain a stormwater management facility.

*Stormwater pollution prevention plan ("SWPPP")* means the plan created by constructors to show their plans for sediment and erosion control. The SWPPP identifies all potential sources of pollution which may reasonably be expected to affect the quality of storm water discharges from the construction site.

*Technical Standard* means a document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

~~*Zoning Board of Adjustment ("ZBA")* means the citizen board appointed by the City Council pursuant to Section 9, of Chapter 14 of the Bastrop Code of Ordinances, as provided by Texas Local Government Code Chapter 211.~~

## **Sec. 16.01.007 - MAINTENANCE PLAN.**

(Reserved).

An Operations and Maintenance Plan shall be prepared to meet the requirements outlined in the City of Bastrop Stormwater Drainage Design Manual. The Operations and Maintenance Plan shall be submitted to the City along with the Final Drainage Plans and shall clearly state which entity has responsibility for the operation and maintenance of the temporary and permanent stormwater controls and drainage facilities to ensure that they

will function in the future.

#### **Sec. 16.01.009 – EROSION CONTROL PLAN.**

(Reserved).

(a) Stormwater pollution prevention plans (SWPPPs) shall be submitted for review to the City Engineer prior to release of construction projects. The Responsible Party and their engineer shall be responsible for preparation of an SWPPP in accordance with the Texas Commission on Environmental Quality (TCEQ) and U.S. Environmental Protection Agency (EPA) requirements.

(b) TCEQ and EPA permitting shall also be the responsibility of the Responsible Party and their engineer.

#### **Sec. 16.01.010 – EASEMENTS.**

(Reserved).

(a) The Responsible Party shall dedicate or grant all necessary easements for construction of all stormwater drainage facilities required in the City of Bastrop Stormwater Drainage Design Manual.

(b) The Responsible Party shall record all easements in the deed records of Bastrop County.

The easements shall conform to the requirements in the City of Bastrop Stormwater Drainage Design Manual.

#### **Sec. 16.01.013 - EXCEPTIONS AND WAIVERS.**

(a) *Generally.* The Development Review Committee may recommend, and the ~~Zoning Board of Adjustment~~ City Council may approve exceptions or waivers to these requirements so that substantial justice may be done, and the public interest secured where extraordinary hardship or practical difficulties may result from strict compliance with this ordinance or if the purposes of this ordinance may be served to a greater extent by an alternative proposal. The exceptions or waivers shall not have the effect of nullifying the intent and purpose of this ordinance. The DRC shall only recommend approval of an exception or waiver if, based upon the evidence presented to it, all of the following conditions are met by the petitioner:

- (1) the granting of the exception or waiver will not be detrimental to the public safety, health, or welfare, and will not be injurious to other property;
- (2) the conditions upon which the request is based are unique to the

property for which the relief is sought and are not applicable generally to other property;

(3) because of the location or conditions affecting the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations is carried out;

(4) the relief sought will not materially alter the provisions of any existing regional stormwater management plan except that the plan may be amended in the manner prescribed by law; and

(5) the granting of the exception or waiver will not result in a violation of State or Federal laws or permits.

**Sec. 16.01.015 – APPEALS.**

(a) *Role of the ~~Zoning Board of Adjustment~~ City Council.* The ~~zoning board of adjustment~~ City Council of the City of Bastrop:

(1) shall approve or disapprove the recommendations of the DRC regarding the granting of exceptions or waivers from certain provisions of this Chapter, using the criteria in Section 16.01.013(a); and

(2) shall hear and decide appeals where it is alleged that there is an error in any order, decision, or determination made by the City in administering this Chapter, except for cease and desist orders obtained under Section 16.01.014; and

(3) shall apply the rules, procedures, duties and powers authorized by statute in hearing and deciding appeals.

(b) *Who may appeal.* Appeals to the ~~zoning board of adjustment~~ City Council may be taken by any aggrieved person or by an officer, department, or board of the City of Bastrop affected by any decision of the City in administering this Chapter.



# Stormwater Ordinance Proposed Amendments



Original Ordinance	Proposed amendments
<p>Sec.16.01.002 DEFINITIONS:  Stormwater pollution prevention plan (SWPPP) Not defined</p>	<p>Definition added Stormwater pollution prevention plan (“SWPPP”) means the plan created by constructors to show their plans for sediment and erosion control. The SWPPP identifies all potential sources of pollution which may reasonably be expected to affect the quality of storm water discharges from the construction site.</p>
	<p>Zoning Board of Adjustment (“ZBA”) definition removed.</p>

Original Ordinance	Proposed amendments
Sec. 16.01.007 - maintenance plan was (reserved.)	Sec. 16.01.007 now states: An Operations and Maintenance Plan shall be prepared to meet the requirements outlined in the City of Bastrop Stormwater Drainage Design Manual. The Operations and Maintenance Plan shall be submitted to the City along with the Final Drainage Plans and shall clearly state which entity has responsibility for the operation and maintenance of the temporary and permanent stormwater controls and drainage facilities to ensure that they will function in the future.



Original Ordinance	Proposed amendments
<p>Sec. 16.01.009 –Erosion control plan was (reserved)</p>	<p>Sec. 16.01.009 –Erosion control plan now states: (a) Stormwater pollution prevention plans (SWPPPs) shall be submitted for review to the City Engineer prior to release of construction projects. The Responsible Party and their engineer shall be responsible for preparation of an SWPPP in accordance with the Texas Commission on Environmental Quality (TCEQ) and U.S. Environmental Protection Agency (EPA) requirements.</p>
	<p>Sec. 16.01.009 –Erosion control plan now states: (b) TCEQ and EPA permitting shall also be the responsibility of the Responsible Party and their engineer.</p>

Original Ordinance	Proposed amendments
Sec. 16.01.010 – easements was reserved	Sec. 16.01.010 – easements now states: (a) The Responsible Party shall dedicate or grant all necessary easements for construction of all stormwater drainage facilities required in the City of Bastrop Stormwater Drainage Design Manual.
	<p>Sec. 16.01.010 – easements now states: (b) The Responsible Party shall record all easements in the deed records of Bastrop County.</p> <p>The easements shall conform to the requirements in the City of Bastrop Stormwater Drainage Design Manual.</p>
Sec. 16.01.015 – appeals. No longer go to ZBA for approval.	Sec. 16.01.015 – appeals. Now must go to the City Council for approval.





# So what Just Happened?

- Definitions were added by the City Attorney where they were missing previously.
  - Sec. 16.01.002 – Definitions: Stormwater Prevention Pollution Plan (SWPPP)

Revisions to these sections now comply with the Stormwater Drainage Design Manual.

- Sec. 16.01.007 - Maintenance Plan:
- Sec. 16.01.009 – Erosion Control Plan:



# So what Just Happened?

- These amendments were made the City Attorney in order to be in compliance with the Stormwater Drainage Design Manual
  - Sec. 16.01.010 – Easements:
    - (a) The Responsible Party shall dedicate or grant all necessary easements for construction of all stormwater drainage facilities required in the City of Bastrop Stormwater Drainage Design Manual.
    - (b) The Responsible Party shall record all easements in the deed records of Bastrop County. The easements shall conform to the requirements in the City of Bastrop Stormwater Drainage Design Manual.



# So what Just Happened?

- These section were revised and now recommendations of the Development Review Committee (DRC) now must be appealed to City Council
  - Sec. 16.01.013 - Exceptions and Waivers.
  - Sec. 16.01.015 – Appeals: Now must go to the City Council for approval.





# Questions ?



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3D

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-25 of the City Council of the City of Bastrop, Texas amending Appendix A – Fee Schedule, Sec. A3.01. - General provisions, Sec. A3.04. - Building code, Sec. A3.05. - Electricity—Electrical code, Sec. A3.06. - Plumbing code, Sec. A3.07. - Mechanical code, Sec. A3.15. - Swimming pools, Sec. A3.16. - Moving of Structures, Demolition and Site Work, Sec. A3.20. – Signs, Sec. A3.21. - Streets, rights-of-way and public property, Sec. A10-03. - Subdivision ordinance, Sec. A14.01. - Zoning—General provisions and Adding Section A5.10 – Fire Planning Review and Inspection Fees; establishing a repealing clause; providing severability; providing an effective date and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill 852 and 3167 of the 86th Session of the Texas Legislature have placed mandatory requirements on municipalities. In order to ensure compliance with HB 852 and 3167, Appendix A – Fee Schedule will need to be amended by City Council to accurately reflect the additional cost that complying with HB 852 and 3167 will have on City services.

**POLICY EXPLANATION:**

The purpose of the proposed fee update is to ensure that the City is collecting enough revenue in development permit fees in order to accurately reflect the appropriate cost of service to off-set the expense the City incurs in providing the services. The current fee revenues do not cover the cost of service, therefore, the citizens and taxpayers are left subsidizing the difference. The City's goal is to be at 75% - 25% ratio, where development fees cover 75% of the cost of service and the remaining 25% is covered through the General Fund. The proposed fee schedule should achieve this goal based on projected development applications.

House Bill 852 requires that:

- (1) in determining the amount of a building permit or inspection fee required in connection with the construction or improvement of a residential dwelling, a city may not consider:
  - (a) the value of the dwelling; or
  - (b) the cost of constructing or improving the dwelling; and
- (2) a city may not require the disclosure of information related to the value of or cost of constructing or improving a residential dwelling as a condition of obtaining a building

permit except as required by the Federal Emergency Management Agency for participation in the National Flood Insurance Program.

The City currently bases our building permit fees on the cost of a proposed structure or improvement. HB 852 now prohibits that practice.

House Bill 3167 requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction.

City staff has reviewed current development and building permit fees and are recommending changes to the fee schedule in order to ensure fees adequately reflect the cost of services associated with providing the related services to meet the mandates of HB 852 and 3167.

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-25 of the City Council of the City of Bastrop, Texas amending Appendix A – Fee Schedule, Sec. A3.01. - General provisions, Sec. A3.04. - Building code, Sec. A3.05. - Electricity—Electrical code, Sec. A3.06. - Plumbing code, Sec. A3.07. - Mechanical code, Sec. A3.15. - Swimming pools, Sec. A3.16. - Moving of Structures, Demolition and Site Work, Sec. A3.20. – Signs, Sec. A3.21. - Streets, rights-of-way and public property, Sec. A10-03. - Subdivision ordinance, Sec. A14.01. - Zoning—General provisions and Adding Section A5.10 – Fire Planning Review and Inspection Fees; establishing a repealing clause; providing severability; providing an effective date and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance
- Proposed Fire Fees
- Comparison of Existing & Proposed Permitting, Inspection & Development Fees
- City of Austin Fee Schedule
- Permitting & Inspection Fees
- Development Fees

**ORDINANCE NO. 2019-33**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING THE BASTROP CITY CODE OF ORDINANCES, APPENDIX A – FEE SCHEDULE, SEC. A3.01. - GENERAL PROVISIONS, SEC. A3.04. - BUILDING CODE, SEC. A3.05. - ELECTRICITY—ELECTRICAL CODE, SEC. A3.06. - PLUMBING CODE, SEC. A3.07. - MECHANICAL CODE, SEC. A3.15. - SWIMMING POOLS, SEC. A3.16. - MOVING OF STRUCTURES, DEMOLITION AND SITE WORK, SEC. A3.20. – SIGNS, SEC. A3.21. - STREETS, RIGHTS-OF-WAY AND PUBLIC PROPERTY, SEC. A10-03. - SUBDIVISION ORDINANCE, SEC. A14.01. - ZONING—GENERAL PROVISIONS AND ADDING SECTION A5.10 FIRE PLANNING REVIEW AND INSPECTION FEES; REPEALING CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROPER NOTICE AND MEETING AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, House Bill 852 of the 86th Session of the Texas Legislature requires that: (1) in determining the amount of a building permit or inspection fee required in connection with the construction or improvement of a residential dwelling, a city may not consider: (a) the value of the dwelling; or (b) the cost of constructing or improving the dwelling; and (2) a city may not require the disclosure of information related to the value of or cost of constructing or improving a residential dwelling as a condition of obtaining a building permit except as required by the Federal Emergency Management Agency for participation in the National Flood Insurance Program; and

**WHEREAS**, In order to ensure compliance with House Bill 3167 and House Bill 852, portions of Appendix A – Fee Schedule, Sec. A3.01. - General provisions, Sec. A3.04. - Building code, Sec. A3.05. - Electricity—Electrical code, Sec. A3.06. - Plumbing code, Sec. A3.07. - Mechanical code, Sec. A3.15. - Swimming pools, Sec. A3.16. - Moving of Structures, Demolition and Site Work, Sec. A3.20. – Signs, Sec. A3.21. - Streets, rights-of-way and public property, Sec. A10-03. - Subdivision ordinance, Sec. A14.01. - Zoning—General provisions will need to be amended and adding Sec. A5.10 – Fire planning review and inspection fees; and

**WHEREAS**, The City’s current fee schedule is based on valuation and House Bill 852 now prohibits that practice; and

**WHEREAS**, Development and building permit fees should adequately reflect the cost of services associated with providing the related services after the processes and policies have been met under the mandates of House Bill 852 and House Bill 3167.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** That Appendix A – Fee Schedule, Sec. A3.01. - General provisions, Sec. A3.04. - Building code, Sec. A3.05. - Electricity—Electrical Code, Sec. A3.06. - Plumbing code, Sec. A3.07. - Mechanical code, Sec. A3.15. - Swimming pools, Sec. A3.16. - Moving of Structures,

Demolition and Site Work, Sec. A3.20. – Signs, Sec. A3.21. - Streets, rights-of-way and public property, Sec. A10-03. - Subdivision ordinance, Sec. A14.01. - Zoning—General provisions shall be amended and adding Sec. A5.10 – Fire planning review and inspection fees as follows:

APPENDIX A - FEE SCHEDULE

APPLICATION	FEE
<b>Administration fee (per application)</b>	<b>5% of total fee</b>
<b>Completeness Check</b>	<b>\$250</b>
<b>Subdivision</b>	
Preliminary Plat	\$1,700 + \$125 per acre
Final Plat/Short Form Final Plat	\$1,275 + 125 per acre
Replats/Vacation	\$1,275 + \$25 per acre
Administrative Plats Amended or Minor	\$1,275 + 125 per Acre
Plat Recordation with the County	\$150+ fees charged by Bastrop County
Lot of Record Verification	\$50
Construction Plan Review	\$5,000 minimum + all professional fees*
Construction Plan Inspections	3.5% of total cost of improvement, \$2,500 minimum
Subdivision Variance	\$1000
Traffic Impact Analysis	\$525 + all professional fees*
Right-of-Way Vacation	\$1,700
Easement Vacation	\$ 1,700
License Agreement, Easement	\$500 + all professional fees*
Preliminary Drainage Plan review	\$2,300
Final Drainage Plan Review	\$1,500
Infrastructure Plan Review	\$1,900
Meeting Re-Notification	\$500, if required by applicant action
<b>Parkland Dedication:</b>	
Less than 4 dwelling units per building	\$500 per Unit
4 or more dwelling units per building	\$400 per Unit
<b>Site Development</b>	
Site Development Plan:	\$1700 + \$125 per acre

Site Development Plan Revision	\$500
Site Development Inspection	\$200
Final Drainage Plan Review	\$1,500
Misc. Administrative Plan Review	\$500
<b>Zoning</b>	
Standard Zoning:	\$3,000
Planned Development Zoning	\$9,000 + \$200 per acre (rounded up)
Conditional Use Permit	\$2,500
Zoning Variance	\$3,500
Appeal of Administrative Decision	\$500
Development, License, Agreement	\$3,000 + professional fees*
Consent agreements for MUD, PID, SUD, WCID, etc.....	\$25,000 + Professional fees*
Zoning Verification Letter	\$250
Meeting Re-notification	\$500, if required by applicant action
Certificate of Appropriateness	\$50
Certificate of Appropriateness - Demolition or Relocation	\$100
<b>GIS Mapping Fees</b>	
Map Printing	\$6.67 per square foot + \$50 an Hour
Custom Map	\$250 per hour
Public Improvement Plan Digitizing	\$250 per hour May be waived if digital plans provided per City specifications

\*Per Bastrop Code of Ordinances, Chapter 1, Article 1.14

PERMIT/INSPECTION	FEE
<b>Technology fee (per permit application)</b>	<b>\$6</b>
<b>Administration fee (per permit application)</b>	<b>%5 of permit fee</b>
<b>Completeness Check Review</b>	<b>\$250</b>
<b>General Construction</b>	
New Construction Permit - Commercial	Value \$1,000,000 or less: \$7.50 per \$1,000 of valuation* Value over \$1,000,000: \$7,500 for the first \$1,000,000 of valuation* plus \$4.00 per additional thousand *SF Value based on ICC Building Valuation Data
New Construction Permit - Residential	Less than 1,000 sf; \$900 plus \$0.25 per sf 1,000 to 1,500 sf; \$1,200 plus \$0.25 per sf 1,500 to 4,999 sf; \$1,500 plus \$0.25 per sf Greater than 5,000 sf; \$2,000 plus \$0.25 per sf

Minimum (Base) Permit Fees if no fees mentioned are applicable:	
Residential	\$100
Commercial	\$500
Residential Remodel Permit	\$500 plus \$.25 per sqft.
Commercial Shell Building Permit	65% of the New Construction Permit Fee
Commercial Tenant Finish out	65% of the New Construction Permit Fee, per finish out area
Commercial Remodel Permit Fee	\$1,000 plus \$.50 per sqft.
Residential Inspection Fee (with New Construction Permit)	25% of New Construction Permit Fee
Commercial Inspection Fee (with New Construction Permit)	35% of New Construction Permit Fee
Miscellaneous Inspections Commercial	\$75 per inspection; After hours \$75 per hour 2 hour min.
Miscellaneous Inspections Residential	\$25
Failed re-inspections	\$75 per inspection
Roofing Permit:	
Residential	\$150
Commercial	\$500 + \$.10 a Sqft.
Construction Trailer	\$500
	<i>Does not include fees from other utilities</i>
Accessory Buildings	160 sf or less: \$75
	Over 160 sf: \$300
Fences - Commercial	\$175
Fences - Residential	\$25
Certificate of Occupancy	\$250
	\$25 to reissue a copy
Floodplain Permit:	
Single Family or community facility	\$150
Multifamily, commercial or industrial	\$250
<b>Fire</b>	
See Fire Plan Review & Inspection fees	Appendix A
<b>Electric</b>	
Residential Trade Fee (each project/permit)	\$75
Commercial Trade Fee (each project/permit)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$100
<b>Plumbing</b>	
Residential Trade Fee (each project/permit)	\$75

Commercial Trade Fee (each project/permit)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$100
<b>Irrigation</b>	
Residential Irrigation Permit	\$75
Commercial Irrigation Permit	\$200
Inspection Fees (Re-inspect or Failed)	\$100
<b>Mechanical</b>	
Residential Trade Fee (each project/permit)	\$75
Commercial Trade Fee (each project/permit)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$100
<b>Swimming Pool</b>	
Residential Permit	\$200
Commercial Permit	\$750
Inspection Fees (Re-inspect or Failed)	\$100
<b>Moving of Structures, Demolition, Site Work</b>	
Demolition Permit:	
Residential	\$350
Commercial	\$500
Moving Permit:	
160 sq. ft. or less	\$25
Over 160 sq. ft.	\$200
Road Closure/ROW obstruction	\$150
Inspection Fee	\$75 per inspection
<b>Signs</b>	
New Free-Standing Sign Application	\$200 plus \$2/ft. of sign height and \$2/sq. ft. of sign area
New Wall Sign Permit Application	\$100 plus \$1/sq. ft.
Temporary Sign	\$50/month
Repair or reface existing sign cabinet	\$75
Master (Comprehensive) Sign Plan	\$500
<b>Streets/Right-of-Way and Public Property</b>	
Work within the Right-of-Way Permit (driveway, sidewalks, culvert or drainage channel mod., etc.)	\$200
<b>Penalty Fees</b>	
Work commencing prior to permit issuance will be the greater of:	100% of the calculated permit and inspection fee OR \$150 in addition to permit and inspection fees

**Professional & Consulting**

Professional Fees

Actual fee, plus 15% administrative fee

**Section 2:** That Appendix A – Fee Schedule be amended to add Section A.5.10 – Fire Planning Review and Inspections as follows:

Category	Fee
Cancellation Fees	
Cancellation Fee	\$100.00
License/Use Permits	
Fire Protection System Permit	\$30.00
Annual permit to ensure that life-safety systems including sprinkler systems, alarm systems, stand-pipe systems, and hood systems, have been inspected by a third party.	
Hazardous Materials Permit Fee	Variable based upon Haz-Mat
Fees paid once every 3 years. Note: Range based on number of gallons of liquid, pounds of solid, and cubic feet of gas.	
Hazardous Materials Permit Renewal	Variable based upon Haz-Mat
High Pile Review	\$145.00
High Pile Review with Hazmat	\$215.00
High Pile Storage Permit	
<i>Annual Fee for High Pile Storage</i>	
0-15,000 sq feet	\$100.00
15,001-50,000 sq feet	\$200.00
> 50,001 sq feet	\$300.00
Printing/Copies	
Inspection Reports	Same
System Plans and Calculations	Same
Professional Services/Analysis	
After Hours Fire Inspection	\$100/hr (2 hr minimum)

Annual State Short-Term Occupancy Inspections	
Includes Daycare, Foster Care, Adoption, Halfway Houses, Group Care, MHMR, Adult Daycare, or other short term	
1-30 Occupants	\$75.00
>30 Occupants	\$150.00
Clean Agent Extinguishing System Inspection	
1-50 heads	\$145.00
> 50 heads	\$145 + \$0.50 per head over 50
Fire Alarm System Inspection	
1-10 devices	\$100.00
11-25 devices	\$150.00
26-100 devices	\$200.00
100-200 devices	\$250.00
>200 devices	\$250 + \$0.50/device over 50
Fire Sprinkler System Inspection	
1-10 devices	\$100.00
11-25 devices	\$150.00
26-100 devices	\$200.00
100-200 devices	\$250.00
>200 devices	\$250 + \$0.50/device over 50
Fire Final (Certificate of Occupancy) Inspection	
0-10,000 sq ft	\$100.00
> 10,000 sq. ft.	\$100 + \$1.00/SF over 1000
Fire Pump Test	\$315.00
Generator Testing	
<660 gallons of fuel	\$100.00
>660 gallons of fuel	\$150.00
Hospitals/Similar Occupancy Inspections	\$100
Nursing Home/Occupancy Inspections	\$100
Hydrant Flow Testing Reports	
Actual flow test performed	\$150.00
Each additional hydrant	\$75.00

Pulled from files	\$25.00
Hydrostatic Tests	\$100.00
Kitchen Extinguishing Hood System Test	\$100.00
Miscellaneous Inspections	\$100 plus \$50/hr over 1st hr
Mobile Food Vendor Inspection (LP Gas)	\$100.00
Inspection of use, storage, handling and transportation	
Standpipe Flow Test - Requires Eng. Company	
1st building	\$600.00 / building
Additional building	\$150 per addtl bldg
State Licensed Occupancy Inspections	\$100.00
Includes Labs, Clinics, Massage Therapy, Rehabilitation, Bonded Warehouses, Physical Therapy, or other similar	
Reinspection Fee	\$125 plus \$65/hr over 2 hrs
Site/Plan Reviews	
Access Control & Egress Impact Systems Review (per system submitted)	\$125.00
Dry/Wet Chemical & Clean Agent System Review (per system submitted)	\$125.00
Fire Alarm System Plan Review	
"Alarm devices" include individual pieces of equipment such as initiating devices, signaling devices, fire alarm panels, and power extenders.	
1-10 devices	\$50.00
11-25 devices	\$100.00
26-100 devices	\$150.00
100-200 devices	\$200.00
>200 devices	\$200.00
Charge for drawings to a scale other than 1/8"=1'	\$10.00 per sheet
Fire Sprinkler System Plan Review	

1-10 heads	\$50.00
11-25 heads	\$100.00
26-100 heads	\$150.00
100-200 heads	\$200.00
>200 heads	\$200.00
Charge for drawings to a scale other than 1/8"=1'	\$10.00 per sheet
Standpipe Systems Review (per system submitted)	\$150.00
Site Plan Review	\$150.00
Building Permit Review	\$100.00 + \$0.10 per SF
Miscellaneous Plan Review	\$150.00
Preliminary Design/Review Fee	\$100/hr (1 hr minimum)
This fee will be charged to the customer for staff time needed to provide code consultations, code interpretations, and preliminary design input for new architectural and engineering designs.	
Resubmittal Fee	
1st resubmittal	\$75.00
>2 resubmittals	\$125 per submittal
Special Events	
Burn Permit (Special Event)	\$100.00
Carnival/Circus Operational Permit	\$200.00
Permit required for outdoor events with expected attendance of > 75 people with some exceptions granted	
Festival/Fair Operational Permit	
49 - 499 Expected Attendees	\$150.00
>500 Expected Attendees	\$300.00
Fire Watch (Stand By for Special Events)	\$100/hr (2 hr minimum)
Fireworks/Pyrotechnics	\$200.00

<i>Fee includes plan review, license review, and site inspection</i>	
Public Assembly Permit	\$150.00
Annual permit requirement for nightclubs	
Re-inspection Fee for Special Events	\$16.00
Fee is charged for inspector to revisit a special event site due to safety findings in initial inspection	
Special Effects	\$100.00
Special Event Permit Revision Fee	\$75.00
Fee is charged for a re-review of site plan changes for a special event	
Stand By Type VII Fire Apparatus This is for a six wheeler ATV with 2 firefighters.	\$150 per hr. (2 hr minimum)
Stand By Type VI Fire Apparatus This is for a Brush Truck with 2 firefighters.	\$200 per hr. (2 hr minimum)
Standby Fire Apparatus (Engine Company) This is for a Fire Engine with 4 firefighters	\$300 per hr. (2 hr minimum)
Temporary Change of Use Permit	\$150.00
Permit issued for hosting public events of > 50 people in a non-public event structure	
Temporary Helistop Permit	\$150.00
Permit is required to ensure temporary helistop is in compliance with adopted Fire Code and applicable NFPA standards	
Temporary Occupancy Load Adjustment	\$100.00
Tents/Temporary Membrane Structure Permit	\$100.00
Permit required for tents walled on any side in excess of 400 sq. ft. or any tent which exceeds 700 sq. ft. in area. Permit also required for temporary membrane structures.	

Theatrical Performance w/ Open Flame	\$100.00
Performances with open flames	
Trade Show/Exhibit Permit	\$100.00
Permit required for all events classified as trade shows, exhibits, or garden shows	
Trade Show/Exhibit Additional Floor Plan Review	\$50.00

**Section 3:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 4:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 5:** This Ordinance shall take effect immediately upon passage.

**Section 6:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ and APPROVED** on First Reading on the 13<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

\_\_\_\_\_  
 Connie B. Schroeder, Mayor

**ATTEST:**

\_\_\_\_\_  
 Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
 Alan Bojorquez, City Attorney

<b>Appendix A - Section 5.10 - Fire Planning Review &amp; Inspection Fees</b>	
<b>Category</b>	<b>Fee</b>
<b>Cancellation Fees</b>	
Cancellation Fee	\$100.00
<b>License/Use Permits</b>	
<b>Fire Protection System Permit</b>	\$30.00
<i>Annual permit to ensure that life-safety systems including sprinkler systems, alarm systems, stand-pipe systems, and hood systems, have been inspected by a third party.</i>	
<b>Hazardous Materials Permit Fee</b>	Variable based upon Haz-Mat
<i>Fees paid once every 3 years. Note: Range based on number of gallons of liquid, pounds of solid, and cubic feet of gas.</i>	
<b>Hazardous Materials Permit Renewal</b>	Variable based upon Haz-Mat
<b>High Pile Review</b>	\$145.00
High Pile Review with Hazmat	\$215.00
<b>High Pile Storage Permit</b>	
<i>Annual Fee for High Pile Storage</i>	
0-15,000 sq feet	\$100.00
15,001-50,000 sq feet	\$200.00
> 50,001 sq feet	\$300.00
<b>Printing/Copies</b>	
Inspection Reports	Same
System Plans and Calculations	Same
<b>Professional Services/Analysis</b>	
<b>After Hours Fire Inspection</b>	\$100/hr (2 hr minimum)
<b>Annual State Short-Term Occupancy Inspections</b>	
<i>Includes Daycare, Foster Care, Adoption, Halfway Houses, Group Care, MHMR, Adult Daycare, or other short term</i>	
1-30 Occupants	\$75.00
>30 Occupants	\$150.00
<b>Clean Agent Extinguishing System Inspection</b>	
1-50 heads	\$145.00
> 50 heads	\$145 + \$0.50 per head over 50

<b>Fire Alarm System Inspection</b>	
1-10 devices	\$100.00
11-25 devices	\$150.00
26-100 devices	\$200.00
100-200 devices	\$250.00
>200 devices	\$250 + \$0.50/device over 50
<b>Fire Sprinkler System Inspection</b>	
1-10 devices	\$100.00
11-25 devices	\$150.00
26-100 devices	\$200.00
100-200 devices	\$250.00
>200 devices	\$250 + \$0.50/device over 50
<b>Fire Final (Certificate of Occupancy) Inspection</b>	
0-10,000 sq ft	\$100.00
> 10,000 sq. ft.	\$100 + \$1.00/SF over 1000
<b>Fire Pump Test</b>	
	\$315.00
<b>Generator Testing</b>	
<660 gallons of fuel	\$100.00
>660 gallons of fuel	\$150.00
<b>Hospitals/Similar Occupancy Inspections</b>	
	\$100
<b>Nursing Home/Occupancy Inspections</b>	
	\$100
<b>Hydrant Flow Testing Reports</b>	
Actual flow test performed	\$150.00
Each additional hydrant	\$75.00
Pulled from files	\$25.00
<b>Hydrostatic Tests</b>	
	\$100.00
<b>Kitchen Extinguishing Hood System Test</b>	
	\$100.00
<b>Miscellaneous Inspections</b>	
	\$100 plus \$50/hr over 1st hr
<b>Mobile Food Vendor Inspection (LP Gas)</b>	
	\$100.00
<i>Inspection of use, storage, handling and transportation</i>	
<b>Standpipe Flow Test - Requires Eng. Company</b>	
1st building	\$600.00 / building
Additional building	\$150 per addtl bldg

<b>State Licensed Occupancy Inspections</b>	\$100.00
<i>Includes Labs, Clinics, Massage Therapy, Rehabilitation, Bonded Warehouses, Physical Therapy, or other similar</i>	
<b>Reinspection Fee</b>	\$125 plus \$65/hr over 2 hrs
<b>Site/Plan Reviews</b>	
<b>Access Control &amp; Egress Impact Systems Review</b> <i>(per system submitted)</i>	\$125.00
<b>Dry/Wet Chemical &amp; Clean Agent System Review</b> <i>(per system submitted)</i>	\$125.00
<b>Fire Alarm System Plan Review</b> <i>"Alarm devices" include individual pieces of equipment such as initiating devices, signaling devices, fire alarm panels, and power extenders.</i>	
1-10 devices	\$50.00
11-25 devices	\$100.00
26-100 devices	\$150.00
100-200 devices	\$200.00
>200 devices	\$200.00
<b>Charge for drawings to a scale other than 1/8"=1'</b>	\$10.00 per sheet
<b>Fire Sprinkler System Plan Review</b>	
1-10 heads	\$50.00
11-25 heads	\$100.00
26-100 heads	\$150.00
100-200 heads	\$200.00
>200 heads	\$200.00
<b>Charge for drawings to a scale other than 1/8"=1'</b>	\$10.00 per sheet
<b>Standpipe Systems Review</b> <i>(per system submitted)</i>	\$150.00
<b>Site Plan Review</b>	\$150.00
<b>Building Permit Review</b>	\$100.00 + \$0.10 per SF
<b>Miscellaneous Plan Review</b>	\$150.00
<b>Preliminary Design/Review Fee</b> <i>This fee will is charged to the customer for staff time needed to provide code consultations, code interpretations, and preliminary design input for new architectural and engineering designs.</i>	\$100/hr (1 hr minimum)

<b>Resubmittal Fee</b>	
1st resubmittal	\$75.00
>2 resubmittals	\$125 per submittal
<b>Special Events</b>	
<b>Burn Permit (Special Event)</b>	\$100.00
<b>Carnival/Circus Operational Permit</b>	\$200.00
<i>Permit required for outdoor events with expected attendance of &gt; 75 people with some exceptions granted</i>	
<b>Festival/Fair Operational Permit</b>	
49 - 499 Expected Attendees	\$150.00
>500 Expected Attendees	\$300.00
<b>Fire Watch (Stand By for Special Events)</b>	\$100/hr (2 hr minimum)
<b>Fireworks/Pyrotechnics</b>	\$200.00
<i>Fee includes plan review, license review, and site inspection</i>	
<b>Public Assembly Permit</b>	\$150.00
<i>Annual permit requirement for nightclubs</i>	
<b>Reinspection Fee for Special Events</b>	\$16.00
<i>Fee is charged for inspector to revisit a special event site due to safety findings in initial inspection</i>	
<b>Special Effects</b>	\$100.00
<b>Special Event Permit Revision Fee</b>	\$75.00
<i>Fee is charged for a re-review of site plan changes for a special event</i>	
<b>Stand By Type VII Fire Apparatus</b>	\$150 per hr. (2 hr minimum)
<i>This is for a six wheeler ATV with 2 firefighters.</i>	
<b>Stand By Type VI Fire Apparatus</b>	\$200 per hr. (2 hr minimum)
<i>This is for a Brush Truck with 2 firefighters.</i>	
<b>Standby Fire Apparatus (Engine Company)</b>	\$300 per hr. (2 hr minimum)
<i>This is for a Fire Engine with 4 firefighters</i>	
<b>Temporary Change of Use Permit</b>	\$150.00

<i>Permit issued for hosting public events of &gt; 50 people in a non public event structure</i>	
<b>Temporary Helistop Permit</b>	\$150.00
<i>Permit is required to ensure temporary helistop is in compliance with adopted Fire Code and applicable NFPA standards</i>	
<b>Temporary Occupancy Load Adjustment</b>	\$100.00
<b>Tents/Temporary Membrane Structure Permit</b>	\$100.00
<i>Permit required for tents walled on any side in excess of 400 sq. ft. or any tent which exceeds 700 sq. ft. in area. Permit also required for temporary membrane structures.</i>	
<b>Theatrical Performance w/ Open Flame</b>	\$100.00
<i>Performances with open flames</i>	
<b>Trade Show/Exhibit Permit</b>	\$100.00
<i>Permit required for all events classified as trade shows, exhibits, or garden shows</i>	
<b>Trade Show/Exhibit Additional Floor Plan Review</b>	\$50.00

Planning Fee Schedule changes

Permit	Original Fee	Proposed Fee
<b>Technology fee (per permit application)</b>	No change	\$6
<b>Administration fee (per permit application)</b>	N/A	5% of Permit fee
<b>General Construction</b>		
New Construction Permit - Commercial	No Change	Value \$1,000,000 or less: \$7.50 per \$1,000 of valuation* Value over \$1,000,000: \$7,500 for the first \$1,000,000 of valuation* plus \$4.00 per additional thousand *SF Value based on ICC Building Valuation Data
New Construction Permit - Residential	N/A	Less than 1,000 Sqft. \$900 + \$.25 per sqft. 1,000 - 1,500 sf; \$1,200 plus \$0.25 per sf 1,500 to 4,999 sf; \$1,500 plus \$0.25 per sf Greater than 5,000 sf; \$2,000 plus \$0.25 per sf
Minimum (Base) Permit Fees if no fees mentioned are applicable:		
Residential	\$50	\$100
Commercial	\$100	\$500
Residential Remodel Permit	35% of the New Construction Permit Fee	\$500 plus \$.25 per sqft.
Commercial Shell Building Permit	65% of the New Construction Permit Fee	65% of the New Construction Permit Fee
Commercial Tenant Finish out	35% of the New Construction Permit Fee, per finish out area	65% of the New Construction Permit Fee, per finish out area
Commercial Remodel Permit Fee	35% of the New Construction Permit Fee for area affected	\$1,000 plus \$.50 per sqft.
Residential Inspection Fee (with New Construction Permit)	No change	25% of New Construction Permit Fee
Commercial Inspection Fee (with New Construction Permit)	25% of New Construction Permit Fee	35% of New Construction Permit Fee
Miscellaneous Inspections Commercial	N/A	\$75per inspection; After hours \$75 per hour 2 hour min.
Miscellaneous Inspections Residential	N/A	\$25
Failed re-inspections	No Change	\$75 per inspection

Planning Fee Schedule changes

Roofing Permit:		
Residential	No Change	\$150
Commercial	\$500	\$500 +\$.10 a Sqft.
Construction Trailer	\$150 (includes COB/BPL electrical and plumbing hook up)	\$500 <i>Does not include fees from other utilities</i>
Accessory Buildings	240 sf or less: \$75 Over 240 sf: New Construction Permit fee based on S-2 use.	160 sf or less: \$75 Over 160 sf: \$300
Fences - Commercial	No Change	\$175
Fences - Residential	No Change	\$25
Certificate of Occupancy	Change in Use \$150/Change in Ownership \$75	\$250/\$25 to reissue a copy
Flood plain Permit		
Single Family or community facility	No change	\$150
Multifamily, commercial or industrial	No change	\$250
<b>Fire</b>		
See fire plan review and inspection schedule	Residential Fire Sprinkler Permit \$175 Commercial Fire Sprinkler Permit \$500 Fire Alarm Sys. Permit \$200 Fire Suppression System Permit \$150 Fire Inspection Fee \$75	Appendix A
<b>Electric</b>		
Residential Trade Fee (each project/permit)	No Change	\$75
Commercial Trade Fee (each project/permit)	\$150 per building, plus \$150 per additional floor (+1 stories)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$75	\$100
<b>Plumbing</b>		
Residential Trade Fee (each project/permit)	No Change	\$75
Commercial Trade Fee (each project/permit)	\$150 per building, plus \$150 per additional floor (+1 stories)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$75	\$100

Planning Fee Schedule changes

<b>Irrigation</b>		
Residential Irrigation Permit	No Change	\$75
Commercial Irrigation Permit	No Change	\$200
Inspection Fees (Re-inspect or Failed)	\$75	\$100
<b>Mechanical</b>		
Residential Trade Fee (each project/permit)	No Change	\$75
Commercial Trade Fee (each project/permit)	\$150 per building, plus \$150 per additional floor (+1 stories)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$75	\$100
<b>Swimming Pool</b>		
Residential Permit	No Change	\$200
Commercial Permit	\$500	\$750
Inspection Fees (Re-inspect or Failed)	\$75	\$100
<b>Moving of Structures, Demolition, Site Work</b>		
Demolition Permit:		
Residential	\$75	\$350
Commercial	\$250	\$500
Moving Permit:		
160 sq. ft. or less	240 sq. ft. or less \$25	\$25
Over 160 sq. ft.	Over 240 sq. ft. \$150	\$200
Road Closure/ROW obstruction	N/A	\$150
Inspection Fee	No Change	\$75 per inspection
<b>Signs</b>		
New Free-Standing Sign Application	\$50 plus \$1/ft. of sign height and \$1/sq. ft. of sign area	\$200 plus \$2/ft. of sign height and \$2/sq. ft. of sign area
New Wall Sign Permit Application	\$50 plus \$1/sq. ft.	\$100 plus \$1/sq. ft.
Temporary Sign	\$25/month	\$50/month
Repair or reface existing sign cabinet	\$25	\$75
Master (Comprehensive) Sign Plan	No Change	\$500
<b>Streets/Right-of-Way and Public Property</b>		
Work within the Right-of-Way Permit (driveway, sidewalks, culvert or drainage channel mod., etc.)	\$125	\$200

Planning Fee Schedule changes

<b>Penalty Fees</b>		
Work commencing prior to permit issuance will be the greater of:	No Change	100% of the calculated permit and inspection fee OR \$150 in addition to permit and inspection fees
<b>Professional &amp; Consulting</b>		
Professional Fees	No Change	Actual fee, plus 15% administrative fee

## Commercial Building Plan Review & Permit Fees (4 of 4)

### Miscellaneous Fees

	DSD Fees	4% Surcharge	Total
<b>After Hours Inspection Fees</b>			
First Hour	\$178.00		\$178.00
Each Additional Hour	\$58.00		\$58.00
<b>Re-Inspection Fee</b>			
<i>The fee will be charged for a scheduled inspection each time (1) work is not complete; (2) corrections from prior deficiency were not completed; or (3) the site is not accessible.</i>	\$46.00		\$46.00
<b>Inspections for Standalone Projects</b>			
Per inspection after two inspections	\$23.00	\$0.92	\$23.92
<b>Demolition Permit</b>	<b>\$120.00</b>	<b>\$4.80</b>	<b>\$124.80</b>
<b>Relocation Permit</b>	<b>\$34.00</b>	<b>\$1.36</b>	<b>\$35.36</b>
<b>Boat Dock New Construction Permit</b>	<b>\$131.00</b>	<b>\$5.24</b>	<b>\$136.24</b>
<b>Electric Sign Permit</b>	<b>\$58.00</b>	<b>\$2.32</b>	<b>\$60.32</b>
<b>Municipal Utility District (MUD) / ETJ Inspections (Electrical &amp; Plumbing)</b>	<b>\$42.00</b>	<b>\$1.68</b>	<b>\$43.68</b>
<b>Permits Outside the City Limits</b>	<b>\$58.00</b>	<b>\$2.32</b>	<b>\$60.32</b>
<b>Electric Service Planning Application / DPGA</b> <i>Required when new or change in electric service load on the property.</i>	<b>\$8.00</b>	<b>\$0.32</b>	<b>\$8.32</b>
<b>Electric Service Inspection Fee in COA</b>	<b>\$136.00</b>		<b>\$136.00</b>
<b>Electric Service Inspection Fee in PESD</b>	<b>\$155.00</b>	<b>\$6.20</b>	<b>\$161.20</b>
<b>Electrical Special Inspection Program Fee</b>			
Initial Application	\$12.00	\$0.48	\$12.48
Annual Renewal	\$4.00	\$0.16	\$4.16
<b>Duplicate Certificate of Occupancy</b>	<b>\$12.00</b>	<b>\$0.48</b>	<b>\$12.48</b>
<b>Temporary Certificate of Occupancy (Expires after 90 days)</b>			
Building	\$60.00	\$2.40	\$62.40
Mechanical, Electrical, Plumbing	\$60.00	\$2.40	\$62.40
<b>Temporary Certificate of Occupancy Renewal</b>			
Building	\$55.00	\$2.20	\$57.20
Mechanical, Electrical, Plumbing	\$60.00	\$2.40	\$62.40
<b>Contractors Expired Permits</b>			
Building, Electrical, Mechanical or Plumbing Permits	\$15.00	\$0.60	\$15.60
<b>Escrow Accounts (Establishment of Escrow Account)</b>	<b>\$23.00</b>		<b>\$23.00</b>
<b>Registration (Mechanical, Irrigation)</b>			
New	\$23.00		\$23.00 /per discipline
Annual Renewal	\$8.00		\$8.00 /per discipline
<b>Annual Permit</b>			
Processing Fee	\$15.00	\$0.60	\$15.60
Inspections	\$58.00	\$2.32	\$60.32

## Commercial Building Plan Review & Permit Fees (3 of 4)

### Commercial Remodel, Repair & Alterations Permit Fees

A 4% Development Services Surcharge fee will be added to all permit fees.

Occupancy Groups: A, B, E, F, H, I, M, R-1, R-2, S, U

All buildings except warehouses, parking garages and residences

	Building	Electrical	Mechanical	Plumbing	Energy
≤ 1,000 sq. ft.	\$286.50	\$276.81	\$257.45	\$305.86	\$38.73
≤ 5,000 sq. ft.	\$286.50	\$276.81	\$257.45	\$305.86	\$38.73
per additional 1,000 over 1,000	\$9.68	\$21.78	\$12.10	\$14.52	
≤ 10,000 sq. ft.	\$325.22	\$363.95	\$305.86	\$363.95	\$38.73
per additional 1,000 over 5,000	\$16.46	\$34.85	\$9.68	\$11.62	
≤ 25,000 sq. ft.	\$407.51	\$538.21	\$354.27	\$422.04	\$38.73
per additional 5,000 over 10,000	\$46.79	\$87.13	\$45.18	\$45.18	
≤ 50,000 sq. ft.	\$547.89	\$799.61	\$489.81	\$557.57	\$38.73
per additional 5,000 over 25,000	\$32.92	\$34.85	\$27.11	\$27.11	
> 50,000 sq. ft.	\$712.48	\$973.88	\$625.34	\$693.11	\$38.73
per additional 10,000	\$32.92	\$34.85	\$27.11	\$27.11	
per additional floor	\$4.84	\$4.84	\$4.84	\$4.84	

### Warehouse Space and Parking Garages Only

	Building	Electrical	Mechanical	Plumbing	Energy
≤ 5,000 sq. ft.	\$162.84	\$201.57	\$249.98	\$395.20	\$46.67
≤ 10,000 sq. ft.	\$162.84	\$201.57	\$249.98	\$395.20	\$46.67
per additional 1,000 over 5,000	\$21.30	\$4.84	\$9.68	\$18.39	
≤ 50,000 sq. ft.	\$269.34	\$225.77	\$298.38	\$487.17	\$46.67
per additional 10,000 over 10,000	\$31.46	\$66.56	\$14.52	\$25.41	
> 50,000 sq. ft.	\$395.20	\$492.01	\$356.47	\$588.83	\$46.67
per additional 10,000	\$15.73	\$33.28	\$7.26	\$12.71	
No HVAC Systems			\$96.81		

### Refunds on Permits

- For detailed information regarding refunds, see the Technical Criteria Manual.
- No refund shall be granted if the purchaser has paid the minimum fee established for the specific type of permit.
- No refund shall be granted if any work governed by the permit has been performed.
- No refund shall be granted if an inspection has been performed, scheduled, or requested on the permit.
- Refunds for permits equal 75% of the original permit less the minimum permit fee established for the specific type of permit.
- Refund claims must be submitting in writing with a copy of the permit receipt.
- Only active fees may be refunded.

## Commercial Tree Permit Review & Inspection Fees

A 4% Development Services Surcharge fee will be added to all permit fees.

	DSD Fee	4% Surcharge	Total
Pre-Development Consultation	\$701.00	\$28.04	\$729.04
Site Plan Exemption Review	\$515.00	\$20.60	\$535.60
Update Fee	\$333.00	\$13.32	\$346.32
City Arborist Site Plan/Subdivision Review			
≤ 5 trees	\$1,087.00	\$43.48	\$1,130.48
≤ 20 trees	\$1,421.00	\$56.84	\$1,477.84
≤ 50 trees	\$1,840.00	\$73.60	\$1,913.60
≤ 100 trees	\$2,174.00	\$86.96	\$2,260.96
≤ 200 trees	\$3,013.00	\$120.52	\$3,133.52
> 200 trees	\$3,013.00	\$120.52	\$3,133.52
per additional 50 trees	\$253.00	\$10.12	\$263.12
Inspection	\$244.00	\$9.76	\$253.76
Re-inspections	\$264.00	\$10.56	\$274.56
Utility Repair/Replacement			
Review	\$335.00	\$13.40	\$348.40
Inspection	\$244.00	\$9.76	\$253.76
Non-Development Tree Review <i>Fees waived for dead, diseased, or imminent hazard trees</i>	\$258.00	\$10.32	\$268.32
Heritage Tree Review Variance			
Administratively Approved	\$672.00	\$26.88	\$698.88
Commission Approved	\$3,718.00	\$148.72	\$3,866.72
Protected Tree Review Commission Appeal	\$3,718.00	\$148.72	\$3,866.72

## Commercial Building Plan Review & Permit Fees (2 of 4)

### Commercial New Construction Permit Fees

A 4% Development Services Surcharge fee will be added to all permit fees.

#### Occupancy Groups: A, B, E, F, H, I, M, S, U

All buildings except apartments, motels, hotels, warehouses, parking garages, and residences

	Building	Electrical	Mechanical	Plumbing	Energy
≤ 1,000 sq. ft.	\$286.50	\$276.81	\$160.64	\$286.50	\$54.14
≤ 5,000 sq. ft.	\$286.50	\$276.81	\$160.64	\$286.50	\$54.14
per additional 1,000 over 1,000	\$50.83	\$21.78	\$36.31	\$73.82	\$2.42
≤ 10,000 sq. ft.	\$489.81	\$363.95	\$305.86	\$581.78	\$63.82
per additional 1,000 over 5,000	\$13.55	\$34.85	\$11.62	\$49.38	\$1.94
≤ 25,000 sq. ft.	\$557.57	\$538.21	\$363.95	\$828.65	\$73.50
per additional 1,000 over 10,000	\$5.16	\$8.71	\$8.39	\$18.07	\$0.65
≤ 50,000 sq. ft.	\$635.03	\$668.91	\$489.81	\$1,099.73	\$83.19
per additional 5,000 over 25,000	\$6.20	\$17.43	\$4.26	\$8.91	\$0.39
> 50,000 sq. ft.	\$789.93	\$1,104.57	\$596.30	\$1,322.41	\$92.87
per additional 10,000	\$6.20	\$17.43	\$4.26	\$8.91	\$0.39
per add'l floor	\$9.68	\$9.68	\$9.68	\$9.68	\$9.68

#### All Occupancy Groups

Shell Buildings

	Building	Electrical	Mechanical	Plumbing	Energy
≤ 5,000 sq. ft.	\$282.76	\$360.21	\$205.31	\$302.12	\$50.40
≤ 50,000 sq. ft.	\$282.76	\$360.21	\$205.31	\$302.12	\$50.40
per additional 1,000 over 5,000	\$3.66	\$1.29	\$2.15	\$3.87	\$0.22
≤ 100,000 sq. ft.	\$447.34	\$418.30	\$302.12	\$476.39	\$60.09
per additional 10,000 over 50,000	\$17.43	\$23.24	\$11.62	\$23.24	\$1.94
≤ 500,000 sq. ft.	\$534.47	\$534.47	\$360.21	\$592.56	\$69.77
per additional 10,000 over 100,000	\$2.66	\$10.89	\$8.23	\$2.90	\$0.24
≤ 1,000,000 sq. ft.	\$640.97	\$970.14	\$689.38	\$708.74	\$79.45
per additional 100,000 over 500,000	\$60.02	\$87.13	\$38.73	\$92.94	\$1.94
> 1,000,000 sq. ft.	\$941.09	\$1,405.80	\$883.01	\$1,173.45	\$89.13
per additional 100,000	\$30.01	\$43.57	\$19.36	\$46.47	\$0.97
per add'l floor	\$9.68	\$9.68	\$9.68	\$9.68	\$9.68

#### Occupancy Group R

Apartments

	Building	Electrical	Mechanical	Plumbing	Energy
Base per sq. ft.	\$0.03	\$0.03	\$0.05	\$0.06	\$0.00
Per Unit	\$9.68	\$19.36	\$9.68	\$9.68	\$4.84
Per Floor	\$17.62	\$17.62	\$17.62	\$17.62	\$12.78

Motels / Hotels

	Building	Electrical	Mechanical	Plumbing	Energy
Base per sq. ft.	\$0.03	\$0.03	\$0.05	\$0.06	\$0.00
Per Unit	\$9.68	\$14.52	\$9.68	\$9.68	\$4.84
Per Floor	\$17.62	\$17.62	\$17.62	\$17.62	\$12.78

#### Warehouse Space and Parking Garages Only

	Building	Electrical	Mechanical	Plumbing	Energy
≤ 5,000 sq. ft.	\$162.84	\$356.47	\$298.38	\$395.20	\$46.67
≤ 10,000 sq. ft.	\$162.84	\$356.47	\$298.38	\$395.20	\$46.67
per additional 1,000 over 5,000	\$21.30	\$38.73	\$11.62	\$18.39	\$1.94
≤ 50,000 sq. ft.	\$269.34	\$550.10	\$356.47	\$487.17	\$56.35
per additional 10,000 over 10,000	\$31.46	\$58.09	\$14.52	\$13.31	\$2.42
> 50,000 sq. ft.	\$395.20	\$782.45	\$414.56	\$540.42	\$66.03
per additional 10,000 sq. ft.	\$15.73	\$29.04	\$7.26	\$6.66	\$1.21
No HVAC Systems			\$96.81		



**Commercial Building Plan Review & Permit Fees (1 of 4)**

- A 4% Development Services Surcharge fee will be added to all plan review & permit fees.
- The review fee is payable at the time of submittal and is non-refundable unless the fee is collected in error by the City of Austin.
- The permit fee is payable at the time of permit issuance for building and trade permits.

**Commercial Building Plan Review Fees**

	DSD Fees	4% Surcharge	Total
Commercial Building Plan Review Application Processing Fee	\$72.00	\$2.88	\$74.88
Building Plan Resubmittal Fee <i>per discipline</i>	\$611.00	\$24.44	\$635.44
Approved Plan Revision Fee			
Minor Plan Revision	\$306.00	\$12.24	\$318.24
Major Plan Revision	\$1,223.00	\$48.92	\$1,271.92
Overtime Plan Review Fee <i>(per discipline, per hour, two-hour minimum)</i>	\$242.00	\$9.68	\$251.68
Temporary (Limited) Building Permit <i>(per discipline)</i>	\$290.00	\$11.60	\$301.60
Commercial Plan Review Consultation <i>(per discipline, per hour)</i>	\$183.00	\$7.32	\$190.32
Occupant Load Card Review	\$146.00	\$5.84	\$151.84
Occupant Load Card Increase Plan Review	\$450.00	\$18.00	\$468.00
Alternate Methods of Compliance	\$146.00	\$5.84	\$151.84
Quick Turnaround Fee	\$99.00	\$3.96	\$102.96
7-Day Review	\$1,233.00	\$49.32	\$1,282.32

Occupancy Group A	
≤ 1,500 sq. ft.	\$2,594.00
≤ 5,000 sq. ft.	\$2,594.00
per additional 500 over 1,500	\$64.00
≤ 10,000 sq. ft.	\$3,045.00
per additional 1,000 over 5,000	\$68.00
≤ 25,000 sq. ft.	\$3,384.00
per additional 5,000 over 10,000	\$153.00
≤ 50,000 sq. ft.	\$3,843.00
per additional 5,000 over 25,000	\$87.00
≤ 100,000 sq. ft.	\$4,279.00
per additional 10,000 over 50,000	\$350.00
> 100,000 sq. ft.	\$6,173.00
per additional 10,000	\$175.00

Occupancy Group H	
≤ 1,500 sq. ft.	\$2,231.00
≤ 5,000 sq. ft.	\$2,231.00
per additional 500 over 1,500	\$128.00
> 5,000 sq. ft.	\$3,125.00
per additional 1,000	\$64.00

Occupancy Group R	
≤ 1,500 sq. ft.	\$1,990.00
≤ 5,000 sq. ft.	\$1,990.00
per additional 500 over 1,500	\$93.00
≤ 10,000 sq. ft.	\$2,642.00
per additional 1,000 over 5,000	\$132.00
≤ 25,000 sq. ft.	\$3,303.00
per additional 5,000 over 10,000	\$247.00
≤ 50,000 sq. ft.	\$4,044.00
per additional 5,000 over 25,000	\$538.00
≤ 100,000 sq. ft.	\$6,880.00
per additional 10,000 over 50,000	\$745.00
≤ 300,000 sq. ft.	\$10,676.00
per additional 10,000 over 100,000	\$124.00
> 300,000 sq. ft.	\$13,230.00
per additional 10,000	\$62.00

Occupancy Groups B, E, F, M, S, U	
≤ 1,500 sq. ft.	\$2,271.00
≤ 5,000 sq. ft.	\$2,271.00
per additional 500 over 1,500	\$64.00
≤ 10,000 sq. ft.	\$2,723.00
per additional 1,000 over 5,000	\$60.00
≤ 25,000 sq. ft.	\$3,021.00
per additional 5,000 over 10,000	\$153.00
≤ 50,000 sq. ft.	\$3,481.00
per additional 5,000 over 25,000	\$200.00
≤ 100,000 sq. ft.	\$4,480.00
per additional 10,000 over 50,000	\$374.00
> 100,000 sq. ft.	\$6,495.00
per additional 10,000	\$187.00

Occupancy Group I	
≤ 1,500 sq. ft.	\$2,634.00
≤ 5,000 sq. ft.	\$2,634.00
per additional 500 over 1,500	\$87.00
≤ 10,000 sq. ft.	\$3,246.00
per additional 1,000 over 5,000	\$172.00
≤ 25,000 sq. ft.	\$4,108.00
per additional 5,000 over 10,000	\$381.00
≤ 50,000 sq. ft.	\$5,253.00
per additional 5,000 over 25,000	\$321.00
≤ 100,000 sq. ft.	\$7,001.00
per additional 10,000 over 50,000	\$769.00
> 100,000 sq. ft.	\$10,917.00
per additional 10,000	\$384.00

Shell Buildings	
≤ 5,000 sq. ft.	\$2,320.00
≤ 10,000 sq. ft.	\$2,320.00
per additional 1,000 over 5,000	\$36.00
≤ 25,000 sq. ft.	\$2,497.00
per additional 5,000 over 10,000	\$193.00
≤ 50,000 sq. ft.	\$3,078.00
per additional 5,000 over 25,000	\$103.00
≤ 100,000 sq. ft.	\$3,594.00
per additional 10,000 over 50,000	\$261.00
> 100,000 sq. ft.	\$5,046.00
per additional 10,000	\$131.00

## Residential Building Plan Review & Permit Fees (5 of 5)

### Residential Tree Permit Review & Inspection Fees

	DSD Fee	4% Surcharge	Total
<b>Pre-Development Consultation</b>	\$304.00	\$12.16	\$316.16
<b>Plan Review</b>	\$460.00	\$18.40	\$478.40
<b>Update Fee</b>	\$228.00	\$9.12	\$237.12
<b>Inspection</b>			
New Construction	\$508.00	\$20.32	\$528.32
All Other Residential Projects	\$344.00	\$13.76	\$357.76
Foundation Pre-Pour Inspection	\$205.00	\$8.20	\$213.20
<b>Re-Inspections</b>	\$264.00	\$10.56	\$274.56
<b>Utility Repair/Replacement</b>			
Review	\$335.00	\$13.40	\$348.40
Inspection	\$244.00	\$9.76	\$253.76
<b>Non-Development Tree Review</b> <i>Fees waived for dead, diseased, or imminent hazard trees</i>	\$258.00	\$10.32	\$268.32
<b>Heritage Tree Review Variance</b>			
Administratively Approved	\$672.00	\$26.88	\$698.88
Commission Approved	\$3,718.00	\$148.72	\$3,866.72
<b>Protected Tree Review Commission Appeal</b>	\$3,718.00	\$148.72	\$3,866.72
<b>Demolitions</b>			
Tree Review	\$221.00	\$8.84	\$229.84
Tree Inspection	\$197.00	\$7.88	\$204.88

### Refunds on Permits

- For detailed information regarding refunds, see the Technical Criteria Manual.
- No refund shall be granted if the purchaser has paid the minimum fee established for the specific type of permit.
- No refund shall be granted if any work governed by the permit has been performed.
- No refund shall be granted if an inspection has been performed, scheduled, or requested on the permit.
- Refunds for permits equal 75% of the original permit less the minimum permit fee established for the specific type of permit.
- Refund claims must be submitting in writing with a copy of the permit receipt.
- Only active fees may be refunded.

## Residential Building Plan Review & Permit Fees (4 of 5)

Single Family, Duplex, Townhouse, and other Residential Structures				
<b>0-1,000 square feet</b>				
Building	\$206.05			
Electrical	\$211.85			
Mechanical	\$75.56			
Plumbing	\$145.15			
Energy	\$43.66			
<b>1,000-2,000 square feet</b>				
Building	\$206.05	plus	\$4.06	per 100 sq ft above 1,000
Electrical	\$211.85		\$1.88	
Mechanical	\$75.56		\$0.87	
Plumbing	\$145.15		\$2.03	
Energy	\$43.66		\$0.00	
<b>2,000-3,000 square feet</b>				
Building	\$246.65	plus	\$4.06	per 100 sq ft above 2,000
Electrical	\$230.70		\$5.36	
Mechanical	\$84.25		\$0.87	
Plumbing	\$165.45		\$2.03	
Energy	\$43.66		\$0.00	
<b>3,000-4,000 square feet</b>				
Building	\$287.24	plus	\$4.06	per 100 sq ft above 3,000
Electrical	\$284.34		\$2.17	
Mechanical	\$92.95		\$0.87	
Plumbing	\$185.75		\$2.03	
Energy	\$43.66		\$0.00	
<b>4,000-5,000 square feet</b>				
Building	\$327.84	plus	\$4.06	per 100 sq ft above 4,000
Electrical	\$306.09		\$6.23	
Mechanical	\$101.65		\$1.74	
Plumbing	\$206.05		\$4.06	
Energy	\$43.66		\$0.00	
<b>5,000+ square feet</b>				
Building	\$368.44	plus	\$20.30	per 1,000 sq ft above 5,000
Electrical	\$368.44		\$31.17	
Mechanical	\$119.05		\$8.70	
Plumbing	\$246.65		\$20.30	
Energy	\$43.66		\$0.00	

## Residential Building Plan Review & Permit Fees (3 of 5)

### Miscellaneous Fees (continued)

	DSD Fees	4% Surcharge	Total
<b>Plan Review - Floodplains</b>			
Floodplain	\$495.00	\$19.80	\$514.80
Erosion Hazard Zone	\$495.00	\$19.80	\$514.80
Grading & Drainage	\$495.00	\$19.80	\$514.80
Update Fee	\$165.00	\$6.60	\$171.60
<b>Duplicate Certificate of Occupancy</b>	<b>\$12.00</b>		<b>\$12.00</b>
<b>Temporary Certificate of Occupancy - Building Only</b> ( <i>Expires after 90 days</i> )	<b>\$46.00</b>	<b>\$1.84</b>	<b>\$47.84</b>
<b>Temporary Certificate of Occupancy Renewal - Building Only</b>	<b>\$38.00</b>	<b>\$1.52</b>	<b>\$39.52</b>
<b>Contractors Expired Permits</b> ( <i>Building, Electrical, Mechanical or Plumbing</i> )	<b>\$15.00</b>	<b>\$0.60</b>	<b>\$15.60</b> /per discipline
<b>Escrow Accounts - Establishment of Escrow Account</b>	<b>\$23.00</b>		<b>\$23.00</b>
<b>Registration</b> ( <i>Mechanical, Irrigation</i> )			
New	\$23.00		\$23.00
Annual Renewal	\$8.00		\$8.00
<b>Overtime Plan Review Fee</b> ( <i>per discipline, per hour, two-hour minimum</i> )	<b>\$241.00</b>	<b>\$9.64</b>	<b>\$250.64</b>

## Residential Building Plan Review & Permit Fees (2 of 5)

### Miscellaneous Fees

	DSD Fees	4% Surcharge	Total
<b>Alternate Methods of Compliance</b>	<b>\$146.00</b>	<b>\$5.84</b>	<b>\$151.84</b>
<b>Residential Express Permits/Kitchen Remodels - Inspection</b>	<b>\$43.00</b>	<b>\$1.72</b>	<b>\$44.72</b>
<b>Residential Change-Out Program Permits</b>			
HVAC ( <i>first system</i> )	\$53.00	\$2.12	\$55.12
each additional system	\$16.00	\$0.64	\$16.64
Water Heater ( <i>first appliance</i> )	\$53.00	\$2.12	\$55.12
each additional appliance	\$16.00	\$0.64	\$16.64
Retrofit Windows	\$53.00	\$2.12	\$55.12
<b>After Hours Inspection Fee</b>			
First Hour	\$178.00		\$178.00
each additional hour	\$58.00		\$58.00
<b>Reinspection Fee</b>	<b>\$46.00</b>		<b>\$46.00</b>
The fee will be charged for a scheduled inspection each time: (1) work is not complete; (2) corrections from prior deficiency were not completed; or (3) the site is not accessible.			
<b>Inspections for Standalone Projects</b>	<b>\$46.00</b>	<b>\$1.84</b>	<b>\$47.84</b>
Per inspection after two inspections	\$23.00	\$0.92	\$23.92
<b>Demolition Permit (<i>each</i>)</b>	<b>\$30.00</b>	<b>\$1.20</b>	<b>\$31.20 /each</b>
<b>Relocation Permit (<i>each</i>)</b>	<b>\$34.00</b>	<b>\$1.36</b>	<b>\$35.36 /each</b>
<b>Boat Dock New Construction Permit</b>	<b>\$131.00</b>	<b>\$5.24</b>	<b>\$136.24</b>
<b>Municipal Utility District (MUD)/ETJ Inspections (<i>electric &amp; plumbing</i>)</b>	<b>\$42.00</b>	<b>\$1.68</b>	<b>\$43.68</b>
<b>Permits Outside the City Limits</b>	<b>\$15.00</b>		<b>\$15.00</b>
<b>Electric Service Planning Application Processing/DPGA</b>	<b>\$8.00</b>	<b>\$0.32</b>	<b>\$8.32</b>
<i>Required when there is a new or change in electric service load on the property.</i>			
<b>Electric Service Inspection Fee in COA</b>	<b>\$136.00</b>	<b>\$5.44</b>	<b>\$141.44</b>
<b>Electric Service Inspection Fee in PESD</b>	<b>\$155.00</b>	<b>\$6.20</b>	<b>\$161.20</b>
<b>Electrical Special Inspection Program Fee</b>			
Initial Application	\$12.00	\$0.48	\$12.48
Annual Renewal	\$4.00	\$0.16	\$4.16



## Residential Building Plan Review & Permit Fees (1 of 5)

- A 4% Development Services Surcharge fee will be added to all permit fees.
- The review fee is payable at the time of submittal and is non-refundable unless the fee is collected in error by the City of Austin.
- The permit fee is payable at the time of permit issuance for building and trade permits.

### Residential Building Plan Review Fees

#### One & Two Family Dwellings

	DSD Fees	4% Surcharge	Total
<b>Residential Plan Review Application Processing Fee</b>	<b>\$78.00</b>	<b>\$3.12</b>	<b>\$81.12</b>
<b>Plan Review Fee</b>			
Residential Plan Review	\$1,006.00	\$40.24	\$1,046.24
Small Projects Plan Review	\$126.00	\$5.04	\$131.04
Express Residential Plan Review	\$78.00	\$3.12	\$81.12
<b>Residential Plan Review Resubmittal</b>	<b>\$503.00</b>	<b>\$20.12</b>	<b>\$523.12</b>
<b>Residential Plan Revision Fee</b>			
Minor Plan Revision	\$82.00	\$3.28	\$85.28
Major Plan Revision ( <i>per hour</i> )	\$503.00	\$20.12	\$523.12 /hour
<b>Demolition/Relocation Processing Fee</b>	<b>\$78.00</b>	<b>\$3.12</b>	<b>\$81.12</b>
<b>Driveway Review Fee</b>	<b>\$63.00</b>	<b>\$2.52</b>	<b>\$65.52</b>
<b>Restamp Fee</b>	<b>\$58.00</b>	<b>\$2.32</b>	<b>\$60.32</b>
<b>Consultation Fee (<i>per hour</i>)</b>	<b>\$253.00</b>	<b>\$10.12</b>	<b>\$263.12 /hour</b>
<b>New Construction (Volume Builder Program)</b>			
Volume Builder Registration Fee - Initial	\$1,116.00	\$44.64	\$1,160.64
Volume Builder Registration Fee - Renewal	\$846.00	\$33.84	\$879.84
Zoning Review Fee	\$706.00	\$28.24	\$734.24
Prototype Plan Review Fee	\$506.00	\$20.24	\$526.24
Volume Builder Plan Review ( <i>per unit</i> )	\$118.00	\$4.72	\$122.72 /unit



## City of Bastrop Permitting & Inspection Fee Schedule

PERMIT/INSPECTION	FEE
Technology fee (per permit application)	\$6
Administration fee (per permit application)	%5 of permit fee
<b>General Construction</b>	
New Construction Permit - Commercial	Value \$1,000,000 or less: \$7.50 per \$1,000 of valuation* Value over \$1,000,000: \$7,500 for the first \$1,000,000 of valuation* plus \$4.00 per additional thousand *SF Value based on ICC Building Valuation Data
New Construction Permit - Residential	Less than 1,000 Sqft. \$900 + \$.25 per sqft. 1,000 - 1,500 sf; \$1,200 plus \$0.25 per sf 1,500 to 4,999 sf; \$1,500 plus \$0.25 per sf Greater than 5,000 sf; \$2,000 plus \$0.25 per sf
Minimum (Base) Permit Fees if no fees mentioned are applicable:	
Residential	\$100
Commercial	\$500
Residential Remodel Permit	\$500 plus \$.25 per sqft.
Commercial Shell Building Permit	65% of the New Construction Permit Fee
Commercial Tenant Finish out	65% of the New Construction Permit Fee, per finish out area
Commercial Remodel Permit Fee	\$1,000 plus \$.50 per sqft.
Residential Inspection Fee (with New Construction Permit)	25% of New Construction Permit Fee
Commercial Inspection Fee (with New Construction Permit)	35% of New Construction Permit Fee
Miscellaneous Inspections Commercial	\$75 per inspection; After hours \$75 per hour 2 hour min.
Miscellaneous Inspections Residential	\$25
Failed re-inspections	\$75 per inspection
Roofing Permit:	
Residential	\$150
Commercial	\$500 + \$.10 a Sqft.
Construction Trailer	\$500
	<i>Does not include fees from other utilities</i>
Accessory Buildings	160 sf or less: \$75
	Over 160 sf: \$300
Fences - Commercial	\$175
Fences - Residential	\$25
Certificate of Occupancy	\$250

	\$25 to reissue a copy
Floodplain Permit:	
Single Family or community facility	\$150
Multifamily, commercial or industrial	\$250
<b>Fire</b>	
See Fire Plan Review & Inspection fees	Appendix A
<b>Electric</b>	
Residential Trade Fee (each project/permit)	\$75
Commercial Trade Fee (each project/permit)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$100
<b>Plumbing</b>	
Residential Trade Fee (each project/permit)	\$75
Commercial Trade Fee (each project/permit)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$100
<b>Irrigation</b>	
Residential Irrigation Permit	\$75
Commercial Irrigation Permit	\$200
Inspection Fees (Re-inspect or Failed)	\$100
<b>Mechanical</b>	
Residential Trade Fee (each project/permit)	\$75
Commercial Trade Fee (each project/permit)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$100
<b>Swimming Pool</b>	
Residential Permit	\$200
Commercial Permit	\$750
Inspection Fees (Re-inspect or Failed)	\$100
<b>Moving of Structures, Demolition, Site Work</b>	
Demolition Permit:	
Residential	\$350
Commercial	\$500
Moving Permit:	
160 sq. ft. or less	\$25
Over 160 sq. ft.	\$200
Road Closure/ROW obstruction	\$150
Inspection Fee	\$75 per inspection
<b>Signs</b>	
New Free-Standing Sign Application	\$200 plus \$2/ft. of sign height and \$2/sq. ft. of sign area
New Wall Sign Permit Application	\$100 plus \$1/sq. ft.
Temporary Sign	\$50/month
Repair or reface existing sign cabinet	\$75
Master (Comprehensive) Sign Plan	\$500

**Streets/Right-of-Way and Public Property**

Work within the Right-of-Way Permit  
(driveway, sidewalks, culvert or drainage  
channel mod., etc.)

\$200

**Penalty Fees**

Work commencing prior to permit issuance will  
be the greater of:

100% of the calculated permit and inspection fee  
OR

\$150 in addition to permit and inspection fees

**Professional & Consulting**

Professional Fees

Actual fee, plus 15% administrative fee



# City of Bastrop Planning Fee Schedule

APPLICATION	FEE
<b>Administration fee (per application)</b>	<b>5% of total fee</b>
<b>Subdivision</b>	
Preliminary Plat	\$1,700 + \$125 per acre
Final Plat/Short Form Final Plat	\$1,275 + 125 per acre
Replats/Vacation	\$1,275 + \$25 per acre
Administrative Plats Amended or Minor	\$1,275 + 125 per Acre
Plat Recordation with the County	\$150+ fees charged by Bastrop County
Lot of Record Verification	\$50
Construction Plan Review	\$5,000 minimum + all professional fees*
Construction Plan Inspections	3.5% of total cost of improvement, \$2,500 minimum
Subdivision Variance	\$1000
Traffic Impact Analysis	\$525 + all professional fees*
Right-of-Way Vacation	\$1,700
Easement Vacation	\$ 1,700
License Agreement, Easement	\$500 + all professional fees*
Preliminary Drainage Plan review	\$2,300
Final Drainage Plan Review	\$1,500
Infrastructure Plan Review	\$1,900
Meeting Re-Notification	\$500, if required by applicant action
<b>Parkland Dedication:</b>	
Less than 4 dwelling units per building	\$500 per Unit
4 or more dwelling units per building	\$400 per Unit
<b>Site Development</b>	
Site Development Plan:	\$1700 + \$125 per acre
Site Development Plan Revision	\$500
Site Development Inspection	\$200
Final Drainage Plan Review	\$1,500
Misc. Administrative Plan Review	\$500

<b>Zoning</b>	
Standard Zoning:	\$3,000
Planned Development Zoning	\$9,000 + \$200 per acre (rounded up)
Conditional Use Permit	\$2,500
Zoning Variance	\$3,500
Appeal of Administrative Decision	\$500
Development, License, Agreement	\$3,000 + professional fees*
Consent agreements for MUD, PID, SUD, WCID, etc.....	\$25,000 + Professional fees*
Zoning Verification Letter	\$250
Meeting Re-notification	\$500, if required by applicant action
Certificate of Appropriateness	\$50
Certificate of Appropriateness - Demolition or Relocation	\$100
<b>GIS Mapping Fees</b>	
Map Printing	\$6.67 per square foot + \$50 an Hour
Custom Map	\$250 per hour
Public Improvement Plan Digitizing	\$250 per hour May be waived if digital plans provided per City specifications

\*Per Bastrop Code of Ordinances, Chapter 1, Article 1.14

<b>Appendix A - Section 5.10 - Fire Planning Review &amp; Inspection Fees</b>	
<b>Category</b>	<b>Fee</b>
<b>Cancellation Fees</b>	
Cancellation Fee	\$100.00
<b>License/Use Permits</b>	
<b>Fire Protection System Permit</b>	
<i>Annual permit to ensure that life-safety systems including sprinkler systems, alarm systems, stand-pipe systems, and hood systems, have been inspected by a third party.</i>	\$30.00
<b>Hazardous Materials Permit Fee</b>	
<i>Fees paid once every 3 years. Note: Range based on number of gallons of liquid, pounds of solid, and cubic feet of gas.</i>	Variable based upon Haz-Mat
<b>Hazardous Materials Permit Renewal</b>	
	Variable based upon Haz-Mat
<b>High Pile Review</b>	
High Pile Review	\$145.00
High Pile Review with Hazmat	\$215.00
<b>High Pile Storage Permit</b>	
<i>Annual Fee for High Pile Storage</i>	
0-15,000 sq feet	\$100.00
15,001-50,000 sq feet	\$200.00
> 50,001 sq feet	\$300.00
<b>Printing/Copies</b>	
Inspection Reports	Same
System Plans and Calculations	Same
<b>Professional Services/Analysis</b>	
<b>After Hours Fire Inspection</b>	
	\$100/hr (2 hr minimum)
<b>Annual State Short-Term Occupancy Inspections</b>	
<i>Includes Daycare, Foster Care, Adoption, Halfway Houses, Group Care, MHMR, Adult Daycare, or other short term</i>	
1-30 Occupants	\$75.00
>30 Occupants	\$150.00
<b>Clean Agent Extinguishing System Inspection</b>	
1-50 heads	\$145.00
> 50 heads	\$145 + \$0.50 per head over 50

<b>Fire Alarm System Inspection</b>	
1-10 devices	\$100.00
11-25 devices	\$150.00
26-100 devices	\$200.00
100-200 devices	\$250.00
>200 devices	\$250 + \$0.50/device over 50
<b>Fire Sprinkler System Inspection</b>	
1-10 devices	\$100.00
11-25 devices	\$150.00
26-100 devices	\$200.00
100-200 devices	\$250.00
>200 devices	\$250 + \$0.50/device over 50
<b>Fire Final (Certificate of Occupancy) Inspection</b>	
0-10,000 sq ft	\$100.00
> 10,000 sq. ft.	\$100 + \$1.00/SF over 1000
<b>Fire Pump Test</b>	\$315.00
<b>Generator Testing</b>	
<660 gallons of fuel	\$100.00
>660 gallons of fuel	\$150.00
<b>Hospitals/Similar Occupancy Inspections</b>	\$100
<b>Nursing Home/Occupancy Inspections</b>	\$100
<b>Hydrant Flow Testing Reports</b>	
Actual flow test performed	\$150.00
Each additional hydrant	\$75.00
Pulled from files	\$25.00
<b>Hydrostatic Tests</b>	\$100.00
<b>Kitchen Extinguishing Hood System Test</b>	\$100.00
<b>Miscellaneous Inspections</b>	\$100 plus \$50/hr over 1st hr
<b>Mobile Food Vendor Inspection (LP Gas)</b>	\$100.00
<i>Inspection of use, storage, handling and transportation</i>	
<b>Standpipe Flow Test - Requires Eng. Company</b>	
1st building	\$600.00 / building

Additional building	\$150 per addtl bldg
<b>State Licensed Occupancy Inspections</b>	\$100.00
<i>Includes Labs, Clinics, Massage Therapy, Rehabilitation, Bonded Warehouses, Physical Therapy, or other similar</i>	
<b>Reinspection Fee</b>	\$125 plus \$65/hr over 2 hrs
<b>Site/Plan Reviews</b>	
<b>Access Control &amp; Egress Impact Systems Review</b> <i>(per system submitted)</i>	\$125.00
<b>Dry/Wet Chemical &amp; Clean Agent System Review</b> <i>(per system submitted)</i>	\$125.00
<b>Fire Alarm System Plan Review</b>	
<i>"Alarm devices" include individual pieces of equipment such as initiating devices, signaling devices, fire alarm panels, and power extenders.</i>	
1-10 devices	\$50.00
11-25 devices	\$100.00
26-100 devices	\$150.00
100-200 devices	\$200.00
>200 devices	\$200.00
<b>Charge for drawings to a scale other than 1/8"=1'</b>	\$10.00 per sheet
<b>Fire Sprinkler System Plan Review</b>	
1-10 heads	\$50.00
11-25 heads	\$100.00
26-100 heads	\$150.00
100-200 heads	\$200.00
>200 heads	\$200.00
<b>Charge for drawings to a scale other than 1/8"=1'</b>	\$10.00 per sheet
<b>Standpipe Systems Review</b> <i>(per system submitted)</i>	\$150.00
<b>Site Plan Review</b>	\$150.00
<b>Building Permit Review</b>	\$100.00 + \$0.10 per SF
<b>Miscellaneous Plan Review</b>	\$150.00

<b>Preliminary Design/Review Fee</b>	\$100/hr (1 hr minimum)
<i>This fee will be charged to the customer for staff time needed to provide code consultations, code interpretations, and preliminary design input for new architectural and engineering designs.</i>	
<b>Resubmittal Fee</b>	
1st resubmittal	\$75.00
>2 resubmittals	\$125 per submittal
<b>Special Events</b>	
<b>Burn Permit (Special Event)</b>	\$100.00
<b>Carnival/Circus Operational Permit</b>	\$200.00
<i>Permit required for outdoor events with expected attendance of &gt; 75 people with some exceptions granted</i>	
<b>Festival/Fair Operational Permit</b>	
49 - 499 Expected Attendees	\$150.00
>500 Expected Attendees	\$300.00
<b>Fire Watch (Stand By for Special Events)</b>	\$100/hr (2 hr minimum)
<b>Fireworks/Pyrotechnics</b>	\$200.00
<i>Fee includes plan review, license review, and site inspection</i>	
<b>Public Assembly Permit</b>	\$150.00
<i>Annual permit requirement for nightclubs</i>	
<b>Reinspection Fee for Special Events</b>	\$16.00
<i>Fee is charged for inspector to revisit a special event site due to safety findings in initial inspection</i>	
<b>Special Effects</b>	\$100.00
<b>Special Event Permit Revision Fee</b>	\$75.00
<i>Fee is charged for a re-review of site plan changes for a special event</i>	
<b>Stand By Type VII Fire Apparatus</b>	\$150 per hr. (2 hr minimum)
<i>This is for a six wheeler ATV with 2 firefighters.</i>	

<b>Stand By Type VI Fire Apparatus</b>	\$200 per hr. (2 hr minimum)
<i>This is for a Brush Truck with 2 firefighters.</i>	
<b>Standby Fire Apparatus (Engine Company)</b>	\$300 per hr. (2 hr minimum)
<i>This is for a Fire Engine with 4 firefighters</i>	
<b>Temporary Change of Use Permit</b>	\$150.00
<i>Permit issued for hosting public events of &gt; 50 people in a non public event structure</i>	
<b>Temporary Helistop Permit</b>	\$150.00
<i>Permit is required to ensure temporary helistop is in compliance with adopted Fire Code and applicable NFPA standards</i>	
<b>Temporary Occupancy Load Adjustment</b>	\$100.00
<b>Tents/Temporary Membrane Structure Permit</b>	\$100.00
<i>Permit required for tents walled on any side in excess of 400 sq. ft. or any tent which exceeds 700 sq. ft. in area. Permit also required for temporary membrane structures.</i>	
<b>Theatrical Performance w/ Open Flame</b>	\$100.00
<i>Performances with open flames</i>	
<b>Trade Show/Exhibit Permit</b>	\$100.00
<i>Permit required for all events classified as trade shows, exhibits, or garden shows</i>	
<b>Trade Show/Exhibit Additional Floor Plan Review</b>	\$50.00

Development and Permit Fee Schedule changes

Permit	Original Fee	Proposed Fee
<b>Technology fee (per permit application)</b>	No change	\$6
<b>Administration fee (per permit application)</b>	N/A	5% of Permit fee
<b>General Construction</b>		
New Construction Permit - Commercial	No Change	Value \$1,000,000 or less: \$7.50 per \$1,000 of valuation* Value over \$1,000,000: \$7,500 for the first \$1,000,000 of valuation* plus \$4.00 per additional thousand *SF Value based on ICC Building Valuation Data
New Construction Permit - Residential	N/A	Less than 1,000 Sqft. \$900 + \$.25 per sqft. 1,000 - 1,500 sf; \$1,200 plus \$0.25 per sf 1,500 to 4,999 sf; \$1,500 plus \$0.25 per sf Greater than 5,000 sf; \$2,000 plus \$0.25 per sf
Minimum (Base) Permit Fees if no fees mentioned are applicable:		
Residential	\$50	\$100
Commercial	\$100	\$500
Residential Remodel Permit	35% of the New Construction Permit Fee	\$500 plus \$.25 per sqft.
Commercial Shell Building Permit	65% of the New Construction Permit Fee	65% of the New Construction Permit Fee
Commercial Tenant Finish out	35% of the New Construction Permit Fee, per finish out area	65% of the New Construction Permit Fee, per finish out area
Commercial Remodel Permit Fee	35% of the New Construction Permit Fee for area affected	\$1,000 plus \$.50 per sqft.
Residential Inspection Fee (with New Construction Permit)	No change	25% of New Construction Permit Fee
Commercial Inspection Fee (with New Construction Permit)	25% of New Construction Permit Fee	35% of New Construction Permit Fee
Miscellaneous Inspections Commercial	N/A	\$75 per inspection; After hours \$75 per hour 2 hour min.
Miscellaneous Inspections Residential	N/A	\$25
Failed re-inspections	No Change	\$75 per inspection

Development and Permit Fee Schedule changes

<b>Roofing Permit:</b>		
Residential	No Change	\$150
Commercial	\$500	\$500 +\$.10 a Sqft.
Construction Trailer	\$150 (includes COB/BPL electrical and plumbing hook up)	\$500 <i>Does not include fees from other utilities</i>
Accessory Buildings	240 sf or less: \$75 Over 240 sf: New Construction Permit fee based on S-2 use.	160 sf or less: \$75 Over 160 sf: \$300
Fences - Commercial	No Change	\$175
Fences - Residential	No Change	\$25
Certificate of Occupancy	Change in Use \$150/Change in Ownership \$75	\$250/\$25 to reissue a copy
<b>Flood plain Permit</b>		
Single Family or community facility	No change	\$150
Multifamily, commercial or industrial	No change	\$250
<b>Fire</b>		
See fire plan review and inspection schedule	Residential Fire Sprinkler Permit \$175 Commercial Fire Sprinkler Permit \$500 Fire Alarm Sys. Permit \$200 Fire Suppression System Permit \$150 Fire Inspection Fee \$75	Appendix A
<b>Electric</b>		
Residential Trade Fee (each project/permit)	No Change	\$75
Commercial Trade Fee (each project/permit)	\$150 per building, plus \$150 per additional floor (+1 stories)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$75	\$100
<b>Plumbing</b>		
Residential Trade Fee (each project/permit)	No Change	\$75
Commercial Trade Fee (each project/permit)	\$150 per building, plus \$150 per additional floor (+1 stories)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$75	\$100

Development and Permit Fee Schedule changes

<b>Irrigation</b>		
Residential Irrigation Permit	No Change	\$75
Commercial Irrigation Permit	No Change	\$200
Inspection Fees (Re-inspect or Failed)	\$75	\$100
<b>Mechanical</b>		
Residential Trade Fee (each project/permit)	No Change	\$75
Commercial Trade Fee (each project/permit)	\$150 per building, plus \$150 per additional floor (+1 stories)	\$200 per building, plus \$150 per additional floor (+1 stories)
Inspection Fees (Re-inspect or Failed)	\$75	\$100
<b>Swimming Pool</b>		
Residential Permit	No Change	\$200
Commercial Permit	\$500	\$750
Inspection Fees (Re-inspect or Failed)	\$75	\$100
<b>Moving of Structures, Demolition, Site Work</b>		
Demolition Permit:		
Residential	\$75	\$350
Commercial	\$250	\$500
Moving Permit:		
160 sq. ft. or less	240 sq. ft. or less \$25	\$25
Over 160 sq. ft.	Over 240 sq. ft. \$150	\$200
Road Closure/ROW obstruction	N/A	\$150
Inspection Fee	No Change	\$75 per inspection
<b>Signs</b>		
New Free-Standing Sign Application	\$50 plus \$1/ft. of sign height and \$1/sq. ft. of sign area	\$200 plus \$2/ft. of sign height and \$2/sq. ft. of sign area
New Wall Sign Permit Application	\$50 plus \$1/sq. ft.	\$100 plus \$1/sq. ft.
Temporary Sign	\$25/month	\$50/month
Repair or reface existing sign cabinet	\$25	\$75
Master (Comprehensive) Sign Plan	No Change	\$500
<b>Streets/Right-of-Way and Public Property</b>		
Work within the Right-of-Way Permit (driveway, sidewalks, culvert or drainage channel mod., etc.)	\$125	\$200

Development and Permit Fee Schedule changes

<b>Penalty Fees</b>		
Work commencing prior to permit issuance will be the greater of:	No Change	100% of the calculated permit and inspection fee OR \$150 in addition to permit and inspection fees
<b>Professional &amp; Consulting</b>		
Professional Fees	No Change	Actual fee, plus 15% administrative fee

Type	Original Fee	Proposed Fee
<b>Technology fee (per permit application)</b>	No change	\$6
<b>Administration fee (per permit application)</b>	N/A	5% of Permit fee
Preliminary Plat	\$1,050 + \$25 per lot + \$25 per acre of right-of-way	\$1,700 + \$125 per Acre
Final Plat/Short Form Final Plat	\$1,200 minimum	\$1,275 + 125 per acre
Replats/Vacation	\$850 + \$20 per lot + \$20 per acre of right-of-way	\$1,275 + \$25 per acre
Administrative Plats Amended or Minor	\$725	\$1,275 + 125 per Acre
Plat Recordation with the County	\$550	\$150+ fees charged by Bastrop County
Lot of Record Verification	\$50 to the Planning Dept + fees charged by Bastrop County	\$50
Construction Plan Review	\$50	\$5,000 minimum + all professional fees*
Construction Plan Inspections	\$25 + 0.5% of total cost of improvements,	3.5% of total cost of improvement, \$2,500 minimum
Subdivision Variance	based on certified cost estimate provided by engineer of record and approved by the City,	\$1,000
Traffic Impact Analysis	\$1,000 minimum	\$525 + all professional fees*
Right-of-Way Vacation	2.5% of total cost of improvement, \$2,500 minimum	\$1,700
Easement Vacation	\$525	\$1,700
License Agreement, Easement	\$525 + professional fees*	\$500 + all professional fees*

Development and Permit Fee Schedule changes

Preliminary Drainage Plan review	\$525	\$ 1,700
Final Drainage Plan Review	\$325	\$2,300
Infrastructure Plan Review	\$225 + professional fees*	\$1,900
Meeting Re-Notification	\$200, if required by applicant action	\$500, if required by applicant action
Parkland Dedication:		N/A
Less than 4 dwelling units per building	\$500 per Unit	N/A
4 or more dwelling units per building	\$400 per Unit	
<b>Site Development</b>		
Site Development Plan:		
Total site 1/2 acre or less	\$525	\$1700 + \$125 per acre
Total site greater than 1/2 acre	\$1,025 1st acre + \$200 each additional acre (rounded up)	N/A
Site Development Plan Revision	\$250 + \$0.05 per square foot of impervious cover	\$500
Site Development Inspection	\$200 + \$0.02 per square foot of impervious cover (excluding buildings)	\$200
Land Disturbance Permit	\$225	Moved to drainage Fee
Final Drainage Plan Review	N/A	\$2,300
Misc. Administrative Plan Review	N/A	\$500
<b>Zoning</b>		
Standard Zoning:		\$3,000
30 acres or less	\$775	N/A
Greater than 30 acres	\$925	N/A
Planned Development Zoning	\$2,025 + \$200 per acre (rounded up)	\$9,000 + \$200 per acre (rounded up)
Conditional Use Permit	\$5,000 maximum	\$2,500
Zoning Variance	\$375	\$3,500
Appeal of Administrative Decision	\$375	\$500
Development, License Agreement	\$375	\$3,000 + Professional Fees*
Consent agreements for MUD, PID, SUD, WCID, etc.....	\$2,025 + professional fees*	\$25,000 + professional fees*
Zoning Verification Letter	\$25	\$250

Development and Permit Fee Schedule changes

Meeting Re-notification	\$200, if required by applicant action	\$500, if required by applicant action
Certificate of Appropriateness	\$50	No Change
Certificate of Appropriateness - Demolition or Relocation	\$100	No Change
<b>GIS Mapping Fees</b>		
Map Printing	\$6.67 per Sqft.	\$6.67 per Sqft+ \$50 an Hr.
Custom Map	\$100 Per Hr.	\$250 Per Hr.
Public Improvement Plan Digitizing	\$150 May be waived if digital plans provided per City specifications	\$250 Per Hr.



