

CITY OF AUSTIN – DEVELOPMENT SERVICES DEPARTMENT  
SITE PLAN APPLICATION – MASTER COMMENT REPORT



CASE NUMBER: SP-2018-0595C  
REVISION #: 00 UPDATE: U1  
CASE MANAGER: Randall Rouda PHONE #: 512-974-3338

PROJECT NAME: 1303, 1311 & 1401 South Lamar  
LOCATION: 1311 S LAMAR BLVD W/BLDGS & UNITS

SUBMITTAL DATE: March 20, 2019  
REPORT DUE DATE: April 3, 2019  
FINAL REPORT DATE: April 22, 2019  
19 DAYS HAVE BEEN ADDED TO THE UPDATE DEADLINE

**STAFF REPORT:**

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

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

If you have any questions, problems, concerns, or if you require additional information about this report, please do not hesitate to contact your case manager at the phone number listed above or by writing to the City of Austin, Development Services Department, P.O. Box 1088, Austin, Texas 78767.

**UPDATE DEADLINE (LDC 25-5-113):**

It is the responsibility of the applicant or their agent to update this site plan application. **The final update to clear all comments must be submitted by the update deadline, which is January 14, 2020.** Otherwise, the application will automatically be denied. If this date falls on a weekend or City of Austin holiday, the next City of Austin workday will be the deadline.

**UPDATE SUBMITTALS:**

**A formal update submittal is required. Please bring a copy of this report with you upon submittal to Intake.** Updates may be submitted between the hours of 8:30 am and 4:00 pm. Updates submitted after 3 pm may be processed on the following business day.

**Please submit 12 copies of the plans and 13.0 copies of a letter** that address each comment for distribution to the following reviewers. Clearly label information or packets with the reviewer's name if intended for a specific reviewer. **No distribution is required for Planner 1 and only the letter is required for Austin Water Utility Development Services.**

**Please note:** if Austin Water rejects a plan on Update 2, a fee is due at or before resubmittal. Please contact Intake for the fee amount.


**REVIEWERS:**

Planner 1 : Ramon Rezvanipour  
Electric : Karen Palacios  
Addressing : Dolores Huerta  
City Arborist : Jim Dymkowski  
Environmental : Kristy Nguyen  
Fire For Site Plan : Marvin Lewis  
PARD / Planning & Design : Thomas Rowlinson  
Site Plan : Randall Rouda  
R.O.W. : Isaiah Lewallen  
Transportation Planning : Katie Wettick  
Water Quality : Leslie Daniel  
AW Pipeline Engineering : Larry Williams  
Drainage Engineering : Leslie Daniel  
Industrial Waste : John McCulloch  
AW Utility Development Services : Bradley Barron

EL 1. The existing overhead facility on the north lot line must be cleared of the proposed building shown. This facility has 4 ft. cross arms from the center of the pole. The following must be shown and building relocated for safety and clearance per AE, NESC and OSHA requirements. A profile plan of each side of the proposed building including overhangs and balconies and the existing electrical pole include the height with all three conductors/neutral. Link of the criteria manual.

**1.10.0 - CLEARANCE AND SAFETY REQUIREMENTS**

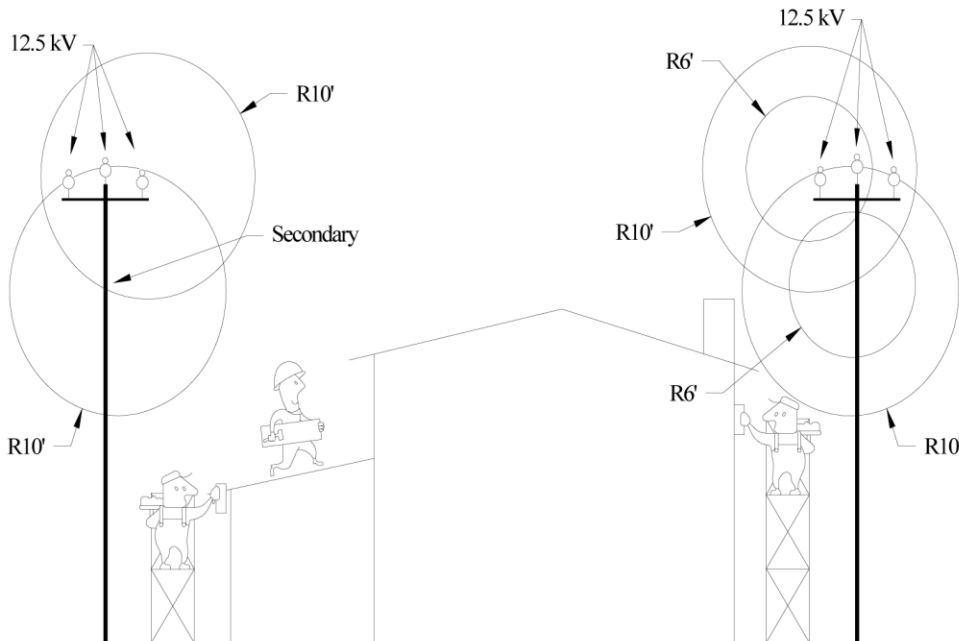
[https://library.municode.com/tx/austin/codes/utilities\\_criteria\\_manual?nodeId=S1AUENDECR\\_1.10.0C\\_LSARE](https://library.municode.com/tx/austin/codes/utilities_criteria_manual?nodeId=S1AUENDECR_1.10.0C_LSARE)

1-36	OSHA/TEXAS_SAFETY_CODE	
SHEET 1 OF 1	OVERHEAD_WORKING_CLEARANCES	
11/05/03	FROM_OVERHEAD_LINES_FOR_UNQUALIFIED_PERSONS	
		REV. 05/25/12

