



## TRANSPORTATION AND NATURAL RESOURCES

CYNTHIA C. MCDONALD, COUNTY EXECUTIVE

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Travis County Administration Building  
700 Lavaca Street  
P.O. Box 1748  
Austin, Texas 78767  
Phone: (512) 854-9383  
Fax: (512) 854-4649

DATE: August 13, 2020

### REVIEW COMMENTS

<input type="checkbox"/> CIVIL	<input type="checkbox"/> HYDROLOGY
<input type="checkbox"/> W/WW	<input type="checkbox"/> STREET & DRAINAGE
<input checked="" type="checkbox"/> SITE	<input type="checkbox"/> STRUCTURAL
<input type="checkbox"/> OTHER	

PERMIT NUMBER: 20-28538

PROJECT DESCRIPTION:

10506 Barr Lane Tract

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LOCATION: 10506 Barr Lane  
Austin, Texas 78754

REVIEWER: John Routh, P.E., PMP

PCT: 1

COMMENT SHEET

NO.	NO.	COMMENTS
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### GENERAL

1. - Project will require redesign to accommodate Capital Area Metropolitan Planning Organization (CAMPO) 2045 plan (Publish date:4/7/2015 – and current on the CAMPO website) Principal Arterial A passing through this property. Please see attachments showing the preliminary design of Arterial A, and the route through this property.
2. - Please show Arterial A path in future designs. Slope outside of the 114' will need to comply with shoulder slopes for this type of roadway.
3. - The Applicant/Owner must coordinate with utility companies prior to construction. The owner, utility contractor, or a designated representative shall submit a notice of construction via the mypermitnow.org customer portal for Travis County at least two working days prior to construction.
4. - Contractor shall coordinate continuously and as necessary with property/business owners to maintain continuation of traffic control and access.
5. - No equipment, materials, and/or spoils shall be stored anytime overnight within the FEMA 100-yr Floodplain, the creek, and the CWQZ.

6. - With redesign, upload a cost estimate to MyPermitNow for fee verification purposes. It is recommended to upload two cost estimates; one estimate including building(s) cost and the other excluding building(s) cost. The cost estimate excluding building cost should include all construction items such as:
  - a. Site preparation
  - b. Erosion and Sedimentation controls.
  - c. All paving items of construction.
  - d. On-site and off-site water and wastewater systems.
  - e. All drainage infrastructure.
7. - Be informed that the contractor must obtain a separate permit to work within the County ROW.
8. - Any utility lines (water, wastewater, storm sewer, etc.) to be installed outside of the platted limits of this project need to be included in easements. Provide copies of the easements for review prior to recordation. Must be noted that no waiver will be given for manholes or other appurtenances within the future right-of-way. Everything will have to be taken down to the correct elevation to allow for standard roadway construction.
9. - A Travis County Driveway permit is required and will be issued as part of the site plan permit; however, an additional fee applies. Check with the TC permitting office for payment requirements.
10. - Include a copy of the recorded plat for the site as part of the plan set or submit a letter of legal tract determination.
11. - Per 464.062(a)(10) Include a copy of the survey of the lot/existing conditions signed and sealed by an RPLS.
12. - Show all existing and proposed easements and indicate volume & page or document number or dedicated by plat on plans. Provide copies of the easement documents if applicable.
13. - Provide recorded copies of drainage easements that 1) contain FEMA floodplain boundaries and, 2) as applicable, 100-year fully-developed conditions floodplain (for drainage areas 64 acres or more).
14. - Check intersection sight distance using Table 1-1, Case III, Condition A in the City of Austin (COA) Transportation Criteria Manual (TCM). Please provide a signed and sealed exhibit similar to Figure 1-6 in Appendix H of the COA TCM showing how the sight distance was checked.
15. - Provide a copy of the approved on-site wastewater system permit or proof of approval from the waste water utility.
16. - Provide proof of submittal to City of Austin Water Utility and approved SER.
17. - Any water or wastewater lines installed outside of the project limits will need to be located within easements outside of the future right-of-way. The easements will not be temporary and will remain when the applicable section is constructed.
18. - Provide evidence of review and approval of the access to and throughout the project by the Travis County Fire Marshal or their designee and submit letter of approval.

19. - Provide building permits from the Travis County Fire Marshal (or local ESD as the TCFM directs). Building permits may follow the site plan approval.
20. Provide evidence of review and approval by City of Austin Environmental and Water Quality.
21. Provide copies of TCEQ permits.
22. - With new design, please provide a copy of the engineer's report and drainage report identifying pre-development and post-development drainage patterns, including any off-site drainage flowing onto the site.
23. - Add note on the cover sheet stating: "The engineer who prepared these plans is responsible for their adequacy. In approving these plans, Travis County must rely upon the adequacy of the work of the design engineer."
24. - Include the latest Travis County signature block and revision block on the cover sheet; per 482.1003 [Exhibit 482.301A Signature and Permit Block for Travis County]; see attached.
25. - Show legal description of the property (lots, block, subdivision name, or acreage and survey name and number).
26. - Include/update the latest Travis County Standard Construction Notes per 482.1003 [Exhibit 482.301B Travis County Standard Construction Notes for Site Development] (see attached). Provide information on floodplain, geotechnical data, and contour data, where indicated.
27. - Include/update the latest Travis County Standard Sequence of Construction per 482.1004; [Exhibit 482.301G Sequence of Construction and Priority Inspections – Site Development]. See attached.
28. - Include the latest Travis County Standard Sequence of Construction per 482.1003 [Exhibit 482.301(D) Special Construction Notes] Special notes, as applicable, for site development or streets and drainage. See attached.
29. - Include the latest Travis County Standard Sequence of Construction per 482.1009 [Exhibit 482.950 Pre-Construction and Conference Agenda for SWP3 and ESC Plan].
30. - Include the latest Travis County Standard Sequence of Construction per 482.1009 [EXHIBIT 482.951 SWP3 Inspection Areas and Report Contents].
31. - All retaining walls, regardless of type or height, must be designed, signed, and sealed by engineers licensed in the state of Texas, using current industry standards and accepted engineering practices. Retaining wall(s) shall be detailed in the construction plans and