**BUILDING BASTROP**

HONORING OUR AUTHENTIC PAST.  
PLANNING FOR OUR SUSTAINABLE FUTURE.

# Fee Update



# Fee Update - Overview

- What is staying the same?
  - Accommodate the permits used by citizens
- What departments and/or positions make up "development"
- Total cost of development
  - Reviewed existing
  - New charges
- 75%/25% allocation and why?
  - Drainage – decoupling





**BUILDING BASTROP**

HONORING OUR AUTHENTIC PAST.  
PLANNING FOR OUR SUSTAINABLE FUTURE.

# No Changes



# No Changes - Overview

- Accommodate the permits used by citizens (tax dollars)
- Trades
  - Mechanical, Electrical, Plumbing
- Fences
- Roofs
- Swimming Pools
- Accessory Buildings
  - Enhanced Permit Review
- Irrigation
- Lots of Record





**BUILDING BASTROP**

HONORING OUR AUTHENTIC PAST.  
PLANNING FOR OUR SUSTAINABLE FUTURE.

# Development Team



# Development Team

- Development Review Committee
  - City Team
    - Planning & Zoning Department
    - Engineering
    - Public Works
    - Water/Wastewater
    - BP&L
    - Fire
    - Parks
    - Building Inspections
    - City Manager's Office
  - City Partners
    - Engineering – 3<sup>rd</sup> party
    - AQUA, WCID 2, Corix
    - Bluebonnet and Center Point
    - Telecommunications
    - ESD #1 and #2
    - TXDOT
    - LCRA
    - Bastrop County
    - BISD





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PLANNING FOR OUR SUSTAINABLE FUTURE.

# Development Costs



# Development Costs

- HB 3167 and HB 852
  - Significantly impacted process
  - Resulted in higher fees
  - Drainage – decoupling
  - Completeness checks
- DRC Hourly Rate
- Time allocated per process
- Development Process
  - Required Hours x Hourly DRC Cost = Application Fee
  - Plus Administrative fee (5%)





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**75%/25% Allocation**



# 75%/25% Allocation

- What is it?
  - Goal based on projected development patterns
  - \$1,085,324 – FY20 Development Department
  - \$518,367 – FY19 Projected Revenue
- Why?
  - Public dollars to fund private purposes
  - Texas Constitution prohibits
- 25% to cover services primarily used by residents covered by taxes paid by residents (trades, lots of record, etc.)





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# Schedule of Fees



# Schedule of Fees – See Packet

- Proposed Fire Fees
- Comparison of Existing & Proposed Permitting, Inspection & Development Fees
- City of Austin Fee Schedule
- Permitting & Inspection Fees
- Development Fees





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# Questions or Comments?





# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3E

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-26 of the City Council of the City of Bastrop, Texas amending Code of Ordinances, Article 10.03 – Subdivision Ordinance, Section 2 – General, Section 3 – Purpose, Authority & Jurisdiction, Section 4 – Platting Procedures; and Section 5 – Standard Division Design Requirements; approving a Standardized Public Improvement Plan Agreement, as attached as Exhibit A; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill (HB) 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction.

In order to ensure compliance with HB 3167, portions of Chapter 10 – Subdivision Ordinance, Sections 2, 3, 4 and 5 will need to be amended by City Council. HB 3167 also requires any comment or denial include a direct citation to a state, federal, or municipal ordinance that is the basis for the conditional approval or disapproval. A summary of changes are as follows:

- Add definitions for Filed and Sketch Drawing
- Adopting a Development Manual dated August 27, 2019 by reference
- Section 4.10 – referencing State Law
- Section 4.10 – Adding Enhanced Permit Review Process as a condition prior to platting
- Creates new process for Preliminary Plats that separates engineering elements
- Creates new process for Final Plats
- Adopts specific submittal for platting
- Adopts specific plat requirements
- Updates submission and approvals for plats to meet State Law
- Creates a Development Review Committee
- Adopts process and requirements for Infrastructure Plan
- Adopts process and requirements for Public Improvement Plan

- Adopts a Public Improvement Plan Agreement – (Not included in Packet – Will be provided Wednesday)
- Infrastructure Acceptance process
- Engineering Seal requirements

**POLICY EXPLANATION:**

Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002 – Rules, grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality’s jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

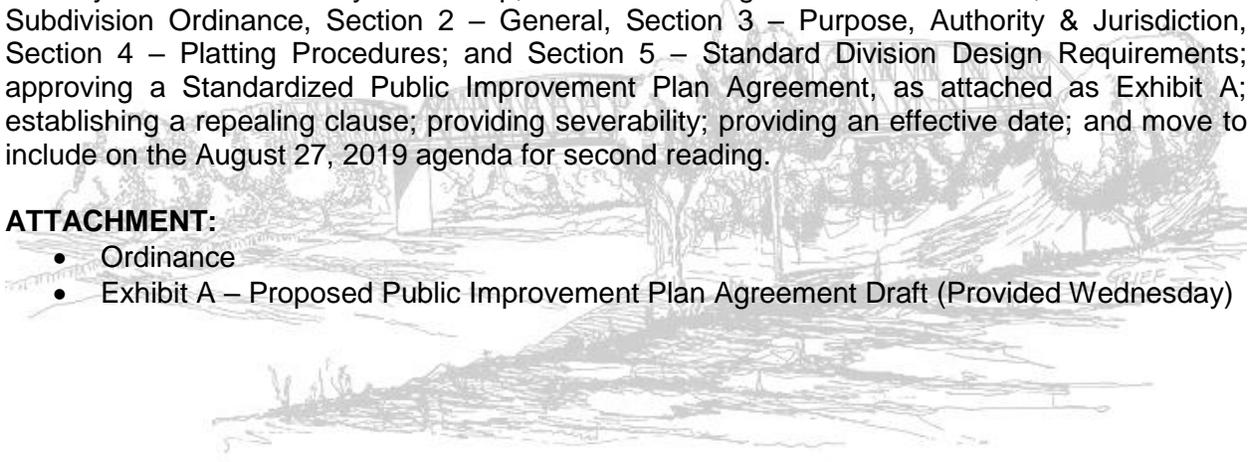
**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-26 of the City Council of the City of Bastrop, Texas amending Code of Ordinances, Article 10.03 – Subdivision Ordinance, Section 2 – General, Section 3 – Purpose, Authority & Jurisdiction, Section 4 – Platting Procedures; and Section 5 – Standard Division Design Requirements; approving a Standardized Public Improvement Plan Agreement, as attached as Exhibit A; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENT:**

- Ordinance
- Exhibit A – Proposed Public Improvement Plan Agreement Draft (Provided Wednesday)



**REVISED**  
**ORDINANCE NO. 2019-26**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING THE BASTROP CITY CODE OF ORDINANCES, CHAPTER 10, ARTICLE 10.03 SUBDIVISION ORDINANCE, SECTION 2- GENERAL, SECTION 3 – PURPOSE, AUTHORITY & JURISDICTION, SECTION 4 - PLATTING PROCEDURE AND CHAPTER 5 – STANDARD DIVISION DESIGN REQUIREMENTS; REPEALING CONFLICTING PROVISIONS; APPROVING A STANDARDIZED PUBLIC IMPROVEMENT PLAN AGREEMENT, ATTACHED AS EXHIBIT A; PROVIDING FOR SEVERABILITY; PROPER NOTICE AND MEETING AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002 – Rules, grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality’s jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** That Chapter 10 of the Code of Ordinance, entitled Article 10.03 “Subdivision Ordinance”, shall be amended as follows:

**ARTICLE 10.03 Subdivision Ordinance**

**SECTION 2 – GENERAL**

For the purposes of this Ordinance, certain terms and words are hereby defined; terms not defined herein shall be constructed in accordance with customary usage in municipal planning and engineering practices.

*Administrative Procedure* – no change.

*Amending* – no change

*City Engineer* – no change

*City or The City* – no change

*City Secretary* – no change

*City Zoning and Planning Commission* – no change

*Developer/Subdivider* – no change

*Extraterritorial Jurisdiction (ETJ)* – no change

*Filed* – A plan or permit application shall be reviewed for completeness and be deemed administratively complete to be considered filed.

*Homeowners Association* – no change

*Major Street* – no change

*Minor or Residential Streets* – no change

*OSSF* – no change

*Plat* – no change

*Public Wastewater Treatment and Collection System* – no change

*Replat* – no change

*Resubdivision* – no change

*Rural Subdivision* – no change

*Secondary or Collector Street* – no change

*Shall or May* – no change

*Short Form Procedure* – Delete

*Small Rural Subdivision* – no change

*Sketch Drawing* – shall mean a preliminary design of a subdivision and/or development that illustrates the layout of rights-of-way, blocks, lots, easements, civic/open spaces, drainage areas, and land uses. A sketch drawing is preliminary in nature but provides enough detail to define the physical form of a subdivision and/or development to allow staff to provide relative feedback to an applicant.

*Standard Procedure* – no change

*Standard Subdivision* – no change

*Subdivision* – no change

*Suburban Subdivision* – no change

*Texas Department of Transportation and/or TxDOT* – no change

*Total Construction Cost* – no change

*Transmission lines – no change*

### **SECTION 3 – PURPOSE, AUTHORITY AND JURISDICTION**

3.50 **Development Manual** – The Development Manual dated August 27, 2019 is hereby adopted by reference as if set forth in full. The Development Manual shall contain specifications and policy guidance necessary to comply with the Texas Local Government Code Chapters 211 and 212 and the City’s Subdivision and Zoning Ordinances. The Development Manual may be amended administratively from time to time by the Director of Planning & Development to maintain compliance with state law provisions and City ordinances.

### **SECTION 4 – PLATTING PROCEDURE**

#### **4.10 – STANDARD PROCEDURE – PLATTING**

**4.10.1 Plat Required.** Refer to Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.004 – Plat Required. Additionally, all plats shall meet the requirements of Ordinance No. 2019-27, Enhanced Permit Review Process, as a condition prior to submitting a plat to the City.

**4.10.2 Delegation of Approval Responsibility.** The City Council hereby delegates approval authority to the Director of Planning and Development in accordance with Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.0065 – Delegation of Approval Responsibility.

**4.10.3 Vacating Plat.** Refer to Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.013 – Vacating Plat.

**4.10.4 Replat.** Refer to Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.014 – Replatting without Vacating Preceding Plat; Section 212.0145 – Replatting without Vacating Preceding Plat: Certain Subdivisions; Section 212.015 – Additional Requirements for Certain Replats.

**4.10.5 Amending Plat.** Refer to Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.016 - Amending Plat.

#### **4.10.6 All Other Plats.**

a. **Preliminary Plat** is required if a property is being subdivided into five (5) or more lots, right-of-way dedication with roadway improvements, and any public infrastructure is required. The purpose is to present a detailed layout of the proposed subdivision in order to facilitate review by the Planning & Zoning Commission of the proposed subdivision’s street and drainage system, easements, utilities, building lots, and other lots including open space. Preliminary plats shall be submitted for approval, in accordance with Sections 4.10.7 and 4.10.8 of this Ordinance **AFTER** complying with 4.10.6.1-6 below and prior to the approval of a final plat.

1. **Step One:** In order to file a Preliminary Plat, a Pre-Development Meeting shall be required. A sketch drawing of lots, blocks, and street layout; a concept drainage plan, as required in Section 2.B.3 of the Stormwater Drainage Design Manual; and a completed Pre-Development Meeting Application are required for submission in order to schedule a meeting. Staff will review for compliance with all existing and applicable State Laws and City requirements and provide written feedback to the applicant within five (5) days of the conclusion of the meeting.

2. **Step Two:** A preliminary drainage plan, as required in Section 2.B.4 of the Stormwater Drainage Manual, shall be submitted and approved by the City Engineer along with a geotechnical report by a qualified professional testing laboratory to determine the engineering characteristics of soil, rock and/or fill material such that a geotechnical engineer can then determine and design the type of foundations, earthworks, drainage infrastructure design, and/or pavement subgrades required for the intended man-made structures to be built. Once Step Two is completed, the applicant can proceed to Step Three.

3. **Step Three:** An Infrastructure Plan shall be submitted and approved by the City Engineer in accordance with Section 5.05.1. Once Step Three is completed, the applicant can proceed to Steps Four - Six.

4. **Step Four:** All TxDOT requirements in Section 5.05.11 must be met and all required TxDOT permits shall be obtained and submitted to the City as a part of the Preliminary Plat submittal.

5. **Step Five:** If the preliminary plat is for property located in the Lost Pines Habitat Conservation Area, a copy of an approved Certification of Participation to Landowners from Bastrop County shall be obtained and submitted to the City as a part of the Preliminary Plat submittal.

6. **Step Six:** Temporary Construction Easements for all infrastructure shall be acquired and submitted to the City as a part of the Preliminary Plat submittal.

b. **Final Plat** provides detailed geographic information and associated text indicating property boundaries, easements, streets, utilities, drainage, and other information required for the maintenance of public records of the subdivision of land. A Final Plat shall be submitted for approval by the Planning & Zoning Commission, in accordance with Sections 4.10.7 and 4.10.8 of this Ordinance only after a Preliminary Plat is submitted and approved by the Planning & Zoning Commission and all requirements of Section 5 – Standard Division Design Requirements are met. The Preliminary Plat must be valid at the time the final plat for the subdivision is submitted to the City for consideration by the Planning & Zoning Commission.

**4.10.7 Submission:** The subdivider shall submit a plat of the entire area being subdivided. Each Submittal Package shall contain the following documents in order to be deemed complete. If all items are not present, the submission will not be accepted.

- A. Completed and signed Planning Application.
- B. Agent Authorization Letter.
- C. Signed Project Description Letter explaining proposed project, including number of lots existing and proposed, and if those lots are residential or

commercial. If submission is for Vacating Plat, the Project Description Letter must provide evidence that the current plat does not meet the proposed development, granting the vacation would not be detrimental to the public health, safety, or welfare or otherwise injurious to the other property in the area, does not substantially conflict with the Comprehensive Plan and the purposes of the Code, and would not generally apply to other properties in the area, and contain signatures of owners of all lots within the original subdivision, if not under common ownership.

- D. Bastrop Central Appraisal District Map highlighting the subject property.
- E. Copy of deed showing current ownership.
- F. Copy of current tax statement of account or tax receipt showing taxes have been paid.
- G. Plat prints, collated and folded: One (1) 11"X17", Eight (8) 24" X 36".
- H. Six (6) prints of the approved Preliminary Drainage Study as required in Section 4.10.6, if submitting a preliminary plat.
- I. Three (3) prints of the utility schematic/plan.
- J. Three (3) copies of letter outlining Planned Development requirements and how those required are addressed on the plat, if zoning is derived from a Planned Development.
- K. Utility Easement Release approvals from all utility providers.
- L. Digital Submittal: Digital submittals shall be provided on a labeled CD/DVD or flash drive in the format specified below in addition to the hard copy submittal. Application will not be accepted if not in the specified format listed below. The CD/DVD or flash drive will not be returned to the applicant.
  - 1. PDF 1 – Main Application Materials shall be one document and include a title page called Application – (Specify Project Name), Completed Application, Agent Authorization Form, Waiver Letter, and Project Description Letter.
  - 2. PDF 2 – Plats & Utilities shall be one document and include a title page called Plat Details – (Specify Project Name), Plat(s), drainage study, and utility schematics.
  - 3. PDF 3 – Remaining Checklist Items shall be one document and include a title page called Checklist Items – (Specify Project Name), tax map, deed(s), tax certificate, and Planned Development Information (if applicable).
  - 4. GIS or AutoCAD Files – should include files that show new parcel layout and easements formatted in a GIS geodatabase file or shape file; AutoCAD dwg file spatially referenced using NAD\_1983\_StatePlane\_Texas\_Central\_FIPS\_4203\_Feet. Titles should be Parcels\_ProjectName and Easements\_ProjectName.
- M. Plat filing fee shall be paid at the time of the submission as set forth in City of Bastrop Code of Ordinances – Appendix A.
- N. Copy of original plat, if filing an amending plat or replat.

**4.10.8 Plat Requirements.** The plat shall be drawn to scale and shall show or be accompanied by the following information:

	<b>4.10.8A. - PLAT DETAIL</b>	Amending	Minor	Replat	Preliminary Plat	Final Plat
1	The name of the subdivision, which shall not duplicate an existing or pending subdivision.	X	X	X	X	X
2	The total acreage and the proposed total number of lots and blocks within the subdivision and the total acreage of rights-of-way.	X	X	X	X	X
3	The name of the owner and address. If the owner is a partnership, corporation or other entity other than an individual, the name of the responsible individual such as president or vice-president must be given.	X	X	X	X	X
4	The name of the licensed public surveyor and licensed engineer, when required, responsible for preparing the plat.	X	X	X	X	X
5	Scale: 1" = 100'.	X	X	X	X	X
6	North arrow, north to be at top of sheet, if possible.	X	X	X	X	X
7	Legend, depicting all symbols, located beside the plat sketch.	X	X	X	X	X
8	Date, revision block, and each revision shall bear a new date.	X	X	X	X	X
9	Applicable Plat Notes as shown in Section 4.10.4	X	X	X	X	X
10	Ownership boundaries shall be drawn in very heavy lines and shall include overall dimension and bearings.	X	X	X	X	X
11	Adjacent boundary lines and adjacent right-of-way lines of the proposed subdivision drawn with dashed lines.	X	X	X	X	X
12	A tie to an original corner of the tract of land of which subdivision is a part.	X	X	X	X	X

13	Name and location of adjacent subdivision, streets, easements, pipelines, water courses, etc. and the property lines and name of all adjoining property owners.		X	X	X	X
14	Name and location of adjacent subdivisions, streets, and property lines.	X				
15	Existing and proposed topographic and planimetric features within the subdivision, including water courses and ravines, high banks, width of existing and proposed easements and any other physical features pertinent to the subdivision. Contour lines at two (2) foot intervals in terrain with a slope of two (2) percent or less and five (5) foot intervals in terrain with slope greater than two (2) percent.		X	X	X	X
16	Existing transportation features within the subdivision including the location and width of right-of-way, streets, alleys and easements.	X	X	X	X	X
17	Proposed features to be dedicated for public use including location, right-of-way, pavement width, surfacing, and name of streets; approximate width and depth of all lots; and location of building lines, alleys, parks, squares, public easements, sanitary facilities, utilities, and sanitary control easements.	X	X	X	X	X
18	Lot and block lines and numbers of all lots and blocks proposed to be created with complete dimensions for front, rear and side lot lines.	X	X	X	X	X
19	Floodway, 100-year flood plain and finish floor elevation.	X	X	X	X	X
20	Locations and size of dimensions of existing utilities, drainage facilities, streets, alleys, and easements.	X	X	X	X	X
21	Location of City limits line, the outer border of the City's extraterritorial jurisdiction and zoning district boundaries, if they traverse the subdivision, form part of the subdivision, or are contiguous to such boundary.	X	X	X	X	X
22	Key Map. A key map showing relation of subdivision to well-known streets in all directions to a distance of at least one (1) mile.	X	X	X	X	X
23	An accurate on-the-ground boundary survey of the property with bearing and distances and showing the lines of all adjacent land, streets, easements and alleys with their names and width. (Streets, alleys and lot lines in adjacent subdivisions shall be shown		X	X	X	X

	dashed). All necessary data to reproduce the plat on the ground must be shown on the plat.					
24	A complete legal description by metes and bounds of the land being subdivided (field notes).		X	X	X	X
25	For streets to be dedicated: Complete curve data (delta, length of curve, radius, point of reverse curvature, point of tangency, chord length and bearing) shown on each side of the street; length and bearing of all tangents; dimensions from all angle points of curve to an adjacent side lot line shall be provided.			X		X
26	For water courses and easements to be dedicated: Distances to be provided along the side lot lines from the front lot line or the high bank of a stream. Travers line to be provided along the edge of all large water courses in a convenient location, preferably along a utility easement or drainage if paralleling the easement or stream. The 100-year flood plain easement shall be shown where applicable. A note shall be provided prohibiting construction within the 100-year flood plain except for public streets or roads or utilities.			X		X
27	A Certificate of ownership and dedication to the public of all streets, easements, alleys, parks, playgrounds, or other dedicated public uses, signed and acknowledged before a notary public by the owners and any holders of liens against the land.			X		X
28	A certificate of approval to be signed by the Planning & Zoning Chairman shall be placed on the face of the plat. See Section 4.10.7C1.			X		X
29	The certificate of the licensed public surveyor who surveyed, mapped and monumented the land shall be placed on the face of the plat.			X		X
30	Phasing Plan				X	
	<b>4.10.8B. - STANDARD PLAT NOTES</b>	Amending	Minor	Replat	Preliminary Plat	Final Plat
1	The Benchmarks used are: INSERT BENCHMARK DATA AND MONUMENT DATA.	X	X	X	X	X
2	Water service is provided by the INSERT NAME OF PROVIDER.			X	X	X
3	Wastewater service is provided by INSERT NAME OF PROVIDER.			X	X	X
4	Electric service is provided by INSERT NAME OF PROVIDER.			X	X	X

5	All easements of record as indicated on the most recent title run, dated INSERT DATE, conducted by INSERT NAME for this property are shown on this plat.	X	X	X	X	X
6	This Plat conforms to the Preliminary Plat approved by the Planning & Zoning Commission on INSERT APPROVAL DATE.					X
7	All subdivision permits shall conform to the City of Bastrop Code of Ordinances, public improvement standards, and generally accepted engineering practices per Section 5.10 of the Subdivision Ordinance.			X	X	X
8	Construction Plans and Specifications for all subdivision improvements shall be reviewed and accepted by the City of Bastrop prior to any construction within the subdivision.				X	X
9	The owner of this subdivision, and his or her successors and assigns, assumes sole responsibility for plans for construction of subdivision improvements which comply with applicable codes and requirements of the City of Bastrop. The owner understands and acknowledges that plat vacation or re-platting may be required, at the owner's sole expense, if plans to construct this subdivision do not comply with such codes and requirements.			X	X	X
10	By approving this plat, the City of Bastrop 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 sole 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 Certificate of Occupancy.				X	X
11	Fiscal surety for subdivision construction, in a form acceptable to the City of Bastrop, shall be provided prior to plat approval by the City.				X	X
12	No lot in this subdivision shall be occupied until connected to the approved water distribution and wastewater connection facilities.			X	X	X
13	Wastewater and Water systems shall conform to Texas Commission on Environmental Quality (TCEQ).			X	X	X
14	All utilities will be underground.	X	X	X	X	X

15	Impact fees shall be assessed in accordance with the ordinance effective at the time of platting.		X	X	X	X
16	Developer or property owner shall be solely responsible for all relocation and modifications to existing utilities.	X	X	X	X	X
17	A portion of this tract is within a flood hazard area as shown on the Flood Insurance Rate Map Panel # STATE NUMBER for Bastrop County, Effective INSERT DATE, INSERT COMMUNITY NUMBER Community Number, and is on Zone INSERT ZONE.	X	X	X	X	X
18	Temporary and permanent easements to be provided, as required at the City's sole discretion for off-site improvements.			X	X	X
19	As shown hereon, a ten (10) foot wide public utility easement (P.U.E.) is hereby dedicated adjacent to street Rights-of-Way on all lots. A five (5) foot wide P.U.E. is hereby dedicated along each street and rear lot line. (Change to 20 foot adjacent to ROW in BP&L service area.)	X	X	X	X	X
20	Property owner shall provide for access to all easements as may be necessary and shall not prohibit access by government authorities.	X	X	X	X	X
21	No building, fences, landscaping or other structures are permitted within drainage easements shown, except as approved by the City of Bastrop and/or Bastrop County.	X	X	X	X	X
22	All easements on private property shall be maintained by the property owner or his or her assignees.	X	X	X	X	X
23	No lot or structure shall be occupied prior to the Applicant submitting to the City of Bastrop documentation of subdivision/site registration with the Texas Department of Licensing and Regulations (TDLR) and provide documentation of review and compliance of the subdivision construction plans with Texas Architectural Barriers Act (TABAA).					X
24	Erosion and sedimentation controls constructed in accordance with the Subdivision Ordinance of the City of Bastrop are required for all construction on each lot, including single family and duplex construction.		X	X	X	X
25	Public utility and drainage easements where shown and/or described hereon are intended to indicate an easement for construction, operation, and maintenance of public utilities and drainage ways; including, but not limited to, sanitary sewers, force mains, water lines, telephone signal conduits, electric conductors, drainage pipes, and natural gas lines.		X	X	X	X

	<b>STANDARD PLAT NOTES SPECIFIC TO CITY LIMITS:</b>					
26	Sidewalks shall be constructed in accordance with the Subdivision Ordinance of the City of Bastrop.	X	X	X	X	X
27	Prior to construction of any improvements on lots in the subdivision, building permits will be obtained from the City of Bastrop.		X	X	X	X
28	Building setbacks shall be in accordance with City of Bastrop Subdivision Ordinance.	X	X	X	X	X
	<b>STANDARD PLAT NOTES SPECIFIC TO EXTRATERRITORIAL JURISDICTION:</b>					
29	A Bastrop County development permit is required prior to any site development.	X	X	X	X	X
	<b>STANDARD PLAT NOTES SPECIFIC TO BASTROP POWER &amp; LIGHT:</b>					
30	Blanket Temporary Access and Construction Easement Document #INSERT NUMBER has been provided for construction access.		X	X	X	X
31	Upon completion of construction and installation of the Electric Facilities on the Property, the developer/owner shall have the Permanent Utility Easement (20 foot easement, to include a 10 foot buffer around all non-opening sides and a 20 foot buffer around opening sides of equipment) surveyed by metes and bounds, at its sole cost and expense, and a copy of that Permanent Easement survey provided to BP&L for the granting and recording of a Permanent Public Utility Easement. The Blanket Temporary Access and Construction Easement shall be vacated as such time BP&L accepts and records the Permanent Public Utility Easement.		X		X	X
32	Any public utility has the right to prune and/or remove trees, shrubbery vegetation and other obstructions to the extent necessary to keep the easements clear. The owner/developer of this subdivision/lot shall provide such providers with any easement and or access required, in addition to those indicated, for the installation and ongoing maintenance of public utilities.	X	X	X	X	X
33	The owner shall be responsible for installation of temporary erosion control, re-vegetation and tree protection for electric utility work required to provide electric service to this project.		X		X	X
34	All fees must be paid before materials are ordered or construction of electric facilities will be scheduled.		X		X	X

35	Line extension fees are required to be assessed at the time of platting. Provide electric load calculations, number of services, or plans for review.		X	X	X	X
	<b>STANDARD PLAT NOTES, WHEN APPLICABLE:</b>					
36	Variance from INSERT CODE AND VARIANCE DESCRIPTION was approved by the City of Bastrop on INSERT DATE.	X	X	X	X	X
37	Residential corner lots on unequal class street shall only access the street with the lower classification. Access for INSERT LOT is prohibited to INSERT STREET NAME.	X	X	X		X
38	All restrictions and notes from the previous existing subdivision, INSERT SUBDIVISION NAME, recorded in INSERT RECORDATION NUMBER, plat records, Bastrop County, Texas, shall apply to this plat.	X		X		X
	<b>4.10.8.C - SIGNATURE BLOCK</b>					
1	Planning & Zoning Commission Approval Format			X	X	X
<p>Approved this INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D. by the Planning &amp; Zoning Commission of the City of Bastrop, Texas.</p> <p>Approved: _____ Attest: _____</p> <p>Planning &amp; Zoning Commission Chairman City Secretary</p>						
2	Administrative Approval Format		X	X		
<p>Administratively approved and accepted by the City of Bastrop this INSERT DAY day of INSERT MONTH, INSERT YEAR.</p> <p>Approved: _____ Attest: _____</p> <p>City Manager City Secretary</p> <p>Director of Planning</p>						
3	Certificate of the Licensed Public Surveyor	X	X	X	X	X
The State of Texas§						

County of Bastrop§

KNOW ALL MEN BY THESE PRESENTS

That I, INSERT NAME, do hereby certify that I prepared this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Bastrop, Texas.

\_\_\_\_\_  
Signature and Seal of Registered  
Public Surveyor

\_\_\_\_\_  
Date

4	Certificate of the Licensed Engineer	X	X	X	X	X
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The State of Texas§  
County of Bastrop§

KNOW ALL MEN BY THESE PRESENTS

That I, INSERT NAME, do hereby certify that the information contained on this plat complies with the subdivision regulations for the City of Bastrop, Texas and that the 100 year flood plain is as shown and will be contained within the drainage easement and or drainage right-of-way, as shown hereon.

\_\_\_\_\_  
Signature and Seal of Registered Engineer Date

5	Owner's Signature Block	X	X	X		X
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The State of Texas§  
County of Bastrop§

KNOW ALL MEN BY THESE PRESENTS

That we, INSERT NAME(S) OF OWNER(S), being the owners of INSERT NUMBER OF ACRES acres out of INSERT LEGAL DESCRIPTION, according to the map or plat recorded in Plat Cabinet INSERT NAME, Page INSERT NUMBER, plat records of Bastrop County, Texas and as conveyed to us by deeds recorded in Instrument Number INSERT NUMBER of the official public records of said county do hereby subdivide said land with the plat shown hereon, to be known as:

INSERT SUBDIVISION NAME

Subject to easements and restrictions heretofore granted and not released and do hereby dedicate any streets and/or easements shown hereon to the public.

Witness my hand this INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D.  <hr style="width: 50%; margin-left: 0;"/> Property Owner Name Property Owner Address						
6	County Clerk Signature Block	X	X	X	X	X
<p>The State of Texas§ County of Bastrop§</p> <p>I, INSERT COUNTY CLERK'S NAME, County Clerk of Bastrop 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 INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D. at INSERT HOUR o'clock INSERT AM BEFORE NOON or PM AFTER NOON, in the plat records of Bastrop County, Texas in Plat Cabinet INSERT NAME, Page INSERT NUMBER.</p> <p>Filed for record on the INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <hr style="width: 80%; margin-left: 0;"/>           Deputy         </div> <div style="width: 45%; text-align: right;"> <hr style="width: 80%; margin-left: 0;"/>           County Clerk, Bastrop County, Texas         </div> </div>						

**4.10.9 Incomplete Submissions.** All plat submittals shall be reviewed for completeness and must be deemed administratively complete to be considered filed. All incomplete submissions will be returned to applicant on the date listed for completeness checks on the Plat Schedule of Uniform Submittal Dates adopted annually by City Council.

**4.10.10 Authority Responsible for Approval.** The municipal authority responsible for approving plats is the City of Bastrop Planning & Zoning Commission unless authority is granted to the Director of Planning & Development in Section 4.10.2.

**4.10.11 Action Taken by Planning & Zoning Commission:** The Planning & Zoning Commission shall act on a plat within 30 days after the date the plat is filed in accordance with Chapter 212, Section 212.009. A plat is considered approved by the municipal authority unless it is disapproved within that period.

**4.10.12 Expiration of Preliminary Plat Approval.** Approval of the preliminary plat does not constitute acceptance of the subdivision, but is authority to proceed with the preparation of the final plat. Any work done on the subdivision before the final plat is accepted and recorded is done at the risk of the subdivider. The approved preliminary plat shall expire two (2) years from the date such plat was approved if no progress has

been made towards completion of the project pursuant to Texas Local Government Code Chapter 245, Issuance of Local Permits, Section 245.005 – Dormant Projects.

**4.10.13 Recordation.** After approval of the plat and only after the approval statement set forth in paragraph 4.10.8C has been executed, the City shall file the original of the plat in the Bastrop County Clerk's office. One (1) copy of the plat shall be provided to the Director of Planning and Development for filing. The plat shall be submitted on a 24" x 36" mylar sheet(s) with all appropriate signatures provided on the City of Bastrop signature blocks. A current copy of a tax certificate showing all taxes have been paid will be required prior to the City filing the plat with the County.

**4.10.13 Responsibility.** Notwithstanding the approval of any final plat by the Planning & Zoning Commission, the applicant and the engineer that prepares and submits such plats shall be and remain responsible for the adequacy of the design and nothing in this chapter shall be deemed or constructed to relieve or waive the responsibility of the applicant or his/her engineer for or with respect to any plat submitted.

**4.10.14 Fees.** Platting fees shall be paid at the time of the submittal in accordance with the Code of Ordinances, Appendix A – Fee schedule.

## **SECTION 5 – STANDARD DIVISION DESIGN REQUIREMENTS**

### **5.05.1 Administration and Review.**

a. **Development Review Committee – Purpose.** The Development Review Committee (DRC) shall be organized to generally ensure compliance by site owners with all applicable codes, regulations, laws, ordinances and plans and to coordinate examination of development proposals to ensure that all City requirements, established by Ordinance, resolution or policy, have been met without conflict. The Development Services Committee shall have all the power and duties specifically provided for herein.

b. **Development Review Committee - Organization and Membership.** The Development Review Committee shall consist of City staff meetings including, but not limited to representatives from:

1. Planning & Zoning Department.
2. Engineering.
3. Public Works
4. Water/Wastewater.
5. Electric.
6. Fire.
7. Parks
8. Building Inspections
9. City Manager's Office

c. **Development Review Committee – Powers and Duties.**

- (1) Provide a series of technical reviews and analysis of each project in a holistic manner to provide quick turnaround reviews, reduce comment conflicts, provide consistent feedback to each applicant and project, and ensure all

recommendations for disapproval have clear and convincing evidence to meet the requirements of Texas Local Government Code Chapter 212.0097.

- (2) Approve applications which meet the intent, standards, and requirements, if no public consultation is required by state law or by City ordinances.
- (3) Recommend approval or disapproval of exceptions or waivers to City Council in accordance with the City's Code of Ordinances, Chapter 16 – Stormwater Drainage, Section 16.01.013.
- (4) Conduct annual reviews of all technical manuals and provide a consolidated list of recommendations for City Council considerations, if needed.

**5.05.2 Infrastructure Plan.**

**a. Format.** Drawings shall be on twenty-two-inch by thirty-four-inch (22"x34") sheets at generally accepted horizontal and vertical engineering scales.

**b. Content.** An Infrastructure Plan shall be submitted and approved by the City Engineer in accordance with Section 5.05.1 as Step 3 prior to submitting a Preliminary Plat. The Infrastructure Plan shall be drawn to scale and shall show or be accompanied by the following information:

<b>5.10.2 Infrastructure Plan Requirements</b>	
<b>1</b>	<b>COVER SHEET</b>
1.1	Title of Project, Location, and Type of Plans
1.2	Sheet Index/Table of Contents
1.3	Vicinity Map of the Project including surrounding streets with a north arrow pointing in the correct direction
<b>2</b>	<b>NOTE SHEET(S)</b>
2.1	City of Bastrop general construction notes, water notes, wastewater notes, and erosion, sedimentation control and tree protection notes.
2.2	Project Specific Notes (Must not conflict with other required notes).
2.3	Street Summary Design Table with Pavement
<b>3</b>	<b>EROSION, SEDIMENTATION AND TREE PROTECTION SHEET</b>
3.1	Drainage flow arrows/patterns
3.2	Clearly marked limits of construction
3.3	Location of all known underground storage tanks
3.4	Location of all critical environmental features and their required setbacks
3.5	All areas of cut and fill > or = 4' clearly labeled
<b>4</b>	<b>DEMOLITION PLAN</b>
4.1	Show all structures being demolished
4.2	Will there be a need for infill, call-outs for infill material and positions?
<b>5</b>	<b>STREET PLAN AND PROFILE</b>
5.1	Street names, lot and block numbers
5.2	Benchmarks that are spotted in plain view, conveniently spaced (500'±), located outside construction limits, set on permanent structure

5.3	Match lines for continuations of streets on other streets
5.4	Clearly show the beginning and ending of project
5.5	All fill areas shaded/hatched on profile
5.6	Sidewalks and approved ADA ramps
5.7	Existing street slopes at tie-ins to existing
5.8	Verify sufficient clearance exists for driveways from inlet transitions, streetlights, fire hydrants, etc.
5.9	ADA ramp wings shown
5.10	Street end barricades shown
5.11	Intersecting and adjacent streets: type and width of private, walks, alleys
5.12	Mailbox locations
<b>6</b>	<b>OVERALL WASTEWATER LAYOUT</b>
6.1	Street names, lot names, and block letters
6.2	Lot dimensions
6.3	Surrounding subdivision names/property owners
6.4	Services applied to lateral to each lot
6.5	Street names, street/alley widths, fences, and right-of-way widths
6.6	Existing pavements (type) and existing/proposed easements (type and width)
6.7	Adjoining buildings and improvements
6.8	"Connect to" note to an existing wastewater main
6.9	Wastewater designation, size, and direction of flow
6.10	Manholes at all future stub outs
6.11	Easements for all offsite sewer lines
6.12	Centerline station every 300', deflection angles at points of intersection
6.13	Detail for water/wastewater crossing
6.14	Main lines between manholes must be straight, with no more than 300 feet between manholes
	<b>WASTEWATER PLAN AND PROFILE</b>
7.1	All wastewater main overall plan
7.2	Vertical scale of 1" = 5'
7.3	Existing ground and proposed ground/subgrade/top of curb
7.4	Direction, length, size and type of pipe
7.5	Elevations of all crossing utilities in the wastewater overall plan
7.6	Size of manholes
7.7	Drop manholes identified
7.8	Existing/proposed manholes, pipes and sizes (parallel to mains)
7.9	Existing/proposed bridges, culverts and drainage channels
<b>8</b>	<b>OVERALL WATER PLAN</b>
8.1	Water service at each lot
8.2	Existing/proposed main lines
8.3	Street names, lot numbers, and block letters
8.4	Street/alley widths, rights-of-way, and lot dimensions
8.5	Valves provided on all legs of pipe intersections
8.6	All bends are 45 degrees or less
8.7	Automatic flush valves at all dead ends
8.8	Air release valves at all high points
8.9	Utility easements for all pipes off-site
8.10	Fittings, fire hydrants, manholes, services, and taps are shown
8.11	Utility crossing details

8.12	Main designation with stationing
8.13	Material call-out for water main(s)
8.14	All existing pavements (type), existing and proposed easements (type and width)
8.15	Show location and size of existing/proposed water meter(s)
8.16	All fire lines must be ductile iron , =>6"
<b>9</b>	<b>WATER PLAN AND PROFILE (ALL WATER LINES MUST BE PROFILED)</b>
9.1	Clearly labeled vertical scale of 1" = 5' (All plans must be drawn to scale)
9.2	Direction, linear foot, size, and material callout for all water mains
9.3	Existing underground utilities (parallel)
9.4	Existing and proposed storm sewer manhole, pipes, sizes (parallel to mains)
9.5	All existing and proposed utilities (including gas lines, buried or overhead power or telephone lines)
<b>10</b>	<b>SIGN, STRIPING, AND SLEEVE LAYOUT</b>
10.1	Stop bars at all stop sign locations
10.2	"No through truck" signs at all subdivision entrances
10.3	Note for all signs and striping to be installed per TX Manual on Uniform Traffic Control
10.4	Show all sleeves and conduit for dry utilities (i.e. gas, cable, phone)
<b>11</b>	<b>LIGHTING PLAN</b>
11.1	Street Light Locations with coverage areas
11.2	All utility lines must be installed underground.
<b>12</b>	<b>PHASING PLAN</b>
12.1	Provide Applicable Phasing Plan
<b>13</b>	<b>TRAFFIC CONTROL PLAN</b>
13.1	Provide applicable traffic control and detour details
<b>14</b>	<b>WASTEWATER DETAILS</b>
14.1	Current City of Bastrop detail (when inside Bastrop CCN)
14.2	Current Utility Provider detail (when outside Bastrop CCN)
<b>15</b>	<b>WATER DETAILS</b>
15.1	Current City of Bastrop detail (when inside Bastrop CCN)
15.2	Current Utility Provider detail (when outside Bastrop CCN)

- c. Submittal.** An Infrastructure Plan Submittal shall contain the following:
- A. Completed and signed Planning Application.
  - B. Agent Authorization Letter.
  - C. Six (6) copies of the Infrastructure Plan in compliance with Section 5.05.1 a and b.
  - D. Six (6) prints of the approved preliminary drainage study by the City Engineer as required in Section 4.10.6 Step 2.
- d. Incomplete Submissions.** All Infrastructure Plan submittals shall be reviewed for completeness and must be deemed administratively complete to be considered filed. All incomplete submissions will be returned to applicant.
- e. Approval.** Within 30 days of the date on which all required information been accepted by review, the City Engineer shall approve or disapprove in compliance with the requirements of this Ordinance.

**5.05.3 Public Improvement Plan Requirements.**

Public Improvement Plans shall consist of detailed specifications and diagrams illustrating the location, design, and composition of all improvements identified in the preliminary plan phase and required by this chapter and other applicable city ordinances, codes and policies. Public Improvement Plans shall be submitted to the City for approval by the City Engineer. In addition, any project that necessitates the construction, reconstruction or modification of existing city infrastructure shall also be submitted to the city for approval. The plans shall be kept by the city as a permanent record of required improvements in order to:

1. Provide better records that facilitate the operation and maintenance of, and any future modifications to existing city infrastructure.
  2. Provide data for evaluation of materials, methods of construction and design.
  3. Provide documentation of approved public improvements to ensure that all such improvements are built to city standards and specifications.
  4. No construction activities shall commence, until such time as construction plans completely describing the on-site and off-site improvements required by this chapter and other applicable city ordinances and codes have been approved by the City Engineer and Notice to Proceed as been granted in accordance with Section 5.05.5.
- a. Format.** Drawings shall be on twenty-two-inch by thirty-four-inch (22"x34") sheets at generally accepted horizontal and vertical engineering scales.
- b. Content.** Public Improvement Plans shall include all on- and off-site improvements required to serve the proposed development as indicated on the approved preliminary plat and in compliance with applicable ordinances, codes, standards and policies of the city, and other applicable governmental entities. All Public Improvement Plans shall be signed and sealed by a licensed professional engineer, licensed to practice in the State of Texas, in compliance with Section 5.10.1. The Public Improvement Plan shall be submitted for approval by the City Engineer, in accordance with Section 5.05.2 of this Ordinance AFTER complying with Step One and Two below:
- 1. Step One:** A final drainage plan, as required in Section 2.b.5 of the Stormwater Drainage Manual, shall be submitted and approved by the City Engineer along with a geotechnical report by a qualified professional testing laboratory to determine the engineering characteristics of soil, rock and/or fill material such that a geotechnical engineer can then determine and design the type of foundations, earthworks, drainage infrastructure design, and/or pavement subgrades required for the intended man-made structures to be built. Once Step One is completed, the applicant can proceed to Step Two.
  - 2. Step Two:** A Public Improvement Plan Submittal shall contain the following:
    - A. Completed and signed Planning Application.
    - B. Agent Authorization Letter.
    - C. Six (6) copies of the Public Improvement Plan in compliance with Section 5.05.2 a and b.
    - D. Six (6) prints of the approved final drainage study by the City Engineer as required in Section 4.10.6 Step 2.

	<b>5.05.3b - Public Improvement Plan Requirements</b>
<b>1</b>	<b>COVER SHEET</b>
1.1	Title of Project, Location, and Type of Plans
1.2	City Approval Signature Block
1.3	City Approval Signature Notes
1.4	Sheet Index/Table of Contents
1.5	Vicinity Map of the Project including surrounding streets with a north arrow pointing in the correct direction
<b>2</b>	<b>PRELIMINARY PLAT SHEET</b>
2.1	Legible Copy of Planning & Zoning Commission Approved, Preliminary Plat
<b>3</b>	<b>NOTE SHEET(S)</b>
3.1	City of Bastrop general construction notes, water notes, wastewater notes, and erosion, sedimentation control and tree protection notes.
3.2	Current TCEQ Notes.
3.3	Project Specific Notes (Must not conflict with other required notes).
3.4	Temporary survey monuments
3.5	Permanent survey monuments
3.6	Street Summary Design Table with Pavement
3.7	Description of proposed brass benchmark(s) locations
<b>4</b>	<b>EROSION, SEDIMENTATION AND TREE PROTECTION SHEET</b>
4.1	Drainage flow arrows/patterns
4.2	Stabilized construction entrance
4.3	Existing and proposed grade(s)
4.4	Clearly marked limits of construction
4.5	Contractor staging area(s) with silt fence on downstream side
4.6	Location and type of all proposed temporary and permanent erosion controls
4.7	Location of all known underground storage tanks
4.8	Location of all critical environmental features and their required setbacks
4.9	Location of all tree protection measures
4.10	Survey of all trees six (6) inches in diameter or larger
4.10a	Indicate trees by circles with radius of 1' per inch of trunk diameter
4.10b	Dashed/broken circles for trees to be removed
4.10c	Solid/unbroken circles for trees to remain
4.11	All areas of cut and fill > or = 4' clearly labeled
4.12	Limits and type of slope stabilization
<b>5</b>	<b>DEMOLITION PLAN</b>
5.1	Show all structures being demolished
5.2	Are there any hazardous materials or designated substances in or below structure being demolished?
5.3	Will there be a need for infill, call-outs for infill material and positions?
<b>6</b>	<b>OVERALL DRAINAGE</b>
6.1	Submit Approved & Signed Copy of Final Drainage Plan by City Engineer
<b>7</b>	<b>STREET PLAN AND PROFILE</b>
7.1	Clearly labeled horizontal scale of 1" – 50' and vertical scale of 1" – 5' (All plans MUST be drawn to scale)
7.2	Street names, lot and block numbers
7.3	Benchmarks that are spotted in plain view, conveniently spaced (500'±), located outside construction limits, set on permanent structure

7.4	Drainage facilities within or intersecting right-of-way and indicate stationing (show inlet type)
7.5	Drainage flow arrows
7.6	Grade breaks (high and low points)
7.7	Match lines for continuations of streets on other streets
7.8	Labeled concrete valley gutter at intersections where appropriate
7.9	Clearly show the beginning and ending of project
7.10	Limits of inlet transition
7.11	All point of curve, point of tangency, compound curvature, point of reverse curvature stations and vertical curve information
7.12	All fill areas shaded/hatched on profile
7.13	Sidewalks and approved ADA ramps
7.14	Existing street slopes at tie-ins to existing
7.15	Labeled set-backs, face-of-curb to face-of-curb width, and right-of-way width (all proposed right-of-way dedications)
7.16	Verify sufficient clearance exists for driveways from inlet transitions, streetlights, fire hydrants, etc.
7.17	Erosion matting on all slopes 3:1 or steeper
7.18	ADA ramp wings shown
7.19	Street end barricades shown
7.20	Buildings on developed property with addresses
7.21	Intersecting and adjacent streets: type and width of private, walks, alleys
7.22	Show spot elevation in ditches and gutters to clarify drainage and transitions
7.23	Existing concrete paving clearly shown according to standard symbols and accurately dimensioned. Curb and gutter dimension. Pavement thickness indicated.
7.24	Size and construction of fences
7.25	Signs; if commercial in right-of-way, state if electrical
7.26	Mailbox locations
<b>8</b>	<b>OVERALL WASTEWATER LAYOUT</b>
8.1	Street names, lot names, and block letters
8.2	Existing contours
8.3	Lot dimensions
8.4	Surrounding subdivision names/property owners
8.5	Services applied to lateral to each lot
8.6	Street names, street/alley widths, fences, and right-of-way widths
8.7	Existing pavements (type) and existing/proposed easements (type and width)
8.8	Adjoining buildings and improvements
8.9	Minimum finished floor elevation for each lot
8.10	"Connect to" note to an existing wastewater main
8.11	Wastewater designation, size, and direction of flow
8.12	"Construct" notes for sewer and sewer appurtenances
8.13	Manholes at all future stub outs
8.14	Easements for all offsite sewer lines
8.15	Centerline station every 300', deflection angles at points of intersection
8.16	Centerline station at points of curvature, points of tangency, and C.O.s
8.17	Centerline curve data
8.18	Note for all existing manholes modified by construction to be tested, repaired, and recoated

8.19	Detail for water/wastewater crossing
8.20	Main lines between manholes must be straight, with no more than 300 feet between manholes
8.21	Easements that need separate instruments
8.22	Minimum finished floor elevation(s)
<b>9</b>	<b>WASTEWATER PLAN AND PROFILE</b>
9.1	All wastewater main profiled
9.2	Vertical scale of 1" = 5'
9.3	Existing ground and proposed ground/subgrade/top of curb
9.4	Special notes and references to appurtenance sheet numbers
9.5	Direction, grade, length, size and type of pipe
9.6	Embedment of pipe
9.7	Identify elevation of the invert, flow out, flow in, and rim
9.8	Minimum drop of 0.1' across manhole
9.9	Elevations of all crossing utilities in the wastewater profile
9.10	Size of manholes
9.11	Drop manholes identified
9.12	Stationing and manhole numbers
9.13	Existing/proposed manholes, pipes and sizes (parallel to mains)
9.14	Existing/proposed bridges, culverts and drainage channels
<b>10</b>	<b>OVERALL WATER PLAN</b>
10.1	Water service at each lot
10.2	Existing/proposed main lines
10.3	Street names, lot numbers, and block letters
10.4	Street/alley widths, rights-of-way, and lot dimensions
10.5	Valves provided on all legs of pipe intersections
10.6	All bends are 45 degrees or less
10.7	Thrust restraints on dead ends
10.8	Restraints on dead ends
10.9	Automatic flush valves at all dead ends
10.10	Air release valves at all high points
10.11	Utility easements for all pipes off-site
10.12	Fittings, fire hydrants, manholes, services, and taps are shown
10.13	Utility crossing details
10.14	Main designation with stationing
10.15	Material call-out for water main(s)
10.16	All existing pavements (type), existing and proposed easements (type and width)
10.17	Show location and size of existing/proposed water meter(s)
10.18	All fire lines must be ductile iron , =>6"
<b>11</b>	<b>WATER PLAN AND PROFILE (ALL WATER LINES MUST BE PROFILED)</b>
11.1	Clearly labeled vertical scale of 1" = 5' (All plans must be drawn to scale)
11.2	References to appurtenance sheet numbers
11.3	Show all mains
11.4	Existing and proposed ground at Water Main Centerline
11.5	Direction, linear foot, size, grade and material callout for all water mains
11.6	Embedment for water main
11.7	Wastewater/storm sewer crossing with stations and elevation
11.8	Existing underground utilities (parallel)

11.9	Existing and proposed storm sewer manhole, pipes, sizes (parallel to mains)
11.10	Existing and proposed bridges, culverts and drainage channels
11.11	Elevation of existing and proposed storm sewer pipes and drainage
11.12	All existing and proposed utilities (including gas lines, buried or overhead power or telephone lines)
<b>12</b>	<b>SIGN, STRIPING, AND SLEEVE LAYOUT</b>
12.1	Stop bars at all stop sign locations
12.2	Speed limit signs at all entrances (Maximum 30 mph)
12.3	"No through truck" signs at all subdivision entrances
12.4	Note for all signs and striping to be installed per TX Manual on Uniform Traffic Control
12.5	Show all sleeves and conduit for dry utilities (i.e. gas, cable, phone)
<b>13</b>	<b>LIGHTING PLAN</b>
13.1	Street Light Locations with coverage areas
13.2	All utility lines must be installed underground.
<b>14</b>	<b>PHASING PLAN</b>
14.1	Provide Applicable Phasing Plan
<b>15</b>	<b>TRAFFIC CONTROL PLAN</b>
15.1	Provide applicable traffic control and detour details
<b>16</b>	<b>WASTEWATER DETAILS</b>
16.1	Current City of Bastrop detail (when inside Bastrop CCN)
16.2	Current Utility Provider detail (when outside Bastrop CCN)
<b>17</b>	<b>WATER DETAILS</b>
17.1	Current City of Bastrop detail (when inside Bastrop CCN)
17.2	Current Utility Provider detail (when outside Bastrop CCN)
<b>18</b>	<b>EROSION CONTROL AND TREE PROTECTION DETAILS</b>
18.1	All applicable details
<b>19</b>	<b>PUBLIC IMPROVEMENT PLAN NOTES</b>
	<p>GENERAL NOTES</p> <ol style="list-style-type: none"> <li>1. All construction shall be in accordance with the City of Bastrop Construction Technical Manual.</li> <li>2. Any existing utilities, pavement, curbs, sidewalks, structures, trees, etc., not planned for demolition that are damaged or removed shall be repaired or replaced at the Applicant's expense.</li> <li>3. The Contractor shall verify all depths and locations of existing utilities prior to any construction. Any discrepancies with the construction plans found in the field shall be brought immediately to the attention of the Engineer who shall be responsible for revising the plans are appropriate.</li> <li>4. Manhole frames, covers, valves, cleanouts, etc. shall be raised to finished grade after to final paving construction. A concrete square shall be poured around all appurtenances.</li> <li>5. The Contractor shall give the City of Bastrop 48 hours notice before beginning each phase of construction. Notice shall be given to the Planning and Development Department: 512-332-8840.</li> </ol>

6. All areas disturbed or exposed during construction shall follow the required best management practices.
- a) Each site shall provide an access drive and parking area of sufficient dimensions and design, surfaced with a material that will prevent erosion and minimize tracking or washing of soil onto public or private roadways. All non-paved access drives shall be designed so that stormwater runoff from adjacent areas does not flow down the drive surface.
  - b) Any significant amount of runoff from upslope land area, rooftops, or other surfaces that drain across the proposed land disturbance shall be diverted around the disturbed area, if practical. Any diversion of upslope runoff shall be done in a manner that prevents erosion of the flow path and the outlet.
  - c) Any cuts and fills shall be planned and constructed to minimize the length and steepness of slope and stabilized in accordance with the approved erosion control plan timelines and standards of this document.
  - d) Open channels shall be stabilized as required to prevent erosion.
  - e) Inlets to storm drains, culverts, and other stormwater conveyance systems shall be protected from siltation until final site stabilization.
  - f) Water pumped from the site shall be treated by temporary sedimentation basins or other appropriate controls designed for the highest dewatering pumping rate. Water may not be discharged in a manner that causes erosion of the site or receiving channels.
  - g) All waste and unused building materials shall be properly disposed of and not allowed to be carried by runoff into a receiving channel or storm sewer system.
  - h) All off-site sediment deposits occurring as a result of a storm event shall be cleaned up by the end of the next workday. All other off-site sediment deposits occurring as a result of land-disturbing activities shall be cleaned up by the end of the workday. Flushing may not be used unless the sediment will be controlled by a filter fabric barrier, sediment trap, sediment basin, or equivalent.
  - i) All activities on the site shall be conducted in a logical sequence to minimize the area of bare soil exposed at one time. Existing vegetation shall be maintained as long as possible.
  - j) Soil stockpiles shall be located no closer than 25-feet from lakes, streams, wetlands, ditches, drainage ways, or roadway

drainage systems. Stockpiles shall be stabilized by mulching, vegetative cover, tarps, or other means if remaining for

7. Prior to any construction, the Applicant's Engineer shall convene a preconstruction conference between himself, the City of Bastrop, the Contractor, utility companies, any affected parties and any other entity the City or the Engineer may require. Reference Development Packet for guidance on how to schedule a preconstruction conference.
8. The Contractor and the Engineer shall keep accurate records of all construction that deviates from the plans. The Engineer shall furnish the City of Bastrop accurate "As-Built" drawings following completion of all construction. These "As-Built" drawings shall meet with the satisfaction of the City Engineer prior to final acceptance.
9. The Bastrop City Council shall not be petitioned for acceptance until all necessary easement documents have been signed and recorded.
10. When construction is being carried out within easements, the Contractor shall confine his work to within the permanent and any temporary easements. Prior to final acceptance, the Contractor shall be responsible for removing all trash and debris within the permanent and temporary easements. Clean-up shall be to the satisfaction of the City Engineer.
11. Prior to any construction, the Contractor shall apply for and secure all proper permits from the appropriate authorities.
12. Available benchmarks that may be utilized for the construction of this project are described as follows: (INSERT HERE)

#### TRENCH SAFETY NOTES

1. In accordance with the Laws of the State of Texas and the U. S. Occupational Safety and Health Administration regulations, all trenches over 5 feet in depth in either hard and compact or soft and unstable soil shall be sloped, shored, sheeted, braced or otherwise supported. Furthermore, all trenches less than 5 feet in depth shall also be effectively protected when hazardous ground movement may be expected. Trench safety systems to be utilized for this project will be provided by the contractor to the City. Trench safety system plans are on sheet of the plan set.
2. In accordance with the U. S. Occupational Safety and Health Administration regulations, when persons are in trenches 4-feet deep or more, adequate means of exit, such as a ladder or steps, must be provided and located so as to require no more than 25 feet of lateral travel.

3. If trench safety system details were not provided in the plans because trenches were anticipated to be less than 5 feet in depth and during construction it is found that trenches are in fact 5 feet or more in depth or trenches less than 5 feet in depth are in an area where hazardous ground movement is expected, all construction shall cease, the trenched area shall be barricaded and the Engineer notified immediately. Construction shall not resume until appropriate trench safety system details, as designed by a professional engineer, are retained and copies submitted to the City of Bastrop.

**STREET AND DRAINAGE NOTES**

1. All testing shall be done by an independent laboratory at the Applicant's expense. A City Inspector shall be present during all tests. Testing shall be coordinated with the City of Bastrop Construction Manager and he shall be given a minimum of 24 hours notice prior to any testing. Contact the Planning and Development Department with notice 512-332-8840.
2. Backfill behind the curb shall be compacted to obtain a minimum of 85% maximum density to within 3 inches of top of curb. Material used shall be primarily granular with no rocks larger than 3 inches in the greatest dimension. The remaining 3 inches shall be clean topsoil free from all clods and suitable for sustaining plant life.
3. Depth of cover for all crossings under pavement including gas, electric, telephone, cable TV, water services, etc., shall be a minimum of 36 inches below subgrade unless approved by the City Engineer.
4. Street rights-of-way shall be graded at a slope of 1/4 inch per foot toward the curb unless otherwise indicated. However, in no case shall the width of right-of-way at 1/4 inch per foot slope be less than 10 feet unless a specific request for an alternate grading scheme is made to and accepted by the City of Bastrop Planning and Development Department.
5. Barricades built to City of Bastrop standards shall be constructed on all dead-end streets and as necessary during construction to maintain job and public safety.
6. All RCP shall be minimum Class III.
7. The subgrade material for the streets shown herein was tested by \_\_\_\_\_ . The paving sections were designed by \_\_\_\_\_ in accordance with the current City of Bastrop design criteria. The paving sections are to be constructed as follows:

Street	Station	Flex. Base Thickness	HMAC Thickness	Lime Stab. Thickness

- |  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|--|--|--|--|--|
8. The Geotechnical Engineer shall inspect the subgrade for compliance with the design assumptions made during preparation of the Soils Report. Any adjustments that are required shall be made through revision of the construction plans.
  9. Where PI's are over 20, subgrades must be stabilized utilizing a method acceptable to the City Engineer. The Geotechnical Engineer shall recommend an appropriate subgrade stabilization if sulfates are determined to be present.

**WATER AND WASTEWATER NOTES**

1. Pipe material for water mains shall be PVC (AWWA C-900, minimum Class 200), or Ductile Iron (AWWA C-100, minimum Class 200). Water services (2 inches or less) shall be polyethylene tubing (black, 200 psi, DR 9).
2. Pipe material for pressure wastewater mains shall be PVC, or Ductile Iron (minimum Class 250). Pipe material for gravity wastewater mains shall be PVC (ASTM D2241 or D3034, maximum DR-26), Ductile Iron (AWWA C-100, minimum Class 200/200).
3. Unless otherwise accepted by the City Engineer, depth of cover for all lines out of the pavement shall be 42 inches minimum, and depth of cover for all lines under pavement shall be a minimum of 30 inches below subgrade.
4. All fire hydrant leads shall be PVC (AWWA C-900, minimum Class 200) or ductile iron pipe (AWWA C-100, minimum Class 200). as approved by the Director of Water and Wastewater during plan review.
5. All iron pipe and fittings shall be wrapped with minimum 8-mil polyethylene and sealed with duct tape or equal accepted by the City Engineer.
6. The Contractor shall contact the City Inspector, telephone at 512-332-8840 to coordinate utility tie-ins and notify him at least 48 hours prior to connecting to existing lines.
7. All manholes shall be concrete with cast iron ring and cover. All manholes located outside of the pavement shall have bolted covers. Tapping of fiberglass manholes shall not be allowed.
8. The Contractor must obtain a bulk water permit or purchase and install a water meter for all water used during construction. A copy of this permit must be carried at all times by all who use water.

9. Line flushing or any activity using a large quantity of water must be scheduled with the City Inspector, telephone at 512-332-8840.
10. The Contractor, at his expense, shall perform sterilization of all potable water lines constructed and shall provide all equipment (including test gauges), supplies (including concentrated chlorine disinfecting material), and necessary labor required for the sterilization procedure. The sterilization procedure shall be monitored by City of Bastrop personnel. Water samples will be collected by the City of Bastrop to verify each treated line has attained an initial chlorine concentration of 50 ppm. Where means of flushing is necessary, the Contractor, at his expense, shall provide flushing devices and remove said devices prior to final acceptance by the City of Bastrop.
11. Sampling taps shall be brought up to 3 feet above grade and shall be easily accessible for City personnel. At the Contractor's request, and in his presence, samples for bacteriological testing will be collected by the City of Bastrop not less than 24 hours after the treated line has been flushed of the concentrated chlorine solution and charged with water approved by the City. The Contractor shall supply a check or money order, payable to the City of Bastrop, to cover the fee charged for testing each water sample. City of Bastrop fee amounts may be obtained by calling the Water and Wastewater Department, telephone at 512-332-8960.
12. The Contractor, at his expense, shall perform quality testing for all wastewater pipe installed and pressure pipe hydrostatic testing of all water lines constructed and shall provide all equipment (including pumps and gauges), supplies and labor necessary to perform the tests. Quality and pressure testing shall be monitored by City of Bastrop personnel.
13. The Contractor shall coordinate testing with the City of Inspector and provide no less than 24 hours notice prior to performing sterilization, quality testing or pressure testing.
14. The Contractor shall not open or close any valves unless authorized by the City of Bastrop.
15. All valve boxes and covers shall be in accordance with the City of Bastrop Construction Technical Manual.
16. Contact the Water and Wastewater Department, telephone at 512-332-8960 for assistance in obtaining existing water and wastewater locations.
17. The Planning and Development Department, telephone at 512-332-8840, shall be notified 48 hours prior to testing of any building sprinkler piping in order that the Building Official and/or Fire

Department may monitor such testing.

18. Sand, as described in Specification item 510 pipe, shall not be used as bedding for wastewater lines. Acceptable bedding materials are pipe bedding stone, pea gravel and in lieu of sand, a naturally occurring or manufactured stone material conforming to ASTM C33 for stone quality and meeting the following gradation specification:

Sieve Size	Percent Retained By Weight
1/2"	0
3/8"	0-2
#4	40-85
#10	95-100

19. The Contractor is hereby notified that connecting to, shutting down, or terminating existing utility lines may have to occur at off-peak hours. Such hours are usually outside normal working hours and possibly between 12 a.m. and 6 a.m.

20. All wastewater construction shall be in accordance with the Texas Commission on Environmental Quality (TCEQ) Regulations, 30 TAC Chapter 213 and 317, as applicable. Whenever TCEQ and City of Bastrop Specifications conflict, the more stringent shall apply.

#### TRAFFIC MARKING NOTES

1. Any methods, street markings and signage necessary for warning motorists, warning pedestrians or diverting traffic during construction shall conform to the Texas Manual of Uniform Traffic Control Devices for Streets and Highways, latest edition.
2. All pavement markings, markers, paint, traffic buttons, traffic controls and signs shall be installed in accordance with the Texas Department of Transportation Standard Specifications for Construction of Highways, Streets and Bridges and, the Texas Manual of Uniform Traffic Control Devices for Streets and Highways, latest editions.

#### EROSION AND SEDIMENTATION CONTROL NOTES

1. Erosion control measures, site work and restoration work shall be in accordance with the City of Bastrop Code of Ordinances.
2. All slopes shall be sodded or seeded with approved grass, grass mixtures or ground cover suitable to the area and season in which

they are applied.

3. Silt fences, rock berms, sedimentation basins and similarly recognized techniques and materials shall be employed during construction to prevent point source sedimentation loading of downstream facilities. Such installation shall be regularly inspected by the City of Bastrop for effectiveness. Additional measures may be required if, in the opinion of the City Engineer, they are warranted.
4. All temporary erosion control measures shall not be removed until final inspection and approval of the project by the City Inspector. It shall be the responsibility of the Contractor to maintain all temporary erosion control structures and to remove each structure as approved by the City Inspector.
5. All mud, dirt, rocks, debris, etc., spilled, tracked or otherwise deposited on existing paved streets, drives and areas used by the public shall be cleaned up immediately.

#### ELECTRIC

1. All utilities are to be underground.
2. A Blanket Temporary Access and Construction Easement for the construction of Electric Facilities is currently on file for the property.
3. A plat note referencing the Blanket Temporary Access and Construction Easement to be added to the final plat.
4. Upon completion of construction and installation of the Electric Facilities on the Property the developer/owner shall have the Permanent Utility Easement Area (20-foot easement, to include a 10-foot buffer around all non-opening sides and a 20-foot buffer around opening sides of equipment) surveyed by metes and bounds, at its sole cost and expense, and a copy of that Permanent Easement survey provided to BP&L for the granting and recording of a Permanent Public Utility Easement. The Blanket Temporary Access and Construction Easement shall be vacated at such time as BP&L accepts and records the Permanent Public Utility Easement.
5. As shown herein, a twenty (20) foot wide Public Utility Easement is hereby dedicated adjacent to street ROW on all lots.
6. The electric utility has the right to prune and/or remove trees, shrubbery vegetation and other obstructions to the extent necessary to keep the easements clear. The owner/developer of this subdivision/lot shall provide the City of Bastrop electric utility department with any easement

	<p>and/or access required, in addition to those indicated, for the installation and ongoing maintenance of overhead and underground electric facilities.</p> <p>7. The owner shall be responsible for installation of temporary erosion control, re-vegetation and tree protection for electric utility work required to provide electric service to this project</p> <p>8. All fees must be paid before materials are ordered or construction of Electric Facilities will be scheduled.</p> <p>9. Provide electric schedule and load calculations.</p>
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d. **Incomplete Submissions.** All Public Improvement Plan submittals shall be reviewed for completeness and must be deemed administratively complete to be considered filed. All incomplete submissions will be returned to applicant on the date listed for completeness checks on the Public Improvement Plan Schedule of Uniform Submittal Dates adopted annually by City Council.

e. **Approval.** Within 30 days of the date on which all required information been accepted by review, the City Engineer shall approve or disapprove in compliance with Texas Local Government Code Chapter 212.009.

**5.05.4 Public Improvement Plan Agreement.**

**5.05.5 Pre-Construction Meeting.**

**5.05.6 Notice to Proceed.** A Notice to Proceed Letter will be issued by the City Engineer after the approval of the Public Improvement Plan has been given by the City Engineer, a Public Improvement Plan Agreement has been approved by the City Council, and a Pre-Construction Meeting has been conducted by the City Engineer.

**5.05.7 Infrastructure Acceptance.** Once construction of public infrastructure is completed, a walk-through will be conducted by the City Engineer with authorized representative(s). A punch-list will be created and must be completed. At the completion of all items on the punch-list, a two (2) year maintenance bond must be filed in accordance with approved Public Improvement Plan Agreement. A letter shall be submitted to the City from the developer's Engineer certifying that the improvements were built in accordance with the approved Public Improvement Plan. A letter of concurrence will be issued by the City Engineer stating that the improvements were built in accordance with the approved Public Improvement Plan, after which a final plat can be submitted to the City in accordance with Section 4.10.6b. Approval of a final plat constitutes acceptance of the infrastructure by the City.

**5.05.8 As-builts.** As-builts shall include the full set of construction plans with the improvements shown as it was actually constructed. Normally the as-builts are the original site development plans modified to reflect the actual construction. The plans shall include grading, entrance locations, pavement layout, striping, curb and gutter, storm sewers in

plan and profile, building location(s), etc. Detention facilities grading and outlet works shall be shown with a certification that the pond complies with the original design. A digital copy of the as-built plans shall also be submitted in a format and coordinate system compatible with the city's geographic information system. As-built plans shall be submitted along with an engineer's concurrence letter prior to issuance of a temporary certificate of occupancy or certificate of occupancy.

**5.05.9 Expiration Date.**

- a. A Public Improvement Plan shall expire two (2) years from the date such plan was approved if no progress has been made towards completion of the project, pursuant to Section 245.005 of the Texas Local Government Code, as amended.
- b. Any project, as defined under Chapter 245 of the Texas Local Government Code, as amended, shall expire on the fifth anniversary of the date the first permit application was filed for the project, pursuant to Section 245.005 of the Texas Local Government Code, as amended.

**5.05.10 Changes in Approved Plans and Specifications.** After approval by the City Engineer, any changes in the plans and specifications shall be in compliance with the Preliminary Plat. If not, an amendment to the Preliminary Plat shall be required requiring the approval of the Planning & Zoning Commission. Any changes in the plans and specifications, requiring an amended Preliminary Plat, shall have the recommendation of the City Engineer.

**5.05.11 Fees.** All fees shall be paid at the time of the submittal in accordance with the Code of Ordinances, Appendix A – Fee schedule.

**5.05.12 Texas Department of Transportation (TxDOT) Permit Required.** No person, firm or corporation shall construct, reconstruct, alter or repair, remove or replace any sidewalk, drive approach, or any concrete work on any TxDOT right-of-way within the city without first obtaining an approved TxDOT permit. A copy of the approved TxDOT permit is required before a Preliminary Plat application may be submitted.

**SECTION 5.10 – REQUIREMENT FOR ENGINEERING LICENSE IN STATE OF TEXAS**

The subdivider shall retain the services of an Engineer, licensed in the State of Texas, whose seal shall be placed on each sheet of the drawings, and who shall be responsible for the design and inspection of the drainage, roads and streets, and sewer and water facilities within the subdivision. The services performed by the Engineer shall be designated in the most current issue of "Manual of Professional Practice – General Engineering Service," published by the Texas Society of Professional Engineers, and shall include both design and inspection as defined therein.

**5.10.01 – Engineering Seal.** The engineering seal used by an Engineer licensed in the State of Texas must be in compliance with Texas Board of Professional Engineers.

5.10.1 – Delete

5.10.2 – Delete

5.10.3 - Delete

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**Section 5:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ and APPROVED** on First Reading on the 13<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

\_\_\_\_\_  
Connie B. Schroeder, Mayor

**ATTEST:**

\_\_\_\_\_  
Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Alan Bojorquez, City Attorney



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3F

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-27 of the City Council of the City of Bastrop, Texas amending Ordinance No. 2019-16 - Enhanced Permit Process – Chapter 5 Definitions; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill (H.B.) 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction.

The attached ordinance will amend Section 5 – Definitions as follows:

**Permit:** means a license, certificate, approval, registration, consent, permit, contract or other agreement for construction related to, or provision of, service from a water or wastewater utility owned, operated, or controlled by a regulatory agency, or other form of authorization required by law, rule, regulation, order, or ordinance that a person must obtain to perform an action or initiate, continue, or complete a project for which the permit is sought.

The term includes (but is not limited to) permits covered by the following sections of the Code of Ordinances:

- §3.16.001: Permits for moving of structures, demolition, and site work
- §3.18.002: Permit for construction, alteration or extension; construction or occupancy of permanent structures
- §3.20.051: Permit to erect or install a sign
- §10.03 Platting excluding Preliminary and Final Plats.

Language has been added to Article 10.03 – Subdivision Ordinance, Section 4 – Platting Procedure, 4.10.1 Plat Required, stating “all plats shall meet the requirements of Ordinance No. 2019-27, Enhanced Permit Review Process, as a condition prior to submitting a plat to the City.

