

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



CASE NUMBER: SP-2016-0481C  
REVISION #: 00  
CASE MANAGER: Michael Simmons-Smith  
UPDATE: U2  
PHONE #: 512-974-1225

PROJECT NAME: Bouldin Creek Commons  
LOCATION: 2043 South Lamar Blvd

SUBMITTAL DATE: June 15, 2017  
REPORT DUE DATE: June 29, 2017  
FINAL REPORT DATE: July 12, 2017  
13 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 November 26, 2017.** 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 8:30 am and 4:00 pm. No appointment is necessary. Updates are now required to be submitted within a specific time period or the project will be considered inactive. A fee is required to return the project to active status and to submit a formal update. Additionally, updates beginning at the 4<sup>th</sup> (U4) require an update fee prior to submitting a formal update.**

**Please submit 9 copies of the plans and 10.0 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 the Planner 1 and only the letter is required for Austin Water Utility Development Services.**

**REVIEWERS:**

Planner 1 : Ramon Rezvanipour  
Electric : Eben Kellogg  
Fire For Site Plan : James Reeves  
Site Plan : George Zapalac  
Transportation Planning : Katie Wettick  
AW Pipeline Engineering : Daniel Lofton  
Drainage Construction : David Marquez  
Environmental : Jonathan Garner  
Flood Plain : Hanh Thai  
R.O.W. : Reza Sedghy  
AW Utility Development Services : Neil Kepple  
Water Quality : David Marquez

- EL 1. Any **relocation** of electric facilities shall be at landowner's/developer's expense.  
**Update 1:** Comment clear.
- EL 2. **Fifteen foot electric and telecommunications easement** requested adjacent to East Oltorf Street and South Lamar Boulevard, to be dedicated by separate instrument. Contact this reviewer to **discuss**.  
**Show easement on the site plan.**  
**Update 1:** Comment stands.  
**Update 2:** - Comment clear. **\*Noted on site plan**  
The **Fifteen foot aerial electric distribution, aerial electric telecommunications, and aerial electric fiber easement** is requested adjacent to South Lamar Boulevard, to be dedicated by separate instrument. Contact this reviewer to **discuss**. **Show the easement on the site plan with the appropriate recording information.** \*
- Update 2: - Revisions to site plan.**  
An additional electric easement on the north ROW of East Oltorf Street will be required to for the proposed the three phase transformer, along the south property line. This easement will be dedicated by separate instrument –
- The panhandle portion of Phase 2, which faces South Lamar, will need to be revised for electric service, which will need to accommodate additional electric facilities to serve your development so they meet our (AE) clearance criteria.
- Please revise water meter location to be outside of the 15' aerial easement on South Lamar Blvd. Please plan on allocating area for a secondary riser to be installed within the Phase 2 portion of your plan, which will need to meet said clearances and will require a second electric easement.
- Show both easements on the site plan with the appropriate recording information.** \*
- Please contact **Christine Esparza**, Public Involvement - Real Estate Agent for Austin Energy for the easement dedications at 512-322-6112 or [Christine.Esparza@austinenergy.com](mailto:Christine.Esparza@austinenergy.com)
- FYI - Please review the link to our clearances for proper alignment of facilities, as they relate to your development project.
- 1.10.3 - Permanent Clearances from AE Overhead Lines and Facilities**  
**1.10.4 - Clearances from AE Padmount Equipment and Distribution Vaults**  
[https://www.municode.com/library/tx/austin/codes/utilities\\_criteria\\_manual?nodeId=S1AUENDECR\\_1.1.0.0CLSARE](https://www.municode.com/library/tx/austin/codes/utilities_criteria_manual?nodeId=S1AUENDECR_1.1.0.0CLSARE)
- Contact Darren Vicknair** to discuss permanent electric service and electric service design. **(512-505-7636 or [Darren.vicknair@austinenergy.com](mailto:Darren.vicknair@austinenergy.com))**
- EL 3. **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.  
**Update 1:** Comment clear.
- EL 4. **Contact Darren Vicknair** to discuss permanent electric service and electric service design. **(512-505-7636 or [Darren.vicknair@austinenergy.com](mailto:Darren.vicknair@austinenergy.com))**  
**Update 1:** Comment clear - informational.
- EL 5. The City's Environmental Criteria Manual (ECM) Sections 2.4.1.D and 2.4.2.C state, "In areas where utility lines are present or proposed **only trees from the Utility Compatible Shade Trees list** (see Appendix F) shall be planted with in: a) 10 lateral feet from any overhead distribution conductor; b) 30 to 40 lateral feet from any overhead transmission conductor, unless a more restrictive dedicated right-of-way has been established; c) 10 lateral feet from any underground electric facility"  
**Update 1:** Comment clear.
- EL 6. Please provide a full completed set of Landscape plans, with reference to the EL 5.  
**Update 1:** Comment clear.

