

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



CASE NUMBER: SP-2016-0481C  
REVISION #: 00  
CASE MANAGER: Anaiah Johnson  
UPDATE: U5  
PHONE #: 512-974-2932

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

SUBMITTAL DATE: December 11, 2017  
REPORT DUE DATE: December 27, 2017  
FINAL REPORT DATE: January 5, 2018  
9 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 December 20, 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:**

**An informal update submittal is required. You must submit the distribution to the case manager. Updates are now required to be submitted within a specific time period or the project will be considered inactive.**

**Please submit 3 copies of the plans and 4.0 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  
Fire For Site Plan : James Reeves  
Site Plan : George Zapalac  
Transportation Planning : Katie Wettick  
AW Utility Development Services : Neil Kepple

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

Comments cleared. Easement dedicated.

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

Comments are cleared. After AWU signoff has been obtained, contact reviewer for AFD signoff appointment.

Site Plan Review - George Zapalac - 512-974-6335

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 #1-3 – This comment will remain until all proposed easements have been shown on the site plan along with the document numbers.**

**Update #4-5 – Please show the document number for the access easement on Sheet 8.**

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 #1-5 – 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 #1-4 – This comment will remain for informational purposes.**

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

## **APPROVED 1-3-2017**

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/U3/U4/U5: Comment not cleared.**

TR 3. – TR 47. Comments cleared.

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.  
U3: Comment not cleared. Please provide car sharing service contract.

U4: Comment not cleared. Understood car-sharing is no longer being proposed and instead parking reduction for providing showers (LDC 25-6-478(D)(3)) is requested. Please show footprint of showers in building on site plan.

**U5: Comment not cleared. Please revise Car2-Go contract to include a clause that termination of the service is not effective until the Director of Development Services Department is notified, and a remedy to bring the site into compliance is pursued.**

TR 49. Comment cleared.

TR 50. Comment cleared. Note added.

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

WW 1. The review comments will be satisfied once Pipeline Engineering has approved water and wastewater utility plan. For plan review status, contact Daniel Lofton with Pipeline Engineering at 512-972-0234.

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

The proposed site plan (SP- 2016-0481C) is approved from AWU perspective. Henceforth any changes made with respect to any other utilities near or crossing any proposed or existing utility work / lines for AWU is / are not part of this approval.

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

**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: **Anaiah Johnson**
  - 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