The following sections of the Code of Ordinances have been removed from the Permit definition and are addressed in the amendments to Chapter 10 – Subdivision Ordinance, Chapter 14 – Zoning, or the Stormwater Drainage Design Manual:

§14.02 Zoning

§42.1 Site Plan Development & Development Plan Review

**POLICY EXPLANATION:**

Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002 – Rules, grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality’s jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

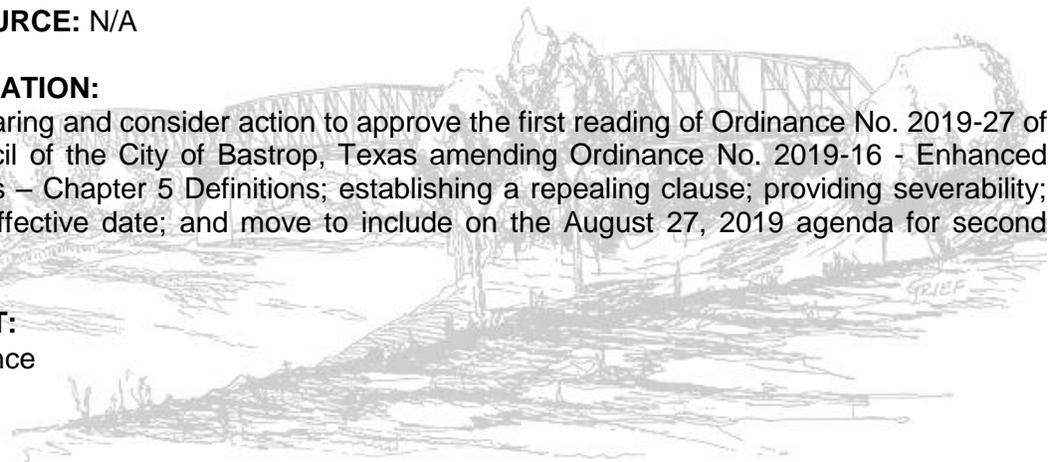
**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-27 of the City Council of the City of Bastrop, Texas amending Ordinance No. 2019-16 - Enhanced Permit Process – Chapter 5 Definitions; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENT:**

- Ordinance



**ORDINANCE NO. 2019-27**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS,  
AMENDING ORDINANCE NO. 2019-16, ENHANCED PERMIT REVIEW -  
SECTION 5 – DEFINITIONS; ESTABLISHING A REPEALING CLAUSE,  
PROVIDING SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, House Bill 3167 further requires any comment or denial include a direct citation to a municipal ordinance that is the basis for the conditional approval or disapproval; and

**WHEREAS**, In order to ensure compliance with House Bill 3167, portions of Chapter 14, Section 42 - Site Development Plan Review will need to be amended; and

**WHEREAS**, House Bill 3167 removes the ability for any discretionary approval or denial of Site Development Plans and requires any comment or denial include a direct citation to a municipal ordinance that is the basis for the conditional approval or disapproval.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AS FOLLOWS:**

**SECTION 1.** That Ordinance 2019-19 shall be amended as follows:

***Permit:*** means a license, certificate, approval, registration, consent, permit, contract or other agreement for construction related to, or provision of, service from a water or wastewater utility owned, operated, or controlled by a regulatory agency, or other form of authorization required by law, rule, regulation, order, or ordinance that a person must obtain to perform an action or initiate, continue, or complete a project for which the permit is sought.

The term includes (but is not limited to) permits covered by the following sections of the Code of Ordinances:

- §3.16.001: Permits for moving of structures, demolition and site work
- §3.18.002: Permit for construction, alteration or extension; construction or occupancy of permanent structures
- §3.20.051: Permit to erect or install a sign
- §10.03 Platting, excluding Preliminary and Final Plats.

The term does not include Trade Permits, which are excluded from complying with this Ordinance.

**SECTION 2. Repealer:** The City Council expressly and specifically repeals the Temporary Moratorium, Emergency Ordinance 2018-1 (as originally approved and as extended). In the case of any conflict between the other provisions of this ordinance and any existing ordinance of the city, the provisions of this Ordinance will control.

**SECTION 3. Severability:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**SECTION 4. Proper Notice & Meeting:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice and a public hearing were also provided as required by Texas Government Code Chapter 212, Subchapter E.

**SECTION 5. Effective Date:** This Ordinance shall be effective immediately upon passage and final adoption, as provided by Texas Local Government Code Chapter 212, Subchapter E.

**READ & ACKNOWLEDGED** on First Reading on this, the 14<sup>th</sup> day of August, 2019.

**READ & APPROVED** on the Second Reading on this, the 27<sup>th</sup> day of August, 2019.

**APPROVED:**

\_\_\_\_\_  
Connie B. Schroeder, Mayor

**ATTEST:**

\_\_\_\_\_  
Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Alan Bojorquez, City Attorney



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3G

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-28 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 42 - Site Development Plan Review; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, Site Development Plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction. HB 3167 further requires any comment or denial include a direct citation to the law, statute, or municipal ordinance that is the basis for the conditional approval or disapproval.

**POLICY EXPLANATION:**

In order to ensure compliance with HB 3167, portions of Chapter 14, Section 42 - Site Development Plan Review will need to be amended by City Council. The City's current Code of Ordinances specifies that City Council shall be the authority to approve Site Development Plan applications. HB 3167 removes the ability for any discretionary approval or denial of Site Development Plans; therefore, staff is recommending that Site Development Plan applications be approved by the Director of Planning and Development after review by the Development Review Committee (DRC).

HB 3167 also requires any comment or denial include a direct citation to the law, statute, or a municipal ordinance that is the basis for the conditional approval or disapproval. The City's current Code of Ordinances does not include a comprehensive list of everything that needs to be provided for a comprehensive review of a Site Development Plan. Over the years, items have been added to a checklist that have been used to determine what is required to be provided with the submittal of a Site Development Plan application. HB 3167 requires any requirement for the approval or disapproval of a Site Development Plan be a direct citation to the law, statute, or a municipal ordinance. In response, the requirements for a complete submittal will need to be added to the submittal requirements in Section 42.

Therefore, approval of this Ordinance will amend the Chapter 14, Section 42 - Site Development Plan Review of the Code of Ordinances to ensure compliance with the mandates of HB 3167. A summary of changes is as follows:

- Requires a Site Development Plan prior to issuance of building permit or Certificate of Occupancy.
- Incorporates required detailed Site Development Plan submittal requirements, which will become the Site Development Plan Checklist, to provide legal authority as required by HB 3167.
- Allows Director of Planning and Development the administrative authority to approve, approve with conditions, or deny all Site Development Plans.

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-28 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 42 - Site Development Plan Review; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance



**ORDINANCE NO. 2019-28**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS  
AMENDING THE BASTROP CITY CODE OF ORDINANCES, CHAPTER 14,  
SECTION 42 – SITE DEVELOPMENT PLAN REVIEW; REPEALING  
CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROPER  
NOTICE AND MEETING AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, Site Development Plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, House Bill 3167 further requires any comment or denial include a direct citation to the law, statute, or a municipal ordinance that is the basis for the conditional approval or disapproval; and

**WHEREAS**, In order to ensure compliance with House Bill 3167, portions of Chapter 14, Section 42 - Site Development Plan Review will need to be amended; and

**WHEREAS**, House Bill 3167 removes the ability for any discretionary approval or denial of Site Development Plans and requires any comment or denial include a direct citation to the law, statute, or a municipal ordinance that is the basis for the conditional approval or disapproval.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** That Chapter 14 of the Code of Ordinance, Section 42 – Site Development Plan Review shall be amended as follows:

**SECTION 42 – SITE DEVELOPMENT PLAN REVIEW**

**42.1 – SITE DEVELOPMENT PLAN REVIEW**

**A. Purpose**

The purpose of a Site Development Plan is to ensure efficient and safe land development, harmonious use of land, compliance with appropriate design standards, safe and efficient vehicular and pedestrian circulation, parking and loading, and adequate water supply, drainage and storm water management, sanitary facilities, and other utilities and services.

**B. Applicability**

Site Development Plan review and approval shall be required for new construction or the significant enlargement or alteration of any exterior dimension of any building, structure, or improvement involving the uses listed below:

1. Any nonresidential development,
2. Any multi-family development (duplex and single family attached) or manufactured/mobile home park,

3. Any development with two (2) or more buildings per platted lot,
4. As used in this section, the term "improvements" shall also include alterations made to land only, such as paving, filling, clearing, or excavating. As used in this section, the term "significant enlargement or alteration" shall mean the construction of structures, or the alteration of land, if such construction or alteration impacts or potentially affects other existing or future land uses, including those on adjacent or nearby land.

The Director of Planning and Development shall make the initial determination of whether a proposed development, construction, enlargement, or improvement requires a Site Development Plan or not. The initial determination is subject to review by the City Manager.

The Site Development Plan must be prepared by a licensed and registered professional land surveyor, and/or a licensed professional engineer.

No building permit shall be issued for any of the above developments unless a Site Development Plan is first approved by the City. No certificate of occupancy shall be issued unless all construction and development conforms to the Site Development Plan as approved by the City.

The fee for a Site Development Plan is set forth in Article 8 of Appendix A, of the Bastrop City Code, as well as on the application form.

C. Site Development Plan Submittal Requirements

A Site Development Plan submittal shall include the following documents in order to be considered a complete submittal. All submittals shall be delivered to the Planning and Development Department in accordance with the approved submittal schedule. Incomplete submittals will not be accepted by the Planning and Development Department.

42.1.C – Site Development Plan Submittal Requirements	
1	Completed and signed Application
2	Agent Authorization Form if Applicant is not the Property Owner
3	Location map highlighting the subject property in context of the surrounding area
4	Copy of deed showing current ownership
5	Copy of current statement of account showing taxes have been paid
6	Six (6) paper copies of the Site Development Plan with all Required Details listed in the section below. Plans shall be on 24" x 36" sheets collated and folded into 8 ½" x 11"
7	Copy of the Approved Final Drainage Plan – attached to the plan sheets Copy of the Approved Final Utility Plan – attached to the plan sheets
8	Paper copy of a Bastrop Fire Dept. (BFD) witnessed fire hydrant flow test report that is less than 1 year old (IFC 507.1 and 507.4)
9	Digital Submittal – Labeled CD/DVD or flash drive PDF 1 – Combined Application and Checklist Items PDF2 – Combined plan sheets for Required Details
10	Site Development Plan filing fee
11	Two (2) copies of TIA when required

12	Three (3) copies of a letter outlining Planned Development Requirements and how those requirements are addressed on the Site Development Plan when required
13	If any required fire code requirements cross into a property other than the owners, a joint-use access agreement or unified development agreement shall be provided and recorded
14	For projects involving an Alternative Method of Compliance (AMoC); documentation showing that an alternate method has been approved per IFC 104.8 and 104.9.

D. Site Development Plan Detail Requirements

The Site Development Plan shall contain sufficient information relative to site design considerations including the following:

	42.1.D – Site Development Plan Detail Requirements
<b>1</b>	<b>COVER SHEET</b>
1.1	Project Name
1.2	Contact name and information for property owner, engineer, surveyor, and any other parties responsible in preparing the Site Development Plan
1.3	Signature blocks for Owner, City Engineer, Fire Dept., and Director of Planning and Development. See Signature Blocks section below
1.4	Fire Department cover sheet table. See BFD Table in section below
1.5	List of ordinances or codes that the site was designed using
1.6	List of jurisdiction and service providers for the site
1.7	Date of preparation and any subsequent revisions
1.8	Acceptable scale: 1" = 40', 1" = 100', or similar
1.9	North arrow, graphic and written scale in close proximity
1.10	Small scale location map showing the location of the property
<b>2</b>	<b>FINAL PLAT SHEET</b>
2.1	Copy of Final Plat. Note recordation information or if plat is under review.
<b>3</b>	<b>OVERALL SITE PLAN SHEET</b>
<b>3.1</b>	<b>Site Data Summary Chart to include the following:</b> <ol style="list-style-type: none"> <li>1. Existing zoning</li> <li>2. Gross acreage and net acreage</li> <li>3. Percentage of impervious coverage (building footprint and impervious areas)</li> <li>4. Area of open space</li> <li>5. Open space as a percentage</li> <li>6. Gross building area</li> <li>7. Total building area by floor</li> <li>8. Square footage broken down by use</li> <li>9. Parking spaces required and provided</li> <li>10. Number of proposed lots</li> <li>11. Residential density</li> </ol>
3.2	Location of existing and proposed building(s), structure(s) or other improvement(s), as well as proposed modifications of the external configuration of the building(s), structure(s) or improvement(s)
3.3	Entrances and exits to the buildings

3.4	Required front, side, and rear setbacks from property lines
3.5	Existing or proposed easements or right of way, within or abutting the lot where the development is being proposed
3.6	The dimensions of any street, sidewalk, alley, or other part of the property intended to be dedicated to public use. These dedications must be made by separate instrument and referenced on the Site Development Plan
3.7	On and off-site circulation (including truck loading and pickup areas) and fire lanes
3.8	All types of surfacing (asphalt, brick, concrete, sod, crushed granite) not under roof
3.9	Location of dumpster and screening with materials
3.10	Required parking with dimensions given for layout
3.11	The location and ownership of adjacent properties
3.12	The location and boundary of any regulatory floodplain or floodway
3.13	All improvements located in the ROW
3.14	Curb return radii of all driveways and access aisles
3.15	Safety barriers, fencing, wheel stops, curbing or other restrictive barriers adjacent to driveways, aisles, maneuvering, or parking areas
3.16	All existing or proposed driveways
3.17	Dimensions from each driveway from property lines, intersections, or other driveways. Distances shall be measured from the nearest radii
<b>4</b>	<b>LANDSCAPE PLAN</b>
4.1	Location, size and species of all trees to be preserved
4.2	Tree protection plan
4.3	Location of all plant and landscaping material to be used, including plants, paving, benches, screens, fountains, statues, earthen berms, ponds (to include depth of water), topography of site
4.4	Species of all plant material to be used
4.5	Size of all plant material to be used
4.6	All types of surfacing (asphalt, brick, concrete, sod, crushed granite) not under roof
4.7	Spacing of plant material where appropriate
4.8	Layout and description of irrigation, sprinkler, or water systems including placement of water sources
4.9	Description of maintenance provisions
4.10	Person(s) responsible for the preparation of the landscape plan
4.11	Vegetative Screening: Planted height, full growth height, distance between plants
4.12	60-foot radius around each tree to show there is one tree within 60 feet of every parking space
4.13	List of all plants to be used, legend, and location of all plants and landscape elements
4.14	Location of screening with dimensions and material used
<b>5</b>	<b>BUILDING ELEVATIONS</b>
5.1	Architectural renderings or elevations of all proposed buildings and structures
<b>6</b>	<b>FIRE ACCESS AND CONTROL PLAN</b>
6.1	Curb markings and/or signs indicating No Parking – Fire Zone on the designated fire lane
6.2	The location of any existing and proposed fire hydrants

6.3	Note if any of the buildings required to have an automatic fire sprinkler system (IFC 903)
6.4	The location of the fire sprinkler riser room labeled, if applicable. (IFC 901.4.6/105.4.2)
6.5	Distance between all exterior building walls and all required fire apparatus access areas. (IFC 503.1)
6.6	Location of motorized gates in the path of a fire lane have been labeled and provided with a Knox key switch, if applicable. (IFC 503.6)
6.7	All locations of Knox key switches and key boxes have been labeled. (IFC 506.1)
6.8	Show any fuel tanks to be stored on site and indicate the volume, type of fuel, and tank construction standard (propane, gasoline, diesel, etc.). (IFC 5001.5.1 SUB 6)
6.9	Show location of any diesel-fueled emergency generators and the UL listing number of the tank, the fuel capacity of the tank in gallons, and fuel tank impact protection. (IFC 5001.5.2)
<b>7.0</b>	<b>Lighting Plan</b>
7.1	Detailed lighting plan showing locations, types, and fixtures. Plan shall include both freestanding and wall mounted lighting
7.2	Photometric plan for the proposed site extending out to the property lines

E. Supplemental requirements

1. Site Development Plan cannot be approved until Final Plat is recorded
2. Site Development Plan must be prepared by a licensed and registered professional land surveyor and/or a licensed professional engineer
3. Building permits will not be issued for any development until the Site Development Plan is approved
4. Property taxes must be paid prior to approval of plan
5. Irrigation plans require separate permits – approval of Site Development Plan does not constitute approval of any included irrigation plans or elements of the Landscape Plan
6. Signs require separate permits – approval of the Site Development Plan does not constitute approval of any included sign plans or elements
7. The following table illustrates the requirements of the Bastrop Fire Department in each line item:

<b>Bastrop Fire Department</b>	
<b>Fire Design Codes</b>	<i>International Fire Code Edition with adopted appendices</i>
<b>Fire Flow Demand @ 20 psi (gpm)</b>	<i>Most demanding building's calculated fire flow demand – 2009 IFC Appendix B, Table B105.1 – Based on SF and Construction Type</i>
<b>Intended Use</b>	<i>Most demanding building's intended use</i>
<b>Construction Classification</b>	<i>Most demanding building's IBC construction classification</i>
<b>Building Fire Area (S.F.)</b>	<i>Most demanding building's fire area in gross square feet (all floor levels combined) per 2009 IFC Appendix B.</i>

<b>Automatic Fire Sprinkler System Type (If applicable)</b>	<i>The sprinkler system type that is in the most demanding building's fire area - NFPA 13, NFPA 13R or NFPA 13D</i>
<b>Reduced Fire Flow Demand @ 20 psi for having a sprinkler system (gpm) (If applicable)</b>	<i>Reduced fire flow demand, as permitted by BFD and Appendix B.</i>
<b>Fire Hydrant Flow Test Date</b>	<i>Not more than 1 yr from the date of Site Development Plan submittal</i>
<b>Fire Hydrant Flow Test Location</b>	<i>Block and Street Name</i>
<b>Alternative Method of Compliance AMOC (If applicable)</b>	<i>AMOC number and the date the AMOC was approved by the City.</i>

8. Signature blocks shall be placed on the Site Development Plan. Signature blocks shall also be placed for any additional entities responsible in preparing the Site Development Plan. The following are the approved signature blocks:

**The certificate of the licensed public surveyor:**

THE STATE OF TEXAS §  
COUNTY OF BASTROP §

KNOW ALL MEN BY THESE PRESENTS

That I, \_\_\_\_\_ do hereby certify that I prepare this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Bastrop, Texas.

\_\_\_\_\_  
Signature and Seal of Registered Public Surveyor with date

**Owner's Signature Block:**

As owner of this property, I promise to develop and maintain this property as described by this plan.

\_\_\_\_\_  
Name of Owner/Trustee

\_\_\_\_\_  
Date

**City Approval Signature Block:**

All responsibility for the adequacy of these plans remains with the engineer who prepared them. In accepting these plans, the City of Bastrop must rely upon the adequacy of the work of the design engineer.

Accepted for Construction:

\_\_\_\_\_  
Director of Planning and Development

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Bastrop Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Bastrop Fire Department

\_\_\_\_\_  
Date

**Signed and sealed certification of the licensed engineer who prepared the Site Development Plan:**

I, \_\_\_\_\_, do hereby certify that the information contained in these engineering documents are complete, accurate, and adequate for the intended purposes, including construction, but are not authorized for construction prior to formal City approval.

\_\_\_\_\_  
Signature and Seal of Registered Engineer with date

F. Principles and standards for Site Development Plan Review.

The following criteria have been set forth as a guide for evaluating the adequacy of proposed development in the City of Bastrop. The City staff shall review the Site Development Plan for compliance with all applicable Ordinances and the Comprehensive Plan; as a means to assure harmony with surrounding uses and the overall plan for development of the City of Bastrop; as well as for the promotion of the health, safety, order, efficiency, and economy of the City; and for the maintenance of property values and the general welfare.

Based upon its review, city staff may approve, conditionally approve, or deny the Site Development Plan based on evaluation of the Site Development Plan details based on the items listed in Section C above with respect to:

1. The Site Development Plan's compliance with all provisions of the Zoning Ordinance and other ordinances of the City of Bastrop including but not limited to off-street parking and loading, lighting, open space, and the generation of objectionable smoke, fumes, noise, odors, dust, glare, vibration, or heat
2. The impact of the development relating to the preservation of existing natural resources on the site and the impact on the natural resources of the surrounding properties and neighborhood.
3. The relationship of the development to adjacent uses in terms of harmonious design, setbacks, maintenance of property values, and negative impacts.
4. The provision of a safe and efficient vehicular and pedestrian circulation system.
5. The design and location of off-street parking and loading facilities to ensure that all such spaces are usable and are safely and conveniently arranged.
6. The sufficient width and suitable grade and location of streets designed to accommodate prospective traffic and to provide access for firefighting and emergency equipment to buildings.
7. The coordination of streets and sidewalks so as to arrange a convenient system consistent with the Master Thoroughfare Plan of the City of Bastrop.
8. The use of landscaping and screening (1) to provide adequate buffers to shield lights, noise, movement, or activities from adjacent properties when necessary, and (2) to

- complement the design and location of buildings and be integrated into the overall site design.
9. Exterior lighting to ensure safe movement and for security purposes, which shall be arranged so as to minimize glare and reflection on adjacent properties.
  10. The location, size, and configuration of open space areas to ensure that such areas are suitable for intended recreation and conservation uses.
  11. Protection and conservation of soils from erosion by wind or water or from excavation or grading.
  12. Protection and conservation of water courses and areas subject to flooding.
  13. The adequacy of water, drainage, sewage facilities, garbage disposal, and other utilities necessary for essential services to residents and occupants.

#### 42.2 – APPROVAL PROCESS

- A. The Director of Planning and Development, or designee, after review by the Development Review Committee, shall approve, approve with conditions, or deny all Site Development Plans. Any decision on a Site Development Plan with which the applicant disagrees may be appealed to the City Manager as set forth in B. below.
- B. If the Site Development Plan is denied by the Director of Planning and Development, the applicant may appeal that decision to the City Manager. If the City Manager upholds the decision of denial, an applicant may appeal that decision to the City Council. The applicant must request in writing that the Site Development Plan be placed on the City Council's agenda within ten (10) days from the date the appeal was denied by the City Manager. The City Council shall have final approval or disapproval on all Site Development Plans which are appealed.
- C. Effect of Site Development Plan approval. If development of a lot with an approved Site Development Plan has not commenced within two (2) years of the date of final approval of the Site Development Plan, the Site Development Plan shall be deemed to have expired. Any development on a lot with an expired Site Development Plan shall be required to submit a new Site Development Plan as outlined above.

It is recognized that final architectural and engineering design may necessitate minor changes in the approved Site Development Plan. In such cases, the Director of Planning and Development shall have the authority to approve minor modifications of an approved Site Development Plan, provided that such modifications do not materially change the circulation and building location on the site, or any conditions specifically attached as part of approval.

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**Section 5:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ and APPROVED** on First Reading on the 14<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

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Connie B. Schroeder, Mayor

**ATTEST:**

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Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

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Alan Bojorquez, City Attorney



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3H

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-31 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 32 – PD – Planned Development District; establishing a repealing clause; providing severability; and providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, Site Development Plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction. HB 3167 further requires any comment or denial include a direct citation to the law, statute, or municipal ordinance that is the basis for the conditional approval or disapproval.

**POLICY EXPLANATION:**

In order to ensure compliance with HB 3167, Chapter 14, Section 32 – PD – Planned Development District will need to be amended by City Council. The City's current Code of Ordinances specifies that a site plan be submitted with an application for Planned Development District. Chapter 211 – Municipal Zoning Authority of the Local Government Code is not subject to the 30-day requirement of HB 3167; however, Site Development Plans are. Staff is recommending that the Site Development Plan requirement for applications and any reference to a site plan be removed and replaced with the submittal of a Zoning Concept Scheme. The proposed requirements for a Zoning Concept Scheme are as follows:

- a. Boundary of the proposed area
- b. A scaled drawing showing types and location of proposed uses
- c. Thoroughfares and preliminary lot arrangements
- d. A sketch drawing that shows the size, type and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas, and project scheduling
- e. Physical features of the site including a scaled drawing showing major existing vegetation, natural water courses, creeks or bodies of water and an analysis of planned

changes in such natural features as a result of the development. This shall include a delineation of any flood prone areas

- f. Any existing thoroughfares and easements
- g. Location of proposed public open spaces or civic spaces
- h. The points of ingress and egress from existing and proposed streets
- i. A landscape plan showing turf areas, screening walls, ornamental planting, wooded areas to be preserved, and trees to be planted. The landscape plan should provide types of plantings to be used and give a general landscape design scheme for the development
- j. A conceptual infrastructure plan showing the location of any existing or proposed utilities needed to adequately serve the development
- k. Architectural drawings (elevations, etc.) showing elevations and architectural style to be used throughout the development
- l. A parks and trails plan showing any proposed parks, trails, hardscape, playscape, water feature or any other proposed improvements to any civic or open space
- m. A Conceptual Drainage Plan as required by Appendix A of the City of Bastrop Stormwater Drainage Design Manual

Therefore, approval of this Ordinance will amend the Chapter 14, Section 32 – PD – Planned Development District of the Code of Ordinances to ensure compliance with the mandates of HB 3167.

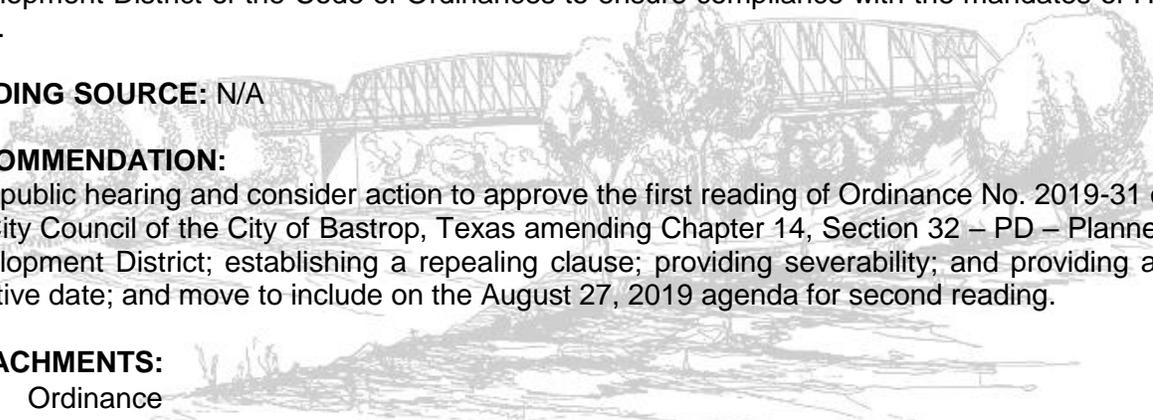
**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-31 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 32 – PD – Planned Development District; establishing a repealing clause; providing severability; and providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance



**ORDINANCE NO. 2019-31**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING THE BASTROP CITY CODE OF ORDINANCES, CHAPTER 14, SECTION 32 – PD – PLANNED DEVELOPMENT DISTRICT; REPEALING CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROPER NOTICE AND MEETING AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, Site Development Plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Chapter 211 – Municipal Zoning Authority of the Local Government Code is not subject to the 30-day requirement of House Bill 3167; and

**WHEREAS**, In order to ensure compliance with House Bill 3167, portions of Chapter 14, Section 32 – PD – Planned Development District will need to be amended; and

**WHEREAS**, The City's current Code of Ordinances specifies that a site plan be submitted with an application for Planned Development District which would be subject to the 30-day requirement; and

**WHEREAS**, Application requirements for a Planned Development District need to be clearly defined and compliant with Chapter 211 of the Local Government Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** That Chapter 14 of the Code of Ordinance, Section 32 – PD – Planned Development District shall be amended as follows:

**SECTION 32 - PD - PLANNED DEVELOPMENT DISTRICT**

**32.1 - GENERAL PURPOSE AND DESCRIPTION:**

As new development occurs in the City of Bastrop, it is the intent of the City Council to foster neighborhoods and the commercial enterprises serving these neighborhoods with the accessibility to public space, diversity and richness of building styles, lot sizes, and uses found in the older areas of the City (i.e., principally that area bounded by the Colorado River on the west, Highway 71 on the south and Highway 95 on the east).

To that end, this ordinance provides for Planned Development Districts which encourage innovation in design and combinations of the land use units and uses described in this ordinance. This flexibility can provide a developer of such a Planned Development District the potential for a more efficient development through clustered higher densities, a more interesting and attractive development, if in turn it also provides for more public lands for parks, trails, squares, educational purposes, and other public uses.

The developer of a Planned Development District can maximize use of the land through higher lot coverages and densities, variable setback provisions, and by mixing uses to accommodate different lot sizes.

On the other hand, the potential residents and users of the district - including the broader community of Bastrop - will have available to them greater choice in meeting their housing, shopping and recreational needs. Such a district could also be viewed as one more nearly akin to historic Bastrop than would a typical suburban neighborhood.

The City Council of the City of Bastrop, Texas, after public hearing and proper notice to all parties affected and after recommendation from the Planning and Zoning Commission may authorize the creation of a Planned Development District.

The Planned Development (PD) District is a district which accommodates planned associations of uses developed as integral land use units such as industrial districts, offices, retail, commercial or service centers, shopping centers, residential developments of multiple or mixed housing including attached single-family dwellings or any appropriate combination of uses which may be planned, developed or operated as integral land use units either by a single owner or a combination of owners. A PD District may be used to permit new or innovative concepts in land utilization not permitted by other zoning districts in this Ordinance. While greater flexibility is given to allow special conditions or restrictions which would not otherwise allow the development to occur, procedures are established herein to ensure against misuse of increased flexibility.

### 32.2 - PERMITTED USES:

An application for a PD District shall specify the base district and the use or the combination of uses proposed. Uses which may be permitted in a PD are specified in the Use Charts (Section 36) and must be specified if not permitted in the base district. In selecting a base zoning district, the uses allowed in the base district must be similar or compatible with those allowed in the PD. PD designations shall not be attached to Conditional Use Permit (CUP) requirements. CUP allowed in a base zoning district are allowed in a PD only if specifically identified at the time of PD approval.

### 32.3 - PLANNED DEVELOPMENT REQUIREMENTS:

- A. Development requirements for each separate PD District shall be set forth in the amending Ordinance granting the PD District and shall include, but may not be limited to: uses, density, lot area, lot width, lot depth, yard depths and widths, building height, building elevations, coverage, floor area ratio, parking, access, screening, landscaping, accessory buildings, signs, lighting, project phasing or scheduling, management associations, and other requirements as the City Council and Planning and Zoning Commission may deem appropriate.
- B. In the PD District, uses shall generally conform to the standards and regulations of the base zoning district to which it is most similar. The base zoning district shall be stated in the granting ordinance. Consideration will be given certain combinations of zoning districts. All applications to the City shall list all requested deviations from the standard requirements set forth throughout this Ordinance (applications without this list will be considered incomplete). The Planned Development District shall conform to all other sections of the Ordinance unless specifically excluded in the granting ordinance.
- C. The Ordinance granting a PD District shall include a statement as to the purpose and intent of the PD granted therein. A specific list is required of modifications in each district or districts and general statement citing the reason for the PD request.

- D. In return for this greater flexibility in the use of land within a PD District, the PD proposal must also include provisions for public space in the form of parks, trails, or other public amenities.
- E. The minimum acreage for a planned development request shall be three (3) acres.

#### 32.4 - PLANS:

In establishing a Planned Development District in accordance with this section, the City Council shall approve and file as part of the amending Ordinance appropriate plans and standards for each Planned Development District. To facilitate understanding of the request during the review and public hearing process, the Planning and Zoning Commission and City Council shall require a Zoning Concept Scheme of the proposed project.

- A. Zoning Concept Scheme – The concept scheme shall be submitted by the applicant at the time of the PD request. The scheme shall show the applicant's intent for the use of the land within the proposed Planned Development District in a graphic manner and as may be required, supported by written documentation of proposals and standards for development. The City may prepare application form(s) which further describe and explain the following requirements:
  - 1. The Zoning Concept Scheme shall include:
    - a. Boundary of the proposed area
    - b. A scaled drawing showing types and location of proposed uses
    - c. Thoroughfares and preliminary lot arrangements
    - d. A sketch drawing that shows the size, type and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas, and project scheduling
    - e. Physical features of the site including a scaled drawing showing major existing vegetation, natural water courses, creeks or bodies of water and an analysis of planned changes in such natural features as a result of the development. This shall include a delineation of any flood prone areas
    - f. Any existing thoroughfares and easements
    - g. Location of proposed public open spaces or civic spaces
    - h. The points of ingress and egress from existing and proposed streets
    - i. A landscape plan showing turf areas, screening walls, ornamental planting, wooded areas to be preserved, and trees to be planted. The landscape plan should provide types of plantings to be used and give a general landscape design scheme for the development
    - j. A conceptual infrastructure plan showing the location of any existing or proposed utilities needed to adequately serve the development
    - k. Architectural drawings (elevations, etc.) showing elevations and architectural style to be used throughout the development
    - l. A parks and trails plan showing any proposed parks, trails, hardscape, playscape, water feature or any other proposed improvements to any civic or open space
    - m. A Conceptual Drainage Plan as required by Appendix A of the City of Bastrop Stormwater Drainage Design Manual

### 32.5 - APPROVAL PROCESS AND PROCEDURE:

The procedure for establishing a Planned Development District shall follow the procedure for zoning amendments as set forth in Section 10. This procedure is further expanded as follows for approval of Zoning Concept Schemes.

- A. The Planning and Zoning Commission and the City Council may approve the Zoning Concept Scheme or any section of the scheme, separately or jointly, in public hearings. One public hearing at the Planning and Zoning Commission and one at the City Council for the PD request is adequate when:
  - 1. The applicant submits adequate data with the request for the Planned Development District to fulfill the requirement for a Zoning Concept Scheme; or
  - 2. The Ordinance establishing the Planned Development District shall not be approved until the Zoning Concept Scheme is approved.
  - 3. A Site Development Plan or plat shall be submitted for approval within two (2) years from the approval of the Zoning Concept Scheme for some portion of the project. If a partial Site Development Plan or plat is not submitted within two (2) years, the Zoning Concept Scheme is subject to review by the Planning and Zoning Commission and City Council. If some portion of the entire project is not started within two (2) years, the Planning and Zoning Commission and City Council may review the original Zoning Concept Scheme to ensure its continued validity. If the City determines the scheme is not valid, a new Zoning Concept Scheme must be approved prior to issuing a building permit for any portion of the PD District.
  
- B. Site Development Plan – A Site Development Plan as provided for in Section 42.1.B – Applicability will be required prior to any construction or building permit within the PD. Approval of the Site Development Plan shall be in accordance with Section 42.2 – Approval Process.

### 32.6 - WRITTEN COMMENTS FROM DIRECTOR OF PLANNING AND DEVELOPMENT:

When a PD District is being considered, a written report shall be prepared by the Director of Planning and Development which discusses the merits of the development. In addition, written comments from applicable public agencies (such as the school district and utility companies) may be submitted to the Planning and Zoning Commission prior to the Commission making any recommendations to the City Council.

### 32.7 - REFERENCED ON ZONING MAP:

All Planned Development Districts approved in accordance with the provisions of this Ordinance in its original form, or by subsequent amendments thereto, shall be referenced on the Zoning District Map, and a list of such Planned Development Districts, together with the category of uses permitted therein, shall be maintained as part of this Ordinance.

### 32.8 - PLANNED DEVELOPMENT ORDINANCES CONTINUED:

Prior to adoption of this Ordinance, the City Council has established various Planned Development Districts, some of which are to be continued in full force and effect. The ordinances or parts of ordinances approved prior to this Ordinance specified in Appendix A-1 shall be carried forth in full force and effect and are the conditions, restrictions, regulations and requirements which apply to the respective Planned Development Districts shown on the Zoning Map at the date of adoption of this ordinance.

### 32.9 - USES OR DEVELOPMENTS ALLOWED ONLY BY PD:

Because of the uniqueness of the following uses in Bastrop, they shall be permitted by PD designation only:

#### A. Patio Homes/Zero-Lot-Line Homes

1. General Purpose and Description: Patio homes allow for development of detached "zero-lot-line" homes in a modified residential district which encourages greater use of the side yard areas. Clustered lot patterns with a common usable open space system can be incorporated as an integral part of the development.
2. Height Regulations:
  - a. Maximum Height - Two and one-half (2½) stories for the main structure; one (1) story for accessory buildings.
3. Area Regulations:
  - a. Minimum Front Yard - Twenty-five feet (25').
  - b. Minimum Rear Yard - Twelve feet (12'); twenty feet (20') for a structure accommodation required off-street parking, if provided access is from a dedicated or private alley.
4. Side Yard Regulations:
  - a. Side Yard Setback: Side setbacks are one and one-half foot (1½') maximum on one side and a minimum of eight and one-half feet (8½') on the opposite side. The dwelling shall be no closer than ten feet (10') between the face of exterior walls of neighboring dwelling units.
  - b. No roof overhang, gutter or extension from a wall will be allowed to extend over a property line.
  - c. The closest exterior roof line to an adjacent property shall be storm guttered if the general slope of the roof falls toward the neighboring property.
  - d. Each adjacent lot shall provide a maintenance easement, a minimum of five feet (5'), adjacent to the "zero" (zero foot) side to allow the property owner access for maintenance of his dwelling.
  - e. The majority of one side of the structure shall be located within three feet (3') of one side lot line. The building wall which faces the "zero" side of the lot shall not have any doors, windows, ducts, grills, vents, or other openings.
  - f. Minimum Side Yard Setback Adjacent to Street Right-of-Way: Fifteen feet (15').
5. Size of Lots:
  - a. Minimum Lot Area - Five thousand (5000) square feet.
  - b. Minimum Lot Width - Fifty feet (50').
  - c. Minimum Lot Depth - Ninety feet (90').
6. Maximum Lot Coverage: Fifty percent (50%) total, including main and accessory buildings.
7. Minimum Area of Dwelling Unit: Each unit shall have a minimum floor area of one thousand (1,000) square feet.
8. Parking Regulations: Two (2) enclosed spaces on the same lot as the main structure (see Section 38, Off-Street Parking and Loading Requirements).

9. Items 5, 6, and 7 above may be modified depending on the PD proposal and the required public amenities, open space, etc., which are included in the proposal.

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**Section 5:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ and APPROVED** on First Reading on the 14<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

\_\_\_\_\_  
Connie B. Schroeder, Mayor

**ATTEST:**

\_\_\_\_\_  
Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Alan Bojorquez, City Attorney



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3I

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-32 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 33 – CUP or C – Conditional Use Permit; establishing a repealing clause; providing severability; and providing an effective date and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction. HB 3167 further requires any comment or denial include a direct citation to law, statute or municipal ordinance that is the basis for the conditional approval or disapproval.

**POLICY EXPLANATION:**

In order to ensure compliance with HB 3167, Chapter 14, Section 33 – CUP or C – Conditional Use Permit will need to be amended by City Council. The City's current Code of Ordinances specifies that a site plan be submitted with an application for a Conditional Use Permit. Chapter 211 – Municipal Zoning Authority of the Local Government Code is not subject to the 30-day requirement of HB 3167; however, site development plans are. Staff is recommending that the Site Development Plan requirement for applications and any reference to a site plan be removed from Section 33 and replaced with the submittal of a Zoning Concept Scheme. The proposed requirements for a Zoning Concept Scheme are as follows:

- a. Boundary of the proposed area
- b. A scaled drawing showing types and location of proposed uses
- c. Thoroughfares and preliminary lot arrangements
- d. A sketch drawing that shows the size, type and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas, and project scheduling
- e. Physical features of the site including a scaled drawing showing major existing vegetation, natural water courses, creeks or bodies of water and an analysis of planned

- changes in such natural features as a result of the development. This shall include a delineation of any flood prone areas
- f. Any existing thoroughfares and easements
  - g. Location of proposed public open spaces or civic spaces
  - h. The points of ingress and egress from existing and proposed streets
  - i. A landscape plan showing turf areas, screening walls, ornamental planting, wooded areas to be preserved, and trees to be planted. The landscape plan should provide types of plantings to be used and give a general landscape design scheme for the development
  - j. A conceptual infrastructure plan showing the location of any existing or proposed utilities needed to adequately serve the development
  - k. Architectural drawings (elevations, etc.) showing elevations and architectural style to be used throughout the development
  - l. A parks and trails plan showing any proposed parks, trails, hardscape, playscape, water feature or any other proposed improvements to any civic or open space
  - m. A Conceptual Drainage Plan as required by Appendix A of the City of Bastrop Stormwater Drainage Design Manual

Therefore, approval of this Ordinance will amend the Chapter 14, Section 33 – CUP or C – Conditional Use Permit of the Code of Ordinances to ensure compliance with the mandates of HB 3167.

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-32 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 33 – CUP or C – Conditional Use Permit; establishing a repealing clause; providing severability; and providing an effective date and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance

**ORDINANCE NO. 2019-32**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING THE BASTROP CITY CODE OF ORDINANCES, CHAPTER 14, SECTION 33 – CUP OR C – CONDITIONAL USE PERMIT; REPEALING CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROPER NOTICE AND MEETING AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Chapter 211 – Municipal Zoning Authority of the Local Government Code is not subject to the 30-day requirement of House Bill 3167; and

**WHEREAS**, In order to ensure compliance with House Bill 3167, portions of Chapter 14, Section 33 – CUP or C – Conditional Use Permit will need to be amended; and

**WHEREAS**, The City's current Code of Ordinances specifies that a site plan be submitted with an application for a Conditional Use Permit which would be subject to the 30-day requirement; and

**WHEREAS**, Application requirements for a Conditional Use Permit need to be clearly defined and compliant with Chapter 211 of the Local Government Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** That Chapter 14 of the Code of Ordinance, Section 33 – CUP or C – Conditional Use Permit shall be amended as follows:

**SECTION 33 - CUP or C - CONDITIONAL USE PERMITS**

**33.1 – GENERAL PURPOSE AND DESCRIPTION:**

The purpose of this section is to allow certain uses in districts that under most circumstances would not be compatible with other permitted uses but with certain conditions and development restrictions may be compatible.

**33.2 – PERMITTED USES:**

Uses permitted by CUP are specified in Section 36 (Use Charts).

**33.3 - CONDITIONAL USE PERMIT REGULATIONS:**

- A. In recommending that a Conditional Use Permit for the premises under consideration be granted, the City shall determine that such uses are harmonious and adaptable to building structures and uses of abutting property and other property in the vicinity of the premises under consideration, and shall make recommendations as to requirements for the paving of streets, alleys and sidewalks, means of ingress and egress to public streets, provisions

for drainage, adequate off-street parking, screening and open space, heights of structures, and compatibility of buildings. In approving a requested CUP, the Planning and Zoning Commission and City Council may consider the following:

1. The use is harmonious and compatible with surrounding existing uses or proposed uses;
  2. The activities requested by the applicant are normally associated with the permitted uses in the base district;
  3. The nature of the use is reasonable;
  4. Any negative impact on the surrounding area has been mitigated;
  5. That any additional conditions specified ensure that the intent of the district purposes are being upheld.
- B. In granting a Conditional Use Permit, the Planning and Zoning Commission and City Council may impose conditions which shall be complied with by the owner or grantee before a Certificate of Occupancy may be issued by the Building Official for use of the building on such property pursuant to such Conditional Use Permit and such conditions precedent to the granting of the Certificate of Occupancy. Any special conditions shall be set forth in writing by the City Council prior to issuance of the Certificate of Occupancy.
- C. No Conditional Use Permit shall be granted unless the applicant, owner and grantee of the Conditional Use Permit shall be willing to accept and agree to be bound by and comply with the written requirements of the Conditional Use Permit, as attached to the Zoning Concept Scheme and reviewed by the Planning and Zoning Commission and approved by the City Council.
- D. A building permit or Certificate of Occupancy shall be applied for and secured within one (1) year from the time of granting the Conditional Use Permit, provided however, that the City Council may authorize an extension of up to one (1) year. After one (1) year from the date of approval has elapsed, the Planning and Zoning Commission and City Council may review the Zoning Concept Scheme for compliance. If an extension is not authorized and the concept scheme is determined to be invalid, the property owner(s) must submit a new or revised concept scheme for approval prior to any construction or application for building permit for the area designated for the Conditional Use Permit.
- E. No building, premise, or land used under a Conditional Use Permit may be enlarged, modified, structurally altered, or otherwise significantly changed unless an amended Conditional Use Permit is granted for such enlargement, modification, structural alteration, or change. Minor changes or alterations may be approved by the Director of Planning and Development.
- F. The Board of Adjustment shall not have jurisdiction to hear, review, reverse, or modify any decision, determination, or ruling with respect to the specific land use designated by any Conditional Use Permit.
- G. The Planning and Development Department shall keep an updated map of the Conditional Use Permits authorized by approval of the City Council.

#### 33.4 – APPROVAL PROCESS AND PROCEDURE:

The City Council by an affirmative vote may, after public hearing and proper notice to all parties affected, and after recommendations from the Planning and Zoning Commission that the uses

are in general conformance with the Comprehensive Plan and general objectives of the City and containing such requirements and safeguards as are necessary to protect adjoining property, authorize certain uses by a Conditional Use Permit (CUP or C). The procedure for approving a CUP shall follow the procedure for zoning amendments as set forth in Section 10.

### 33.5 – CONDITIONAL USE PERMIT REQUIREMENTS:

- A. Applications shall be accompanied by a Zoning Concept Scheme – The concept scheme shall be submitted by the applicant at the time of the CUP request. The scheme shall show the applicant's intent for the use of the property in a graphic manner and as may be required, supported by written documentation of a purpose statement. The City may prepare application form(s) which further describe and explain the following requirements:
1. The Zoning Concept Scheme shall include:
    - a. Boundary of the proposed area
    - b. A scaled drawing showing types and location of proposed uses
    - c. Thoroughfares and preliminary lot arrangements
    - d. A sketch drawing that shows the size, type and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas, and project scheduling
    - e. Physical features of the site including a scaled drawing showing major existing vegetation, natural water courses, creeks or bodies of water and an analysis of planned changes in such natural features as a result of the development. This shall include a delineation of any flood prone areas
    - f. Any existing thoroughfares and easements
    - g. Location of proposed public open spaces or civic spaces
    - h. The points of ingress and egress from existing and proposed streets
    - i. A landscape plan showing turf areas, screening walls, ornamental planting, wooded areas to be preserved, and trees to be planted. The landscape plan should provide types of plantings to be used and give a general landscape design scheme for the development
    - j. A conceptual infrastructure plan showing the location of any existing or proposed utilities needed to adequately serve the development
    - k. Architectural drawings (elevations, etc.) showing elevations and architectural style to be used throughout the development
    - l. A parks and trails plan showing any proposed parks, trails, hardscape, playscape, water feature or any other proposed improvements to any civic or open space
    - m. A Conceptual Drainage Plan as required by Appendix A of the City of Bastrop Stormwater Drainage Design Manual

### 33.6 – PRIOR CUP ORDINANCES REMAINING IN EFFECT:

Prior to adoption of this Ordinance, the City Council had established various Conditional Use Permits, some of which are to be continued in full force and effect. The permits or parts of permits approved prior to this Ordinance shall be carried forth in full force and effect and are the

conditions, restrictions, regulations and requirements which apply to the respective Conditional Use Permits as previously approved by City Council.

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**Section 5:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ and APPROVED** on First Reading on the 14<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

\_\_\_\_\_  
Connie B. Schroeder, Mayor

**ATTEST:**

\_\_\_\_\_  
Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Alan Bojorquez, City Attorney



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3J

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-33 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 10 - Changes and Amendments to all Zoning Ordinances and Districts, and Administrative Procedures; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction. HB 3167 further requires any comment or denial include a direct citation to law, statute, or municipal ordinance that is the basis for the conditional approval or disapproval.

**POLICY EXPLANATION:**

In order to be consistent with other zoning requirements of Chapter 14 and ensure compliance with HB 3167, Chapter 14, Section 10 - Changes and Amendments to all Zoning Ordinances and Districts will need to be amended by City Council. The City's current Code of Ordinances does not clearly specify what is required to be submitted with an application for a zoning change or amendment. Chapter 211 – Municipal Zoning Authority of the Local Government Code is not subject to the 30-day requirement of HB 3167; however, other requirements of Chapter 14 including site plan submittal are. Staff is recommending the submittal of a Zoning Concept Scheme be required for an application of a zoning change or amendment. The proposed requirements for a Zoning Concept Scheme are as follows:

- a. Boundary of the proposed area
- b. A scaled drawing showing types and location of proposed uses
- c. Thoroughfares and preliminary lot arrangements
- d. A sketch drawing that shows the size, type and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas, and project scheduling

- e. Physical features of the site including a scaled drawing showing major existing vegetation, natural water courses, creeks or bodies of water and an analysis of planned changes in such natural features as a result of the development. This shall include a delineation of any flood prone areas
- f. Any existing thoroughfares and easements
- g. Location of proposed public open spaces or civic spaces
- h. The points of ingress and egress from existing and proposed streets
- i. A landscape plan showing turf areas, screening walls, ornamental planting, wooded areas to be preserved, and trees to be planted. The landscape plan should provide types of plantings to be used and give a general landscape design scheme for the development
- j. A conceptual infrastructure plan showing the location of any existing or proposed utilities needed to adequately serve the development
- k. Architectural drawings (elevations, etc.) showing elevations and architectural style to be used throughout the development
- l. A parks and trails plan showing any proposed parks, trails, hardscape, playscape, water feature or any other proposed improvements to any civic or open space
- m. A Conceptual Drainage Plan as required by Appendix A of the City of Bastrop Stormwater Drainage Design Manual

Therefore, approval of this Ordinance will amend the Chapter 14, Section 10 Changes and Amendments to all Zoning Ordinances and Districts, and Administrative Procedures of the Code of Ordinances to provide consistency in the requirements of Chapter 14 and ensure compliance with the mandates of HB 3167.

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-33 of the City Council of the City of Bastrop, Texas amending Chapter 14, Section 10 - Changes and Amendments to all Zoning Ordinances and Districts, and Administrative Procedures; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance

**ORDINANCE NO. 2019-33**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING THE BASTROP CITY CODE OF ORDINANCES, CHAPTER 14, SECTION 10 – CHANGES AND AMENDMENTS TO ALL ZONING ORDINANCES AND DISTRICTS , AND ADMINISTRATIVE PROCEDURES; REPEALING CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROPER NOTICE AND MEETING AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Chapter 211 – Municipal Zoning Authority of the Local Government Code is not subject to the 30-day requirement of House Bill 3167; and

**WHEREAS**, In order to ensure compliance with House Bill 3167, portions of Chapter 14, Section 10 - Changes and Amendments to all Zoning Ordinances and Districts, and Administrative Procedures will need to be amended; and

**WHEREAS**, The City's current Code of Ordinances does not clearly specify what is required to be submitted with an application for a zoning change or amendment which creates inconsistencies in Chapter 14 of the City's current Code of Ordinances; and

**WHEREAS**, Application requirements for a zoning change and amendment need to be clearly defined, consistent, and compliant with Chapter 211 of the Local Government Code and House Bill 3167.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** That Chapter 14 of the Code of Ordinance, Section 10 - Changes and Amendments to all Zoning Ordinances and Districts, and Administrative Procedures shall be amended as follows:

**10.1 - DECLARATION OF POLICY AND REVIEW CRITERIA:**

The City declares the enactment of these regulations governing the use and development of land, buildings, and structures as a measure necessary to the orderly development of the community. Therefore, no change shall be made in these regulations or in the boundaries of the zoning districts except:

- A. To correct any error in the regulations or map.
- B. To recognize changed or changing conditions or circumstances in a particular locality.
- C. To recognize changes in technology, the style of living, or manner of conducting business.
- D. To change the property to uses in accordance with the approved Comprehensive Plan.

In making a determination regarding a requested zoning change, the Planning and Zoning Commission and City Council shall consider the following factors:

- A. Whether the uses permitted by the proposed change will be appropriate in the immediate area concerned and their relationship to the general area and the City as a whole.
- B. Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers, and other utilities to the area, and shall note the findings.
- C. The amount of vacant land currently classified for similar development in the vicinity and elsewhere in the City, and any special circumstances which may make a substantial part of such vacant land unavailable for development.
- D. The recent rate at which land is being developed in the same zoning classification as the request, particularly in the vicinity of the proposed change.
- E. How other areas designated for similar development will be, or are unlikely to be, affected if the proposed amendment is approved.
- F. Any other factors which will substantially affect the public health, safety, morals, or general welfare.

#### 10.2 - AUTHORITY TO AMEND ORDINANCE:

The City Council may from time to time, after receiving a final report thereon by the Planning and Zoning Commission and after public hearings required by law, amend, supplement, or change the regulations herein provided or the boundaries of the zoning districts specified on the Zoning Map. Any Ordinance regulations or Zoning District boundary amendment may be ordered for consideration by the City Council, be initiated by the Planning and Zoning Commission, or be requested by the owner of real property, or the authorized representative of an owner of real property.

Consideration for a change in any district boundary line or special zoning regulation may be initiated only with written consent of the property owner, or by the Planning and Zoning Commission or City Council on its own motion when it finds that public benefit will be derived from consideration of such matter. In the event the ownership stated on an application and that shown on the City records are different, the applicant shall submit proof of ownership.

No person who owes delinquent taxes, delinquent paving assessments, impact fees, or any other delinquent debts or obligations to the City of Bastrop, and which are directly attributable to a piece of property requested for zoning shall be allowed to submit a zoning request until the taxes, assessments, debts, or obligations directly attributable to said property and owed by the owner or previous owner thereof shall have been first fully discharged by payment, or until an arrangement satisfactory to the City has been made for the payment of such debts or obligations. It shall be the applicant's responsibility to provide evidence or proof that the taxes have been paid.

#### 10.3 - APPLICATION:

- A. Prior to the submittal of an application for any zoning change or amendment, the applicant shall schedule a Pre-Development Meeting with the Planning and Development Department. The applicant shall prepare and submit a Sketch Drawing prior to the

scheduling of the meeting with the Planning and Development Department. A Sketch Drawing shall mean a preliminary design of a subdivision and/or development that illustrates the layout of rights-of-way, blocks, lots, easements, civic/open spaces, drainage areas, and land uses. A sketch drawing is preliminary in nature but provides enough detail to define the physical form of a subdivision and/or development to allow staff to provide relative feedback to an applicant prior to the submittal of an application for any zoning change or amendment.

- B. Each application for zoning or for an amendment or change to the existing provisions of this Zoning Ordinance shall be made in writing on an application form available at the City, filed with the City and shall be accompanied by payment of the appropriate fee as established by the City of Bastrop, Texas in Chapter 12, City Code of Ordinances, subsection (a) [section 14.01.001].
- C. Any application for zoning or for an amendment or change shall require a Zoning Concept Scheme – The concept scheme shall be submitted by the applicant at the time of the zoning request. The scheme shall show the applicant's intent for the use of the land within the proposed area in a graphic manner and as may be required, supported by written documentation of proposals and standards for development. The City may prepare application form(s) which further describe and explain the following requirements:
  - 1. The Zoning Concept Scheme shall include:
    - a. Boundary of the proposed area
    - b. A scaled drawing showing types and location of proposed uses
    - c. Thoroughfares and preliminary lot arrangements
    - d. A sketch drawing that shows the size, type and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas, and project scheduling
    - e. Physical features of the site including a scaled drawing showing major existing vegetation, natural water courses, creeks or bodies of water and an analysis of planned changes in such natural features as a result of the development. This shall include a delineation of any flood prone areas
    - f. Any existing thoroughfares and easements
    - g. Location of proposed public open spaces or civic spaces
    - h. The points of ingress and egress from existing and proposed streets
    - i. A landscape plan showing turf areas, screening walls, ornamental planting, wooded areas to be preserved, and trees to be planted. The landscape plan should provide types of plantings to be used and give a general landscape design scheme for the development
    - j. A conceptual infrastructure plan showing the location of any existing or proposed utilities needed to adequately serve the development
    - k. Architectural drawings (elevations, etc.) showing elevations and architectural style to be used throughout the development
    - l. A parks and trails plan showing any proposed parks, trails, hardscape, playscape, water feature or any other proposed improvements to any civic or open space

m. A Conceptual Drainage Plan as required by Appendix A of the City of Bastrop Stormwater Drainage Design Manual

10.4 – PUBLIC HEARING AND NOTICE:

Prior to making its report to the City Council, the Planning and Zoning Commission shall hold at least one public hearing on each application as applicable by state law (Texas Local Government Code Chapter 211 as so may be amended). Written notice of all public hearings on proposed changes in district boundaries shall be sent to all owners of property, or to the person rendering the same for City taxes, located within the area of application and within two hundred feet (200') of any property affected thereby, within not less than ten (10) days before such hearing is held. Such notice may be served by using the last known address as listed on the latest approved tax roll and depositing the notice, postage paid, in the United States mail. Notice of hearings on proposed changes in the text of the Zoning Ordinance shall be accomplished by one publication not less than fifteen (15) days prior thereto in the official newspaper of the City. Changes in the ordinance text which do not change zoning district boundaries do not require written notification to individual property owners.

10.5 – FAILURE TO APPEAR:

Failure of the applicant or his representative to appear before the Planning and Zoning Commission or City Council for more than one hearing without an approved delay by the City Manager shall constitute sufficient grounds for the Planning and Zoning Commission or the City Council to table or deny the application unless the City is notified in writing by the applicant at least seventy-two (72) hours prior to the hearing.

10.6 - PLANNING AND ZONING COMMISSION CONSIDERATION AND REPORT:

The Planning and Zoning Commission shall function in accordance with Section 8 of this ordinance. The Planning and Zoning Commission, after the public hearing is closed, shall prepare its report and recommendations on the proposed change stating its findings, its evaluation of the request and of the relationship of the request to the Comprehensive Plan. The Planning and Zoning Commission may defer its report for not more than forty-five (45) days from the time it is posted on the agenda or until it has had an opportunity to consider other proposed changes which may have a direct bearing thereon unless a postponement is requested by the applicant. If the Planning and Zoning Commission has not acted, the request shall be sent to the City Council as a recommendation to deny.

10.7 – DENIAL:

If the Planning and Zoning Commission recommends denial of the zoning change request, it shall offer reasons to the applicant for the denial, if requested by the applicant.

10.8 – CITY COUNCIL CONSIDERATION:

- A. Applications Recommended for Approval by the Planning and Zoning Commission: Every application or proposal which is recommended for approval by the Planning and Zoning Commission shall be automatically forwarded to the City Council for setting and holding

of public hearing thereon. No change, however, shall become effective until after the adoption of an ordinance for same and its publication as required by law.

- B. Applications Recommended for Denial by the Planning and Zoning Commission: When the Planning and Zoning Commission makes a recommendation that a proposal should be denied, the request, in its original form, will automatically be placed on the City Council agenda unless requested not to by the applicant within ten (10) days of such action (see E.2. below).
- C. Resubmission of Applications - Similar Applications Within One (1) Year Prohibited: No applications for a change of zoning classification, variance or Conditional Use Permit shall be accepted if a similar application for the same property has been denied by the Council or Zoning Board of Adjustment within the preceding twelve (12) month period. However, the City Council or the Zoning Board of Adjustment may, if requested in writing, reconsider an application previously denied within a period of thirty (30) days from such denial if such denial was based upon erroneous or omitted information or if substantial new information is discovered. Such reconsideration shall only be heard if agreed by four or more members of the City Council or the Zoning Board of Adjustment. No previous denial shall be overturned except by a 4/5ths vote of the City Council or the Zoning Board of Adjustment. Written notice of any such reconsideration shall be given to all property owners within two hundred feet (200') of the subject property at least ten (10) days prior to any reconsideration hearing. All costs of such notices shall be paid by the applicant for reconsideration prior to any vote on the matter. (Ordinance 97-26 adopted 7/22/97)
- D. City Council Hearing and Notice for Zoning Changes: Notice of the City Council public hearing shall be given by publication in the official newspaper of the City, stating the time and place of such hearing, which shall be at least fifteen (15) days after the date of publication.
- E. Three-Fourths Vote:
  - a. A favorable vote of three-fourths (3/4) of all members of the City Council shall be required to approve any change in zoning when written objections are received from twenty percent (20%) of the area of the adjacent landowners which comply with the provisions of Section 211.006 of the Local Government Code of the State of Texas commonly referred to as the "twenty percent (20%) rule." If a protest against such proposed amendment, supplement or change has been filed with the City Secretary, duly signed and acknowledged by the owners of twenty percent (20%) or more, either of the area of the lots included in such a proposed change or those immediately adjacent to the area thereof extending two hundred feet (200') therefrom or of those directly opposite thereto extending two hundred feet (200') from the street frontage of such opposite lots, such amendments shall not become effective except by a three-fourths (3/4) vote of the City Council.
  - b. When the Planning and Zoning Commission makes a recommendation(s) that a proposed zoning change or site plan be denied, the request (in its original form) shall require a three-fourths (3/4) majority vote from City Council for it to be approved.
- F. Final Approval and Ordinance Adoption: Upon approval of the zoning request by the City Council, the applicant shall submit all related material with revisions, if necessary, to the

City for the preparation of the amending ordinance. A metes and bounds description of all property and appropriate exhibits must be submitted with the zoning change request application. The amending ordinance will not be approved until a correct description has been prepared. The zoning request shall be approved at the time the City Council makes a decision to approve the request as submitted or with certain conditions.

#### 10.9 – JOINT PUBLIC HEARINGS:

As authorized in Section 211.007 of the Texas Local Government Code, the City Council may, by a two-thirds (2/3) vote, prescribe the type of notice to be given of the time and place of a public hearing held jointly by the City Council and Planning and Zoning Commission. If the notice provisions are different than Section 10.4 above, then the provisions of Section 10.4 do not apply.

#### 10.10 – PROCEDURE FOR NEWLY ANNEXED LAND:

As soon as reasonable, after an annexation ordinance is approved by the City Council, the Director of Planning and Development shall prepare an application for zoning the newly annexed land from "AOS" Agricultural Open Space to a more permanent zoning district. The application shall be placed on the Planning and Zoning Commission's agenda. All procedures as set forth in this section shall apply.

#### 10.11 – FEES:

Fees shall be as provided for in the Fee Schedule found in the Appendix A of the Code of Ordinances.

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**Section 5:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ and APPROVED** on First Reading on the 14<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

---

Connie B. Schroeder, Mayor

**ATTEST:**

---

Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

---

Alan Bojorquez, City Attorney



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3K

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-34 of the City Council of the City of Bastrop, Texas adopting a Development Manual dated August 27, 2019 in compliance with Chapter 14 – Zoning, Section I – Enacting Provisions, Section 6.1 – Development Manual and Chapter 10 – Subdivisions, Article 10.03 – Subdivision, Section 3 – Purpose, Authority and Jurisdiction, as shown as Exhibit A; establishing a repealing clause; providing severability; providing an effective date and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction.

**POLICY EXPLANATION:**

Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002. Rules grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

In order to ensure compliance with Texas Local Government Code Chapters 211 and 212, City Council will annually adopt Schedule of Uniform Submittal Dates for Zoning Change & CUP applications, Public Improvement Plan applications, Plat applications, and Site Development Plan applications. The Schedule of Uniform Submittal Dates will include dates when applications will be accepted, when review for completeness checks will occur, and Planning & Zoning Commission meetings.

Chapter 14 – Zoning, Section I – Enacting Provisions, Section 6.1 – Development Manual and Chapter 10 – Subdivisions, Article 10.03 – Subdivision, Section 3 – Purpose, Authority and Jurisdiction require a Development Manual, which needs to be updated to reflect the new development review process, Schedule of Uniform Submission Dates, checklists, and fees.

A draft Development Manual will be provided at Wednesday's Council meeting that incorporates all of the changes included on the August 14<sup>th</sup> agenda.

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-34 of the City Council of the City of Bastrop, Texas adopting a Development Manual dated August 27, 2019 in compliance with Chapter 14 – Zoning, Section I – Enacting Provisions, Section 6.1 – Development Manual and Chapter 10 – Subdivisions, Article 10.03 – Subdivision, Section 3 – Purpose, Authority and Jurisdiction, as shown as Exhibit A; establishing a repealing clause; providing severability; providing an effective date and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance
- Exhibit A – Development Manual (Provided at the Wednesday's meeting)



## ORDINANCE 2019-34

**A ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS ADOPTING A DEVELOPMENT MANUAL IN COMPLIANCE WITH CHAPTER 14 – ZONING, SECTION I – ENACTING PROVISIONS ADDING SECTION 6.1 – DEVELOPMENT MANUAL AND CHAPTER 10 – SUBDIVISIONS, ARTICLE 10.03 – SUBDIVISION, SECTION 3 – PURPOSE, AUTHORITY AND JURISDICTION, AS SHOWN AS EXHIBIT A; ESTABLISHING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002. Rules grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality; and

**WHEREAS**, To ensure compliance with Texas Local Government Code Chapters 211 and 212, City Council will annually adopt Schedule of Uniform Submittal Dates for Zoning Change & CUP applications, Public Improvement Plan applications, Plat applications, and Site Development Plan applications. The Schedule of Uniform Submittal Dates will include dates when applications will be accepted, when review for completeness checks will occur, and Planning & Zoning Commission meetings.

**WHEREAS**, In compliance with Chapter 14 – Zoning, Section I – Enacting Provisions, Section 6.1 – Development Manual and Chapter 10 – Subdivisions, Article 10.03 – Subdivision, Section 3 – Purpose, Authority and Jurisdiction, which require a Development Manual, City Council adopts a Development Manual dated August 27, 2019 in compliance with both requirements.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** The City Council hereby adopts the Development Manual dated August 27, 2019, as attached in Exhibit A.

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**READ and APPROVED** on First Reading on the 14<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

---

Connie B. Schroeder, Mayor

**ATTEST:**

---

Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

---

Alan Bojorquez, City Attorney



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3L

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-35 of the City Council of the City of Bastrop, Texas adopting Construction Standards Technical Manual dated January 2012, amending Chapter 1 – II References, Abbreviations, and Definitions and adding Street Sign Standard, as attached in Exhibit A; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision Construction plan be approved within 30 days. The attached Construction Technical Manual provides the technical specification referencing the City's current Stormwater Drainage Design Manual, adopted in May, the City of Bastrop Construction Standards latest revision from January of 2012, adds the new street sign specifications, and adds a few new definitions.

**POLICY EXPLANATION:**

It has been the policy of this City Council to ensure that any development that takes place in the City of Bastrop meets the envisioned community purpose to be geographically sensitive, fiscally sustainable and authentic to ensure development complies with the long term goals of the community. The manual's standards are in compliance with City of Bastrop codes, state law, and engineering best practices, and the right amount of local input and amendments to include items such as:

- a. Design Standards & Policies
- b. Development Procedures
- c. Construction Document Standards
- d. Land Divisions
- e. Public Improvement Construction Plans (Pips) & The Public Realm Requirements
- f. Street Cross-Sections
- g. Construction Standard Details
- h. Newly Approved Drainage Standards
- i. New Street Sign Standards

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-35 of the City Council of the City of Bastrop, Texas adopting Construction Standards Technical Manual dated January 2012, amending Chapter 1 – II References, Abbreviations, and Definitions and adding Street Sign Standard, as attached in Exhibit A; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENTS:**

- Ordinance
- Exhibit A – Revised Construction Standards Technical Manual



## ORDINANCE 2019-35

**A ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS ADOPTING CONSTRUCTION STANDARDS TECHNICAL MANUAL DATED JANUARY 2012 AND ADDING STREET SIGN STANDARD, AS ATTACHED IN EXHIBIT A; ESTABLISHING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002. Rules grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality; and

**WHEREAS**, City Council adopts a Construction Standards Technical Manual dated January 2012, adding Street Sign Standard and amending Definitions.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** The City Council hereby adopts the Construction Standards Technical Manual dated January 2012, adding Street Sign Standard and amending Definitions, as attached in Exhibit A.

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**READ and APPROVED** on First Reading on the 14<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

---

Connie B. Schroeder, Mayor

**ATTEST:**

---

Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

---

Alan Bojorquez, City Attorney

# **CITY OF BASTROP**

## **CONSTRUCTION STANDARDS MANUAL**



*Effective Date: May 2011*  
*Revised January 2012*  
*Revised August 27, 2019*

# TABLE OF CONTENTS

## CITY OF BASTROP

### CONSTRUCTION STANDARDS

<b>CHAPTER 1 - GENERAL PROVISIONS, REFERENCES, ABBREVIATIONS AND DEFINITIONS.....</b>	<b>1</b>
I. SCOPE AND EFFECTIVE DATES.....	1
II. REFERENCES, ABBREVIATIONS, AND DEFINITIONS.....	1
A. <i>Reference to Parties</i> .....	1
B. <i>References to Organizations</i> .....	1
C. <i>Abbreviations as to Specifications</i> .....	2
D. <i>Definitions</i> .....	2
III. TRENCH SAFETY SYSTEM.....	4
<b>CHAPTER 2 - WATER DISTRIBUTION SYSTEM STANDARDS.....</b>	<b>2-1</b>
I. GENERAL DESIGN REQUIREMENTS.....	2-1
A. <i>Incorporations by Reference</i> .....	2-1
B. <i>Design Requirements</i> .....	2-1
II. MATERIALS FOR WATER DISTRIBUTION SYSTEMS.....	2-1
A. <i>General</i> .....	2-1
B. <i>Polyvinyl Chloride Pipe (PVC)</i> .....	2-1
C. <i>Cast Iron Pipe and Fittings</i> .....	2-2
D. <i>Ductile Iron Pipe</i> .....	2-2
E. <i>Fire Hydrants</i> .....	2-2
F. <i>Gate Valves</i> .....	2-2
G. <i>Gate Valve Boxes</i> .....	2-2
H. <i>Service Connections</i> .....	2-2
III. WATER DISTRIBUTION SYSTEM.....	2-3
A. <i>Trench Excavation</i> .....	2-3
B. <i>Trench Bottom</i> .....	2-3
C. <i>Bedding</i> .....	2-4
D. <i>Installation</i> .....	2-4
E. <i>Backfill</i> .....	2-4
F. <i>Pressure Taps on Main Lines</i> .....	2-5
IV. DISTRIBUTION SYSTEM TESTING AND DISINFECTING.....	2-5
A. <i>Pressure Testing</i> .....	2-5
B. <i>Disinfection</i> .....	2-6
C. <i>Chlorination</i> .....	2-6
<b>CHAPTER 3 - WASTEWATER COLLECTION SYSTEM STANDARDS.....</b>	<b>3-1</b>
I. GENERAL DESIGN REQUIREMENTS.....	3-1
II. MATERIALS FOR WASTEWATER COLLECTION SYSTEM.....	3-1
A. <i>Gravity Flow Lines</i> .....	3-1
B. <i>Pressure Lines</i> .....	3-1
C. <i>Aerial Crossing</i> .....	3-2
D. <i>Concrete Manholes</i> .....	3-2
E. <i>Cleanouts</i> .....	3-2
III. WASTEWATER COLLECTION SYSTEM.....	3-2
A. <i>Trench Excavation</i> .....	3-2
B. <i>Trench Bottom</i> .....	3-2
C. <i>Embedment Materials</i> .....	3-3
VI. METHODS OF PLACING EMBEDMENT MATERIALS.....	3-3
A. <i>Bedding</i> .....	3-3
B. <i>Haunching</i> .....	3-3
C. <i>Initial Backfill</i> .....	3-3

GENERAL PROVISIONS, REFERENCES, ABBREVIATIONS AND DEFINITIONS

VII. LAYING AND JOINING PIPE FITTINGS ..... 3-3  
     A. *General Procedure* ..... 3-3  
     B. *Location and Alignment* ..... 3-4  
     C. *Joining Pipe and Fittings* ..... 3-4  
     D. *Service Lines, Connections and Incidental Structures* ..... 3-4  
 VIII. FINAL BACKFILL RESTORATION AND CLEANUP ..... 3-4  
     A. *Backfill Material* ..... 3-4  
     B. *Backfill Compaction* ..... 3-5  
     C. *Minimum Cover for Load Application* ..... 3-5  
     D. *Clean Up* ..... 3-5  
 IX. GREASE TRAPS/SAND TRAP AND PLUMBING INTERCEPTOR ..... 3-5  
     A. *General* ..... 3-5  
     B. *Capacity* ..... 3-5  
     C. *Design* ..... 3-6  
     D. *Installation and Inspection* ..... 3-6

**CHAPTER 4 - STORM WATER DRAINAGE SYSTEM STANDARDS - REMOVED.** PLEASE REFER TO CITY OF BASTROP CODE OF ORDINANCES, CHAPTER 16 - STORMWATER DRAINAGE AND THE STORMWATER DRAINAGE DESIGN MANUAL.

**CHAPTER 5 - PAVING STANDARDS FOR STREETS AND SIDEWALKS ..... 5-1**

I. STREET DESIGN ..... 5-1  
     A. *General* ..... 5-1  
     B. *Design Requirements* ..... 5-1  
 II. MATERIALS ..... 5-1  
     A. *Flexible Base Material* ..... 5-1  
     B. *Asphaltic Prime Coat* ..... 5-2  
     C. *Hot Mix, Hot Laid Asphaltic Concrete and Pavement* ..... 5-2  
 III. CONSTRUCTION METHODS ..... 5-3  
     A. *Preparation of Sub-Grade* ..... 5-3  
     B. *First Course* ..... 5-3  
     C. *Second Course* ..... 5-4  
     D. *Hot Mix Asphaltic Concrete Pavement* ..... 5-4  
     E. *Rolling* ..... 5-4  
     F. *Hand Tamping* ..... 5-4  
     G. *Surface Tests* ..... 5-4  
     H. *Construction Joints* ..... 5-5  
 IV. EQUIPMENT ..... 5-5  
 V. CONCRETE PAVEMENT CONSTRUCTION ..... 5-5  
     A. *General* ..... 5-5  
     B. *Materials* ..... 5-5  
     C. *Construction Methods* ..... 5-5  
     D. *Curb and Gutter and Valley Gutters* ..... 5-6  
     E. *Expansion and Contraction Joints* ..... 5-7  
     F. *Valley Gutters* ..... 5-7  
 VI. SIDEWALKS AND DRIVEWAYS ..... 5-7  
     A. *General* ..... 5-7  
     B. *Materials* ..... 5-7  
     C. *Construction Methods* ..... 5-7  
 VII. HIKE AND BIKE TRAIL ..... 5-8  
     A. *General* ..... 5-8  
     B. *Construction Methods and Materials* ..... 5-8

**CHAPTER 6 - CONCRETE AND REINFORCING STANDARDS ..... 6-1**

I. DESCRIPTION ..... 6-1  
 II. MATERIALS ..... 6-1

## GENERAL PROVISIONS, REFERENCES, ABBREVIATIONS AND DEFINITIONS

A. Cement .....	6-1
B. Mixing Water .....	6-1
C. Coarse Aggregate .....	6-1
D. Fine Aggregate .....	6-1
E. Admixtures .....	6-2
III. MIX DESIGN .....	6-2
IV. CONSISTENCY .....	6-3
V. Classification .....	6-3
VI. TESTING OF CONCRETE .....	6-4
VII. GENERAL PLACEMENT REQUIREMENTS .....	6-4
VIII. FORMS .....	6-5
A. General Requirements .....	6-5
B. Timber Forms .....	6-5
C. Metal Forms .....	6-6
IX. REINFORCING STEEL .....	6-7
A. Materials .....	6-7
B. Storing .....	6-7
C. Splices .....	6-7
D. Placing .....	6-7
X. CONCRETE PLACEMENT .....	6-8
A. Placement Conditions .....	6-9
XI. CONCRETE CURING .....	6-10
XII. REMOVAL OF FORMS AND FINISHING SURFACES .....	6-10
XIII. TESTING OF HYDRAULIC CONCRETE STRUCTURES .....	6-11
XIV. MISCELLANEOUS .....	6-11
A. Expansion Joint Material .....	6-11
B. Waterstop .....	6-11
C. Grout .....	6-11

### Appendix 1

**Index of Tables**

Table 1: Required Flow and Openings to Flush Pipelines ..... 2-6  
Table 2: Calcium Hypochlorite Granule Requirements per Pipe Diameter..... 2-7  
Table 3: Runoff Coefficient "C" Values Recommended for the City of Bastrop**Error! Bookmark not defined.**  
Table 4: Rainfall Intensities "I" Applicable to the City of Bastrop . **Error! Bookmark not defined.**  
Table 5: Flexible Base Material ..... 5-1  
Table 6: Asphaltic Prime Coat, Grade MC-30 ..... 5-2  
Table 7: Asphaltic Prime Coat Distillate Volume..... 5-2  
Table 8: Type D: Fine Graded Surface Course ..... 5-2  
Table 9: Asphaltic Material Requirements ..... 5-3  
Table 10: Machine Laid Curb Aggregate Grading Requirements ..... 5-7  
Table 11: Coarse Aggregate Gradation Chart (Percent Retained)..... 6-1  
Table 12: Fine Aggregate Gradation Chart..... 6-2  
Table 13: Slump Requirements..... 6-3  
Table 14: Classes of Concrete ..... 6-4  
Table 15: Bar Splicing..... 6-7  
Table 16: Concrete Maximum Mixer Time Based on Temperature..... 6-9

## **CHAPTER 1 - GENERAL PROVISIONS, REFERENCES, ABBREVIATIONS AND DEFINITIONS**

### **I. SCOPE AND EFFECTIVE DATES**

The criteria, requirements, limitations and specifications included in these Standards shall govern, from the effective date hereinafter set out, all development or improvement of subdivided areas and other water, wastewater, paving and drainage within the City of Bastrop, Bastrop County, Texas and, to the extent legally permitted, in the extraterritorial jurisdiction of the City of Bastrop.

These Standards shall apply to any water, wastewater, paving or drainage improvements within the City of Bastrop which have not been approved by the City prior to the effective date of these Standards, May 24, 2011.

### **II. REFERENCES, ABBREVIATIONS, AND DEFINITIONS**

Abbreviations, initials, and definitions customarily used in reference to real estate, subdivisions development, engineering and construction standards and specifications, and in some cases used in other Standards, may be used in applications, filings, specifications and other documents and correspondence pertaining to subdivisions within the City of Bastrop, Bastrop within the City of Bastrop, Bastrop County, Texas and, to the extent applicable, to the subdivisions within the extraterritorial jurisdiction of the City, provided, however, no such variance with those set out in this Chapter.

#### **A. Reference to Parties**

As to references to individuals, officials, or entities, who or which may be involved in owning, preparing, developing, sponsoring or otherwise involved in a subdivision, the following definitions apply:

1. City - City of Bastrop, Bastrop County, Texas
2. City's Representative - An individual holding the authority, either by virtue of official position or by virtue of written authorization to give or withhold approval on behalf of the City.
3. Contractor - The person or firm engaged by the owner or Developer of a subdivision to construct water lines, sewer lines, streets, culverts, curbs, sidewalks, and similar facilities in a subdivision.
4. Design Engineer - The engineer or engineering firm who or which, on behalf of the owner or the Developer, prepares the plans and engineering specifications for a subdivision or a subdivision proposal.
5. Developer - The individual or firm, being the owner, or operating on behalf of the owner, of land being subdivided or being proposed for subdivision.
6. Engineer - The engineer or engineering firm designated and authorized by the City to review, inspect, and to approve or withhold approval of aspects of a subdivision or a proposal for a subdivision.

#### **B. References to Organizations**

Initials used to designate agencies of government, technical or trade associations, and similar entities are as follows:

1. AASHTO - American Association of State Highway and Transportation Officials

## GENERAL PROVISIONS, REFERENCES, ABBREVIATIONS AND DEFINITIONS

2. ASTM - American Society for Testing Materials
3. AWWA - American Water Works Association
4. NSF - National Sanitation Foundation
5. TxDOT - Texas Department of Transportation
6. TCEQ – Texas Commission on Environmental Quality
7. TXMUTCD – Texas Manual on Uniform Traffic Control

### C. Abbreviations as to Specifications

Abbreviations to represent particular designs, qualities, quantities, or materials or components in specification requirements, limits, or standards are acceptable and used as follows:

1. CC – Compound curvature
2. CI - cast iron
3. DI - ductile iron
4. DR - Dimension Ratio
5. CMP - corrugated metal pipe
6. ppm - parts per million
7. PC - point of curve
8. PRC – Point of reverse curvature
9. psi - pounds per square inch
10. PS - pipe stiffness
11. PT - point of tangency
12. PVC - polyvinyl chloride
13. RCP - reinforced concrete pipe
14. SDR - standard dimension ratio

### D. Definitions

Words with very specific meanings in reference to subdivisions, plans, specifications, etc., are:

1. Bid Schedules - Refers to a listing and description of kinds work required for project construction, with unit prices for the various tasks performed.
2. Detail Sheet(s) - Engineering drawings included with these Standards which show typical construction details for water lines, sewer lines, streets and drainage.

3. Manning's Formula -  $V = \frac{1,486}{n} R^{2/3} S^{1/2}$

where

V = velocity in feet per second

n = roughness coefficient

R = hydraulic radius

S = slope of hydraulic grade line

4. Plans - Refers to the Public Improvement Construction Plans submitted by the Developer or the Design Engineer in support of a subdivision request and/or as approved by the City.
5. Specifications - Refers to (i) the specifications submitted by the Developer or the Design Engineer in support of a subdivision request or as approved by the City, or (ii) the

## GENERAL PROVISIONS, REFERENCES, ABBREVIATIONS AND DEFINITIONS

specifications which are included in these Standards.

### III. TRENCH SAFETY SYSTEM

This section covers the design and use of devices required to be placed in open trenches over five feet deep to protect the safety of workers. For the purposes of this section, a trench shall include any excavation of material that a worker or inspector is required to be inside. An excavated hole for a manhole is classified as a trench for the purpose of this section. The Contractor shall include in his bid the trench safety method specified below and called for in the bid schedule. The Contractor is also responsible for meeting all trench safety requirements of the U. S. Department of Labor Occupational Safety and Health Administration (OSHA) regulations as contained in Subpart P Part 1926 of the Code of Federal Regulations (CFR).

#### 1. Trench Safety System

System for insuring safe working conditions in trenches shall be one of the follow types, dependent on depth; sloping the sides of the excavation, trench box or an alternate system submitted by the Contractor. Trench depth is the depth from natural ground to the bottom of the excavation, i.e. below the initial embedment material. Alternates proposed by the Contractor to the system described below shall be designed and certified by a Texas Registered Professional Engineer.

For all trench depths over 5 feet but not more than 10 feet deep, either a trench box for the entire height of the trench may be used or a vertical walled sub-trench no more than four feet high may be excavated and the trench above four feet shall be sloped, a slope which meets the OSHA regulations, dependent on soil type.