Release of this application does not constitute a verification of all data, information, and calculations supplied by the applicant. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not the application is reviewed for code compliance by city engineers.

DC 1. Comment cleared

DC 2. A drainage easement will be required to contain the 100-year floodplain. This comment will be cleared once the floodplain reviewer's comments are cleared regarding floodplain and a drainage easement is dedicated. **U1** - Plans were not distributed to me and I borrowed a set. Please resend the drainage easement document to begin the dedication process. **U2 - Comment pending approval.**

DC 3. The detention pond appears to use underground detention and will need to follow the applicable sections of ECM 1.6.2E. This includes a restrictive covenant. Contact this reviewer if you need the subsurface pond RC document. **U1 - Clearly show details of where the deck will start and end to demonstrate that the ponds have enough space for access and will not need a restrictive covenant. U2- Pending comment pending approval of legal document.**

DC 4. - DC 12. Comment cleared

DC 13. There was a UDA included in the submittal. The drainage portion of the UDA will begin once the model, the dam and the deck comments are addressed to a point that ensures the size and location of the pond is sufficient. **U2- Comment pending legal approval.**

EV 1. – EV 21. Cleared.

EV 22. Provide a fiscal estimate for erosion/sedimentation controls and revegetation based on Appendix S-1 of the Environmental Criteria Manual. For sites with an LOC 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. [LDC 25-8-186, ECM 1.2.1, ECM Appendix S-1]

**Update 1 Comment pending.**

**Update 2 The ESC fiscal estimate is approved. This comment is pending posting of ESC fiscal surety. Please note that fiscal surety is accepted during the following hours:**

**Monday – Thursday 8:00 – 11:30 a.m. & 1:00 – 3:30 p.m., and Friday 8:00 – 11:30 a.m.**

**This comment will clear once this reviewer is provided a receipt of payment.**

EV 23. Cleared.

EV 24. Payment of the landscape inspection fee is required prior to permit/site plan approval. Please obtain the invoice at Intake on the fourth floor. For questions regarding landscape fee amount, please call 512-974-6338. Payment of the fee is made at the first floor Cashier's Window. Upon payment, please notify the environmental reviewer.

**Update 1 Comment pending.**

**Update 2 This comment will clear once this Reviewer is provided a receipt of payment.**

EV 25. – EV 30. Cleared

EV 31. This comment pending approval of a license agreement for work in the R.O.W. Please provide this reviewer a copy of this license agreement. [Contact Andy Halm at 974-7185 – use for Great Streets].

**Update 1 Comment pending.**

**Update 2** Comment pending. This comment can be cleared through informal review by emailing this Reviewer a copy of the approved license agreement.

EV 32. – EV 36 Cleared.

