

ORDINANCE NO. 3151

AN ORDINANCE AUTHORIZING A TEXTUAL CHANGE TO THE CITY OF WAXAHACHIE SUBDIVISION ORDINANCE, LOCATED AT APPENDIX C OF THE WAXAHACHIE CITY CODE, REGARDING THE FILING OF PLATS AND SUBDIVISION OF LAND; PROVIDING FOR SAVINGS, SEVERABILITY, AND REPEALING CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Waxahachie ("**City Council**") has adopted a comprehensive subdivision ordinance ("**Subdivision Ordinance**"), which Subdivision Ordinance is codified as Appendix C to the Waxahachie City Code; and

WHEREAS, a public hearing was held by the Planning and Zoning Commission of the City on October 15, 2019, and a public hearing was held by the City Council on October 21, 2019, with respect to the proposed textual changes to the Subdivision Ordinance; and

WHEREAS, all requirements of law for publication and all procedural requirements have been complied with, in accordance with Chapter 212 of the Local Government Code.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS:

Section 1. The City Council finds that the recitals set forth above are true and correct, and said recitals are incorporated into this ordinance as if set forth in full.

Section 2. That if any section, article, paragraph, sentence, clause, phrase or word in this ordinance, or application thereto any person or circumstances is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance; and the City Council hereby declares it would have passed such remaining portions of the ordinance despite such invalidity, which remaining portions shall remain in full force and effect. All ordinances of the City in conflict with the provisions of this ordinance are repealed to the extent of that conflict.

Section 3. That a public emergency is found to exist which affects health, safety, property or the general welfare, in that standards and regulations for the use and development of property must be brought up to date and made effective so that suitable rules for us and development of property maybe known and in place. An emergency is declared to exist in that needed and approved improvements will be unnecessarily delayed if this ordinance is not effective upon passage and this ordinance is to be effective upon passage. This ordinance shall become effective from and after the date of its passage

PASSED, APPROVED, AND ADOPTED on this 21st day of October, 2019.



David Hill

MAYOR

ATTEST:

Amber Villarreal

Acting City Secretary

APPENDIX C - SUBDIVISIONS^[1]

Footnotes:

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Editor's note— Ord. No. 2084, adopted May 21, 2001, enacted subdivision provisions as herein set out, except the expression of numbers has been made uniform in the same style as used in the Code of Ordinances. Absence of a history note in parentheses following a particular section indicates that the section is derived unchanged from Ord. No. 2084; conversely, a history note in parentheses following a section indicates that such section was amended by the parenthetical legislation.

Cross reference— Building, Ch. 8; electricity, Ch. 11; fire protection and prevention, Ch. 12; garbage and trash, Ch. 14; housing, Ch. 16; mobile homes, Ch. 19; planning, zoning and development, Ch. 24; plumbing and gas, Ch. 25; streets and sidewalks, Ch. 28; utilities, Ch. 33; zoning, App. A; flood damage prevention, App. B.

State Law reference— Municipal regulation of subdivisions and property development, V.T.C.A., Local Government Code § 212.001 et seq.; minimum requirements for subdivisions, 31 Tex. Admin. Code § 364.91.

I. GENERAL - PROVISIONS

Section 1.1: - Authority.

The following rules and regulations are hereby adopted as the Subdivision Ordinance of the City of Waxahachie, Texas, also known and cited as the "Waxahachie Subdivision Ordinance," and shall be applicable to the filing of plats and the subdivision of land, as that term is defined herein and in Chapter 212 of the Texas Local Government Code, within the corporate City limits of the City of Waxahachie, as they may be from time to time adjusted by annexation or disannexation, and within all the areas of the extraterritorial jurisdiction of the City of Waxahachie, as that area may exist from time to time as provided by Chapter 42 of the Texas Local Government Code. The City shall have all remedies and rights provided by said Chapter 212 with regard to the control and approval of subdivisions and plats both within the City and within its extraterritorial jurisdiction.

Section 1.2: - Interpretation and Purpose.