For all trench depths over 10 feet deep, a trench box or other approved trench safety system shall be used. The trench box shall extend to the surface of natural ground, or a minimum of 8 feet above the bottom of the trench, provided that the trench above the trench box is benched as described above.

#### 2. Trench Box

The trench box shall be placed and moved so that the pipe joints and bedding are not disturbed. The trench box may be placed up to two feet above the initial embedment material to avoid disturbing the bedding. Any voids left in the embedment material by trench box movement removal shall be carefully filled with granular material which is adequately compacted. Removal of the trench box shall only be done when backfilling proceeds and removal shall be done in a manner that does not relax trench support.

Prior to installation of pipe in any trench that is 5'-0" deep for which a trench box is required, the Contractor shall submit to the Engineer information demonstrating the adequacy of the trench box proposed to be used.

The Contractor shall allow ten days for the acceptance of this submittal by the Engineer.

The submittal shall include a general description of the trench box or boxes with dimensions and capacities and in what manner that they will be used. The information shall include the rating of the trench box in pounds per square foot of lateral earth pressure which the box can resist and the depth at which the box can be used. The rating information shall have been prepared by a Registered Professional Engineer licensed in the State of Texas.

## CHAPTER 2 - WATER DISTRIBUTION SYSTEM STANDARDS

### I. GENERAL DESIGN REQUIREMENTS

#### A. Incorporations by Reference

All water line connections shall be in general compliance with the following ordinance, rules, regulations and standards.

- Rules and Regulations for Public Water System, TCEQ, latest edition.
- Key Rate Grading Standards of the Texas Commission on Fire Protection, latest edition.
- Subdivision Ordinance of the City of Bastrop, or the latest revision thereto.

#### B. Design Requirements

The design of water lines within the City of Bastrop shall also comply with the following general requirements:

1. Minimum Pressure. Water lines serving residential areas shall be sized to provide a minimum dynamic pressure of 40 pounds per square inch at an instantaneous demand of 3.5 gallons per minute per connection.
2. Minimum Diameter. Except for service lines, all mains shall have a diameter of not less than 6 inches. Dead-end lines shall not exceed 1800 feet in length.
3. Gate Valves. Gate valves shall be provided on all water mains so that repairs can be made without inactivating more than 500 feet of water mains in commercial and industrial areas or more than 800 feet in residential areas.
4. Water Mains. All water mains must extend to the most distant boundary of the proposed subdivision. A valve, plug, and concrete block shall be provided on the end of each said main such that an extension of the main can be made without removing the main from service.
5. Service Lines. All service lines shall be extended to the lot lines.
6. Fire Hydrants.  
Fire hydrant spacing shall not exceed 300 feet in non-residential areas and shall not exceed 500 feet in residential areas.  
Fire hydrant distance from structures shall be in accordance with the current International Fire Code.
7. Meters. The City of Bastrop will tap, furnish and install the meter.

### II. MATERIALS FOR WATER DISTRIBUTION SYSTEMS

#### A. General.

All pipe used in distribution systems shall be rated for a minimum of 150 psi, shall display the appropriate AWWA specification stamp, and shall display the National Sanitation Foundation (NSF) stamp. All pipe 4" and larger shall be either PVC C-900, or ductile iron (DI), as detailed below. All pipe fittings shall be either cast iron or ductile iron.

#### B. Polyvinyl Chloride Pipe (PVC)

All 4" and larger PVC pipe shall conform to AWWA Specification C 900, DR 18, Class 150 or DR 14, Class 200. Where smaller service lines are permitted, PVC SDR 21 pipe shall be used. Cast iron or ductile iron fittings shall be used with PVC pipe 6 inch diameter and larger as specified below.

### **C. Cast Iron Pipe and Fittings**

1. Cast Iron Pipe. Cast iron pipe and fittings shall conform to the current AWWA specification C 108. Cast iron pipe shall be lined with cement mortar and coated with a bituminous coating.
2. Iron Fittings. All fittings for ductile iron and PVC pipe shall conform to the current AWWA specification C 110 or C 153. Mechanical joints shall be used for all underground fittings and shall be lined with cement mortar and outside coated as per the AWWA specification.

### **D. Ductile Iron Pipe**

Ductile iron pipe shall meet the requirements of the latest revision of AWWA Specification C 151 and shall be Pressure Class 350.

### **E. Fire Hydrants**

1. General. Fire hydrants shall conform to AWWA Specification C 502 and shall have one 4-1/2 inch pumper connection and two 2-1/2 inch hose connections. Threads of hose connections shall be National Standard Threads.
2. Operating Nut. The operating nut shall be designed to prevent the seepage of rain or sleet into the top of the bonnet.
3. Bonnet. The bonnet or hydrant top shall be free-draining, easily replaceable without shutting off the hydrant from the water main, and shall contain means of automatically lubricating all operating threads.
4. Breakaway Design. The hydrant shall be of such design that the entire top barrel may be broken away as by traffic collision without causing leakage, and the broken hydrant shall be repairable without any excavation. The breakaway flange shall be at least 3 inches or no more than 8 inches above finished grade.
5. Main Valve. The main valve shall be compression closed with a 5-1/4 inch valve seat and the pipe connection shall be a 6 inch mechanical joint.
6. Type. Hydrants shall be Mueller Centurion or equal.

### **F. Gate Valves**

1. General. Gate valves shall be resilient seat or resilient wedge, type valves. Valves shall be iron body, bronze mounted and designed for a minimum of 150 psi working pressure conforming to AWWA Specifications C-509.
2. Underground Installations. For underground installations non-rising stem valves with square operating nuts shall be used.
3. Direction of Opening. Direction of opening shall be counter clockwise.
4. Type. Valves shall be Mueller or equal.

### **G. Gate Valve Boxes**

Valve boxes shall be the two piece sliding type, adjustable by sliding the upper section over the lower section. Flanges on both sections shall serve to locate the upper section and hold it in place. Boxes shall be cast iron and shall have a cover designed for easy removal for access to the valve operating nut, and shall be marked "water" for ready identification.

### **H. Service Connections**

Water service shall be provided to each separate tract or lot. Residential and commercial service connections shall include the following items for the service categories as listed below.

1. Double Service (long side).

## WATER DISTRIBUTION SYSTEM STANDARDS

1-1/2" saddle, Smith-Blair #313 or equal  
1-1/2" corporation stop, Mueller or equal  
1-1/2" Polyethylene Class 200 tubing  
U-Branch, Mueller H 15362, 1"x3/4", 7-1/2"  
centers with 1-1/2"x1" reducer coupling  
3/4" angle stop, female fitting both  
sides, iron pipe thread  
Straight Coupling, 1-1/2" male  
IPT x 1-1/2" PE tubing

2. Double Service (near side). All items to be the same as set out in paragraph 1. Length of 1-1/2" polyethylene tubing will be as needed.
3. Single Service (long side). All items shall be identical to that set out in paragraph 1, except that the U-branch is not required and the dimensions of the tubing and fittings may be 1 inch instead of 1-1/2 inch.
4. Single Service (near side). All items shall be the same as that required for the long side except length of the polyethylene tubing will be as needed.
5. The Specifications which are common to all service connections numbered 1 through 4 above are:
  - a. Service Line. All service lines from the water main to the meter installation shall be polyethylene flexible tubing. Tubing shall be designed for not less than 200 pounds per square inch.
  - b. Meter Valve. Meter valves shall be single swivel type with flared joint fitting on one end (single service) or female iron pipe thread (double service) and meter coupling nut on other end to connect to meter. Meter valves shall have wings for locking valve in the closed position. Locking holes shall be not less than 7/16 inch diameter.
  - c. Meter Box. Meter boxes shall be plastic (if non-traffic area) with reading lid by a manufacturer approved by the City. In traffic areas a fiber composite box with lid with an AASHTO H-20 32 kip traffic loading.
  - d. Corporation Stop. Brass stops for connecting tubing to service clamps shall be 1" (single service) or 1½ inch (double service) with male iron pipe thread inlet and flare joint outlet.

### III. WATER DISTRIBUTION SYSTEM

#### A. Trench Excavation

The minimum trench width shall be 12 inches wider than the outside diameter of the pipe and not more than 24 inches wider than the outside diameter of the pipe.

Trench safety system shall be in accordance with Chapter 1 Section III.

#### B. Trench Bottom

The soil surface at the trench bottom shall be free of any protrusions which may cause point loading on any portion of the pipe or bell, and shall provide a firm, stable and uniform support for the pipe.

Where an unstable trench bottom condition is encountered, it must be stabilized prior to placing embedment material. Stabilizing shall be provided using the embedment material except that

## WATER DISTRIBUTION SYSTEM STANDARDS

up to 1 ½-inch size rock will be allowed.

During the course of construction, should the Contractor inadvertently over-excavate the trench more than 6 inches below the bottom of the pipe, but less than 12 inches below the bottom of the pipe, he shall fill that area of over-excavation with embedment material and compact to a density approximately equal to the native soil. The Contractor shall fill any area of over-excavation more than 12 inches below the bottom of the pipe with processed stone or processed gravel.

Ledge rock, hard pan, cobbles, boulders, or stones larger than 1½ inches shall be removed from the trench bottom to permit a minimum bedding thickness of 4 to 6 inches under pipe.

### C. Bedding

1. Granular Material. Granular material is defined as a free flowing field sand or pit run sand free from lumps, large stone, clay and organic material. When wet the material shall not form mud or muck. When the pipe has a minimum of 12 inches of cover, the specified testing may be performed.
2. Bedding Requirements as to Types of Pipe.
  - a. PVC Pipe. PVC pipe may not be installed without granular embedment. Embedment shall be as shown on the detail sheet and shall be not less than 12 inches over the pipe.
  - b. Cast Iron and Ductile Iron Pipe. Cast iron and ductile iron pipe shall be installed on a granular bed. If the bottom of the trench is cut true and even, so that the barrel of the pipe will bear uniformly along its full length and bell holes are excavated such that bells will not rest on the bottom of the trench, the requirement for granular beddings may be deleted by the Engineer. Specified bedding material may not be required if material acceptable to the City is removed in the trenching operation.

### D. Installation

Pipe shall be installed in accordance with the manufacturer's recommended procedure for each type of pipe, using trench construction and with bedding as set forth above in these Standards.

After inspection of pipe installation has been finished and approval given on any completed portion of the work, the trench may be backfilled in accordance with these Standards.

When specified by the Engineer or Design Engineer, cast iron and ductile iron pipe shall be polyethylene wrapped with a wrap of at least 8 mils thickness. The polyethylene wrap shall be at least 2 feet longer than the pipe joint to provide overlap at each juncture. Plastic tape used to join pieces of the wrap shall be 1-1/2 inches wide and 10 mils thick. The Developer, at his expense, may elect to have soil resistivity tests performed by an approved independent laboratory. If such tests determine that the soil resistivity is greater than 1500 ohms per c.c., polyethylene wrap may be deleted.

### E. Backfill

1. Backfill Material. Only that backfill material previously approved by the City shall be used. This backfill material may be excavated material if no stones larger than 6 inches in their largest dimension are included, and if the backfill material contains less than 25% stones. Broken concrete, rocks, bituminous pavement or other lumpy material shall not be used in backfill except when lumps are small and are dispersed in the upper section of the backfill in a manner satisfactory to the Engineer. Spongy materials or materials subject to decay shall not be used in the backfill. The top 6 inches of backfill shall be the same as the topsoil removed.

## WATER DISTRIBUTION SYSTEM STANDARDS

Where the pipe crosses travelways including drive entrances, the method of backfilling pipe trenches shall be as follows: The sand shall first be carefully placed on both sides of the pipe simultaneously in layers of not more than 8 inches in loose thickness, and firmly compacted by hand. Such layers shall be sprinkled lightly with water if additional moisture is required for proper compaction. This process of filling and tamping in layers shall be continued until the backfill is brought up to the level of the top of the pipe. A sufficient amount of selected material shall then be carefully placed over the top of the pipe so that, when consolidated in 6 inch lifts, the level of the select material will not be less than 12 inches above the top of the pipe. Before backfilling the remainder of the trench, the select material shall be consolidated to such an extent as to obtain 95 percent density. The remainder of the trench shall then be filled with road base material. Mechanical tamping in 8 inch maximum lifts shall be used to obtain not less than 95 percent density.

2. Backfill Methods and Testing During Backfill. When the pipe has a minimum of 12 inches of cover, the specified testing may be performed. After the pipeline section passes testing, the balance of the backfill may be added as shown on the drawings or as otherwise specified or approved by the Engineer. At ground level, the backfill shall be mounted slightly above the original ground level to allow for any subsequent settlement. Large loose stones removed by the ditching operation shall not be left on the surface along the ditch line right-of-way, but shall be removed from the project site. The top surface or slopes of all backfill shall be neatly graded off in a workman like manner.

### **F. Pressure Taps on Main Lines**

Taps made on main lines for branch lines shall be made under pressure where required by the Director of Water and Wastewater to limit the disruption of water service. The taps shall be made by a qualified contractor, experienced in this type of work who is approved by the City.

Prior to making the tap, a submittal shall be made to the City identifying the name of the company making the tap and a clear description of the materials to be used which shall be in accordance with the following.

The tapping sleeve shall be a cast iron, mechanical joint split sleeve with longitudinal sleeve gaskets and split gaskets for the pipe. A compatible epoxy coated resilient wedge seated tapping valve conforming to AWWA C509 shall be used. Test plugs shall be provided for air pressure testing. Bolts shall be high tensile strength tee head bolts.

A fabricated steel tapping sleeve shall only be allowed at the discretion of the Director of Water and Wastewater if the branch line is 4-inches or smaller. Fabricated steel sleeves shall be epoxy coated and shall have stainless bolts.

The tapping sleeve shall be air pressure tested by the contractor who shall give the City 24 hours notice of the test prior to making the tap. The City shall observe the air test and approve the test prior to the Contractor making the tap.

## **IV. DISTRIBUTION SYSTEM TESTING AND DISINFECTING**

### **A. Pressure Testing**

After the pipeline section has been laid and valved off, and at least 12 inches of backfill has been placed over the top of the pipe, the pipe shall be slowly filled with water in a manner that will expel all air from the pipeline. With the line full, the test pressure shall be applied by means of a pump connected to the pipe in a manner satisfactory to the Engineer. The pump, pipe connection, and necessary apparatus shall be furnished by the Contractor. The duration of the hydrostatic test shall be a minimum of four (4) hours. The pipeline shall be tested so that the

## WATER DISTRIBUTION SYSTEM STANDARDS

pressure at the lowest point in the test section is at least 100%, but not greater than 120% of the pipe pressure class of the pipe, and minimum pressure at the highest point in the test section is not less than 85% of the pipe pressure class of the pipe. One gauge shall be located at the pump and the other shall be located at a remote or high point on the line.

During the test, the pipeline, fittings, valve, and hydrants shall be examined for leakage. The maximum allowable leakage for push-on joints is the number of gallons per hour as determined by the following formula:

$$L = \frac{ND(P)^{\frac{1}{2}}}{7400}$$

where: L = Allowable leakage in gallons per hour

N = Number of joints in the length of pipe tested

D = Nominal diameter of the pipe in inches

P = Average of the max. and min. pressures within the test section in psi.

If there are visible leaks or the leakage in any section exceeds these specified rates, the Contractor shall locate and repair or replace the defective joints or pipe lengths at his own expense. The testing and repairing shall continue until the leakage is less than the maximum allowable.

### B. Disinfection

After each pipeline section has been satisfactorily tested, it shall be disinfected using the procedures set forth in AWWA Standard C651.

1. Flushing. The pipeline section shall be flushed prior to disinfection. Flushing shall be done through a 2 ½ inch fire hydrant opening if there is a hydrant on the end of the section, or through a tap on the end of the line which provides a 2-inch orifice. The line shall be flushed for a period of time equal to one minute for each 100 feet of line, or until the water being discharged is no longer transporting visible particles, whichever is longer.

The flushing velocity in the main shall not be less than 2.5 feet per second as tabulated below.

**Table 1: Required Flow and Openings to Flush Pipelines  
(40 psi Residual Pressure in Water Main)**

Pipe Diameter (inches)	Flow Required (gpm)	Number of 2-inch Taps on Pipe	Number of 2 ½- inch Hydrant Outlets
4	100	--	1
6	200	--	1
8	400	1	1
10	600	2	1
12	900	2	2
16	1600	4	2

### C. Chlorination

1. Continuous Feed. The Contractor shall use either the continuous feed or tablet method of chlorination. The chlorine may be added to the water in the new lines by a chlorine gas-water mixture or a chlorine compound-water mixture may be injected as setforth in Section 512 of AWWA Standard C651.

The chlorinating agent selected shall be applied through a tap on the pressure side of the gate valve controlling the flow of water into the new line. The flow of water into the new

line shall be limited to approximately 1 foot per second. The chlorinating agent shall be added at a rate such that the application shall be at least 50 ppm.

The application shall be made until the water being discharged at the other end of the new section shows that the chlorine has reached the length of the new section, then the valves shall be closed and the new section isolated for at least 24 hours. All valves and hydrants shall be operated during the chlorination process.

At the end of the detention period of 24 hours, the water shall indicate at least 25 ppm residual. If this residual is not obtained, a second dosage of 25 ppm shall be applied as before and retained for at least 12 hours, with at least a 10 ppm residual at the end of the 12 hour period.

2. **Tablet Method.** The tablet method consists of placing calcium hypochlorite granules in the water main as it is being installed and filling the main with potable water when installation is completed.

This method may be used only if the pipes and appurtenances are kept clean and dry during construction. The procedure to follow shall be as setforth in Section 5.1 of AWWA Standard C651.

Calcium hypochlorite granules shall be placed at the upstream end of the first section of pipe, at the upstream end of each branch main, and at 500 foot intervals. The quantity of granules shall be as shown below:

Ounces of Calcium Hypochlorite Granules to be Placed at Beginning of Main and at Each 500 Foot Interval

**Table 2: Calcium Hypochlorite Granule Requirements per Pipe Diameter**

<b>Pipe diameter</b>	<b>Calcium Hypochlorite Granules</b>
2 inches	0.13 ounces
4 inches	0.5 ounces
6 inches	1.0 ounces
8 inches	2.0 ounces
12 inches	4.0 ounces

When installation has been completed, the main shall be filled with water at a rate such that water within the main will flow at a velocity no greater than 1 foot per second. Precautions shall be taken to assure that air pockets are eliminated. This water shall remain in the pipe for at least 24 hours.

During all chlorination work, care shall be taken to prevent the highly chlorinated water from flowing back into the line supplying the water to the new line.

3. **Final Flushing and Testing.** Following the chlorination of each section, the section shall be thoroughly flushed until the water being discharged has the same chlorine residual as the water being used to feed the system. A sample of water taken at the extremity of the section shall be obtained and submitted to the Texas Commission on Environmental Quality (TCEQ) or a laboratory approved by the TCEQ for this purpose for bacteriological examination, and shall be of the same purity and quality as the water in the existing water lines. Samples shall be taken from taps located and installed in such a way as to prevent outside contamination. Results of the laboratory analysis shall be made available to the City and the analysis shall state that no coliform was found. If the sample shows coliform the line shall be retested at the expense of the contractor until satisfactory results are obtained.
4. **Water for Flushing and Testing.** The Contractor shall make the necessary arrangements for all water required in the construction of the lines. In the event of line failure prior to

## WATER DISTRIBUTION SYSTEM STANDARDS

the acceptance by the City, the Contractor shall reimburse to the City the cost of all water loss. The City will provide a reasonable allowance for flushing and testing equivalent to three (3) times the gallonage of water contained within the new construction. All water required over this amount by the Contractor for additional flushing and testing shall be paid by the Contractor to the City. Payment shall be in the amount determined by the City per each 1,000 gallons used.

## CHAPTER 3 - WASTEWATER COLLECTION SYSTEM STANDARDS

### I. GENERAL DESIGN REQUIREMENTS

All new subdivisions must have wastewater collections facilities constructed in general compliance with Design Criteria of the Texas Natural Resource Conservation Commission. The following design considerations must be observed:

- A. No sewer main shall be less than 6 inches in diameter and shall have a minimum velocity, flowing full or one-half full, of 2 feet per second based on Manning's formula and utilizing an "n" value of 0.013. Minimum grade for a 6 inch line shall be 0.5 percent.
- B. Sewer lines shall be designed with straight alignment where possible. Horizontal radius of bends, where required, shall not be less than 300 pipe diameters or in accordance with the pipe manufacturer requirements.
- C. All lines shall be designed for trench and dynamic loads.
- D. Unless otherwise approved, manholes shall be constructed (i) at all changes in grade if the downstream grade is less; (ii) at changes in pipe size and (iii) at intersections with other mains. In straightaway, manholes shall be spaced at maximum distances of 500 feet or in accordance with Texas Natural Resource Conservation Commission regulations.
- E. Pipe crown elevations of mains flowing into manholes shall be 0.1 feet above the crown of out-flowing mains.
- F. Where water and sewer lines are installed in the same area, a separation of 9 feet between the outside pipe diameters shall be maintained.
- G. Sewer service lines shall be extended to the street right-of-way lines as shown on the detail sheet.
- H. All sewer lines must extend to the most distant boundary of the proposed subdivision.

On-site systems, if allowed by the City, must conform to the City's on site sewer system ordinance.

### II. MATERIALS FOR WASTEWATER COLLECTION SYSTEM

#### A. Gravity Flow Lines

All gravity flow sewer lines shall be constructed of polyvinyl chloride (PVC) pipe which conforms to ASTM standards D 3034 with gasketed joints meeting ASTM standards D 3212. The pipe shall have a minimum pipe stiffness (PS) of 46 psi at 5 percent deflection when tested in accordance with ASTM Method of Test D 2412 unless otherwise called out on the plans. The PVC compound shall be 12454B, 12454C, or 12164B per ASTM D1784.

The lubricant used for assembly shall have no detrimental effect on the gasket or on the pipe. The pipe shall be homogenous throughout and free from visible cracks, holes, foreign inclusions or other injurious defects. All 6-inch pipe and larger shall be PVC SDR 35 Sewer Pipe, unless otherwise noted. Individual service lines shall be 4-inch Schedule 40 PVC, D.W. & V Pipe. Service lines serving two lots shall be 6-inch Schedule 40 PVC, D.W. & V Pipe.

#### B. Pressure Lines

Force mains shall be constructed of 4 inch or larger PVC pipe with PVC gasketed fittings. All plastic pipe and fittings shall be Type 1, Grade 1, with a hydrostatic design stress of 2000 psi for water at 73.4 degrees F, designated as PVC 1120. Pipe shall have a standard dimension ratio of 21 (SDR-21) and a pressure rating of 200 psi.

### **C. Aerial Crossing**

Where aerial crossing of creeks is required to maintain grade, cast iron or ductile iron pipe, Class 150 shall be used with not less than one concrete support per joint.

### **D. Concrete Manholes**

Manholes shall be constructed of 4 foot diameter precast reinforced concrete pipe section meeting the requirements of ASTM C-478 with rubber gasket joints meeting the requirements of ASTM Specification 4 and 3 unless otherwise approved by the City's Engineer. All concrete manholes over 8 feet deep shall have eccentric cones. Concrete rings shall be used to adjust manhole heights to match street grade or to a minimum of 3-inches in nonpaved areas. Cast iron frames and covers shall conform to ASTM Specification A 48, Class 30. Manhole rings and covers shall weigh a minimum of 240 lbs. Outside diameter of the lid shall be 32 inches. Lids are to be solid with no pick holes. Manhole covers shall be marked "sanitary sewer."

Where manholes are in the flood plain the covers shall be stainless steel bolts and gaskets. A minimum of two concrete grade rings shall be set on top of the fiberglass manhole to distribute the load. However, the grade rings shall be no more than 12 inches in height.

Manhole bases shall be precast for all new sewer lines. Precast bases shall meet the same specifications as barrel section and shall have flexible pipe to manhole connections consisting of chemical resistant rubber boot which seals to the interior of the manhole wall with a stainless steel band and to the pipe with a stainless steel clamp.

### **E. Cleanouts**

Cleanouts shall be provided at the end of each line if the line is unlikely to be extended. Where a line will likely be extended in the future, the line shall terminate with a standard manhole. A cast iron cleanout casting, minimum weight of 100 pounds, shall be installed on each cleanout as shown on the standard detail sheet.

## **III. WASTEWATER COLLECTION SYSTEM**

### **A. Trench Excavation**

The The minimum trench width shall be 12 inches wider than the outside diameter of the pipe and not more than 24 inches wider than the outside diameter of the pipe.

Trench safety system shall be in accordance with Chapter 1 Section III.

### **B. Trench Bottom**

The soil surface at the trench bottom shall be free of any protrusions which may cause point loading on any portion of the pipe or bell, and shall provide a firm, stable and uniform support for the pipe.

Where an unstable trench bottom condition is encountered, it must be stabilized prior to placing embedment material. Stabilizing shall be provided using the embedment material except that up to 1 ½-inch size rock will be allowed.

During the course of construction, should the Contractor inadvertently over-excavate the trench more than 6 inches below the bottom of the pipe, but less than 12 inches below the bottom of the pipe, he shall fill that area of over-excavation with embedment material and compact to a density approximately equal to the native soil. The Contractor shall fill any area of over-excavation more than 12 inches below the bottom of the pipe with processed stone or processed gravel.

Ledge rock, hard pan, cobbles, boulders, or stones larger than 1-1/2 inches shall be removed

from the trench bottom to permit a minimum bedding thickness of 4 to 6 inches under pipe.

### **C. Embedment Materials**

Embedment materials shall include the material used for bedding, haunching and initial backfill and shall meet the requirements of ASTM 2321, Class 1 material. Embedment material shall be angular 1/4 to 3/4 inch uniformly graded, hard, durable crushed stone. The embedment material shall have 95 percent passing a 3/4 inch sieve and 95 percent retained on a 1/4 inch sieve (No. 4 sieve). No material which is rounded or has smooth surfaces shall be suitable for embedment material. Sand shall not be used for bedding.

## **VI. METHODS OF PLACING EMBEDMENT MATERIALS**

The following compaction method is recommended as the optimum which will achieve desirable densities with the least effort. Manufactured materials which are angular, such as crushed stone or rock, may be placed by loose dumping with a minimum of compactive effort, except that care shall be taken to assure proper placement of material under pipe haunches.

If compaction equipment is required, care shall be taken to avoid contact between the pipe and compaction equipment. Do not use compaction equipment directly over the pipe until sufficient backfill has been placed to assure that such equipment will not damage or disturb the pipe.

### **A. Bedding**

Bedding is required primarily to bring the trench bottom up to grade. Bedding materials shall be placed to provide uniform and adequate longitudinal support under the pipe. (Blocking shall not be used to bring the pipe to grade.) Bell holes at each joint shall be provided to permit the joint to be assembled properly while maintaining uniform pipe support. A compacted depth of 4 to 6 inches shall be provided. Sand shall not be used for bedding.

### **B. Haunching**

The most important factor affecting pipe performance and deflection is the haunching material and its density. Place and consolidate the material under the pipe haunch to provide adequate side support to the pipe while avoiding both vertical and lateral displacement of the pipe from proper alignment. The same material as used for bedding shall also be used for haunching. The minimum haunching to be provided shall be two-thirds (2/3) of the pipe diameter. The haunching material shall provide complete support between the sides of the pipe and sides of the trench which will necessitate placement of haunching material around all pipes in the trench if there are multiple pipes in the same trench. Sand shall not be used for haunching.

### **C. Initial Backfill**

Initial backfill shall be completed to a point at least 12 inches over the top of the pipe. Use little or no tamping of the initial backfill directly over the top of the pipe to avoid disturbing the embedded pipe, since this area will contribute nothing to the pipe support. The initial backfill shall be the same material as for bedding and haunching.

## **VII. LAYING AND JOINING PIPE FITTINGS**

### **A. General Procedure**

Before being set in place, each component of piping shall be inspected for damage and cleaned. Damaged components shall be rejected or repaired. Pipe bells shall be laid on the upstream end. Sewer laying shall commence at the lowest elevation and shall terminate only at manholes. Trenches shall be dewatered, if necessary, and pipe shall not be laid under water. Whenever pipe laying is interrupted, the end of the pipe shall be temporarily plugged to prevent

## WASTEWATER COLLECTION SYSTEM STANDARDS

the entrance of water, mud or foreign matter, and the pipe shall be secured to prevent its being dislodged.

### **B. Location and Alignment**

Pipe and fittings shall be embedded in the trench with the invert conforming to the required elevations, slopes, and alignment, and with the pipe bottom uniformly and continuously supported by firm bedding. Where curved alignment is required, the allowable minimum curve radii for PVC sewer pipe shall be based on the formula:

$$R = 300 D;$$

where R = minimum allowable radius of curvature for bending,

D = pipe diameter,

Where R and D are in same dimensional units.

### **C. Joining Pipe and Fittings**

1. Cutting and Beveling Pipe. For shorter than standard pipe lengths, field cuts may be made with either hand or mechanical saws. Ends shall be cut square and perpendicular to the pipe axis. Spigots shall have burrs removed and ends smoothly beveled by hand with a rasp or file. Field spigots shall be stop-marked with felt tip marker or wax crayon for the proper length of assembly insertion. The angle and depth of field bevels and lengths to stop-marks shall be comparable to factory pipe spigots.
2. Bell Holes for Joints. The bell hole shall be no larger than necessary to accomplish proper joint assembly. When the joint has been made, the void under the bell should be filled with bedding or haunching material to provide adequate support to the pipe throughout its entire length.
3. Assembly of Joints. Assemble all joints in accordance with recommendations of the manufacturer. Proper jointing may be verified by rotation of the spigot by hand or with a strap wrench. If unusual joining resistance is encountered or if the insertion mark does not reach the flush position, disassemble the joint, inspect for damage, reclean the joint components and repeat the assembly steps.

### **D. Service Lines, Connections and Incidental Structures**

1. Branch Fittings. Fitting for service branch shall be a molded or tee wye with 4 inch branch.
2. Service Lines. Service lines from the property line to the collection sewer shall be at a minimum depth of 48 inches at the property line and shall be laid to straight alignment and uniform slope of not less than 1/4 inch per foot for 4 inch pipe and 1/8 inch per foot for 6 inch pipe. Where collection sewers are deeper than 7 feet, construction shall conform to the typical service connection detail shown on the Plans.
3. All non-residential and multi-family developments shall be required to connect to the wastewater collection system at a manhole. If a manhole does not exist at the location of the desired connection one shall be installed at the expense of the Developer/Owner.
4. Pipe Caps and Plugs. All caps and plugs shall be set using PVC screw top.

## **VIII. FINAL BACKFILL RESTORATION AND CLEANUP**

### **A. Backfill Material**

The material used in the final backfilling operation need not be as carefully selected as was the bedding, haunching and initial backfill. In selection of final backfill material exclude all rock with

## WASTEWATER COLLECTION SYSTEM STANDARDS

any dimension more than 12 inches.

### **B. Backfill Compaction**

Unless specified otherwise, the final backfill shall use special compaction under improved surfaces and shoulders of streets, roads, aprons, curbs and walks and natural compaction shall be used under open fields, lawns, unimproved rights-of-way, or grounds which are free of traffic. The special compaction shall provide not less than 95% of the maximum dry density of road base material placed in 8 inch lifts, as determined by THD Test Method TEX-113-E. Natural compaction is attained by the loose placing of material (usually pushed or bladed) into the trench, rolling the surface layer with the placement equipment, mounding the surface, and filling and maintaining all sunken trenches through the warranty period of the work. In natural compaction the main consolidation results from rainfall.

### **C. Minimum Cover for Load Application**

Provide at least 30 inches of cover over the top of the pipe before the trench is wheel-loaded. Provide at least 48 inches of cover before using mobile trench compactors of the hydro-hammer or impactor type. Use such compactors only when the pipe embedment has previously been compacted to at least 95% of Standard Proctor Density (see ASTM D698 or AASHTO T99).

The Contractor shall restore and/or replace paving, curbing, sidewalks, gutters, shrubbery, fences, sod or other disturbed surfaces or structures to a condition equal to that which existed before the work began to the satisfaction of the Engineer.

The Contractor shall furnish all labor, materials, and incidentals at no extra compensation for all restoration work.

### **D. Clean Up**

Surplus pipeline materials, tools and temporary structures resulting from the work shall be removed by the Contractor. All debris, pavement, and excess earth from excavations shall be removed and disposed of by the Contractor. The construction site shall be left clean, to the satisfaction of the Engineer.

## **IX. GREASE TRAPS/SAND TRAP AND PLUMBING INTERCEPTOR**

### **A. General**

A pretreatment tank on a wastewater service line known as a grease trap, oil trap or separator, sand trap or plumbing interceptor is required by the Bastrop City Code for any non-residential wastewater service connection which may contribute grease, oil or other floatable material, grit, mud, sand or gravel which could cause a violation of the City's Industrial Waste Ordinance.

A non-residential facility need not plumb the following fixtures to the trap: restroom or bathroom fixtures, clothes washing drains, hand washing or mop sinks and drinking fountains.

The traps (or any other plumbing interceptor as referred to in the proceeding paragraph) shall be an underground watertight vapor tight concrete, two compartment, tank sized, constructed and installed in accordance with the following regulations and the Standard Detail following.

Vehicle wash and maintenance facilities shall have individual grated catch basins under wash racks with a trap (on the wastewater service line prior to connection to the City collection system.)

### **B. Capacity**

The trap shall be sized to contain a volume of water equal to or greater than 12 minutes of the

## WASTEWATER COLLECTION SYSTEM STANDARDS

peak flow rate through the trap but not less than 250 gallons. Where the flow rate is not known or measured, it can be calculated based on 3 gallons per minute per standard plumbing fixture unit (as designated by the Standard Plumbing Code) connected to the trap.

The first compartment shall contain approximately 60% of the total volume and the second compartment shall contain 40%.

Traps for car washes shall have a minimum of 250 gallons capacity for the first wash bay plus 100 gallons capacity for each additional bay.

### **C. Design**

The trap shall be watertight and structurally sound, capable of withstanding the earth backfill loading and wheel loads (Traffic Loading H20 per ASTM A796) in traffic areas.

Concrete for the tank shall be a minimum of 3600 psi strength and shall be reinforced with number 4 ASTM A615, Grade 60 steel bars spaced a maximum of 12" apart in vertical and horizontal. The tank shall have cured a minimum of 7 days before shipping.

The inlet and outlet connections in the tank walls shall be not less than 4", the inlet nozzle shall be a minimum of 12" below the operating level and the outlet nozzle shall be a minimum of 20" below the operating level and shall be pumped to create a minimum 3-inch drop, between the inlet and outlet lines. The first trap chamber shall have a 2" vent and the outlet pipe shall also be vented. The trap vents shall be connected to the building plumbing vents. An outlet cleanout shall be provided and shall be accessible for sampling by the City or an alternate accessible provision for sampling shall be provided on the trap outlet line.

Each compartment shall have a removable, accessible, manhole cover at the ground surface with minimum opening of 20 inches in any dimension. The area around the trap shall be graded so as not to allow surface drainage to enter the manhole.

The trap shall be watertight and sealed between sections and between the walls and the top (although manhole riser, rings and cover do not need to be watertight).

A baffle of at least 20 square inches in area shall be permanently installed not less than 6" nor greater than 18" in front of the inlet nozzle of the first compartment.

### **D. Installation and Inspection**

Traps shall be placed level on a bed of washed sand or pea gravel and shall be tested for water tightness prior to backfilling. The water test requires filling the tank to a point above the underside of the top and observing the water level over a 24 hour period. No noticeable (less than 1/4 inch) drop in water level from the initial measuring point is the passing criteria.

After the water test, the tank may be backfilled and plumbed and an inspection of the piping, grades, backfill and venting shall be made for conformance with this standard.

## **CHAPTER 4 - STORM WATER DRAINAGE SYSTEM STANDARDS**

### **I. GENERAL**

All storm water drainage systems shall conform to the requirements of the City of Bastrop Code of Ordinances, Chapter 16 Stormwater Drainage and the Stormwater Drainage Design Manual.

## CHAPTER 5 - PAVING STANDARDS FOR STREETS AND SIDEWALKS

### I. STREET DESIGN

#### A. General

All construction of new streets within the City of Bastrop or its Extraterritorial Jurisdiction shall be designed in accordance with of the City of Bastrop Subdivision Ordinance.

#### B. Design Requirements

1. No streets shall be designed having a slope of less than 0.40 feet per 100 feet.
2. Streets shall have standard concrete curb and gutter unless otherwise approved by the City Engineer.
3. Streets shall be constructed per the geotechnical report and pavement recommendations prepared for the Public Improvement Construction Plans.

### II. MATERIALS

#### A. Flexible Base Material

Flexible base material shall consist of a foundation course and a surface course, shall be composed of crusher-run broken limestone, and shall be constructed in two courses as herein specified in conformity with the typical sections shown on the plan detail sheet.

Flexible base material shall be composed of crusher run broken limestone, TxDOT, Type A, Grade 1. The materials shall be obtained from a source approved by the Texas Department of Transportation or the City and shall be crushed, and shall consist of durable particles of stone mixed with approved binding materials. Acceptance of material shall be made upon delivery to the job site. The processed material, when properly tested shall meet the following requirements:

**Table 3: Flexible Base Material**

Retained on 1-3/4" sieve	00%
Retained on 7/8" sieve	10% to 35%
Retained on 3/8" sieve	30% to 50%
Retained on No. 4 sieve	45% to 65%
Retained on No. 40 sieve	70% to 85%

Material passing the No. 4 sieve shall be known as "binder"; that portion of the binder material passing the No. 40 sieve shall be known as the "soil binder" and shall meet the following requirements:

The liquid limit shall not exceed 35%

The plasticity index shall not exceed 10%

The minimum compressive strength, with a lateral pressure of 0 psi, shall be 45 psi

The minimum compressive strength, with a lateral pressure of 15 psi, shall be 175 psi

Before any material is accepted by the Owner, the Supplier shall furnish a report analysis of the proposed material made by an approved laboratory certifying that the materials meet the above Specifications. Preliminary approval of a source does not guarantee acceptability of all material obtained there from; individual loads of material will be accepted as delivered to the site.

Tonnage of base material (without compaction) is calculated as follows:

PAVING STANDARDS FOR STREETS AND SIDEWALKS

$$\begin{aligned} \text{Tons} &= \frac{\text{Length (ft)} \times \text{Width (ft)} \times \text{Thickness (inches)}}{12 \text{ (ft/in)} \times 27 \text{ (cf/cfy)}} \times 1.4 \text{ (tons/cy)} \\ &= L \text{ (ft)} \times W \text{ (ft)} \times T \text{ (inches)} \times 0.00432 \end{aligned}$$

**B. Asphaltic Prime Coat**

This section shall govern the materials and construction method to be used in applying asphaltic prime coat to the completed base course. The asphaltic prime coat material shall be cut-back asphalt, MC-30, and shall meet the TDH standards:

**Table 4: Asphaltic Prime Coat, Grade MC-30**

GRADE MC-30		
	Minimum	Maximum
Water		0.2%
Viscosity, 140°F	30	60
Flash Point T.O.C., degrees F	100	

When distilled by ASTM Method D 402, the distillate off volume shall be as follows:

**Table 5: Asphaltic Prime Coat Distillate Volume**

	Minimum	Maximum
Off at 437°F	25%	
Off at 500°F	40%	70%
Off at 600°F	75%	93%

The residue, when poured from the flask without cooling, immediately upon reaching the maximum temperature specified, shall have the following characteristics:

	<u>Minimum</u>	<u>Maximum</u>
Penetration, 100 grams, 5 sec, 77°F,	120	250
Ductility, 5 cm/min at 77°F	100	
Solubility	99.0%	

The material shall be free from water.

Application Rate: 0.15 gallons per square yard.

**C. Hot Mix, Hot Laid Asphaltic Concrete and Pavement**

Course and fine aggregates used in hot laid asphaltic concrete and pavement shall meet the following grading requirements:

**Table 6: Type D: Fine Graded Surface Course**

	Percent Aggregate by Weight
Passing ½" sieve	100
Passing 3/8" sieve	85 to 100
Passing 3/8" sieve, retained on #4 sieve	21 to 53
Passing #4 sieve, retained on #10 sieve	11 to 32
Total retained on #10 sieve	54 to 74

## PAVING STANDARDS FOR STREETS AND SIDEWALKS

Passing #10 sieve, retained on #40 sieve	6 to 32
Passing #40 sieve, retained on #80 sieve	4 to 27
Passing #80 sieve, retained on #200 sieve	3 to 27
Passing #200 sieve	1 to 8

The coarse aggregate shall be crushed rock, uniform in quality throughout and shall be free from dirt, organic or other injurious matter occurring either free or as coating on the aggregate. The rock shall have an abrasion of not more than 40 percent by weight when subject to the Texas Department of Transportation (TxDOT) Test Method Tex-410-A.

The fine aggregate shall consist of sand, rock screenings or a combination of both. Sand shall be composed of sound, durable stone particles free from loams or other injurious foreign matter. Screenings shall be of the same or similar material specified for coarse aggregate. The plasticity index of that part of the fine aggregate passing the #40 sieve shall be not more than 6 when tested TxDOT Test Method Tex-106-E.

The asphaltic material shall form 4.5% to 7% of the mixture weight, and shall be homogenous, free from water, and not foam when heated to 347° F. It shall meet the following specific requirements.

**Table 7: Asphaltic Material Requirements**

Grade Limits	AC-20	
	Minimum	Maximum
Penetration at 77°F, 100g, 5 sec	55	100
Ductility at 77°F, 5 cm/min., cms.	50	
Flash Point (degrees F)	450	
Penetration of Residue, 77°F	55	
Solubility in Trichloroethylene (Percent)	99	

The material shall not be cracked. The asphaltic material shall be oil asphalt and be from a source approved by the Owner.

Laboratory test results shall be submitted to the Owner, if requested, certifying that the material proposed to be used meets the requirements of these standards.

The asphalt for paving mixture shall conform to Texas Department of Transportation AC-20.

### III. CONSTRUCTION METHODS

#### A. Preparation of Sub-Grade

The sub-grade shall be excavated and shaped in conformity with the typical sections shown on the detail sheet. Before base material is placed, the sub-grade shall be thoroughly wetted, bladed and rolled until a minimum of 95% of maximum density has been attained for a 6" depth, as determined by the standard method of test for the moisture-density relation of soils, TxDOT Test Method TEX-113-E, or the most current standard test for density approved by the Texas Department of Transportation. If it has been determined that the sub-grade needs to be lime stabilized, all material, equipment, and construction methods shall be in accordance with standards currently approved by the Texas Department of Transportation.

#### B. First Course

Flexible base material deposited upon the sub-grade shall be spread, shaped and rolled the same day unless otherwise authorized by the City's Engineer, in which case the Engineer will

## PAVING STANDARDS FOR STREETS AND SIDEWALKS

provide directions for avoiding damage from the delay. This base course shall be wetted, bladed and rolled until a minimum of 96% of moisture density has been attained as determined by the standard method of test for the moisture-density relation of soils, AASHTO Designation T 99-57, Method "A", or the most current standard test for density approved by the Texas Department of Highways and Public Transportation.

### **C. Second Course**

Construction methods for the second course shall be the same as prescribed for the first course shall be the same as prescribed for the first course with the addition of the following:

- (a) Any deviation, in the finished surface in excess of 1/4", in cross-section or in a length of 16' measured longitudinally, shall be corrected by loosening, adding or removing material, reshaping and compacting by sprinkling and rolling.
- (b) When the depth of flexible base as specified is greater than 6 inches, it shall be constructed in equal compacted courses not to exceed 6 inches.
- (c) The completed flexible base shall have a minimum compacted depth as specified.

### **D. Hot Mix Asphaltic Concrete Pavement**

The asphaltic mixture, prime coat or tack coat shall not be placed when the air temperature is below 45 degrees and is falling, but may be placed when the air temperature is above 40 degrees and is steady or rising.

The asphaltic mixture shall not be placed when the air temperature is below 60°F and is falling, but may be placed when the air temperature is above 50°F and is rising.

The asphaltic concrete mixture, heated and prepared as specified must be hauled to the project in tight vehicles previously cleansed of all foreign material. The mixture, when laid, shall be at a temperature of 200 degrees F. to 350 degrees F. The City will determine the lowest temperature and variance of 30 degrees upward will be allowed. It shall be spread into place with an approved mechanical finishing machine to the compacted depth shown on the Plans. The finishing machine shall be of the screening and/or tamping type.

### **E. Rolling**

While still hot and as soon as it will bear the roller without undue displacement or hair cracking, the surface shall first be compressed thoroughly and uniformly with acceptable power-driven wheel or tandem rollers weighing from 8 to 10 tons. Subsequent compression shall be obtained by starting at the sides, and rolling longitudinally toward the center of the pavement, overlapping on successive trips by at least 1/2 of the width of the rear wheels. Alternate trips of the roller shall be slightly different in length. Rolling shall be continued until no further compression can be obtained and all roller marks are eliminated. To prevent adhesion of the surfacing mixture to the roller, the wheels shall be kept properly moistened with water, but an excess of water will not be permitted. The final rolling shall be done with a tandem roller. A double coverage with an approved pneumatic roller shall be used on the asphaltic concrete surface after flat wheel and tandem rolling has been completed.

### **F. Hand Tamping**

Along curbs and similar structures, and at all places not accessible to the roller, the mixture shall be compacted thoroughly with a lightly oiled hot tamp.

### **G. Surface Tests**

The completed surface, when tested with a 16" straight edge laid parallel to the centerline of the roadway, shall have no deviation in excess of 1/16" per foot from the nearest point of contact

## PAVING STANDARDS FOR STREETS AND SIDEWALKS

and the maximum ordinate measured from the face of the straight edge shall not exceed 1/4" at any point.

If requested by the City, approved templates shall be furnished by the Contractor for checking sub-grade and finished sections. The templates shall be of such strength and rigidity that if the support is transferred to the center there will not be a deflection of more than 1/8".

### **H. Construction Joints**

Placing of the course shall be as nearly continuous as possible, and the roller shall pass over the unprotected end of the freshly laid mixture only when the laying of the course is discontinued for such a length of time as to permit the mixture to become chilled. In all such cases when the work is resumed, the material shall be cut back so as to produce a slightly beveled edge for the full thickness of the course. The old material which has been cut away shall be removed from the work and the new mix laid against the fresh cut.

## **IV. EQUIPMENT**

Mixing plants that will not continuously produce a mixture meeting all of the requirements of this specification will be condemned. Mixing plants may be either the weight-batching type or the continuous mixing type. Both types of plants shall be equipped with satisfactory conveyors, power units, aggregate handling equipment, hot aggregate screens and bins, and dust collectors and shall consist, as a minimum, of equipment in the number, condition, and capacities as follows:

Cold aggregate bin and portioning device, dryer, screens, aggregate weight box and batching scales, mixer asphalt storage and heating devices, and truck scales (if used), shall be of the type to adequately supply materials in accordance with the rated capacity of the plant and produce a finished material within the tolerances as set out in these Specifications.

The aggregate shall be separated into at least three bins for Type 3 aggregate as specified herein. Bin No. 1 will contain aggregates of which 90 to 100 percent will pass the #10 sieve. Bin No. 2 will contain aggregates of which at least 85 percent by weight will be of such size as to pass the 1/4" sieve and be retained on the #10 sieve. Bin No. 3 will contain aggregates of which at least 85 percent by weight will be of such size as to pass the 1/2" sieve and be retained on the #4 sieve.

## **V. CONCRETE PAVEMENT CONSTRUCTION**

### **A. General**

All concrete paving shall be in conformity with of the City of Bastrop Subdivision Ordinance and with appropriate typical sections on the detail sheet.

### **B. Materials**

1. Concrete. Concrete used in paving shall be in accordance with Concrete and Reinforcing Standards (Chapter 6) and as shown on the detail sheets.
2. Reinforcing. Steel for concrete paving shall be in conformity with all requirements of Concrete and Reinforcing Standards (Chapter 6) and as shown on the detail sheets.

### **C. Construction Methods**

1. Subbase. All loose material shall be removed or compacted. The subbase shall be shaped to conform to the required cross section.
2. Forms. Forms shall be accurately set to grade for a minimum distance of 300 feet. Forms shall be placed at each side of every point. Form sections shall be tightly jointed

## PAVING STANDARDS FOR STREETS AND SIDEWALKS

and keyed to prevent relative displacement. They shall be cleaned and oiled each time they are used. Forms must be inspected by the City's Representative before any concrete is poured. If forms settle and/or deflect over 1/8 inch under finishing operations, paving operations shall be stopped and the forms shall be reset to line and grade.

3. Placement. Concrete shall not be poured when the temperature is below 40 degrees F. and falling. Concrete may be poured when the temperature is above 35 degrees F. and steady or rising. Salt or other chemical additives shall not be added to concrete to prevent freezing. The contractor shall be responsible for replacing any concrete that freezes during curing. All concrete shall be constructed monolithically unless otherwise stated on construction drawings or typical sections.
4. Finishing. Where hand spreading is necessary, concrete shall be distributed by shovels. The use of rakes will not be permitted. Immediately upon unintended stoppage of a pouring operation, a standard bulkhead shall be installed at right angles to the centerline of the pavement. Joint-sealing material shall be placed in sawed and other joints as required. Pavement shall be finished with a belt finish or as directed by the Engineer. After finishing is complete and the concrete is still workable, the gutter surface shall be tested by the contractor for trueness with an approved 10 foot steel straightedge. The maximum ordinate measurement shall be 1/6 inch.

### **D. Curb and Gutter and Valley Gutters**

1. General. Construction of separate concrete curb and gutters and valley gutters shall be in accordance with the following standards:
2. Materials.
  - (a) Concrete. Concrete used in construction of curb and gutter and valley gutters shall be in accordance with Concrete and Reinforcing Standards (Chapter 6) and as shown on the detail sheet.
  - (b) Reinforcing Steel. Where reinforcing steel is required, it shall conform to the requirements given in the Concrete and Reinforcing Standards (Chapter 6) and as indicated on the detail sheet.
3. Formed Curb and Gutter. Curb and gutter or separate gutter installations shall conform to the following standards: Curb and gutter shall be constructed in accordance with the typical sections. In not more than one hour after the concrete has been placed, a thin coating not over 1/4" thick of finish mortar, composed of one part cement to two parts of fine aggregate, shall be worked into the exposed faces of the curb and gutter by means of a "mule". The curb and gutter shall then be finished true to line and grade with the aid of a straight edge, steel trowel, steel "gooseneck" and fine hair brush. The straight edge is to be worked with a steel trowel and "gooseneck" to give the work the appearance of a trowel finish. It is to be edged and jointed in the same manner, as specified for sidewalks in this Chapter at IV - D - 5 and IV - 3 - e, except that the joint material shall be bitumastic fiber instead of red wood. After the work has become firm, it is to be brushed lightly with a final crosswise brushing.
4. Machine Laid Curb. Machine laid curb shall conform to the following standards:
  - (a) Machine laid curb shall be constructed on a compacted flexible base or on the finished roadway surface in accordance with lines and grades of the approved Plans. The cross-sectional configuration of the curb shall be obtained by using an approved template in the machine for the specific curb section desired.
  - (b) Materials shall conform to the requirements as specified in the Concrete and Reinforcing Standards (Chapter 6) except that the slump shall not exceed 1", the concrete shall contain a minimum of 6 sacks of cement per cubic yard and the

coarse aggregate when tested by approved methods shall conform to the following grading requirements:

**Table 8: Machine Laid Curb Aggregate Grading Requirements**

Retained on ½" sieve	0%
Retained on 3/8" sieve	0-5%
Retained on No. 4 sieve	35-60%
Retained on No. 10 sieve	90-100%

5. Immediately prior to placing of the curb, the previously approved foundation shall be thoroughly cleaned. The line for the top of the curb shall be maintained from a guideline set by the Contractor. Curb outline shall strictly conform to the details shown on the Plans. The forming tube of the extrusion machine shall be readily adjustable vertically during the forward motion of the machine to provide required variable height of the curb necessary to conform to the established grade line. To provide a continual check on the curb grade, a pointer or gauge shall be attached to the machine in such a manner that a comparison can be made between the curb and the guideline. Other methods may be used if approved by the Engineer in writing.
6. The approved mix shall be fed into the machine in such manner and at such consistency that the finished curb will present a well compacted mass true to the established shape, line and grade, with a surface free of voids or honeycomb. Any additional surface finishing specified and/or required shall be performed immediately after extrusion. The completed curb shall be cured for a period of not less than 72 hours.

#### **E. Expansion and Contraction Joints**

Expansion and contraction joints shall conform to the following Standards: A one-half inch (½") deep (minimum) transverse tooled joint shall be formed at twenty foot (20') intervals in curbs and gutters and a one-half inch (½") expansion joint shall be installed where a curb intersects, joins or abuts a structure. The joint material shall be bitumastic fiber.

#### **F. Valley Gutters**

Valley Gutters shall be constructed as shown on the Detail Sheet. Valley gutters shall be monolithical with the curb and gutters. The valley gutter shall be extended to include the area formed by the intersection of the backface of the valley gutter, the projections of the gutter face of the intersection street, and the circular curb return.

### **VI. SIDEWALKS AND DRIVEWAYS**

#### **A. General**

Sidewalks and driveways shall be constructed in accordance with the Plans shown on the Detail Sheet.

#### **B. Materials**

1. Concrete used in the construction of sidewalks and driveways shall be in accordance with the Specifications set out in Concrete and Reinforcing Standards (Chapter 6)
2. Reinforcing steel used in driveway and sidewalk construction shall conform to the requirements of Concrete and Reinforcing Standards (Chapter 6) and conform to the Plans on the Detail Sheet.

#### **C. Construction Methods**

1. Sidewalks shall be located in accordance the City of Bastrop Subdivision Ordinance.

## PAVING STANDARDS FOR STREETS AND SIDEWALKS

2. Sidewalks and driveways shall be constructed on a two inch (2") sand cushion over undisturbed natural soil.
3. Mats of wire fabric shall overlap sufficiently to maintain a uniform strength and shall be fastened securely at the ends and edges.
4. No concrete shall be deposited until the City's Representative has inspected and approved the type and placement of the reinforcement steel.
5. A transverse tooled joint of at least one-half inch ( $\frac{1}{2}$ ") depth shall be formed at five (5) foot intervals in the sidewalks. A one-half inch ( $\frac{1}{2}$ ") expansion joint shall be installed where a sidewalk intersects, joins, or abuts another sidewalk, a curb, or a structure. Expansion joints shall be provided at intervals not exceeding forty feet (40') of longitudinal dimension, and at grade breaks. Joint material shall be one inch (1") heart of redwood.

## VII. HIKE AND BIKE TRAIL

### A. General

All work for the installation of Hike and Bike Trail shall conform to the grades, details and instructions on the Standard Detail and shall conform to the standards below.

The Hike and Bike Trail shall be an open coarseway for pedestrians and non-motorized vehicles generally located in parkland, public easements or rights-of-way. The trail shall conform to the natural contours of the existing ground graded to provide gradual and uniform changes in elevation or as called for on the approved plans. The trail shall generally have a uniform cross-section, 10 feet wide, as shown on the Standard Detail and shall be constructed from reinforced concrete with a minimum thickness of 4 inches.

### B. Construction Methods and Materials

1. Excavation and Subgrade Preparation. The route of the trail shall be excavated to the subgrade elevations indicated by the plans or if elevations are not given, to 5 inches below natural ground to provide a gradual and uniform change in elevation. The subgrade shall be cut into undisturbed natural ground where possible. Excavated material shall be disposed of as directed by the City or in the absence of directions spread over the natural ground along the trail in a fashion which will not be detrimental to surface drainage of the surrounding area.

If rock is encountered which would require use of a jackhammer to remove, the City, or its representative, shall be consulted about raising the grade to clear the rock. In no case shall less than the minimum 4 inches of concrete be placed over the rock. In areas of muddy or unstable subgrade material, this shall be excavated and replaced with select granular fill. Select fill material shall have no rock or clods over 2 inches in diameter and shall be placed in lifts of not over 12 inches by ordinary compaction methods, such as; bladed into place and rolled with equipment wheel or tracks. In areas with 2 feet or more of fill, mechanical compaction shall be used.

As the work progresses, special care shall be taken to not use the previously constructed trail as a travelway for construction equipment. Equipment shall not cross or travel upon previously placed concrete.

The Contractor shall take special care after placing concrete to prevent the defacing of unhardened concrete by workers or anyone coming onto the job site. The Contractor shall keep worker(s) on-site until the concrete has sufficiently hardened to prevent defacing of the finished work.

2. Base and Bedding Placement. After completion of subgrade preparation the Contractor shall request an inspection by the Owner prior to placing sand bedding.

## PAVING STANDARDS FOR STREETS AND SIDEWALKS

The preparation for placement of concrete shall consist of laying a cushion bed, setting expansion joints and placing forms for grade control. The cushion bed shall be a minimum of two inches thick over the previously prepared subgrade and shall consist of gravel and sand, crushed rock or coarse sand. The cushion material shall be evenly spread, wetted thoroughly, tamped and leveled. The cushion material shall be moist at the time concrete is placed. If the subgrade is rock or gravel, a cushion bed need not be used. The Engineer will determine if the subgrade is rock or gravel.

3. Concrete Materials and Placement. Reinforcing for concrete trail shall be one layer of #3 deformed reinforcing bars set at 15 inches on center each way tied at all intersections and laps. Reinforcing shall terminate 2 inches from the edge of concrete and be uniformly supported by plastic chairs or concrete blocks. Laps shall be a minimum of 15 inches.

Expansion joint materials shall be 3/4 inch thick, sound, heartwood Redwood free from knots, checks and splits in single pieces. Expansion joints shall be at a minimum spacing of 30 feet and extend the full depth of the concrete. Dummy joints consisting of a groove 1/4 inch wide and 3/4 inch deep across the surface of the concrete to control cracking shall be located at a minimum of 5 foot intervals.

Six, 24 inch long dowels of #3 or #4 smooth bars shall be installed at each expansion joint. The dowel shall be tied on one side of the joint and greased on the other side.

Concrete shall be as setforth in Section 6 and have the following characteristics.

Minimum 28 day compressive strength 3000 psi

Type of mix 5 sacks cement/CY, 6.0 water cement ratio

Maximum coarse aggregate 1 inch

Slump 3 to 6 inches

No admixtures are to be used. Concrete shall be placed within 90 minutes of mixing. Concrete placement is allowed when the temperatures (in shade) is 35° F and rising but not if the temperature is 40° F and falling. Immediately after the concrete is placed it shall be tamped and then struck off with a straight edge. The surface shall then be "floated" and troweled to uniform smooth surface, then finished with a hair brush to a gritty texture. Curing is required using an approved curing agent or by wetting mats. The final surface shall generally have a 1/8 inch per foot cross-slope with no flat areas which would allow pooling of water. The direction of the cross-slope shall be in the direction of natural drainage flow. In locations that are designated on the plans to have surface drainage flowing across the trail, the elevations of the concrete shall be set to match the flow line elevation of the drainage.

The outer edges and joints shall be rounded with 1/4 inch radius tool. Care shall be taken to prevent loss of dummy joints and rounded edges when applying the brush finish.

4. Clean Up. The areas along each side of the trail shall be fine graded with local topsoil material to allow water to run off from the trail. After the trail is in place the Contractor shall call for a final inspection by the Owner. Prior to acceptance, all construction material and debris shall be removed by the Contractor and excavated material shall be wasted in an acceptable manner.

## CHAPTER 6 - CONCRETE AND REINFORCING STANDARDS

### I. DESCRIPTION

The materials and methods employed for the proportioning and mixing concrete used for paving and other concrete structures and the material used for reinforcing such concrete shall conform to the requirements of this Chapter. All concrete structures shall be constructed in accordance with the design requirements and details and in conformity with the special requirements herein set forth.

Concrete shall be of fine and course aggregate, so graded and proportioned, and thoroughly mixed with Portland Cement and water as will produce a homogenous mixture of such quality that concrete shall have a minimum compressive strength of 3,000 psi after 28 days.

The Engineer should be contacted for specific requirements with regard to this Chapter.

### II. MATERIALS

#### A. Cement

The cement shall be Type I of a standard brand of Portland cement conforming to ASTM Designation C-150-70. Only one brand of cement will be permitted in any structure. No flyash filler will be allowed to be used in the mix.

#### B. Mixing Water

The water used with the cement shall be clean and suitable for drinking or for ordinary household use.

#### C. Coarse Aggregate

The coarse aggregate shall consist of gravel, crushed stone, or combinations of these two. Coarse aggregate shall conform to ASTM C-33-67. Gravel shall consist of durable particles of crushed or uncrushed gravel of uniform quality throughout. It shall have wear of not more than 40 percent when tested according to TxDOT Test Method TEX-410-A.

Crushed stone shall consist of durable particles of stone of uniform quality and have the same wear as that required of gravel.

The coarse aggregate shall be free from excess salt, alkali, roots and other objectionable matter. The maximum size aggregate shall be governed by the type of structure in which the concrete is to be used and as shown in **Table 14**.

The grading requirements of the coarse aggregates shall conform to the following:

Table 9: Coarse Aggregate Gradation Chart (Percent Retained)

Grade No.	Maximum Size	2 1/2"	2"	1 1/2"	1"	3/4"	1/2"	3/8"	No. 4	No. 8
1	2 1/2"	0	0-20	15-50		40-60			95-100	
2	1 1/2"		0	0-5		30-65		70-90	95-100	
3	1"			0-5		10-40	40-75		95-100	
4	1"			0	0-5		40-45		70-100	95-100
5	3/4"				0	0-10		45-80	90-100	95-100

#### D. Fine Aggregate

Fine aggregate shall consist of natural sand and be free of broken material, foreign material, excess salt, alkali or vegetable matter. It shall contain not more than 0.5 percent by weight of

clay lumps. Fine aggregate shall conform to ASTM 33-67. The grading requirements of the fine aggregates shall conform to the following:

**Table 10: Fine Aggregate Gradation Chart**

Sieve	Percent Retained
3/8"	0%
No. 4	0-5%
No. 8	0-20%
No. 16	15-50%
No. 30	35-75%
No. 50	65-90%
No. 100	90-100%
No. 200	97-100%

The sand equivalent shall not be less than 80. For Classes A, C, E and F, the fineness modules shall be determined by adding the percentages by weight retained in sieves No. 4, 8, 16, 30, 50 and 100 and then dividing by 100.

**E. Admixtures**

Water reducing admixtures shall conform to Type A or Type D as set forth in ASTM Designation C-494. Air entraining admixtures shall conform to requirements of ASTM Designation C-260.

No cement will be used unless the manufacturer shall have certified that the admixture meets the requirements of either Designation ASTM C-260 or Designation ASTM C-494.

Calcium chloride will not be permitted as an admixture.

**III. MIX DESIGN**

The mix design must meet the requirements for concrete strength, durability and slump. Testing of all mix design specimens will be made in a laboratory.

Trial batches, when required, will be made and tested prior to placing the concrete on the job. When transit mix concrete is used, the batch size shall not be less than 50% of the rated capacity of a representative truck.

Mix design from previous or concurrent jobs may be used without trial batches if it can be shown that no substantial change in any of the proposed ingredients has been made and approval of the Engineer is given.

The coarse aggregate factor shall not be more than 0.82 except that when the voids in the coarse aggregate exceed 48% of the total dry loose volume, the coarse aggregate factor shall not exceed 0.85. The coarse aggregate factor shall not be less than 0.70 for Grades 1, 2 and 3 aggregate.

Water reducing or retarding agents may be used with all classes of concrete at the option of the Contractor. Water reducing or retarding agents are required for hot weather placement and continuous slab placement.

Entrained air will be required for Class A and Class C concrete. The concrete shall be designed to entrain 5% air when Grade 2 coarse aggregate is used and 6% air when Grade 3 coarse aggregate is used. Concrete, as placed in the structure, shall contain the amount as stated above with a tolerance of plus or minus 1/2 percent. Occasional variation beyond this tolerance will not be cause for rejection. When the quantity of entrained air is found to be above 7% with Grade 2 coarse aggregate or above 8% with Grade 3 coarse aggregate, additional test beams

## CONCRETE AND REINFORCING STANDARDS

or cylinders will be required. If these beams or cylinders pass the minimum flexural or compressive requirements, the concrete will not be rejected because of the variation in air control.

### IV. CONSISTENCY

Concrete shall be of such consistency as to insure the required workability and result in compact masses having dense, uniform surfaces. The quantities of the mix design shall not be varied unless authorized by the Engineer. In cases where the characteristics of the aggregates are such that, with the maximum allowable amount of water, the consistency requirements cannot be satisfied, additional aggregates, mineral filler or aggregate of a different character may produce the desired results. The Engineer may modify the mix design with additional cement in order to produce proper workability. The addition of water to the approved batch design to provide workability is not permitted.

In general, the consistency of concrete mixture shall be such that:

1. The aggregates will not segregate and mortar will cling to the coarse aggregate.
2. The concrete when dropped from the discharge chute will flatten out at the center of the pile, and the edges will not flow.
3. The concrete will not show free water.
4. The concrete will slide and not flow into place when discharged from metal chutes at an angle of 30 degrees with the horizontal.
5. The surface of the finished concrete will be free of laitance.

Any concrete mix failing to meet the above consistency requirements will be considered unsatisfactory although the concrete meets the required slump test. In cases where the characteristics of the aggregate furnished are such that with the maximum allowable amount of water, the specified slump and consistency requirements are not met, the Contractor may provide aggregates of an improved grading, or the Engineer will modify the mix design to meet the slump and consistency requirements by adding cement.

Slump requirements for designated structures are set out below:

**Table 11: Slump Requirements**

Type of Construction	Minimum Slump	Maximum Slump
Cased Drilled Shafts	3	6
Uncased Drilled Shafts	5	6
Thin Wall (9" or less)	4	5
Pre-stressed Members	4	5
Slabs	1	4
Caps	1	4
Columns	1	4
Piers	1	4
Walls (over 9")	3	4
Rip-rap, Miscellaneous	1	6
Underwater or Seal Concrete	5	6

### V. Classification

Concrete shall be classified as in the **Table 14** as follows. Construction Plans shall indicate the type of concrete to be used in each structure. If the Plans do not designate the classification to be used in a particular structure, then Class A concrete is required to be used.

**Table 12: Classes of Concrete**

Class	Sacks Cement per CY	Strength (28) day	Strength (7) day	Max W/C Ratio	Coarse Agg. Grade No.
A	5	3000	500	6.5	1,2,3,4*,5
B	4	2000	300	8.0	2,3,4*,5
C	6	3600	600	6.0	1**2,3,4,5
D	3	2500	425	7.5	2,3,4*
E	6	3000	500	7.0	2,3,4,5

\* Must have prior approval from Engineer before Grade 4 aggregate may be used.

\*\* Grade I may be used in foundations only, except in foundations poured in drilled shafts.

Class A and Class C concrete shall be air entrained.

## VI. TESTING OF CONCRETE

During the progress of the work, the Engineer or designated laboratory shall cast cylinders or test beams for testing of compressive or flexural strength.

For small placements, such as manholes, culverts, inlets or small rip-rap placements, the Engineer may waive the testing procedures. For placements of twenty-five cubic yards or more the testing will not be waived. A set of test cylinders will be made for each 20 cubic yards of a pour, at the discretion of the Engineer's representative.

If testing is required for removal of forms or falsework, the cylinders or beams shall be cured at the jobsite and in the same method as that concrete which the test represents.

Tests made for design strength concrete shall be cured in accordance with THD Bulletin C-II.

Job control shall be made on seven day compressive strengths which are compatible with the seven day tests made at the mix design. If these seven day tests do not meet the requirements, then a new batch design shall be made.

## VII. GENERAL PLACEMENT REQUIREMENTS

Unless otherwise provided, the following requirements shall govern for the time sequences in which construction operations may be carried on. Forms and falsework for superstructures shall not be erected on concrete footings until the concrete in the footing has cured at least two curing days. Concrete may be placed in the wall or column as soon as the forms and reinforcing steel placement are approved.

A joint formed by placing plastic concrete in direct contact with concrete that has attained its initial set shall be deemed a construction joint. When concrete in a structure or a portion of a structure is specified to be placed monolithic, the term monolithic shall be interpreted to mean that the manner and sequence of concrete placing shall be such that construction joints will not be created.

Construction joints will be of the type and at the locations shown on the plans. Additional joints will not be permitted without written authorization from the Engineer. Any additional construction joints shall have details equivalent to those shown on the plans for joints in similar locations.

The top surface of a concrete placement which terminates at a horizontal construction joint shall have the surface cement film removed and shall be roughened thoroughly as soon as practicable after the concrete has attained initial set.

## CONCRETE AND REINFORCING STANDARDS

Before joining plastic concrete to concrete that has already set, the surface of the concrete in place shall be free from all loose material, laitance, dirt or foreign matter, shall be washed and scrubbed clean with stiff brooms and drenched thoroughly with water until saturated, and shall be kept wet until the plastic concrete has been placed. Immediately prior to the placing of additional concrete, all forms shall be drawn tight against the concrete in place, and the surface of the concrete in place shall be flushed with a coating of grout mixed in the proportions of one part cement to two parts sand.

If shown on the plans, construction joints shall be provided with concrete keyways, reinforcing steel dowels, and/or metal flashing strips or plastic waterstop. The method of forming keys in keyed joints shall be such as to permit the easy removal of forms without chipping, breaking or damaging the concrete in any manner.

All falsework shall be designed and constructed so that no settlement or deformation will occur, so that the necessary rigidity will be provided.

For calculating the loads on falsework, a weight of 150 pounds per cubic foot shall be assumed for concrete, and a live load allowance of 50 pounds per square foot of horizontal surface of the form work shall be included.

All timber used in falsework centering shall be sound, in good condition, and free from defects which will impair its strength. All timber for wedges shall be hardwood.

Upon completion of the structure, all falsework shall be removed to the ground level. Falsework piling shall be pulled or cut off a minimum of 6 inches below ground level. Falsework in a stream shall be removed completely to a point specified by the Engineer to prevent any obstruction to the waterway.

### **VIII. FORMS**

#### **A. General Requirements**

Except where otherwise specified, forms may be constructed of either timber or metal as elected by the Contractor.

Forms for round columns exposed to view shall be of steel except that other materials will be allowed with written permission of the Engineer.

Forms shall be built and maintained mortar-tight and of material sufficient in strength to prevent bulging between supports and shall be set and maintained to the lines designated until the concrete is sufficiently hardened to permit form removal. During the elapsed time between the building of the forms and placing of concrete, the forms shall be maintained in a manner to eliminate warping and shrinkage.

Permission to place concrete will not be given until all of such work is complete to the satisfaction of the Engineer.

If, at any stage of the work, the forms show signs of bulging or sagging, that portion of the concrete causing such condition shall be removed immediately, if necessary, and the forms shall be reset and braced securely against further movement.

#### **B. Timber Forms**

Lumber for forms shall be seasoned properly and of good quality. It shall be free from loose or unsound knots, knot holes, twists, shakes, decay, and other imperfections which would affect its strength or impair the finished surface of the concrete.

Forms may be constructed of plywood not less than one-half inch thickness, with no form lining

## CONCRETE AND REINFORCING STANDARDS

required. The grain of the face plies on such plywood forms shall be laid parallel to the span between the supporting studs or joists.

Plywood used for forms for surfaces which remain exposed shall be equal to that specified as "Exterior Type," of the grade, "Concrete-Form Exterior," of the U.S. Department of Commerce, National Bureau of Standards, Commercial Standard, latest edition.

Forms or form lumber to be re-used shall be maintained clean and in good condition as to accuracy, shape, strength, rigidity, tightness, and smoothness of surface. Forms shall be reworked between each use. Any lumber which is split, warped, bulged, marred, or has defects that will produce work inferior to that resulting from using new material shall not be used.

Forms shall be braced rigidly to prevent movement while placing the concrete. Forms on surfaces not to be finished but exposed to view, shall be placed so that the form panels are symmetrical, i.e. long dimensions set in the same direction. Horizontal joints shall be level and continuous.

Molding specified for chamfer strips or other uses shall be made of redwood, cypress, or pine materials, of such grade that will not split when nailed, and which can be maintained to a true line without warping. The molding shall be mill cut and dressed on all faces. Unless otherwise provided, forms shall be filleted at all sharp corners and edges with triangular chamfer strips. The strips shall be 3/4 inch measured on the sides.

All forms shall be so constructed as to permit removal without damage to the concrete.

Metal form ties of an approved type or a satisfactory substitute shall be used to hold forms in place. Such ties shall be of a type as to permit ease of removal of the metal as hereinafter specified.

All metal appliances used inside of forms to hold them in correct alignment shall be removed to a depth of at least one-half inch from the surface of the concrete and shall be so constructed that the metal may be removed without undue injury to the surface by shipping or spalding. Such devices, when removed, shall leave a smooth opening in the concrete surface. Burning off of rods, bolts, or ties will not be permitted.

Whenever practicable, forms shall be erected complete before the reinforcement is placed. For concrete structures which are to contain water, ties shall be removed to 1 1/2" of the surface and the hole grouted to leave a smooth surface.

For narrow walls and other locations where access to the bottom of the forms is not readily attainable otherwise, adequate cleanout openings shall be provided.

At the time of placing concrete, the forms shall be clean and free entirely from all chips, dirt, sawdust, and other extraneous matter.

The facing of all forms shall be treated with oil before concrete is placed. In hot weather, both sides of face forms may be required to be treated with oil to prevent warping and to secure tight joints. The oils used for this purpose shall be light clear oil which will not discolor or otherwise injuriously affect the concrete surface.

All forms shall be wetted thoroughly before the concrete is placed therein.

### **C. Metal Forms**

The foregoing Specifications for timber forms as regards mortar-tightness, filleted corners, alignment, removal, reuse, oiling, and wetting shall apply equally to metal forms.

The metal used for forms shall be of such thickness that the forms will remain true to shape. Forms may be made in sections of such length as will facilitate the placing of concrete and the

removal of forms. The fit of joints of sections shall not produce offsets. All bolt and rivet heads on the facing sides shall be countersunk. Clamps, pins or other connecting devices shall be designated to hold the forms rigidly together and to allow removal without injury to the concrete. Metal forms which do not present a smooth surface or line up properly shall not be used. Metal shall be kept free from rust, grease, or other foreign material that will tend to discolor the concrete.

**IX. REINFORCING STEEL**

**A. Materials**

Except where otherwise designated on the Plans, all bar reinforcement shall be deformed, and shall conform to ASTM Designation: A615, Grade 60 and shall be open hearth, basic oxygen or electric furnace new billet steel.

The reinforcement shall be bent cold and be true to the shapes indicated on the Plans. Bending shall preferably be done in the shop. Irregularities in bending shall be cause for rejection.

**B. Storing**

Steel reinforcement shall be stored above the surface of the ground upon platforms, skids or other supports and shall be protected as far as practicable from surface deterioration caused by exposure to conditions producing rust. When placed in the work, reinforcement shall be free from dirt, paint, grease, oil or other foreign materials. Rust, surface seams, surface irregularities or mill scale will not be cause for rejection, provided the minimum dimensions, cross-sectional area and tensile properties of a hand wire brushed specimen meet the physical requirements for the size and grade of steel specified.

**C. Splices**

No splicing of bars, except when provided on the Plans, or specified herein, will be permitted. Splices not provided for on the Plans will be permitted, size No. 8 and smaller, subject to the following:

1. Splices will not be permitted in bars less than 20 feet in plan length. Splices which are not shown on the Plans, but permitted hereby, shall be made in accordance with the following TABLE. The specified concrete cover shall be maintained at such splices and the bars placed in contact and securely tied together.
2. Splices will not be permitted in main reinforcement at points of maximum stress. When permitted in main bars, splices in adjacent bars will be staggered a minimum of two splice lengths.

**Table 13: Bar Splicing**

Horizontal Bars w/ 12" of Concrete or less below	20 Bar Diameters*
Horizontal Bars w/ more than 12" of concrete below bar	35 Bar Diameters*
Vertical Bars	30 Bar Diameters*

\*12 inch minimum

Welding of reinforcing bars will not be permitted.

**D. Placing**

Reinforcement shall be placed as near as possible in the position shown on the Plans. Unless otherwise shown on the Plans, dimensions shown for reinforcement are to the centers of the bars. In the plane of the steel parallel to the nearest surface of concrete, bars shall not vary from plan placement by more than 1/12 of the spacing between bars. In the plane of the steel

## CONCRETE AND REINFORCING STANDARDS

perpendicular to the nearest surface of concrete, bars shall not vary from plan placement by more than 1/4 inch. Cover of concrete to the nearest surface of steel shall never be less than one inch.

Vertical stirrups shall always pass around the main tension members and be attached securely thereto. The reinforcing steel shall be spaced its required distance from the form surface by means of approved galvanized metal spacers with plastic coated tips or plastic spacers if sufficient numbers are used to maintain the required clearance.

All reinforcing steel shall be tied at all intersections, except that where spacing is less than one foot in each direction, alternate intersections only need to be tied.

Mats of wire fabric shall overlap each other sufficiently to maintain a uniform strength and shall be fastened securely at the ends and edges.

No concrete shall be deposited until the Engineer has inspected the placement of the reinforcing steel and given permission to proceed.

### **X. CONCRETE PLACEMENT**

The Engineer shall be given sufficient advance notice before starting to place concrete to permit the inspection of forms and the reinforcing steel placement. No concrete shall be placed prior to the completion of the formwork and the placement of the reinforcement.

Concrete mixing, placing, and finishing shall be done in daylight hours. Placement shall not commence when it is evident that the work cannot be completed before dark, unless adequate provisions are made to light the entire site of all operations.

Concrete placement will not be permitted when impending weather conditions may result in rainfall or low temperature which will impair the quality of the finished work. In case rainfall should occur after placing operations are started, the Contractor shall provide ample covering to protect the work.

The sequence of placing concrete shall be as provided on the Plans or in the Specifications. The operation of depositing and compacting the concrete shall be conducted to produce a compact, dense, impervious mass of uniform texture which shall show smooth faces on all surfaces.

All forms shall be wetted thoroughly before the concrete is placed therein. The method and manner of placing shall be such as to avoid segregation or separation of the aggregate or the displacement of the reinforcement. Concrete shall not have a free fall of more than 3 feet except in the case of thin walls. The splattering of forms or reinforcement bars shall be prevented if the concrete so splattered will dry or harden before being incorporated in the mass.

Each part of the forms shall be filled by depositing concrete directly as near its final position as possible. The coarse aggregate shall be worked back from the face and the concrete forced under and around the reinforcement bars without displacing them. Depositing large quantities at one point in the forms and running or working it along the forms will not be allowed.

After the concrete has taken initial set, the forms shall not be jarred or any strain placed on projecting reinforcement. Concrete shall be placed in continuous horizontal layers approximately 12 inches in thickness. Not more than one hour shall elapse between the placing of successive layers of concrete in any portion of the structure included in a continuous placement. Unauthorized construction joints shall be avoided.

Laitance or foreign matter of any kind shall not be permitted to accumulate inside the forms.

## CONCRETE AND REINFORCING STANDARDS

All concrete shall be well compacted and the mortar flushed to the surface of the forms by continuous working with mechanical vibrators of an approved type. Vibrators of the type which operate by attachment to forms or reinforcement will not be permitted except that external vibration will be allowed when the forms are of steel.

At least one standby vibrator shall be provided for emergency use in addition to the ones required for placement. The vibrators shall be applied to the concrete immediately after deposit and shall be moved throughout the mass, into the corners and angles of the forms until it has been reduced to a plastic mass. The mechanical vibrator shall not be operated so that it will penetrate or disturb previously placed layers which have become partially set or hardened. The vibration shall be of sufficient duration to accomplish thorough compaction and complete embedment of reinforcement and fixtures but shall not be done to an extent that will cause segregation.

Anchor bolts shall be set to exact locations in concrete when it is placed.

### A. Placement Conditions

The concrete shall be mixed in quantities required for immediate use and concrete not in place within the following time limits shall not be used. Retempering of the mix will not be permitted.

**Table 14: Concrete Maximum Mixer Time Based on Temperature**

Air Temperature or Concrete Temperature (Highest Value – Degrees F)	Maximum Time in Mixer (Minutes)
40 to 70	90
75 to 89	60
90 or above	45

In threatening weather, which may result in conditions that will affect the quality of the concrete, the Engineer may order the postponement of the work. Where work has been started and changes in weather conditions require protective measures, the Contractor shall furnish adequate shelter to protect the concrete against damage from rainfall or freezing temperatures.

Concreting will not be permitted when the temperature is 40 degrees and falling.

All concrete which has not attained an age of 24 hours before the atmospheric temperature falls below 40°F shall be covered with framework and satisfactory covering material, so that the air surrounding the concrete and forms may be heated and maintained at a temperature of not less than 50°F, nor more than 90°F for a total of 5 days.

Concrete shall be placed in the forms without the addition of more water to the concrete than required by the design (slump and consistency), and adequately finished without adding excess water on the surface. Control of the initial set of the concrete and lengthening the time for finishing operations under adverse wind, humidity, and hot weather conditions may be accomplished with the use of an approved cement dispersing agent.

The maximum time interval between the addition of mixing water and/or cement to the batch, and the placing of concrete in the forms shall not exceed that set forth in this Chapter.

Where the top slab and walls are placed monolithically in culverts or similar structures more than 4 feet in clear height, an interval of not less than one nor more than 2 hours shall elapse before placing the top slab to allow for shrinkage in the wall concrete. The base slab shall be finished accurately at the proper time to provide a smooth, uniform surface.

## **XI. CONCRETE CURING**

The Engineer shall be fully informed of the methods and procedures proposed for curing. The proper equipment and material in adequate amounts, and the proposed method, equipment and material approved by the Engineer prior to placing the concrete.