EV 37. The option to pay into the tree fund mitigation will be considered after all design alternatives have been evaluated that could preserve more trees. This mitigative option is not intended to facilitate the excessive removal of trees, nor is it meant to supplant on-site tree care or good planning. When quantifying for tree removal, please utilize a standard formula of one caliper inch of mitigation value equivalent to \$200. This fee should be paid at the receptionist desk at the 505 Barton Springs Road, One Texas Center, 4<sup>th</sup> floor. Add a note to the landscape plan stating: “\_\_\_\_\_ caliper inches of trees removed trees from this site are to be mitigated by payment to the [Urban Forest Replenishment Fund (i.e., private trees) / Planting for the Future Fund (i.e., ROW or PARD trees)].” [ECM 3.5.4]

**Update 1** Comment pending. Slight modifications to the parking and internal circulation can preserve more trees, specifically trees #1305, 1307, 1308, 1321, 1322, 1326. Additionally, trees 1310 and 1312 can be preserved. Consider preserving these trees to lower amount of mitigation required, as well as research alternative mitigation measures found in ECM 3.5.4.B and 3.5.4.C.

**Update 2** Provide tree protection for the additional preserved trees.

EV 38. Cleared.

Flood Plain Review - Hanh Thai - 512-974-9232

**U2: pending. A pdf file of easement document number may be emailed to reviewer. U1: pending. This comment will be cleared once easement has been dedicated and recorded. The drainage reviewer will assist the applicant with this process.** U0: Please dedicate easement to contain the limits of FEMA and the City of Austin fully developed 100-year floodplain.

FP 2. U2: ditto. **U1: ditto.** U0: Please clearly delineate and label easement and easement document number on applicable sheets.

FP 3. **U1: cleared.** U0: Please show finished floor elevations of buildings adjacent to floodplain.

FP 4. U2: cleared. U1: More comments may be added on subsequent submittals.

Fire For Site Plan Review - James Reeves - 512-974-0193

FR 1. This project appears to be on two lots. Provide a copy of the easement or UDA.

FR 2. Fire access roads must be provided within 150 ft (200 ft for sprinklered buildings) of all points of the first floor of all buildings.

FR 3. There are numerous unanswered questions regarding the building construction and how the buildings communicate with each other. Contact reviewer to discuss.

FR 4. The riser room shown on the South side of building A is unnecessary.

FR 5. The phase plan is not adequate. The fire lane in phase 2 is needed for phase 1.

Site Plan Review - George Zapalac 512-974-6335

ADMINISTRATIVE

SP 1. Comment cleared.

SP 8. Record a Unified Development Agreement (UDA) that clearly ties these lots together for the construction, use, and maintenance of the stormwater facilities. If necessary, this reviewer will coordinate with the Legal Department for review and approval. For any legal document questions, please contact Annette Bogusch, the Legal Liaison at 974-6483.

**Update #1 & #2 – This comment will remain until the UDA has been approved and recorded. David Marquez, the Drainage Construction Engineering reviewer for this case, will be your primary Land Use Review contact for this matter.**

SP 9. Place the following note on the cover sheet and site plan sheet: “This site is composed of \_\_\_ lots, and has been approved as one cohesive development as Document No. \_\_\_\_\_. If portions of the lots are sold, application for subdivision and site plan approval may be required”. Once recorded, add the document number for the UDA to the note.

**Update #1 – It appears that this development consists of five (5) legal lots. Please revise the note accordingly, as it now reads “six lots”.**

**Update #2 – Thank you for the clarification. Please add the document number for the UDA after it is recorded.**

#### SITE PLAN, BUILDINGS & ZONING

SP 11. 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 dedication by plat.

**Update #1 & #2 – This comment will remain until all proposed easements have been shown on the site plan along with the document numbers.**

SP 12. In tabular format on the site plan sheet, show the following site information:

- total site area
- zoning
- gross floor area for each building (in sq. ft. and percentage)
- total gross floor area (in sq. ft. and percentage)
- building coverage (in sq. ft. and percentage)
- impervious cover (in sq. ft. and percentage)
- floor-to-area ratio (expressed as a ratio)
- building height (in stories and feet)
- open space calculations

Because there is more than one zoning district on the site, provide this information for each of the three zoning districts, and a total for the entire development.

