

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



CASE NUMBER: SP-2020-0114D  
REVISION #: 00  
CASE MANAGER: Rosemary Avila  
UPDATE: U0  
PHONE #: 512-974-2784

PROJECT NAME: Encore Mechanical  
LOCATION: 10340 SPRINGDALE RD

SUBMITTAL DATE: April 24, 2020  
REPORT DUE DATE: May 22, 2020  
FINAL REPORT DATE: June 5, 2020

14 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 March 25, 2021.**

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 7 copies of the plans and 8.0 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.**

**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:**

Electric : Andrea Katz  
Drainage Engineering : Jennifer Back  
Environmental : Alex Butler  
Planner 1 : Cindy Edmond  
Site Plan : Rosemary Avila  
Site Plan Plumbing : Cory Harmon  
AW Utility Development Services : Bradley Barron  
Water Quality : Jennifer Back  
AW Pipeline Engineering : Jason Inge  
Transportation Planning : Martin Laws

**Electric Review - Andrea Katz - 512-322-6957**

- EL 1. ADD THE FOLLOWING NOTE to Austin Energy Notes on Sheet 4:  
Any **relocation** of electric facilities shall be at landowner's/developer's expense.
- EL 2. I will set up with AE Designer and applicant to discuss removal of electric line through property.
- EL 3. The plans need to show a preliminary design. Show the location of the transformer pad(s) and routing the underground electric cabling, meter locations (within 150 ft. line of sight of the transformer) and any additional required electric facilities. Please show these improvements on all plans, wet utilities plans, and the landscape plans.
- [Site Plan Preliminary Design Requirements](#)
  - 1.10.4 - [Clearances from AE Padmount Equipment and Distribution Vaults](#)
- EL 4. **Brian Van Dyke** at [brian.vandyke@austinenergy.com](mailto:brian.vandyke@austinenergy.com) is the 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 Electric Service Planning Application (ESPA) form.**
  - [ESPA form here](#)
- EL 5. Please submit a [Design Intake Form](#) and [Electric Service Planning Application \(ESPA\)](#) online. By providing your request through an electronic submission, Austin Energy will be able to manage requests based on submission date and project complexity and Austin Energy personnel will be able to respond to customer requests for information more rapidly. When you submit an intake form to the Austin Energy Electric Service Design Department, you can expect a confirmation of submittal via email.
- EL 6. Will this site require electrical service only or electrical service and gas service?
- EL 7. 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 September 2019 or Spring 2020, etc.)

Release of this application does not constitute a verification of all data, information, and calculations

**Drainage Engineering Review - Jennifer Back, P.E. - [jennifer.back@austintexas.gov](mailto:jennifer.back@austintexas.gov)**

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.

- DE 1. The path chosen for  $T_c$  does not go over any of the proposed developments. Justify this approach.
- DE 2. Provide a summary table showing the drainage calculations for the 2, 10, 25 and 100-yr storm events.

**Environmental Review - Alex Butler - [alex.butler@austintexas.gov](mailto:alex.butler@austintexas.gov)**

## **COVER SHEET NOTES**

- EV 1 *If a project is located over the Recharge Zone (not 1500 feet verification zone):* Add a note to the cover sheet that states: "This project is subject to the Void and Water Flow Mitigation Rule (COA ECM 1.12.0 and COA Item No. 658S of the SSM) provision that all trenching greater than 5 feet deep must be inspected by a geologist (Texas P.G.) or a geologist's representative."

## **IMPERVIOUS COVER COMMENTS**

- EV 2 Provide Q1/Q2 tables in the plan set. [LDC 25-8-62, ECM Appendices Q-1 and Q-2]

## **GRADING& SLOPES**

- EV 3 Provide an exhibit showing:

- Cut from 4 to 8 feet;
- Cut in excess of 8 feet (specify maximum cut);
- Fill from 4 to 8 feet; and
- Fill in excess of 8 feet (specify maximum fill).

Exclude grading beneath buildings / parking garages and exclude grading beneath ROWs the exhibit. Additional grading review and comment may be pending. Be sure to clearly differentiate public ROWs from private driveways.

- EV 4 Provide a slope map showing:

- Slopes from 0 to 15%;
- Slopes from 15 to 25%; and
- Slopes in excess of 25%.

In addition, include an overlay of the site plan / subdivision lot lines / ROW on the exhibit. Additional construction on slopes review and comment may be pending. Be sure to clearly differentiate public ROWs from private driveways.

## **DEMOLITION SHEET**

- EV 5 Add a note to the demolition plan stating: "A preconstruction meeting with the Environmental Inspector is required prior to any site disturbance."

## **EROSION CONTROL REQUIREMENTS [LDC 25-7-61, 65, 25-8-181,182,183,184]**

- EV 6 Show the location of the concrete washout area on the ESC sheet.