Inadequate curing, procedures, methods or application thereof shall be cause for the Engineer to stop all construction on the project until remedial action is taken.

When the air temperature is expected to drop below 35°F, the water curing mats shall be covered with polyethylene sheeting, burlap, polyethylene blankets, or other protection to prevent any possibility of freezing.

A curing day is defined as a calendar day when the temperature, taken in the shade away from artificial heat is above 50°F for at least 19 hours. The curing period shall begin when all concrete has attained its initial set.

The following methods are permitted or required for each concrete placement:

- a. Form Curing - When forms are left in contact with concrete, other curing methods will not be required, except for cold weather protection.
- b. Wet Mat Curing - The cotton mats shall be weighted down adequately to provide continuous contact with the concrete surface. The surfaces of the concrete shall be kept wet for the required curing time. Surfaces which cannot be cured by contact shall be enclosed with mats, and anchored positively so that air cannot enter the enclosure.
- c. A method consisting of overlapping sprays or sprinklers so as to keep all unformed surfaces continuously wet but without adversely affecting the surface may be used with the authorization of the Engineer.
- d. Membrane Curing - Membrane curing shall be applied immediately after the free moisture has left the concrete. Formed surfaces which have been given a first rub shall be dampened and shall be moist at the time of application of the membrane.

When membrane film has been damaged, the Contractor shall repair the damaged portion by immediately applying new film.

## **XII. REMOVAL OF FORMS AND FINISHING SURFACES**

Except as hereinafter provided, forms for surfaces which are required to be surface finished shall, for normal concrete, be removed when the concrete has aged not less than 4 nor more than 7 days.

Forms under slabs, caps or beams shall be left in place 7 days plus one day for each 10 feet of span.

Any defective work discovered after the forms have been removed shall be repaired immediately. In repairing honeycombed areas, all loose material shall be removed before the repair work is started. Thorite or equal patching mortar shall be used in the patching of defective areas in accordance with the manufacturer's instructions. After stripping forms, cut all tie-wires to a depth of 3/4 inch. Dampen these and all honeycombed areas with clean water and patch flush with Thorite or Tamm's equal product. After patching, finish exposed concrete from 6 inches below grade with one coat of Thoroseal cement based coating mixed with one part of Acryl 60 and three parts of water at two pounds per square yard.

Apply second brush coat at same rate after first coat has set. When finish coat has set, float it to a uniform texture with a sponge float. Do not apply in temperatures below 40 degrees F or

when temperature is expected to fall below 40 degrees F within 24 hours.

### **XIII. TESTING OF HYDRAULIC CONCRETE STRUCTURES**

Concrete structures which are intended to contain liquid shall be tested for water tightness.

Exfiltration testing shall be conducted for large concrete structures. To conduct the test, clean water shall be introduced to the interior of the structure to a level at least one foot above the hydraulic joint to be tested, however, at the discretion of the Engineer, the structure may need to be filled to the operating level. The level of the water shall be measured using a staff gauge, plumb bob, or similar device, by the Engineer or his representative.

After the 24 hour test period the water level shall be remeasured. A calculation of volume change shall be made. The allowable leakage is NONE. If the test does not meet the criteria, repairs shall be made and the structure re-tested.

### **XIV. MISCELLANEOUS**

#### **A. Expansion Joint Material**

Preformed fiber expansion joint material shall be of the dimensions shown on the Plans. "Preformed Bituminous Fiber Material" shall be formed from cane or other suitable fibers of a cellular nature securely bound together and uniformly impregnated with a suitable asphaltic binder and shall meet the requirements of the Standard Specifications for Preformed Expansion Joint Filler for Concrete Paving and Structural Construction, ASTM Designation: DI75I-65.

#### **B. Waterstop**

Waterstops shall be a self sealing extruding plastic strip approximately one square inch in cross-section which does not require the addition of any compound or plasticizer to function. It shall have protective strips which are easily removed for installation. Waterstop shall be Synko-flex or equal. (Snyko-flex Products Co. in Houston).

#### **C. Grout**

Where non-shrink grout is indicated on the Plans for plugging holes in concrete and filling concrete pipe sleeves and blockouts, the Contractor shall provide high strength, non-shrink, non-metallic, grout with compressive strength not less than 5000 psi at 3 days and 8000 psi at 28 days.

Where grouting is required for anchor bolts, imbedded items, equipment and machinery bases, the Contractor shall provide high strength, high impact resistant, non-shrink, epoxy grout with compressive strength not less than 12,000 psi and tensile strength not less than 2000 psi.

## APPENDIX 1

Air Test Data Sheet

Mandrel Test Report

Waterline Pressure Test Results

Standard Grease Trap/Sand Trap and Plumbing Interceptor

DR-01: Storm Sewer Line Bedding Detail (Existing Paved Surface)

DR-02: Storm Sewer Line Bedding Detail (Non-Paved Surface)

DR-05: Bolted Storm Sewer Manhole Cover and Frame Detail

DR-06: Non-bolted Storm Sewer Manhole Cover and Frame Detail

DR-07: Storm Sewer Inlet Cover and Frame Detail

EC-01: Stabilized Construction Entrance Detail

EC-02: Silt Fence Detail

EC-03: Curb Inlet Protection Detail

EC-04: Area Inlet Protection Detail

EC-05: Tree Protection Notes

EC-06: Tree Protection Tree Wells

EC-07: Tree Protection Fence Locations

EC-08: Tree Protection Fence-Chain Link

ST-01: Sidewalk Detail

ST-02: Concrete Driveway Detail (Residential)

ST-03: Concrete Driveway Detail (Commercial or Multi-Family)

ST-04: Laydown and Ribbon Curb Detail (with Curb Expansion Joint Dowel Detail)

ST-05: Spill and Catch Curb Detail (with Curb Expansion Joint Dowel Detail)

ST-06: Concrete Valley Gutter Detail

ST-07: Sidewalk Pedestrian Ramp Detail (Type 1)

ST-08: Sidewalk Pedestrian Ramp Detail (Type 2)

ST-10A: Local Street Section – *Reserved for future use*

ST-11A: Collector Street Section – *Reserved for future use*

ST-12: Un-divided Arterial Street Section – *Reserved for future use*

ST-12A: Divided Arterial Street Section – *Reserved for future use*

ST-13: Fire Lane Marking Detail

ST-14: Concrete Driveway Detail (Ribbon Curb or Rural Section)

WT-01: Water Service Casing Detail

WT-02: Single 5/8" or 1" Water Meter Detail

WT-03: Single 1 1/2" or 2" Water Meter Detail

WT-04: Dual 5/8", 3/4" or 1" Water Meters Detail

WT-05: Fire Hydrant Assembly Detail

WT-06: Valve Box Assembly Detail

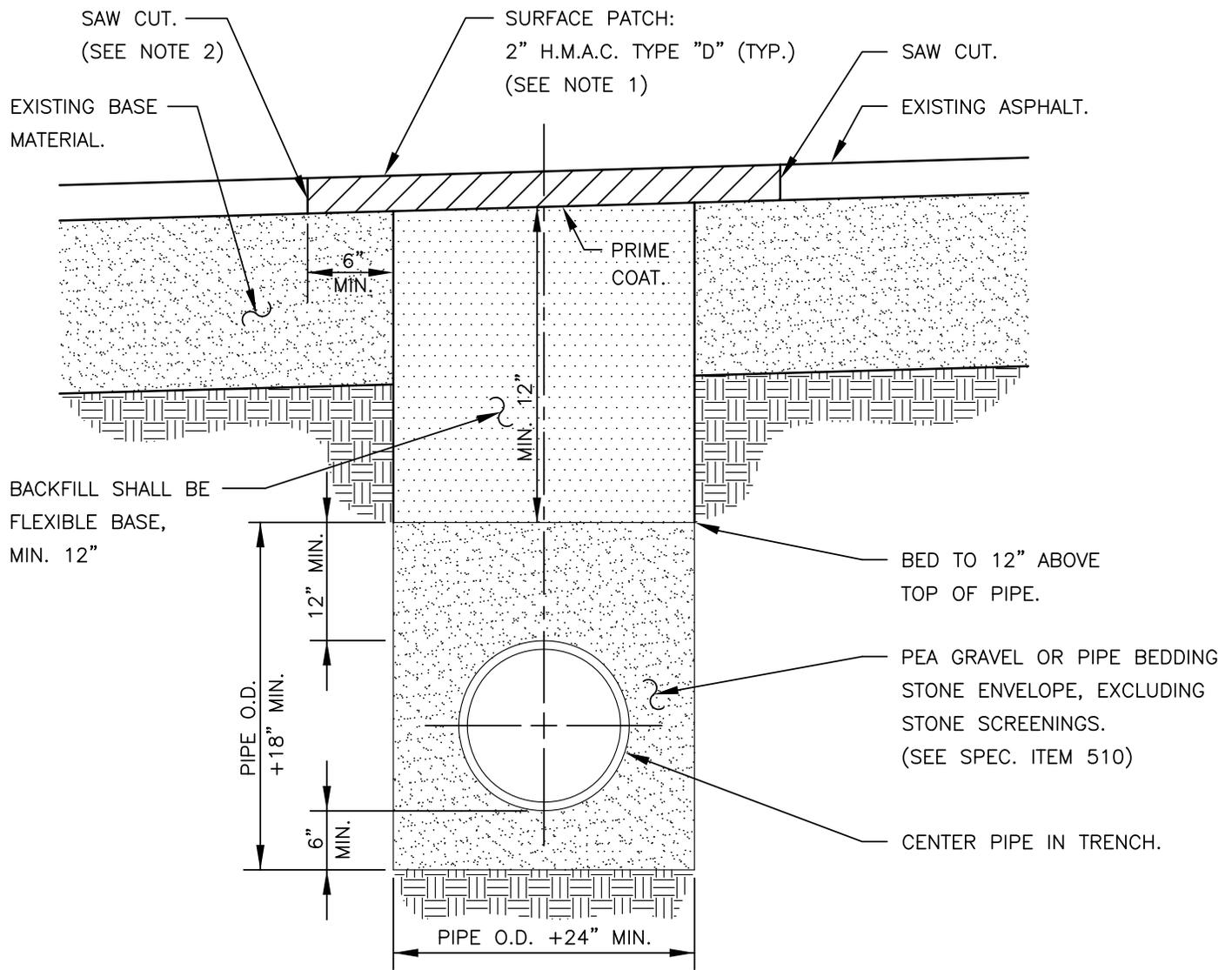
WT-06A: Valve Box Casting Lid

WT-06B: Valve Box Casting Paving Ring

WT-06B: Valve Box Casting Paving Ring

## CONCRETE AND REINFORCING STANDARDS

- WT-07: Waterline Bedding and Pavement Repair Detail (Existing Paved Surface)
- WT-08: Waterline Bedding and Surface Repair Detail (Non-paved & Proposed Paved Surfaces)
- WT-09: Waterline and Storm Sewer Line Crossing Detail (Type 1)
- WT-10: Waterline and Storm Sewer Line Crossing Detail (Type 2)
- WT-11: Vertical Valve Installation Detail
- WT-12: Horizontal Valve Installation Detail
- WT-13: Compound Water Meter Vault Detail
- WT-14: 1" thru 2" Air Release Valve Installation Detail (Developed Areas)
- WT-15: 1" thru 2" Air Release Valve Installation Details (Undeveloped Areas)
- WT-16: Pipe Encasement Detail
- WW-01: Precast Concrete Wastewater Manhole Detail
- WW-02: Precast Concrete Wastewater Manhole with Drop Connection Detail
- WW-03: Precast Concrete Wastewater Manhole with Drop Service Detail
- WW-05: Manhole Vent for Below Ground Installation Detail (Developed Areas)
- WW-06: Manhole Vent for Above Ground Installation Detail (Undeveloped Areas)
- WW-07: Bolted Wastewater Manhole Cover and Frame Detail
- WW-08: Non-bolted Wastewater Manhole Cover and Frame Detail
- WW-09: Precast 48" Concentric Concrete Cone Section Detail
- WW-10: Flexible "Seal Boot" Resilient Connector Detail
- WW-11: Wastewater Flow Patterns for Invert Channels Detail
- WW-12: Wastewater Service Detail
- WW-13: Wastewater Clean-out Detail (Paved Surface)
- WW-14: Wastewater Clean-out Detail (Non-paved Surface)
- WW-15: Wastewater Manhole Abandonment Detail
- WW-16: Wastewater Lateral Connection to Existing Wastewater Main Detail
- WW-17: Wastewater Line Bedding and Pavement Repair Detail
- WW-18: Wastewater Line Bedding and Surface Repair Detail (Non-paved & Proposed Paved Surfaces)
- SS-1: Street Sign Detail Drawing
- SS-2: Street Sign Logo Detail Drawing



**NOTES:**

1. H.M.A.C. SHOWN IN THIS DETAIL IS SEPARATE FROM ANY ADDITIONAL THICKNESS CREATED BY ANY OVERLAY ITEM IN CONTRACT.
2. THE CONTRACTOR SHALL SAW CUT, REMOVE AND REPLACE EXISTING PAVEMENT A MINIMUM OF 6" BEYOND EITHER THE EDGE OF THE STORM SEWER TRENCH OR THE POINT WHERE EXISTING PAVEMENT IS DAMAGED DUE TO TRENCHING OPERATIONS, WHICHEVER IS GREATER.
3. INSTALLATION OF BACKFILL, SAW CUTTING AND REMOVAL OF EXISTING PAVEMENT AND SURFACE PATCH, SHALL NOT BE PAID FOR SEPARATELY. COSTS FOR THESE ITEMS SHALL BE INCLUDED IN UNIT PRICE BIDS FOR STORM SEWER PIPE.
4. THE CONTRACTOR SHALL PROVIDE STEEL PLATES TO SPAN THE TRENCH AS NECESSARY OR TO ALLOW BACKFILL TO CURE. SUCH PLATES SHALL BE SUITABLE FOR VEHICLE PASSAGE OVER THE TRENCH AND SHALL BE SATISFACTORILY ANCHORED IN PLACE. COSTS FOR THIS ITEM SHALL BE INCLUDED IN UNIT PRICE BIDS FOR STORM SEWER PIPE.
5. ALL TRENCHING AND TRENCH SAFETY SHALL COMPLY WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS.

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**MAY 24, 2011  
DATE**

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

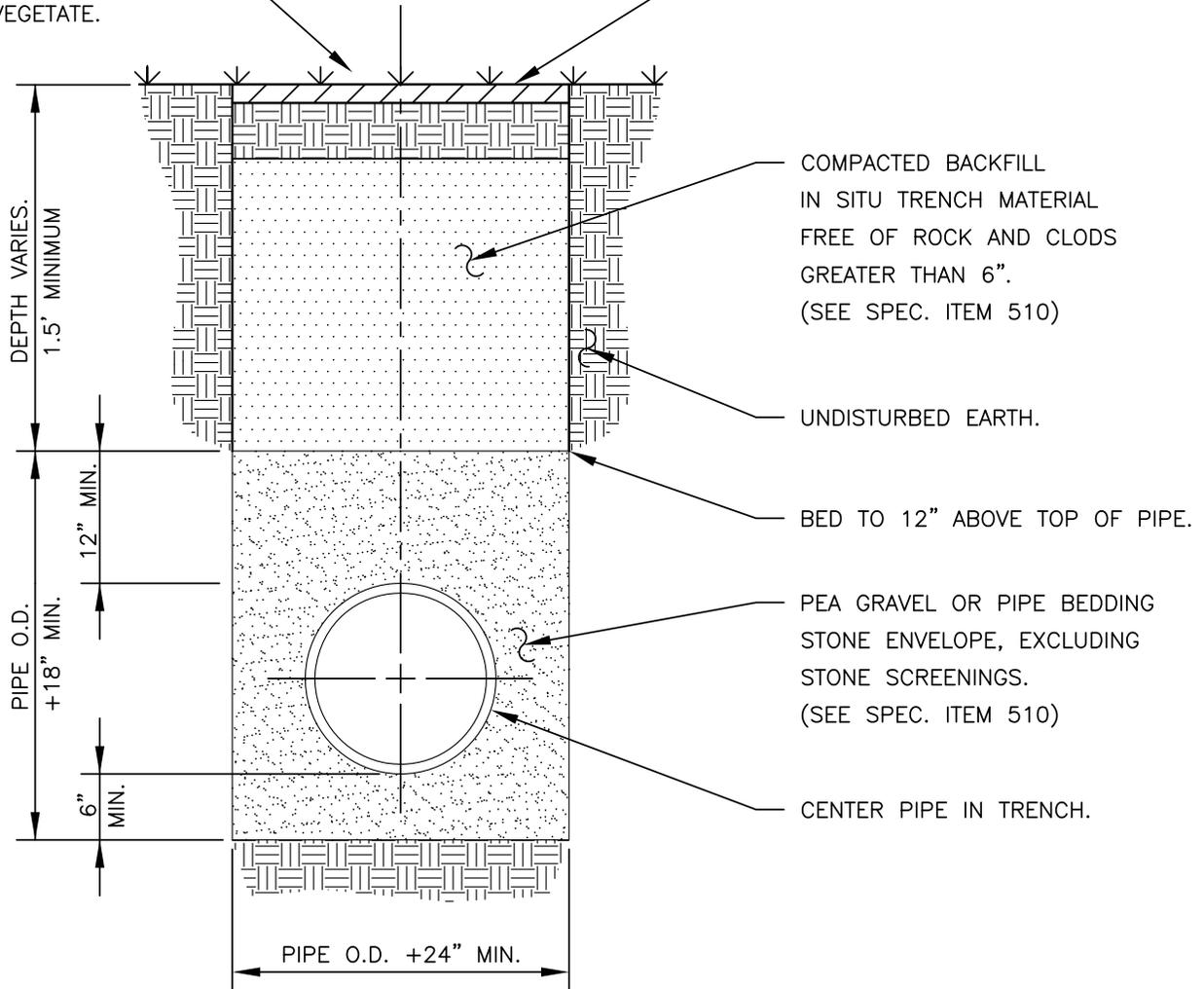
**STORM SEWER LINE  
BEDDING DETAIL  
(EXISTING PAVED SURFACE)**

DRAWING NO:  
DR-01



IN AREAS NOT TO BE  
PAVED, PROVIDE 4" TOPSOIL  
AND REVEGETATE.

FINISHED GROUND OR SUBGRADE.



COMPACTED BACKFILL  
IN SITU TRENCH MATERIAL  
FREE OF ROCK AND CLODS  
GREATER THAN 6".  
(SEE SPEC. ITEM 510)

UNDISTURBED EARTH.

BED TO 12" ABOVE TOP OF PIPE.

PEA GRAVEL OR PIPE BEDDING  
STONE ENVELOPE, EXCLUDING  
STONE SCREENINGS.  
(SEE SPEC. ITEM 510)

CENTER PIPE IN TRENCH.

**NOTE:**

ALL TRENCHING AND TRENCH SAFETY SHALL COMPLY WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS.

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MAY 24, 2011  
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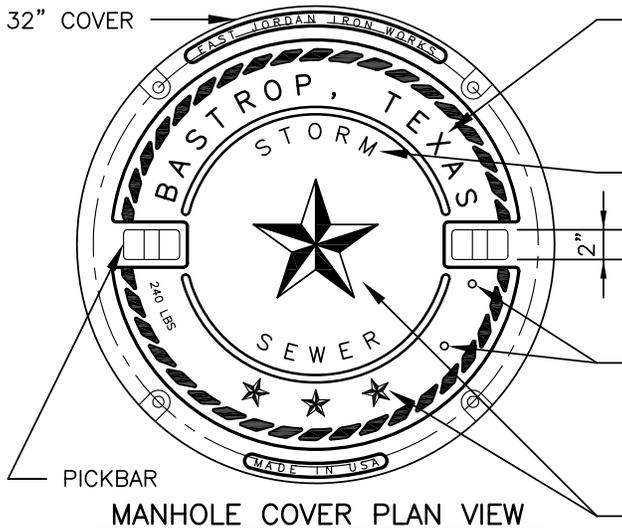
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

# CITY OF BASTROP

## STORM SEWER LINE BEDDING DETAIL (NON-PAVED SURFACE)

DRAWING NO:  
DR-02





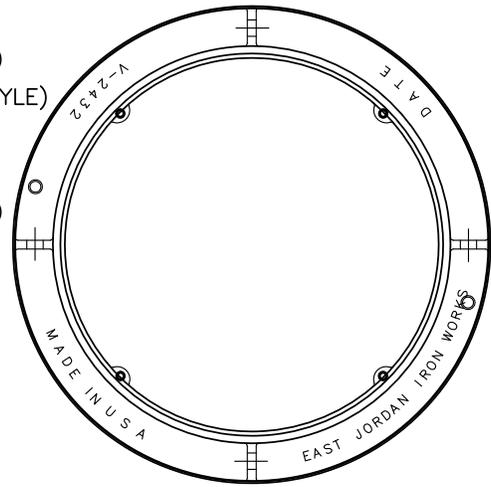
**MANHOLE COVER PLAN VIEW**

1 1/2" LETTERS  
(RECESSED FLUSH)  
(BOOKMAN OLD STYLE)

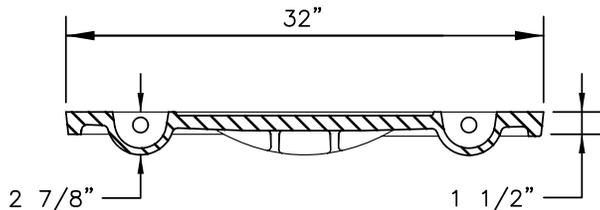
1" LETTERS  
(RECESSED FLUSH)  
(BOOKMAN OLD STYLE)

DRILL HOLES FOR  
NUMBER PLATE  
(SEE NOTE #13)

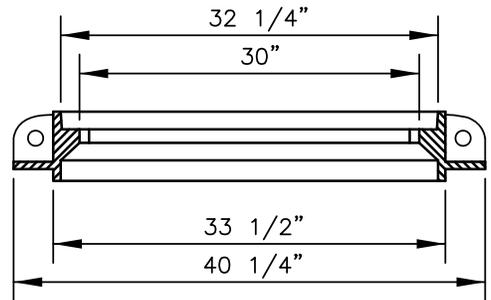
PROVIDE ETCHING  
AROUND ALL STARS



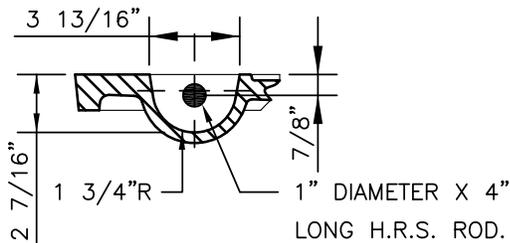
**MANHOLE FRAME PLAN VIEW**



**MANHOLE COVER SECTION VIEW**

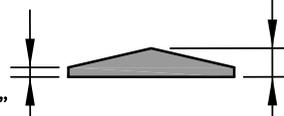


**MANHOLE FRAME SECTION VIEW**



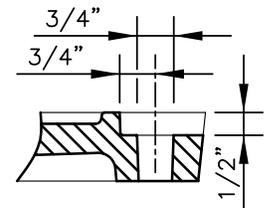
**PICKBAR DETAIL**

MIN. 3/32"  
MAX. 1/8"



**STAR SECTION VIEW**

MIN. 1/4"  
MAX. 3/8"



**BOLT HOLE SECTION**

**NOTES:**

- COVER AND FRAME SHALL COMPLY WITH STANDARD SPECIFICATIONS FOR DRAINAGE, SEWER, UTILITY AND RELATED CASTINGS: AASHTO DESIGNATION M306-04.
- MANHOLE COVER SHALL BE MODEL NUMBER: V-2432-3, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
- MANHOLE FRAME SHALL BE MODEL NUMBER: V-2432, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
- MANHOLE COVER AND FRAME ASSEMBLY, IF ORDERED AS A SET, SHALL BE MODEL NUMBER: V-2432, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
- ALL CORNERS AND EDGES SHALL HAVE A 1/16" MINIMUM AND 1/8" MAXIMUM RADIUS.
- MANHOLE COVERS SHALL BE CAST WITH TWO 1" DIAMETER STEEL PICKBARS.
- MANHOLE COVER WEIGHT SHALL BE 240 LBS. FOR CAST IRON. WEIGHT SHALL BE CAST ON BOTH TOP AND BOTTOM OF COVER.
- MANUFACTURER SHALL CERTIFY THAT EACH MANHOLE COVER MEETS HS-20 LOADING.
- FILLETS SHALL BE 1/4" RADIUS UNLESS OTHERWISE SPECIFIED.
- MANUFACTURER SHALL REMOVE EXCESS IRON AND MACHINE FINISH SEATING SURFACES TO NOTED DIMENSIONS.
- COVER SHALL BE DIPPED IN A WATER-BASED ASPHALTIC COATING, PRIOR TO SHIPMENT FROM FOUNDRY.
- BOLTS SHALL BE 5/8"-11NC X 2" LONG HEX STAINLESS STEEL WITH WASHER.
- MANUFACTURER SHALL DRILL 2-3/16"x1/2" DEEP HOLES FOR A MANHOLE NUMBER PLATE TO BE PROVIDED BY THE CITY OF BASTROP. THE TOP HOLE SHALL BE DRILLED 1" O.C. FROM THE BOTTOM OF THE PICKBAR AND THE BOTTOM HOLE SHALL BE DRILLED 4" O.C. FROM THE TOP HOLE.

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**MAY 24, 2011  
DATE**

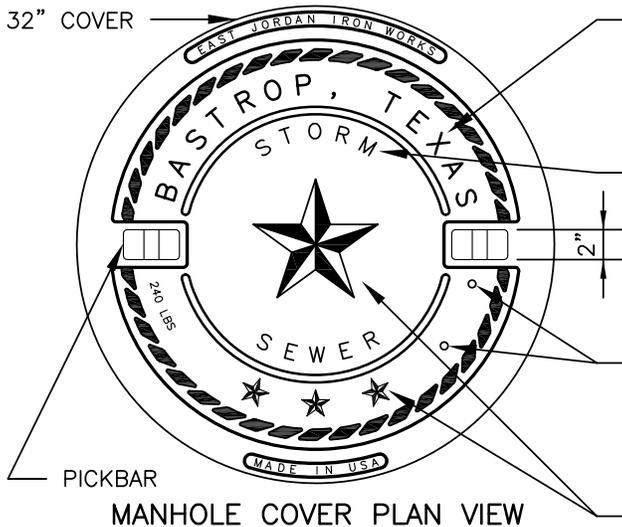
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**BOLTED STORMSEWER MANHOLE  
COVER AND FRAME DETAIL**

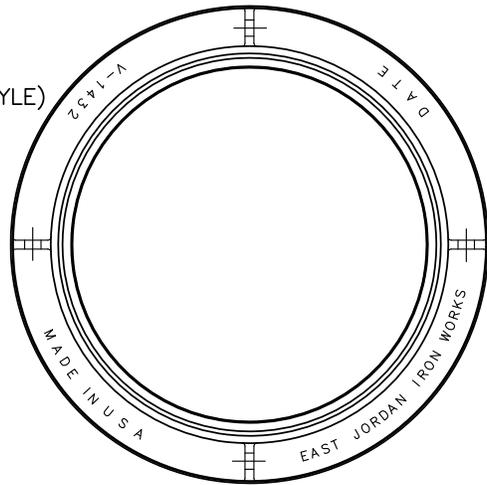
**DRAWING NO:  
DR-05**



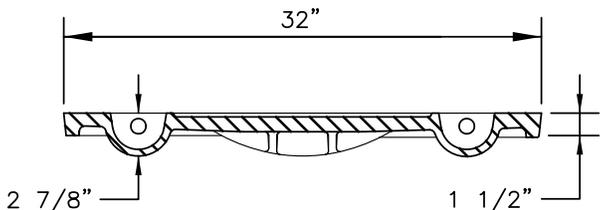


**MANHOLE COVER PLAN VIEW**

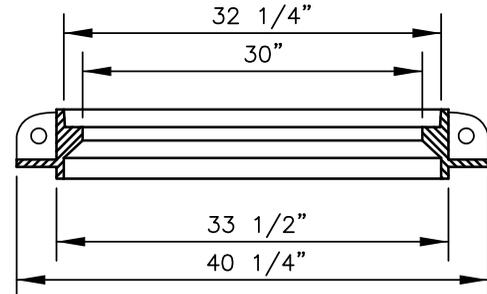
- 1 1/2" LETTERS  
(RECESSED FLUSH)  
(BOOKMAN OLD STYLE)
- 1" LETTERS  
(RECESSED FLUSH)  
(BOOKMAN OLD STYLE)
- DRILL HOLES FOR  
NUMBER PLATE  
(SEE NOTE #12)
- PROVIDE ETCHING  
AROUND ALL STARS



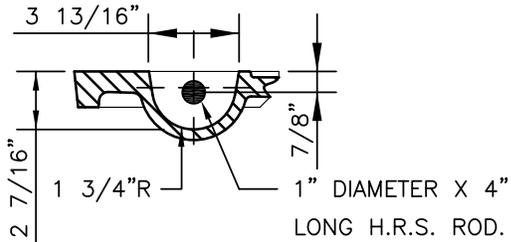
**MANHOLE FRAME PLAN VIEW**



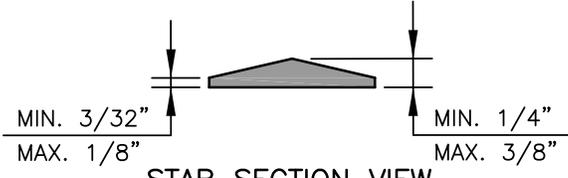
**MANHOLE COVER SECTION VIEW**



**MANHOLE FRAME SECTION VIEW**



**PICKBAR DETAIL**



**STAR SECTION VIEW**

**NOTES:**

1. COVER AND FRAME SHALL COMPLY WITH STANDARD SPECIFICATIONS FOR DRAINAGE, SEWER, UTILITY AND RELATED CASTINGS: AASHTO DESIGNATION M306-04.
2. MANHOLE COVER SHALL BE MODEL NUMBER: V-1432-3, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
3. MANHOLE FRAME SHALL BE MODEL NUMBER: V-1432, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
4. MANHOLE COVER AND FRAME ASSEMBLY, IF ORDERED AS A SET, SHALL BE MODEL NUMBER: V-1432, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
5. ALL CORNERS AND EDGES SHALL HAVE A 1/16" MINIMUM AND 1/8" MAXIMUM RADIUS.
6. MANHOLE COVERS SHALL BE CAST WITH TWO 1" DIAMETER STEEL PICKBARS.
7. MANHOLE COVER WEIGHT SHALL BE 240 LBS. FOR DUCTILE IRON. WEIGHT SHALL BE CAST ON BOTH TOP AND BOTTOM OF COVER.
8. MANUFACTURER SHALL CERTIFY THAT EACH MANHOLE COVER MEETS HS-20 LOADING.
9. FILLETS SHALL BE 1/4" RADIUS UNLESS OTHERWISE SPECIFIED.
10. MANUFACTURER SHALL REMOVE EXCESS IRON AND MACHINE FINISH SEATING SURFACES TO NOTED DIMENSIONS.
11. COVER SHALL BE DIPPED IN A WATER-BASED ASPHALTIC COATING, PRIOR TO SHIPMENT FROM FOUNDRY.
12. MANUFACTURER SHALL DRILL 2-3/16"x1/2" DEEP HOLES FOR A MANHOLE NUMBER PLATE TO BE PROVIDED BY THE CITY OF BASTROP. THE TOP HOLE SHALL BE DRILLED 1" O.C. FROM THE BOTTOM OF THE PICKBAR AND THE BOTTOM HOLE SHALL BE DRILLED 4" O.C. FROM THE TOP HOLE.

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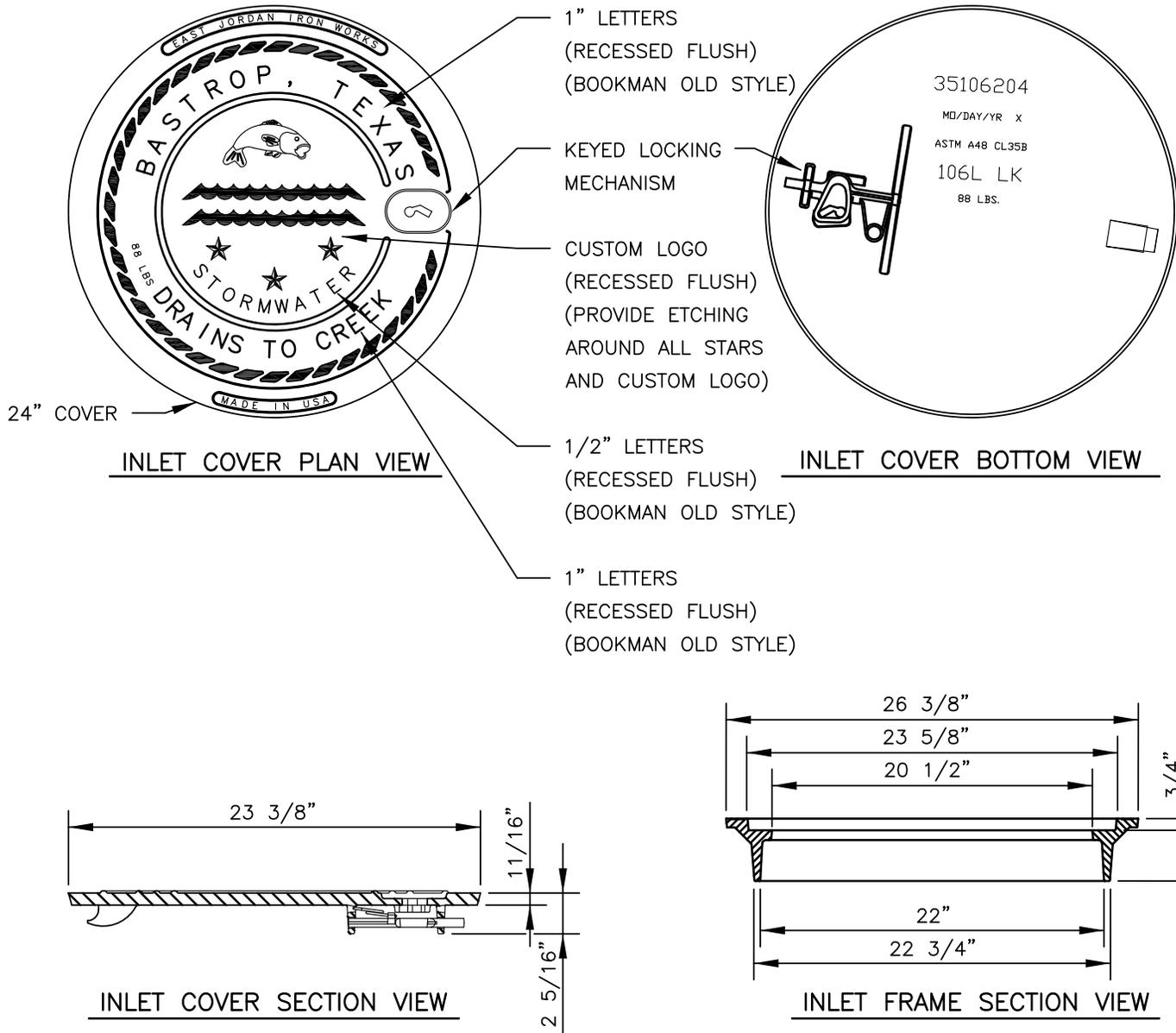
**MAY 24, 2011  
DATE**

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**NON-BOLTED STORMSEWER MANHOLE  
COVER AND FRAME DETAIL**

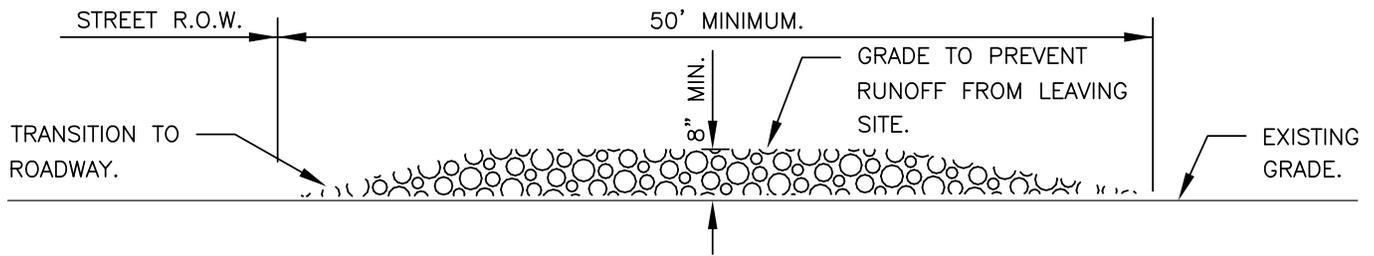
DRAWING NO:  
DR-06



**NOTES:**

1. COVER AND FRAME SHALL COMPLY WITH STANDARD SPECIFICATIONS FOR DRAINAGE, SEWER, UTILITY AND RELATED CASTINGS: AASHTO DESIGNATION M306-04.
2. INLET COVER SHALL BE MODEL NUMBER: 106L LK, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
3. INLET FRAME SHALL BE MODEL NUMBER: 106L LK, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
4. INLET COVER AND FRAME ASSEMBLY, IF ORDERED AS A SET, SHALL BE MODEL NUMBER: 106L-4L LK, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
5. ALL CORNERS AND EDGES SHALL HAVE A 1/16" MINIMUM AND 1/8" MAXIMUM RADIUS.
6. INLET COVER WEIGHT SHALL BE 88 LBS. FOR DUCTILE IRON. WEIGHT SHALL BE CAST ON BOTH TOP AND BOTTOM OF COVER.
7. FILLETS SHALL BE 1/4" RADIUS UNLESS OTHERWISE SPECIFIED.
8. MANUFACTURER SHALL REMOVE EXCESS IRON AND MACHINE FINISH SEATING SURFACES TO NOTED DIMENSIONS.
9. INLET COVER SHALL BE DIPPED IN A WATER-BASED ASPHALTIC COATING, PRIOR TO SHIPMENT FROM FOUNDRY.

<p style="text-align: center;"><b>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS</b></p> <p style="text-align: center;"><b>APPROVED</b></p> <p style="text-align: center;"><b>MAY 24, 2011</b></p> <p style="text-align: center;"><b>DATE</b></p> <p style="text-align: center; font-size: small;">THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>	<h1 style="margin: 0;">CITY OF BASTROP</h1> <h2 style="margin: 10px 0 0 0;">STORM SEWER INLET COVER AND FRAME DETAIL</h2>	<p>DRAWING NO: DR-07</p>
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**NOTES:**

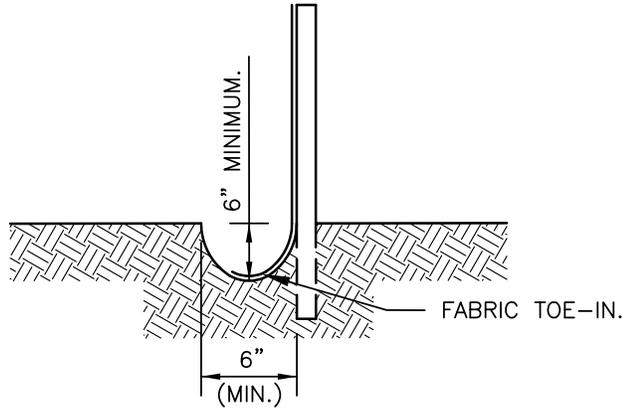
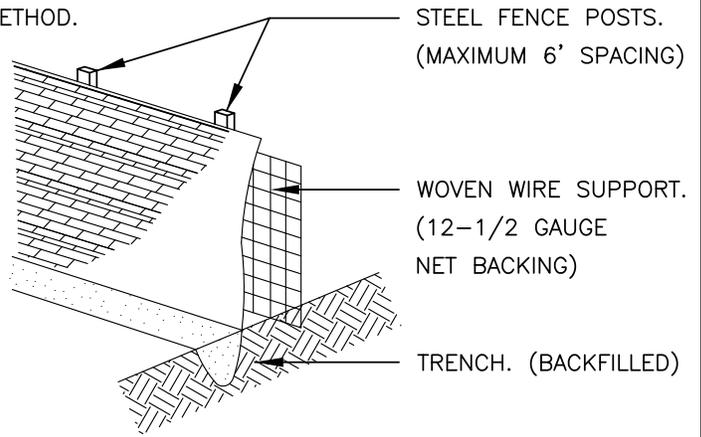
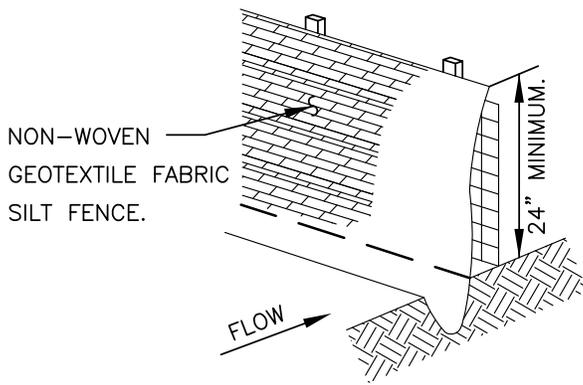
1. A STABILIZED CONSTRUCTION ENTRANCE APPLIES TO ALL POINTS OF CONSTRUCTION INGRESS AND EGRESS TO A PUBLIC RIGHT OF WAY, STREET, ALLEY, SIDEWALK, OR PARKING AREA.
2. STONE SIZE SHALL BE 4" – 8" OPEN GRADED ROCK.
3. THICKNESS OF CRUSHED STONE PAD TO BE NOT LESS THAN 8".
4. LENGTH SHALL BE A MINIMUM OF 50' FROM ACTUAL ROADWAY, AND WIDTH NOT LESS THAN FULL WIDTH OF INGRESS/EGRESS.
5. ENTRANCE SHALL BE PROPERLY GRADED TO PREVENT RUNOFF FROM LEAVING THE CONSTRUCTION SITE.

THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS OF WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND AND REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT. ALL SEDIMENT SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC RIGHTS OF WAY MUST BE REMOVED IMMEDIATELY BY CONTRACTOR.

AS NECESSARY, WHEELS MUST BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO PUBLIC RIGHT OF WAY. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE WHICH DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN. ALL SEDIMENT SHALL BE PREVENTED FROM ENTERING ANY STORM DRAIN, DITCH OR WATERCOURSE USING APPROVED METHODS.

<p>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS APPROVED</p>	<h1>CITY OF BASTROP</h1>	<p>DRAWING NO: EC-01</p>
<p><u>MAY 24, 2011</u> DATE</p>	<h2>STABILIZED CONSTRUCTION ENTRANCE DETAIL</h2>	
<p>THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		

RECOMMENDED TOE-IN METHOD.



TRENCH CROSS-SECTION

NOTES:

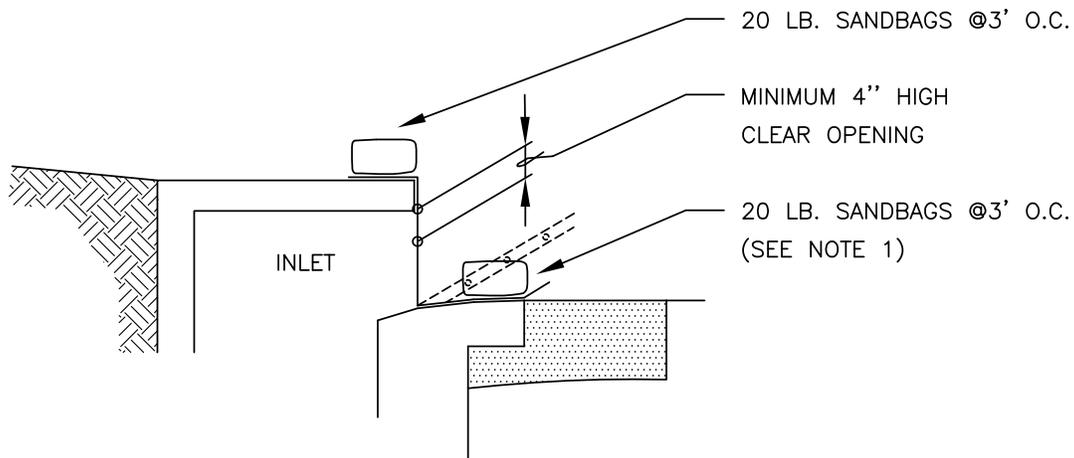
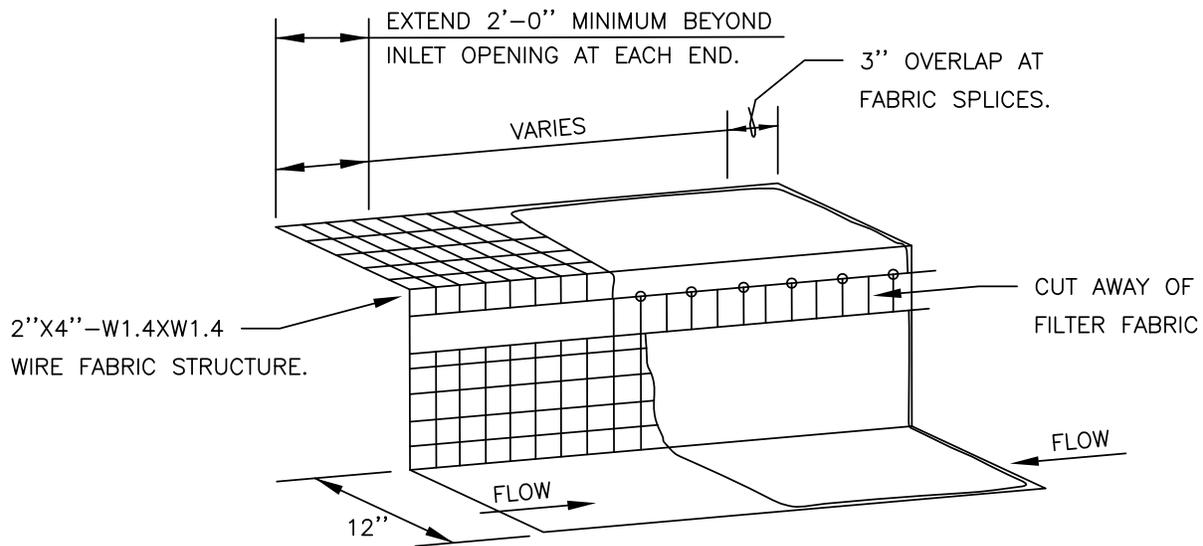
1. SILT FENCE SHALL CONFORM TO CITY OF BASTROP SPECIFICATION 642.
2. STEEL POSTS WHICH SUPPORT THE SILT FENCE SHALL BE INSTALLED ON A SLIGHT ANGLE TOWARD THE ANTICIPATED RUNOFF SOURCE. POST MUST BE EMBEDDED A MIN. OF ONE (1') FOOT.
3. THE TOE OF THE SILT FENCE SHALL BE TRENCHED IN WITH A SPADE OR MECHANICAL TRENCHER, SO THAT THE DOWNSLOPE FACE OF THE TRENCH IS FLAT AND PERPENDICULAR TO THE LINE OF FLOW. WHERE FENCE CANNOT BE TRENCHED IN (E.G. PAVEMENT) WEIGHT FABRIC FLAP WITH WASHED GRAVEL ON UPHILL SIDE TO PREVENT FLOW UNDER FENCE.
4. THE TRENCH MUST BE A MINIMUM OF 6 INCHES DEEP AND 6 INCHES WIDE TO ALLOW FOR THE SILT FENCE FABRIC TO BE LAID IN THE GROUND AND BACKFILLED WITH COMPACTED MATERIAL.
5. SILT FENCE SHALL BE SECURELY FASTENED TO EACH STEEL SUPPORT POST OR TO WOVEN WIRE, WHICH IN TURN IS SECURELY FASTENED TO THE STEEL FENCE POSTS.
6. INSPECTION SHALL BE MADE WEEKLY OR AFTER EACH RAINFALL EVENT AND REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED.
7. SILT FENCE SHALL BE REMOVED WHEN THE SITE IS COMPLETELY STABILIZED SO AS NOT TO BLOCK OR IMPEDE STORM FLOW OR DRAINAGE.
8. ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF 6 INCHES. THE SILT SHALL BE DISPOSED OF IN AN APPROVED SITE AND IN SUCH A MANNER AS TO NOT CONTRIBUTE TO ADDITIONAL SILTATION.

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<b>MAY 24, 2011</b> <b>DATE</b>
<small>THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</small>

# CITY OF BASTROP

## SILT FENCE DETAIL

DRAWING NO:  
EC-02



**NOTES:**

1. WHERE MINIMUM CLEARANCES CAUSE TRAFFIC TO DRIVE IN THE GUTTER, THE CONTRACTOR MAY SUBSTITUTE A 1" X 4" BOARD SECURED WITH CONCRETE NAILS 3' O.C. NAILED INTO THE GUTTER IN LIEU OF SANDBAGS TO HOLD THE FILTER DIKE IN PLACE. UPON REMOVAL, CLEAN ANY DIRT/DEBRIS FROM NAILING LOCATIONS, APPLY CHEMICAL SANDING AGENT AND APPLY NON-SHRINK GROUT FLUSH WITH SURFACE OF GUTTER.
2. A SECTION OF FILTER FABRIC SHALL BE REMOVED AS SHOWN ON THIS DETAIL OR AS DIRECTED BY THE ENGINEER OR DESIGNATED REPRESENTATIVE. FABRIC MUST BE SECURED TO WIRE BACKING WITH CLIPS OR HOG RINGS AT THIS LOCATION.
3. DAILY INSPECTION SHALL BE MADE BY THE CONTRACTOR AND SILT ACCUMULATION MUST BE REMOVED WHEN DEPTH REACHES 2".
4. CONTRACTOR SHALL MONITOR THE PERFORMANCE OF INLET PROTECTION DURING EACH RAINFALL EVENT AND IMMEDIATELY REMOVE THE INLET PROTECTIONS IF THE STORM-WATER BEGINS TO OVERTOP THE CURB.
5. INLET PROTECTIONS SHALL BE REMOVED AS SOON AS THE SOURCE OF SEDIMENT IS STABILIZED.

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DATE

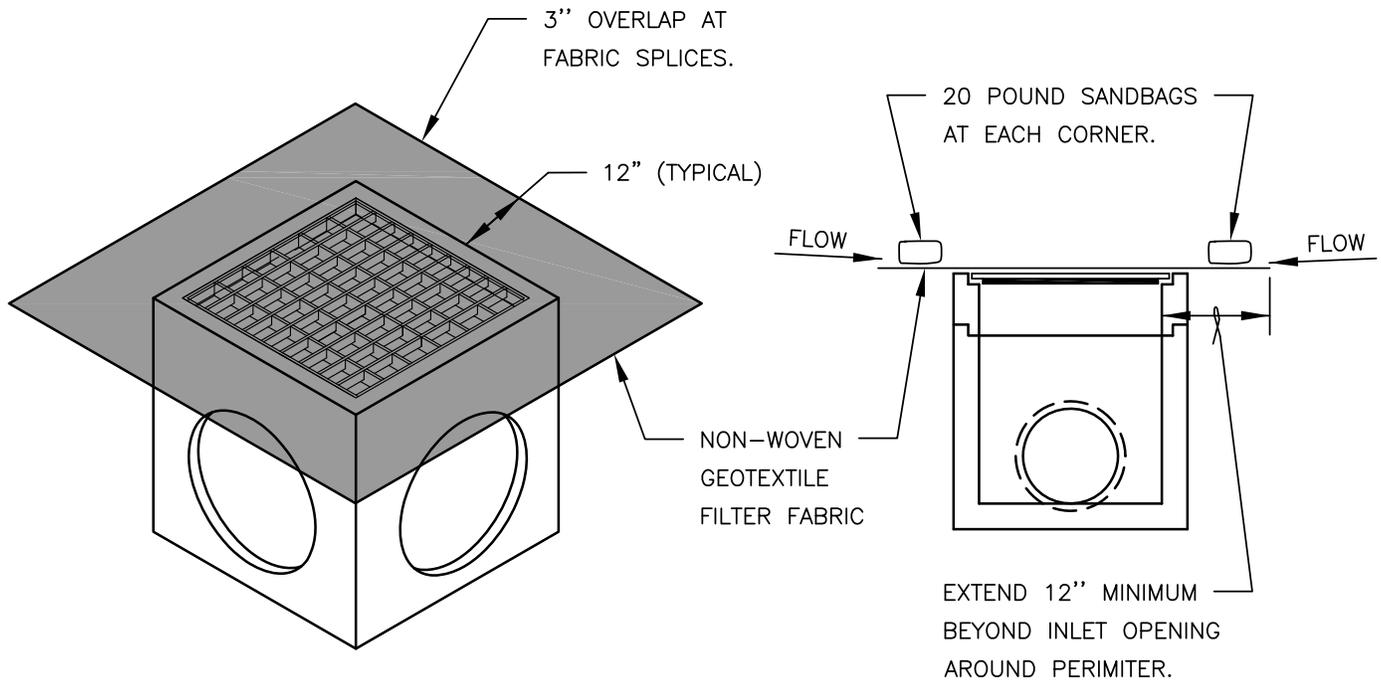
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**CURB INLET PROTECTION DETAIL**

DRAWING NO:  
EC-03





**NOTES:**

1. DAILY INSPECTION SHALL BE MADE BY THE CONTRACTOR AND SILT ACCUMULATION MUST BE REMOVED WHEN DEPTH REACHES 2".
2. CONTRACTOR SHALL MONITOR THE PERFORMANCE OF INLET PROTECTION DURING EACH RAINFALL EVENT AND IMMEDIATELY CLEAN THE INLET PROTECTION IF EXCESSIVE PONDING OCCURS.
3. INLET PROTECTIONS SHALL BE REMOVED AS SOON AS THE SOURCE OF SEDIMENT IS STABILIZED.

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MAY 24, 2011  
DATE  
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**AREA INLET PROTECTION DETAIL**

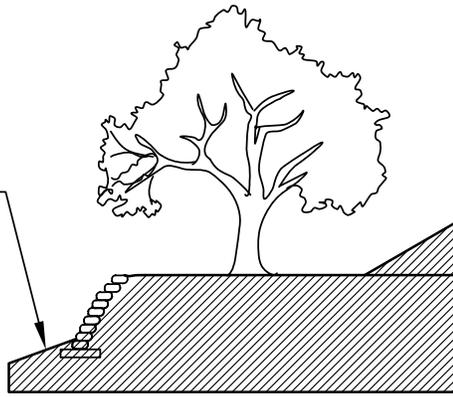
DRAWING NO:  
EC-04

1. ALL TREES NOT LOCATED WITHIN THE LIMITS OF CONSTRUCTION AND OUTSIDE OF DISTURBED AREAS SHALL BE PRESERVED. THE CONTRACTOR IS RESPONSIBLE FOR PROTECTING ALL TREES TO BE PRESERVED FROM HIS ACTIVITIES.
2. ALL TREES SHOWN TO BE RETAINED WITHIN THE LIMITS OF CONSTRUCTION ON THE PLANS, SHALL BE PROTECTED DURING CONSTRUCTION WITH FENCING. **SEE: TREE PROTECTION TREE WELLS (EC-06), TREE PROTECTION TREE LOCATION (EC-07) AND TREE PROTECTION FENCE-CHAIN LINK (EC-08).**
3. TREE PROTECTION FENCES SHALL BE ERECTED ACCORDING TO CITY STANDARDS FOR TREE PROTECTION, INCLUDING TYPES OF FENCING AND SIGNAGE.
4. TREE PROTECTION FENCES SHALL BE INSTALLED PRIOR TO THE COMMENCEMENT OF ANY SITE PREPARATION WORK (CLEARING, GRUBBING, OR GRADING) AND SHALL BE MAINTAINED THROUGHOUT ALL PHASES OF THE CONSTRUCTION PROJECT.
5. EROSION AND SEDIMENTATION CONTROL BARRIERS SHALL BE INSTALLED OR MAINTAINED IN A MANNER WHICH DOES NOT RESULT IN SOIL BUILD-UP WITHIN TREE DRIPLINES.
6. FENCES SHALL COMPLETELY SURROUND THE TREE OR CLUSTERS OF TREES, LOCATED AT THE OUTERMOST LIMITS OF THE TREE BRANCHES (DRIPLINE) AND SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PROJECT IN ORDER TO PREVENT THE FOLLOWING:
  - A) SOIL COMPACTION IN DRIPLINE AREA RESULTING FROM VEHICULAR TRAFFIC OR STORAGE OF EQUIPMENT OR MATERIAL.
  - B) DRIPLINE DISTURBANCES DUE TO GRADE CHANGES OR TRENCHING NOT REVIEWED AND AUTHORIZED BY THE FORESTRY MANAGER.
  - C) WOUNDS TO EXPOSED ROOTS, TRUNK, OR LIMBS BY MECHANICAL EQUIPMENT
  - D) OTHER ACTIVITIES DETRIMENTAL TO TREES SUCH AS CHEMICAL STORAGE, CONCRETE TRUCK CLEANING, AND FIRES.
7. EXCEPTIONS TO INSTALLING TREE FENCES AT THE TREE DRIPLINES MAY BE PERMITTED IN THE FOLLOWING CASES:
  - A) WHERE THERE IS TO BE AN APPROVED GRADE CHANGE, IMPERMEABLE PAVING SURFACE, OR TREE WELL;
  - B) WHERE PERMEABLE PAVING IS TO BE INSTALLED, ERECT THE FENCE AT THE OUTER LIMITS OF THE PERMEABLE PAVING AREA.
  - C) WHERE TREES ARE CLOSE TO PROPOSED BUILDINGS, ERECT THE FENCE NO CLOSER THAN 6 FEET TO THE BUILDING.
  - D) WHERE THERE ARE SEVERE SPACE CONSTRAINTS DUE TO TRACT SIZE, OR OTHER SPECIAL REQUIREMENTS, CONTACT THE FORESTRY MANAGER TO DISCUSS ALTERNATIVES.
8. WHERE ANY OF THE ABOVE EXCEPTIONS RESULT IN A FENCE THAT IS CLOSER THAN 5 FEET TO A TREE TRUNK, THE TRUNK SHALL BE PROTECTED BY STRAPPED-ON PLANKING TO A HEIGHT OF 8 FEET (OR TO THE LIMITS OF LOWER BRANCHING) IN ADDITION TO THE REDUCED FENCING PROVIDED.
9. WHERE ANY OF THE ABOVE EXCEPTIONS RESULT IN AREAS OF UNPROTECTED ROOT ZONES UNDER THE DRIPLINE. THOSE AREAS SHOULD BE COVERED WITH 4 INCHES OF ORGANIC MULCH TO MINIMIZE SOIL COMPACTION.
10. ALL GRADING WITHIN DRIPLINE AREAS SHALL BE DONE BY HAND OR WITH SMALL EQUIPMENT TO MINIMIZE ROOT DAMAGE. PRIOR TO GRADING, RELOCATE PROTECTIVE FENCING TO 2 FEET BEHIND THE GRADE CHANGE AREA.
11. ANY ROOTS EXPOSED BY CONSTRUCTION ACTIVITY SHALL BE PRUNED FLUSH WITH THE SOIL AND BACKFILLED WITH GOOD QUALITY TOP SOIL WITHIN TWO DAYS. IF EXPOSED ROOT AREAS CANNOT BE BACKFILLED WITHIN 2 DAYS, AN ORGANIC MATERIAL WHICH REDUCES SOIL TEMPERATURE AND MINIMIZES WATER LOSS DUE TO EVAPORATION SHALL BE PLACED TO COVER THE ROOTS UNTIL BACKFILL CAN OCCUR.
12. PRIOR TO EXCAVATION OR GRADE CUTTING WITHIN TREE DRIPLINES, A CLEAN CUT SHALL BE MADE WITH A ROCK SAW OR SIMILAR EQUIPMENT, IN A LOCATION AND TO A DEPTH APPROVED BY THE DIRECTOR OF PLANNING AND DEVELOPMENT, TO MINIMIZE DAMAGE TO REMAINING ROOTS.
13. TREES MOST HEAVILY IMPACTED BY CONSTRUCTION ACTIVITIES WILL BE WATERED DEEPLY ONCE A WEEK DURING PERIODS OF HOT, DRY WEATHER. TREE CROWNS ARE TO BE SPRAYED WITH WATER PERIODICALLY TO REDUCE DUST ACCUMULATION ON LEAVES.
14. WHEN INSTALLING CONCRETE ADJACENT TO THE ROOT ZONE OF A TREE, A PLASTIC VAPOR BARRIER SHALL BE PLACED BEHIND THE CONCRETE TO PROHIBIT LEACHING OF LIME INTO THE ROOT ZONE.
15. ANY TRENCHING REQUIRED FOR THE INSTALLATION OF LANDSCAPE IRRIGATION SHALL BE PLACED AS FAR FROM EXISTING TREE TRUNKS AS POSSIBLE.
16. NO LANDSCAPE TOPSOIL DRESSING GREATER THAN FOUR (4) INCHES SHALL BE PERMITTED WITHIN THE DRIPLINE. NO TOPSOIL IS PERMITTED ON ROOT FLARES OF ANY TREE.
17. PRUNING TO PROVIDE CLEARANCE FOR STRUCTURES, VEHICULAR TRAFFIC, AND CONSTRUCTION EQUIPMENT SHALL TAKE PLACE BEFORE CONSTRUCTION BEGINS. ALL PRUNING MUST BE DONE ACCORDING TO CITY STANDARDS AND AS OUTLINED IN LITERATURE PROVIDED BY THE INTERNATIONAL SOCIETY OF ARBORICULTURE (ISA PRUNING TECHNIQUES).
18. ALL OAK TREE CUTS, INTENTIONAL OR UNINTENTIONAL, SHALL BE SEALED WITH AN APPROVED PRUNING SEALER IMMEDIATELY (WITHIN 10 MINUTES). TREE PAINT MUST BE KEPT ON SITE AT ALL TIMES.
19. THE CITY INSPECTOR HAS THE AUTHORITY TO REQUIRE ADDITIONAL TREE PROTECTION BEFORE OR DURING CONSTRUCTION.
20. TREES APPROVED FOR REMOVAL SHALL BE REMOVED IN A MANNER WHICH DOES NOT IMPACT TREES TO BE PRESERVED.
21. DEVIATIONS FROM THE ABOVE REQUIREMENTS AND NEGLIGENT DAMAGE TO TREES MAY BE CONSIDERED AS ORDINANCE VIOLATIONS.

FOR QUESTIONS CONCERNING THIS DETAIL, PLEASE CONTACT THE DIRECTOR OF PLANNING AND DEVELOPMENT.

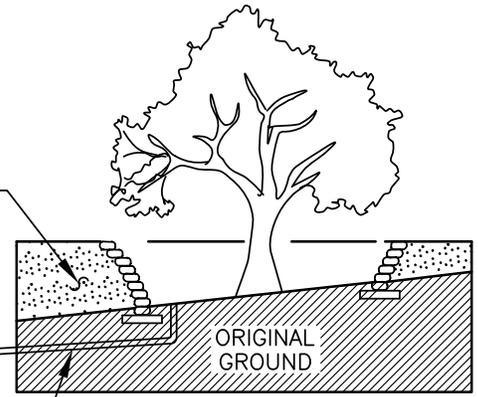
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<p style="text-align: center;"><b>MAY 24, 2011 DATE</b></p>	<h2>TREE PROTECTION NOTES</h2>	
<p>THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		

PROPOSED CUT  
AND FILL SLOPE.



PERMANENT PROTECTIVE WALL

FILL



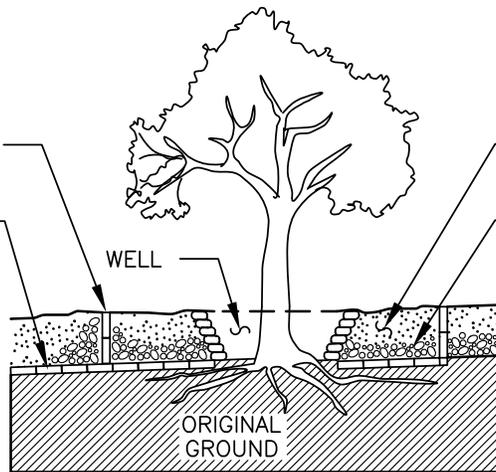
ORIGINAL  
GROUND

OPEN TREE WELL

PROVIDE DRAIN AS NECESSARY TO  
PREVENT WATER PONDING AFTER A  
RAINFALL EVENT CEASES.

VERTICAL TILES. (TYPICAL)

DRAIN TILES. (TYPICAL)

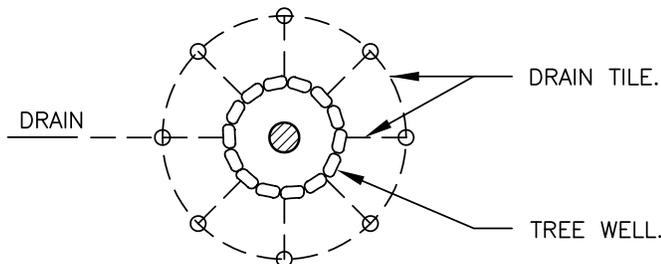


WELL

ORIGINAL  
GROUND

FILL (TYPICAL)

LOOSE STONE. (TYPICAL)



DRAIN TILE.

DRAIN

TREE WELL.

TREE WELL WITH RAISED GRADE

NOTE:

LOCATION, TYPE, DEPTHS AND CONSTRUCTION SPECIFICATIONS OF FILL, DRAINS AND WALLS SHALL BE SUBJECT TO THE APPROVAL OF THE CITY ENGINEER.

FOR QUESTIONS CONCERNING THIS DETAIL,  
PLEASE CONTACT THE CITY ENGINEER.

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MAY 24, 2011

DATE

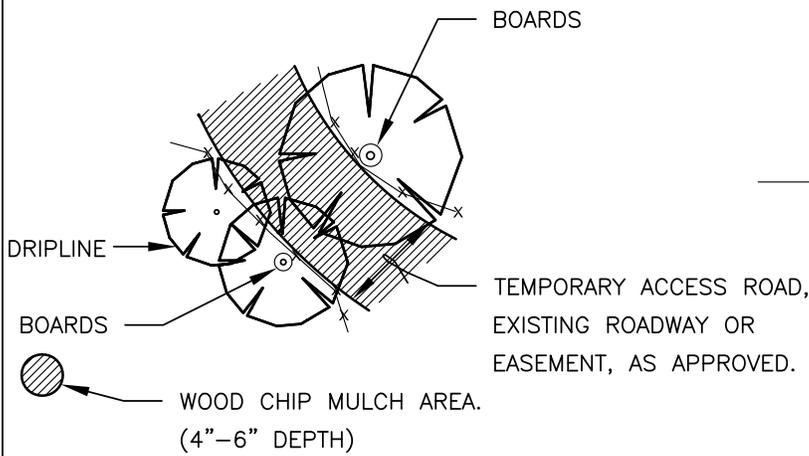
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

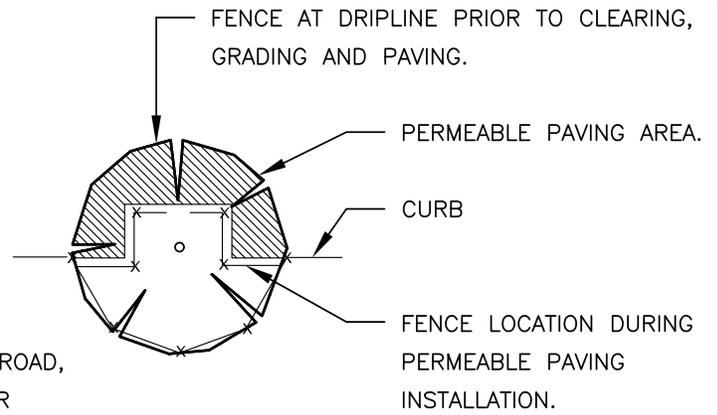
**TREE PROTECTION TREE WELLS**

DRAWING NO:  
EC-06

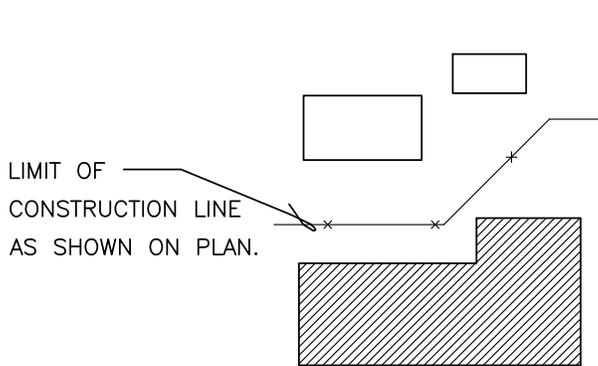




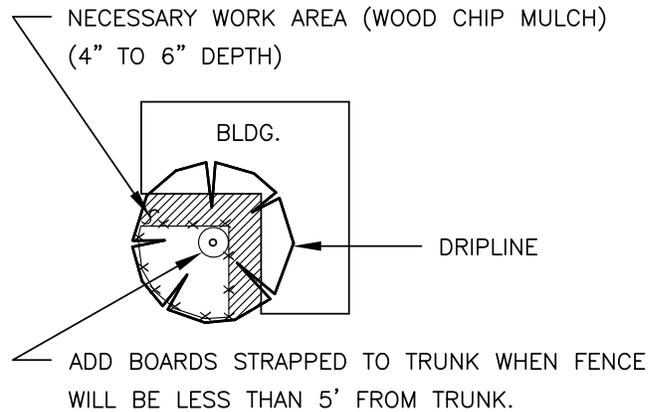
LINEAR CONSTRUCTION THROUGH TREES



TREES IN PAVING AREA



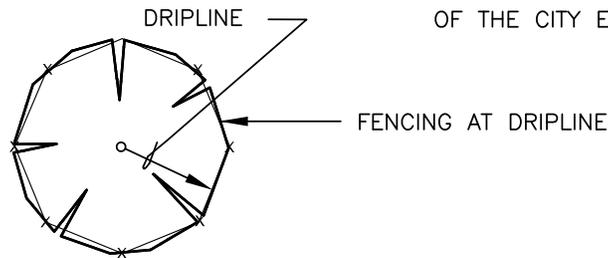
NATURAL AREAS



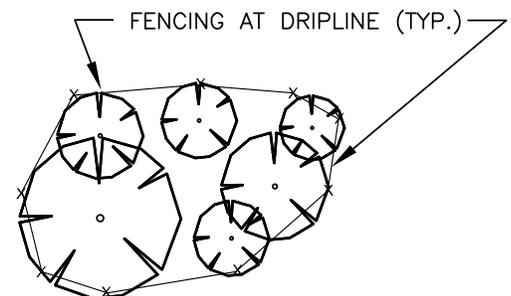
TREES NEAR CONSTRUCTION ACTIVITY

NOTE:

LIMITS OF MULCH AREAS AND DISTANCE FROM TRUNKS TO WORK/  
PERMEABLE PAVING AREAS SHALL BE SUBJECT TO THE APPROVAL  
OF THE CITY ENGINEER.



INDIVIDUAL TREE



GROUP OF TREES

FOR QUESTIONS CONCERNING THIS DETAIL,  
PLEASE CONTACT THE CITY ENGINEER.

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MAY 24, 2011  
DATE

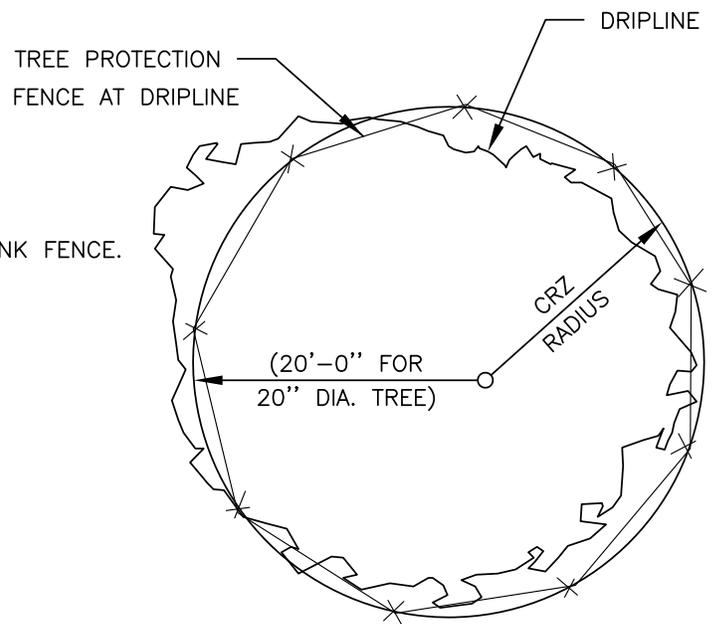
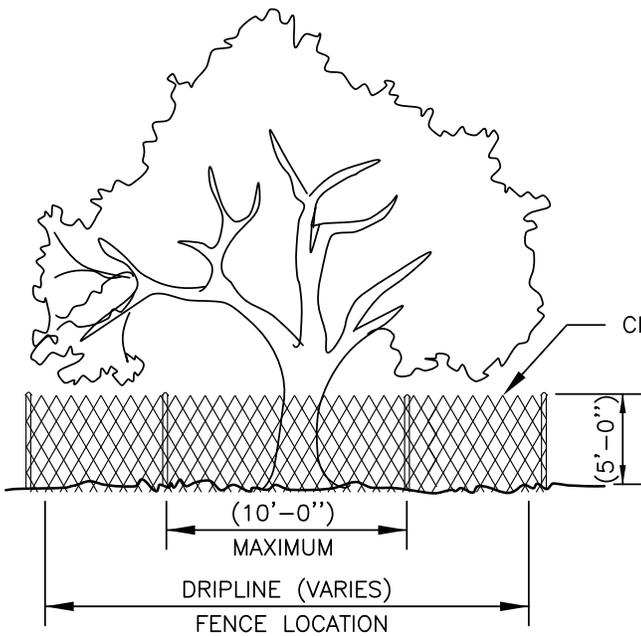
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**TREE PROTECTION FENCE LOCATIONS**

DRAWING NO:  
EC-07

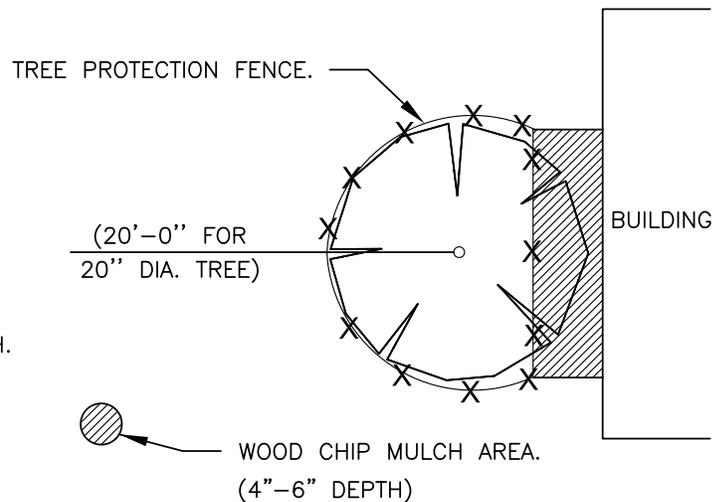
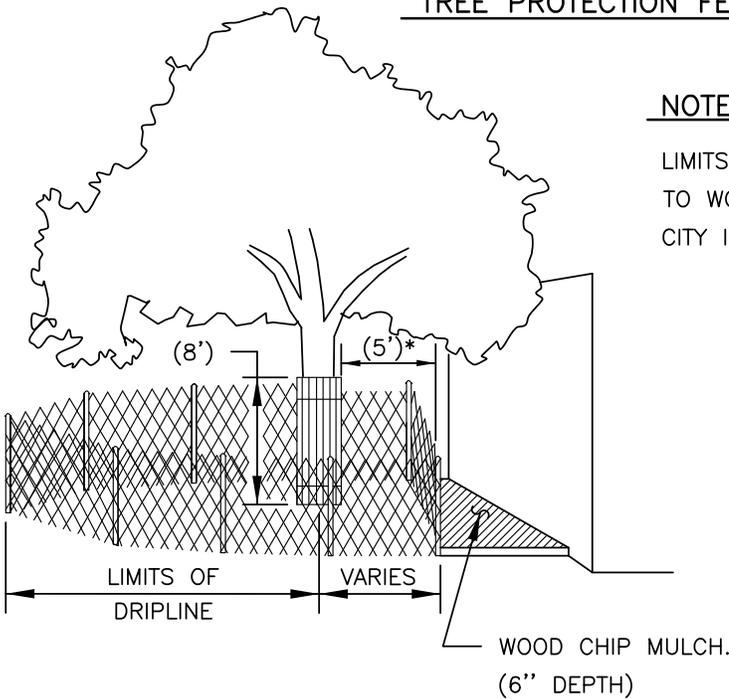




**TREE PROTECTION FENCE – CHAIN LINK**

**NOTE:**

LIMITS OF WOOD CHIP MULCH AREA AND DISTANCE FROM TRUNK TO WORK AREA SHALL BE SUBJECT TO THE APPROVAL OF THE CITY INSPECTOR.



\*AS NEEDED TO PROVIDE NECESSARY WORK SPACE. IF LESS THAN 5', THEN ADD BOARDS STRAPPED TO TRUNK.

**TREE PROTECTION FENCE (MODIFIED) – CHAIN LINK**

FOR QUESTIONS CONCERNING THIS DETAIL, PLEASE CONTACT THE CITY ENGINEER.