**Update #1 – This comment has not been addressed correctly. Provide a separate site data table for each zoning district on the site, and an overall table for the entire site. Also, some of the information is not readable in the current “Zoning Table” on Sheet 8: FAR is blacked out, and GFA and Building Height refer to “Building Calculations”, another table on the sheet where the required information has been blacked out.**

**Update #2 – This comment has still not been addressed correctly. Since you are filing a Unified Development Agreement, it is not necessary to demonstrate compliance with site development regulations on a lot-by-lot basis. Instead, you must demonstrate compliance for each zoning district. Please revise the zoning table on Sheet 8 to show three columns: one for the area zoned CS-MU-CO, one for the area zoned CS-V-MU-CO, and one for the entire site. In addition, there is a special provision for this site which restricts impervious cover to 90% for the area shown on Exhibit B of Ordinance No. 20160811-050. Please show this separately.**

SP 16. The owner's name on the coversheet does not match either the tax certificates, or the application. Correct the coversheet to match the tax information.

**Update #1 – The tax certificate for 1416 Oltorf indicates that it is owned by HW Real Estate LP. Either list this entity as an owner on the cover sheet, and provide signatory approval of the work to be performed on this property, or provide a deed of sale conveying this property to the owner indicated on the cover sheet.**

**Update #2 – Please provide a bill of sale conveying the property to JSTRAIN LLC.**

SP 20. Comment cleared.

SP 21. Will this development be phased? If so, site plans proposing development designed and intended to be constructed or occupied in phases shall clearly identify the phase lines. Each phase must comply independently or cumulatively with the Land Development Code for parking, landscaping, detention, water quality controls, and any other data as requested. Provide all calculations independently by phase and cumulatively for the entire site. Produce documentation indicating that the phasing fees have been paid.

**Update #1 – Provide a prominent note on the cover sheet indicating that this project will not be phased.**

**Update #2 – Since phasing is now proposed, provide calculations on Sheet 9 showing that each phase complies independently with impervious cover, building coverage, FAR, and open space. Produce documentation that the phasing fees have been paid.**

SP 22. Comment cleared.

SUBCHAPTER E: DESIGN STANDARDS & MIXED USE

SP 35. All development subject to Section 2.7 (*Private Common Open Space and Pedestrian Amenities*) shall devote a minimum of five percent (5%) of the gross site area to one or more of the types of private common open spaces or pedestrian amenities described in Section 2.7.3 (*Standards*). Delineate the open space(s) graphically by hatching or a similar method, and include the calculations in the site information tables to be provided on the site plan sheets.

**Update #1 – Please verify that the areas indicated as “open space” add up to the 9,478 sq. ft. total noted in the “Zoning Table”. Describe what types of open space (as per Section 2.7.3) are being employed.**

**Update #2 – Comment not cleared. Please demonstrate in the zoning table that the open space is 5% of the gross site area. See comment SP 12 above.**

MISCELLANEOUS

SP 37. If any vertical improvements are planned for the right-of-way, such as trees, furniture, or irrigation, a license agreement is required. Please contact Andy Halm with Real Estate Services at 974-7185.

**Update #1 & #2 – This comment will remain until the license agreement has been approved.**

SP 38. FLASH DRIVE REQUIREMENT - All applications submitted for completeness check 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 VII of the application packet on a USB flash drive prior to release of permit. The flash drive must be taken directly to the Intake Division by the applicant after site plan approval. For more information, contact the Intake Staff.