In the interpretation and application of the provisions of these regulations, it is the intention of the City Council that the principles, standards and requirements provided for herein shall be minimum requirements for the platting and developing of subdivisions within the City of Waxahachie and its extraterritorial jurisdiction which regulations shall supersede the previous Subdivision Ordinance.

The subdivision of land is the first step in the process of urban development. The distribution and relationship of residential, commercial, industrial and agricultural uses throughout the community, along with the system of improvements for thoroughfares, utilities,

public facilities and community amenities, determine, in large measure, the quality of life enjoyed by the residents of the community. Health, safety, economy, amenities, environmental sensitivity, and convenience are all factors which influence and determine a community's quality of life and overall character. A community's quality of life is of the public interest. Consequently, the subdivision of land, as it affects a community's quality of life, is an activity where regulation is a valid function of municipal government. The regulations contained herein are designed and intended to encourage the development of a quality urban environment by establishing standards for the provision of adequate light, air, open space, storm water drainage, transportation, public utilities and facilities, and other needs necessary for ensuring the creation and continuance of a healthy, attractive, safe and efficient community that provides for the conservation, enhancement and protection of its human and natural resources. Through the application of these regulations, the interests of the public, as well as those public and private parties, both present and future, having interest in property affected by these regulations, are protected by the granting of certain rights and privileges. By establishing a fair and rational procedure for developing land, the requirements in this Ordinance further the possibility that land will be developed for its most beneficial use in accordance with existing social, economic and environmental conditions.

The procedure and standards for the development, layout and design of subdivisions of land within the corporate limits and extraterritorial jurisdiction of the City of Waxahachie, Texas are intended to:

- a. Promote the development and the utilization of land in a manner that assures the best possible community environment in accordance with the Comprehensive Plan and the Zoning Ordinance of the City of Waxahachie;
- b. Guide and assist the developers in the correct procedures to be followed, and to inform them of the standards which shall be required;
- c. Protect the public interest by supervising the location, design, class and type of streets, sidewalks, utilities and essential areas and services required;
- d. Assist orderly, efficient and coordinated development within the City limits and extraterritorial jurisdiction;
- e. Provide neighborhood conservation and prevent the development of slums and blight;
- f. Harmoniously relate the development of various tracts of land to the existing community, and facilitate the future development of adjoining tracts;
- g. Provide that the cost of improvements to minimum standards which primarily benefit the tract of land being developed be borne by the owners or developers of the tract, and that the cost of improvements to minimum standards which primarily benefit the whole community be borne by the whole community as contained in this Ordinance;
- h. Provide the best possible design for each tract being subdivided;
- i. Provide the most attractive relationship between the uses of land and buildings; provide for the circulation of traffic throughout the municipality, having particular regard to the avoidance of congestion in the streets and highways; provide for pedestrian circulation that is appropriate for the various uses of land and buildings; and provide the proper location and width of streets;

- j. Prevent pollution of the air, streams and ponds; assure the adequacy of drainage facilities; safeguard both surface and groundwater supplies; and encourage the wise use and management of natural resources throughout the municipality in order to preserve the integrity, stability and beauty of the community and the value of the land;
- k. Preserve the natural beauty and topography of the municipality, and ensure development that is appropriate with regard to these natural features;
- l. Establish adequate and accurate records of land subdivision;
- m. Ensure that public or private facilities are available and will have sufficient capacity to serve proposed and future subdivisions and developments within the City and its extraterritorial jurisdiction;
- n. Protect and provide for the public health, safety and general welfare of the community;
- o. Provide for adequate light, air and privacy; secure safety from fire, flood and other danger; and prevent overcrowding of the land and undue congestion of population;
- p. Protect the character and the social and economic stability of all parts of the community, and encourage the orderly and beneficial development of all parts of the community;
- q. Protect and conserve the value of land throughout the community and the value of buildings and improvements upon the land, and minimize conflicts among the uses of land and buildings;
- r. Guide public and private policy and action in providing adequate and efficient transportation systems, public utilities, and other public amenities and facilities; and
- s. Encourage the development of a stable, prospering economic environment.