- EV 7 Provide silt fence along the entire upslope LOC boundary to prevent surface water from draining into the LOC. [ECM 1.4.4.B.2]

- EV 8 For rough cut ponds, sediment traps, and sediment basins dewatering skimmers must be designed to dewater at the surface. Provide ECM Figure 1.4.5.K.1 in the plan set and show the dewatering skimmer location.

- EV 9 Add the following details to the plan set:

- Stabilized construction entrance (641S-1);
- Concrete washout;
- Silt fence (642S-1);
- Silt fence turnback detail ECM Figure 1.4.5.G.3; and
- Dewatering skimmer detail ECM Figure 1.4.5.K.1.  
[LDC 25-8-181, LDC 25-8-604, ECM 3.5.2, ECM 1.4.1.1(C)]

## **FEES AND ESC FISCAL SURETY [LDC 25-1-82, 25-7-65, 25-8-234]**

- EV 10 Provide payment of the site plan environmental inspection fee prior to permit/site plan approval. Obtain the 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 a receipt of payment to the Environmental Reviewer.
- EV 11 Send a fiscal estimate for erosion/sedimentation controls and revegetation based on ECM Appendix S-1 to [alex.butler@austintexas.gov](mailto:alex.butler@austintexas.gov). 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. [LDC 25-8-186, ECM 1.2.1, ECM Appendix S-1]

**Industrial Waste Review - Rachel Reddig - 512-972-1074**

- IW1. The requirements under Chapter 15-10 of the Austin City Code (Wastewater Regulations) do not apply to this project based on the plans submitted. If the proposed site ever intends to connect to Austin Water's wastewater collection system, Industrial Waste review and approval is required.

**Site Plan Review - Rosemary Avila - 512-974-2784**

**ADMINISTRATIVE**

- SP1. Obtain all required signatures on the cover sheet prior to site plan approval.
- SP2. 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.
- SP3. Show correct street address on each sheet, 10340 Springdale Road.
- SP4. 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.
- SP5. Remove the approval blocks from each sheet except the cover sheet.
- SP6. Provide an overall site plan sheet showing the entire legal tract.
- SP7. Note all adjoining land uses and show all existing buildings on adjoining lots within 50 feet. If no buildings exist within 50 feet on adjoining lots, note this on the site plan sheet.
- SP8. Provide building coverage (in sq. ft. and percentage), impervious coverage (in sq. ft. and percentage), gross floor area, height, and FAR. This is not for comparison against maximum limitations (as the site is in the ETJ and there is no zoning); this is for informational purposes.

**Site Plan Plumbing - Cory Harmon - 512-974-2882**

Civil Engineer –

Revise the Utility Plan:

- SPP1. Indicate the size, slope, and material of the wastewater piping from the building to the septic tank.

**Transportation Planning - Martin Laws - 512-974-6351**

- TR1. This site itself is outside the city limits; however, it is proposing access to right-of-way located within the city limits. Therefore, the site must comply with City sidewalk and driveway regulations.
- TR2. FYI: 94 feet of right of way is required for Springfield Road in accordance to the Austin Strategic Mobility Plan.

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

AW1. Per Utility Criteria Manual Section 2, §15-9, §25-4, §25-5, §25-9, and the Uniform Plumbing Code: The landowner intends to serve the site with City of Austin water utilities and an On-Site Sewage Facility approved by Travis County. The landowner, at own expense, will be responsible for providing any water and wastewater utility improvements, offsite main extensions, utility relocations and or abandonments required. The water and wastewater utility plan must be reviewed and approved by Austin Water for compliance with City criteria. All water construction must be inspected by the City of Austin. The landowner must pay the City inspection fee with the utility construction. The landowner must pay the tap and impact fee once the landowner makes an application for a City of Austin water utility tap permit.

AW2. The landowner must obtain plan approval from Travis County for on-site sewage facilities.

FYI: For plan review status contact your assigned Pipeline Engineering reviewer.

**Water Quality Review - Jennifer Back, P.E. - [jennifer.back@austintexas.gov](mailto:jennifer.back@austintexas.gov)**

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WQ 1. Provide a geotechnical report that supports a full infiltration rain garden.

**AW Pipeline Engineering - Jason Inge - 512-972-2042**

THE MAJOR REASONS FOR REJECTION OF THIS SUBMITTAL INCLUDE, BUT NOT LIMITED TO NON-COMPLIANCE WITH CITY CODE SECTIONS:

- **§ 25-4-191 – Water Lines**

*A subdivision within 100 feet of a public water system must be connected to the public water system. The director may waive this requirement.*

*If a subdivision is to be served by a public water system:*

- *approval of the water system plans by the director of the Water and Wastewater Utility is required;*
- *installation of the water system must comply with the requirements of this title and the Utilities Criteria Manual; and*
- *water lines to serve each lot must be installed before a lot may be occupied.*

*Source: Section 13-2-476; Ord. 990225-70; Ord. 031211-11.*

- **§ 25-4-192 – Wastewater Lines**

*A subdivision within 100 feet of a public wastewater system must be connected to the public wastewater system. In the extraterritorial jurisdiction, the director may waive this requirement. In the zoning jurisdiction, this requirement may be waived under Section 25-9-4 (Connection To Organized Wastewater System Required).*