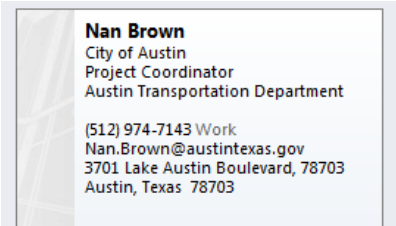
**Update #1 & #2 – This comment will remain for informational purposes.**

R.O.W. Review - Reza Sedghy - 512-974-7912

**INFORMAL UPDATE 6-27-2017**

**ROW 1 All utilities must be approved prior to ROW.**

**ROW 2 AULCC is pending (UCC-170601-03-01). Pending comments: AWU, Street and Bridge, AEU, TGS. Please provide updated AULCC Minutes for clearance FYI. DAPCZ Coordination is required. Please contact Nan Brown**



Approval for this Site Plan is related to the plans received in this update. All revisions required to satisfy any other reviewer's comments, must not affect construction in the ROW. If revisions to this plan require changes to any elements or proposed construction within the Right-of-Way, a formal review by ATD- ROW and ATD-Traffic Control will be required.

**Please note:**

1. Approval of Site Plan does **not** permit any work in the Right-of-Way to be conducted without approved permit:
  - a. Excavations for utilities require an Excavation Permit (EX)
  - b. Driveways and Concrete work require a Driveway/Sidewalk Permit (DS)
  - c. Traffic Control and Pedestrian protection require a Temporary Use of Right-of-Way Permit (TURP)
  - d. All other permits such as Building Permit (BP) must be approved before use of the ROW will be allowed
2. Approved set of plans must be submitted to ROW Management before Excavation permits will be approved. Please deliver to:

Isaiah Lewallen  
3701 Lake Austin Blvd. Austin TX 78703  
([Isaiah.Lewallen@austintexas.gov](mailto:Isaiah.Lewallen@austintexas.gov)) 512-974-1479
3. Development Services inspection fees must be paid and recorded, and DSD inspector assigned to job **before excavation permit can be issued**. Contact [Stephen.Castleberry@austintexas.gov](mailto:Stephen.Castleberry@austintexas.gov)
4. If License Agreements or Encroachment Agreements are required all agreements must be approved and recorded before ROW permits can be approved. This also includes:
  - a. All Plan Revisions/Corrections be submitted and approved
  - b. All updated engineering estimates for any plan revision/correction be submitted to Development Services
5. Coordinate with Austin Center for Events ([Betty.Torres@austintexas.gov](mailto:Betty.Torres@austintexas.gov)), Public Works Department, and any other projects identified as conflict at time of permitting
6. Most ROW permits can be applied for online at: <http://www.austintexas.gov/rowman>

Transportation Planning - Katie Wettick - 512-974-3529

**TRAFFIC IMPACT ANALYSIS**

- TR 1. Comment cleared.
- TR 2. Please post \$300,000 towards the identified improvements listed in the TIA.  
**U1/U2: Comment not cleared.**
- TR 3. Access to South Lamar Boulevard from the site is restricted to right in/right out only. Show the location of proper signage to demonstrate compliance.  
U1: Comment not cleared. This reviewer received directive from ATD that a pork chop island must be constructed at the driveway on S. Lamar to prevent left turns. Please revise.  
**U2: Comment not cleared. Pending ATD review of final design.**

TR 4. – TR 14. Comments cleared.

**DRIVEWAYS**

- TR 15. 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. Please revise location of proposed driveways.  
U1: Comment not cleared. Please revise driveways to meet TCM criteria or request a waiver. This criteria applies to all 3 driveways, 3 waivers would be necessary.  
**U2: Comment not cleared. Waiver request has been received, pending ATD approval.**
- TR 16. Driveway approaches must be separated by a minimum of 200 feet, measured from edge to edge at the property line. TCM, Table 5-2. The northern driveway on West Oltorf Street is closer than 200 ft to the driveway on the adjacent lot. Please revise and please show adjacent driveways on South Lamar and to the south of the site on West Oltorf.



U1: Comment not cleared. Please revise driveways to meet TCM criteria or request a waiver. This criteria applies to all 3 driveways, 3 waivers would be necessary.

**U2: Comment not cleared. Waiver request has been received, pending ATD approval.**

TR 17. Comment cleared.

TR 18. The curb return radii must be between 20 feet and 30 feet. TCM, Table 5-2. Please revise southern driveway on West Oltorf Street.