Minimum standards for development are contained in the City's Construction & Design (C & D) Manual, related technical standards, the Zoning Ordinance, the Building Code and in this Ordinance. However, the Comprehensive Plan, the Future Land Use Plan, the Thoroughfare Plan, and the City's Water and Wastewater Master Plans express policies designed to achieve an optimum quality of development in the urban area. If only the minimum standards are followed, as expressed by the various ordinances regulating land development, a standardization of development will occur. This will produce a monotonous urban setting. Subdivision design shall be of a quality that will carry out the purpose and spirit of the policies expressed within the Comprehensive Plan and within this Ordinance, and shall be encouraged to exceed the minimum standards required herein.

In general, the City's Planning and Zoning Commission is considered the "municipal authority responsible for approving plats" as that term is used in Chapter 212 of the Texas Local Government Code, and is the body that, in most instances, will approve plats in the City of Waxahachie. Petitions for hardships and petitions for relief are reserved for consideration by the City Council and, in those instances, the City Council shall be considered the "municipal authority responsible for approving plats" as that term is used in Chapter 212 of the Texas Local Government Code.

The City utilizes a single plat process (as contemplated by Subchapter A of Chapter 212 of the Texas Local Government Code) and does not utilize a two-step preliminary plat and final plat process. Once considered by the Planning and Zoning Commission and, if applicable, the City Council, the plat will still not be eligible to be filed with Ellis County, however, until all requirements of plat approval have been satisfied including, but not necessarily limited to, completion of the required public improvements, or submission of the appropriate surety for public improvements, and that the plat has been embossed with the required certification and signature by the City. An applicant who has received a preliminary plat approval prior to the adoption of the rules and regulations of this Ordinance will be allowed to make an application for a final plat under this Ordinance. No application for a final plat may be made unless a preliminary plat was approved prior to the adoption of this ordinance.

Section 1.3: - Application of Regulations.

No subdivision plat within the City limits or the City's extraterritorial jurisdiction shall be recorded until a Plat (as required by Texas Local Government Code Section 212.004), accurately describing the property to be conveyed, has been approved in accordance with this Subdivision Ordinance. Furthermore, no building permit, certificate of occupancy, plumbing permit, electrical permit, flood plain permit, or utility tap shall be issued by the City, except as defined in Section 6.11 Issuance of Building Permits and Certificates of Occupancy of the City's Subdivision Ordinance as amended, for any parcel of land or plat until:

- a. A plat has been approved and filed in accordance with these regulations; and
- b. All improvements, as required by these regulations, have been constructed and accepted by the City of Waxahachie, or
- c. Assurances for completion of improvements have been provided in accordance with Section 6.

When the plat is filed at the County, it shall be accompanied by a tax certificate, in accordance with State law.

Section 1.4: - Jurisdiction.

The provisions of this Subdivision Ordinance, as authorized by Subchapters A and B of Chapter 212 of the Texas Local Government Code, including the Construction & Design (C & D) Manual, shall apply to the following forms of land subdivision and development activity within the City's limits or its extraterritorial jurisdiction:

- a. The division of land into two (2) or more tracts, lots, sites or parcels; or
- b. The combining of two (2) or more contiguous tracts, lots, sites or parcels for the purpose of creating one or more legal lots in order to achieve a more developable site, except as otherwise provided herein; or
- c. When a building permit is required for the following uses, if not already platted:
 1. Residential single-family and duplex:
 - (a) New construction.

- (b) Moving of a primary structure onto vacant property.
- 2. Nonresidential and multi-family:
 - (a) New construction;
 - (b) Additions (increasing square footage of existing building by more than twenty (20) percent of the gross floor area); or
 - (c) Moving a primary structure onto vacant property.
- d. For tracts where any public improvements are proposed, if not already platted; or
- e. Whenever a property owner proposes to divide land lying within the City or its extraterritorial jurisdiction into two (2) or more tracts, and claims exemption from Subchapter A of Chapter 212 of the Texas Local Government Code for purposes of development, that results in parcels or lots all greater than five (5) acres in size; or in the event that development of any such tract is intended, and where no public improvement, which term shall include an easement, is proposed to be dedicated, he shall first obtain approval of a development plat that meets the requirements of Texas Local Government Code Chapter 212, Subchapter B, Regulation of Property Development, Sections 212.041 through 212.050. (See Section 2.5 of this Ordinance for requirements for development plats.)