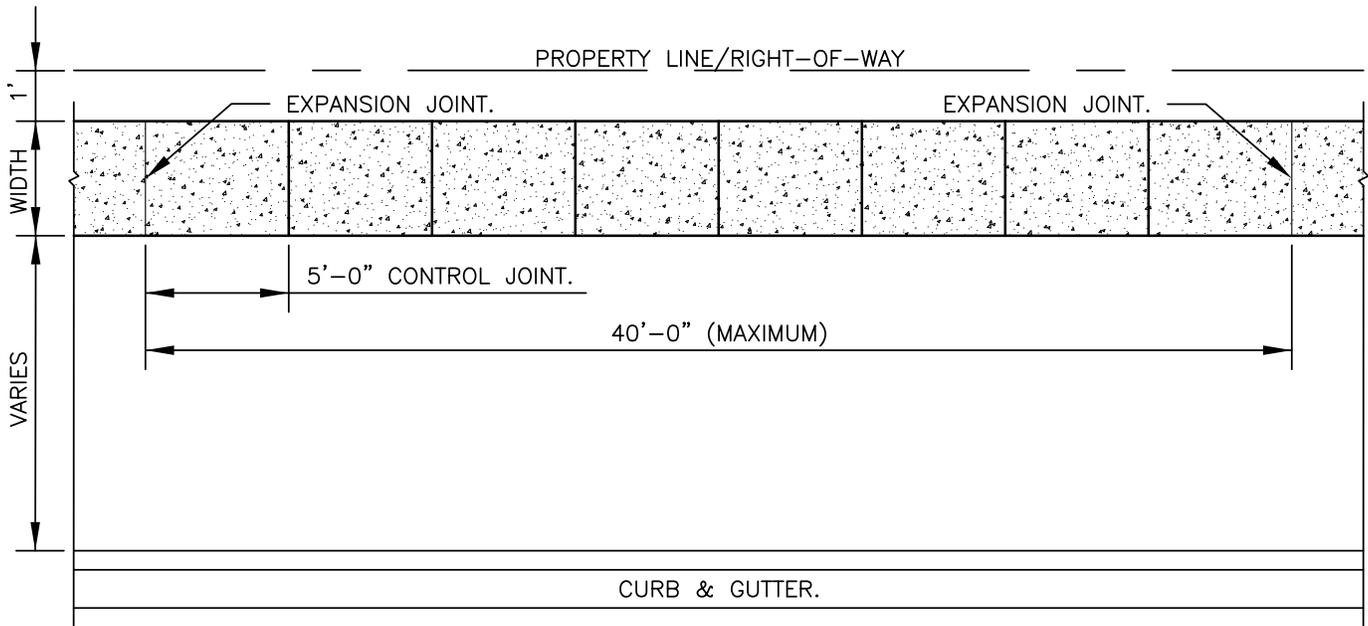
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ON FILE AT PUBLIC WORKS  
APPROVED  
MAY 24, 2011  
DATE  
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

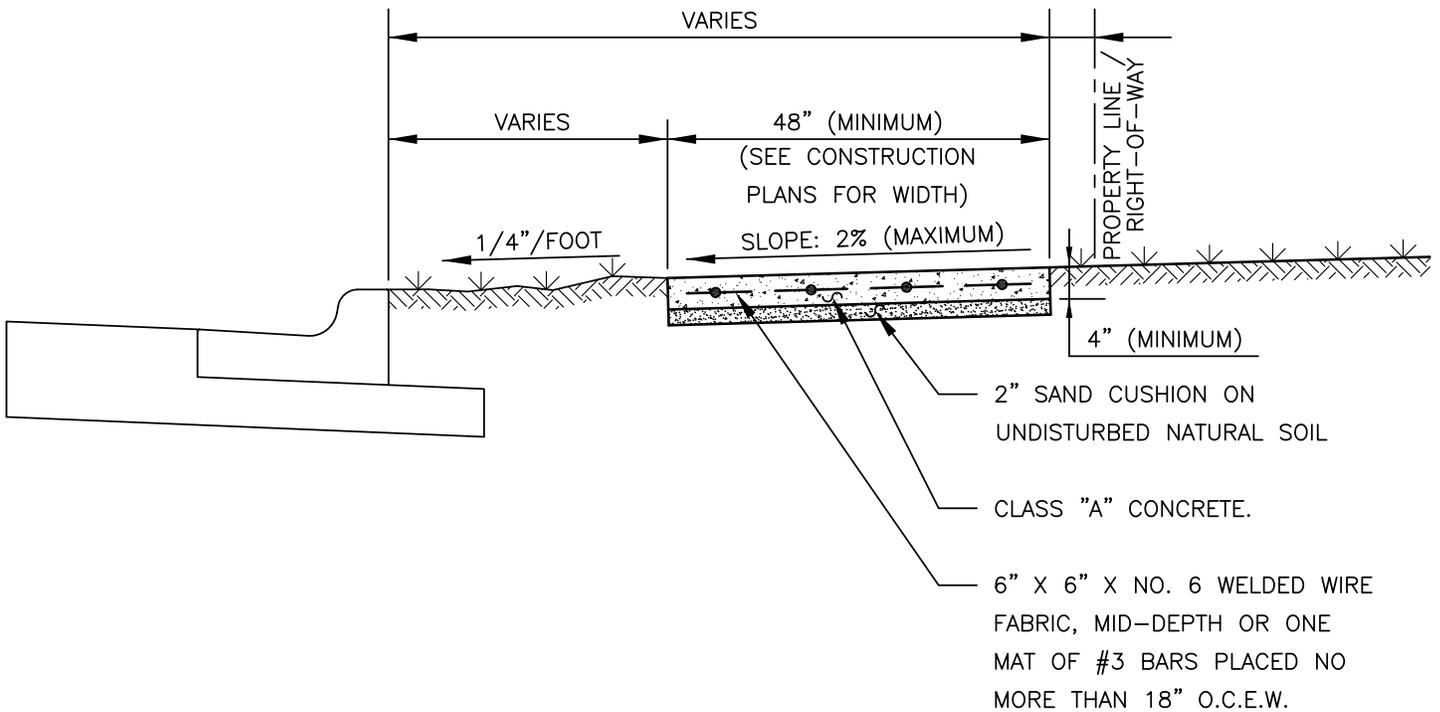
DRAWING NO:  
EC-08

TREE PROTECTION FENCE-CHAIN LINK





PLAN



SECTION

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MAY 24, 2011

DATE

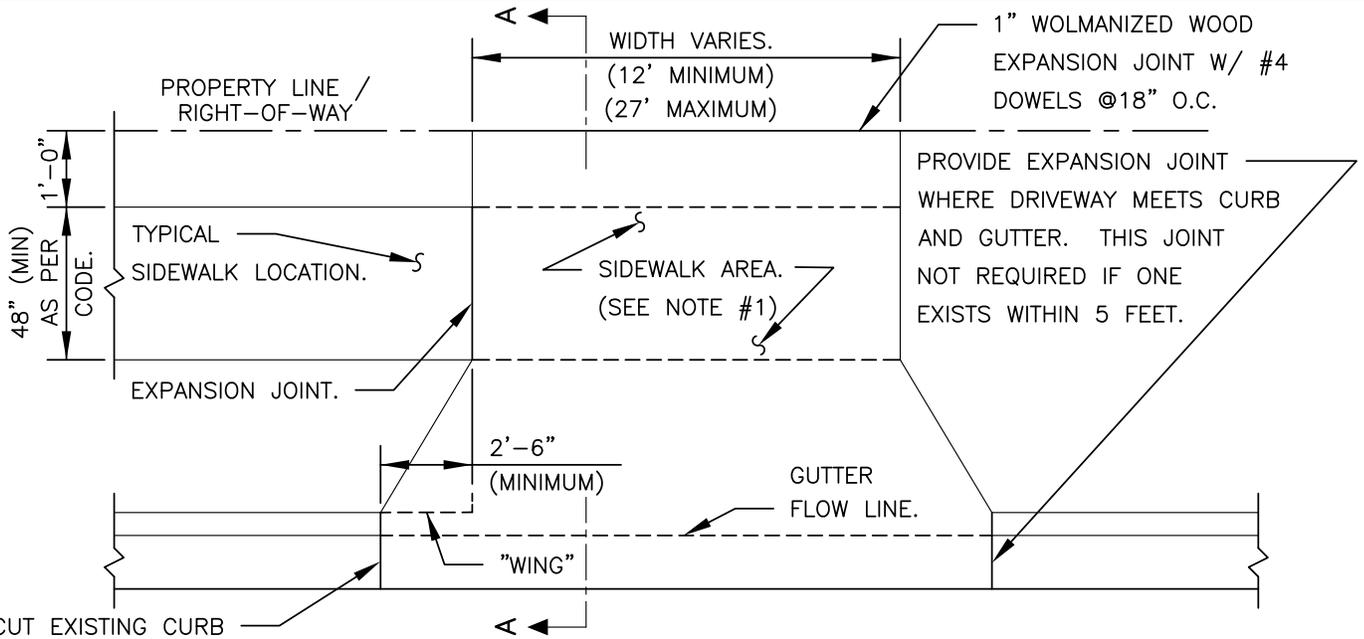
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

CITY OF BASTROP

SIDEWALK DETAIL

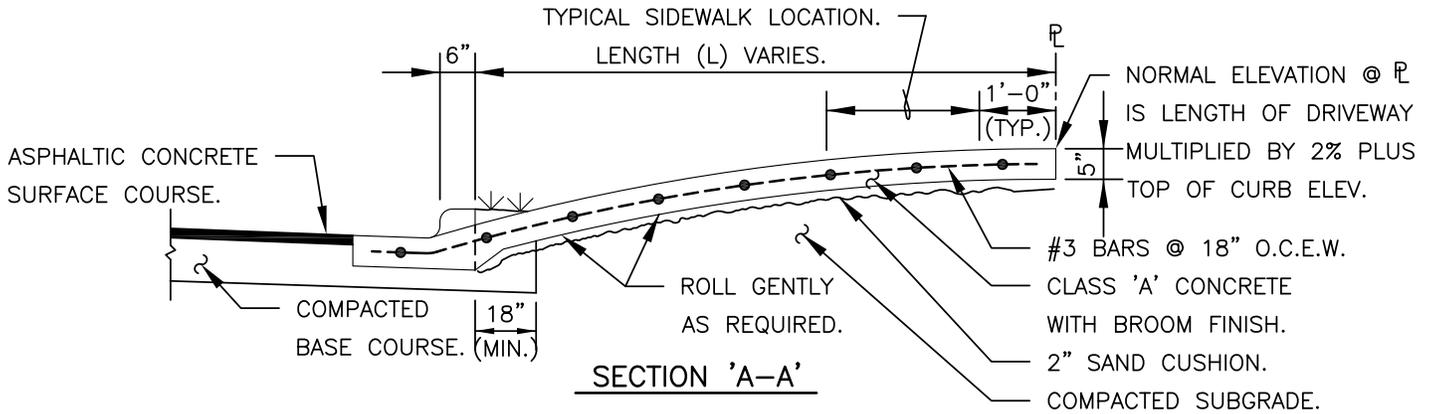
DRAWING NO:  
ST-01



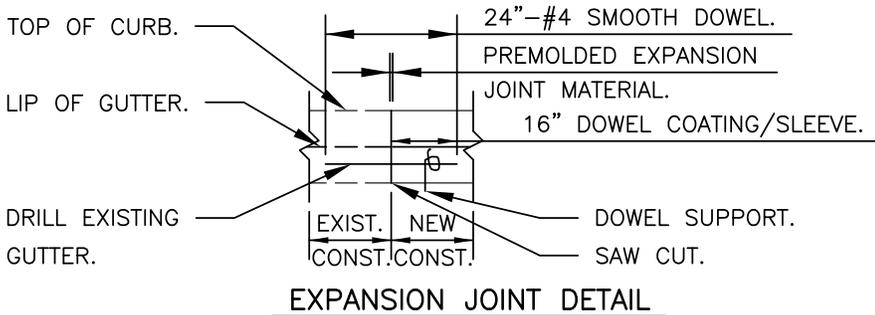


SAW CUT EXISTING CURB AND GUTTER SECTION AT PROPOSED DRIVEWAY. IF NEAREST EXPANSION JOINT IS 5 FEET OR LESS FROM DRIVEWAY WING, EXISTING CURB AND GUTTER SECTION SHALL BE REMOVED AND REPLACED TO THE NEAREST EXPANSION JOINT.

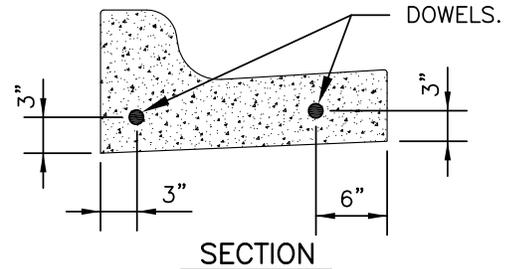
**PLAN**



**SECTION 'A-A'**



**EXPANSION JOINT DETAIL**

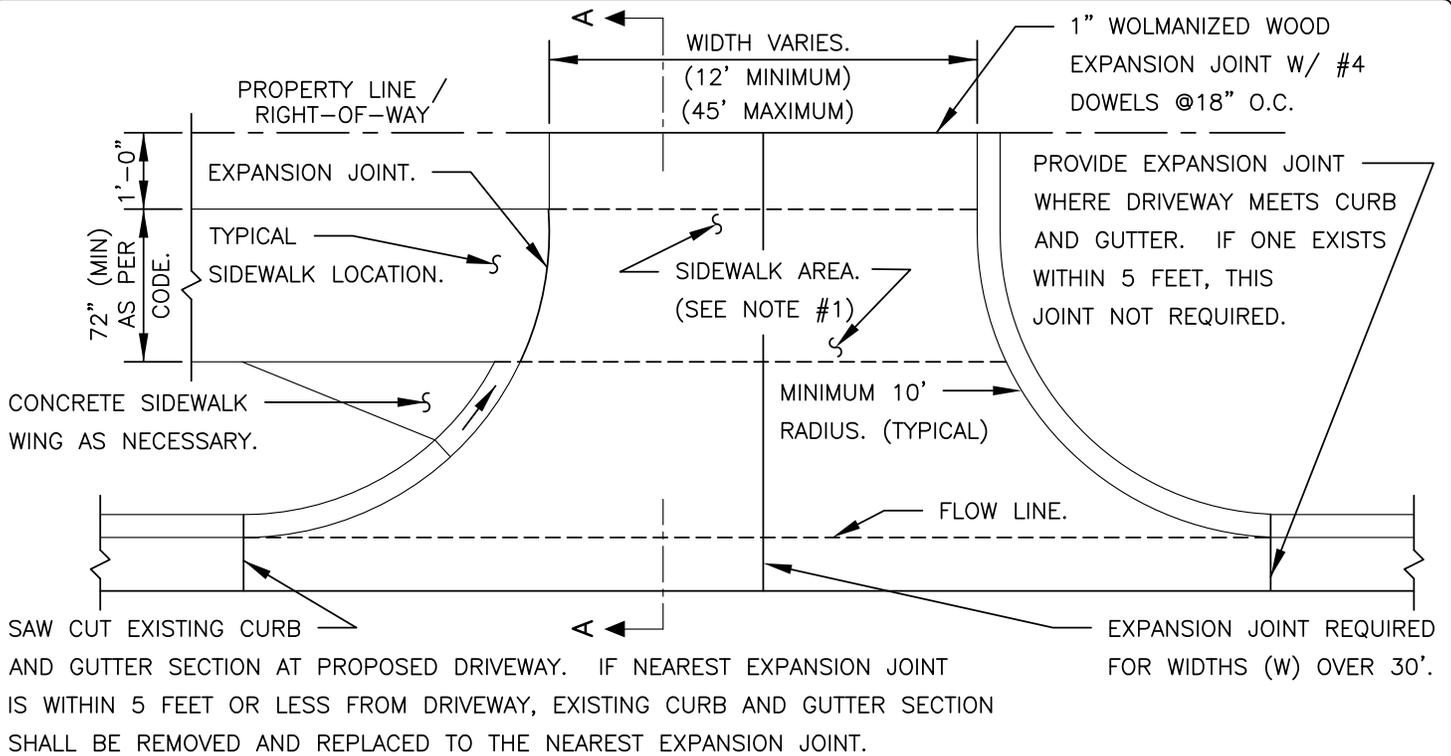


**SECTION**

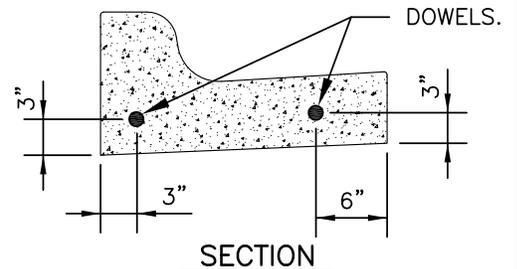
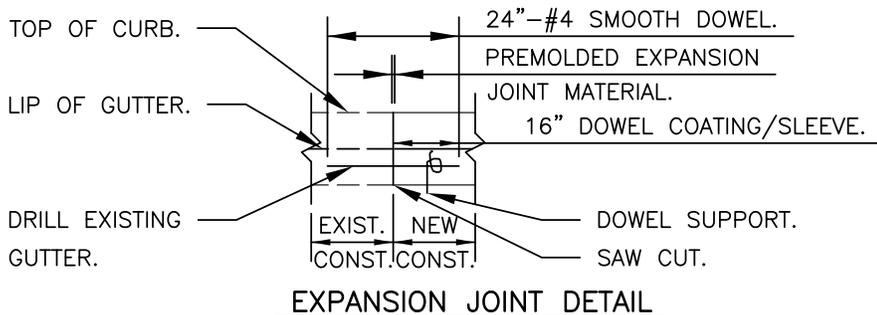
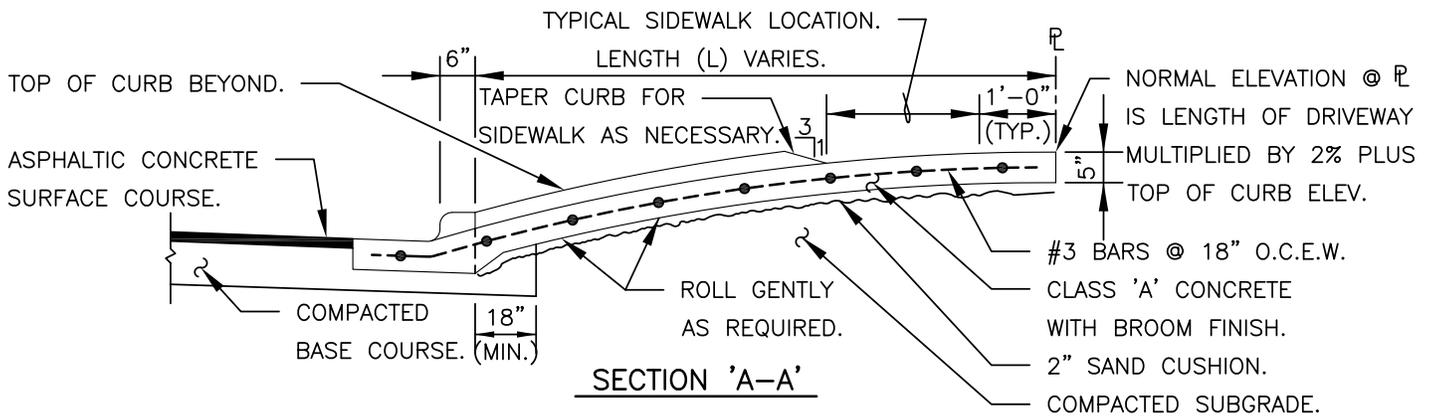
**NOTE:**

1. THE SIDEWALK AREA OF THE DRIVEWAY SHALL SLOPE TOWARD THE STREET PAVING AT NO MORE THAN 2%.

<p>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS APPROVED</p>	<h1>CITY OF BASTROP</h1>	<p>DRAWING NO: ST-02</p>
<p>MAY 24, 2011 DATE</p> <p>THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>	<h2>CONCRETE DRIVEWAY DETAIL (RESIDENTIAL)</h2>	



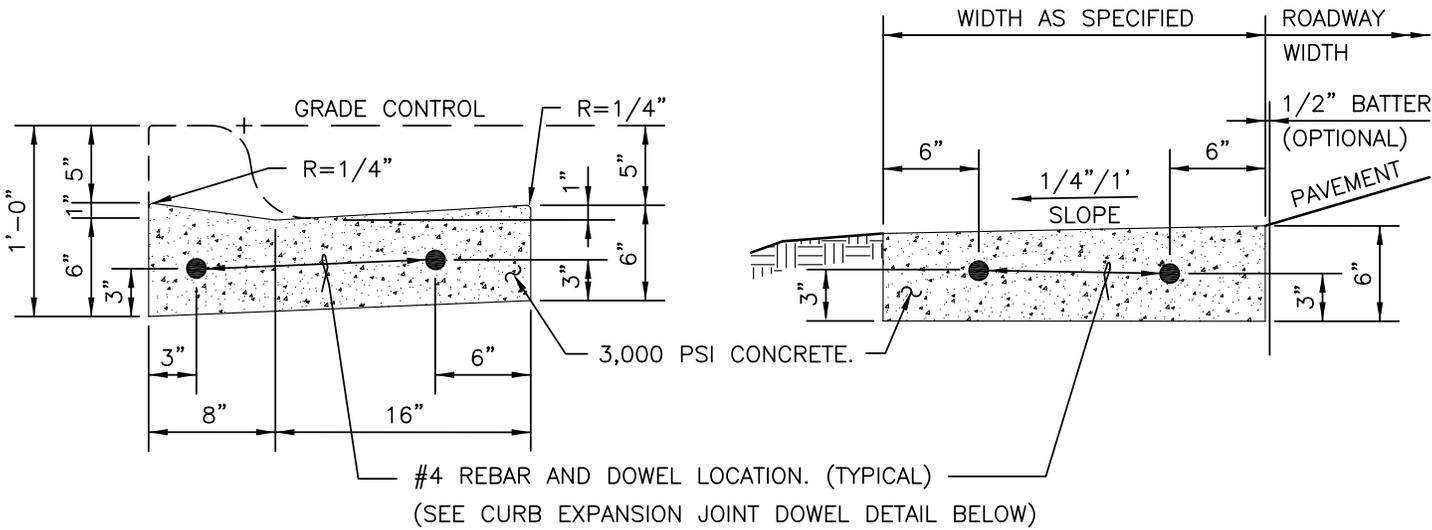
**PLAN**



**NOTE:**

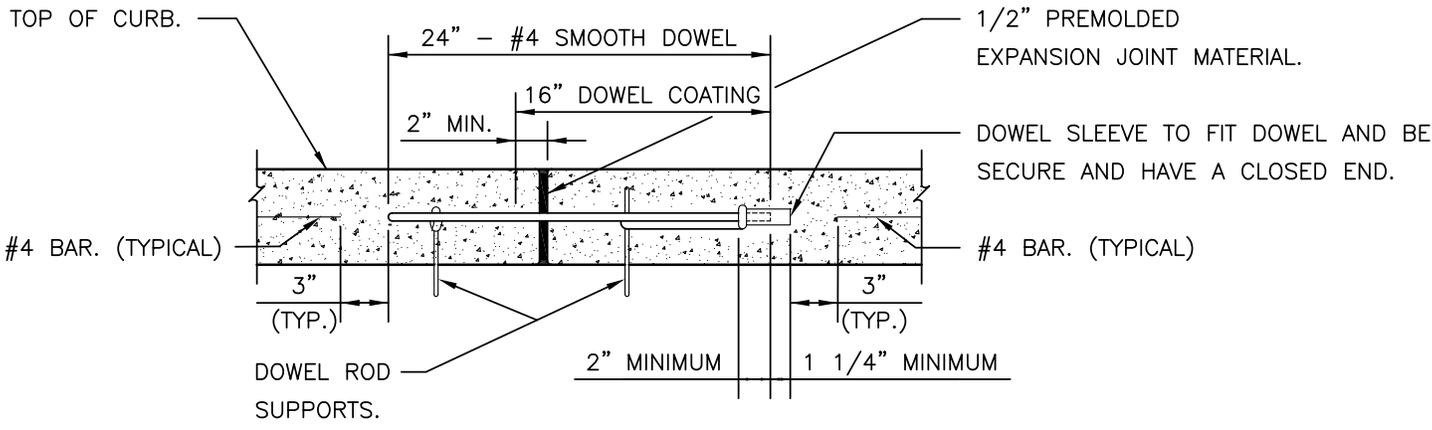
1. THE SIDEWALK AREA OF THE DRIVEWAY SHALL SLOPE TOWARD THE STREET PAVING AT NO MORE THAN 2%.

<p>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS APPROVED</p>	<h1>CITY OF BASTROP</h1>	<p>DRAWING NO: ST-03</p>
<p>MAY 24, 2011 DATE</p>	<h2>CONCRETE DRIVEWAY DETAIL (COMMERCIAL OR MULTI-FAMILY)</h2>	
<p>THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		



**LAY DOWN CURB**

**RIBBON CURB**



**CURB EXPANSION JOINT DOWEL DETAIL**

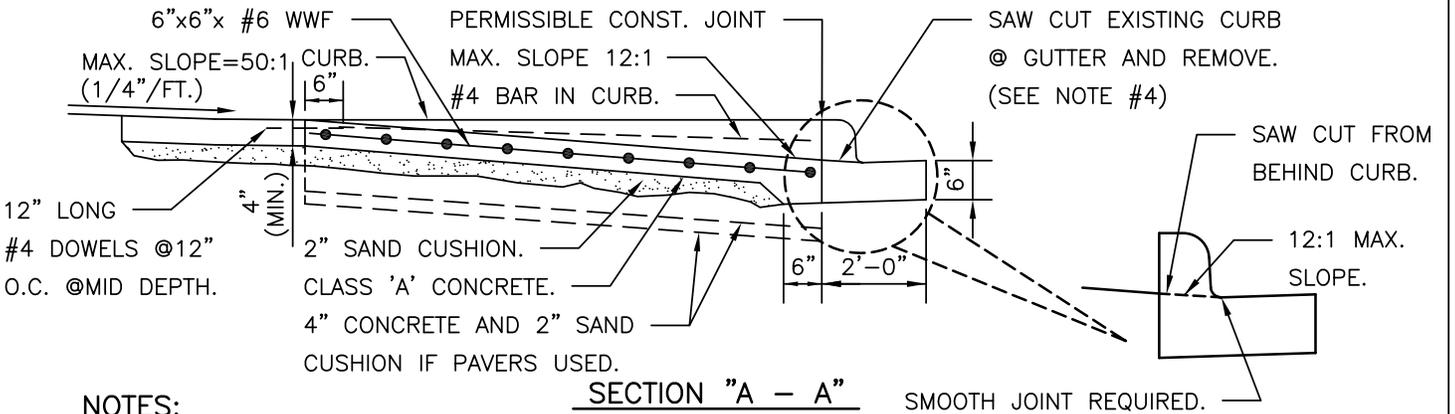
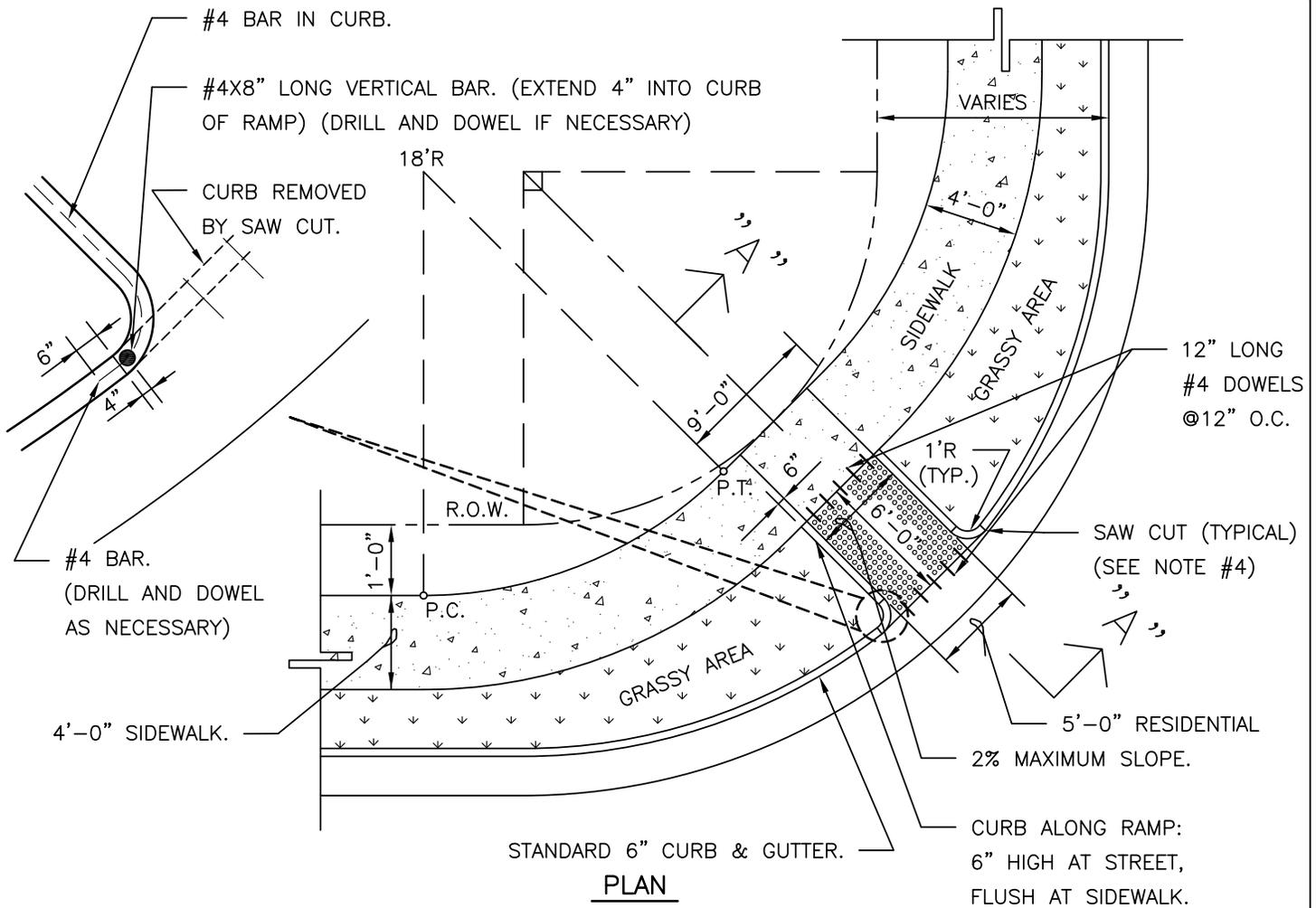
**NOTES:**

1. ALL WORK AND MATERIAL SHALL CONFORM TO ASTM A615, A615M, C309 AND D1752. BROOM FINISH EXPOSED SURFACE.
2. CONTROL JOINT SPACING SHALL NOT EXCEED 10'-0".
3. EXPANSION JOINTS AS PER STANDARD ASTM D-1752.
4. EXPANSION JOINT INTERVALS NOT TO EXCEED 40'-0" FOR ALL CURBS AND CONSTRUCTION METHODS.
5. ALL CURBS SHALL HAVE A MINIMUM OF 4" OF COMPACTED FLEXIBLE BASE BETWEEN BOTTOM OF CURB AND TOP SUBGRADE THAT SHALL EXTEND A MINIMUM OF 18" BEHIND BACK OF CURB. TOTAL DEPTH OF FLEXIBLE BASE UNDER AND BEHIND CURB SHALL BE: (TOTAL DEPTH OF FLEXIBLE BASE) LESS (6-INCHES).
6. ALL CURBS SHALL CONFORM TO THESE DETAILS INDEPENDANT OF THE CONSTRUCTION METHODS USED.

<p style="text-align: center;"><b>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS APPROVED</b></p>	<h1 style="margin: 0;">CITY OF BASTROP</h1> <h2 style="margin: 0;">LAYDOWN AND RIBBON CURB DETAIL (WITH CURB EXPANSION JOINT DOWEL DETAIL)</h2>	<p style="text-align: center;">DRAWING NO: ST-04</p>
<p style="text-align: center;"><b>MAY 24, 2011 DATE</b></p>		
<p style="font-size: small;">THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		







**NOTES:**

1. SIDEWALKS SHALL BE A MINIMUM OF 4'-0" WIDE IN RESIDENTIAL AREAS AND 6'-0" WIDE IN COMMERCIAL AREAS.
2. THE RAMP SHALL HAVE A DETECTABLE WARNING AND CONTRASTING COLORED SURFACE. THE RAMP SHALL BE STAMPED AND DYED CONCRETE OR APPROVED EQUAL.
3. THE POSITION OF THE RAMP MAY BE ALTERED IN THE FIELD BY THE DESIGN ENGINEER, BUT ONLY WITH THE APPROVAL OF THE CITY INSPECTOR.
4. SAW CUTTING IS APPLICABLE FOR INSTALLATION WHERE THE CURB LAYDOWN FOR THE RAMP IS NOT PROVIDED.
5. THE SIDEWALK PEDESTRIAN RAMP SHALL MEET ALL APPLICABLE A.D.A. REQUIREMENTS.

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**MAY 24, 2011  
DATE**

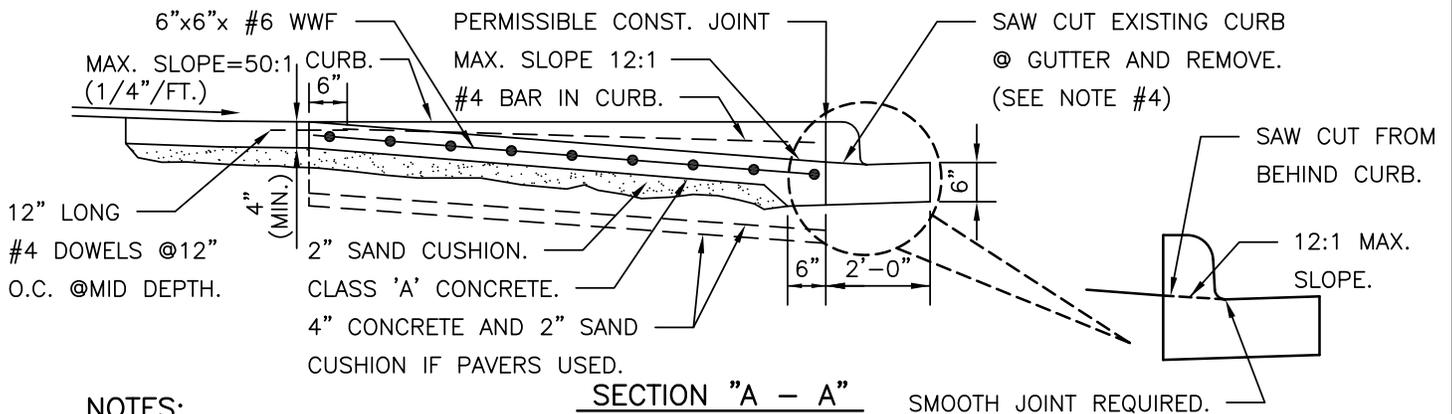
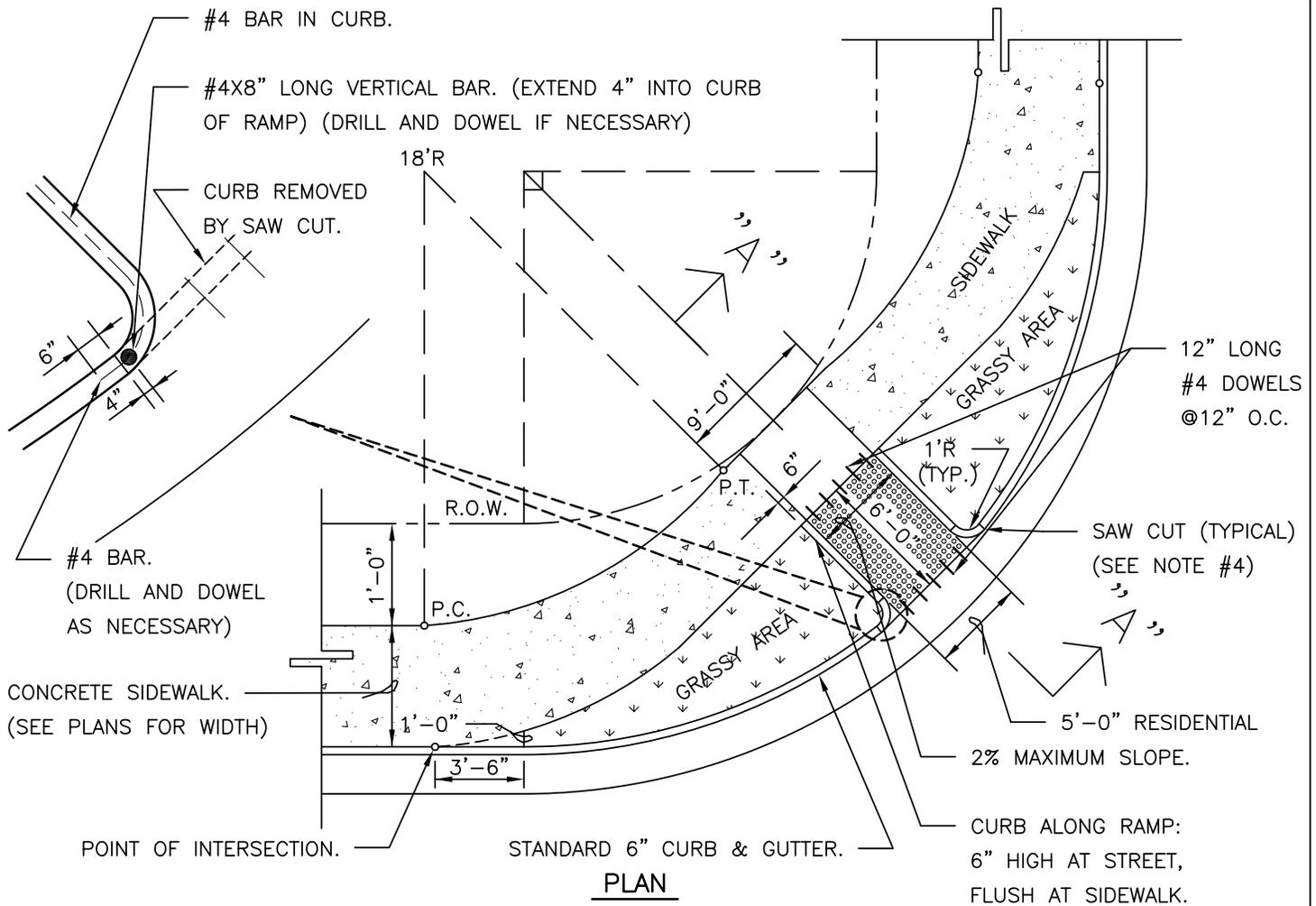
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**SIDEWALK PEDESTRIAN RAMP DETAIL  
(TYPE 1)**

DRAWING NO:  
ST-07





**NOTES:**

1. SIDEWALKS SHALL BE A MINIMUM OF 4'-0" WIDE IN RESIDENTIAL AREAS AND 6'-0" WIDE IN COMMERCIAL AREAS.
2. THE RAMP SHALL HAVE A DETECTABLE WARNING AND CONTRASTING COLORED SURFACE. THE RAMP SHALL BE STAMPED AND DYED CONCRETE OR APPROVED EQUAL.
3. THE POSITION OF THE RAMP MAY BE ALTERED IN THE FIELD BY THE DESIGN ENGINEER, BUT ONLY WITH THE APPROVAL OF THE CITY INSPECTOR.
4. SAW CUTTING IS APPLICABLE FOR INSTALLATION WHERE THE CURB LAYDOWN FOR THE RAMP IS NOT PROVIDED.
5. THE SIDEWALK PEDESTRIAN RAMP SHALL MEET ALL APPLICABLE A.D.A. REQUIREMENTS.

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MAY 24, 2011  
DATE

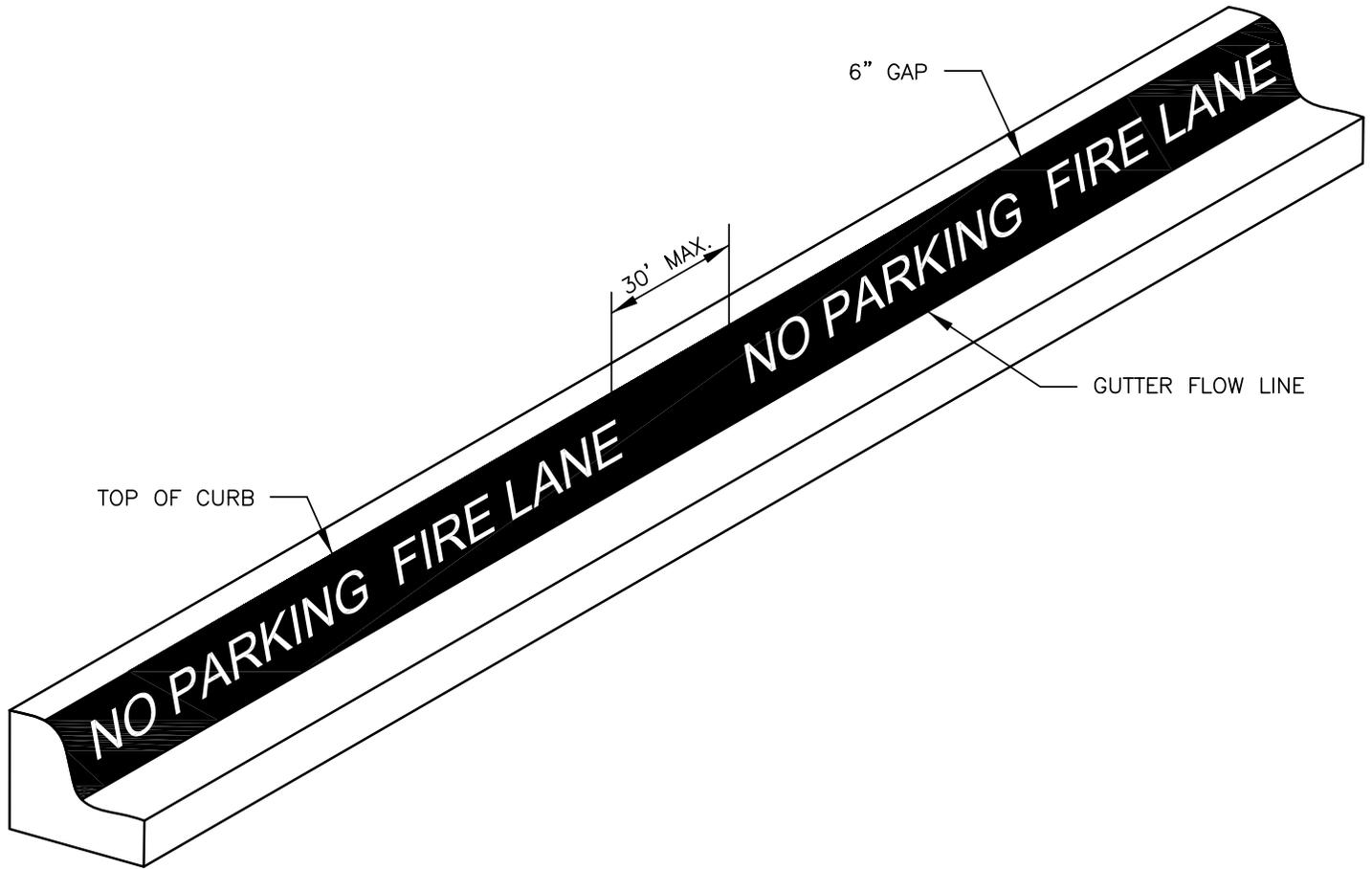
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**SIDEWALK PEDESTRIAN RAMP DETAIL  
(TYPE 2)**

DRAWING NO:  
ST-08

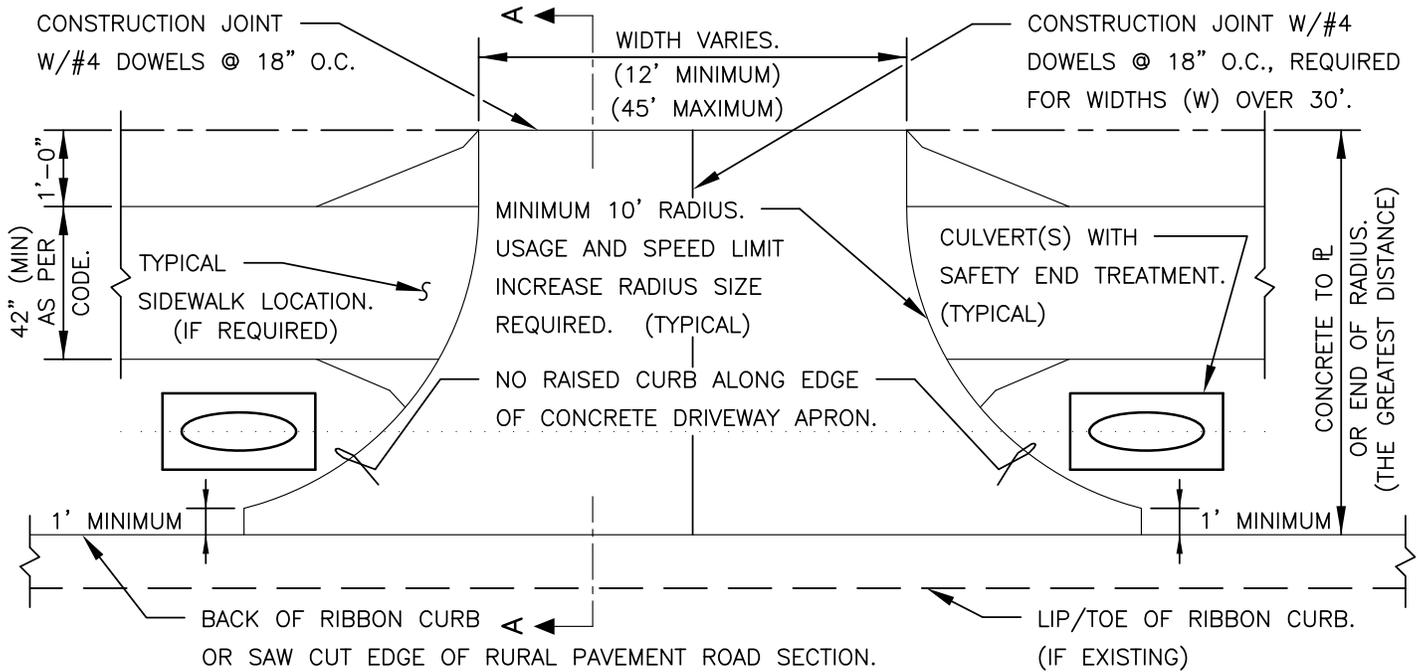




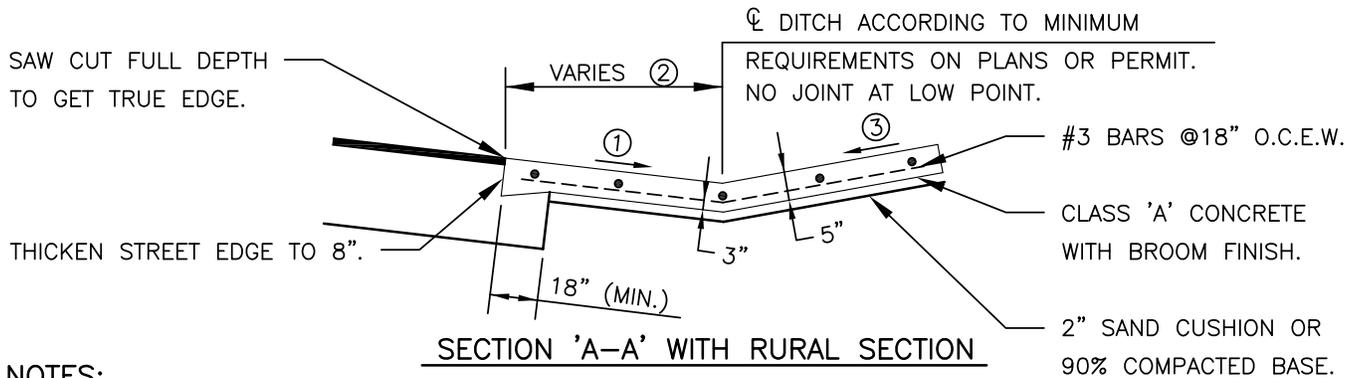
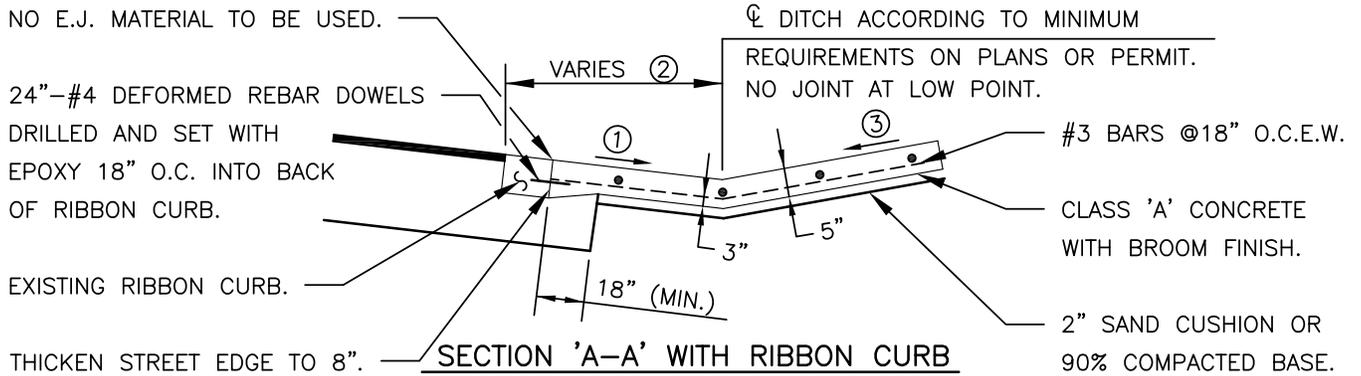
**NOTES:**

FIRE LANE STRIPING TO BE 6" WIDE RED PAINT WITH "NO PARKING FIRE LANE" IN 4" TALL WHITE LETTERS. WORDING MAY NOT BE SPACED GREATER THAN 30' APART. STRIPING TO BE PAINTED ON THE FACE OF CURB WHEN PRESENT AND PAINTED FLAT ON THE PARKING SURFACE WHEN IT IS NOT.

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<p><u>MAY 24, 2011</u> DATE</p>		
<p>THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>	<p>FIRE LANE MARKING DETAIL</p>	



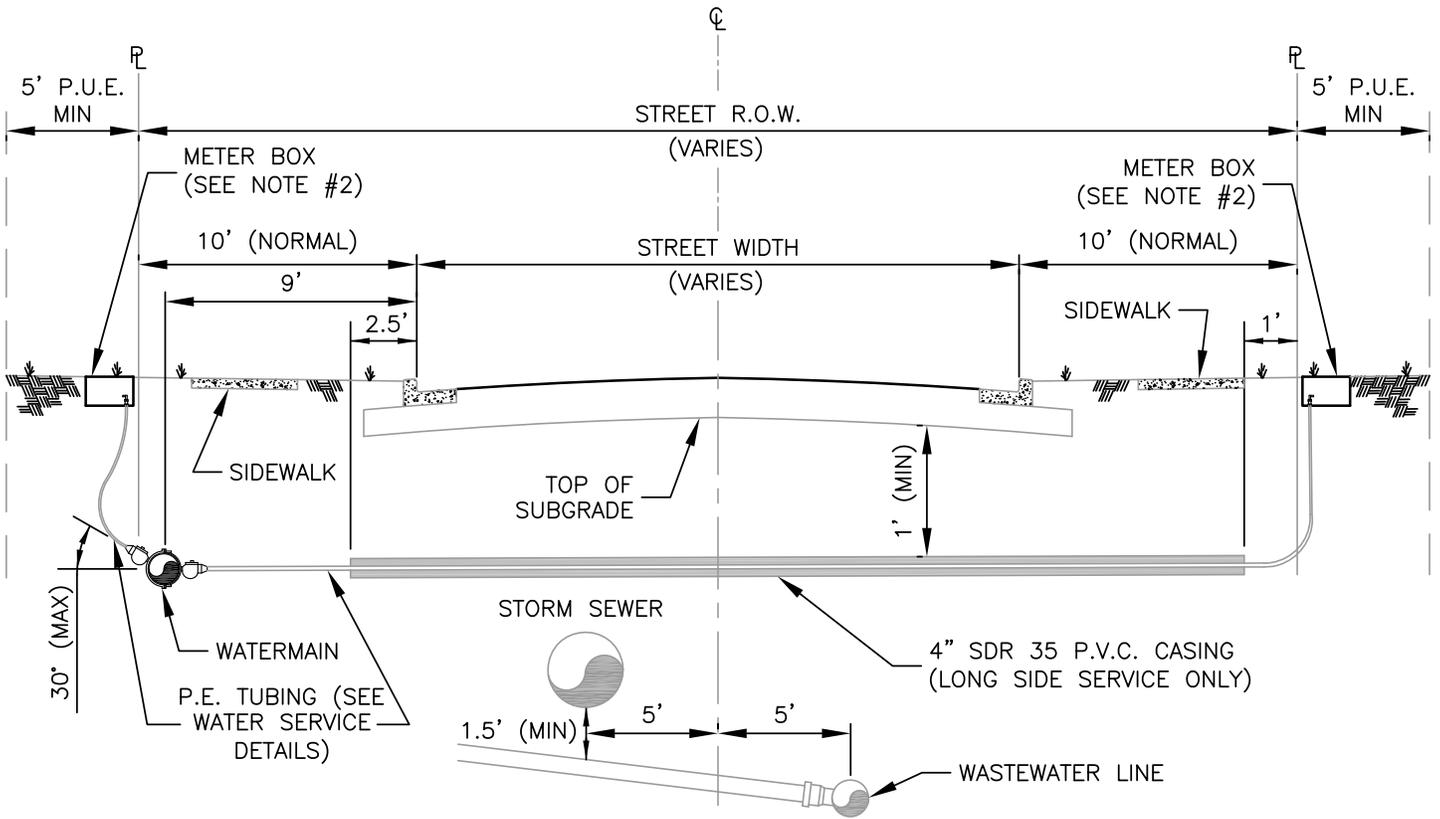
**PLAN**



**NOTES:**

- ① NEW DRIVEWAY MUST ACCEPT STORM WATER RUNOFF FROM ROADWAY PAVEMENT, GRADING AWAY FROM PAVEMENT AT MINIMUM -2%, MAXIMUM -12%.
- ② GRADE BACK DISTANCES MUST BE AT A MINIMUM OF 12' OR ☉ OF BAR DITCH IF GREATER THAN 12' OR TO THE DISTANCE REQUIRED IN THE ACCEPTED CONSTRUCTION PLANS. (SHORTER OR LONGER)
- ③ GRADE OF DRIVEWAY PAST THE 12' POINT MAY CHANGE MULTIPLE TIMES AND BE POSITIVE OR NEGATIVE TO THE BACK SIDE OF THE APRON, BUT CAN BE NO GREATER THAN 2% IN THE AREA WHERE THE SIDEWALK IS TO CROSS.

<p style="text-align: center;"><b>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS APPROVED</b></p>	<h1 style="margin: 0;">CITY OF BASTROP</h1> <h2 style="margin: 10px 0 0 0;">CONCRETE DRIVEWAY DETAIL (RIBBON CURB OR RURAL SECTION)</h2>	<p style="text-align: center;">DRAWING NO: ST-14</p>
<p style="text-align: center;"><b>MAY 24, 2011 DATE</b></p>		
<p style="font-size: small;">THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		



**NOTES:**

1. REFER TO STANDARD DETAILS WT-02, WT-03 OR WT-04 FOR SERVICE SPECIFICS.
2. METER BOXES SHALL BE SET AS CLOSE TO R.O.W. (R) AS POSSIBLE, WITH NO PART OF BOX WITHIN R.O.W. METER BOXES SHALL BE LEVEL FROM SIDE TO SIDE AND NO MORE THAN 1/4"/FT. SLOPE FROM FRONT TO BACK (OR BACK TO FRONT). GRADING IN P.U.E. AROUND METER BOX SHALL BE 3:1 MAXIMUM AND SHALL BLEND TO OTHER UTILITY APPURTENANCES WITHOUT ABRUPT ELEVATION CHANGES.

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**MAY 24, 2011  
DATE**

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL. (NOT TO SCALE)

**CITY OF BASTROP**

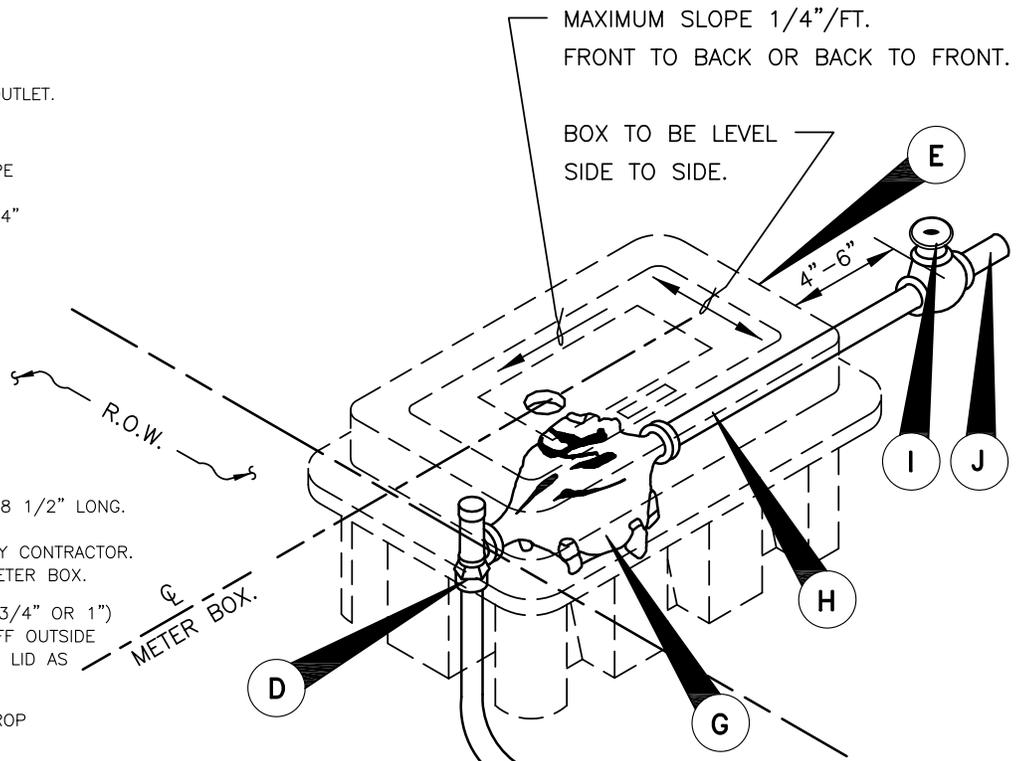
**WATER SERVICE CASING DETAIL**

DRAWING NO:  
WT-01



## MATERIAL LIST

- A. SERVICE CLAMP REQUIRED.
- B. 1" CORPORATION STOP - SERVICE PIPE OUTLET.
- C. 1" SERVICE PIPE.
- D. LOCKING ANGLE METER STOP; SERVICE PIPE INLET X SWIVEL COUPLING NUT OUTLET:  
- FOR 5/8" AND 3/4" METERS: 1" X 3/4"  
- FOR 1" METERS: 1" X 1"
- E. PLASTIC RECTANGULAR METER BOX. (SEE TABLE BELOW)
- F. PIPE CASING WHERE APPLICABLE. (AS PER DETAIL WT-01)
- G. WATER METER, CENTERED IN BOX. (SEE TABLE BELOW)
- H. WATER METER COUPLING; MALE I.P.T. X SWIVEL COUPLING NUT:  
- FOR 5/8" AND 3/4" METERS: 3/4" X 8 1/2" LONG.  
- FOR 1" METERS:  
LENGTH OF PIPE TO BE DETERMINED BY CONTRACTOR.  
EXTEND PIPE TO 4"-6" OUTSIDE OF METER BOX.
- I. BRONZE GATE VALVE: NON-RISING STEM (3/4" OR 1") FEMALE I.P.T. (PROPERTY OWNERS CUT-OFF OUTSIDE METER BOX IN SEPARATE VALVE CAN WITH LID AS PER CITY OF BASTROP STANDARDS).
- J. 3/4" OR 1" PIPE MEETING CITY OF BASTROP PLUMBING CODE REQUIREMENTS.

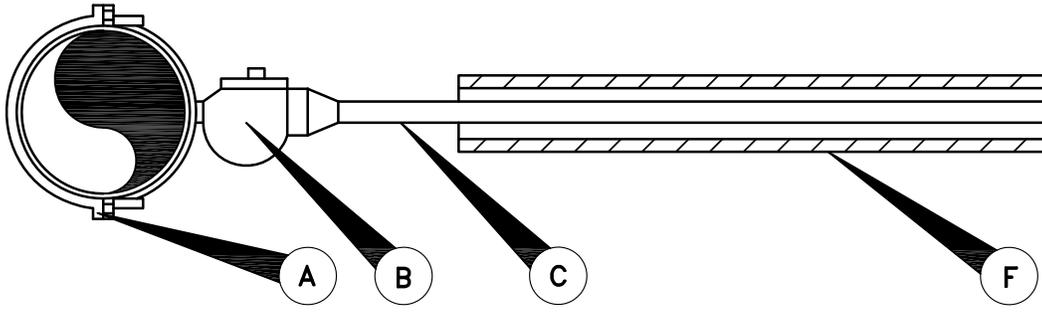


### NOTES:

1. SERVICE PIPE SHALL BE HIGH PRESSURE POLYETHYLENE AWWA C901 CLASS 200 PSI BLACK COLORED HAVING A DIMENSION RATIO OF 9 (DR9).
2. SERVICE SADDLES SHALL BE WRAPPED COMPLETELY WITH 8 MIL. POLYETHYLENE FILM.
3. TOP OF BOXES SHALL BE 1" ABOVE FINISHED GRADE.
4. PIPING AND TUBING SHALL BE INSTALLED IN ACCORDANCE WITH SECTION 510.3 OF THE STANDARD SPECIFICATIONS. SPECIAL ATTENTION IS CALLED TO "PIPE BEDDING ENVELOPE" AND "BACKFILLING", SECTIONS 510.3 (14) AND 510.3 (25), RESPECTIVELY.
5. AXIS OF METER ASSEMBLY (LINE THROUGH METER STOP, METER, PIPING AND OWNERS CUTOFF) SHALL BE 10" BELOW TOP OF BOX.
6. SLOTS PROVIDED IN METER BOX TO ACCOMODATE PIPING INTO AND OUT OF BOX, SHALL NOT BE MODIFIED.
7. LOCATION OF METER BOXES SHALL BE SUBJECT TO THE APPROVAL OF THE CITY OF BASTROP.

PART NUMBER	SERIES	SIZE	HEIGHT	WIDTH	LENGTH
DFW36C-BODY*	36C	STANDARD	12-1/4"	TOP = 13-3/4"	TOP = 19"
DFW36C-SBSM*	36C	STANDARD	12-1/4"	BASE = 10"	BASE = 18-1/4"
DFW36C-SBSM-LID*	36C	STANDARD	1-3/4"	LID = 10"	LID = 15"

\* ROTEC BY DFW PLASTICS INCORPORATED OR APPROVED EQUAL.



METER SIZE	LENGTH
5/8"	7 3/4"
3/4"	9"
1"	11"

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DATE**

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

# CITY OF BASTROP

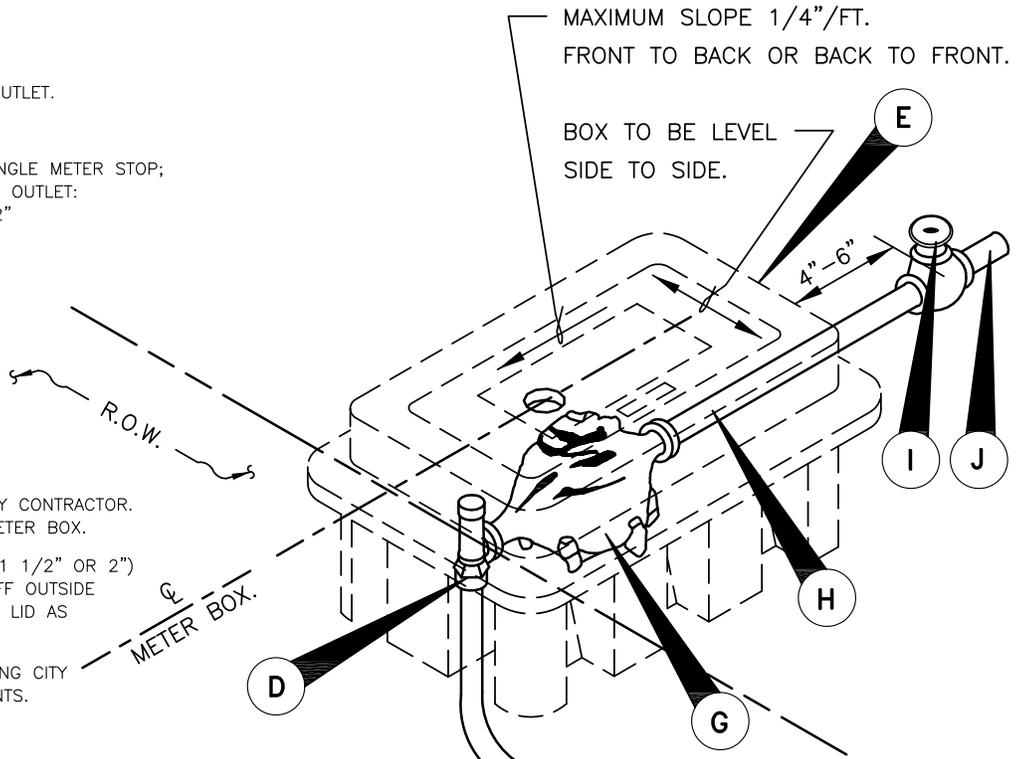
## SINGLE 5/8", 3/4" OR 1" WATER METER DETAIL

DRAWING NO:  
WT-02



## MATERIAL LIST

- A. SERVICE CLAMP REQUIRED.
- B. 1" CORPORATION STOP - SERVICE PIPE OUTLET.
- C. 1" SERVICE PIPE.
- D. BUSHING (IF NECESSARY) AND LOCKING ANGLE METER STOP;  
SERVICE PIPE INLET X FLANGED COUPLING OUTLET:  
- FOR 1 1/2" METERS: 1 1/2" X 1 1/2"  
- FOR 2" METERS: 2" X 2"
- E. PLASTIC RECTANGULAR METER BOX.  
(SEE TABLE BELOW)
- F. PIPE CASING WHERE APPLICABLE.  
(AS PER DETAIL WT-01)
- G. WATER METER, CENTERED IN BOX.  
(SEE TABLE BELOW)
- H. WATER METER COUPLING;  
MALE I.P.T. X FLANGED COUPLING NUT:  
- LENGTH OF PIPE TO BE DETERMINED BY CONTRACTOR.  
- EXTEND PIPE TO 4"-6" OUTSIDE OF METER BOX.
- I. BRONZE GATE VALVE: NON-RISING STEM (1 1/2" OR 2")  
FEMALE I.P.T. (PROPERTY OWNERS CUT-OFF OUTSIDE  
METER BOX IN SEPARATE VALVE CAN WITH LID AS  
PER CITY OF BASTROP STANDARDS).
- J. BUSHING (IF NECESSARY) AND PIPE MEETING CITY  
OF BASTROP PLUMBING CODE REQUIREMENTS.

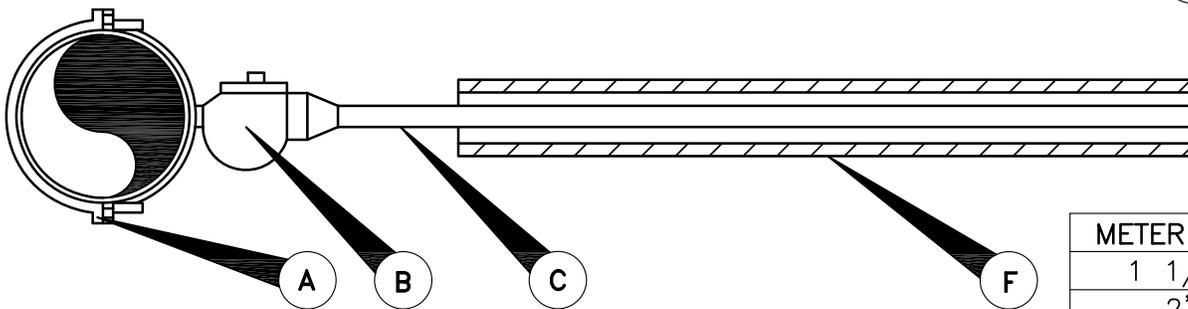


### NOTES:

1. SERVICE PIPE SHALL BE HIGH PRESSURE POLYETHYLENE AWWA C901 CLASS 200 PSI BLACK COLORED HAVING A DIMENSION RATIO OF 9 (DR9).
2. SERVICE SADDLES SHALL BE WRAPPED COMPLETELY WITH 8 MIL. POLYETHYLENE FILM.
3. TOP OF BOXES SHALL BE 1" ABOVE FINISHED GRADE.
4. PIPING AND TUBING SHALL BE INSTALLED IN ACCORDANCE WITH SECTION 510.3 OF THE STANDARD SPECIFICATIONS. SPECIAL ATTENTION IS CALLED TO "PIPE BEDDING ENVELOPE" AND "BACKFILLING", SECTIONS 510.3 (14) AND 510.3 (25), RESPECTIVELY.
5. AXIS OF METER ASSEMBLY (LINE THROUGH METER STOP, METER, PIPING AND OWNERS CUTOFF) SHALL BE 10" BELOW TOP OF BOX.
6. SLOTS PROVIDED IN METER BOX TO ACCOMODATE PIPING INTO AND OUT OF BOX, SHALL NOT BE MODIFIED.
7. LOCATION OF METER BOXES SHALL BE SUBJECT TO THE APPROVAL OF THE CITY OF BASTROP.

PART NUMBER	SERIES	SIZE	HEIGHT	WIDTH	LENGTH
DFW65C-12-BODY*	65C	JUMBO	12"	TOP = 18-3/4"	TOP = 30-1/2"
DFW65C-12-BDSM*	65C	JUMBO	12"	BASE = 16"	BASE = 27"
DFW65C-BDSM-LID*	65C	JUMBO	1-3/4"	LID = 15-1/4"	LID = 27"

\* ROTEC BY DFW PLASTICS INCORPORATED OR APPROVED EQUAL.



METER SIZE	LENGTH
1 1/2"	13"
2"	17"

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USE OF THIS DETAIL.

# CITY OF BASTROP

## SINGLE 1 1/2" OR 2" WATER METER DETAIL

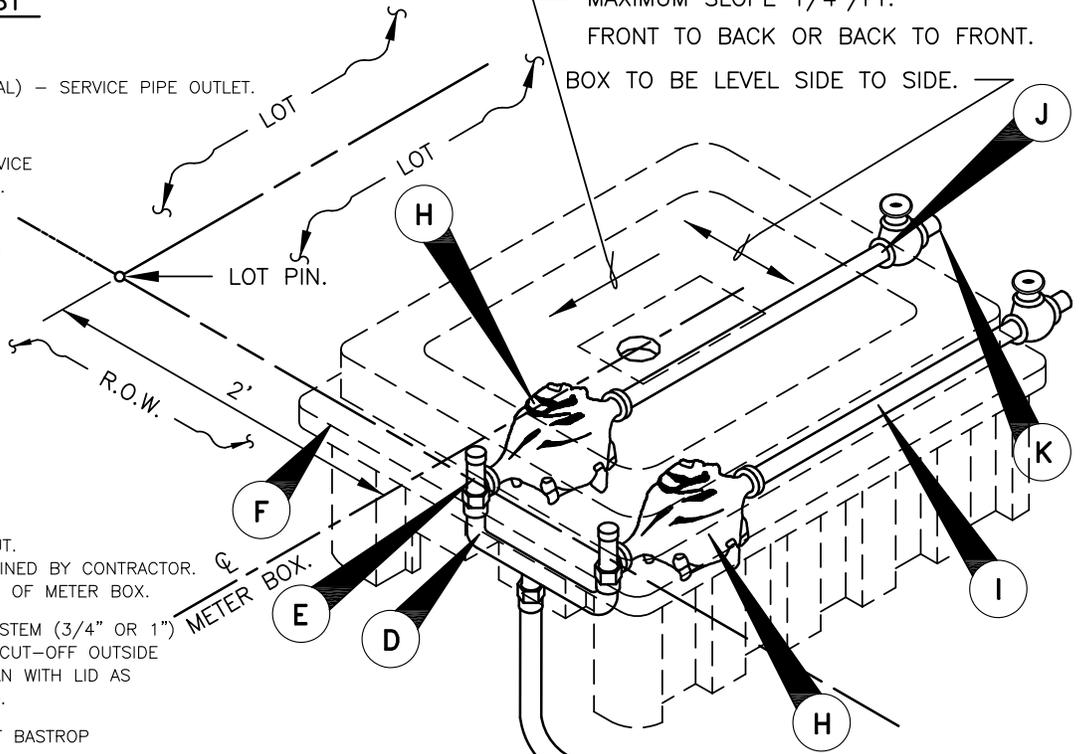
DRAWING NO:  
WT-03



## MATERIAL LIST

- A. SERVICE CLAMP REQUIRED.
- B. 1 1/2" CORPORATION STOP (TYPICAL) – SERVICE PIPE OUTLET.
- C. 1 1/2" SERVICE PIPE (TYPICAL).
- D. BRANCH CONNECTION: 1 1/2" SERVICE PIPE INLET AND 2 3/4" MALE I.P.T. OUTLETS 7 1/2" O.C.
- E. 3/4" LOCKING ANGLE METER STOP; FEMALE I.P.T. INLET AND SWIVEL COUPLING NUT OUTLET.
- F. PLASTIC RECTANGULAR METER BOX. (SEE TABLE BELOW)
- G. PIPE CASING WHERE APPLICABLE. (AS PER DETAIL WT-01)
- H. WATER METERS, CENTERED IN BOX. (SEE TABLE BELOW)
- I. WATER METER COUPLING; MALE I.P.T. X SWIVEL COUPLING NUT. – LENGTH OF PIPE TO BE DETERMINED BY CONTRACTOR. – EXTEND PIPE TO 4"-6" OUTSIDE OF METER BOX.
- J. BRONZE GATE VALVE: NON-RISING STEM (3/4" OR 1") FEMALE I.P.T. (PROPERTY OWNERS CUT-OFF OUTSIDE METER BOX IN SEPARATE VALVE CAN WITH LID AS PER CITY OF BASTROP STANDARDS).
- K. 3/4" OR 1" PIPE MEETING CITY OF BASTROP PLUMBING CODE REQUIREMENTS.

MAXIMUM SLOPE 1/4"/FT.  
FRONT TO BACK OR BACK TO FRONT.  
BOX TO BE LEVEL SIDE TO SIDE.

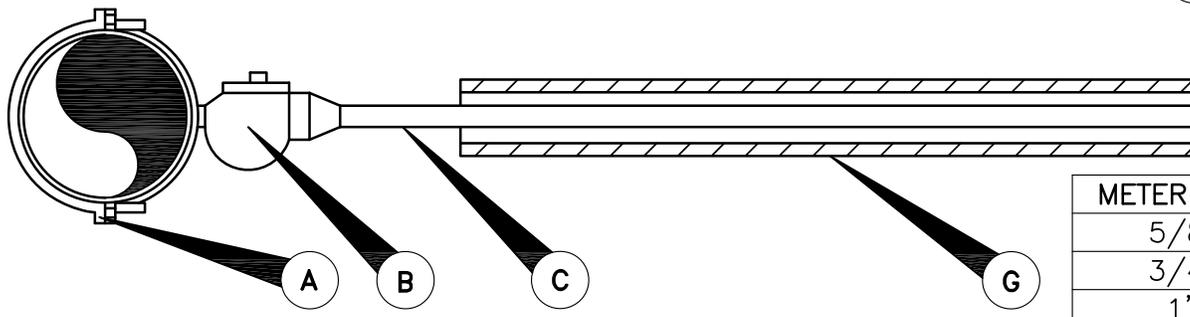


### NOTES:

1. SERVICE PIPE SHALL BE HIGH PRESSURE POLYETHYLENE AWWA C901 CLASS 200 PSI BLACK COLORED HAVING A DIMENSION RATIO OF 9 (DR9).
2. SERVICE SADDLES SHALL BE WRAPPED COMPLETELY WITH 8 MIL. POLYETHYLENE FILM.
3. TOP OF BOXES SHALL BE 1" ABOVE FINISHED GRADE.
4. PIPING AND TUBING SHALL BE INSTALLED IN ACCORDANCE WITH SECTION 510.3 OF THE STANDARD SPECIFICATIONS. SPECIAL ATTENTION IS CALLED TO "PIPE BEDDING ENVELOPE" AND "BACKFILLING", SECTIONS 510.3 (14) AND 510.3 (25), RESPECTIVELY.
5. AXIS OF METER ASSEMBLY (LINE THROUGH METER STOP, METER, PIPING AND OWNERS CUTOFF) SHALL BE 10" BELOW TOP OF BOX.
6. SLOTS PROVIDED IN METER BOX TO ACCOMODATE PIPING INTO AND OUT OF BOX, SHALL NOT BE MODIFIED.
7. BRANCH CONNECTION AND BOTH ANGLE METER STOPS MUST BE INSTALLED PRIOR TO FIRST METER INSTALLATION EVEN THOUGH THE SECOND PROPERTY MAY NOT BE READY FOR SERVICE.
8. LOCATION OF METER BOXES SHALL BE SUBJECT TO THE APPROVAL OF THE CITY OF BASTROP.

PART NUMBER	SERIES	SIZE	HEIGHT	WIDTH	LENGTH
DFW38C-14-BODY*	38C	LARGE	14-1/4"	TOP = 21-1/4"	TOP = 22"
DFW38C-14-SBSM*	38C	LARGE	14-1/4"	BASE = 17-1/4"	BASE = 18"
DFW38C-SBSM-LID*	38C	LARGE	2"	LID = 17"	LID = 18"

\* ROTEC BY DFW PLASTICS INCORPORATED OR APPROVED EQUAL.



METER SIZE	LENGTH
5/8"	7 3/4"
3/4"	9"
1"	11"

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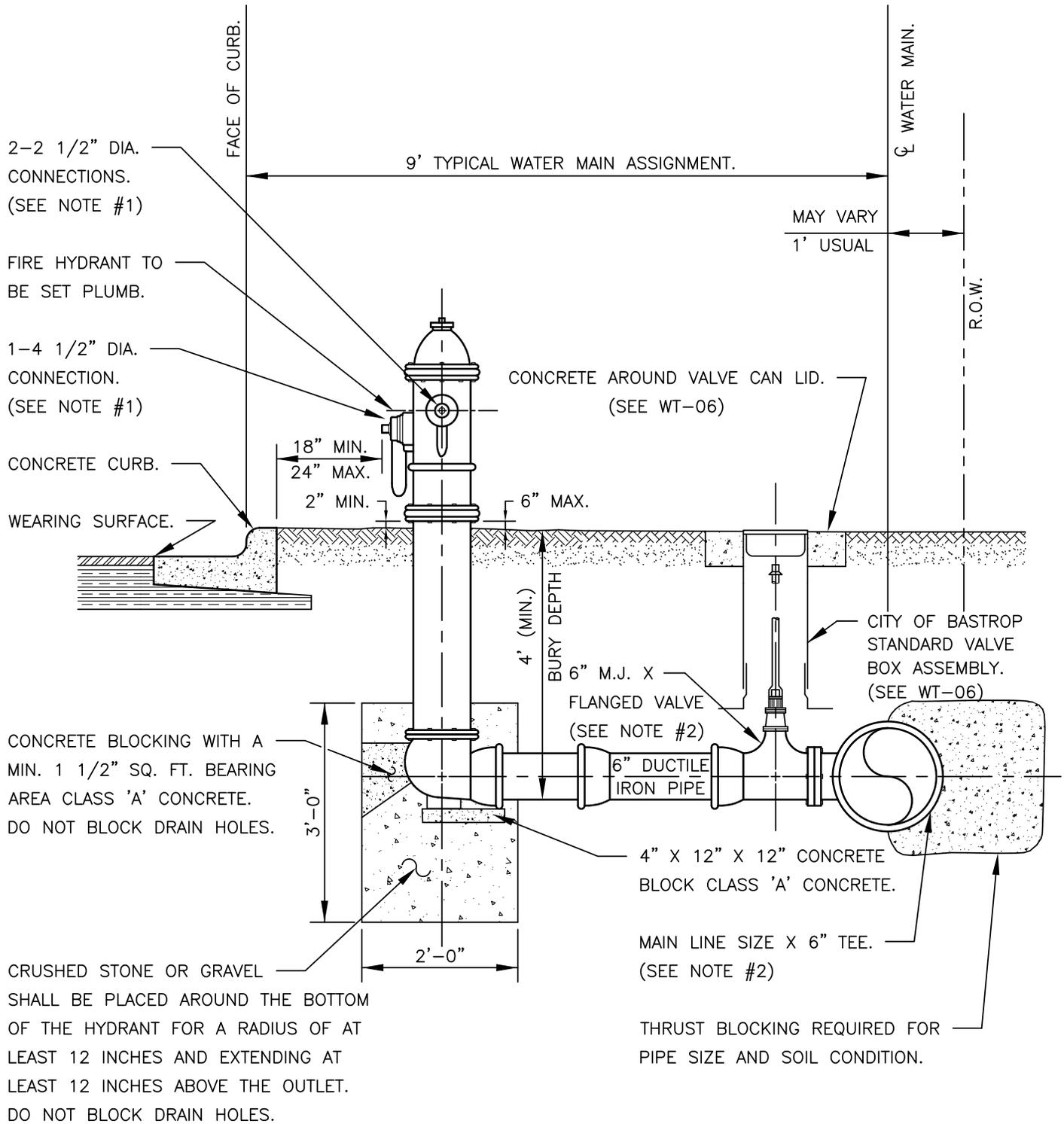
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

# CITY OF BASTROP

## DUAL 5/8", 3/4" OR 1" WATER METERS DETAIL

DRAWING NO:  
WT-04





**NOTES:**

1. THREADS ON OUTLET NOZZLES SHALL BE COMPATIBLE WITH CITY OF BASTROP FIRE DEPARTMENT EQUIPMENT.
2. TEE MAY HAVE FLANGED OUTLET FOR M.J. X FLANGED GATE VALVE OR, ANCHOR (SWIVEL) TEE MAY BE USED WITH M.J. X M.J. GATE VALVE.