## **DRAINAGE**

32. - An onsite drainage layout sheet (existing & proposed hydrology) and drainage plan (proposed drainage system layout & hydraulics) with supporting calculations are required. Please Chapter 482.301 of the Travis County Development Regulations for additional information. Provide an overall drainage area map that shows any off-site flows conveyed through the subject site. Conveyance of off-site flows through the subject site may require the dedication of drainage easements.
33. - Explain how select fill borrow pit will drain after rain events. Existing and proposed Drainage layout sheets are required. These sheets should clearly delineate the existing and proposed drainage areas and include the area (in acres), C or CN, TOC, rainfall frequency or depth, flows for the 2, 10, 25, and 100-year storm events for each drainage area. Runoff calculations, including flow distribution and percent of the different types of flow, as well as the time of concentration and summation for Q's at pertinent points, should also be shown. See Subchapter D of Chapter 482 of the Travis County Development Regulations for additional information.
34. - The on-site existing drainage area consists of multiple basins and drainage areas. Include the select fill borrow pit.
- a. Identify each drainage area (DA), number of acres, time of concentration, and show flow arrows.
  - b. Identify the Point of Analysis (POA) for each DA and show the existing flows (Q25 & Q100).
  - c. Since this is a change of use site plan, existing drainage areas MUST not include existing buildings, parking lots, etc.
35. - Provide design calculations for all drainage improvements, as well as electronic copies of input files for any computer models utilized in the drainage analysis.
36. - Add flow directional arrows indicating drainage pattern for proposed streets and lots.
37. - Provide a cross-section of the detention ponds with WSELs for Q25 and Q100 shown. Include select fill borrow pit analysis.
38. - If the total area flowing to the site is 64 acres or more, the drainage plan required under Subsection (c) shall delineate, and the preliminary plan of development permits shall show, the limit of the 100-year floodplain based on the projected full development of the contributing area. The drainage plan shall be certified by an engineer and include an electronic copy of disk of all data and results files of approved hydraulic and hydrologic software.

39. - In accordance with COA – DCM, subsection 1.2.6 – “Floodplain Delineation”, a drainage area of 64 acres or greater is required within a contributing watershed to create a "floodplain". For areas of flow with less than 64 acres of contributing area, no floodplain shall be defined unless the City or FEMA currently indicates the area as a floodplain. In all cases where a floodplain delineation is required, its determination shall be based on the projected full development of all properties contributing to the point of consideration. It is the responsibility of the design engineer to determine, based on the most accurate information available, what the floodplain delineation is.
- a. The drainage plan shall be certified by an engineer and include an electronic copy of disk of all data and result files of approved hydraulic and hydrologic software.
- b. Provide recorded copies of drainage easements that contain the 100-year fully-developed conditions floodplain.
40. - For properties with floodplain, check to see that finished floor elevation is 1' above floodplain elevation measured at the highest point on the lot which is immediately adjacent to the structure.

## TRANSPORTATION

41. - Provide analysis showing the vehicular traffic proposed by development will not shorten or adversely impact all roads leading pass or adjacent to project.
42. - Provide a signed and sealed letter calculating the average daily traffic and peak hour trips generated by the site. Peak hour trip calculations must be based on **the latest version** ITE manual rates for “peak hour of generator.” Chapter 482, Section 482.301 (b); A traffic impact analysis will be required for developments that generate traffic volumes in excess of 1,000 vehicles per day. A traffic impact analysis may be required for developments which generate less than 1,000 vpd depending on the type of access proposed, single versus multiple, or if the County believes that existing boundary streets which are affected by the subdivision access will require improvements to maintain an acceptable level of service at the intersections of the subdivision access roads. Please contact Andre Betit with the Transportation Department at 512-854-8757 to coordinate TIA if 1000 vehicle trips per day is exceeded.
43. - Check horizontal and vertical intersection sight distance using Table 1-1, Case III, Condition A in the City of Austin Transportation Criteria Manual. Please provide an exhibit showing how the sight distance was checked.
44. - In accordance with The Capital Metropolitan Planning Organization (CAMPO) 2040 Regional Transportation Plan, the plan calls for Arterial A to pass through project property. Arterial A is currently in

design and design shows it as MAD-4 which is a 4-lane divided major Arterial Street – 114 ft minimum Right of Way (ROW) width. Provide ROW dedication as needed to accommodate Arterial A. Attached Sheet has the alignment overlaid on your sheet 5. Cross sections are also provided.

- 45. - A Traffic Impact Analysis (TIA) worksheet is required and is provided.
- 46. - Add the following note to the traffic control plan: “All changes to the traffic control plan must be approved and documented by the sealing engineer. The contractor is responsible for providing any proposed changes to the traffic control plan to the engineer for approval.”
- 47. - Please confirm that no work will be performed within the right-of-way.
- 48. - Confirm that no items associated with the development will be located within the right-of-way.
- 49. - Include a Type II Driveway standard.
- 50. - Provide a copy of the geotechnical report and pavement design.