Section 1.5: - Exemptions.

The provisions of this Subdivision Ordinance shall not apply to:

- a. Development of land legally platted and approved prior to the effective date of this Ordinance, except as otherwise provided for herein (construction of facilities shall conform to construction standards in effect at the time of construction) and for which no re-subdivision is sought or required; or
- b. Development of land constituting a single tract, lot, site or parcel for which a legal deed of record describing the boundary of said tract, lot, site or parcel was filed of record in the Deed Records of Ellis County, Texas on or before April 10, 1969;
- c. Sale, inheritance, or gift of land by metes and bounds of tracts upon which no improvements, subdivision or alteration is occurring; or
- d. Existing cemeteries complying with all State and local laws and regulations (does not apply to new cemeteries or expansion of existing cemeteries); or
- e. Divisions of land created by order of a court of competent jurisdiction; or
- f. When a building permit is requested for unplatted or already platted parcels for the following activities:
 - 1. Replacement or reconstruction of an existing primary single-family or duplex structure, but not to exceed the square footage of the original structure.
 - 2. Additions (i.e., increasing square footage of structure) of not over fifty (50) percent of the existing structure's value, and of not over twenty (20) percent of the gross floor area.
 - 3. Accessory buildings.

4. Remodeling or repair (i.e., no expansion of square footage).
5. Moving a structure off a lot or parcel, or for demolition permits.

Section 1.6: - Applicable Law.

All applications for plat approval that are pending on the effective date of this Ordinance and which have not lapsed shall be reviewed under the regulations in effect immediately preceding the effective date of this Ordinance.

Section 1.7: - Interpretation; Conflict; Separability.

- a. *Interpretation.* In their interpretation and application, the provisions of the regulations contained in the Subdivision Ordinance shall be held to be the minimum requirements for the promotion of the public health, safety and general welfare. These regulations shall be construed broadly to promote the purposes for which they are adopted.
- b. *Conflict With Other Laws.* These regulations are not intended to interfere with, abrogate, or annul any other ordinance, rule or regulation, statute or other provision of law except as provided in these regulations. To the extent that the Subdivision Ordinance promulgates standards or imposes restrictions or duties which differ from those imposed by other City ordinances, rules or regulations, the regulations contained within the Subdivision Ordinance shall supersede such other provisions to the extent of any conflict or inconsistency.
- c. *Separability.* If any part or provision of the Subdivision Ordinance, or the application of these regulations to any person or circumstance, is adjudged invalid by any court of competent jurisdiction, the judgment shall be confined in its operation to the part, provision, or application directly involved in the controversy in which the judgment shall be rendered, and it shall not affect or impair the validity of the remainder of these regulations or the application of them to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of these regulations even without any such part, provision, or application which is judged to be invalid.

Section 1.8: - Saving Provision.

This Ordinance shall not be construed as abating any action now pending under, or by virtue of, prior existing subdivision regulations, or as discontinuing, abating, modifying or altering any penalty accruing or about to accrue, or as affecting the liability of any person, firm or corporation, or as waiving any right of the City under any section or provision existing at the time of adoption of the Subdivision Ordinance, or as vacating or annulling any rights obtained by any person, firm or corporation, by lawful action of the City except as shall be expressly provided in these regulations.

Section 1.9: - Superseding Regulations.

Upon adoption of the Subdivision Ordinance according to law, all other subdivision regulations of the City of Waxahachie previously in effect are hereby superseded, except as provided in Sections 1.6 and 1.7.

Section 1.10: - Amendments.

