

1. Bearings, distances, and acreage are grid, NAD83 State Plane Coordinate System, Texas Central Zone 4203.
2. This survey was prepared without the benefit of a current title report/commitment. There may be easements, restrictions, and/or covenants affecting this property, not shown hereon.
3. No flood zone determination was made as part of this survey.
4. Electricity provided by Oncor.
5. Water service provided by City of Waco WSC, CCN# 10039.
6. Sewer service provided by City of Waco.

STANDARD FINAL PLAT REVIEW

☒ First Submittal Date: 10/24/22 Review Due Date: 10/25/2022

☐ **Resubmittal** **Date:** **Review Due Date:**

Subdivision Name: Final Plat of the Texas Central Addition, Lots 10 & 11, Block 7

PID: 347163

District City Limits

Project Number: 22-00029-S-SUBD

Surveyor Number: 10326

Dear Applicant:

Staff has reviewed the final plat for compliance with the subdivision regulations (City of Waco Appendix B – Subdivisions). A list of comments are provided below to notify the developer of deficiencies in the plat and actions needed to correct the plat. City staff recommends City Plan Commission to **Approve the plat with conditions**. City Plan Commission with staff's recommendation will approve the plat, approve the plat with conditions, or disapprove the plat. The meeting for consideration by the City Plan Commission will be **October 25, 2022** in the Waco Convention Center, Bosque Theatre, 100 Washington Ave. Waco, Texas 76701, at 7:00 p.m.

A response is required for the list of the comments provided. A pre-response meeting is recommended to address the comments listed. Once a response has been provided to City Staff, City Plan Commission shall determine whether to approve, conditionally approve, or disapprove the applicant's response.

If the plat and required studies are approved or approved with the condition of infrastructure being built to meet City of Waco Construction Standards and Specifications by the City Plan Commission, the plat will then be submitted by City Council for action. The City Council will then either approve the plat, approve the plat with condition (s), or disapprove the plat.

Planning:

Final plat review, approval, and recordation. The required number of the following documents shall be submitted to the city plan department for final plat review and approval by the appropriate city departments and the city plan commission and the city council. The documents set forth in subsection 3.303A, 3.303B and 3.303C must be included in the final plat for it to be filed for record in the official public records of McLennan County:

Section 3.303, A

A legible, accurately scaled plat of the entire subdivision or portion thereof. Plats shall be in paper and digital format. Digital files shall conform to paragraph 3.302(A). Plats shall be prepared by a Registered Professional Land Surveyor.

Plat shows:

Y	N	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The subdivision boundary as determined by a boundary survey done on the ground by a registered professional land surveyor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The street and lot layout
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Proposed and existing alleys and easements <i>Remarks: Permanent ingress/egress easements in city limits to new lots are only allowed in a PUD; owner may submit a written variance request in memorandum format citing the reason for the variance request and hardship to meeting the ordinance requirements. Existing & proposed variable width access easement shall be increased in width to 60 feet. Access easement shall be contiguous with one side of the lot served. City recommends providing frontage to Hewitt Drive/FM 1695 as an alternative to easement requirements.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed and dedicated right-of-way
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Side lot lines perpendicular to the street may have the bearing shown
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Names and dimensions of proposed and existing streets within and adjacent to the subdivision unless where right-of-way becomes impractical
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The proposed name of the subdivision
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The date of the plat and of any revisions
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The scale to which the plat was drawn
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A north arrow
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The name, address, and signature line of the owner(s) of the property <i>Remarks: Lot 10 property owner must also sign the plat.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The name, address, signature, and seal of the registered professional land surveyor responsible for the survey of the properties being subdivided

- | | | | |
|-------------------------------------|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Abandoned streets, alley and easements with ordinance number and date |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A monument legend |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Certification by the registered professional land surveyor that the plat represents work done on the ground by his/her or under his/her supervision |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Certification by the surveyor that all survey monuments are correctly shown on the plat. The owner may provide a performance guarantee for monumentation along with a letter from the surveyor supporting the amount of the guarantee in lieu of certification that monuments have been set. After construction is complete, the surveyor shall set the monuments |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | If a lot is not to be served by sanitary sewer, a certification approved by Planning Services shall be included on the plat as set forth in Section 5.201 (B)(2)(d). This certification shall be signed by the appropriate local health authority, or designee |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Location of all soil borings or other test sites where required |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | For subdivisions in the extraterritorial jurisdiction which are served by a private water utility, the Texas Public Utility Commission certificate number, date of certification, and name of water utility serving the subdivision shall be shown on the plat. |

All dimensions and other surveying information necessary to produce the plat on the ground including:

- | | | | |
|-------------------------------------|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Linear and curvilinear dimensions shall be shown in feet and decimals of a foot |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Bearings reference shall be shown by the current standards as prescribed by the State of Texas Land Surveyors Board |
| | | | <i>Remarks: add N & E to POB</i> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The radii, tangents, central angles, chords, and arcs of all curves |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The lengths and bearings of all straight lines |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The dimensions from all angle points and points of curve of lot lines |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The long chord distance and bearings for all curves and curved lot lines. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Existing lot lines (shown by dashed lines) for property being resubdivided |

Section 3.303, B

- ☐ ☒ Complete set of fieldnotes of the boundary survey, signed by the surveyor, and having a closure error no greater than 1/10000.

Section 3.303, C

- ☐ ☒ An instrument of dedication for all street and highway right-of-way, alleys, easements, parks, and/or property improvements intended for public use. The dedication shall be signed by the owner or his/her legally designated agent and acknowledged by a notary public and will be filed for record. The following certificate shall be placed below the dedication:

**STATE OF TEXAS §
COUNTY OF MCLENNAN §**

(OWNER NAME), being the owner of the property described above and wishing to subdivide same into lots and blocks do hereby adopt the plat attached hereto and titled “(NAME OF PLAT), to the City of Waco, McLennan County, Texas, being a resubdivision of (ORIGINAL PLAT NAME) as shown the amended final plat recorded under McLennan County Clerk’s Document (RECORDING NUMBER) of the Official Public Records of McLennan County, Texas” as our legal subdivision of same. We do hereby dedicate all rights-of-way or easements shown thereon to the use of the public forever. Any private improvements placed in any of these rights-of-way or easements shall be placed there at no risk or obligation to the public or the City of Waco, Trustee for the public to hold these easements and the City shall have no responsibility to repair or replace such improvements if they are damaged or destroyed in the utilization of these rights-of-way or easements. The sale of all lots shown on this plat shall be made in accordance therewith, subject to all restrictions and conditions recorded in the McLennan County, Texas Official Public Records, pertaining to said subdivision.

(OWNER NAME)

ATTEST:

By: (SIGNATURE LINE)
(Name) _____

By: (SIGNATURE LINE)
(Name) _____

(Title) _____

(Title) _____

(Address) _____

(Address) _____

City Secretary Certification

**STATE OF TEXAS §
COUNTY OF MCLENNAN §**

I hereby certify that the above and foregoing plat and field notes of the “Final Plat of the ____ Addition, Lot __, Block __”, to the City of Waco, McLennan County, Texas, being a resubdivision of ____ Addition, Lot __, Block __, as shown on the amended Final Plat recorded under McLennan County Clerk’s Document _____ of the Official Public

Records of McLennan County, Texas” was approved on this the ____ day of _____, 2022.

Michelle Hicks
City Secretary

Section 3.303, D

☒ ☐ ☐ One copy of any requirements or deed restrictions imposed upon the subdivision by an individual or agency other than city staff or the city council.

Traffic, Utilities, Engineering, Floodplain:

Section 3.303, E

The following plan documents shall be required for final plat approval and shall be prepared by a registered engineer and submitted to the city for review.

Plan and profile drawings. The required number of copies of plan and profile drawings shall be submitted for subdivisions requiring construction of streets and/or alleys. Plan and profile drawings must be submitted with the final plat application. Plan and profile drawings shall be 24" x 36" and shall be plotted to an appropriate scale (usually 1:240 but not smaller than 1:600 horizontally, and 1:24 or 1:60 vertically).

Plan drawings shall show but are not limited to:

Y	N	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The right-of-way of the proposed street or alley
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The right-of-way of intersecting streets
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot and Block numbers
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The location of curb and gutter in relation to monuments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The radii of all returns
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The location of all stormwater structures and pipe
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all water and sewer mains and services

☒ ☐ ☐ Location of all traffic control devices

Profile drawings shall show:

☒ ☐ ☐ The existing grade on both sides of the street

☒ ☐ ☐ The proposed grade of the top of the curb on both sides of the street

☒ ☐ ☐ The reference benchmark and its elevation. Elevations shall be consistent with the city's reference datum.

☒ ☐ ☐ Standard City of Waco details of all construction items.

Drainage Maps

☒ ☐ ☐ Maps showing existing and proposed topography for the watershed affecting the project. These maps must show drainage areas, waterways, proposed streets, proposed storm sewer improvements, and any other improvements which might affect drainage. Appropriate calculations showing runoff and capacity quantities shall be provided for all drainage areas and storm sewer facilities. These maps must be submitted with the final plat application.