## GENERAL INFORMATION

- 1. - Please sign and seal your response letter to the engineering review comments, as the letter is a part of the formal submittal. Please address how each review comment has been addressed. If you are waiting for approvals from another jurisdiction, please indicate the date of application and the status of the application with the jurisdiction.
- 2. - Resubmittals that do not adequately address each of the review comments will be considered incomplete and may be rejected without review. Please use internal quality control while addressing review comments and making revisions to the site plan to avoid additional review comments and updates. Exceptions may be made for items pending approval from other regulatory entities.
- 3. - All permits are reviewed in the order that complete submittals arrive in our review queue.
- 4. - The Applicant/Owner must coordinate with utility companies prior to construction.
- 5. - WQ/Environmental comments will be provided separately.
- 6. - Please be advised that additional comments may be generated as updated information is reviewed. Comments will not be cleared based on phone calls, e-mails or meetings. Formal updates must be submitted via MyPermitNow in order to receive clearance and approval.
- 7. - If changes are made to the plans that are not as the result of comments, please communicate those changes to this reviewer in the cover letter. This includes if sheets are combined, removed or new sheets added.
- 8. - Please notify me at 512-854-5196 or [John.Routh@TravisCountyTX.gov](mailto:John.Routh@TravisCountyTX.gov) when you upload additional submittals or information to MyPermitNow.
- 9. - Please reference your application number on all correspondence.

**482.1003 [Exhibit 482.301A Signature Block for TxDOT and TNR]**

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**Texas Department of Transportation**

**Date**

*Signature and Permit Block for Travis County*

**Reviewed By:**

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**Travis County Transportation and Natural Resources**

**Date**

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**TNR Development Permit Number**

**Date**

*Travis County Revision Block (cover sheet):*

**No.      Revision Description**

**Reviewed By:**

**Date**

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**482.1003 [Exhibit 482.301B Travis County Standard Construction Notes for Site Development]**

**EXHIBIT 482.301B TRAVIS COUNTY STANDARD CONSTRUCTION NOTES FOR SITE DEVELOPMENT**

1. Each driveway must be constructed in accordance with Travis County Code Section 482.302(g), and each drainage structure or system must be constructed in accordance with the City of Austin Drainage Criteria Manual, unless other design criteria are approved by Travis County.
2. Before beginning any construction, the owner must obtain a Travis County development permit and post the development permit, the TCEQ Site Notice, and any other required permits at the job site.
3. Construction may not take place within Travis County right-of-way until after the owner has submitted a traffic control plan to Travis County and obtained written approval of the traffic control plan from Travis County.
4. The contractor and primary operator shall follow the sequence of construction and the SWP3 in these approved plans. The contractor and primary operator shall request Travis County inspection at specific milestones in the sequence of the construction of the site development corresponding to the priority inspections specified in Construction Sequencing notes in these approved plans. Development outside the limits of construction specified in the approved permit and construction plans is prohibited.
5. Before beginning any construction, all Storm Water Pollution Prevention Plan (SWP3) requirements shall be met, and the first phase of the temporary erosion control (ESC) plan installed with a SWP3 Inspection Report uploaded to mypermitnow.org. All SWP3 and ESC Plan measures and primary operator SWP3 inspections must be performed by the primary operator in accordance with the approved plans and SWP3 and ESC Plan Notes throughout the construction process.
6. Before starting construction, the owner or contractor or their designated representatives shall submit a request via the mypermitnow.org customer portal for Travis County to request and schedule a mandatory Preconstruction Conference and ESC Inspection. If further assistance is needed, the TNR Planning and Engineering Division staff or TNR Storm Water Management Program staff can be contacted by telephone at 512-854-9383.
7. The contractor shall keep Travis County TNR assigned inspection staff current on the status of site development and utility construction. The contractor shall notify Travis County and request priority inspections through the mypermitnow.org customer portal for Travis County in accordance with the specific milestones in the Construction Sequencing notes in these approved plans.
8. Contour data source: \_\_\_\_\_
9. Fill material must be managed and disposed of in accordance with all requirements specified in the approved plans, SWP3, and the Travis County Code. The contractor shall stockpile fill and construction materials only in the areas designated on the approved plans and not within the 100-year flood plain, waterway setback, Critical Environmental Feature setback, or outside the limits of construction. Disposal of solid waste materials, as defined by State law (e.g., litter, tires, decomposable wastes, etc.) is prohibited in permanent fill sites.
10. Before disposing any excess fill material off-site, the contractor or primary operator must provide the County Inspector documentation that demonstrates that all required permits for the



proposed disposal site location, including Travis County, TCEQ Notice, and other applicable development permits, have been obtained. The owner or primary operator must revise the SWP3 and ESC Plan if handling or placement of excess fill on the construction site is revised from the existing SWP3. If the fill disposal location is outside Travis County or does not require a development permit, the contractor or primary operator must provide the County Inspector the site address, contact information for the property owner of the fill.