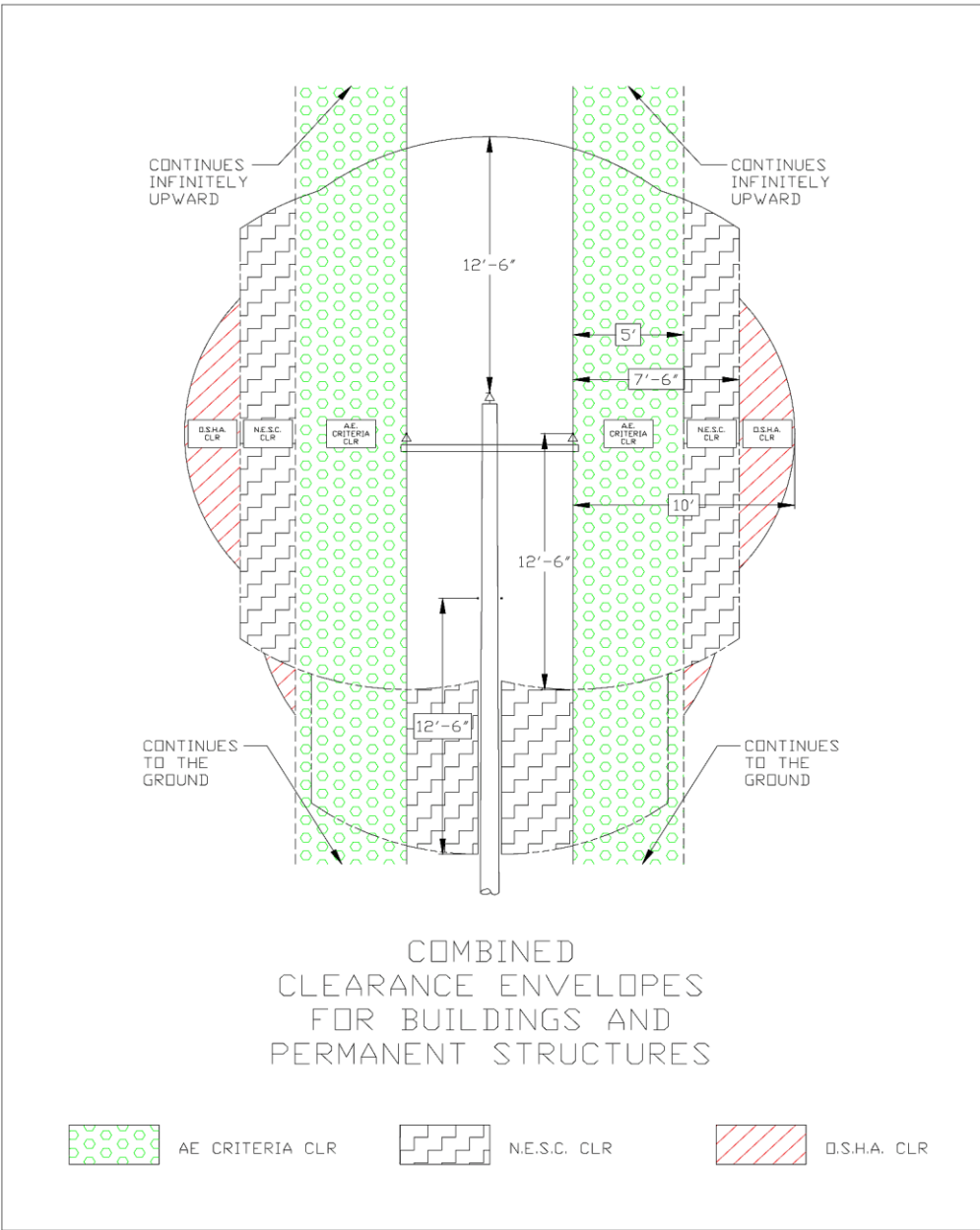
**OSHA/Texas Safety Code Working Clearances From Overhead Lines For Unqualified Persons**

OSHA1910.333(c)(3)(i)(A/A1), 1910.333(c)(3)(i)(B)  
 When an unqualified person is working in an elevated position near overhead lines (or on the ground in the vicinity of overhead lines), the location shall be such that the person and the longest conductive object he or she may contact cannot come closer to any unguarded, energized overhead line than....10ft.

Texas State Health & Safety Code 752.004.  
**RESTRICTION ON ACTIVITIES NEAR LINES.**  
 (a) Unless a person, firm, corporation, or association effectively guards against danger by contact with the line as prescribed by Section 752.003, the person, firm, corporation, or association, either individually or through an agent or employee, may not perform a function or activity on land, a building, a highway, or other premises if at any time it is possible that the person performing the function or activity may: (1) move or be placed within six feet of a high voltage overhead line while performing the function or activity; or (2) bring any part of a tool, equipment, machine, or material within ten feet of a high voltage overhead line while performing the function or activity.



**NOTE:**  
 The workers, scaffolding, and anything in the workers hands must stay out of the appropriate working clearance circles (10' radial clearance from any energized wire).



Update 1: It is understood the developer wishes to relocate those lines. Coordinate with the property owner to the north as well as Christian Pope, [Christian.pope@austinenergy.com](mailto:Christian.pope@austinenergy.com) or ph. 512-505-7674.

EL 2. At this time clearance of the conductors of the facilities along Lamar Blvd. cannot be determined. Provide an Austin Energy sheet/page of the existing electrical facilities along Lamar Blvd and North property line with cross sections of the buildings and need to include overhangs/balconies clearly labeled meeting criteria above.

Update 1: Clear. Cross sections are shown on sheet 40. The building appears to meet clearances. Developer/contractor is responsible for maintaining all regulatory safety clearances at all times. Failure to observe safety clearances will result in the job being shut down.

EL 3. The transformer on the north side of this development must meet criteria below which includes clearance from the existing overhead conductor and within 6 ft. of the ROW or onsite driveway/parking facility. **1.10.4 - Clearances from AE Padmount Equipment and Distribution Vaults**  
[https://www.municode.com/library/tx/austin/codes/utilities\\_criteria\\_manual?nodeId=S1AUENDECR\\_1.10.0CLSARE\\_1.10.4CLAEPAEQDIVA](https://www.municode.com/library/tx/austin/codes/utilities_criteria_manual?nodeId=S1AUENDECR_1.10.0CLSARE_1.10.4CLAEPAEQDIVA)

Update 1: Awaits result of EL 1 and the transformer must be accessible from this site.

- EL 4. The 4 transformers shown only have access through adjacent property and must be on loop system within subject property it cannot be within adjoining property. The MEP must submit the ESPA to your lead designer to determine the amount of required transformers and a preliminary plan must be submitted and approved to your lead designer and shown on this site plan.  
Update 1: Transformer, conduit, and meter locations must be approved by Christian Pope. Currently, they don't meet access criteria.
- EL 5. **Show the location of the transformer pad(s)** and underground electric cabling necessary to serve this development on the site plan, wet utilities plans, and landscape plan approved by the design group.  
Update 1: Ditto
- EL 6. **Desired point of electric service** must be shown on the site plan approved by the design group.  
Update 1: Show meter locations.
- EL 7. Brian Cokeley at ph. 512-505-7681 is initial Austin Energy contact person for electric service design. Preliminary design discussed and approved by Brian must be reflected in all plans that show Austin Energy electrical lines. Discuss permanent electric service and projected load requirements, the location of the transformer pad(s) and routing the underground electric cabling, meter locations and any additional required electric facilities. Please show these improvements on all plans, wet utilities plans, and the landscape plans.
- Submit to Brian a point-of-service for your project, as well as the projected load required for service, with completed ESPA form.  
Update 1: Brian has moved into another position. Contact Christian Pope, contact information given in EL 1, above.
- EL 8. Austin Energy requires a copy of the property owners current title commitment, or a current Title run sheet indicating all encumbrances of record, and an ALTA/ACSM boundary survey of the subject property with certification to the title, and showing all encumbrances of record prior to Austin Energy review and comments.  
Update 1: Thank you.
- EL 9. Provide the electric service date. Requested by Austin Energy's distribution system planning. This is the service to supply the completed units. You can provide an estimated timeline of when construction is anticipated to be completed. It doesn't have to be an exact date. An approximate completion timeline can be provided in the form of **MONTH/YEAR** or **season** (like fall 2019 or Spring 2020, etc...)  
Update 1: Comment not addressed.
- EL 10. Will this site require electrical service only or electrical service and gas service?  
Update 1: It is understood gas and electricity will be utilized.