Construction Plans

☒ ☐ ☐ The required number of copies of construction plans and specifications for all improvements shall be submitted with the final plat application for subdivisions requiring the construction of streets, storm sewers, utilities, or special structures. The construction plans and specifications shall conform to the standards of the City of Waco. Any portion(s) of these plans or specifications which does not meet the requirements of this ordinance or other applicable law as stated in Section 1.8 shall be revised to meet such requirements.

Structures Drawing

☒ ☐ ☐ The developer shall submit with the final plat application a separate drawing of the plat showing all existing structures on the property

Section V. Required Improvements

The city plan commission and the city council may also require the developer to provide any improvements, temporary and/or permanent, deemed necessary to bring the proposed subdivision into compliance with both the comprehensive plan and the purposes set out in section 1.3 of this ordinance.

Required/Not required

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Water facilities |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Sanitary Sewer/On-site Sewage Facilities |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Land Drainage Facilities |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Parks, playgrounds, and recreational areas |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Alleys |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Streets |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Curb and gutter |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Sidewalks |

Staff Recommendations:

1st Review:

2nd Review:

Planning	Approve With Conditions	Choose an item.
Engineering	Approve With Conditions	Choose an item.
Utilities	Approve With Conditions	Choose an item.
Traffic	Approve	Choose an item.

Conditions for Approval (revise and resubmit):

Engineering:

- E1. Ingress/egress easements need to be in compliance with Section 5.205 (H)(2) of the subdivision ordinance. Owner can revise and resubmit the plat, adjust the location of Lot 11 to have frontage on Hewitt Drive, or may request a variance.

Planning:

- P1. Please add N & E to POB call-out.
- P2. Please revise dedication/certification language to resubdivision language.
- P3. All property owners of Lots 10 & 11 must sign the plat and have attest signatures if the owners are not individuals.
- P4. Please remove minor plat certification.
- P5. Water and sanitary sewer must be in dedicated easements.

Informative only - no response required for plat approval:

- Recommended to revise 'Final Plat of Castle Rock - Phase 2' to 'Final Plat of the Castle Rock Addition, Phase 2'
- Please show individual curve data for lots in knuckles – this is beneficial for entities responsible for GIS mapping.
- Owner signature and attest signatures – required on hard copies
- Easements recorded by separate instrument, recording information must be included on the plat before filing. It is strongly recommended and encouraged to dedicate any easements by plat rather than separate instrument if possible. Easements dedicated by separate instrument must be abandoned by the Waco City Council through the public hearing process should they need to be relocated or amended at a later date.
- New subdivisions will require cluster boxes, please coordinate with the servicing Postmaster.
- Final plats must adhere to McLennan County requirements to be accepted for recording. Requirements can be found at: <https://www.co.mclennan.tx.us/180/Plat-Filing>.
- Record drawing plans. Upon completion of construction of all improvements, the developer shall furnish record drawing plans to the city department of engineering services as required by subsections 5.209 and 5.402.
- Projects with detention plans, provide a letter from the design engineer, or independent inspection company, stating the stormwater collection system, detention pond and outlet structure were installed according to plans and specifications. Letter shall contain the address and be sealed and signed by the engineer.
- Projects with stormwater quality plans, provide a letter from the design engineer, or independent inspection company, stating the stormwater quality controls were installed according to plans and specifications. Letter shall contain the address and be sealed and signed by the engineer.
- For any projects proposing work within the City right-of-way, after obtaining project plan approval from the City, the project developer shall obtain a separate encroachment permit from Public Works Department before performing construction or any other work within the City right-of-way. Instructions for obtaining a permit are on the City website:
<https://www.waco-texas.com/engineering-permits.asp#gsc.tab=0>.
Permit application documents may be submitted to ROW-Permits@wacotx.gov.
- FOR DEVELOPMENTS THAT RECEIVED PRELIMINARY PLAT APPROVAL BEFORE November 15, 2020: Impact Fees collection will be phased in based on the following timeline and collection schedule:

- (1) June 2021: 20% of impact fee after application of credits
- (2) June 2022: 40% of impact fee after application of credits
- (3) June 2023: 60% of impact fee after application of credits
- (4) June 2024: 80% of impact fee after application of credits
- (5) June 2025: 100% of impact fee after application of credits

FOR DEVELOPMENTS THAT RECEIVED FINAL PLAT APPROVAL BEFORE JUNE 1, 2021: Impact Fees will not be collected on any building permit issued before June 1, 2023. Any building permits issued after May 31, 2023 will be subject to the collection of Impact Fees.

APPLICABLE IMPACT FEES ARE COLLECTED AT TIME OF BUILDING PERMIT