11. The design engineer is responsible for the adequacy of the construction plans. In reviewing the construction plans, Travis County will rely upon the adequacy of the work of the design engineer.
12. In the event of any conflicts between the content in the SWP3 Site Notebook and the content in the construction plans approved by Travis County, the construction plans shall take precedence.
13. A minimum of two survey benchmarks shall be set, including description, location, and elevation; the benchmarks should be tied to a Travis County control benchmark when possible.
14. Any existing pavement, curbs, sidewalks, or drainage structures within County right-of-way which are damaged, removed, or silted, will be repaired by the contractor at owner or contractor's expense before approval and acceptance of the construction by Travis County.
15. Call the Texas Excavation Safety System at 8-1-1 at least 2 business days before beginning excavation activities.
16. All storm sewer pipes shall be Class III RCP, unless otherwise noted.
17. Contractor is required to obtain a utility installation permit in accordance with Travis County Code Section 482.901(a)(3) before any construction of utilities within any Travis County right-of-way.
18. This project is located on Flood Insurance Rate Map 48453 CO \_\_\_\_\_.
19. Temporary stabilization must be performed in all disturbed areas that have ceased construction activities for 14 days or longer, in accordance with the standards described in the SWP3 and ESC Plan Sheet Notes.
20. Permanent site stabilization/re-vegetation must be performed immediately in all site areas which are at final plan grade and in all site areas specified in the approved plans for phased re-vegetation, in accordance with the standards described in the SWP3 and ESC Plan Sheet Notes.
21. All trees within the right-of-way and drainage easements shall be saved or removed in accordance with the approved construction plans. Travis County tree preservation standards in Travis County Code Section 482.973, including installation and maintenance of all specified tree protection measures, must be followed during construction.
22. An Engineer's Concurrence Letter in accordance with Travis County Code Section 482.953 must be submitted via the mypermitnow.org customer portal for Travis County when construction is substantially complete. The Engineer's Concurrence Letter must be submitted before the contractor or primary operator requests a final inspection by Travis County.
23. Site improvements must be constructed in conformance with the engineer's construction plans approved by Travis County. Non-conformance with the approved plans will delay final inspection approval by the County until plan conformance is achieved or any required plan revisions are approved.
24. Final Site Stabilization. All areas disturbed by the construction must be permanently revegetated and all temporary sediment controls and accumulated sedimentation must be removed before the County will issue a Certificate of Compliance for final site stabilization as part of final inspection and project completion. A Developers Contract, as described in the SWP3 and ESC

Notes Sheet may be executed with Travis County for conditional acceptance of a project for which has ESC Fiscal Security posted and for which all items are complete.

**482.1003 [Exhibit 482.301C Travis County Standard Construction Notes for Subdivision Development of Streets, Drainage, Water, and Wastewater]**

**EXHIBIT 482.301C TRAVIS COUNTY STANDARD CONSTRUCTION NOTES FOR SUBDIVISION DEVELOPMENT OF STREETS, DRAINAGE, WATER AND WASTEWATER**

1. Each driveway must be constructed in accordance with Travis County Code Section 482.302(g), and each drainage structure or system must be constructed in accordance with the City of Austin Drainage Criteria Manual, unless other design criteria are approved by Travis County.
2. Before beginning any construction, the owner must obtain a Travis County development permit and post the development permit, the TCEQ Site Notice, and any other required permits at the job site.
3. Construction may not take place within Travis County right-of-way until after the owner has submitted a traffic control plan to Travis County and obtained written approval of the traffic control plan from Travis County.
4. The contractor and primary operator shall follow the sequence of construction and the SWP3 in these approved plans. The contractor and primary operator shall request Travis County inspection at specific milestones in the sequence of the construction of the site development corresponding to the priority inspections specified in Construction Sequencing notes in these approved plans. Development outside the limits of construction specified in the approved permit and construction plans is prohibited.
5. Before beginning any construction, all Storm Water Pollution Prevention Plan (SWP3) requirements shall be met, and the first phase of the temporary erosion control (ESC) plan installed with a SWP3 Inspection Report uploaded to mypermitnow.org. All SWP3 and ESC Plan measures and primary operator SWP3 inspections must be performed by the primary operator in accordance with the approved plans and SWP3 and ESC Plan Notes throughout the construction process.
6. Before starting construction, the owner or contractor or their designated representatives shall submit a request via the mypermitnow.org customer portal for Travis County to request and schedule a mandatory Preconstruction Conference and ESC Inspection. If further assistance is needed, the TNR Planning and Engineering Division staff or TNR Storm Water Management Program staff can be contacted by telephone at 512-854-9383.
7. The contractor shall keep Travis County TNR assigned inspection staff current on the status of site development and utility construction. The contractor shall notify Travis County and request priority inspections through the mypermitnow.org customer portal for Travis County in accordance with the specific milestones in the Construction Sequencing notes in these approved plans.
8. Contour data source: \_\_\_\_\_
9. Fill material must be managed and disposed of in accordance with all requirements specified in the approved plans, SWP3, and the Travis County Code. The contractor shall stockpile fill and construction materials only in the areas designated on the approved plans and not within the 100-year flood plain, waterway setback, Critical Environmental Feature setback, or outside the

limits of construction. Disposal of solid waste materials, as defined by State law (e.g., litter, tires, decomposable wastes, etc.) is prohibited in permanent fill sites.