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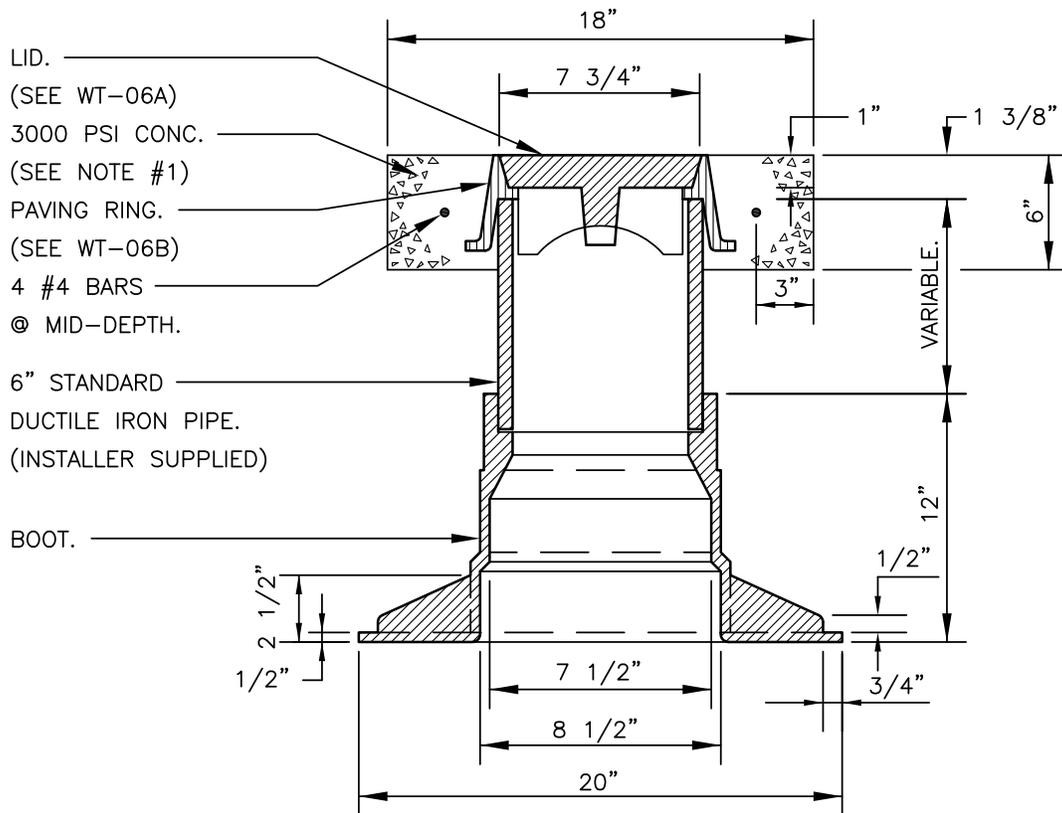
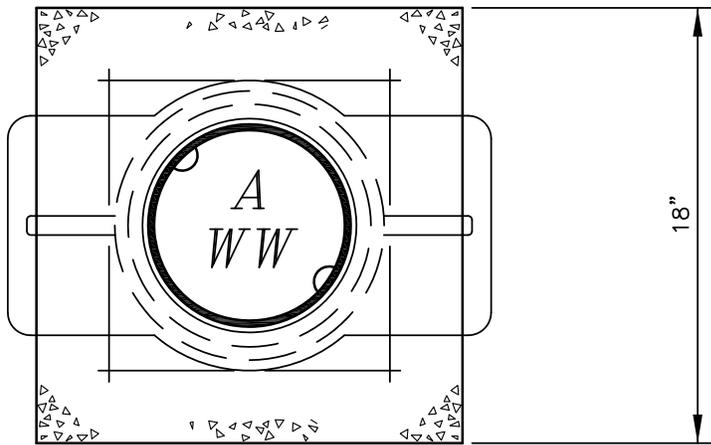
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**FIRE HYDRANT ASSEMBLY DETAIL**

DRAWING NO:  
WT-05





**NOTE:**

1. DELETE CONCRETE & REBAR WHEN VALVE IS WITHIN PAVED STREET.

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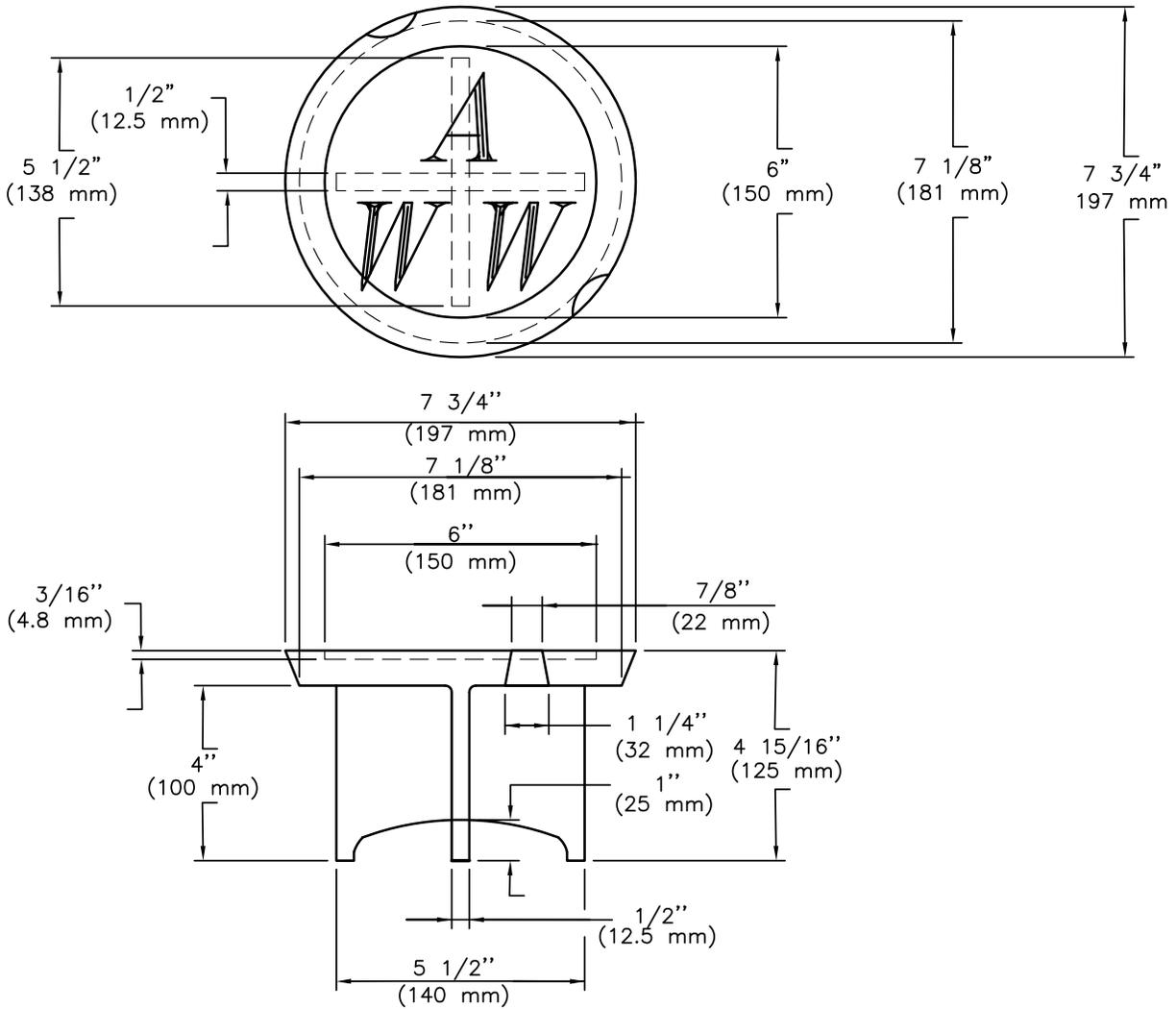
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**VALVE BOX ASSEMBLY DETAIL**

DRAWING NO:  
WT-06

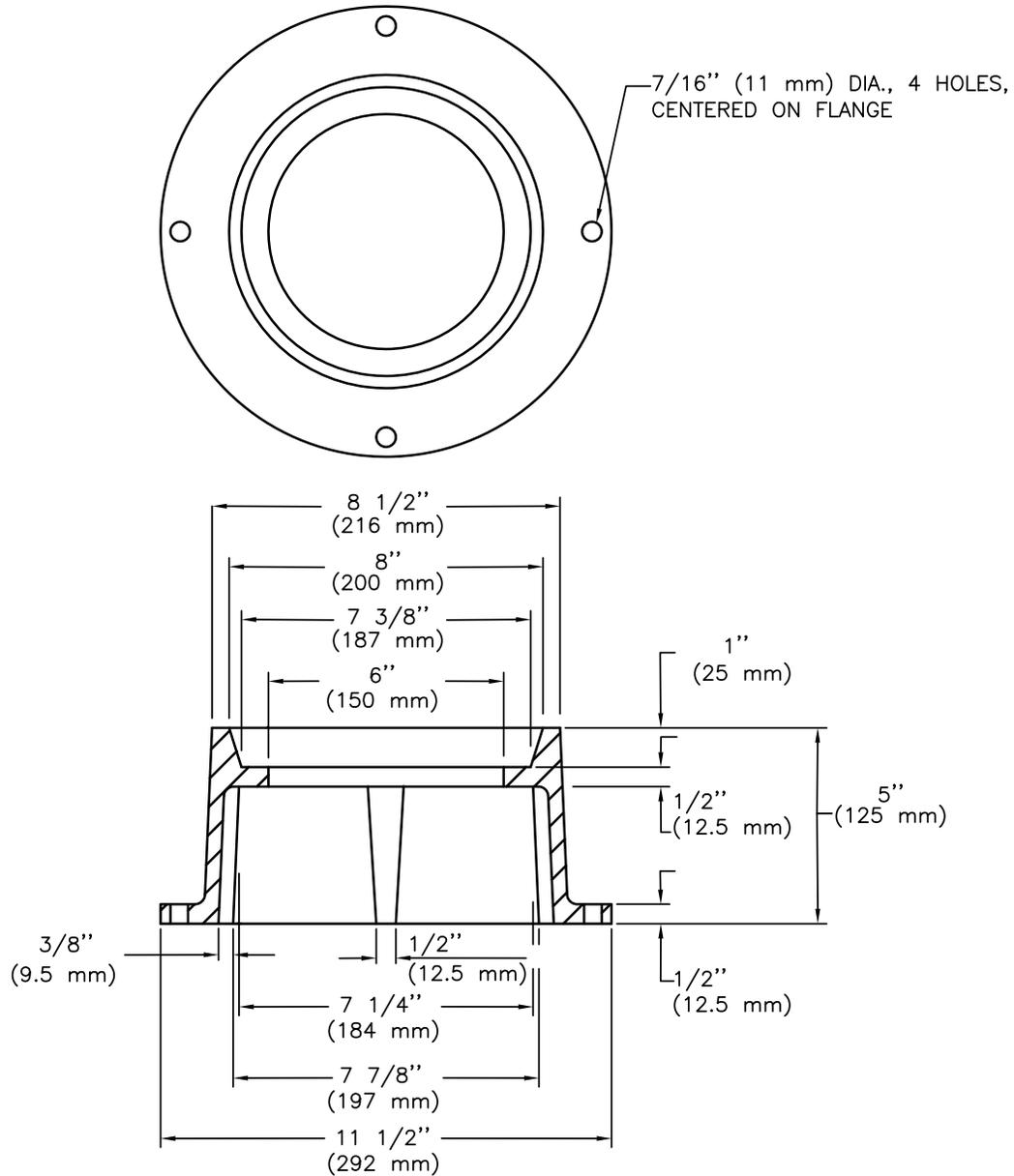




**NOTES:**

1. MATERIAL SHALL BE GRAY CAST IRON, ASTM A48, GRADE 30B.
2. TYPICAL FILLET IS 4.8 mm ( 3/16 ") RADIUS
3. LETTERING SHALL BE 38 mm (1 1/2 ") HEIGHT AND LOCATED AS SHOWN.
4. THIS LID REQUIRES TWO (2) PICK SLOTS.
5. THE MANUFACTURER'S IDENTIFICATION AND CASTING NUMBER, AND THE COUNTRY WHERE CAST, SHALL BE DISTINCTLY CAST ONTO EACH LID.
6. DRAFT AND SHRINKAGE ALLOWANCE SHALL BE IN ACCORD WITH NORMAL FOUNDRY PRACTICE.
7. FINISH BY REMOVING FINS AND FLASHING; PAINT WITH BLACK ASPHALT COATING.
8. WEIGHT: APPROXIMATELY 6 KG (13 LBS).

<p style="text-align: center;"><b>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS APPROVED</b></p>	<h1 style="margin: 0;">CITY OF BASTROP</h1>	<p style="text-align: right;">DRAWING NO: WT-06A</p>
<p style="text-align: center;"><u>MAY 24, 2011</u> DATE</p>	<h2 style="margin: 0;">VALVE BOX CASTING LID</h2>	
<p style="font-size: small;">THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		



**NOTES:**

1. MATERIALS SHALL BE GRAY CAST IRON, ASTM A48, GRADE 30B.
2. THE MANUFACTURER'S IDENTIFICATION & CASTING NUMBER & THE COUNTRY WHERE CAST, SHALL BE DISTINCTLY CAST ONTO EACH RING.
3. DRAFT & SHRINKAGE ALLOWANCE SHALL BE IN ACCORD WITH NORMAL FOUNDRY PRACTICE.
4. FINISH BY REMOVING FINS & FLASHING; PAINT WITH BLACK ASPHALT COATING.
5. WEIGHT: APPROXIMATELY 10.5 KG (23 LBS).

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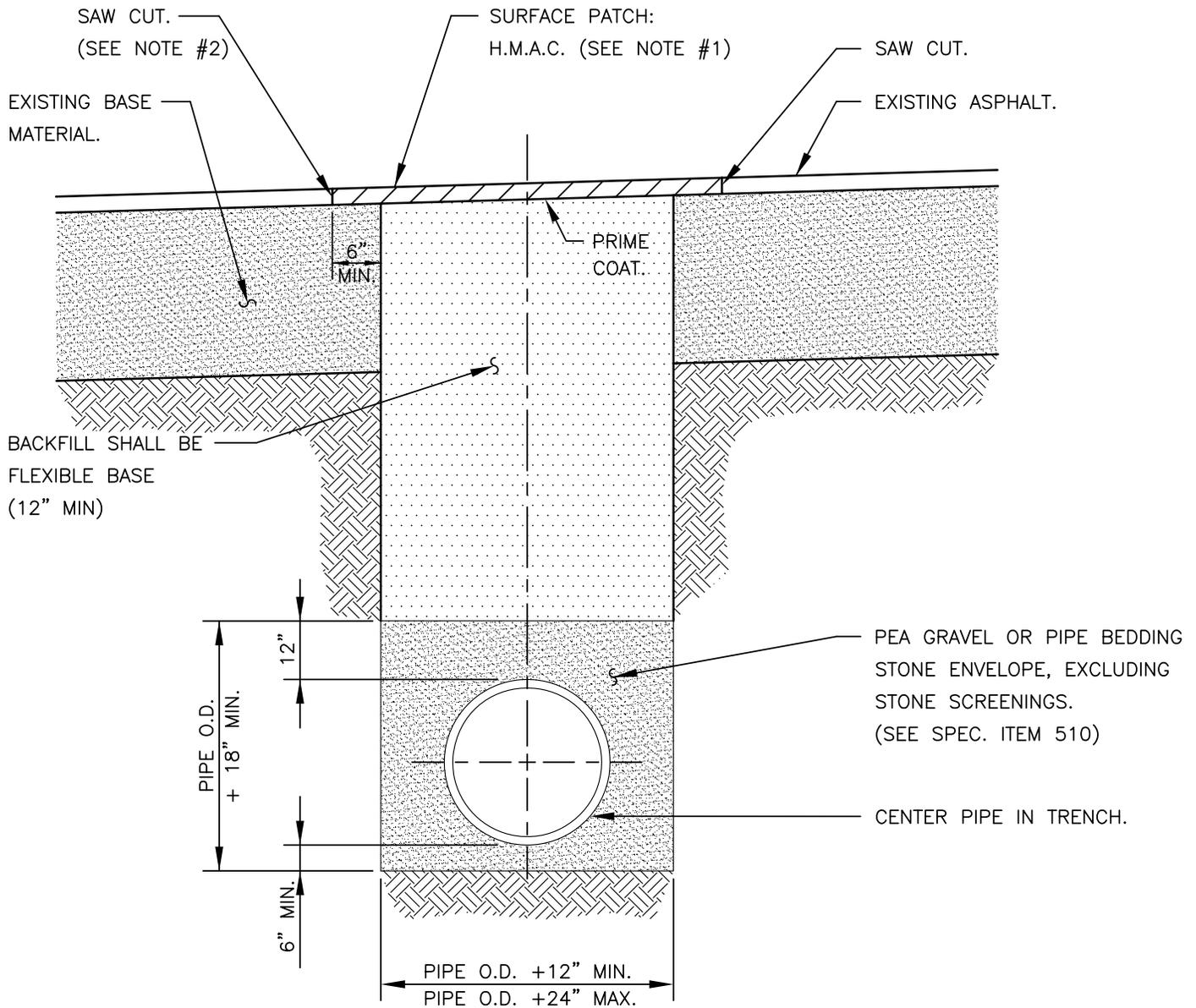
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**VALVE BOX CASTING PAVING RING**

DRAWING NO:  
WT-06B





**NOTES:**

1. H.M.A.C. THICKNESS SHALL MATCH EXISTING ASPHALT THICKNESS AND NO LESS THAN 2".
2. THE CONTRACTOR SHALL SAW CUT, REMOVE AND REPLACE EXISTING PAVEMENT A MINIMUM OF 6" BEYOND EITHER THE EDGE OF THE WATERLINE TRENCH OR THE POINT WHERE EXISTING PAVEMENT IS DAMAGED DUE TO TRENCHING OPERATIONS, WHICHEVER IS GREATER. FINISHED PATCH SHALL BE NEAT AND UNIFORM.
3. INSTALLATION OF BACKFILL, SAW CUTTING AND REMOVAL OF EXISTING PAVEMENT, AND SURFACE PATCH SHALL NOT BE PAID FOR SEPARATELY. COSTS FOR THESE ITEMS SHALL BE INCLUDED IN UNIT PRICE BID FOR WATERLINE PIPE.
4. THE CONTRACTOR SHALL PROVIDE STEEL PLATES TO SPAN THE TRENCH AS NECESSARY OR TO ALLOW BACKFILL TO CURE. SUCH PLATES SHALL BE SUITABLE FOR VEHICLE PASSAGE OVER THE TRENCH AND SHALL BE SATISFACTORILY ANCHORED IN PLACE. COSTS FOR THIS ITEM SHALL BE INCLUDED IN UNIT PRICE BID FOR WATERLINE PIPE.
5. ALL TRENCHING AND TRENCH SAFETY SHALL COMPLY WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS.

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THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**WATERLINE BEDDING  
AND PAVEMENT REPAIR DETAIL  
(EXISTING PAVED SURFACE)**

DRAWING NO:  
WT-07

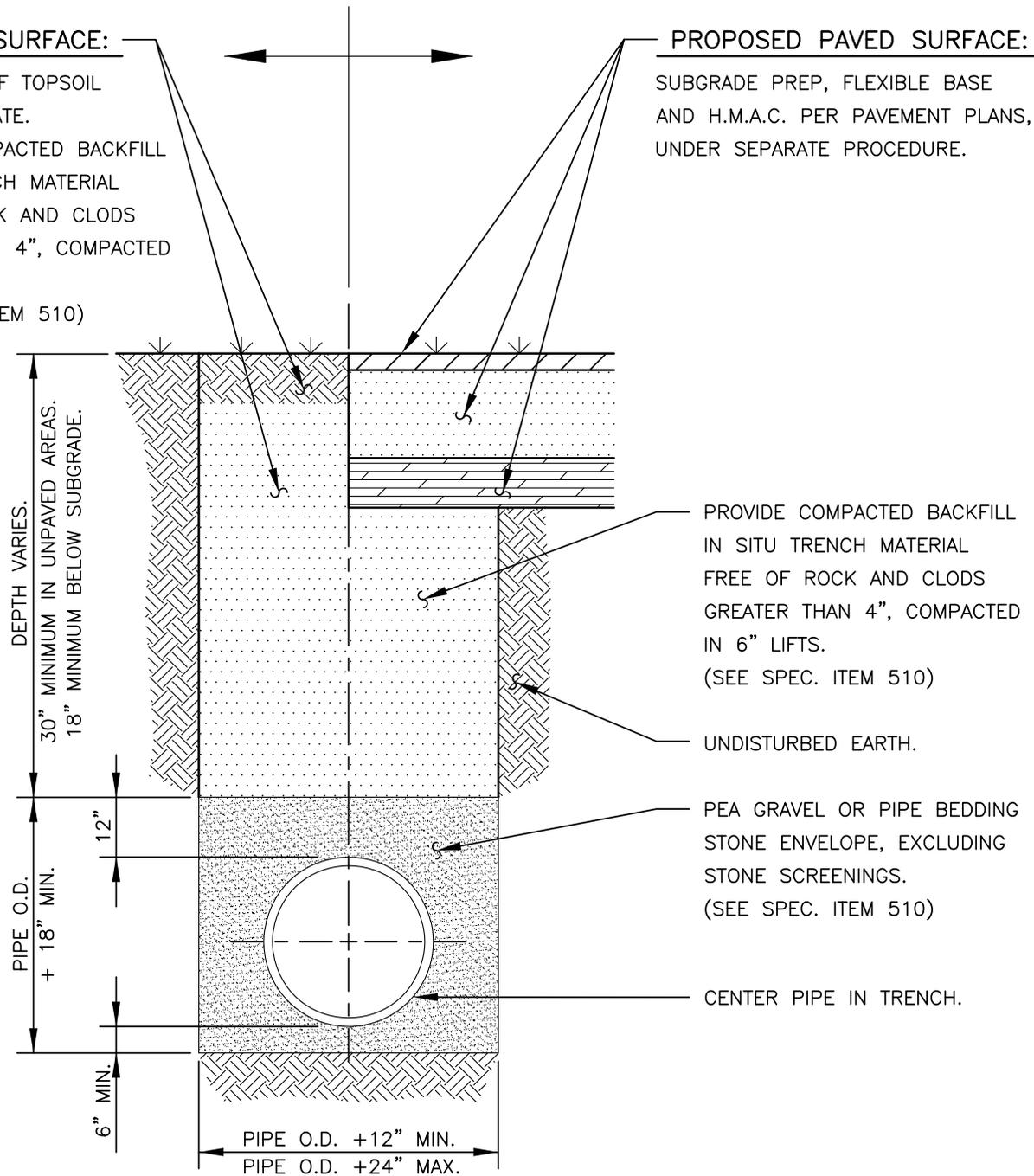


**NON-PAVED SURFACE:**

- (A) PROVIDE 4" OF TOPSOIL AND REVEGETATE.
  - (B) PROVIDE COMPACTED BACKFILL IN SITU TRENCH MATERIAL FREE OF ROCK AND CLODS GREATER THAN 4", COMPACTED IN 6" LIFTS.
- (SEE SPEC. ITEM 510)

**PROPOSED PAVED SURFACE:**

SUBGRADE PREP, FLEXIBLE BASE AND H.M.A.C. PER PAVEMENT PLANS, UNDER SEPARATE PROCEDURE.



**NOTE:**

ALL TRENCHING AND TRENCH SAFETY SHALL COMPLY WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS.

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RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

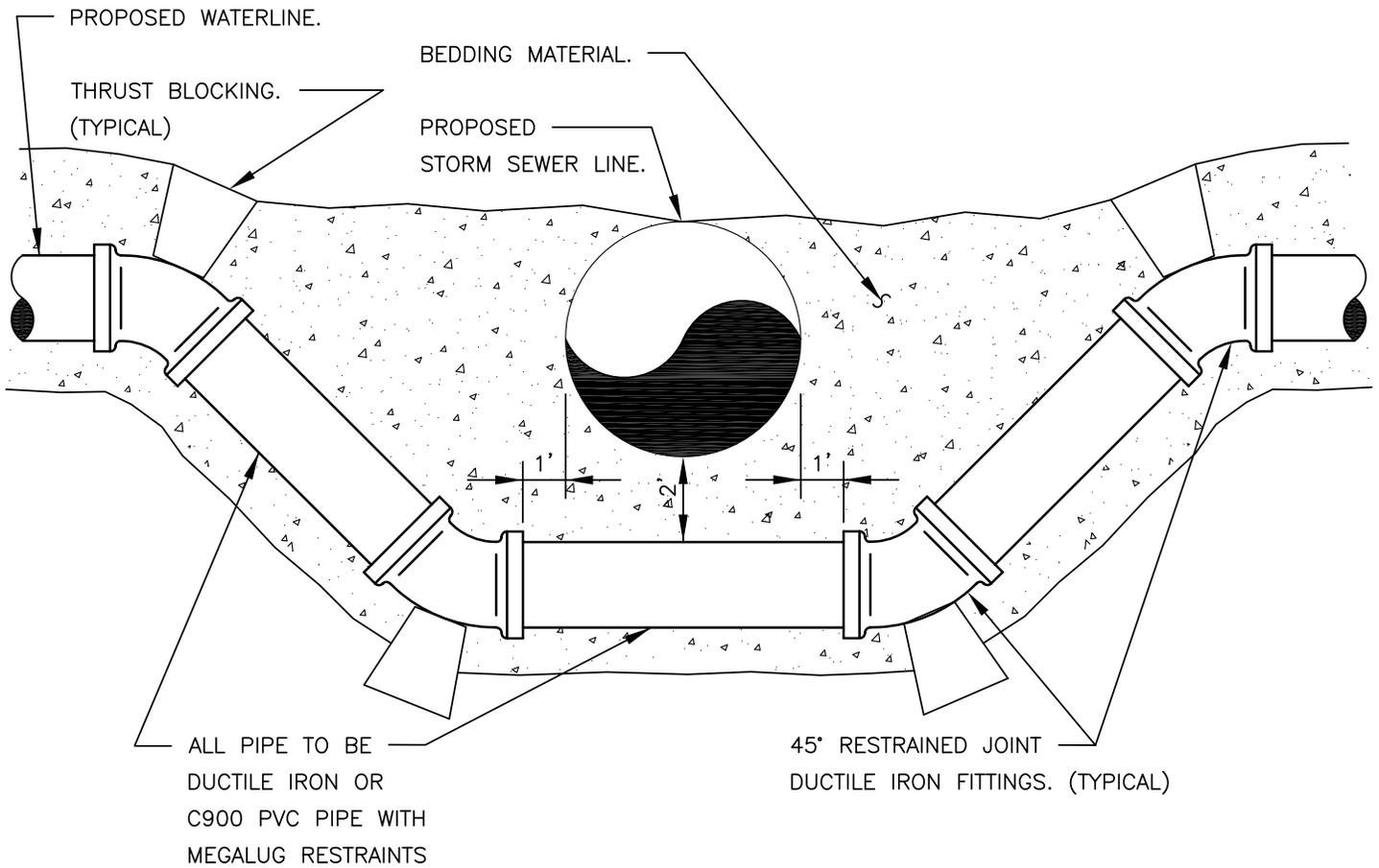
**CITY OF BASTROP**

**WATERLINE BEDDING  
AND SURFACE REPAIR DETAIL**

**(NON-PAVED & PROPOSED PAVED SURFACES)**

DRAWING NO:  
WT-08

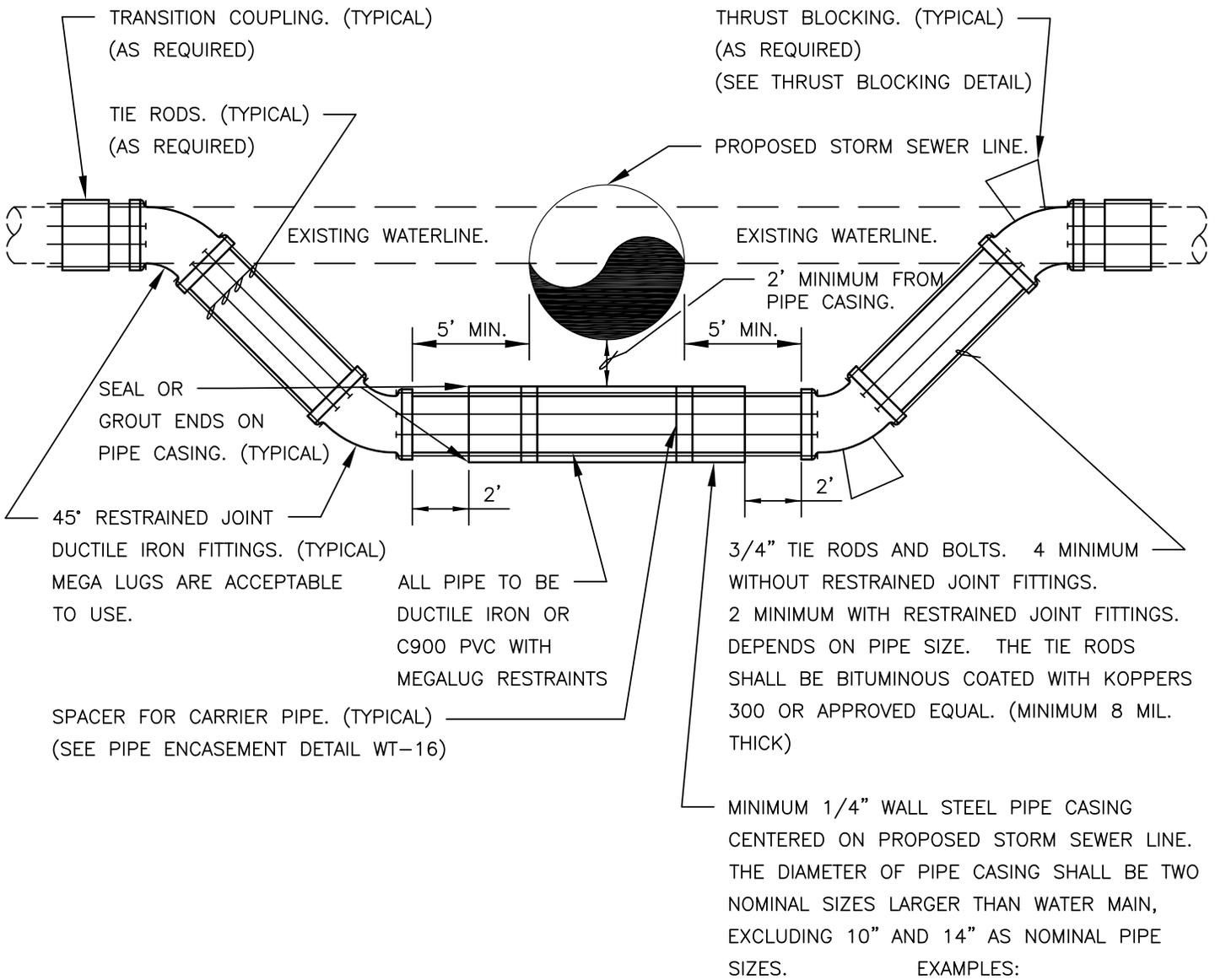




**NOTES:**

1. ALL DUCTILE IRON PIPE AND FITTINGS SHALL BE WRAPPED WITH MINIMUM 8 MIL POLYETHYLENE (BLACK POLY) AND OPEN ENDS/SEAMS SEALED WITH DUCT TAPE.
2. ALL FITTINGS SHALL BE BLOCKED WITH CONCRETE BLOCKING.

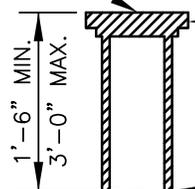
<p style="text-align: center;"><b>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS APPROVED</b></p>	<h1 style="margin: 0;">CITY OF BASTROP</h1> <h2 style="margin: 0;">WATERLINE AND STORM SEWER LINE CROSSING DETAIL (TYPE 1)</h2>	<p>DRAWING NO: WT-09</p>
<p style="text-align: center;"><u>MAY 24, 2011</u> DATE</p>		
<p style="font-size: small;">THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		



- 6" MAIN: 12" CASING
- 8" MAIN: 16" CASING
- 12" MAIN: 20" CASING

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<p><u>MAY 24, 2011</u> DATE</p>		
<p>THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		

TOP OF BOX LID TO BE  
FLUSH WITH FINISHED SURFACE.



CITY OF BASTROP STANDARD  
VALVE BOX RING (WT-06B) & LID (WT-06A).

STEM EXTENSION AS REQUIRED.  
FASTEN TO OPERATING NUT.

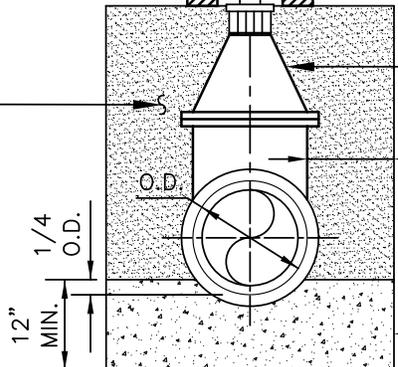
6" DUCTILE IRON PIPE  
CENTERED ON OPERATING NUT.

CITY OF BASTROP  
STANDARD VALVE CASING.

COMPACT BACKFILL AROUND  
VALVE BOX. REFERENCE SECTION  
510.3 (25) OF STANDARD SPECIFICATIONS.

STANDARD BEDDING  
MATERIAL.

VERTICAL VALVE WRAPPED WITH  
8-MIL. POLYETHYLENE FILM.



12" MIN.  
12" MIN.  
1/4  
O.D.  
CONCRETE CRADLE. (MIN. 2000 LB.)  
USE ON ALL SIZE 12" VALVES AND LARGER.

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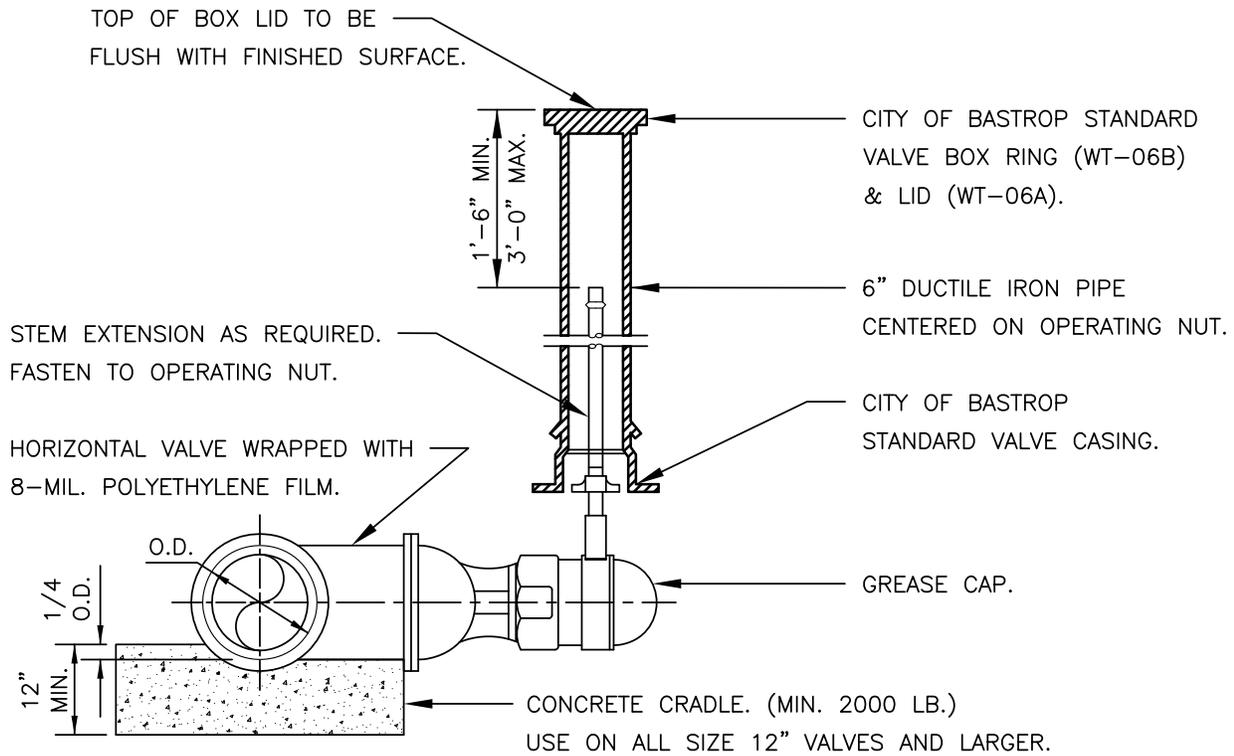
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

# CITY OF BASTROP

## VERTICAL VALVE INSTALLATION DETAIL

DRAWING NO:  
WT-11





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CITY OF BASTROP

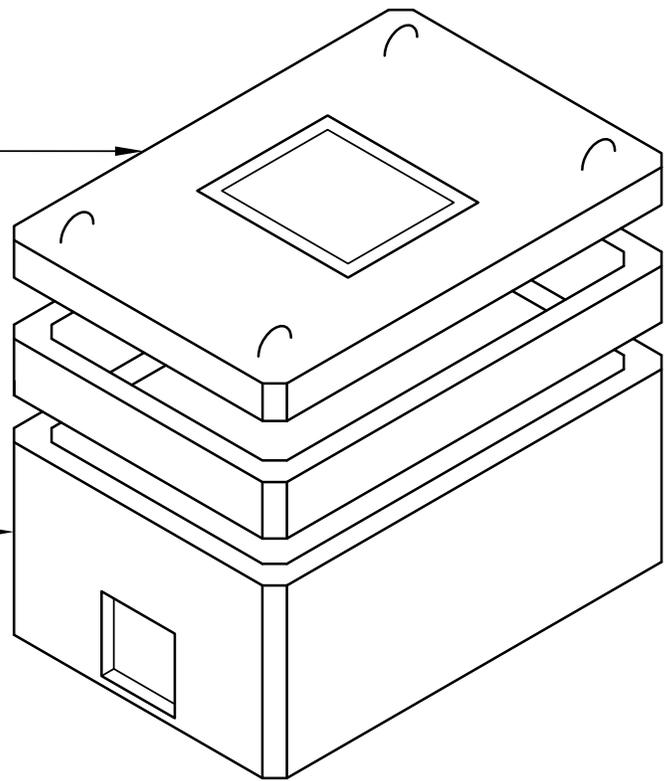
HORIZONTAL VALVE  
INSTALLATION DETAIL

DRAWING NO:  
WT-12



LID

4000 TO 4500 P.S.I. CONCRETE, 28 DAY STRENGTH.  
RECESSED VALVE OPENING KNOCKOUTS.  
30"X30" DOOR CAST INTO LID.  
REINFORCING FOR H-20 LOADING.  
LID AS MANUFACTURED BY CONCRETE PRODUCTS,  
INCORPORATED, OR APPROVED EQUAL.

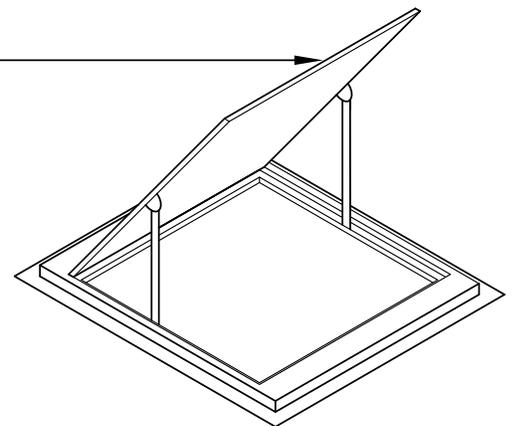


VAULT

4000 TO 4500 P.S.I. CONCRETE, 28 DAY STRENGTH.  
18"X18" PIPE KNOCKOUTS.  
REINFORCING FOR H-20 LOADING TO DEPTH OF 6".  
BASE WITHOUT FLOOR.  
12" EXTENSION FOR BASE.  
6" WALLS, WITH OPTIONAL 8" WALLS FOR DEPTH TO 10".  
VAULT AS MANUFACTURED BY CONCRETE PRODUCTS,  
INCORPORATED, OR APPROVED EQUAL.

HATCH

SPRING ASSISTED STEEL HATCH WITH MANUAL LID LOCKOUTS.  
CAST FLUSH TO TOP OF LID.  
30"X30" OPENING AREA.  
H-20 STEEL DOOR.  
DOOR AS MANUFACTURED BY CONCRETE PRODUCTS,  
INCORPORATED, OR APPROVED EQUAL.



NOTE:

THE METER VAULT SHALL BE LARGE ENOUGH, SO THAT THE FITTED METER ASSEMBLY CAN BE EASILY MAINTAINED.

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**CITY OF BASTROP**

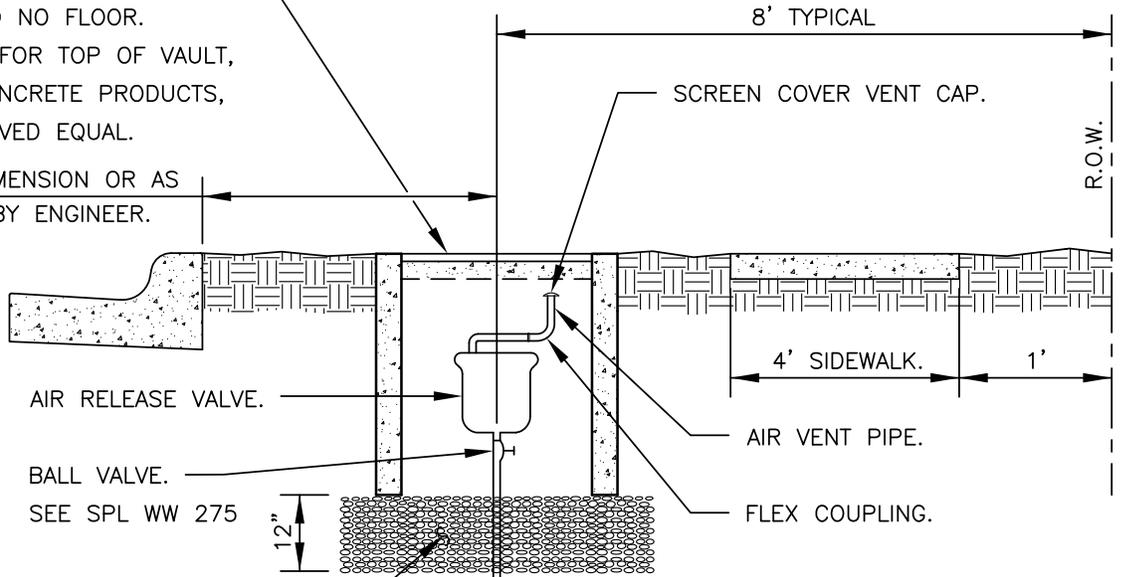
**COMPOUND WATER METER  
VAULT DETAIL**

DRAWING NO:  
WT-13

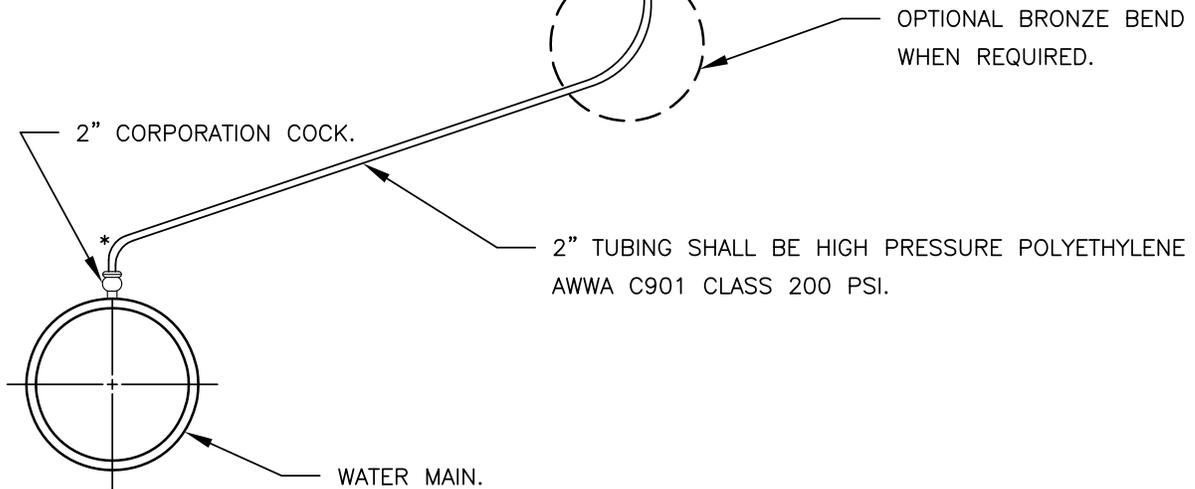


PRECAST CONCRETE VAULT (36"X36" INSIDE)  
WITH 4" THICK WALLS AND NO FLOOR.  
PROVIDE 1/4" METAL LID FOR TOP OF VAULT,  
AS MANUFACTURED BY CONCRETE PRODUCTS,  
INCORPORATED, OR APPROVED EQUAL.

PER PLAN DIMENSION OR AS  
DETERMINED BY ENGINEER.



BED PRECAST CONCRETE VAULT ON 3/4" WASHED  
ROCK GRAVEL OR OTHER CRUSHED STONE ACCEPTABLE  
TO THE CITY OF BASTROP.



\* THREAD TO COMPRESSION BRASS  
ELBOW ALLOWED IF NECESSARY  
DUE TO DEPTH LIMITATIONS.

GALVANIZED IRON PIPE	
AIR VALVE	GATE VALVE
1"	1"
2"	2"

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# CITY OF BASTROP

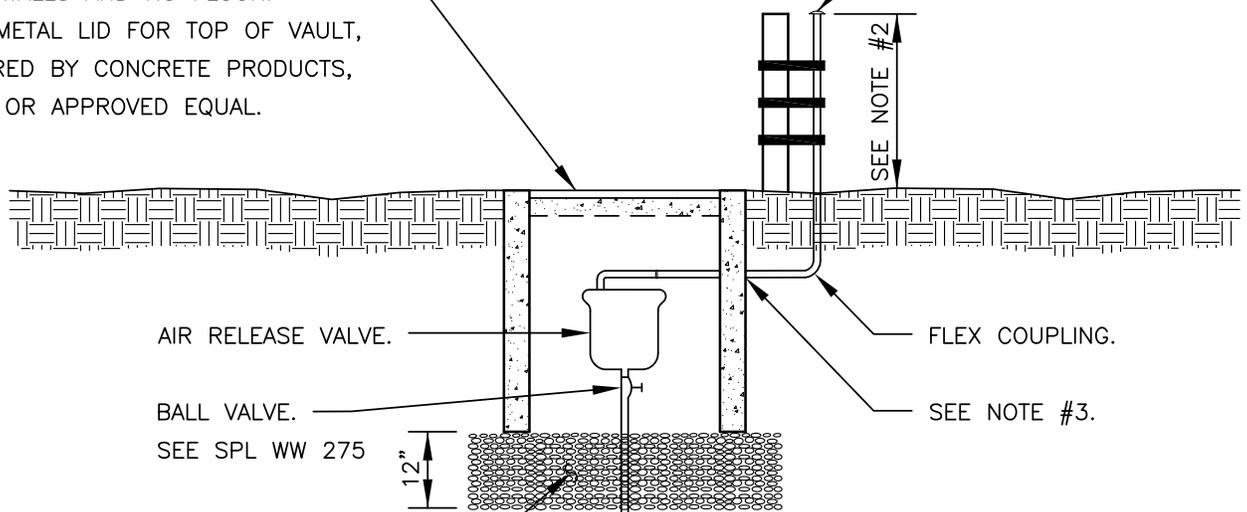
## 1" THRU 2" AIR RELEASE VALVE INSTALLATION DETAIL (DEVELOPED AREAS)

DRAWING NO:  
WT-14



PRECAST CONCRETE VAULT (36"X36" INSIDE) WITH 4" THICK WALLS AND NO FLOOR. PROVIDE 1/4" METAL LID FOR TOP OF VAULT, AS MANUFACTURED BY CONCRETE PRODUCTS, INCORPORATED, OR APPROVED EQUAL.

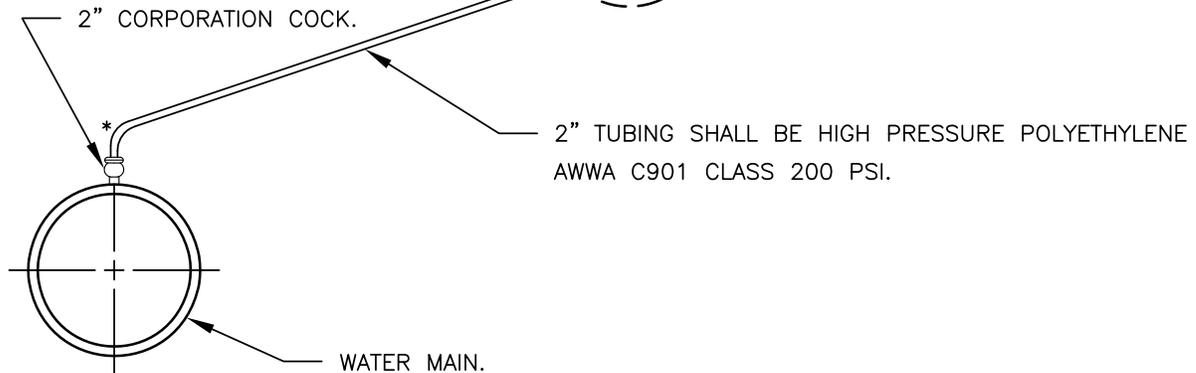
SCREEN COVER VENT CAP.



BED PRECAST CONCRETE VAULT ON 3/4" WASHED ROCK GRAVEL OR OTHER CRUSHED STONE ACCEPTABLE TO THE CITY OF BASTROP.

FLEX COUPLING.  
SEE NOTE #3.

OPTIONAL BRONZE BEND WHEN REQUIRED.



\* THREAD TO COMPRESSION BRASS ELBOW ALLOWED IF NECESSARY DUE TO DEPTH LIMITATIONS.

GALVANIZED IRON PIPE	
AIR VALVE	GATE VALVE
1"	1"
2"	2"

**NOTES:**

1. EXTERIOR SURFACES OF EXPOSED AIR VENT PIPE AND STEEL SUPPORT PIPE SHALL BE CLEANED, PREPPED, PRIMED AND PAINTED WITH RUST-OLEUM SAFETY BLUE ACRYLIC #5225402 PAINT, OR APPROVED EQUAL.
2. THE AIR VENT PIPE SHALL BE 5' MINIMUM IN HEIGHT AND SHALL BE SUPPORTED BY A 4" STEEL PIPE, WHICH IS TO BE SET IN 2500 P.S.I. CONCRETE, FILLED WITH CONCRETE AND SUPPOTED WITH 3 STAINLESS STEEL CLAMPS.
3. CONCRETE VAULT PENETRATION SHALL BE CORE BIT DRILLED. VOID SHALL BE FILLED BY PRESS-SEAL GASKET CORP. PSX RESILIENT CONNECTOR MEETING ASTM C923, OR APPROVED EQUAL.

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**MAY 24, 2011**  
**DATE**  
THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.

**CITY OF BASTROP**  
**1" THRU 2" AIR RELEASE VALVE INSTALLATION DETAIL (UNDEVELOPED AREAS)**

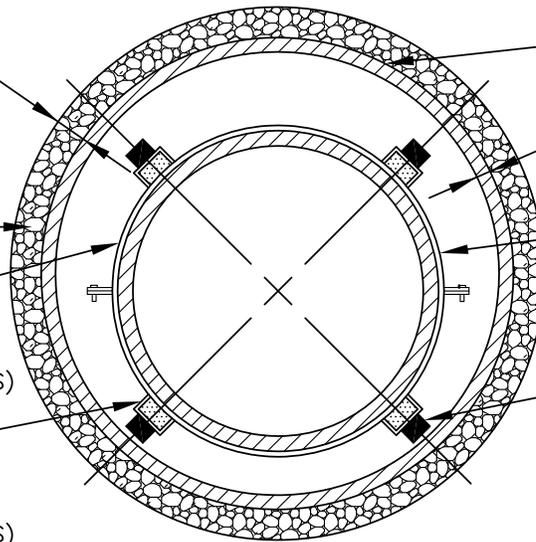
DRAWING NO:  
WT-15  


FILL SPACE BETWEEN EXCAVATED BORE AND ENCASEMENT WITH CEMENT GROUT.

EXCAVATED BORE.

T-304 STAINLESS STEEL SPACER BODY. (MINIMUM 14 GAUGE THICKNESS)

WELDED T-304 STAINLESS STEEL RISERS. (MINIMUM 10 GAUGE THICKNESS)



STEEL ENCASEMENT PIPE.

THICKNESS AS SPECIFIED IN PLANS (MIN. 1/4").

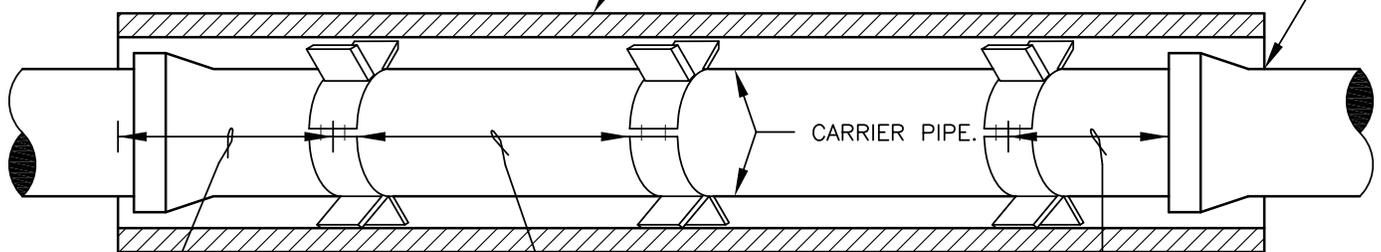
CARRIER PIPE. 90° MAXIMUM

ULTRA HIGH MOLECULAR WEIGHT POLYMER RUNNERS. (2" MINIMUM HEIGHT)

PIPE SIZE-CARRIER (DIAMETER)	PIPE SIZE-CASING (DIAMETER) (MIN.)	MINIMUM PIPE THICKNESS (INCHES)	
6"	16"	1/4	0.2500
8"	18"	1/4	0.2500
10"	20"	5/16	0.3125
12" ~ 14"	24"	3/8	0.3750
16" ~ 18"	30"	7/16	0.4375
20"	36"	1/2	0.5000
24"	42"	1/2	0.5000
30"	48"	1/2	0.5000

SMOOTH STEEL ENCASEMENT PIPE. (MINIMUM 35,000 P.S.I. YIELD STRENGTH)

SEAL ENDS WITH CASCADE WATERWORKS MANUFACTURING COMPANY, MODEL CCES END SEALS, OR APPROVED EQUAL. (EACH END)



A SPACER SHALL BE 18" FROM EACH END OF ENCASEMENT PIPE.

SPACING AS PER MANUFACTURER'S RECOMMENDATION, MINIMUM 6' OR 10'. (MINIMUM 3 SPACERS PER JOINT)

FIRST SPACER SHALL BE 18" FROM END OF JOINT.

**NOTES:**

- CASING SPACER CONFIGURATION AND SPACING SHALL BE AS SHOWN ON MANUFACTURER'S DRAWINGS FOR SPECIFIC WORK; THESE MUST BE ACCEPTABLE TO THE CITY OF BASTROP
- CASING SPACER SHALL BE AS MANUFACTURED BY CASCADE WATERWORKS MANUFACTURING COMPANY, MODEL CCS, OR APPROVED EQUAL.

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MAY 24, 2011 DATE

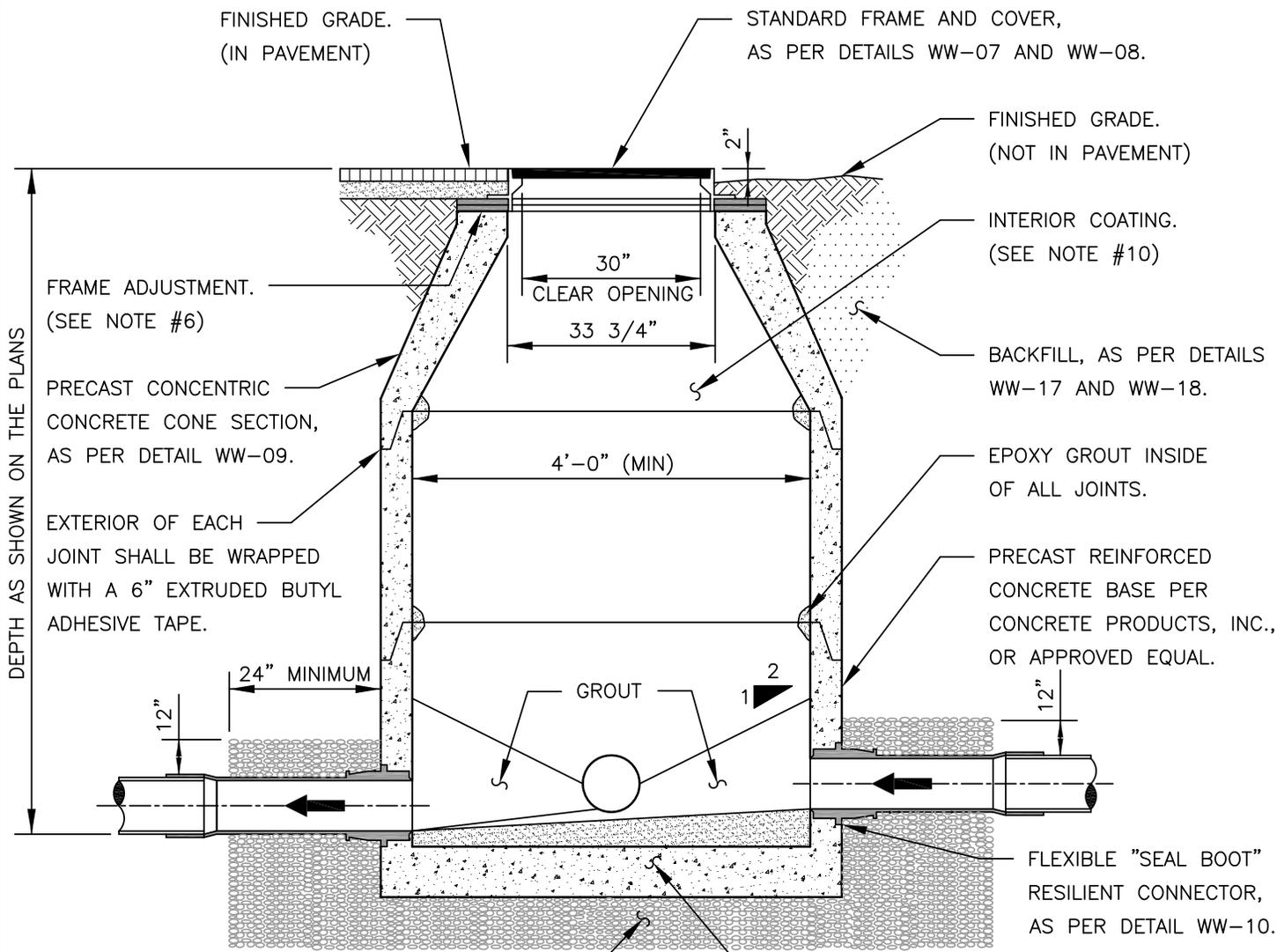
THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.

**CITY OF BASTROP**

**PIPE ENCASEMENT DETAIL**

DRAWING NO: WT-16





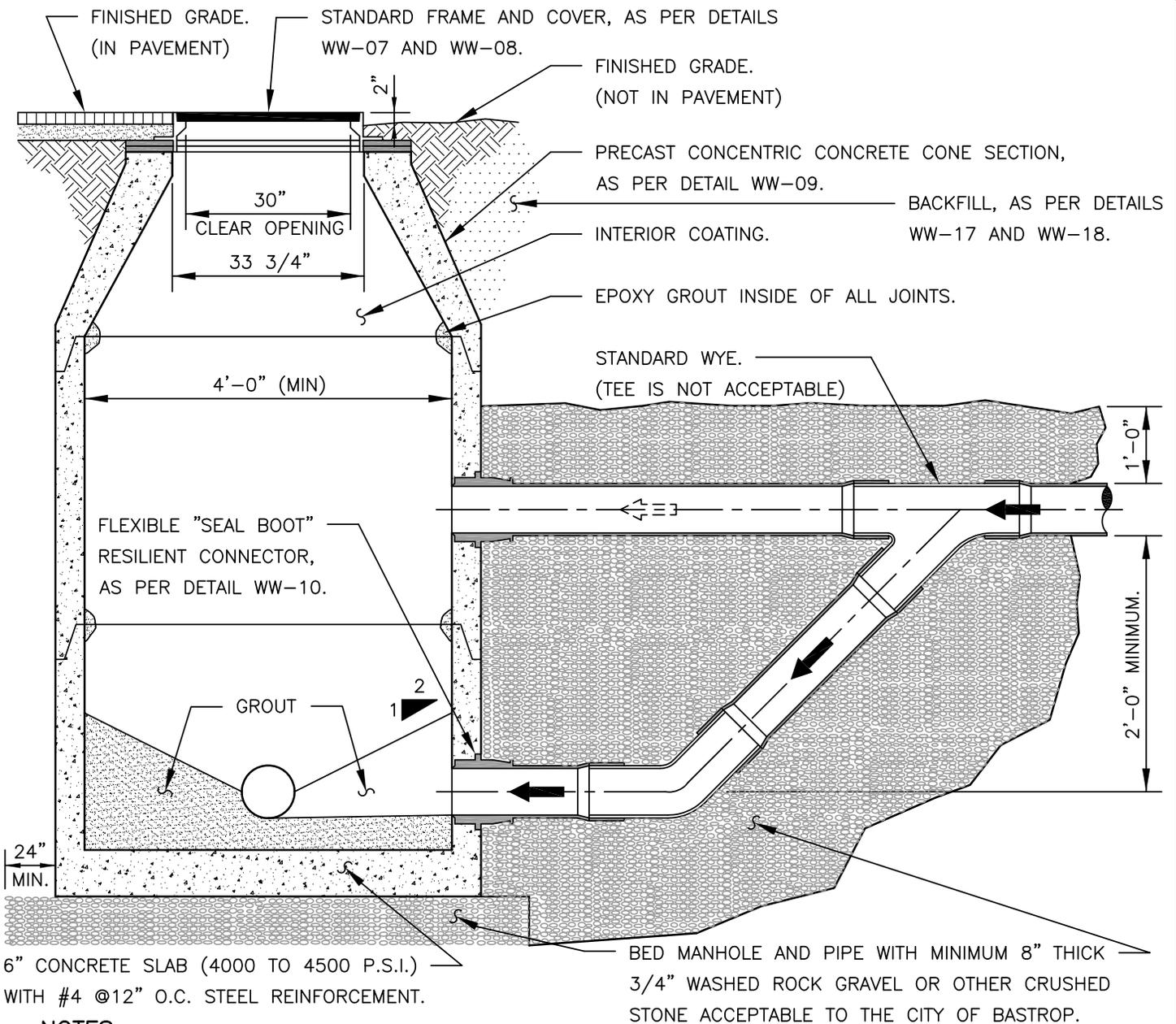
BED MANHOLE AND PIPE WITH MINIMUM 8" THICK  
 3/4" WASHED ROCK GRAVEL OR OTHER CRUSHED  
 STONE ACCEPTABLE TO THE CITY OF BASTROP.

6" CONCRETE SLAB (4000 TO 4500 P.S.I.)  
 WITH #4 @12" O.C. STEEL REINFORCEMENT.

**NOTES:**

1. IF DROP IS SIX INCHES (6") TO TWO FEET (2'-0"), CONSTRUCTION OF DROP SHALL PROVIDE AN OVERSIZED INVERT TO EXTEND UNDER THE DROP CONNECTION.
2. SEE CONSTRUCTION PLANS FOR MANHOLE SIZE, LOCATION, CONFIGURATION, TYPE OF TOP SECTION, VENTING REQUIREMENTS, PIPE SIZES AND TYPES.
3. MANHOLES SHALL BE PRECAST ASTM C478 BELL AND SPIGOT WITH "O" RING JOINTS.
4. MANHOLES TO BE DESIGNED TO RESIST LATERAL AND VERTICAL SOIL FORCES RESULTING FROM MANHOLE DEPTH. ADDITIONALLY, MANHOLES LOCATED IN PAVEMENT TO BE DESIGNED FOR H20 TRAFFIC LOADING.
5. ALL MANHOLE COVERS SHALL BE BOLTED AND GASKETED, WHEN MANHOLES ARE LOCATED OUTSIDE OF PAVEMENT.
6. FRAME ADJUSTMENT HEIGHT SHALL CONSIST OF FIVE INCHES (5") MINIMUM TO EIGHTEEN INCHES (18") MAXIMUM. GRADE RINGS SHALL BE WRAPPED WITH A HEAT-SHRINK THERMO-PLASTIC MATERIAL. HDPE GRADE RINGS, AS MANUFACTURED BY LABTECH, INCORPORATED, OR APPROVED EQUAL, MAY BE USED IN PAVEMENT AREAS ONLY.
7. FOR MANHOLES TO BE VENTED, SEE DETAILS WW-05 AND WW-06.
8. A FLOW CHANNEL SHALL BE CONSTRUCTED INSIDE MANHOLE TO DIRECT INFLUENT INTO THE FLOW STREAM.  
 ALL P.V.C. PIPE SHALL BE REMOVED FROM INVERT.
9. BASE SECTION SHALL BE DESIGNED FOR H20 LOADING, PLUS EARTH LOAD AT 130 PCF.
10. ENTIRE INTERIOR OF WASTEWATER MANHOLES TO BE COATED WITH RAVEN 405, OR APPROVED EQUAL, WITH A UNIFORM THICKNESS OF 124 MILS AND A MINIMUM THICKNESS OF 100 MILS, APPLIED AFTER MANHOLE HAS PASSED THE VACUUM TEST.

<p style="text-align: center;"><b>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS APPROVED</b></p>	<h1 style="margin: 0;">CITY OF BASTROP</h1> <h2 style="margin: 10px 0 0 0;">PRECAST CONCRETE WASTEWATER MANHOLE DETAIL</h2>	<p>DRAWING NO: WW-01</p>
<p style="text-align: center;"><b>MAY 24, 2011 DATE</b></p>		
<p style="font-size: small;">THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		



**NOTES:**

1. DROP CONNECTIONS SHALL BE REQUIRED WHENEVER AN INFLUENT SEWER IS LOCATED MORE THAN TWO FEET (2'-0") ABOVE THE MAIN INVERT CHANNEL.
2. SEE CONSTRUCTION PLANS FOR MANHOLE SIZE, LOCATION, CONFIGURATION, TYPE OF TOP SECTION, VENTING REQUIREMENTS, PIPE SIZES AND TYPES.
3. MANHOLES SHALL BE PRECAST ASTM C478 BELL AND SPIGOT WITH "O" RING JOINTS.
4. MANHOLES TO BE DESIGNED TO RESIST LATERAL AND VERTICAL SOIL FORCES RESULTING FROM MANHOLE DEPTH. ADDITIONALLY, MANHOLES LOCATED IN PAVEMENT TO BE DESIGNED FOR H2O TRAFFIC LOADING.
5. ALL MANHOLE COVERS SHALL BE BOLTED AND GASKETED, WHEN MANHOLES ARE LOCATED OUTSIDE OF PAVEMENT.
6. FRAME ADJUSTMENT HEIGHT SHALL CONSIST OF FIVE INCHES (5") MINIMUM TO EIGHTEEN INCHES (18") MAXIMUM. GRADE RINGS SHALL BE WRAPPED WITH A HEAT-SHRINK THERMO-PLASTIC MATERIAL. HDPE GRADE RINGS, AS MANUFACTURED BY LABTECH, INCORPORATED, OR APPROVED EQUAL, MAY BE USED IN PAVEMENT AREAS ONLY.
7. FOR MANHOLES TO BE VENTED, SEE DETAILS WW-05 AND WW-06.
8. A FLOW CHANNEL SHALL BE CONSTRUCTED INSIDE MANHOLE TO DIRECT INFLUENT INTO THE FLOW STREAM. ALL P.V.C. PIPE SHALL BE REMOVED FROM INVERT.
9. BASE SECTION SHALL BE DESIGNED FOR H2O LOADING, PLUS EARTH LOAD AT 130 PCF.
10. ENTIRE INTERIOR OF WASTEWATER MANHOLES TO BE COATED WITH RAVEN 405, OR APPROVED EQUAL, WITH A UNIFORM THICKNESS OF 124 MILS AND A MINIMUM THICKNESS OF 100 MILS, APPLIED AFTER MANHOLE HAS PASSED THE VACUUM TEST.
11. WHEN P.V.C. PIPE IS USED IN SANITARY SEWER LINES, SOLVENT TYPE JOINT P.V.C. FITTINGS MAY BE UTILIZED IN THE DROP ASSEMBLY ONLY.

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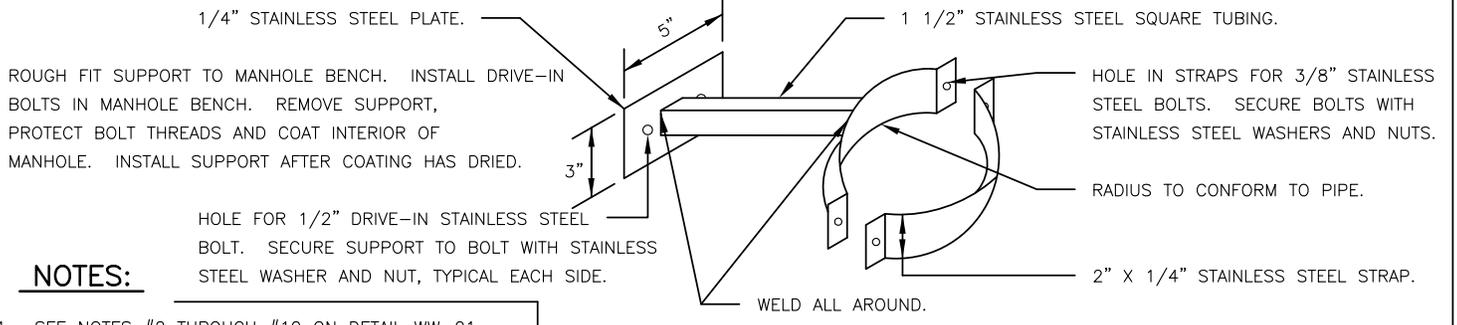
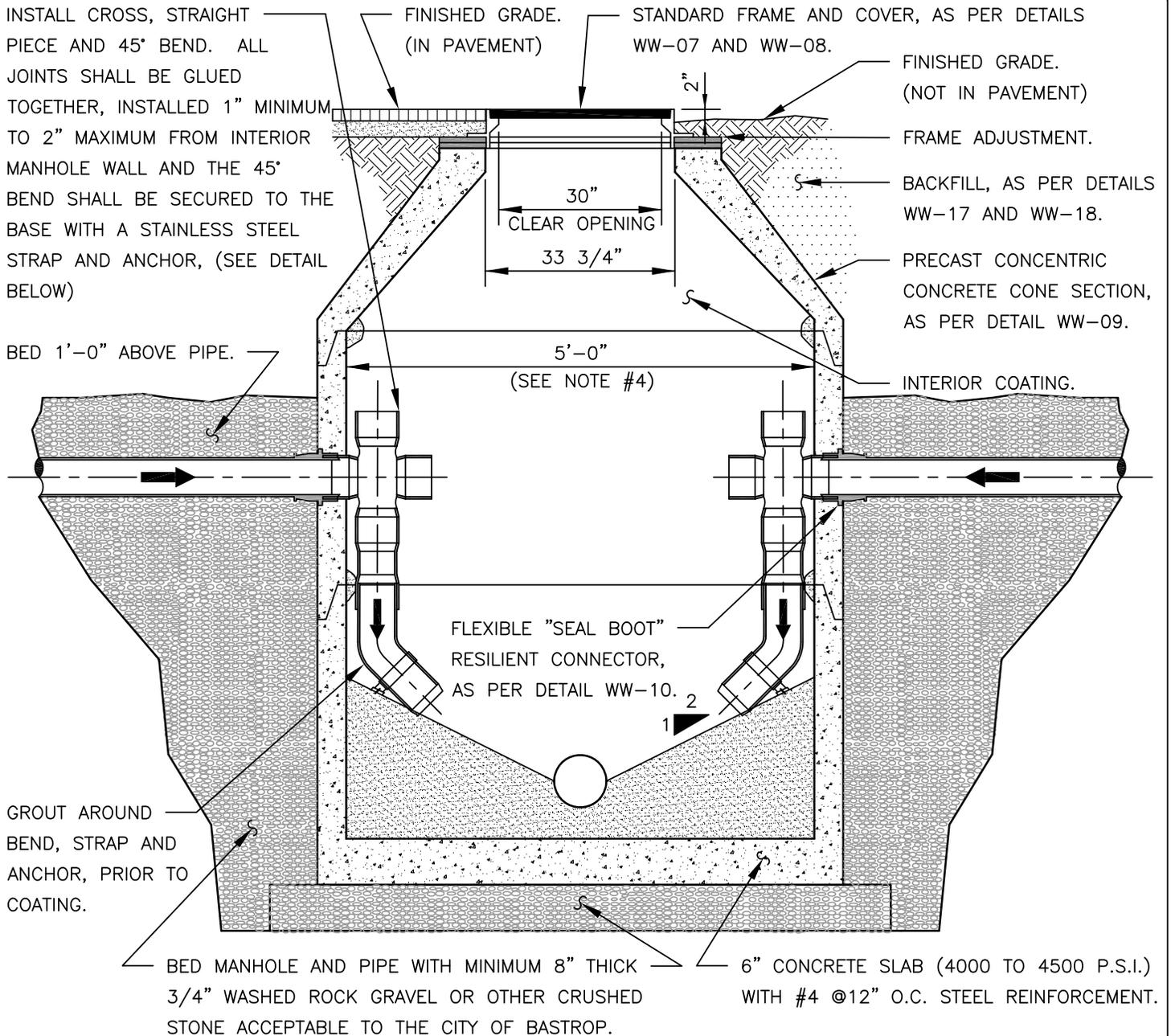
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**PRECAST CONCRETE WASTEWATER  
MANHOLE WITH DROP CONNECTION  
DETAIL**

DRAWING NO:  
WW-02





**NOTES:**

1. SEE NOTES #2 THROUGH #10 ON DETAIL WW-01.
2. DROP SERVICES SHALL BE REQUIRED WHENEVER AN INFLUENT SEWER SERVICE IS LOCATED MORE THAN TWO FEET (2'-0") ABOVE THE MAIN INVERT CHANNEL.
3. WHEN P.V.C. PIPE IS USED IN SANITARY SEWER LINES, SOLVENT TYPE JOINT P.V.C. FITTINGS MAY BE UTILIZED IN THE DROP ASSEMBLY ONLY.
4. A 5'-0" MANHOLE IS REQUIRED FOR 1 OR 2 DROP SERVICES. IF THERE ARE MORE THAN 2 DROP SERVICES, A 6'-0" DIAMETER MANHOLE IS REQUIRED.

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DATE

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RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

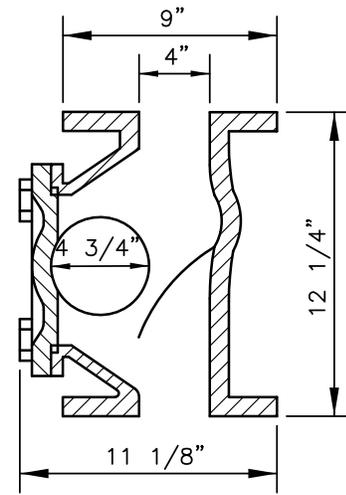
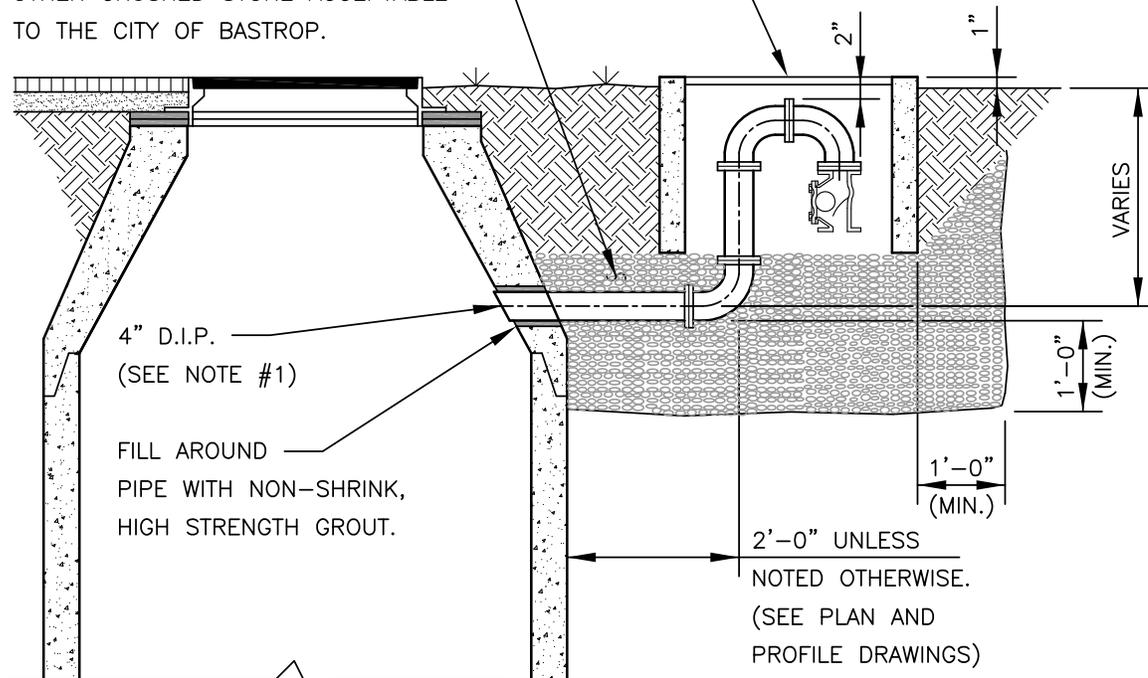
**CITY OF BASTROP**

**PRECAST CONCRETE WASTEWATER  
MANHOLE WITH DROP SERVICE  
DETAIL**

DRAWING NO:  
WW-03

PRECAST CONCRETE VAULT (36"X36" INSIDE) WITH 4" THICK WALLS AND NO FLOOR. PROVIDE BOLT DOWN H-20 1/4" METAL LID FOR TOP OF VAULT, AS MANUFACTURED BY CONCRETE PRODUCTS, INCORPORATED, OR APPROVED EQUAL. (6" ABOVE TOP OF CURB, WHERE APPLICABLE)

BED PRECAST CONCRETE VAULT ON 3/4" WASHED ROCK GRAVEL OR OTHER CRUSHED STONE ACCEPTABLE TO THE CITY OF BASTROP.



**SECTION VIEW**  
**FLOMATIC MODEL 408 BALL CHECK VALVE**

(SEE NOTE #4)

**NOTES:**

1. AIR VENT PIPE TO BE 4" D.I.P., CLASS 53 WITH FLANGED CONNECTIONS.
2. ALL FITTINGS TO BE 150 PSIG RATED & ANSI/AWWA C110/A21.10.
3. AIR VENT PIPE RISER SHALL BE INSTALLED TO A MINIMUM DEPTH FROM GROUND SURFACE AS POSSIBLE, PREFERABLY LOCATED IN THE CONCENTRIC CONCRETE CONE.
4. MINIMUM ELEVATION AT THE VENT OPENING SHALL BE 1 FOOT (1'-0") ABOVE THE ULTIMATE 100 YEAR FLOOD PLAIN ELEVATION. IF ELEVATION OF VENT OPENING IS LESS THAN 1 FOOT (1'-0") ABOVE THE ULTIMATE 100 YEAR FLOOD PLAIN ELEVATION, A FLOMATIC MODEL 408, PART #2145 BALL CHECK VALVE, OR APPROVED EQUAL, WITH FLOATING TYPE BALL, SHALL BE INSTALLED AT DOWN TURNED OPENING OF VENT. A 16 MESH 304 STAINLESS STEEL INSECT SCREEN SHALL BE PLACED IN THE OPENING.

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**DATE**

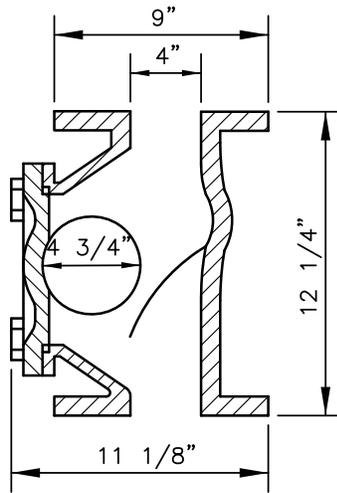
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**MANHOLE VENT FOR BELOW  
GROUND INSTALLATION DETAIL  
(DEVELOPED AREAS)**

DRAWING NO:  
WW-05



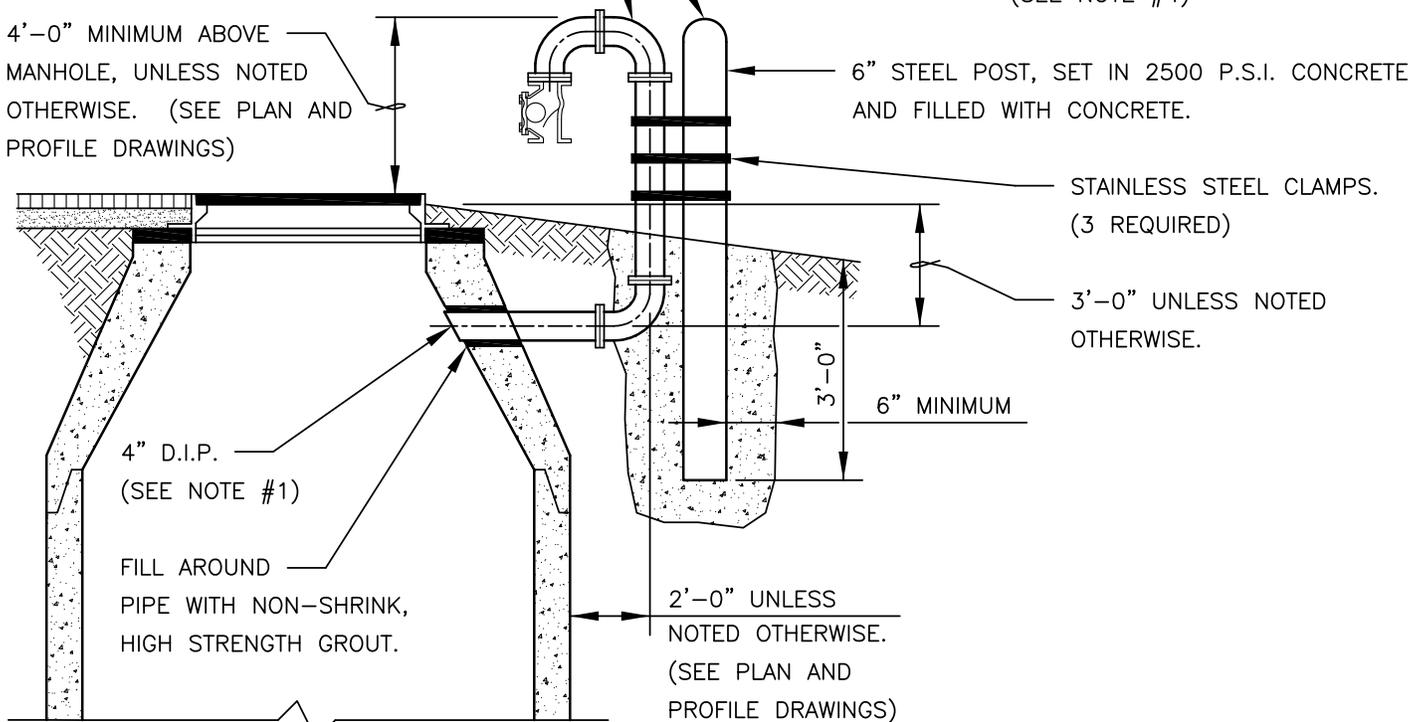


**SECTION VIEW**  
**FLOMATIC MODEL 408 BALL CHECK VALVE**

(SEE NOTE #4)

EXTERIOR SURFACES OF EXPOSED AIR VENT PIPE AND STEEL SUPPORT POST SHALL BE CLEANED, PREPARED, PRIMED AND PAINTED WITH RUST-OLEUM SAFETY GREEN ACRYLIC #5233402 PAINT, OR APPROVED EQUAL.