**Addressing Review - Dolores Huerta - 512-974-6437**

- AD 1. Addressing rejects this Site Plan for the following reason.
- AD 2. You will need to add a leading 1 to all the units in the multi-family building so that I can add them to our data. You will need to add a leading 2 to any units in the office/restaurant building. Please see a copy of our standards for single/multiple bldgs. <https://www.austintexas.gov/sites/default/files/files/911AddressingStandards.pdf>. See page 23 for single buildings and page 24 for multiple building
- Note: I understand you want two different addresses for your project. The address currently for the multifamily is 1311 S LAMAR BLVD BLDG 1 W/UNITS. The address for the office/restaurant is 1311 S LAMAR BLVD BLDG 2 W/UNITS. Only one address can be assigned for one site plan.
- Note: After the site plan has been approved you may change the address for the office/restaurant from 1311 S LAMAR BLVD BLDG 2 to 1303 S LAMAR BLVD. There will be a fee of \$18.40.
- Note: I don't see any units for level 4 for the multi-family in your site plan on sheet AR-9 or any other sheet, do you have any?

**Drainage Engineering Review - Leslie Daniel - 512-974-6316**

- FYI Clear – FYI only  
DE 1 Clear, note added  
DE 2 Clear, P of A identified  
DE 3 Clear, point of discharge from site identified  
DE 4 Clear, level spreader used/no direction

DE 4(a) The plans indicate a 20' drainage easement. One of the plats shows a dashed line in that area – please specify the recordation information for the drainage easement on the site plan.

**U1 Comment remains. Applicant indicates he will file a request to vacate the existing drainage easement.**

- DE 5 Clear, plans and model match  
DE 6 Clear, pond modified  
DE 7 Clear, applicant will provide a UDA

**City Arborist Review - Jim Dymkowski - 512-974-2772**

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

**Labels**

CA 1 – CA 2. **UPDATE #1: Comments cleared.**

**Graphics**

CA 3 - CA 4. **UPDATE #1: Comments cleared.**

**CRZ-Silt fence / Mulch Sock**

CA 5 **UPDATE #1: Comment cleared.**

**Transplanting a heritage tree:**

CA 6 Tree #5014 is shown as a tree to be transplanted.

- Provide a tree transplant feasibility report prepared by a certified arborist. The report must include:
  - Suitability and condition of trees proposed to be transplanted;
  - Digging and root ball stabilization method;
  - Method of transport;
  - Schedule of transplanting procedure;
  - Tree storage methods if any;
- A 5 year Tree Care Plan by a certified arborist. (to be included with the Landscape Plans)
- Fiscal surety must be posted for the tree proposed to be transplanted. Fiscal will be held for the duration of the tree care plan and reimbursed after the tree is successfully transplanted. Contact this reviewer for a copy of the tree fiscal estimate form.

**UPDATE #1: Response understood on this information pending until a future update. Comment pending.**

CA 7 After discussion with the City arborist please revise the proposed location of the transplant to be placed within the site. Staff is not able to approve the relocation offsite.

**UPDATE #1: Response understood on this information pending until a future update. This may affect the overall layout of the project. Comment pending.**

**Tree Protection Requirements [LDC 25-8-604, 624, ECM 3.3.0, 3.4.0, 3.5.0]**

CA 8 The proposed development, requesting the removal of native protected size trees along the east site perimeter, has not shown nor provided sufficient information to allow staff to review and approve this

request per the requirements of the LDC 25-8-624. Please revise the plans to meet preservation requirements for these trees or provide the proper justification and information defined in this code section to allow staff to make a comprehensive review.

**UPDATE #1: Please provide the third party tree report for review and confirmation. Final comments on preservation and mitigation totals is pending this review. Comment pending.**

CA 9 Show the location of tree protection fencing on the demolition, grading plan and tree protection plan.

**UPDATE #1: This comment is pending the final tree preservation review. Comment pending.**

CA 10 Demonstrate how the construction of the proposed building, including the installation of scaffolding, does not require removal of more than 25% of the canopy of the preserved trees. [ECM 3.4.3, 3.5.2]

**UPDATE #1: Response understood on this information pending until a future update. This may affect the overall layout of the project. Comment pending.**

CA 11 – CA 12. **UPDATE #1: Comments cleared.**

CA 13 Staff needs to see and review any potential impacts that could occur with the creation of the 20' drainage and trail easements proposed along the east perimeter of the site.

**UPDATE #1: Response understood please provide this information on a future update. This may affect the overall layout of the project. Comment pending.**

### **Tree Preservation/ Mitigation**

CA 14 Provide a Tree Mitigation Plan compliant with Chapter 25-8, Subchapter B, Article 1, Division 2 of the City of Austin Land Development Code and Section 3 of the City of Austin Environmental Criteria Manual. This should include the potential relocation of additional viable trees onsite and the inclusion of additional structurally supported soil volume areas for the core transit corridor trees required along Lamar and the relocation of overhead utilities if required to support the planting of larger species trees in this area and on the rest of the site to alleviate the overall mitigation requirement. Further tree mitigation review and comments are pending.

**UPDATE #1: Response understood. Please provide additional information on why the utilities may not be placed underground. Staff would not be able to accept trees planted above natural grade on structures as mitigation. Use of the transplant toward mitigation total is pending the additional information on its relocation being provided onsite. Comment pending.**

Environmental Review - Kristy Nguyen - 512-974-3035

### **ESC Requirements [LDC 25-7-61, 65, 25-8-181,182,183,184]**

EV 1 – EV 3 Comments cleared.

### **Landscape Requirements (LDC 25-2-981 – 25-2-1008; ECM Section 2)**

EV 4 Demonstrate compliance with the Innovative Water Management (IWM) requirement by including graphic hatches and calculations showing the square footage of the impervious drainage area (stormwater runoff source) and the pervious landscape area receiving stormwater runoff.

**Update 1 The landscape sheet did not show the impervious drainage area for the receiving labeled 800 sqft of impervious area. Show the method of conveyance from impervious area to pervious landscape area by one or more of the following methods:**

- o overland flow;
- o storm drains;
- o downspouts;
- o rainwater harvesting; or,
- o retention-irrigation; and

- Hatch and show the square footage of the impervious drainage area (stormwater runoff source).

**\*Note: minimum ratio is 1 sqft drainage / 2 sqft landscape [LDC 25-2-1008, ECM 2.4.9]**

EV 5 Revise the Appendix C calculations provided in the plan set. Current calculations show the total required landscape area of the street yard equals 1,508 sqft., but calculations in the IWM section show the total landscape area totals 1,370 sqft. Revise this discrepancy prior to the next submittal.

**Update 1 The total required landscape area of the street yard should equal 1,508 sqft based on the street yard calculation (7,544 sqft). Revise the Appendix C calculations.**

#### **Tree Mitigation Planting (ECM Section 3.5.0)**

EV 6 This comment is pending approval by City Arborist Review for tree preservation and required mitigation.