10. Before disposing any excess fill material off-site, the contractor or primary operator must provide the County Inspector documentation that demonstrates that all required permits for the proposed disposal site location, including Travis County, TCEQ Notice, and other applicable development permits, have been obtained. The owner or primary operator must revise the SWP3 and ESC Plan if handling or placement of excess fill on the construction site is revised from the existing SWP3. If the fill disposal location is outside Travis County or does not require a development permit, the contractor or primary operator must provide the County Inspector the site address, contact information for the property owner of the fill.
11. The design engineer is responsible for the adequacy of the construction plans. In reviewing the construction plans, Travis County will rely upon the adequacy of the work of the design engineer.
12. In the event of any conflicts between the content in the SWP3 Site Notebook and the content in the construction plans approved by Travis County, the construction plans shall take precedence.
13. A minimum of two survey benchmarks shall be set, including description, location, and elevation; the benchmarks should be tied to a Travis County control benchmark when possible.
14. Any existing pavement, curbs, sidewalks, or drainage structures within County right-of-way which are damaged, removed, or silted, will be repaired by the contractor at owner or contractor's expense before approval and acceptance of the construction by Travis County.
15. Call the Texas Excavation Safety System at 8-1-1 at least 2 business days before beginning excavation activities.
16. All storm sewer pipes shall be Class III RCP, unless otherwise noted.
17. Contractor is required to obtain a utility installation permit in accordance with Travis County Code Section 482.901(a)(3) before any construction of utilities within any Travis County right-of-way.
18. This project is located on Flood Insurance Rate Map 48453 CO \_\_\_\_\_ E.
19. Temporary stabilization must be performed in all disturbed areas that have ceased construction activities for 14 days or longer, in accordance with the standards described in the SWP3 and ESC Plan Sheet Notes.
20. Permanent site stabilization/re-vegetation must be performed immediately in all site areas which are at final plan grade and in all site areas specified in the approved plans for phased re-vegetation, in accordance with the standards described in the SWP3 and ESC Plan Sheet Notes.
21. All trees within the right-of-way and drainage easements shall be saved or removed in accordance with the approved construction plans. Travis County tree preservation standards in Travis County Code Section 482.973, including installation and maintenance of all specified tree protection measures, must be followed during construction.
22. An Engineer's Concurrence Letter in accordance with Travis County Code Section 482.953 must be submitted via the mypermitnow.org customer portal for Travis County when construction is substantially complete. The Engineer's Concurrence Letter must be submitted before the contractor or primary operator requests a final inspection by Travis County.
23. Site improvements must be constructed in conformance with the engineer's construction plans approved by Travis County. Non-conformance with the approved plans will delay final inspection approval by the County until plan conformance is achieved or any required plan revisions are approved.

24. Final Site Stabilization. All areas disturbed by the construction must be permanently revegetated and all temporary sediment controls and accumulated sedimentation must be removed before the County will issue a Certificate of Compliance for final site stabilization as part of final inspection and project completion. A Developers Contract, as described in the SWP3 and ESC Notes Sheet may be executed with Travis County for conditional acceptance of a project for which has ESC Fiscal Security posted and for which all items are complete.
25. All subdivision lots and areas outside the right-of-way which are disturbed during the construction process must be included in the final stabilization/revegetation plan of the subdivision for final inspection approval, except for subdivision lots that are subject to separate Travis County development permit(s), SWP3 Notice(s), and ESC Plan(s).
26. Soil data sources: \_\_\_\_\_
27. The owner, utility contractor, or a designated representative shall submit a notice of construction via the mypermitnow.org customer portal for Travis County at least two working days prior to construction. If further assistance is needed, the TNR Planning and Engineering Division staff can be contacted by telephone at 512-854-9383.
28. The work will not be accepted and the one-year warranty performance period will not begin until after the contractor has obtained TNR approval of the construction.
29. The contractor shall install all traffic markings, barricades, and signage in accordance with the latest edition of TxDOT's Manual on Uniform Traffic Control Devices prior to TNR approval of the roadway construction.

**482.1003 [Exhibit 482.301(D) Special Construction Notes]**

**SPECIAL NOTES, AS APPLICABLE, FOR SITE DEVELOPMENT OR STREETS AND DRAINAGE**

1. The subgrade material in (name of subdivision) was tested by (name of professional soil lab) in (day, month, and year) and the street section designed according to approved design criteria. The street sections are to be constructed as follows:  
  
[Give street names, width of right-of-way, or other methods to identify proposed design of different pavement thicknesses. In writing or graphically, describe the street section(s) to be constructed.]
2. Manhole frames, covers, and water valve covers will be raised to finished pavement grade at the owner's expense by a qualified contractor with County inspection. All utility adjustments shall be completed prior to final paving construction.
3. All collector and arterial streets shall have automatic screed control on asphaltic concrete pavement construction, placed as per ITEM 350-6 OF THE CITY OF AUSTIN STANDARD SPECIFICATIONS.
4. At intersections which have valley drainage, the crowns of the intersecting streets will culminate in a distance of 40' from the intersecting curb line unless otherwise noted. Inlets on the intersecting street shall not be constructed within 40' of the valley gutter.
5. At the intersection of two 44' streets or larger, the crowns of the intersecting streets will culminate in a distance of 40' from intersecting curb line unless otherwise noted.
6. Prior to final acceptance of a street, street name signs conforming to County standards shall be installed by developer.
7. When using lime stabilization of subgrade, it shall be placed in slurry form.

8. If applicable, a license agreement for landscaping maintenance and irrigation in street right-of-way shall be executed by the developer with Travis County prior to final acceptance of the roadway system for maintenance.

#### **482.1003 [EXHIBIT 482.301E SEQUENCE OF CONSTRUCTION AND PRIORITY INSPECTIONS – Subdivision Development]**

The owner and primary operator must follow this basic sequence of construction for each subdivision development. Within the following sequence of construction are listed Priority Inspections that the owner and primary operator must request from a representative of Travis County's Storm Water Management Program inspection team. Each Priority Inspection must be requested on-line through the mypermitnow.org customer portal for Travis County. The Priority Inspections in this exhibit are consistent with the priority inspections found in the customer portal for the project. For assurance purposes, a second request to Travis County is strongly encouraged by additionally sending an e-mail to the following address: env-inspect@traviscountytexas.gov.

The sequence for items 1-4 and items 17-22 must not be altered, but the sequence for items 5-16 may be modified with the written approval of the County.