For the purpose of protecting the public health, safety and general welfare, the Planning and Zoning Commission and/or City Council may, from time to time, propose amendments to these regulations which shall then be approved or disapproved by the City Council at a public meeting, and which shall then be amended through adoption of an amending ordinance following due process and public hearing.

Section 1.11: - Petition for Hardship Waiver.

- a. *Petition for Waiver.* The applicant for a subdivision application, or the owner of the property subject thereto, may petition the City Council for waiver of any standard of this Subdivision Ordinance or the imposition of a condition related thereto, where the petitioner alleges that unreasonable hardships will result from strict compliance with such standard or condition. For plats administratively approved, the applicant may appeal the decision of the petition for hardship waiver to the City Council within 10 days of the Planning Director's decision. Such appeals must be filed with the Planning Director.
- b. *Procedures.* A petition for a hardship waiver shall be submitted in writing to the Planning Director by the petitioner at the time the subdivision application is filed for the consideration by the Planning and Zoning Commission. The petition shall state fully the grounds for the application, and all of the facts relied upon by the petitioner. The City staff shall prepare a report evaluating the request for waiver, and shall make its recommendation to the Planning and Zoning Commission. The Planning and Zoning Commission shall make its recommendation and the City Council shall act on the petition for a waiver in conjunction with the action taken by each on the subdivision application.
- c. *Criteria for Approval.* The City Council, following recommendation by the Planning and Zoning Commission, may waive the standard or condition only upon finding that:
 1. Granting the waiver will not be detrimental to the public safety, health or welfare, and will not be injurious to other property;
 2. The conditions upon which the request for a waiver is based are unique to the property for which the waiver is sought, and are not applicable generally to other property;
 3. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the standard is strictly applied;
 4. The waiver is not contrary to the intent and purpose of these subdivision regulations.
- d. *Conditions.* In approving a waiver, the City Council may require such conditions as will, in its judgment, secure substantially the purposes described in Section 1.2.

Section 1.12: - Petition for Relief Waiver.

- a. *Petition for Relief.* The applicant for a subdivision application, or the owner of the property subject thereto, may petition the City Council for relief from the application of any provision of this Subdivision Ordinance that requires dedication of an interest in land for rights-of-way or construction of capital improvements in order to provide adequate water, wastewater, roadway or drainage facilities to serve the proposed subdivision, or the imposition of a condition related thereto. The petition must allege that application of the provision or the imposition of conditions relating to the provision and requiring such

dedication of land or construction of capital improvements is not roughly proportional to the nature and extent of the impacts created by the proposed development on the City's water, wastewater, roadway or drainage facilities system, as the case may be, or does not reasonably benefit the proposed development. The petition may also allege that the application of the provision or the imposition of conditions relating to the provision deprives the applicant or the property owner of the economically viable use of the land, or of a vested property right. For plats administratively approved, the applicant may appeal the decision of the petition for relief waiver to the City Council within 10 days of the Planning Director's decision. Such appeals must be filed with the Planning Director.

- b. *Procedures.* A petition for a relief waiver shall be submitted in writing to the Planning Director by the petitioner at the time the subdivision application is filed for consideration by the Planning and Zoning Commission. The petition shall state fully the grounds for the application, and all of the facts relied upon by the petitioner. The City staff shall prepare a report evaluating the request for waiver and shall make its recommendation to the Planning and Zoning Commission. The Planning and Zoning Commission shall make its recommendation to the City Council and the City Council shall finally act on the petition for a waiver in conjunction with the action taken by each body on the subdivision application.
- c. *Study Required.* The applicant or property owner shall provide a study in support of the petition for relief that includes the following information:
 1. Total capacity of the City's water, wastewater, roadway or drainage facilities system to be utilized by the proposed development, employing standard measures of capacity and equivalency tables relating the type of development proposed to the quantity of system capacity to be consumed by the development. If the subdivision application is part of a phased development project, such information shall also be provided for the entire development proposed, including any phase already developed.
 2. Total capacity to be supplied to the City's water, wastewater, roadway or drainage facilities system by the proposed dedication of an interest in land for rights-of-way or construction of capital improvements. If the subdivision application is part of a phased development project, the information shall include any capacity supplied by prior dedications or construction of capital improvements.
 3. The study supplied by the petitioner shall be evaluated by City staff, who shall make its recommendation to the Planning and Zoning Commission and the City Council based upon the information contained in the study and any additional information related to the petition produced by the staff. In evaluating the petition, the staff shall take into account the maximum amount of any impact fees to be assessed against the development, as well as any traffic impact, drainage or other adequate facilities studies evaluating the impacts of the development or similar developments on the City's water, wastewater, roadway or drainage facilities systems.
- d. *Action on Petition.* The City Council shall consider the petition and determine whether the application of the provision requiring dedication of an interest in land for rights-of-way or construction of capital improvements in order to provide adequate water,

