







**Planning Services**  
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January 20, 2021

Prime Prairie, LLC  
6408 Gholson Road  
Waco, TX 76705

**REF.: “Final Plat of the Final Plat of the Bode Road Addition, Phase I, to the City of Waco, McLennan County, Texas”**

**Project Number: 20-00034**

Dear Owner:

This letter is to assist you in completing the subdivision plat and for your property. Your request will be considered virtually by the City Plan Commission at its meeting on **January 26, 2021 in the Waco City Hall, 300 Washington Avenue, at 7:00 p.m.** City of Waco staff recommends City Plan Commission approve with conditions. City Plan Commission with staff’s recommendation will approve the plat, approve the plat with conditions, or disapprove the plat.

A written response will be 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 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 with conditions, or disapprove the plat. Approval or approval with the condition of infrastructure being built to meet City of Waco Construction Standards and Specifications by City Council will allow for the recordation process of the final subdivision plat. Two paper copies will be required for the approval of this plat.

City of Waco Appendix B – Subdivisions, Section 3.3:

**Plat**

1. The owners of the property need to sign the plat.
2. Please provide documentation that pipeline does or does not have any restrictions on proposed subdivision and make a note on the plat, respectively.
3. Please indicate any existing Hillco easements on the plat and name utility easements as water, wastewater, etc.
4. The surveyor needs to sign and seal the plat and set the monuments as shown.

5. The invoice for your standard final plat is now available. Please submit payment of \$300.00 using the Citizen Self Service online portal.
6. Please upload a current McLennan County Tax Certificate showing no taxes are due from the previous year.
7. Please contact Sonia Davis (sdavis@mcead911.org) for street name approval and show approved names on the final plat submitted for signatures. Typically, developers are asked to submit five potential names for each street in the event the first choice is not available or approved.
8. Please add the following note to the plat: FFEs for any lot containing any portion of the floodplain must meet or exceed requirement of the City of Waco and McLennan County with respect to the BFE established in the flood study.

### **Engineering**

9. Per City Engineer: Individual Standard Detail Sheets must be listed on the Sheet Index by title with any modifications noted. A statement by the design engineer stating the details included have been reviewed and are appropriate for the project. Contact Roger Glick, P.E., Development Engineer, (rglick@wacotx.gov) for further information for compliance with this requirement.
10. Provide minimum FFE for each lot.
11. Provide drive culvert sizes for each lot.
12. Include ribbon curb at edge of pavement.
13. Locate center point of cul-de-sacs.
14. Provide roadway horizontal geometry.
15. Maximum ratio for side slope on roadside channels is 4:1.
16. Street section Standard detail provided includes curb and gutter - is this correct O.D. roadside ditch?
17. Provide cross-section for proposed Channel A. Is there a dedicated drainage easement for this channel?
18. Provide hydraulic analyses for proposed channels.
19. Contact the Development Engineer (rglick@wacotx.gov) after City Council approval of plat and plans and before the start of construction for a pre-construction meeting.

### **Traffic**

No Comments

### **Utilities**

20. Provide plans for water extension to serve lots for review. Leroy Tours & Gerald CCN will be required to update service area. Current CCN is approved for facilities plus 200 feet. Portions of this plat are located beyond the approved limits for this CCN.

### **Fire**

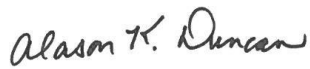
No Comments

**OSSF**

21. OSSF planning materials and suitability study prepared by a Professional Engineer (P.E.) or a Registered Professional Sanitarian (R.S.) in accordance with Chapter 285, section 285.4 Facility Planning of the OSSF Rules and submit a \$50.00 review fee, (online or by check payable to the City of Waco).
22. Please add plat note for OSSF.

If you have any questions concerning the requirements stated in this letter or wish to discuss the subdivision platting process further, please contact me at 750-5608.

Sincerely yours,



Alason Duncan  
Planner

Cc: Sunbelt Technical Services