1. ESC Installation. Install all temporary erosion and sediment controls (ESC) and tree protection measures in accordance with the approved ESC Plan sheets and the SWP3.
  - a. Have a qualified inspector (as specified in Section 482.934(c)(3) of the Travis County Code) inspect the temporary erosion and sediment controls and prepare a certified SWP3 Inspection Report regarding whether the temporary erosion and sediment controls were installed in conformance with the approved plans;
  - b. Upload the qualified inspector's certified SWP3 Inspection Report to the mypermitnow.org customer portal for Travis County; and
  - c. Request a mandatory pre-construction meeting with Travis County through the mypermitnow.org customer portal for Travis County giving at least 3 business days notification.
2. Pre-construction Meeting and ESC Inspection. Hold a mandatory preconstruction meeting that addresses the items in EXHIBIT 482.950 and the ESC Pre-construction Inspection by the County and obtain County's approval to start construction. (PRIORITY INSPECTION)
3. Inspect for Compliance with SWP3 and ESC Plan. Maintain and inspect the SWP3 controls and prepare and upload a weekly certified SWP3 Inspection Report that includes the contents listed in EXHIBIT 482.951 to the mypermitnow.org customer portal for Travis County.
4. Construct Sediment Basin(s). Construct any storm water pond(s) first, whenever applicable, to be functional as construction sediment basin(s) before grading and excavating the entire site, as follows:
  - a. Clear, grub, and excavate only the site areas and cut and fill quantities necessary to construct the pond(s) in accordance with these approved plans and the minimum standards described in the SWP3 and ESC Plan Sheet Notes for the temporary sediment basin embankments, walls, inflows, outfalls, drainage conveyance measures, sediment controls, and stabilization.
  - b. Request County inspection and obtain County's written approval of the temporary sediment basin(s) before proceeding further in the sequence of construction. (PRIORITY INSPECTION)

5. Construct Subdivision Improvements. Begin the primary subdivision clearing, excavation, and construction activities and continue the SWP3 and ESC Plan implementation and maintenance per the approved plans.
6. Rough grade streets.
7. Install utilities to be located under the proposed pavement.
8. Begin installation of storm sewer lines.
9. Regrade streets to subgrade.
10. Perform temporary stabilization in all disturbed areas that have ceased construction activities for 14 days or longer.
11. Perform permanent site stabilization/re-vegetation immediately in all site areas at final plan grade and in all site areas specified for phased revegetation.
12. Complete underground utility crossings on all streets.
13. Install curb and gutter.
14. Lay final base course material.
15. Install all traffic control signing, striping, and pavement markers.
16. Complete all underground installations within the right-of-way.
17. Complete Permanent Water Quality Controls. Begin completion of permanent water quality control(s) and install the underdrain per approved plans, when applicable.
  - a. Remove construction sediment, re-establish the basin subgrade, and install underdrain piping.
  - b. Request County inspection and obtain County's written approval of the underdrain piping installation and associated construction materials (aggregate, filter media, etc.) before covering the underdrain and proceeding with construction of the control. (PRIORITY INSPECTION)
18. Complete final site stabilization including stabilization of all disturbed subdivision lots still under the SWP3 and ESC Plan of the primary operator for the subdivision street and drainage construction.
19. Provide Engineer's Concurrence Letter through the mypermitnow.org customer portal for Travis County when construction is substantially complete and request a final inspection by Travis County.
20. Perform a final inspection with the County and prepare a punch list with remaining items that need to be completed for project acceptance. (PRIORITY INSPECTION)
21. Obtain a Certificate of Compliance for final stabilization from the County when all final inspection punch list items are finished and final site stabilization and removal of temporary sediment controls is complete. (PRIORITY INSPECTION) a. Provide separate permit documentation for any subdivision lots not stabilized as part of the final subdivision stabilization plan, if necessary – including separate County development permit(s), SWP3 Notice(s), ESC Plan(s). b. Provide a Developers Contract, if necessary, if all

items are complete except re-vegetation coverage and conditional acceptance is requested. Request re-inspection when re-vegetation coverage is complete.

22. Receive a Conditional Acceptance from Travis County to begin the Construction Warranty Period when all punch list items are complete. (PRIORITY INSPECTION).

**482.1004 [Exhibit 482.301G Sequence of Construction and Priority Inspections – Site Development]**  
**EXHIBIT 482.301E. SEQUENCE OF CONSTRUCTION AND PRIORITY INSPECTIONS – SITE DEVELOPMENT**

The owner and primary operator must follow this basic sequence of construction for each site development, inclusive of all non-residential site development projects. Within the following sequence of construction are listed Priority Inspections that the owner and primary operator must request from a representative of Travis County's Storm Water Management Program inspection team. Each Priority Inspection must be requested online through the [mypermitnow.org](http://mypermitnow.org) customer portal for Travis County. The Priority Inspections in this exhibit are consistent with the priority inspections found in the customer portal for the project. For assurance purposes, a second request to Travis County is strongly encouraged by additionally sending an e-mail to [envinspect@traviscountytx.gov](mailto:envinspect@traviscountytx.gov).

The sequence for items 1-4 and items 9-12 must not be altered, but the sequence for items 5-8 may be modified with the written approval of the County.

1. ESC Installation. Install all temporary erosion and sediment controls (ESC) and tree protection measures in accordance with the approved ESC Plan sheets and the SWP3.

- a. Have a qualified inspector (as specified in Section 482.934(c)(3) of the Travis County Code) inspect the temporary erosion and sediment controls and prepare a certified SWP3 Inspection Report regarding whether the temporary erosion and sediment controls were installed in conformance with the approved plans;
- b. Upload the qualified inspector's certified SWP3 Inspection Report to the [mypermitnow.org](http://mypermitnow.org) customer portal for Travis County; and
- c. Request a mandatory pre-construction meeting with Travis County through the [mypermitnow.org](http://mypermitnow.org) customer portal for Travis County giving at least 3 business days notification.