wastewater, roadway or drainage facilities to serve the proposed subdivision, or the imposition of a condition related thereto, is roughly proportional to the nature and extent of the impacts created by the proposed development on such public facilities systems, and reasonably benefits the development. In making such determination, the City Council shall consider the evidence submitted by the applicant or property owner and the staff's recommendation. If the petition also alleges that the proposed dedication or construction requirements constitute a deprivation of the economically viable use of the land or of a vested property right, the Council shall also resolve such issues. Following such determinations, the Council may take any of the following actions:

1. Deny the petition for relief, and impose the requirement or condition; or
2. Deny the petition for relief, upon finding that the proposed dedication or construction requirements are inadequate to offset the impacts of the development upon community water, wastewater, roadway or drainage facilities, and either deny the subdivision application or require that additional dedications of rights-of-way for, or improvements to such, facilities systems be made as a condition of approval of the application; or
3. Grant the petition for relief, and waive in whole or in part any dedication or construction requirement that is not roughly proportional; or
4. Grant the petition for relief, and direct that the City participate in the costs of acquiring rights-of-way for or constructing such facility pursuant to standard City participation policies.

Section 1.13 – Statutory 30-Day Time Frame

- a. Any plat, which is accompanied by either a petition for hardship waiver and/or a petition for relief waiver that is not considered within the statutory 30-day time frame shall be approved as per Chapter 212 of the Texas Local Government Code as amended. In such cases, only the plat will be approved and not the petition for hardship waiver and/or the petition for relief waiver. Upon approval of the plat, the applicant may make a separate application to the City Council for consideration of the petitions for hardship waiver and/or the petition for relief waiver.

Section 1.14: - Enforcement; Violations; Penalties.

- a. *Violations and Penalties.* Any person who violates any of these regulations for lands within the corporate boundaries or extraterritorial jurisdiction of the City shall be subject to a fine of not more than two thousand dollars (\$2,000.00) per day, with each day constituting a separate violation, pursuant to the Texas Local Government Code, Chapter 54, as amended.
- b. *Civil Enforcement.* Appropriate civil actions and proceedings may be maintained in law or in equity to prevent unlawful construction, to recover damages, to impose additional penalties, to restrain, correct or abate a violation of these regulations, whether such violation occurs with respect to lands within the corporate boundaries of the City or within the City's extraterritorial jurisdiction. These remedies shall be in addition to the penalties described above.

Section 1.15: - Payment of All Indebtedness Attributable to a Specific Property.

No person who owes delinquent taxes, delinquent paving assessments, or any other delinquent debts or obligations to the City of Waxahachie, and which are directly attributable to a piece of property, shall be allowed to record an approved plat or replat until the taxes, assessments, debts and/or obligations directly attributable to said property and owed by the owner or previous owner thereof shall have been first fully discharged by payment, or until an arrangement satisfactory to the City Manager (or designee) has been made for the payment of such debts or obligations. It shall be the applicant's responsibility to provide evidence or proof that all taxes, assessments, debts and/or obligations have been paid.

Section 1.16: - Right to Deny Hearing and/or Plat.

The City shall have the right to deny a hearing and/or deny any land study or plat if the person or applicant proposing a subdivision of land does not submit the information required to be shown on a land study/plat and the required application fees as prescribed by this and other ordinances.