**Update 1 Comment pending.**

EV 7 For urban forest accounting purposes, provide the following information on the plan after all landscaping and/or tree-related comments are cleared [ECM 3.5.4]:

- Total Appendix F tree inches surveyed;
- Total Appendix F tree inches removed;
- Total Non-Appendix F and Invasive removed;
- Total mitigation inches planted on site;
- Total dead inches removed; and
- Total non-mitigation inches planted on site.

**Update 1 Comment pending.**

#### **Fees and ESC Fiscal Surety [LDC 25-1-82, 25-7-65, 25-8-234]**

EV 8 Provide payment of the landscape inspection fee prior to permit/site plan approval. Obtain the invoice at COA Intake, or for questions regarding the landscape inspection fee amount, please call 512-974-1770. Payment of the fee is made at the first floor Cashier's Window. This comment will clear by providing a receipt of payment to the Environmental Reviewer.

**Update 1 Comment pending receipt of payment.**

EV 9 Provide payment of the site plan environmental inspection fee prior to permit/site plan approval. Obtain invoice at COA Intake, or by calling 512-974-1770. Payment of the fee may be made at the first floor Cashier's Window. This comment will clear by providing receipt of payment to Environmental Reviewer.

**Update 1 Comment pending receipt of payment.**

EV 10 After all ESC comments are cleared, provide a fiscal estimate for erosion/sedimentation controls and revegetation based on Appendix S-1 of the Environmental Criteria Manual. For sites with a limit of construction greater than one acre, the fiscal estimate must include a \$3000 per acre of LOC clean-up fee. The approved amount must be posted with the City prior to permit/site plan approval. This comment will clear by providing a receipt of payment to the Environmental Reviewer.

[LDC 25-8-186, ECM 1.2.1, ECM Appendix S-1]

**Update 1 The proposed linear feet for mulch sock measured on the ESC plan sheet far exceeds the estimated quantity shown on the ESC Fiscal Surety; revise the mulch sock (12 inch) line item on the ESC Fiscal Surety.**

#### **Update 1 New Comments**

EV 11 In relation to EV 4, the proposed undisturbed natural area on the landscape sheet must be excluded from the LOC boundary to comply with IWM requirement. Revise the LOC boundary on all applicable sheets to exclude the undisturbed natural area to comply with LDC 25-2-1008, ECM 2.4.9. Additionally, provide a note at regular intervals on the ESC, Grading, and Landscape Sheets stating "Natural Area to Remain Undisturbed" for the areas proposed as IWM.

EV 12 The 7 proposed street yard trees do not meet the requirements based on the area provided as street yard. A minimum of 8 street yard trees are required based on the street yard calculation as prescribed in ECM 2.4.1.D.

EV 13 Revise the tree planting schedule to show the caliper inches to be planted at installation for each species of tree.

**EV 14 Include a plant schedule on the landscape plan the species, container size, and spacing of new shrubs, ground covers, and grasses to meet the street yard and parking lot landscape area requirements. [ECM 2.4.1 and 2.4.2]**

**Fire For Site Plan Review - Marvin Lewis - 512-974-0219**

- ~~FR 1. Please provide site plan number on all pages. **Update 1 - Corrected**~~
- ~~FR 2. Fire flow demand on the cover page table is incorrect. Fire flow demand for the project is based off the most demanding building (Bldg. 1) and is currently at 8000 GPM. Please correct. **Update 1 - Corrected**~~
- ~~FR 3. South fire lane appears to cross a property line. Fire lane crossing a property line must have a Joint Use Access Agreement on file. Provide the JUA or redesign so fire lane does not cross the property line. **Update 1 - Corrected**~~
- ~~FR 4. If there is a JUA for fire lane on south side, please show the entire fire lane all the way to the right of way at S. Lamar. **Update 1 - Corrected**~~
- ~~FR 5. SE Corner of Bldg.1 is out of fire department access by approx.50 feet. Access must be provided to all points of the building within 200 feet of the fire lane(s). Please correct.  
**Update 1 – AFD Response – Exterior standpipes are not allowed or permitted as a mean of mitigating required fire department access. AMOC Referenced does not allow for exterior standpipes but only a reduction in the fire lane width in a small area of the north fire lane. You must provide fire department access from a fire lane to within 200 feet to all points of all buildings. Currently the SE corner of Bldg. 1 is well out of the required access of 200 feet from a fire lane or fire department access road.**~~
- ~~FR 6. Provide details and a cross section of the areas where the fire lane turn around enters the structure. **Update 1 - Corrected**~~
- ~~FR 7. Fire lane running under the structure at the NE corner must be provided with at least 14 feet of vertical clearance. Please provide a detail showing proper clearance. **Update 1 - Corrected**~~
- ~~FR 8. Fire Plan (sheet 12) shows there is a hydrant placed at the SE corner of building 1 but the Utility Plan does not show this hydrant. Please clarify and correct as needed. **Update 1 – AFD Response – Since this is not a fire hydrant as originally depicted on plans, fire hydrant distance to all point of Bldg. 1 no longer meets the requirements. Two 92) fire hydrants must be within 500 feet to all points of all buildings. Removing this hydrant makes this building approx. 240 Feet out of hydrant access. This must be corrected.**~~
- ~~FR 9. Calculations for the private hydrant will be required to show that the hydrant can provide at least 1250 GPM of fire flow. **Update 1 - Corrected**~~
- ~~FR 10. Provide all standard fire lane stripping and sign details on site plan details page. **Update 1 - Corrected**~~
- ~~FR 11. Fire lines are not shown entering the buildings. Show fire lines and sizes. Minimum size fire line for an NFPA 13 Sprinkler system is 6 inch. **Update 1 - Corrected**~~
- ~~FR 12. Provide all of the following notes on the Utility Page: Underground mains feeding NFPA 13 sprinkler systems must be installed and tested in accordance with NFPA 13, and the Fire Code, by a licensed sprinkler contractor with a plumbing permit. The entire main must be hydrostatically tested at one time, unless isolation valves are provided between tested sections. Underground mains feeding private hydrants must be installed and tested in accordance with NFPA 24, and the Fire Code, by a licensed contractor with a plumbing permit. The entire main must be hydrostatically tested at one time, unless isolation valves are provided between tested sections. If the portion of the sprinkler main entering the~~



~~building is installed separately from remainder of the underground sprinkler main, both portions must be visually inspected prior to covering, and both portions must be hydrostatically tested per NFPA 13.~~  
**Update 1 - Corrected**

FR 13. New Comment – Fire Code adopted version on fire department cover page table is incorrect. All plans must be submitted and designed using the 2015 version of the International fire Code. Please correct.

**Site Plan Review - Randall Rouda - 512-974-3338**

**ZONING**

- SP 1. Add the following to the Site Data Tables:
- Proposed and allowed building coverage percentage
  - Proposed and allowed floor-to-area ratio (expressed as a ratio)
  - Proposed and allowed open space (in sq. ft. and percentage)\
- U1: Comment cleared.
- SP 2. Show all building setback lines and tie all buildings to a property pin or monument in perpendicular directions.  
U1: Comment cleared.
- SP 3. Specify the elevation (in feet above sea level) of the average of the highest and lowest grades adjacent to the building, and specify the maximum elevation permitted by zoning regulations.  
U1: Comment cleared.
- SP 4. Show or note the type of restaurant (drive-in/fast food, limited or general) and office (administrative and business, medical, professional).  
U1: Comment cleared.
- SP 5. INFO: The proposed residential use is only permitted in the CS-V Zone where all of the standards of Vertical Mixed Use Buildings are met (see below).  
U1: Comment cleared.