2. Pre-construction Meeting and ESC Inspection. Hold a mandatory preconstruction meeting that addresses the items in EXHIBIT 482.950 and the ESC Pre-construction Inspection by the County and obtain County's approval to start construction. (PRIORITY INSPECTION)

3. Inspect for Compliance with SWP3 and ESC Plan. Maintain and inspect the SWP3 controls and prepare and upload a weekly certified SWP3 Inspection Report that includes the contents listed in EXHIBIT 482.951 to the [mypermitnow.org](http://mypermitnow.org) customer portal for Travis County.

4. Construct Sediment Basin(s). Construct any storm water pond(s) first, whenever applicable, to be functional as construction sediment basin(s) before grading and excavating the entire site, as follows:

- a. Clear, grub, and excavate only the site areas and cut and fill quantities necessary to construct the pond(s) in accordance with these approved plans and the minimum standards described in the SWP3 and ESC Plan Sheet Notes for the temporary sediment basin embankments, walls, inflows, outfalls, drainage conveyance measures, sediment controls, and stabilization.

- b. Request County inspection and obtain County's written approval of the temporary sediment basin(s) before proceeding further in the sequence of construction. (PRIORITY INSPECTION)
5. Construct Site Improvements. Begin the primary site clearing, excavation, and construction activities and continue the SWP3 and ESC Plan implementation and maintenance per the approved plans.
6. Construct Driveway Approach and Right-of-way Improvements. Install driveway approach and drainage and road improvements in the County rightof-way per approved plans, when applicable. Request a County Pre-Pour Inspection of the driveway through the mypermitnow.org customer portal for Travis County giving at least 3 business days notification. (PRIORITY INSPECTION).
7. Perform temporary stabilization in all disturbed areas that have ceased construction activities for 14 days or longer.
8. Perform permanent site stabilization/re-vegetation immediately in all site areas at final plan grade and in all site areas specified for phased revegetation.
9. Complete Permanent Water Quality Controls. Begin completion of permanent water quality control(s) and install the underdrain per approved plans, when applicable. a. Remove construction sediment, re-establish the basin subgrade, and install underdrain piping. b. Request County inspection and obtain County's written approval of the underdrain piping installation and associated construction materials (aggregate, filter media, etc.) before covering the underdrain and proceeding with construction of the control. (PRIORITY INSPECTION).
10. Complete construction site improvements and final stabilization per the approved plans.
11. Provide Engineer's Concurrence Letter through the mypermitnow.org customer portal for Travis County when construction is substantially complete and request a final inspection by Travis County. (PRIORITY INSPECTION)
12. Obtain a Certificate of Compliance when all final inspection punch list items, including final site stabilization and removal of temporary sediment controls. If necessary, provide a Developers Contract to the County to request conditional acceptance for use or occupancy of the site with all items completed except re-vegetation growth coverage. Request a re-inspection when re-vegetation coverage is complete. (PRIORITY INSPECTION)

**482.1009 [Exhibit 482.950 Pre-Construction and Conference Agenda for SWP3 and ESC Plan]**

**Pre-Construction Conference Planning and Agenda for SWP3 and ESC Plan**

Before starting construction, the owner or their representative must submit a request, using the mypermitnow.org customer portal for Travis County, to participate in a preconstruction conference with the designated County Inspector. Prior to the preconstruction conference request, the owner or owner's representative shall ensure the first phase of the ESC controls are installed in conformance with the approved plans, the owner's qualified inspector has inspected the controls and verified compliance with the plans, and an SWP3 Inspection Report documenting this information has been sent to the County through the method specified by the designated County Inspector. After arranging an agreed upon date with the County and providing the initial SWP3 Inspection Report, the owner or owner's designated representative shall provide notice of



the SWP3 pre-construction conference and a copy of the approved plans, if requested, to the following persons or entities at least two business days before the conference:

1. Designated County Inspector(s)
2. Design engineer for the approved plans and SWP3, or their representative
3. Contractor(s)/Primary Operator(s)
4. Primary Operator's qualified inspector responsible for preparing the SWP3 Inspection Reports
5. Other stakeholders, as appropriate: municipalities, utilities, etc. The SWP3 pre-construction conference may be a standalone meeting or a part of a larger pre-construction conference, but must include an on-site inspection approval of the first phase of the project's ESC Plan by the County Inspector before construction begins. The County Inspector will discuss the following applicable items in the approved plans and the SWP3 with the participants:
  1. The SWP3 Site Notebook for the project, including review of completeness, signatures, consistency with the approved construction and ESC plans, and the requirements for maintaining the SWP3 Site Notebook during the construction process.
  2. The sequence of construction and ESC Plan implementation; sediment basin construction scope prior to full site grading; non-structural erosion source controls; start dates and schedule of events.
  3. Sediment controls; phasing of perimeter and interior sediment controls during construction; structural erosion source controls such as drainage diversion; ESC maintenance requirements.
  4. Adequacy of the first ESC phase and future ESC phases to address specific site conditions, and adjustment and revision of the ESC Plan and SWP3 controls during construction.
  5. Temporary and permanent stabilization and re-vegetation requirements, including schedule, critical site improvements and priority re-vegetation areas.
  6. On and off-site temporary and permanent spoil and fill disposal areas, haul roads, staging areas, and stabilized construction entrances;
  7. Permanent water quality controls construction and County inspections, and related grading and drainage construction.
  8. Supervision of the SWP3 implementation by the primary operator's designated project manager, including roles, responsibilities, and coordination when more than one operator is responsible for implementation.
  9. Inspection and preparation of the weekly SWP3 Inspection Reports by the primary operator's qualified inspector; report submittal by the primary operator, and SWP3 monitoring inspections conducted by the County Inspector.
  10. Observation and documentation of existing site conditions adjacent to the limits of construction before construction, including waterways and potential outfall discharge routes, rights-of-way and easements, buffer zones, and critical environmental features.
  11. Special site conditions and plan provisions, such as protection of waterways, critical environmental features, trees to be saved, and future homebuilding on subdivision lots.
  12. Rain gage location or rainfall information source to be used during construction and reporting.
  13. Final inspection and acceptance requirements, including the engineer's concurrence letter, completion of revegetation coverage before the Notice of Termination is submitted by the primary operator, stabilization of residential subdivision lots, removal of temporary sediment controls, the Certificate of Compliance and release of ESC fiscal surety.
  14. Exchange of telephone numbers and contact information for the primary participants.