Section 1.17: - Misrepresentation of Facts Unlawful.

- a. *Misrepresentation of Facts.* It shall be unlawful for any person to knowingly or willfully misrepresent, or fail to include, any information required by this Ordinance on any application for annexation, zoning, development or subdivision of property. Misrepresentation, or deliberate omission, of facts pertaining to the land study or plat shall constitute grounds for denial of the land study/plat.
- b. *Penalties and Exceptions.* If any applicant for such hearing, or any owner of property subject to such hearing, shall allow such hearing before the Planning and Zoning Commission and/or the City Council to be heard in violation of any of the provisions of the Ordinance, such person shall be deemed guilty of a misdemeanor and upon conviction thereof shall be subject to a penalty as per Section 1.12.

Section 1.18: - Definitions.

For the purpose of this Ordinance, the following terms, phrases, words and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense shall include the future tense; words in the plural number shall include the singular number (and vice versa); and words in the masculine gender shall include the feminine gender (and vice versa). Definitions not expressly prescribed herein are to be determined in accordance with customary usage in municipal planning and engineering practices. The word "shall" is always mandatory, while the word "may" is merely directory.

- a. *Addition.* A lot, tract or parcel of land lying within the corporate boundaries of the City and/or its extraterritorial jurisdiction which is intended for the purpose of development.
- b. *Administrative Officers.* Any office referred to in this Ordinance by title (i.e., City Manager, City Attorney, City Secretary, Chief Building Official, Public Works and Engineering Director, Planning Director, Director of Utilities, etc.), shall be the person so retained in this position by the City, or his duly authorized representative (i.e., designee). This definition shall also include engineering, planning, legal and/or other consultants retained by the City to supplement or support existing City staff, as deemed appropriate by the City.

- c. *Administrative Plat.* A subdivision resulting in four (4) or fewer lots. Any property to be subdivided using an administrative plat shall already be served by all required City utilities and services. If the development of any lot within the proposed subdivision will require the construction of a new street (or portion thereof) or a public improvement (e.g., water or sewer line, drainage facility, required screening wall, etc.), - it shall not qualify as an administrative plat.
- d. *Alley.* A minor public right-of-way not intended to provide the primary means of access to abutting lots, which is used primarily for vehicular service access to the back or sides of properties otherwise abutting on a street. The length of an alley segment is to be measured from the right-of-way lines (i.e., alley entrance points) of the streets from which the alley is provided access (including any turnouts).
- e. *Amended Plat.* A revised plat correcting errors, adding easements, or making minor changes to the original recorded plat . Also termed "amending plat".
- f. *Amenity.* An improvement to be dedicated to the public or to the common ownership of the lot owners of the subdivision and providing an aesthetic, recreational or other benefit, other than those prescribed by this Ordinance.
- g. *As Built Drawing.* Drawings submitted upon completion of a project reflecting all changes made during the construction process, and show the exact dimensions, geometry, and location of all elements of the work completed.
- h. *Base Flood.* The flood having a one percent chance of being equaled or exceeded in any given year.
- i. *Block Length.* For a residential subdivision, that distance measured along the centerline of the street from the intersection centerpoint of one through street (i.e., not a cul-de-sac or dead-end/looped street) to the intersecting centerpoint of another; or to the midpoint of a cul-de-sac. Also termed "street length".
- j. *Bond.* Any form of a surety bond in an amount and form satisfactory to the City including, but not limited to, maintenance bonds and surety bonds.
- k. *Building Setback Line.* The line within a property defining the minimum horizontal distance between a building or other structure and the adjacent street (or property) line.
- l. *Capital Improvements Program (CIP).* The official proposed schedule of all future public projects listed together with cost estimates and the anticipated means of financing each project, as adopted by City Council.
- m. *City.* The City of Waxahachie, Texas, together with all its governing and operating bodies.
- n. *City Engineer.* The person holding the position of City Engineer. This person may also be the Public Works and Engineering Director, if the City Engineer position is not filled, and the Public Work and Engineering Director is certified as a Professional Engineer licensed in the State of Texas