**COMPATIBILITY**

- SP 6. INFO: The site is subject to the compatibility requirements of Article 10 based on the following:
- The site is zoned SF-6 or less restrictive; AND
  - There are one or more properties within 540 feet which are zoned SF-5 or more restrictive OR are developed with uses permitted in the SF-5 or more restrictive zones
- Unless specified, distances below are measured from closest property line of property in a restrictive zone or use. A compatibility waiver for height restrictions has been approved by Board of Adjustments.  
U1: Comment cleared.

**SUBCHAPTER E: DESIGN STANDARDS**

- SP 7. Show at least one customer entrance on Building 2 which faces and connects directly to Lamar Blvd OR demonstrate that at least 80% of the net frontage length along Lamar Blvd consists of facade that is built up to the clear zone (or supplemental Zone) AND the sidewalk from Lamar Blvd to the restaurant entrance is shaded.  
U1: Comment cleared.
- SP 8. Show that building entrances for Building 1 are at intervals of no more than 75 feet along the elevation facing Lamar Blvd. If the interval between entrances exceeds 75 feet, show that the façade is broken up with glazing other pedestrian amenities as shown on Figure 33 (§ 2.2.6.B.2). Additional review and comments regarding shading of the building and parking for Subchapter E, Article 3 will occur during the building plan review process.  
U1: Comment cleared.

- SP 9. Please label and dimension the Planting Zone (min. 8'), Clear Zone (min.7'), and the Supplemental Zone (if one is proposed) on the Site Plan. See 2.2.2.B for design standards.  
U1: Comment cleared.
- SP 10. Demonstrate a minimum of 75% of the net frontage length of property along South Lamar Blvd consists of building façade built up to the clear zone, or supplemental zone if one is provided. [2.2.2.D.1]  
U1: Comment cleared.
- SP 11. Please show that the Planting Zone will be planted with street trees at an average spacing not greater than 30 ft. on center. [2.2.2B.1.a]  
U1: Comment cleared.
- SP 12. Include the following note on the site plan page: "All exterior lighting will be full cut-off and fully shielded in compliance with Subchapter E 2.5 and will be reviewed during building plan review. Any change or substitution of lamp/light fixtures shall be submitted to the Director for approval in accordance with Section 2.5.2.E." Also include Figure 34 from Section 2.5.  
U1: Comment cleared.
- SP 13. A shaded sidewalk must be provided alongside at least 50% of the Lamar Blvd building frontage. The shaded sidewalk shall provide trees planted no more than 30 feet on center or a 4' awning. Along any parking adjacent to the building the shaded sidewalk shall consist of a minimum 5 foot clear zone and 5 foot planting zone, planted with trees no more than 30 feet on center, or a 5 foot clear zone with a minimum 5 foot wide weather protection. [2.8.2.A.3]  
\*Identify and label the shading that will be provided.  
U1: Comment cleared.
- SP 14. Additional Measures to Improve Connectivity are required per Section 2.3.2.B.2. Demonstrate compliance with 2 options from Table B.  
\*Note on the site plan which options this site plan will comply with. See Transportation Review comments for additional detail.  
U1: Comment cleared. Continue to coordinate with Transportation Reviewer as needed.
- SP 15. Building entrances and exits, other than those used solely for emergency purposes or for deliveries, shall be located under a shade device such as an awning or portico. [Section 2.8.2.A.4]  
\*Show and label all exits and entrances and how each will be shaded.  
U1: Comment cleared.
- SP 16. Verify compliance with screening requirements of Subchapter E, section 2.6.2 by a) Screening from view of person standing on property line on far side of adjacent public street: solid waste collection areas and mechanical equipment and rooftop equipment, not including solar panels (§ 2.6.2.A); b) Incorporate loading docks, truck parking, storage, trash collection/compaction, etc., into building/landscape design. And c) add the following note: Screening for solid waste collection and loading areas shall be the same as, or of equal quality to, principal building materials.  
U1: Comment cleared.
- SP 17. This development shall devote a minimum of 5% gross site area to private common open space. Delineate the Open Space on the site plan and provide a calculation (sq ft and %) in the site data table. See 2.7.2 for design guidelines and criteria. Open Space should be readily accessible and useable for employees/visitors/residents, please clarify the type of open space being provided. Note that the courtyards in Building 1 may be counted but should not provide 100% of the required open space unless employees and tenants of Building 2 will have access. The easterly landscaped area may be included in the open space calculations if a trail will be installed with this project and/or if any portion to be used for a water quality and storm detention pond is shown to be an accessible amenity.  
**U1: Comment not cleared. Please clarify the total open space proposed. (14,432 sqft. shown on sheet 10. 18,000 sqft cited in response.) Also, please indicate how the open space provided in Building 1 will be "readily accessible & useable" for employees/visitors/residents of Building 2.**

SP 18. INFO: Utilities must be underground from building to property line. Utilities within the right-of-way must be placed underground or to rear of site to maximum extent practicable. If overhead utilities remain, no portion of the building may be located within a 10-foot radius of the energized conductor. (§ 2.2.2.B.3)  
U1: Comment cleared.

SP 19. Place the following note on the building elevation sheet: "*Compliance with Building Design Standards, Article 3 of Subchapter E, is required, and is to be reviewed for compliance during building code review.*"  
U1: Comment cleared.

### **VERTICAL MIXED USE**

SP 20. Demonstrate that a minimum of 75 percent of the building frontage along Lamar Street consists of pedestrian oriented commercial spaces which meet the following standards:

- Have a customer entrance that opens directly onto the sidewalk. (Verify for northerly retail space for Building 1).
- Have a minimum depth of 24 feet.
- Have a minimum height of 12 feet.
- Have a front face that meets the requirements of Section 3.2.2.

**U1: Comment not cleared. Northerly retail space in Building 1 is required to have an entrance opening directly onto the sidewalk in addition to (or in place of) the entry onto the pedestrian plaza –OR- reallocate the retail spaces so that a minimum of 75% of the building frontage consists of retail spaces with an opening onto the sidewalk.**

SP 21. Provide the appropriate Affordability documentation from Neighborhood Housing and Community Development Department to demonstrate that the project will meet the affordability standards of Subchapter E, Section 4.3.3.F.  
U1: Comment pending submittal.

### **DEMOLITIONS AND RELOCATIONS**

SP 22. INFO: The applicant is responsible for requesting relocation and demolition permits once the site plan is approved. The City Historic Preservation Officer will review proposed building demolitions & relocations prior to site plan approval. If a building meets city historic criteria, the Historic Landmark Commission may initiate a historic zoning case on the property. All existing structures shown to be removed will require a demolition permit from the City of Austin Planning and Development Review Department. Please contact the Historic Preservation Officer at 974-6454 for additional information [Chapter 25-11].  
U1: Comment cleared.