U1: Comment not cleared. Please revise driveways to meet TCM criteria or request a waiver.

**U2: Comment not cleared. Waiver request has been received, pending ATD approval.**

TR 19. – TR 23. Comments cleared.

### **ACCESSIBILITY**

TR 24. When more than one building or facility is located on a site, at least one accessible route of travel must be provided between accessible elements, facilities, and buildings. Show the accessible route on the site plan. [IBC1104.2]

U1: Comment not addressed.

**U2: Comment not cleared. Accessible route must be shown connecting all buildings on site.**

TR 25. – TR 30. Comments cleared.

### **CORE TRANSIT CORRIDOR**

TR 31. As the sidewalk along South Lamar extends into private property a sidewalk easement is required.

U1: Comment not cleared. No exhibit was submitted with the draft easement. Please include full easement with next submittal or provide in email to this reviewer. Be sure to include an additional 2' for maintenance purposes.

**U2: Comment not cleared. Pending recorded document.**

TR 32. Any off-street surface parking along a CTC shall have landscape buffering in accordance with LDC 25-2-2006 between the clear zone (or supplemental zone) and the parking area. The buffering method must include shade trees (§2.2.2.E.2). Please demonstrate compliance.

U1: Comment not cleared. See TR45.

**U2: Comment not cleared. Please revise AEC letter to state why requirements cannot be met and provide exhibit showing additional landscaping that is proposed. As S. Lamar is a core transit corridor this reviewer will coordinate with Urban Design for final AEC approval.**

TR 33. – TR 38. Comments cleared.

TR 39. Maneuvering areas for loading facilities must be adequate for access and usability and must not conflict with parking spaces or with the maneuvering areas for parking spaces. Provide adequate maneuvering area for the loading spaces. TCM, 9.2.0 #7.

U1: Comment not cleared. Please demonstrate how loading vehicles will be able to turn around and exit the site.

**U2: Comment not cleared. Please clarify, what is the height of the garage where the trucks are shown to be turning?**

TR 40. – TR 44. Comments cleared.

TR 45. Off Street Parking is prohibited between the CTC and the corresponding street-facing façade line (§2.2.2.E.1 &). This applies to the parking located on South Lamar between the property line and Building C. Please revise or request AEC.

**U2: Comment not cleared. Please revise AEC letter to state why requirements cannot be met and provide exhibit showing additional landscaping that is proposed. As S. Lamar is a core transit corridor this reviewer will coordinate with Urban Design for final AEC approval.**



## **NEW COMMENTS U2**

TR 46. What is the access easement callout near the loading zone referring to?

TR 47. Please revise parking table to show 2 loading spaces are required and revised "70% required parking" to "80% required parking."

### **PARKING REDUCTIONS FOR PROJECTS PARTICIPATING IN A CAR SHARING PROGRAM**

TR 48. Under LDC 25-6-478, the Director of the Development Services Department may reduce the total parking requirement for projects participating in a car sharing program. The Director shall determine whether the program complies with the requirements and provide reasons for approval and disapproval.