The design engineer shall prepare and distribute notes, key decisions, and follow up from the preconstruction conference to all participants within three business days after completion of the conference.

## **482.1009 [Exhibit 482.951SWP3 Inspection Areas and Report Contents]**

### **EXHIBIT 482.951 SWP3 Inspection Areas and Report Contents**

The owner or primary operator of the construction site shall designate a qualified inspector possessing the required certification (as specified in Section 482.934(c)(3)) to perform a weekly SWP3 inspection and prepare a signed SWP3 Inspection Report of the inspection findings. The construction site areas and the control measures listed herein are to be used as a minimum as the uniform criteria by the owner's qualified inspector, as well as the County Inspector, to evaluate and determine a project's compliance status with the approved SWP3 and ESC Plan. In addition, on an ongoing basis and following storm events, the primary operator's responsible on-site personnel shall also inspect and address these items during construction as required by the SWP3, ESC Plan, and Travis County Code, Section 482.951.

Areas of Inspection. At the very least, the following areas must be inspected:

1. Disturbed areas and the approved limits of construction.
2. Perimeter and interior sediment controls.
3. Areas undergoing temporary stabilization or permanent vegetation establishment.
4. Temporary and permanent fill and spoil storage or disposal areas.
5. Storage areas for materials and equipment that are exposed to rainfall.
6. Outfall locations and the areas immediately downstream.
7. Structural controls, including sediment ponds, sediment traps, and drainage diversions.
8. Haul roads and locations where vehicles enter or exit the site, and adjacent roadways for evidence of off-site sediment tracking.
9. Waterway crossings and areas adjacent to waterways and critical environmental features.
10. Concrete wash out areas and all areas requiring control measures for nonstorm water discharges, including dust, solid waste, de-watering, material spills, vehicle maintenance and washing, and wash water discharges.
11. Locations of all control measures that require maintenance, including any control measure identified in the previous SWP3 Inspection Report which required maintenance or revision by the owner or primary operator.
12. Locations of any discharge of sediment or other pollutants from the site and any disturbance beyond the approved limits of construction.
13. Locations of control measures that failed to operate as designed or proved inadequate for a particular location.
14. Locations where an additional ESC or control measure is needed.

The SWP3 Inspection Report must include:

- A. Findings as to whether the following structural and non-structural controls required for the site areas listed above are functioning in compliance with the approved SWP3 and ESC Plan:
  1. Erosion source controls, including the approved sequence of construction and grading plan limits, drainage diversion measures, temporary and permanent fill disposal and stockpile management measures.
  2. Sediment controls, including perimeter and interior controls, sediment traps and basins, and the sequence of construction requirements for the sediment controls.

3. Permanent erosion and soil stabilization controls, based on the sequence of construction and critical site improvements, and the cessation of construction activities, including temporary stabilization measures for areas inactive for longer than 14 days, and permanent stabilization measures for areas at final grade.

4. Other applicable controls and pollution prevention measures.

B. Rainfall documentation:

1. For projects that comprise ten acres or more, the documentation must include rainfall dates and amounts in accordance with Section 482.934(e); and

2. For projects that comprise less than ten acres, the documentation must include accurate rainfall data from a location closest to the site.

C. Corrective actions required for any non-compliant items and the schedule for bringing these items into compliance.

The SWP3 Inspection Report contents must contain the inspection findings for the required areas and control measures listed herein and certify whether the site is in compliance with the approved SWP3 and ESC Plan.

Either at the time of each SWP3 inspection, or no later than the date of the inspection, the owner's qualified inspector shall prepare and sign a SWP3 Inspection Report.

The owner or primary operator shall upload each required SWP3 or ESC Plan Inspection Report to the mypermitnow.org customer portal for Travis County. An alternate method of report submittal may be used if approved by the County Inspector.

## NOTICE OF NON-RESIDENTIAL DEVELOPMENT

Project name:

Mailing date:

Project location:

Please be advised that your neighborhood association is within 1000 feet of a proposed development containing a non-residential land use. The development contains a/an \_\_\_\_\_ that will be used for \_\_\_\_\_. Please see the attached site location map for clarification.

Travis County Transportation and Natural Resources Department is reviewing this development application to ensure that it is in compliance with applicable regulations. Travis County's development code can be found on the internet at: <http://www.co.travis.tx.us/tnr/subdivision/default.asp>. Travis County does not enforce deed restrictions and does not have the authority to regulate land use. In the event that the applicant meets all applicable code requirements, the development permit will be administratively approved.

Owner's name:

Owner's phone number:

Agent's name:

Agent's phone number:

Travis County Case Manager:

Case Manager's phone number:

Case Manager's Email address:

For more information please contact the project's owner, agent or the case manager. For copies of the project please make an Open Records Request by calling 854-7683.