*If a subdivision is to be served by a public wastewater system or community disposal system, wastewater lines to serve each lot must be installed before a lot may be occupied.*

*Source: Section 13-2-475; Ord. 990225-70; Ord. 031211-11.*

- **§ 6-4-11(E) Mandatory Reclaimed Water Connection**

*Except for municipal uses associated with law enforcement or public health and safety, all new commercial developments or redevelopments located within 250 feet of a reclaimed water distribution line are required to obtain and utilize permitted connections to reclaimed water for irrigation, cooling, and other significant non-potable water uses.*

- **§ 15-9-9 – Criteria Manuals**

*The Utilities Criteria Manual and the Water and Wastewater Design Criteria Manual apply to utility service provided under the Code.*

*Source: Ord. 040805-02.*

- **§ 15-9-152 – Design and Installation Guidelines**

*The directors of the Electric Utility and the Water Utility shall adopt design and installation guidelines related to a customer's installation and the City's service connection.*

*A person authorized to install a customer's installation or the City electric utility equipment or facilities shall comply with the City's "Utilities Criteria Manual."*

*A person authorized to install a customer's installation or the City's water utility equipment or facilities shall comply with the City's Utilities Criteria Manual, standards, and specifications.*

*Source: 2003 Code Sections 15-9-211(A) and (B); 1992 Code Sections 18-4-300(A) and (B); Ord. 040805-02; Ord. No. [20180524-006](#), Pt. 8, 6-4-18.*

- **TCEQ Chapter §291.93. Adequacy of Water Utility Service.**

*Sufficiency of service. Each retail public utility which provides water service shall **plan**, furnish, **operate**, and **maintain** production, treatment, storage, transmission, and distribution facilities of sufficient size and capacity to provide a continuous and adequate supply of water for all reasonable consumer uses.*

- **TCEQ Chapter §291.94. Adequacy of Sewer Service.**

*Sufficiency of service. Each retail public utility shall **plan**, furnish, **operate**, and **maintain** collection, treatment, and disposal facilities to collect, treat and dispose of waterborne human waste and waste from domestic activities such as washing, bathing, and food preparation. These facilities must be of sufficient size to meet the minimum design criteria for wastewater facilities of the commission for all normal demands for service and provide a reasonable reserve for emergencies.*

*In addition, this specific project does meet with the following Utility Criteria Manual sections 2.2.0 thru 2.9.*

*In accordance with section 15-9-276 of City Code, the project will need dedicated and recorded water/wastewater or reclaimed water easements.*

- **§217.321. Safety Design of a Wastewater Treatment Facility.**

*(b) Occupational **safety and health hazards, and risks to workers and the public**, must be addressed in the design of collection system and wastewater treatment facility equipment and processes.*

- **§291.95. Standards of Construction.**

In determining standard practice, the commission will be guided by the provisions of the American Water Works Association, and such other codes and standards that are generally accepted by the industry, except as modified by this commission, or municipal regulations within their jurisdiction. Each system shall construct, install, operate, and maintain its plant, structures, equipment, and lines in accordance with these standards, and in such manner to best accommodate the public, and to prevent interference with service furnished by other retail public utilities insofar as practical.

**A COMPLETE ALL-INCLUSIVE LIST OF COMMENTS ALONG WITH CODE CITATIONS IS PROVIDED ON THE RED LINED PLANS LOCATED ON THE AUSTIN BUILD + CONNECT PUBLIC SEARCH, PLEASE SEE LINK <https://abc.austintexas.gov/web/permit/public-search-other?reset=true>. IF THERE ARE ANY ISSUES WITH THE RETRIEVAL, CONTACT YOUR PIPELINE ENGINEERING REVIEWER FOR A DIRECT DOWNLOAD LINK.**

RESPONSES TO ALL OF THE RED LINED COMMENTS/QUESTIONS MUST BE MADE IN A DIFFERENT COLOR ON THE PLAN SET WITH AN EXPLANATION OF HOW AW COMMENTS/QUESTIONS HAVE BEEN ADDRESSED.

PLEASE INDICATE IF THE PROJECT WILL BE SUBMITTED TO AULCC FOR REVIEW AND IF SO, INCLUDE ROW ID# and UCC PERMIT # ON THE UTILITY PLAN SHEET.

<b>Planner 1 Review - Cindy Edmond</b>
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### **ELECTRONIC SUBMITTAL REQUIREMENT**

All Administrative Site Plan Revision, Consolidated Site Plan, Non-Consolidated Site Plan, CIP Streets and Drainage, Major Drainage/Regional Detention, and Subdivision Construction Plan applications require the additional items listed in the Electronic Submittal Exhibit of the application packet (formerly known as flash drive materials). Submit the final electronic submittal with the final PDFs of the plan set at approval and permitting..

**End of report**