- A. For the purpose of these guidelines, a car sharing program refers to a service that offers use of vehicles 24 hours and 7 days a week on an hourly basis to its members and charges the member for the time and/or miles. A car share program must provide insurance for its members and enable advanced booking of its vehicles.
- B. All requests for reduced parking must be submitted in writing at the same time as an application for site plan review. The request must include a car share management plan that includes the following elements:
  - i. If the property owner has a contract with another entity to provide car-sharing service at the site, a copy of the contract between the property owner or manager and the car sharing provider must be provided. The contract with the company must include a clause that termination of the service is not effective until the Director of Development Services Department is notified, and a remedy, such as those listed in part F, are pursued.
  - ii. If the property owner or manager owns and operates the car sharing service, proof of insurance and vehicle title documents and/or vehicle lease agreements for the car sharing vehicles must be provided.
  - iii. Provide information regarding where car share parking will be located. This information should also be depicted on the site plan. If off-street parking is to be used and the property owner or manager is not operating the car share service, car share members not located or residing at the site must be able to reserve and access the vehicles.
  - iv. If proposing dedicated on-street parking in conjunction with an already established agreement between the City and a recognized car sharing organization, approval by the area engineer from the Austin Transportation Department must be provided for the space location and reservation.
- C. For projects that qualify for a reduction in parking within the University Neighborhood Overlay (UNO) District, there must be one car sharing vehicle for every 50 bedrooms. If there are less than 50 bedrooms, one car sharing vehicle must be provided.
- D. There must be reserved parking for each required car sharing vehicle either on-site, or if approved by the Director of Public Works and/or Austin Transportation Department, on-street along the property's street frontage.
- E. Annual reporting of the car sharing service use is required. The report form on the following page must be submitted to the Director of the Development Services Department once a year, starting one year after the certificate of occupancy for the use is issued.
- F. In the event that the car sharing service ends, the property owner and/or property management company shall notify the Director of the Development Services Department with a report identifying the deficiency in parking spaces as a result of the program ending, and the plans to bring the use into compliance with parking requirements. There are several options to bring the property back into compliance, including:
  - Provide or go into contract with another comparable car sharing service.
  - Entering into a shared parking agreement with nearby property owner.
  - Constructing additional parking spaces on-site or off-site.
  - Requesting a parking variance from the Board of Adjustment.
- G. In accordance with Land Development Code Section 25-1-412, the Director may suspend a released site plan until the requirements are met.

TR 49. Add the following Car-Sharing Service Notes:

1. This project was approved for parking reductions for providing a car-sharing service. One car sharing vehicle is being provided by the owner/property manager.

2. The car sharing service shall offer use of vehicle(s) 24 hours and 7 days a week on an hourly basis to its members (employees and staff).
3. A car share program must provide insurance for its members and enable advanced booking of its vehicles.
4. Proof of insurance and vehicle title documents and/or vehicle lease agreements for the car sharing vehicle(s) must be provided upon request by City of Austin inspectors.
5. Annual reporting of the car sharing service use is required. The report form must be submitted to the Director of the Development Services Department, once a year, starting one year after the certificate of occupancy for the use is issued.
6. Signage indicating the availability of the service shall be posted on the building at a location that is clearly visible to the members and patrons that benefit from the car-sharing service.
7. The Car-Sharing proposal is filed in the Site Plan master file.
8. In accordance with Land Development Code section 25-1-412, the Director may suspend a released site plan until the requirements are met.

Water Quality Review - David Marquez - 512-974-3389

Release of this application does not constitute a verification of all data, information, and calculations supplied by the applicant. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not the application is reviewed for code compliance by city engineers.

- WQ 1. Comment cleared
- WQ 2. Comment cleared
- WQ 3. Comment cleared
- WQ 4. Comment cleared
- WQ 5. Comment cleared
- WQ 6. Comment cleared

WQ 7. On the water quality and detail sheet, only include the detail that will be used. It appears that 661-3 will not be used and determine which of the two details will be used from 661-2 that makes it clear in the plans.

AW Utility Development Services - Neil Kepple - 512-972-0077

WW 1. The review comments will be satisfied once Pipeline Engineering has approved the water and wastewater utility plan. For plan review status, contact Daniel Lofton with Pipeline Engineering at 972-0235.

AW Pipeline Engineering - Daniel Lofton - (512) 972-0234

Red-lined comments have been provided on the plans submitted to the 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. **The applicant shall provide a response to all questions and comments on the red line plans provided from the reviewer.** 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. 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.

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

- P 1. FYI – An appointment is required in order 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-2016-0481C**
  - Application date: **10/14/2016**
  - Under Section **112** of Chapter **25-5** of the City of Austin Code
  - Case Manager: **Michael Simmons-Smith**
  - 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 VII 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