### **SITES WITH MULTIPLE LOTS**

SP 23. For the proposed site plan, please record a Unified Development agreement that clearly ties these lots together for the construction, use, and maintenance of the proposed Detention facility. Please submit this document to this reviewer. This reviewer will coordinate with the Legal Department for review and approval. For any legal document questions please contact Annette Bogusch – PDRD Legal Liaison (974-6483). Please be aware this process takes time and requires lien-holders information/consent.  
U1: Comment pending submittal of the UDA.

SP 24. Note on the cover sheet and site plan sheet:  
*The site is composed of 3 lots/tracts. It has been approved as one cohesive development. If portions of the lots/tracts are sold, application for subdivision and site plan approval may be required.*  
\*Once the UDA is recorded, add the document number to the note.  
U1: Comment pending recording of the UDA.

### **ADMINISTRATIVE**

SP 25. Obtain all required signatures on the cover sheet prior to site plan approval.  
U1: Comment pending final submittal.

- SP 26. A new tax certificate showing all taxes paid will be required after February 1, 2019 if the site plan is not approved by that time.  
U1: Comment pending final submittal.
- SP 27. Show the Compatibility waiver from the Board of Adjustments on the Cover Sheet as a Related Case.  
U1: Comment cleared.
- SP 28. Confirm that all existing and future dedicated easements, including joint access, drainage, conservation, utility, communications, etc. have been depicted on the plans. Indicate volume/page, document number, or dedicated by plat.  
U1: Comment pending document number for sidewalk easement.
- SP 29. INFO: If vertical improvements are planned for the Right-of-Way, such as trees, furniture, or irrigation, a license agreement is required. Please contact Andy Halm at 974-7185. Please begin this process as soon as possible, as it can take some time.  
U1: Comment cleared.
- SP 30. Show the project title on each sheet of the site plan. Provide complete title (1303, 1311 & 1401 S Lamar Blvd.) on architectural and landscape sheets.  
U1: Comment cleared.
- SP 31. Add a note to the landscape sheet acknowledging that preservation of the on-site Heritage Tree is required as a condition of approval of the Board of Adjustments compatibility waiver.  
U1: Comment cleared.
- SP 32. Show the submittal date on the cover sheet as December 17, 2018.  
U1: Comment cleared.
- SP 33. Show correct street address on each sheet, 1311 S. Lamar Blvd.  
U1: Comment cleared.
- SP 34. Please indicate the case number (SP-2018-0595C) in the lower right margin of each sheet.  
U1: Comment cleared.
- SP 35. Show the dimensions of all existing and proposed structures.  
U1: Comment cleared.
- SP 36. Confirm that all amenities, walls, fences, sidewalks, swimming pools and all other land improvements are shown on each site plan sheet.  
U1: Comment cleared.
- SP 37. Confirm that the location of all existing and proposed utility facilities on the site and adjacent right-of-way are shown, including the exact locations and types of all utility lines, underground and overhead.  
U1: Comment cleared.
- SP 38. Add the following note: *"Approval of these plans by the City of Austin indicates compliance with applicable City regulations only. Approval by other governmental entities may be required prior to the start of construction. The applicant is responsible for determining what additional approvals may be necessary."*  
U1: Comment cleared.
- SP 39. Show the limits of construction on the site plan sheet. Include the area necessary for the construction of access drives and all off-site utility work.  
U1: Comment cleared.
- SP 40. Add the following site plan release notes on the site plan:

- a. All existing structures shown to be removed will require a demolition permit from the City of Austin Development Services Dept.
  - b. A development permit must be issued prior to an application for building permit for non-consolidated or Planning Commission approved site plans.
  - c. For driveway construction: The owner is responsible for all costs for relocation of, or damage to utilities.
  - d. For construction within the right-of-way, a ROW excavation permit is required.
- U1: Comment cleared.

**R.O.W. Review - Isaiah Lewallen - 512-974-1479**

RW 1. Utility Coordination case UCC-190425-04-01 is not complete. Utility Coordination case must be complete and Completeness letter issued by Utility Coordination staff for **ROW Review** to indicate *Approved* in Site Plan case.

**Transportation Planning - Katie Wettick - 512-974-3529**

**TRAFFIC IMPACT ANALYSIS**

TR 1. The signed TIA determination worksheet states that a TIA is required. It is understood that the applicant has requested a waiver from the TIA requirement. Please either submit a TIA as required for review or contact Scott James for an updated TIA determination worksheet stating that a waiver has been granted. This comment will remain until a TIA is approved and compliance has been demonstrated or, if a waiver is granted, the required mitigation is determined and the site is shown to comply.  
**U1: Comment pending.**

**STREETSCAPE**

TR 2. This project is adjacent to a street that has been identified in Austin’s Corridor Mobility Program (see GIS file Construction eligible corridors). Staff will contact Bryan Golden (bryan.golden@austintexas.gov) from Corridor Planning Office and ATD area engineer for streetscape coordination. Compliance with the corridor approved street cross-section will supersede CTC regulations where there is conflict between the two design regulations. UPDATE: CPO has provided this reviewer with the below cross section showing an 8’ landscape zone back of curb, followed by a 7’ raised bike lane, 2’ buffer and 7’ sidewalk. At a minimum it is required that the sidewalks be located so as to accommodate this streetscape but it is likely the full construction of the streetscape will be required as part of traffic mitigation for this site.  
**U1: Comment pending.**

TR 3. Comment cleared. Compliance with TR2 is required.

TR 4. All utility lines shall be underground from the building to the property line. Utility lines within the right-of-way shall be placed underground or relocated to the rear of the site to the maximum extent practicable. (§2.2.3.B). Place all utilities underground.  
**U1: Comment not addressed.**

**CONNECTIVITY**

TR 5. Provide private drive or public street connections to existing private drives or public/private streets on adjacent sites, or stub-outs if connections are not feasible. If a stub-out is proposed, provide a callout indicating “stub-out for future connectivity”. (§2.3.1.B).  
**U1: Comment not cleared. Please provide pedestrian stub-out to the trail for future connection once trail is constructed.**

TR 6. Comment cleared.

## TRAILS

TR 7. The Urban Trails Master Plan requires an urban trail along the eastern property line. Please review the [Urban Trails Master Plan](#) for more information. Staff is in communication with the Urban Trails program to determine if right-of-way dedication and/or trail construction is required in accordance with LDC 25-6-55 and LDC 25-6-101. Staff will provide comments to the applicant separately. UPDATE: Urban Trails staff has informed this reviewer that 23' trail easement is required on the eastern edge of the site. Please confirm the proposed drainage easement and associated facilities would not conflict with the trail easement or the construction of future trail in the area.

**U1: Comment not cleared.**

- **Urban Trails has required a 23' easement and only a 20' easement is shown. This reviewer is coordinating with Urban Trails and PARD staff to determine if this is sufficient. Revisions may be required.**
- **Please also confirm proposed drainage facilities will not interfere with future trail construction.**

## PARKING

TR 8. As the parking is to be used for the restaurant use, the parking must be provided in accordance with the design and construction standards of TCM Table 9-1. Please revise parking dimensions to comply.