4'-0" MINIMUM ABOVE MANHOLE, UNLESS NOTED OTHERWISE. (SEE PLAN AND PROFILE DRAWINGS)



**NOTES:**

1. AIR VENT PIPE TO BE 4" D.I.P., CLASS 53 WITH FLANGED CONNECTIONS.
2. ALL FITTINGS TO BE 150 PSIG RATED & ANSI/AWWA C110/A21.10.
3. AIR VENT PIPE RISER SHALL BE INSTALLED TO A MINIMUM DEPTH FROM GROUND SURFACE AS POSSIBLE, PREFERABLY LOCATED IN THE CONCENTRIC CONCRETE CONE.
4. MINIMUM ELEVATION AT THE VENT OPENING SHALL BE 1 FOOT (1'-0") ABOVE THE ULTIMATE 100 YEAR FLOOD PLAIN ELEVATION. IF ELEVATION OF VENT OPENING IS LESS THAN 1 FOOT (1'-0") ABOVE THE ULTIMATE 100 YEAR FLOOD PLAIN ELEVATION, A FLOMATIC MODEL 408, PART #2145 BALL CHECK VALVE, OR APPROVED EQUAL, WITH FLOATING TYPE BALL, SHALL BE INSTALLED AT DOWN TURNED OPENING OF VENT. A 16 MESH 304 STAINLESS STEEL INSECT SCREEN SHALL BE PLACED IN THE OPENING.

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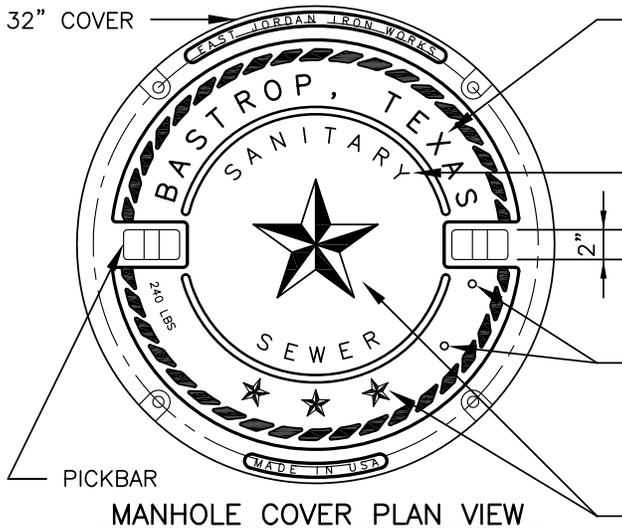
**MAY 24, 2011  
DATE**

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**MANHOLE VENT FOR ABOVE  
GROUND INSTALLATION DETAIL  
(UNDEVELOPED AREAS)**

DRAWING NO:  
WW-06



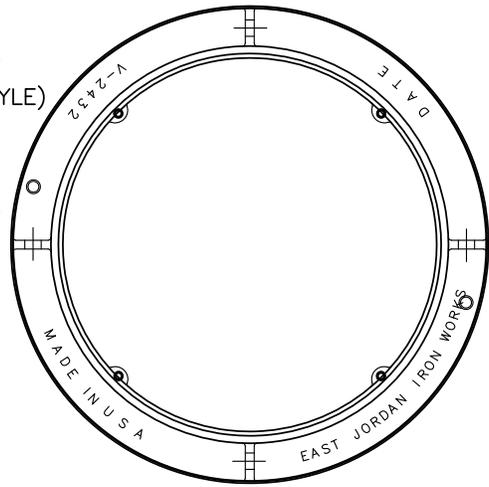
**MANHOLE COVER PLAN VIEW**

1 1/2" LETTERS  
(RECESSED FLUSH)  
(BOOKMAN OLD STYLE)

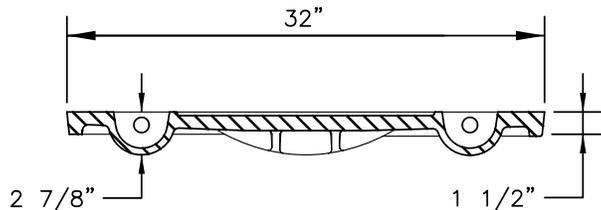
1" LETTERS  
(RECESSED FLUSH)  
(BOOKMAN OLD STYLE)

DRILL HOLES FOR  
NUMBER PLATE  
(SEE NOTE #13)

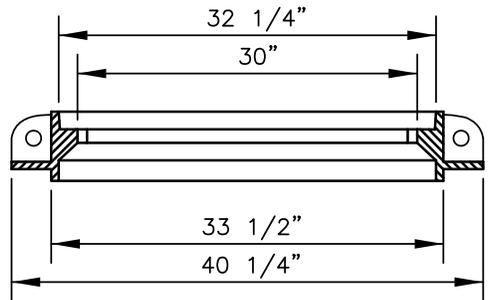
PROVIDE ETCHING  
AROUND ALL STARS



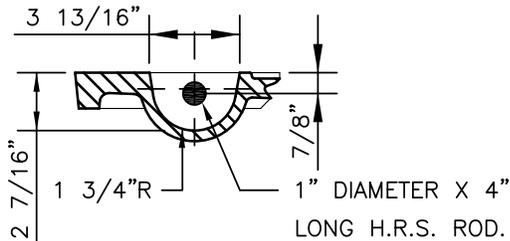
**MANHOLE FRAME PLAN VIEW**



**MANHOLE COVER SECTION VIEW**

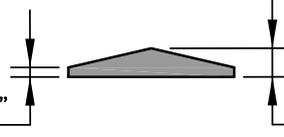


**MANHOLE FRAME SECTION VIEW**



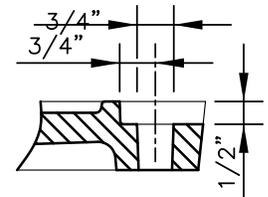
**PICKBAR DETAIL**

MIN. 3/32"  
MAX. 1/8"



**STAR SECTION VIEW**

MIN. 1/4"  
MAX. 3/8"



**BOLT HOLE SECTION**

**NOTES:**

- COVER AND FRAME SHALL COMPLY WITH STANDARD SPECIFICATIONS FOR DRAINAGE, SEWER, UTILITY AND RELATED CASTINGS: AASHTO DESIGNATION M306-04.
- MANHOLE COVER SHALL BE MODEL NUMBER: V-2432-3, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
- MANHOLE FRAME SHALL BE MODEL NUMBER: V-2432, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
- MANHOLE COVER AND FRAME ASSEMBLY, IF ORDERED AS A SET, SHALL BE MODEL NUMBER: V-2432, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
- ALL CORNERS AND EDGES SHALL HAVE A 1/16" MINIMUM AND 1/8" MAXIMUM RADIUS.
- MANHOLE COVERS SHALL BE CAST WITH TWO 1" DIAMETER STEEL PICKBARS.
- MANHOLE COVER WEIGHT SHALL BE 240 LBS. FOR DUCTILE IRON. WEIGHT SHALL BE CAST ON BOTH TOP AND BOTTOM OF COVER.
- MANUFACTURER SHALL CERTIFY THAT EACH MANHOLE COVER MEETS HS-20 LOADING.
- FILLETS SHALL BE 1/4" RADIUS UNLESS OTHERWISE SPECIFIED.
- MANUFACTURER SHALL REMOVE EXCESS IRON AND MACHINE FINISH SEATING SURFACES TO NOTED DIMENSIONS.
- COVER SHALL BE DIPPED IN A WATER-BASED ASPHALTIC COATING, PRIOR TO SHIPMENT FROM FOUNDRY.
- BOLTS SHALL BE 5/8"-11NC X 2" LONG HEX STAINLESS STEEL WITH WASHER.
- MANUFACTURER SHALL DRILL 2-3/16"x1/2" DEEP HOLES FOR A MANHOLE NUMBER PLATE TO BE PROVIDED BY THE CITY OF BASTROP. THE TOP HOLE SHALL BE DRILLED 1" O.C. FROM THE BOTTOM OF THE PICKBAR AND THE BOTTOM HOLE SHALL BE DRILLED 4" O.C. FROM THE TOP HOLE.

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**MAY 24, 2011  
DATE**

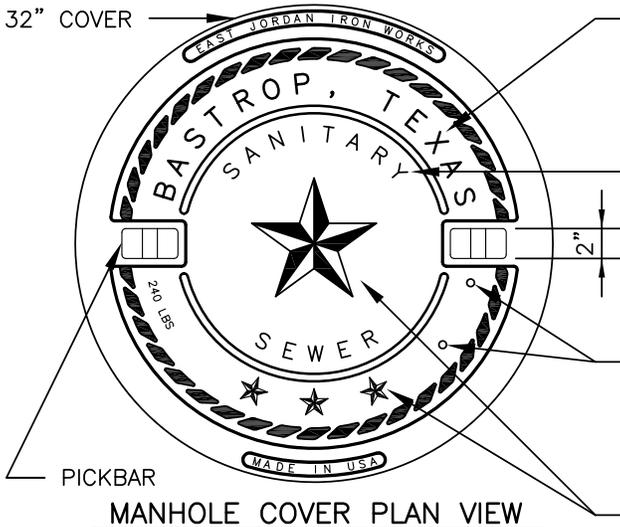
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**BOLTED WASTEWATER MANHOLE  
COVER AND FRAME DETAIL**

**DRAWING NO:  
WW-07**





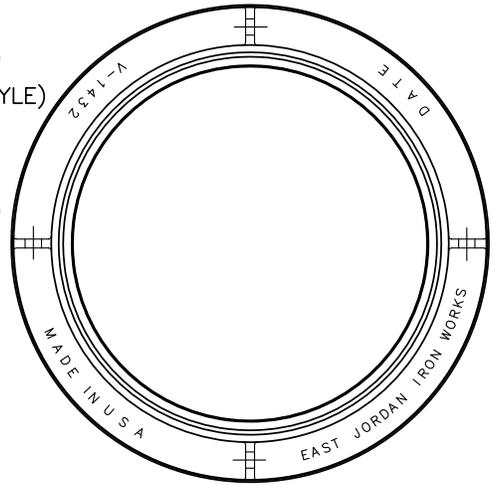
**MANHOLE COVER PLAN VIEW**

1 1/2" LETTERS  
(RECESSED FLUSH)  
(BOOKMAN OLD STYLE)

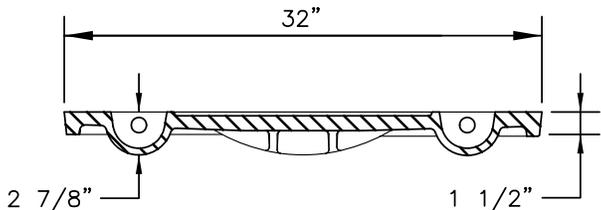
1" LETTERS  
(RECESSED FLUSH)  
(BOOKMAN OLD STYLE)

DRILL HOLES FOR  
NUMBER PLATE  
(SEE NOTE #12)

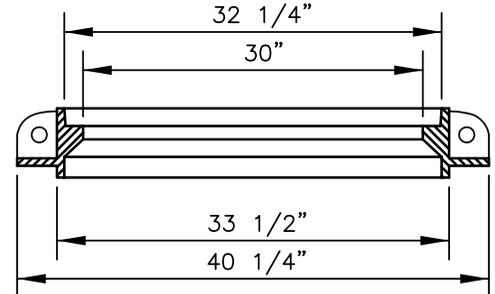
PROVIDE ETCHING  
AROUND ALL STARS



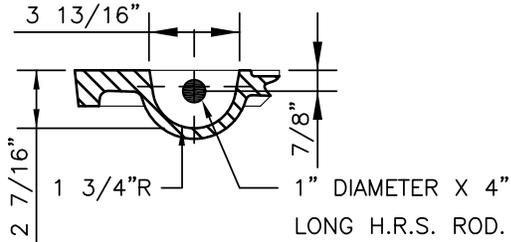
**MANHOLE FRAME PLAN VIEW**



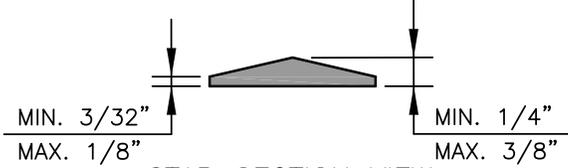
**MANHOLE COVER SECTION VIEW**



**MANHOLE FRAME SECTION VIEW**



**PICKBAR DETAIL**



**STAR SECTION VIEW**

**NOTES:**

- COVER AND FRAME SHALL COMPLY WITH STANDARD SPECIFICATIONS FOR DRAINAGE, SEWER, UTILITY AND RELATED CASTINGS: AASHTO DESIGNATION M306-04.
- MANHOLE COVER SHALL BE MODEL NUMBER: V-1432-3, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
- MANHOLE FRAME SHALL BE MODEL NUMBER: V-1432, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
- MANHOLE COVER AND FRAME ASSEMBLY, IF ORDERED AS A SET, SHALL BE MODEL NUMBER: V-1432, AS MANUFACTURED BY EAST JORDAN IRON WORKS, INCORPORATED, OR APPROVED EQUAL.
- ALL CORNERS AND EDGES SHALL HAVE A 1/16" MINIMUM AND 1/8" MAXIMUM RADIUS.
- MANHOLE COVERS SHALL BE CAST WITH TWO 1" DIAMETER STEEL PICKBARS.
- MANHOLE COVER WEIGHT SHALL BE 240 LBS. FOR DUCTILE IRON. WEIGHT SHALL BE CAST ON BOTH TOP AND BOTTOM OF COVER.
- MANUFACTURER SHALL CERTIFY THAT EACH MANHOLE COVER MEETS HS-20 LOADING.
- FILLETS SHALL BE 1/4" RADIUS UNLESS OTHERWISE SPECIFIED.
- MANUFACTURER SHALL REMOVE EXCESS IRON AND MACHINE FINISH SEATING SURFACES TO NOTED DIMENSIONS.
- COVER SHALL BE DIPPED IN A WATER-BASED ASPHALTIC COATING, PRIOR TO SHIPMENT FROM FOUNDRY.
- MANUFACTURER SHALL DRILL 2-3/16"x1/2" DEEP HOLES FOR A MANHOLE NUMBER PLATE TO BE PROVIDED BY THE CITY OF BASTROP. THE TOP HOLE SHALL BE DRILLED 1" O.C. FROM THE BOTTOM OF THE PICKBAR AND THE BOTTOM HOLE SHALL BE DRILLED 4" O.C. FROM THE TOP HOLE.

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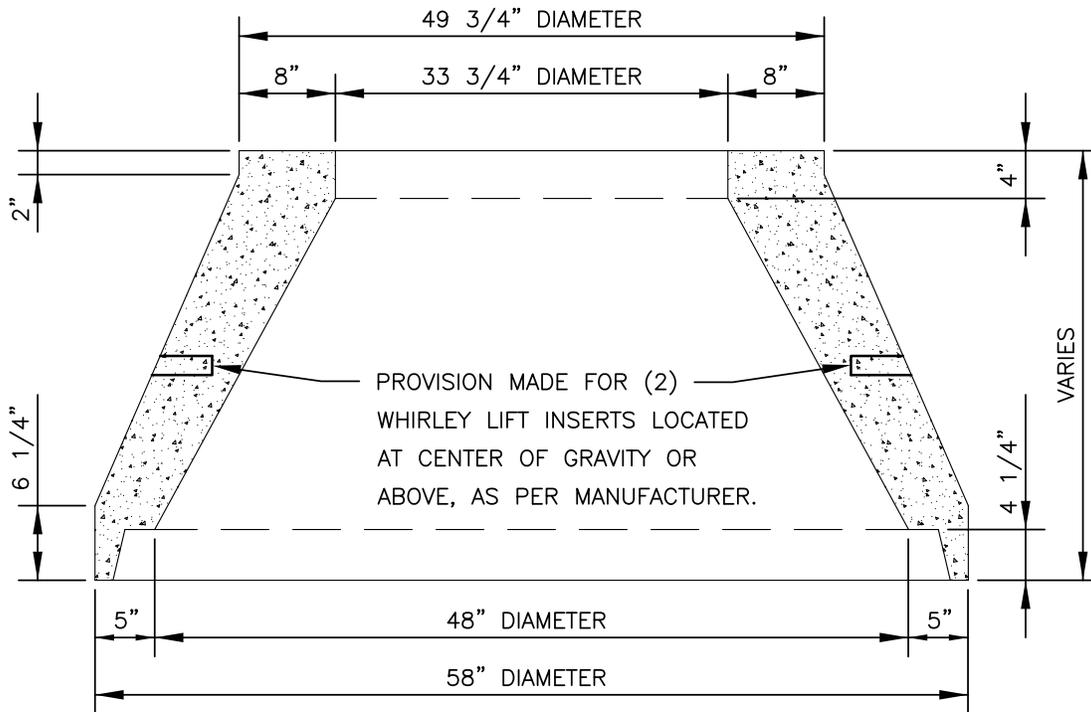
**MAY 24, 2011**  
DATE

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**NON-BOLTED WASTEWATER MANHOLE  
COVER AND FRAME DETAIL**

DRAWING NO:  
WW-08



**NOTE:**

CONCENTRIC CONCRETE CONE SECTION SHALL BE MANUFACTURED USING 4000 TO 4500 P.S.I. CONCRETE, 28 DAY STRENGTH AND IN ACCORDANCE WITH ASTM C478, AS MANUFACTURED BY CONCRETE PRODUCTS, INCORPORATED, OR APPROVED EQUAL.

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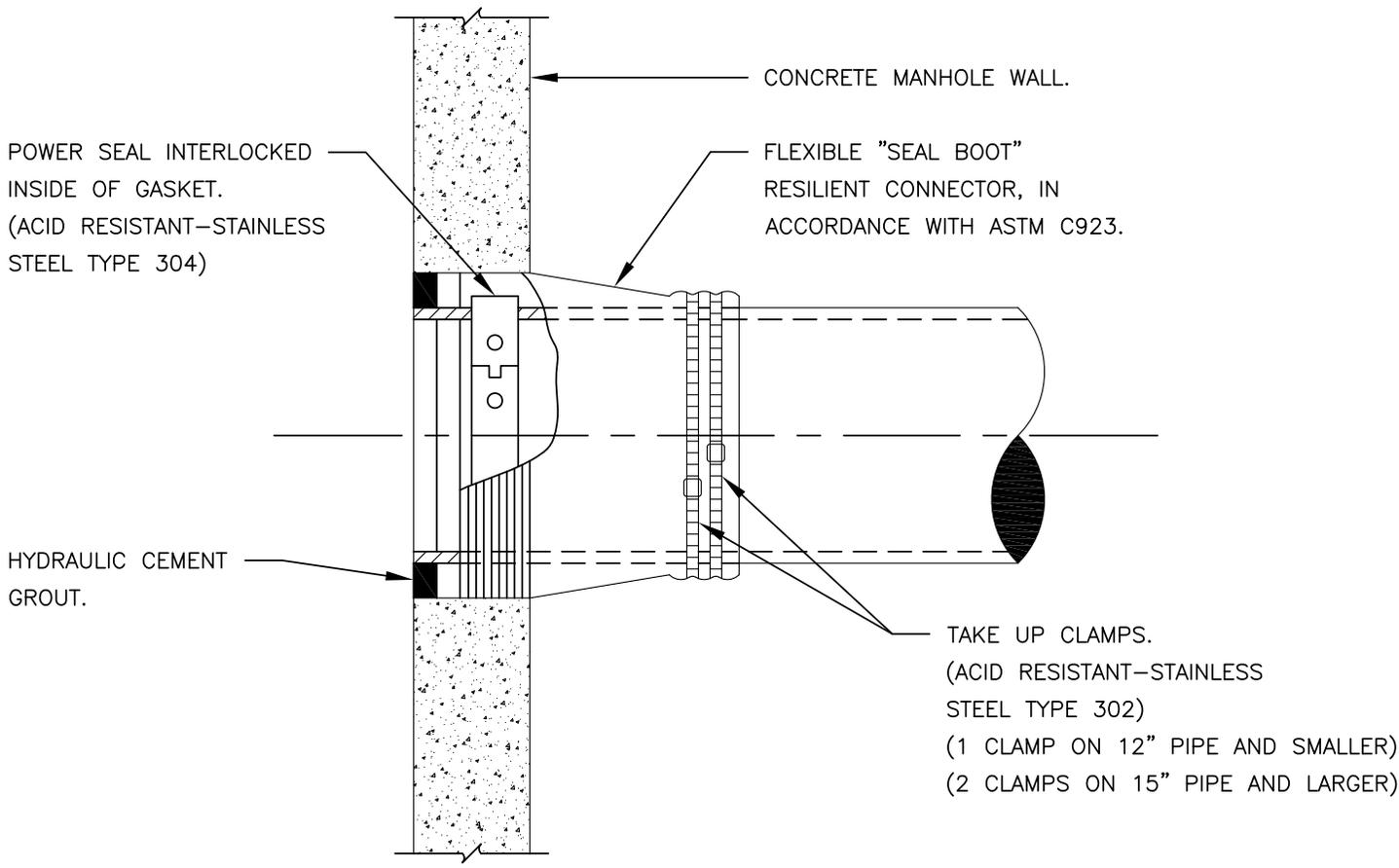
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

PRECAST 48" CONCENTRIC  
CONCRETE CONE SECTION DETAIL

DRAWING NO:  
WW-09





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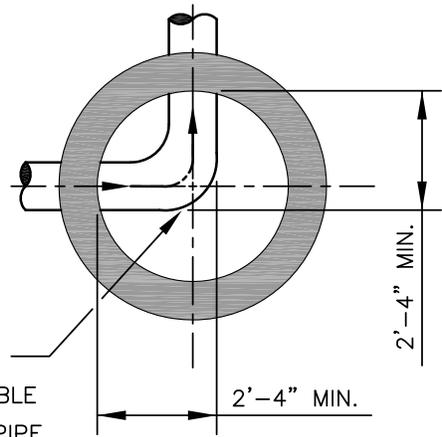
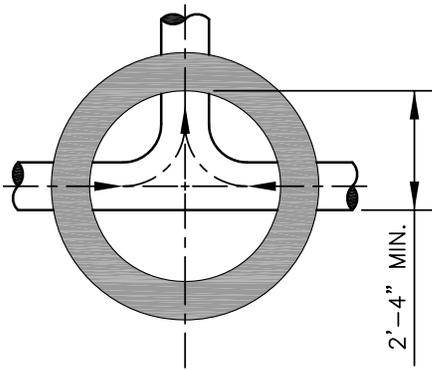
MAY 24, 2011  
DATE

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

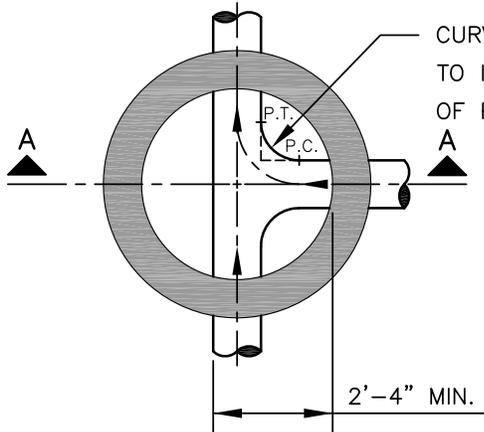
# CITY OF BASTROP

## FLEXIBLE "SEAL BOOT" RESILIENT CONNECTOR DETAIL

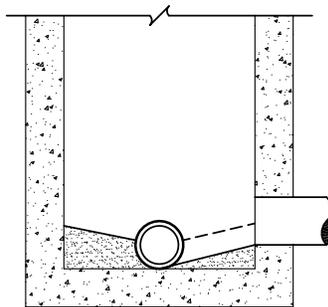
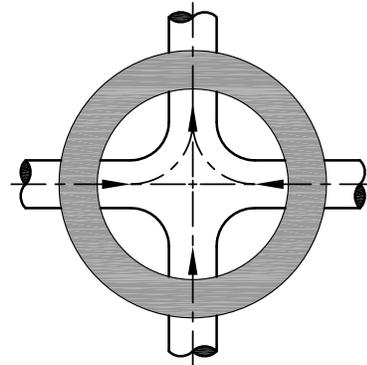
DRAWING NO:  
WW-10



WIDEN CHANNEL WIDTH AT CURVE TO ALLOW ACCESSIBLE CAMERA INSPECTIONS OF PIPE.



CURVES SHALL BE TANGENT TO IMAGINARY EXTENSIONS OF PIPE WALLS.



SECTION "A-A"

NOTES:

1. MINIMUM DROP FROM INLET TO OUTLET OF MANHOLE IS 0.1 FEET AND MAXIMUM DROP IS 2.5 FEET, UNLESS SPECIAL APPROVAL IS OBTAINED FROM THE CITY OF BASTROP.
2. INVERT CHANNELS TO BE CONSTRUCTED FOR SMOOTH FLOW WITH NO OBSTRUCTIONS.
3. SPILLWAYS SHALL BE CONSTRUCTED BETWEEN PIPES WITH DIFFERENT INVERT ELEVATIONS PROVIDING FOR SMOOTH FLOW.
4. CHANNELS FOR FUTURE CONSTRUCTIONS, SHALL BE CONSTRUCTED WITH PIPE EXTENDING 3' BEYOND EXTERIOR OF MANHOLE WALL, WITH GLUED PLUG.
5. SLOPE MANHOLE BENCH AT 2:1 SLOPE FROM MANHOLE WALL TO CHANNEL.
6. INVERT CHANNEL SHALL BE A MINIMUM OF 1/2 THE DIAMETER OF THE LARGEST PIPE OR FOUR INCHES (4") DEEP.

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ON FILE AT PUBLIC WORKS**

**APPROVED**

**MAY 24, 2011  
DATE**

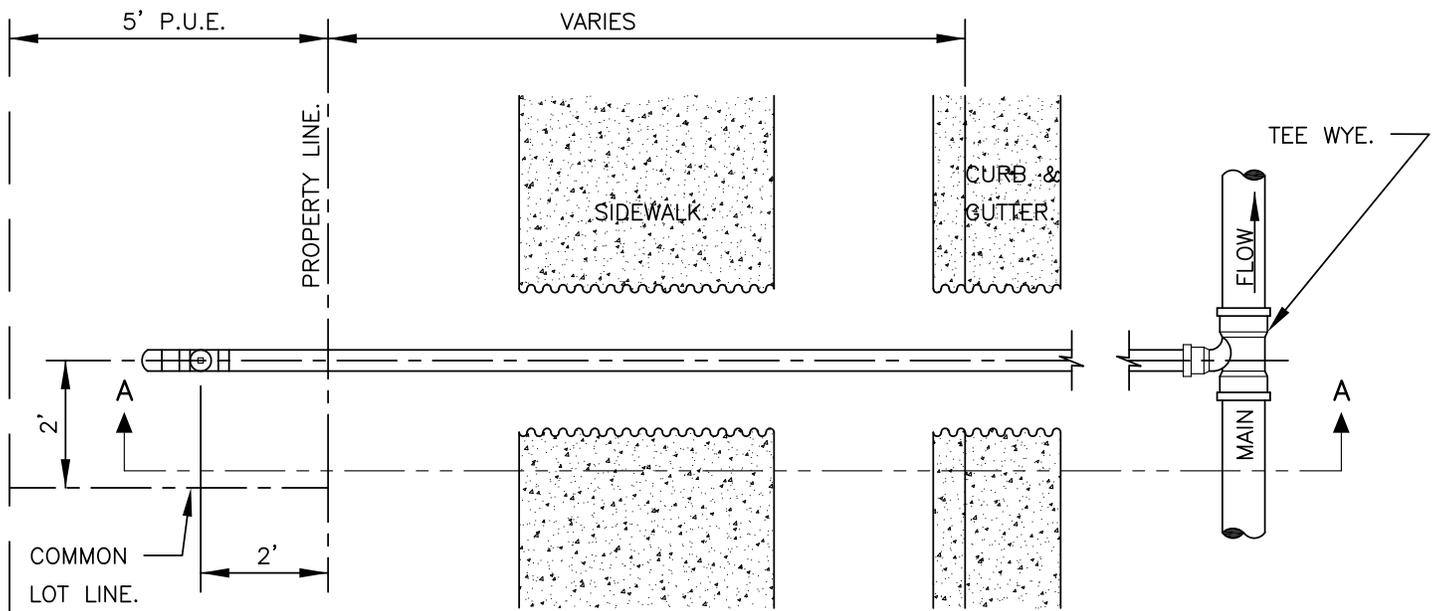
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

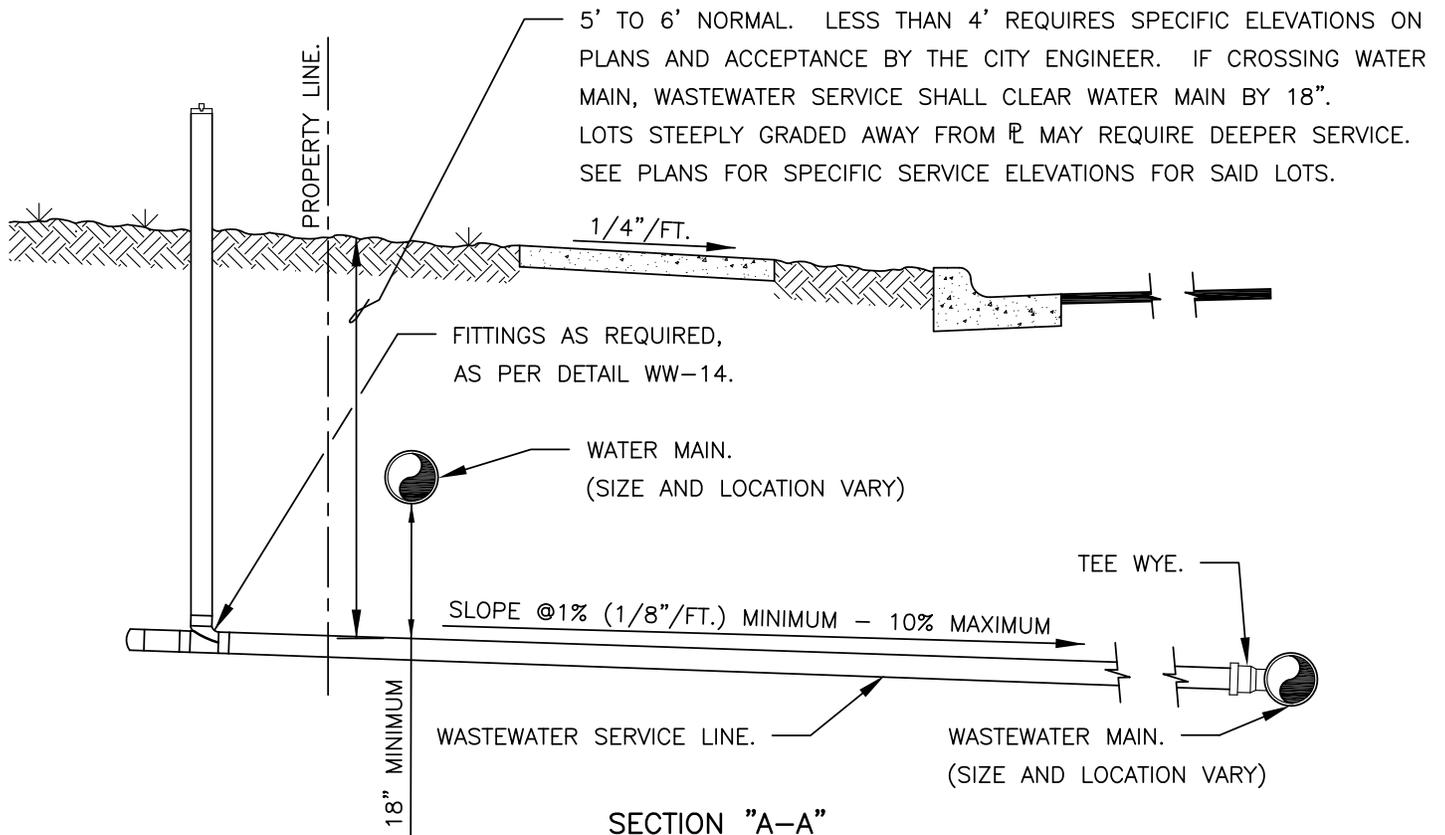
**WASTEWATER FLOW PATTERNS  
FOR INVERT CHANNELS DETAIL**

DRAWING NO:  
WW-11





PLAN VIEW



SECTION "A-A"

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ON FILE AT PUBLIC WORKS  
APPROVED

MAY 24, 2011  
DATE

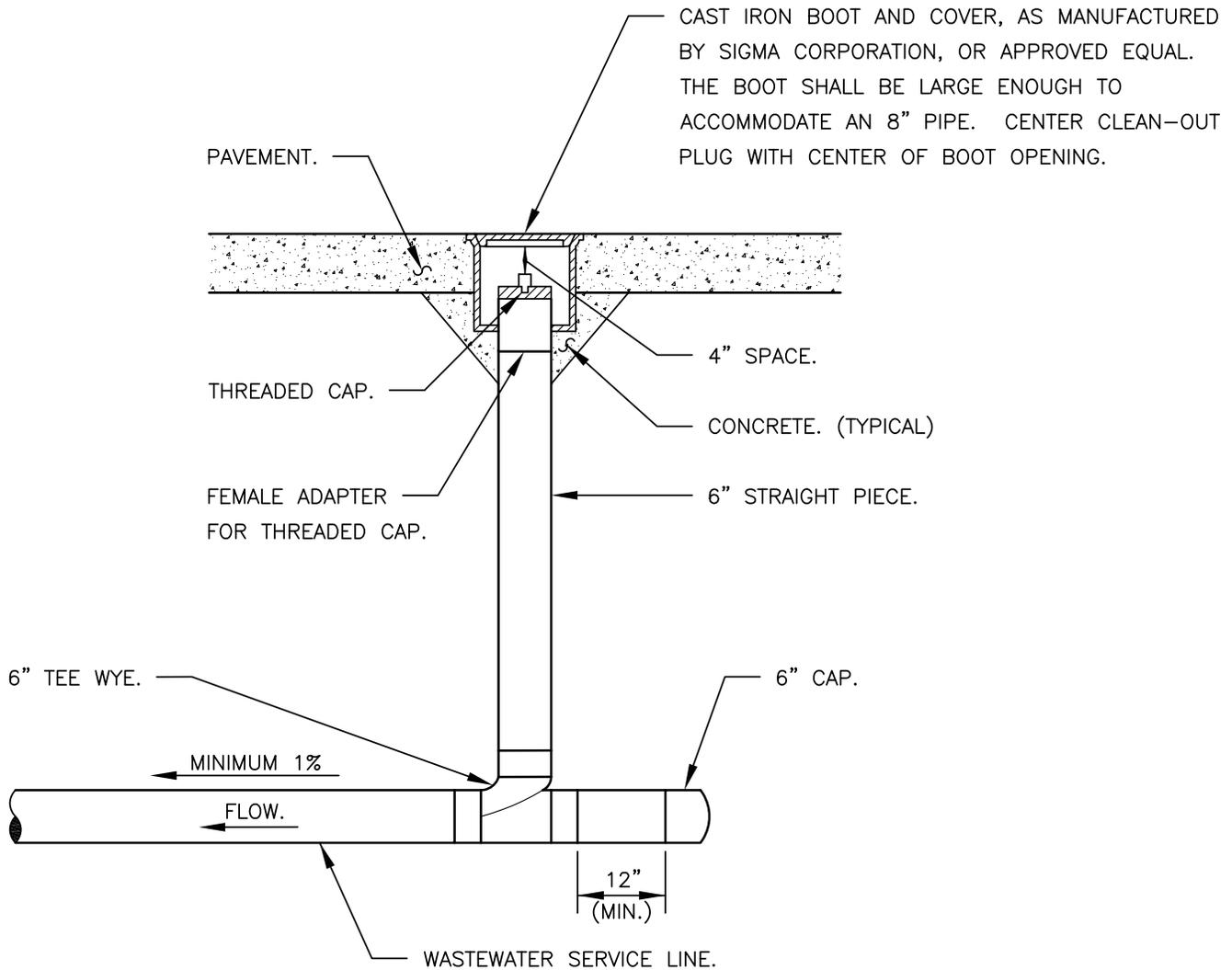
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

# CITY OF BASTROP

## WASTEWATER SERVICE DETAIL

DRAWING NO:  
WW-12





PROFILE VIEW

NOTES:

1. ALL PIPE AND FITTINGS TO BE SDR 26.
2. ALL FITTINGS SHALL BE SOLVENT WELD. CLEAR GLUE WILL NOT BE ACCEPTABLE.

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ON FILE AT PUBLIC WORKS

APPROVED

MAY 24, 2011  
DATE

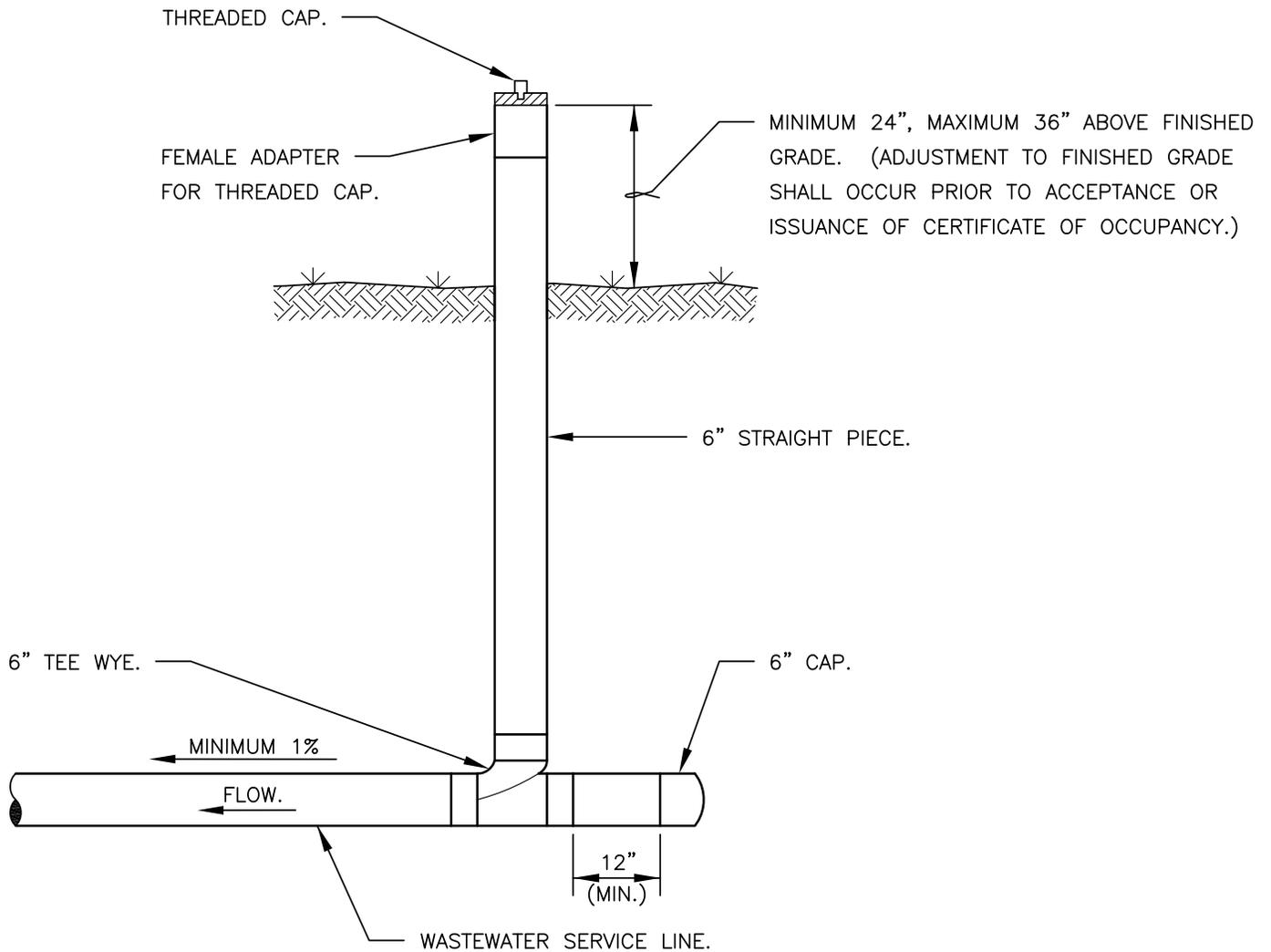
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**WASTEWATER CLEAN-OUT DETAIL  
(PAVED SURFACE)**

DRAWING NO:  
WW-13



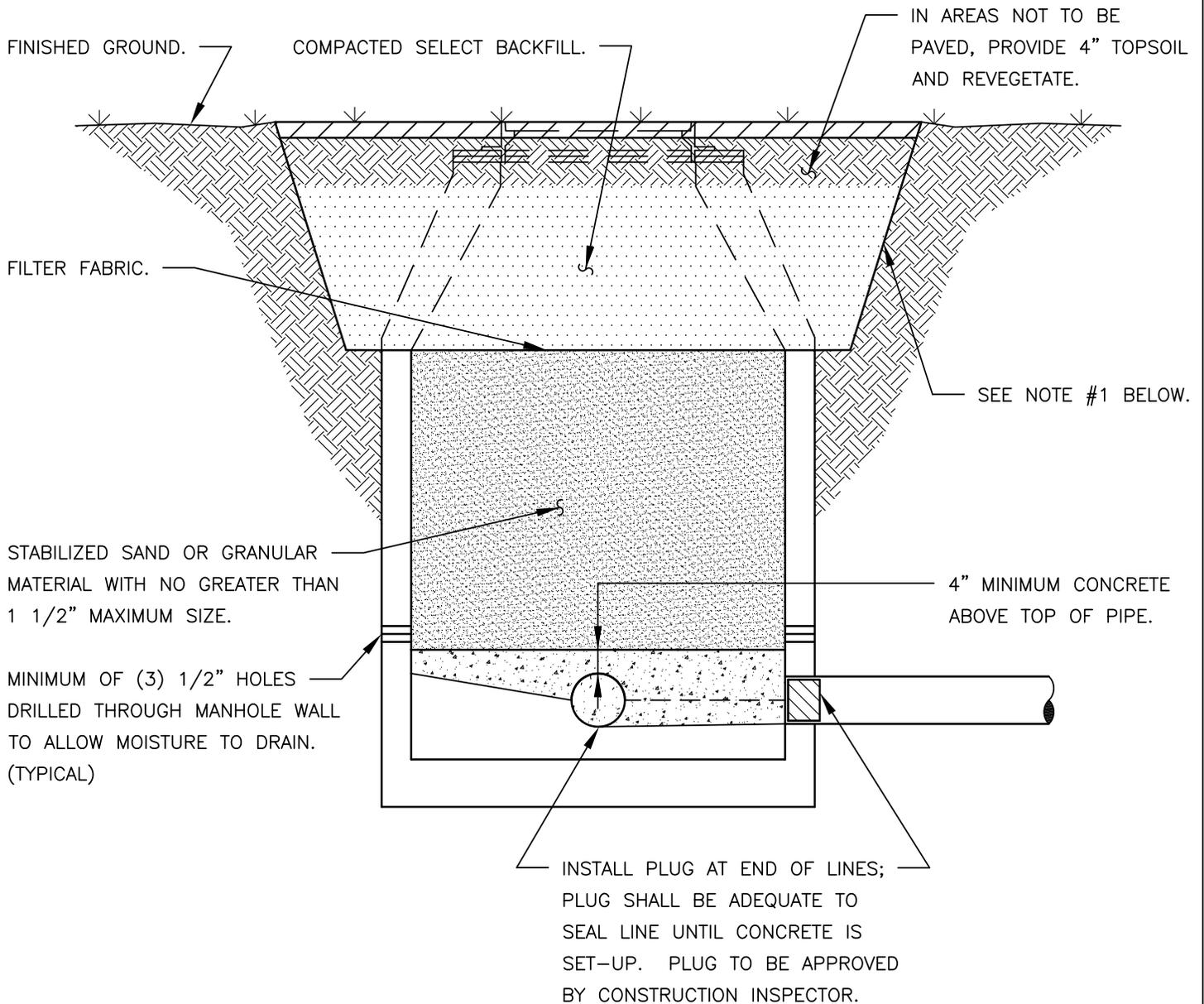


PROFILE VIEW

NOTES:

1. ALL PIPE AND FITTINGS TO BE SDR 26.
2. ALL FITTINGS SHALL BE SOLVENT WELD. CLEAR GLUE WILL NOT BE ACCEPTABLE.

<p>RECORD SIGNED COPY ON FILE AT PUBLIC WORKS APPROVED</p>	<h1>CITY OF BASTROP</h1>	<p>DRAWING NO: WW-14</p>
<p><u>MAY 24, 2011</u> DATE</p>	<h2>WASTEWATER CLEAN-OUT DETAIL (NON-PAVED SURFACE)</h2>	
<p>THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR THE APPROPRIATE USE OF THIS DETAIL.</p>		



**NOTES:**

1. REMOVE ENTIRE CONE SECTION AND DEMOLISH STRUCTURE TWO FEET (2'-0") MINIMUM BELOW GROUND LEVEL.
2. IF LINE WHICH IS TO ABANDONED IN PLACE, EXTENDS UNDER EXISTING OR PROPOSED STRUCTURE, THEN THE ENTIRE LINE TO THE NEXT MANHOLE SHALL BE GROUTED OR SLURRY FILLED.
3. IF LINE IS NOT LOCATED UNDER A STRUCTURE, ABANDON EXISTING LINE IN PLACE BY PLUGGING BOTH ENDS OF LINE AND GROUTING AROUND PLUGS.
4. THE CONTRACTOR IS TO RECORD AND CERTIFY QUANTITIES OF GROUT OR SLURRY PUMPED. QUANTITIES MUST BE A MINIMUM OF 90% OF CALCULATED EXISTING VOID CAPACITY.

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APPROVED

MAY 24, 2011  
DATE

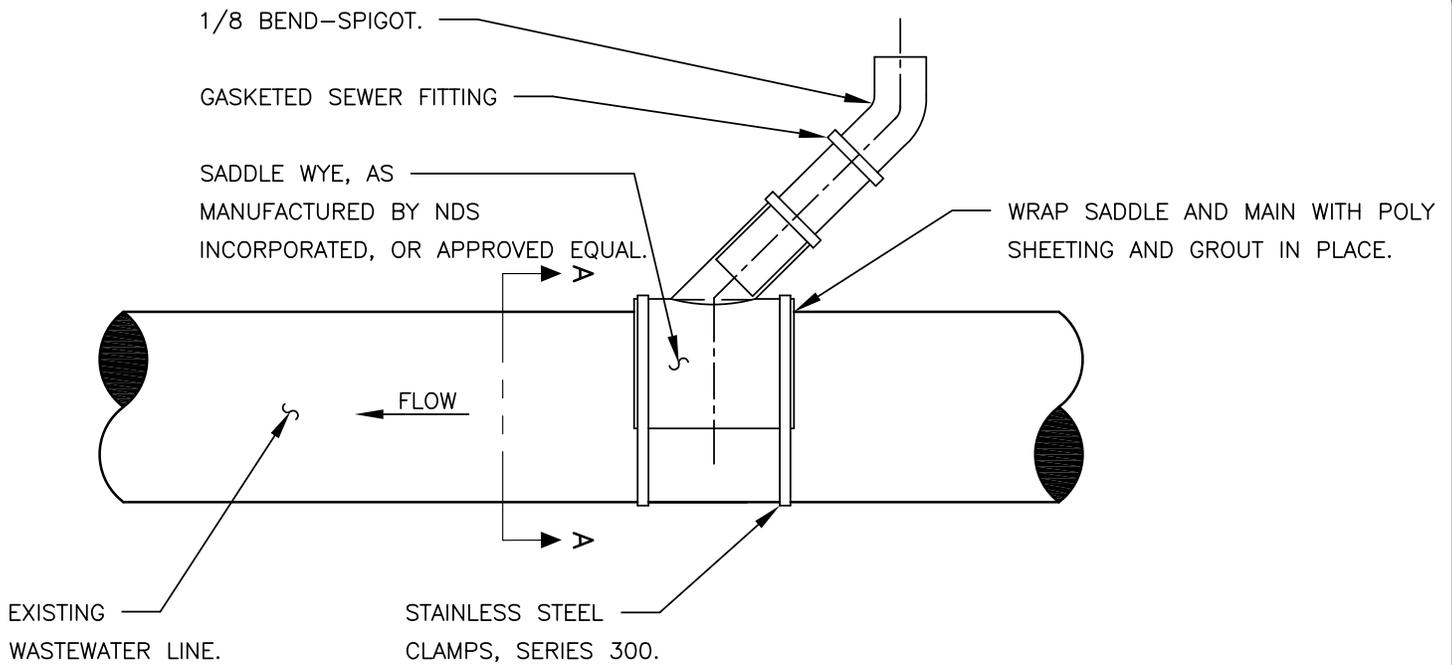
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

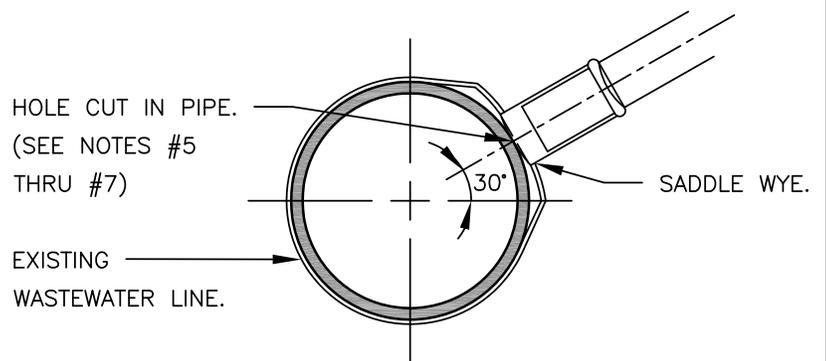
**WASTEWATER MANHOLE  
ABANDONMENT DETAIL**

DRAWING NO:  
WW-15





PLAN VIEW



SECTION "A-A"

NOTES:

1. FLEXIBLE SADDLE TO BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S REQUIREMENTS.
2. EXCAVATE AROUND EXISTING WASTEWATER PIPE, EXPOSING SUFFICIENT ROOM FOR STAINLESS STEEL CLAMPS.
3. THOROUGHLY CLEAN AND DRY THE MATING SURFACE.
4. MARK THE SIZE OF THE HOLE TO BE CUT USING THE SADDLE ITSELF AS A TEMPLATE.
5. SAW OUT THE SECTION OF THE PIPE WHERE THE SADDLE WILL BE LOCATED, WITH A SABER OR KEY HOLE SAW. PIPE COUPONS SHALL BE REMOVED FROM EXISTING MAIN AND DISCARDED. PIPE CUTTINGS IN EXCESS OF 1" IN DIAMETER SHALL NOT BE LEFT IN EXISTING MAIN.
6. ENSURE SADDLE FITS HOLE PROPERLY.
7. PLACE GASKET SKIRT AND SADDLE OVER OPENING AND TIGHTEN BAND CLAMPS EVENLY UNTIL SADDLE IS FIRMLY ATTACHED TO THE PIPE. APPLY PRESSURE ON THE SADDLE AGAINST THE PIPE WHILE TIGHTENING THE CLAMPS AS INDICATED ABOVE. DO NOT OVER TIGHTEN, DO NOT STRIP THREAD.
8. SERVICE PIPE SHALL BE INSERTED FULLY TO CONTACT SEAT FORMED IN FITTING.
9. REPLACE THE BEDDING AND BACKFILL IN ACCORDANCE WITH THE TRENCH EMBEDMENT DETAILS (WW-18).

**RECORD SIGNED COPY  
ON FILE AT PUBLIC WORKS**

**APPROVED**

**MAY 24, 2011**

**DATE**

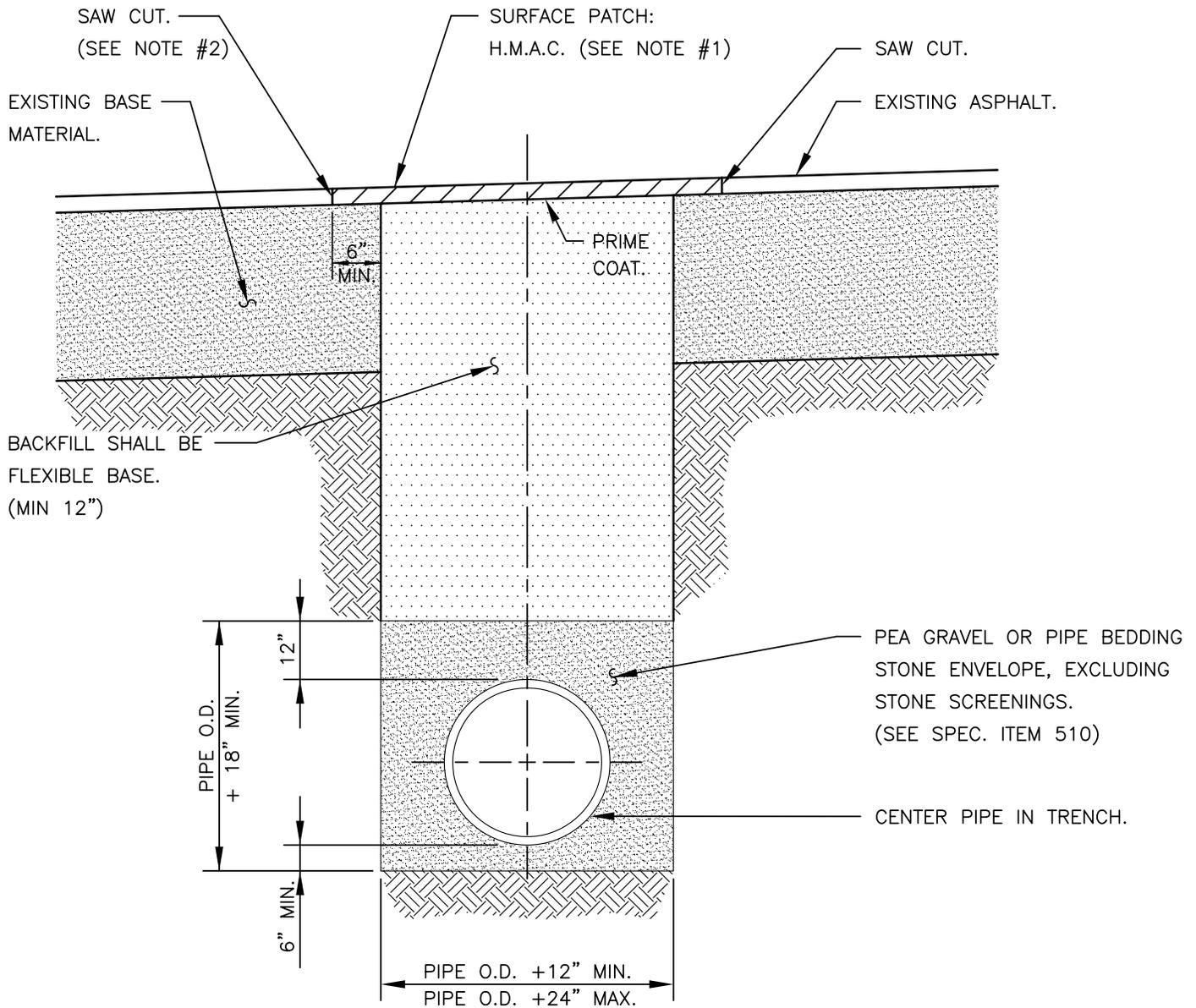
THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**WASTEWATER LATERAL CONNECTION  
TO EXISTING WASTEWATER MAIN  
DETAIL**

DRAWING NO:  
WW-16





**NOTES:**

1. H.M.A.C. THICKNESS SHALL MATCH EXISTING ASPHALT THICKNESS AND NO LESS THAN 1 1/2".
2. THE CONTRACTOR SHALL SAW CUT, REMOVE AND REPLACE EXISTING PAVEMENT A MINIMUM OF 6" BEYOND EITHER THE EDGE OF THE WASTEWATER LINE TRENCH OR THE POINT WHERE EXISTING PAVEMENT IS DAMAGED DUE TO TRENCHING OPERATIONS, WHICHEVER IS GREATER. FINISHED PATCH SHALL BE NEAT AND UNIFORM.
3. INSTALLATION OF BACKFILL, SAW CUTTING AND REMOVAL OF EXISTING PAVEMENT, AND SURFACE PATCH SHALL NOT BE PAID FOR SEPARATELY. COSTS FOR THESE ITEMS SHALL BE INCLUDED IN UNIT PRICE BID FOR WASTEWATER PIPE.
4. THE CONTRACTOR SHALL PROVIDE STEEL PLATES TO SPAN THE TRENCH AS NECESSARY OR TO ALLOW BACKFILL TO CURE. SUCH PLATES SHALL BE SUITABLE FOR VEHICLE PASSAGE OVER THE TRENCH AND SHALL BE SATISFACTORILY ANCHORED IN PLACE. COSTS FOR THIS ITEM SHALL BE INCLUDED IN UNIT PRICE BID FOR WASTEWATER PIPE.
5. ALL TRENCHING AND TRENCH SAFETY SHALL COMPLY WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS.

**RECORD SIGNED COPY  
ON FILE AT PUBLIC WORKS**

**APPROVED**

**MAY 24, 2011**

**DATE**

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**WASTEWATER LINE BEDDING  
AND PAVEMENT REPAIR DETAIL  
(EXISTING PAVED SURFACE)**

DRAWING NO:

WW-17

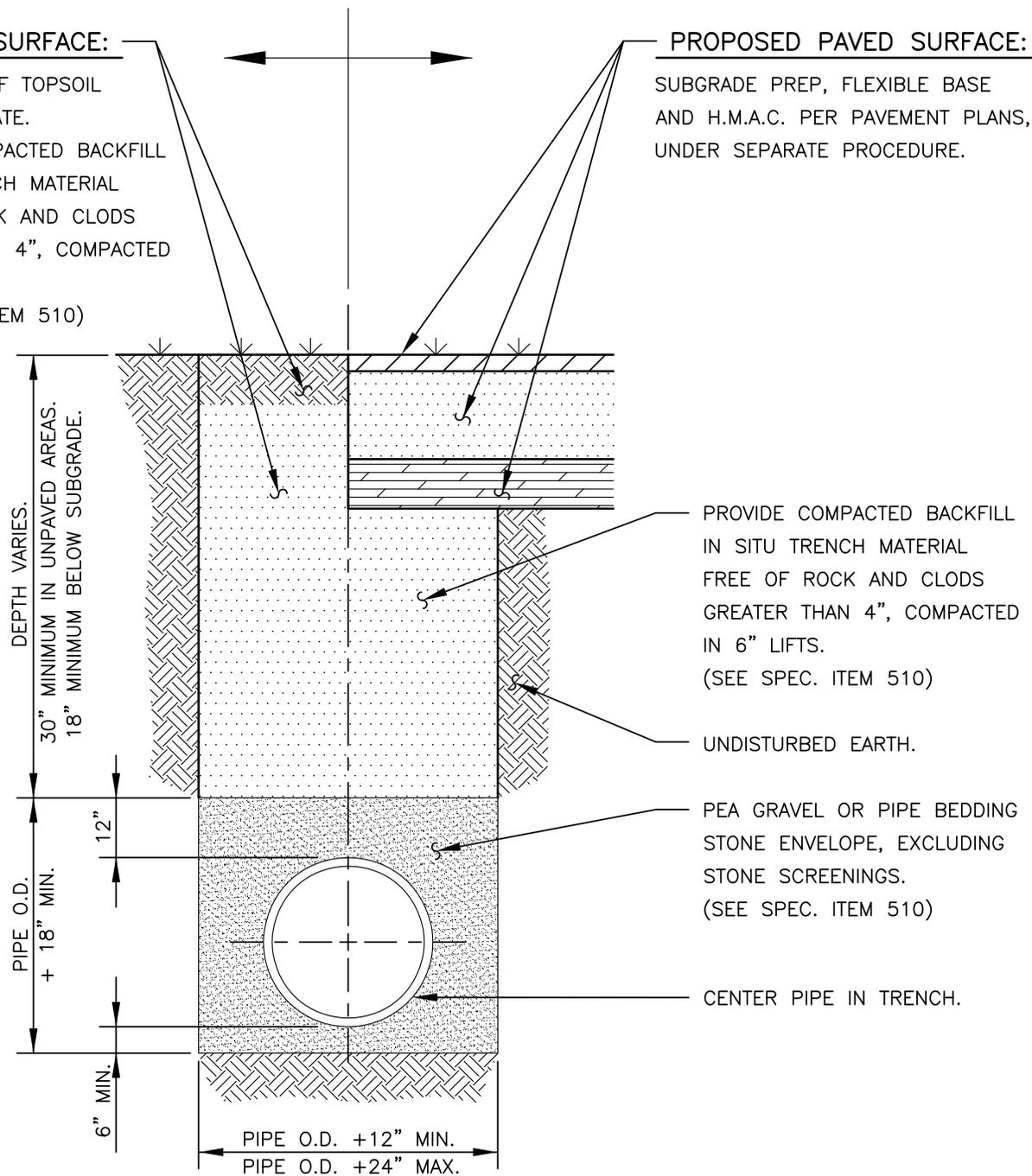


**NON-PAVED SURFACE:**

- (A) PROVIDE 4" OF TOPSOIL AND REVEGETATE.
  - (B) PROVIDE COMPACTED BACKFILL IN SITU TRENCH MATERIAL FREE OF ROCK AND CLODS GREATER THAN 4", COMPACTED IN 6" LIFTS.
- (SEE SPEC. ITEM 510)

**PROPOSED PAVED SURFACE:**

SUBGRADE PREP, FLEXIBLE BASE AND H.M.A.C. PER PAVEMENT PLANS, UNDER SEPARATE PROCEDURE.



**NOTE:**

ALL TRENCHING AND TRENCH SAFETY SHALL COMPLY WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS.

RECORD SIGNED COPY  
ON FILE AT PUBLIC WORKS

APPROVED

MAY 24, 2011  
DATE

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.

**CITY OF BASTROP**

**WASTEWATER LINE BEDDING  
AND SURFACE REPAIR DETAIL**

**(NON-PAVED & PROPOSED PAVED SURFACES)**

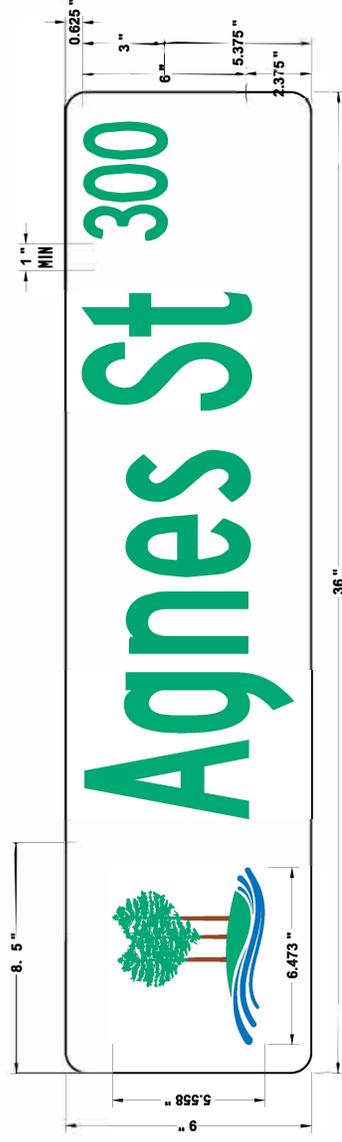
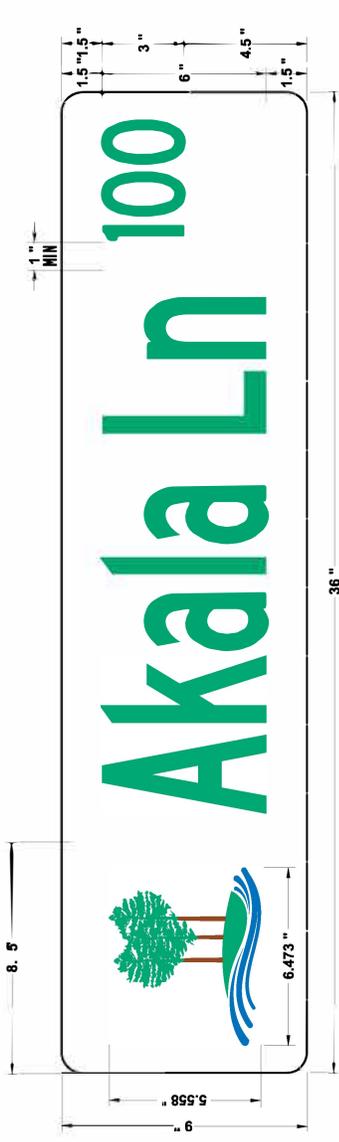
DRAWING NO:  
WW-18





SS-1  
 City of Bastrop  
 Street Sign  
 Detail Drawing

- WIDTH: 36"**
- HEIGHT: 9"**
- THICKNESS: .080**
- FABRICATION NOTES**
- FINISH: HIP + OVERLAY**
- SHEETING COLOR: WHITE**
- # OF SIDES: 2**
- RADIUS: 3/4"**
- HOLE PLACEMENT: NONE (0)**
- HOLE DIAMETER: NONE**
- HOLE INSET: NONE**



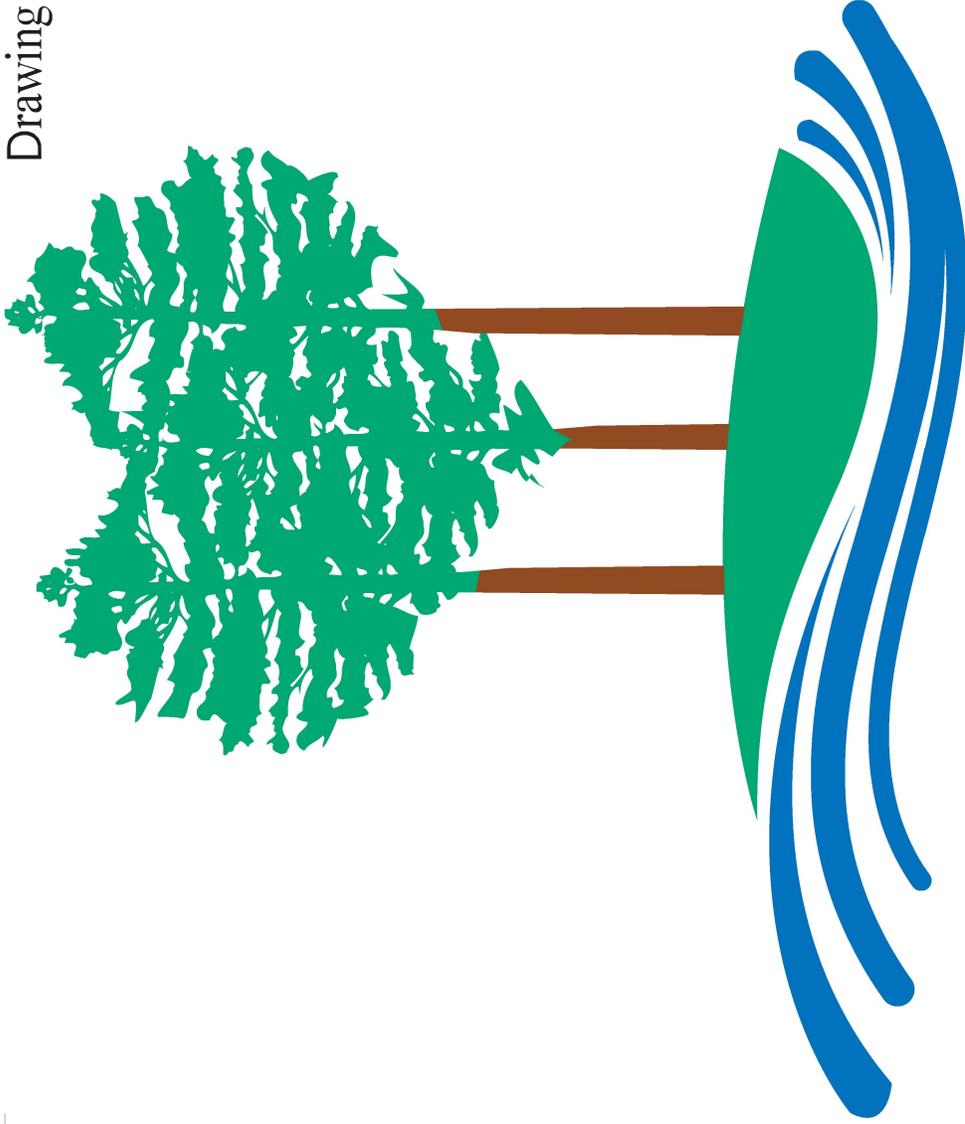
- MFG NOTES:**
- FONT COLOR GREEN
  - LOGO COLOR GREEN/BLUE/BROWN
  - BACK COLOR WHITE
  - BORDER NONE
  - FONT FHWA
  - U/L? Upper/Lower
  - LTR SERIES C SERIES
  - LTR HGT 6" 3"

**HIP - HI INTENSITY 3930 SERIES (TYPE III) PRISMATIC REFLECTIVE  
 OVERLAY - 3M 1170 CLEAR**

THE ARCHITECT/ENGINEER ASSUMES  
 RESPONSIBILITY FOR THE APPROPRIATE  
 USE OF THIS DETAIL.



SS2 - City of  
Bastrop Street Sign  
Logo Detail  
Drawing



5.558 "

6.473 "

THE ARCHITECT/ENGINEER ASSUMES  
RESPONSIBILITY FOR THE APPROPRIATE  
USE OF THIS DETAIL.



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 3M

**TITLE:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-30 of the City Council of the City of Bastrop, Texas amending the City of Bastrop Stormwater Drainage Design Manual, Section 2 – Stormwater Drainage Policy, B – Stormwater Drainage Design Process; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**STAFF REPRESENTATIVE:**

Lynda K. Humble, City Manager  
Trey Job, Managing Director of Public Works & Leisure Services  
Matt Jones, Director of Planning & Development  
Alan Bojorquez, City Attorney

**BACKGROUND/HISTORY:**

House Bill (HB) 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction.

Texas Municipal League, American Planning Association – Texas Chapter, and the Texas City Attorney Association have all reviewed HB 3167 and offer numerous recommendations for complying with this expedited review requirement. Two specific recommendations include:

- **Require a Pre-Application Conference**, which is referred to in the attached ordinance as a Pre-Development Conference.
- **Decouple studies** – avoid requiring engineering, traffic, drainage, or utility studies be submitted with plats or plans.

The attached ordinance will amend Section 2 – Stormwater Drainage Policy, B. Stormwater Drainage Design Process as follows:

- Preliminary Conference and Conceptual Plan – required as a part of the Enhanced Permitting Process, which will be amended by separate ordinance.
- Conceptual Drainage Plan – required as a part of the Pre-Development Conference.
- Preliminary Drainage Plan – required to be submitted and approved by the City Engineer as one of the steps mandated before submitting a preliminary plat.
- Final Drainage Plan – required to be submitted and approved by the City Engineer prior to submitting a Public Improvement Plan. A final drainage plan is also required for a Minor Plat and Site Development Plan.

- Operations and Maintenance Plan – required to be submitted and approved by the City Engineer prior to submitting a Public Improvement Plan.

**POLICY EXPLANATION:**

Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002. Rules grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality’s jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

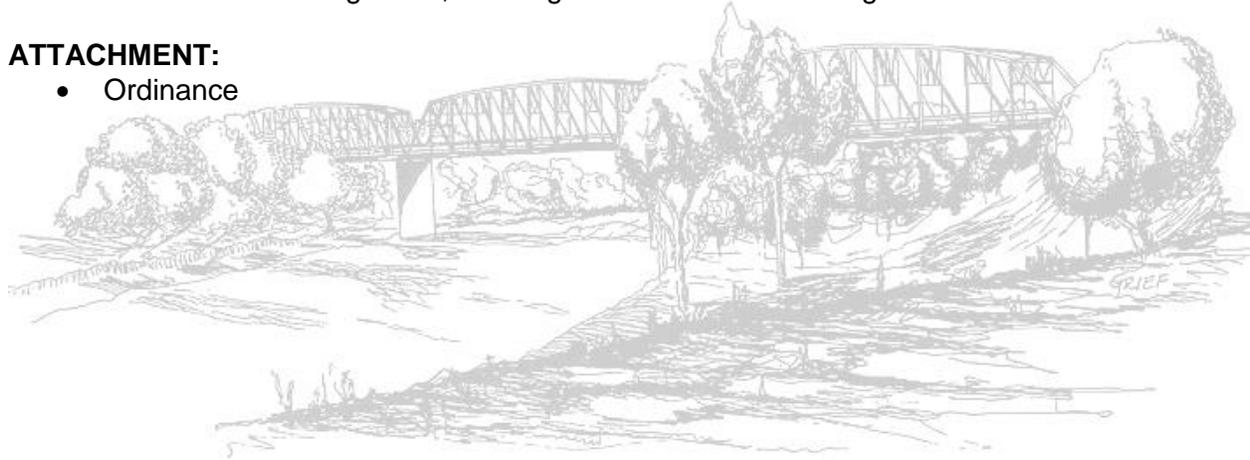
**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-30 of the City Council of the City of Bastrop, Texas amending the City of Bastrop Stormwater Drainage Design Manual, Section 2 – Stormwater Drainage Policy, B – Stormwater Drainage Design Process; establishing a repealing clause; providing severability; providing an effective date; and move to include on the August 27, 2019 agenda for second reading.

**ATTACHMENT:**

- Ordinance



**ORDINANCE NO. 2019-30**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING THE CITY OF BASTROP STORMWATER DRAINAGE DESIGN MANUAL, SECTION 2 – STORMWATER DRAINAGE POLICY, B – STORMWATER DRAINAGE DESIGN PROCESS; PROVIDING FOR A REPEALING CLAUSE; PROVIDING FOR SEVERABILITY; PROPER NOTICE AND MEETING AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and/or Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002. Rules grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality; and

**WHEREAS**, City Council adopted a Stormwater Drainage Design Manual dated May 2019, and amending the following: Section 2 – Stormwater Drainage Policy, B – Stormwater Drainage Design Process, Section 3 – Conceptual Drainage Plans, Section 4 – Preliminary Drainage Plans, and Section 5 – Final Drainage Plans, and Section 6 – Operations and Maintenance Plan

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** That the City of Bastrop Stormwater Drainage Design Manual, Section 2 – Stormwater Drainage Policy, B. Stormwater Drainage Design Process, shall be amended as follows:

**B. Stormwater Drainage Design Process:**

1. Preliminary Conference and Conceptual Plan Review.

- a. Preliminary Conference, also known as a "Pre-Submittal Meeting" or "Pre-Submittal Meeting for Subdivision". Refer to Code of Ordinances, Chapter 10 – Subdivision Ordinance, Section 5.02.01 Development Process. As a part of the Enhanced Permit Review Process, applicants shall consult with and present a proposed plan (conceptual plan) to the Development Review Committee (DRC) members as required for comments and guidance of the procedures, specifications, and standards for permits required by the following sections of the Code of Ordinances:

§3.16.001: Permits for moving of structures, demolition, and site work

§3.18.002: Permits for construction, alteration or extension; construction or occupancy of permanent structures.

§3.20.051: Permit to erect or install a sign

- b. Before submitting the regulating and conceptual site drainage plan, the Applicant should discuss with the planning staff and City Engineer the procedure set for the adoption of a subdivision plat and the requirements of the "Design Standards," the iSWM TM Design Manual and of any pertinent City ordinances. Planning staff and City Engineer shall also advise the Applicant of existing conditions which may affect the proposed subdivision, such as existing or proposed streets, adjacent subdivisions or properties, floodplain and drainage, sewage, fire protection, reservation of land, and similar matters, referring the Applicant to the proper agencies if services are not provided by the City.
  - c. Concept Plan Review. Concept plan review will normally be accomplished by submission of supporting plan material and a conference with the Director of Planning and Development.
    - (1) Three (3) copies of the Conceptual Plan.
    - (2) Two (2) copies of the Site Analysis and Conceptual Site Drainage Plan, in accordance with the requirements described below.
2. Site Analysis: Using field and mapping techniques approved by the City Engineer, the developer's engineer shall collect and review information on the existing site conditions and map the following features:
- a. Topography
  - b. Drainage patterns and basins
  - c. Intermittent and perennial streams on-site and off-site that contribute to or receive water from the site
  - d. Soil types and their susceptibility to erosion
  - e. Property lines, adjacent areas and easements
  - f. Wetlands and critical habitat areas
  - g. Boundaries of wooded areas and tree clusters (tree survey)
  - h. Existing FEMA (or best available data) floodplain and floodway boundaries and base flood elevations
  - i. Ground cover and vegetation, particularly unique or sensitive vegetation areas to be protected during development
  - j. Existing development
  - k. Existing stormwater facilities on-site and off-site that will receive discharges from the proposed development
  - l. Steep slopes
  - m. Required buffers and setbacks along waterbodies
  - n. Proposed stream crossing locations

### 3. Conceptual Drainage Plans

Based on the Site Analysis, the design engineer shall prepare a Conceptual Drainage Plan for the proposed site layout to give the developer and the City Planning and Engineering staff an initial look at the project as a part of a mandatory Pre-Development meeting. This plan will be submitted along with the Concept Plan. A copy of the Concept Drainage Plan submittal checklist is included in Appendix A. The Design engineer should typically follow the following steps:

- a. Use applicable LID techniques to develop the site layout, including:
  - (1) Preserving the natural feature conservation areas defined in the site analysis
    - (a) Preserve undisturbed natural areas
    - (b) Preserve riparian buffers
    - (c) Avoid floodplains
    - (d) Avoid steep slopes
    - (e) Minimize siting on porous or erodible soils
  - (2) Use lower impact site design techniques
    - (a) Fit design to the terrain
    - (b) Locate development in less sensitive areas
    - (c) Reduce limits of clearing and grading
    - (d) Use open space development
    - (e) Consider creative designs
  - (3) Reducing impervious surface areas
    - (a) Reduce roadway lengths and widths
    - (b) Reduce building footprints
    - (c) Reduce the parking footprint
    - (d) Use fewer or alternative cul-de-sacs
    - (e) Create parking lot stormwater "islands"
  - (4) Preserving and using the natural drainage system wherever possible
    - (a) Use buffers and undisturbed areas
    - (b) Use natural drainage ways instead of storm sewers
    - (c) Use vegetated swale instead of curb and gutter
    - (d) Drain rooftop runoff to pervious areas

While implementation of LID techniques is not mandated, the developer is strongly encouraged to consider the above-referenced LID techniques.

- b. Calculate conceptual estimates for the design requirements for the 2-year 24-hour storm volume, 25-year 24-hour storm volume and 100-year, 24-hour storm volume events.
- c. Determine any appropriate temporary and permanent structural stormwater controls and identify potential locations on the site.

#### 4. Preliminary Drainage Plans

This step builds on the data developed and LID standards provided in the Conceptual Drainage Plan by ensuring that requirements and criteria are met, opportunities have been taken to minimize adverse effects of the development and providing more detail. The Preliminary Drainage Plan will be submitted in compliance with Article 10.03 Subdivision Ordinance, Section 4 Platting Procedure, 4.10.6.a. Preliminary Plat, and shall consist of maps, plan sheets, narrative and supporting design calculations (hydrologic and hydraulic) for the proposed stormwater system. A copy of the Preliminary Drainage Plan submittal checklist is included within Appendix B.

#### 5. Final Drainage Plans

This step builds on the data developed and LID standards provided in the Preliminary Drainage Plan. The Final Drainage Plan and Construction Plans shall be submitted to and approved by the City Engineer prior to submitting a Public Improvement Plan and a Site Development Plan in accordance with Code of Ordinances, Chapter 14 Sec. 42 and Chapter 10, Section 5.05 – Public Improvement Plan Requirements. A final drainage plan is also required for a Minor Plat. A copy of the Final Drainage Plan submittal checklist is included within Appendix C.

#### 6. Operations and Maintenance Plan

An Operations and Maintenance Plan shall be submitted along with the Final Drainage Plans to clearly state which entity has responsibility for the operation and maintenance of temporary and permanent stormwater controls and drainage facilities to ensure that they will function in the future. The O&M plan shall include, but not be limited to:

- a. Responsible party for all facilities and tasks in the plan
- b. Inspection and maintenance requirements
- c. Maintenance of permanent stormwater controls and drainage facilities during construction
- d. Cleaning and repair of permanent stormwater controls and drainage facilities before transfer of ownership
- e. Frequency of inspections for the life of the permanent facility
- f. Funding source for long-term maintenance
- g. Description of maintenance tasks and frequency
- h. Access and safety issues

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**Section 5:** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**READ and APPROVED** on First Reading on the 14<sup>th</sup> day of August 2019.

**READ and ADOPTED** on Second Reading on the 27<sup>th</sup> day of August 2019.

**APPROVED:**

---

Connie B. Schroeder, Mayor

**ATTEST:**

---

Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

---

Alan Bojorquez, City Attorney



# STAFF REPORT

**MEETING DATE:** August 14, 2019

**AGENDA ITEM:** 4

**TITLE:**

## **CITIZEN COMMENTS**

*At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the City Secretary prior to the beginning of the Citizens' Comment portion of the Council meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Staff for research and possible future action.*

*To address the Council concerning any item on the agenda, please submit a fully completed request card to the City Secretary prior to the start of the meeting.*

*It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Council to allow a member of the public to slur the performance, honesty and/or integrity of the Council, as a body, or any member or members of the Council individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Council and/or any person in the Council's presence will not be tolerated.*