**U1: Comment not cleared. All required restaurant and retail parking must be designed to TCM 9-1 dimensions. The parking table shows this amount at 72 spaces. Please revise proposed parking design accordingly.**

TR 9. Comment cleared. Compact parking appears to have been removed.

TR 10. Comment cleared.

TR 11. Tandem parking spaces are permitted only for residential uses. Tandem parking spaces may not be used as part of the proposed shared parking. Please remove tandem spaces or clarify how they will be separate from the shared parking requirements and reserved and assigned to dwelling units which are required to have two or more parking spaces per unit. (TCM 9.2.0 #4).

**U1: Comment not cleared. Tandem parking appears to have been removed. Please confirm.**

TR 12. Comment cleared.

TR 13. Confirm the parking counts. On level P2 this reviewer counted greater than 343 standard spaces and on level P1 less than 31 standard spaces. Make sure all spaces are shown and it is clear where the spaces are being counted. Additionally, revise the parking tables as the parking counts on the architectural sheets do not match those provided on the site plan sheet.

**U1: Comment not cleared. There continue to be discrepancies between the parking table and the floor plan counts. Additionally, the counts do not match the number of spaces shown. Please make clear where every space is being counted and be sure all spaces are shown.**

TR 14. Comment cleared.

TR 15. Bicycle parking spaces must be located as convenient to the entrances as the motor vehicle parking and may not interfere with pedestrian traffic. 50 % of the required off-street bicycle parking must be located within 50 feet of the principal building entrance which shall not be obscured from public view and may not interfere with pedestrian traffic. The closest bicycle parking facility must be no farther than the closest motor vehicle parking space, excluding accessible parking spaces. The remaining required bicycle parking needs to comply with LDC 25-6-477.

**U1: Comment not cleared.**

- **50% of the bicycle parking is required to be within public view. Parking in garage does not count as within public view. Please revise proposed bicycle parking such that additional parking is located outside the building.**
- **On the site plan, call-out the number of bicycle spaces proposed in front of the building.**
- **In the garage, please provide an exhibit showing sufficient space exists adjacent to the bike racks near columns such that two bikes can be accommodated at each.**

TR 16. Comment cleared. All code required bicycle parking is provided with U-racks.

### **SHARED PARKING**

TR 17. Comment cleared.

TR 18. For shared parking, all assumptions for internal capture or interaction among land uses must be documented by information provided to staff during the review. TCM, 9.6.4.D. Any reduction in parking requirements due to the use of public transportation or other high-occupancy vehicles must be supported by firm commitments for provision of such services and incentives for their use. TCM, 9.6.4.E. Please clarify how the mode split and captive market factors were determined.

**U1: Comment not cleared.**

- **Uses shown on the parking table in the plan set do not match uses/square footages shown in the study. Please clarify discrepancy.**
- **It appears some of the appendices in the parking report were not included. Please include overall tables that show the base ratio, drive ratio, captive market, seasonal factor, hourly factor and resulting shared demand.**

TR 19. For the hourly and monthly factors provided in the shared parking study, are these ULI rates, or how were these factors determined.

**U1: Comment not cleared. Shared parking study is under review. See TR18.**

TR 20. For uses that are smaller than the minimum size listed in TCM 9.6.3.B, 105% of the peak hour parking determined under the ULI methodology may be required in order to provide for drivers searching for available spaces. TCM 9.6.5.G.

**U1: Comment not cleared. Shared parking study is under review. See TR18.**

TR 21. Access gates are shown on the parking garage floor plan. Please clarify how/where access will be restricted which still allows shared parking between the uses.

**U1: Comment not addressed.**

### **LOADING**

TR 22. 2 off-street loading spaces are required. Each off-street loading space must consist of a rectangular area not less than 12 feet wide and 45 feet long, with a vertical clearance of not less than 15 feet. Include this requirement in the parking table. LDC Section 25-6-531, 532. TCM, 9.3.0 #1.

**U1: Comment not cleared.**

- **Please include loading space requirement in table.**
- **Comment response notes only 14' of height clearance is available for interior spaces. Please submit waiver request and demonstrate how this is sufficient for loading operations.**

TR 23. All parking and loading facilities must be maintained to assure desirability and usefulness of the facility. The facilities shall at all times be available for the off-street parking or loading use for which they are required or intended. LDC 25-6-472, 25-6-531. Please clarify how loading space located within the garage will serve the office use.

**U1: Comment not cleared. Please provide an exhibit showing how deliveries will be made using the interior loading spaces. Additionally, show maneuvering options for the inside 12x45 loading space as the columns appear to interfere with standard parking maneuver.**

### **DRIVEWAYS**

TR 24. Existing non-conforming driveways may be required to conform with City standards, including driveway closing and curb construction where appropriate. LDC 25-6-295, 25-6-321, 25-6-322; TCM, 5.3.1.R. Please dimension existing driveway on adjacent lot that is proposed for access to this development through JUA. Include the driveway width and curb return radii.

**U1: Comment not cleared. Driveway width and curb return radii comply with code. As driveway does not meet spacing or off-set criteria, it will be reviewed for public health/safety in conjunction with the waivers required per TR26 and TR27.**

TR 25. Comment cleared.

TR 26. Driveways on undivided arterial streets must be designed to align with opposing streets or driveways or be offset by a minimum of 120 feet, measured from edge to edge. TCM, 5.3.1.K. Show the location of opposing driveways and dimension the offset, or indicate that there are none.

**U1: Comment not cleared. Proposed driveway does not align with those opposing. Please revise or submit waiver request.**

TR 27. Driveway approaches must be separated by a minimum of 200 feet, measured from edge to edge at the property line. TCM, Table 5-2. Show the adjacent driveways and dimension the separation.

**U1: Comment not cleared. Waiver request is referenced in comment response. Please submit waiver for review. Include exhibit showing off-site driveway and dimension proposed spacing.**

TR 28. Please provide the joint use access easement that permits access through the adjacent lot to the south.

**U1: Comment not cleared. A revised JUA is required as the City needs to be a signatory on the document.**

### **ACCESSIBILITY**

TR 29. – TR 32. Comments cleared.

TR33. One van-accessible space (8 ft. wide with an 8 ft. access aisle) must be provided for every 6 accessible spaces or fraction thereof. [ANSI 502.2, IBC 1106.5]. For 19 accessible spaces, 4 van accessible are required.

**U1: Comment not cleared. Please label van accessible spaces.**

TR34. Comment cleared.

### **OTHER**

TR35. Trash dumpsters must be located to provide adequate access and maneuverability for service vehicles. LDC 25-2-1067(c); TCM, 9.3.0.2. Please provide exhibit showing how maneuverability is proposed for trash pick-up in each location.

**U1: Comment not cleared. Please provide an exhibit showing how trash truck is to access the staging areas. Include entry and exit maneuvers.**

TR36. Comment cleared; informational.

**PARD / Planning & Design Review - Thomas Rowlinson - 512-974-9372**

PR 1. Please contact this reviewer to discuss the location, size, and design of the trail and recreational easement, as well as how the trail will be accessed: [thomas.rowlinson@austintexas.gov](mailto:thomas.rowlinson@austintexas.gov) Additional comments may be added regarding design and siting of trail easement and associated improvements.

**U1: Thank you for meeting with this reviewer. Please provide a schematic plan and cost estimate for park improvements. Note that parkland development fee may be offset by the construction of approved recreational amenities on parkland or recreational easement. Fiscal surety for park amenities must be posted before site plan approval. The trail will need to be 12 feet wide in order to meet Urban Trails standards, as well as designed in such a way that it will be feasible to tie into the adjacent properties.**

PR 2. The parkland dedication fee is required per LDC 25-1-601, and must be paid prior to site plan approval per 25-1-605(A). (High density fee for a project greater than 12 DU per acre). PARD will accept a combination of trail and recreational easement, and fees. Fees to be paid will be issued in AMANDA at a later update.

**U1: Per 25-1-602(J), parkland dedication equal to 15% of the gross site area is required with payment of a fee in-lieu of dedication under Section 25-1-605 for the remaining undedicated land. This reviewer will issue the fee bill in AMANDA on a future update when trail design has been finalized.**



PR 3. Please confirm that the number of units proposed is 301. Once confirmed, add the following note to the cover sheet: Parkland dedication has been provided for XXX units by the recordation of a trail and recreational easement and fees in lieu of land and park development.

**U1: Cover sheet may be updated once parkland dedication has been finalized.**

PR 4 U1): Provide a map and table showing the area of parkland dedication that is in the following categories: (A) 25-year floodplain, (B) critical water quality zone, 100-year floodplain, or CEF buffer NOT in 25-year floodplain, (C) any proposed or existing easements that may encumber parkland, and (D) land unencumbered by the above mentioned restrictions.

**Water Quality Review - Leslie Daniel - 512-974-6316**

WQ 1 Clear, wq elevation identified on the cross-section of the pond.

WQ 2 Clear, developed area directed to the pond

WQ 3 Provide structural details for proposed structural walls. Include a note requiring concrete walls be constructed to City of Austin Standards Specifications and all expansion joints shall have watertight seals as needed. [ECM 1.6.3.B]

**U1 Comment remains.**

WQ 4 Clear, removable PVC cap with an appropriately sized orifice provided at the end of the underdrain pipe

WQ 5 Clear, gabion top complies

WQ 6 Clear, SPM approved

WQ 7 The City requires a Restrictive Covenant (RC) to tie the Subsurface Pond Maintenance (SPM) plan to the property. Contact this reviewer to obtain a template for the RC. Submit the complete document, with exhibits, to this reviewer who will coordinate review with the Law Department before contacting the applicant to record the document. [ECM 1.6.2.E]

**U1 Comment remains.**

WQ 8 Clear, note added

WQ 9 Comply with LDC § 25-1-83 which requires all commercial and multi-family applications for subdivision, site plan, and building permit on tracts greater than one acre or on tracts one acre or less, but within an abandoned landfill buffer as shown on the City of Austin closed landfill map to provide a:

1. City of Austin Certification of Compliance Form;
2. Certificate sealed by a Professional Engineer certifying the site is not over a closed landfill and describing the basis for that determination, or;
3. Development permit from the TCEQ, or;
4. Letter from TCEQ stating that the project is not subject to requirements of TAC Ch. 330, Subchapter T. The Landfill Certification Form is online at [http://www.ci.austin.tx.us/watershed/downloads/engineers\\_cert\\_form.pdf](http://www.ci.austin.tx.us/watershed/downloads/engineers_cert_form.pdf). [LDC 25-1-83]

**U1 Comment remains.**

**Industrial Waste Review - John McCulloch - 512-972-1060**

IW 1. The site plan as shown meets Industrial Waste requirements. Henceforth, any changes made with respect to: water service and meters, backflow preventers, auxiliary water (e.g. reclaim, rain water, well water, etc.), wastewater lines / service connections, or the location of wastewater sampling / inspection ports (2-way cleanouts, large diameter cleanouts, and wastewater manholes) must be resubmitted to Industrial Waste for review.

IW 2. The status of this project is changed to "Informal Update" in AMANDA. This change in status does not imply an approval. The design engineer is responsible for submitting any revised plans and/or mylars

directly to the Industrial Waste reviewer. Please contact me via email ([John.McCulloch@austintexas.gov](mailto:John.McCulloch@austintexas.gov)) to schedule time for the final approval signatures.

**AW Utility Development Services - Bradley Barron - 512-972-0078**

WW 1. The review comments will be satisfied once Pipeline Engineering has approved water and wastewater utility plan. For plan review status, contact Larry Williams with Pipeline Engineering at 512-972-0340.

**AW Pipeline Engineering - Larry Williams - 512-972-0340**

- Red-lined comments have been provided on the plans submitted to Development Service Department.
- The red-lined plans are ready to be picked up at Waller Creek Center, 625 E. 10<sup>th</sup> Street, Suite #300, Austin, 78701.
- The applicant is responsible for submitting the red-lined plans along with the updated revised plan set to the Development Services Department as part of the formal update submittal process. If the red-lined plans are not submitted with the formal update, the formal update will not be accepted for review by the Development Services Department.
- Provide manhole assessment for connection to existing manhole
- Provide cleanout at property line
- Fire demand meter should be perpendicular to property line per standard detail design change required
- No proposed valves should be in curb and gutter or driveway
- Show all existing and proposed water and wastewater lines
- You're proposing to connect to a wastewater main that is shown to be abandoned. Design change required.

Planner 1 Review – Ramon Rezvanipour – 512-974-3124

**THE FOLLOWING COMMENTS APPLY PRIOR TO RELEASE OF SITE DEVELOPMENT PERMIT.**

- P 1. FYI – An appointment is required to receive the site development permit. The permit will be released after the flash drive has been submitted with the Intake Staff and the site plan approval blocks have been finished. Contact Planner I listed above to set up an appointment to receive site plan permit.
- P 2. FYI – Fill out the Site Plan Approval blocks with the following information in **bold**.
- **Sheet numbers**
  - File number: **SP-2018-0595C**
  - Application date: **12/17/2018**
  - Under Section **112** of Chapter **25-5** of the City of Austin Code
  - Case Manager: **Randy rouda**
  - Zoning: **Please add zoning**
- If the Site Plan Approval Blocks are not filled out, the applicant will need to make an appointment to fill them out by hand. If the applicant wishes the Planner 1 to fill them out, there could be a delay in receiving the site development permit.
- P 3. FYI – FLASH DRIVE REQUIREMENT. All applications submitted for completeness check after 5/10/10 for Administrative Site Plan Revision, Consolidated Site Plan, Non-Consolidated Site Plan, CIP Streets and Drainage, Major Drainage/Regional Detention, and Subdivision Construction Plans will require the additional items listed in Exhibit VIII of the application packet on a USB flash drive prior to release of permit. The flash drive must be taken directly to the Intake Department by the applicant after site plan approval. For more information, contact the Intake Staff.

END OF REPORT