- o. *City Manager*. The person holding the position of City Manager, as appointed by the City Council and according to the City Charter.
- p. *Commission*. The Planning and Zoning Commission of the City.
- q. *Comprehensive Plan*. The phrase "Comprehensive Plan" shall mean the Comprehensive Plan of the City and adjoining areas as adopted by the City Council and the City Planning and Zoning Commission, including all its revisions. This Plan indicates the general locations recommended for various land uses, transportation routes, public and private buildings, streets, parks, water/wastewater facilities, and other public and private developments and improvements.
- r. *Concept Plan*. A sketch drawing of initial development ideas superimposed upon a topographic map to indicate generally the plan of development, and to serve as a working base for noting and incorporating suggestions of the City Manager (or designee), Planning and Zoning Commission, Public Works and Engineering Director, or others who are consulted prior to the preparation of the plat.
- s. *Construction Plans or Drawings*. The maps or drawings accompanying a plat and showing the specific location and design of public improvements to be installed in the subdivision or addition in accordance with the requirements of the City as a condition of approval of the plat.
- t. *Construction and Design Manual (C & D)*. Those standards and specifications established by the City to ensure proper installation of the improvements required by this Ordinance. The C & D Manual shall be collectively the following documents, and shall be available for review or purchase at the City of Waxahachie during normal business hours:
 1. Standard Specifications for Public Works Construction, Including Standard Drawings, Latest Edition, published by the North Central Texas Council of Governments
 2. City of Waxahachie Design Manual for Thoroughfare Standards.
 3. City of Waxahachie Design Manual for Paving Standards.
 4. City of Waxahachie Design Manual for the Design of Storm Drainage Systems.
 5. City of Waxahachie Design Manual for Water and Sanitary Sewer Lines and Utilities.
- v. *Contiguous*. Lots are contiguous when at least one boundary line of one lot touches a boundary line, or lines, of another lot.
- w. *Council or City Council*. The duly elected governing body of the City of Waxahachie, Texas.
- x. *Cul-De-Sac*. A street having only one outlet to another street, and terminated on the opposite end by a vehicular turnaround ("bulb"). The length of a cul-de-sac is to be measured from the intersection center point of the adjoining through street to the midpoint of the cul-de-sac bulb.
- y. *Dead-End Street*. A street, other than a cul-de-sac, with only one outlet.

- z. *Development Plat.* A plat for a parcel of land that is five (5) acres or larger for which the owner or subdivider claims exemption from Chapter 212, Subchapter "A" of the Texas Local Government Code.
- aa. *Easement.* The word "easement" shall mean an area for restricted use on private property upon which the City and/or a public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs and/or other improvements or growths which in any way endanger or interfere with the construction, maintenance and/or efficiency of its respective systems within said easements. Public utilities shall, at all times, have the right of ingress and egress to and from and upon easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of their respective systems without the necessity at any time of procuring the permission of anyone.
- bb. *Escrow.* A deposit of cash with a bank, title company or other institution established by an applicant to which the City has final approval authority for the withdrawal of funds..
- cc. *Filing Date.* The filing date is the date when the application for a plat or plan is determined to be administratively complete. An application is considered administratively complete upon the occurrence of all of the following: (1) When all necessary forms, supplemental documents, and copies are submitted and accepted by staff; (2) when staff has determined that the application for a plat meet all requirements of applicable City ordinances so that it may be reviewed by the Planning and Zoning Commission, or City Council if applicable; (3) all fees associated with the application have been paid and the issuance of a fee receipt by staff has occurred. To align plat or plan applications with planned Planning and Zoning Commission and/or City Council meetings, the City reserves the right to limit the days or times for which an applicant may submit a plat application.
- dd. *Improvement or Developer Agreement.* A contract entered into by the developer and the City, by which the developer promises to complete the required public improvements within the subdivision or addition within a specified time period following plat approval.
- ee. *Land Planner.* Persons, including surveyors or engineers, who possess and can demonstrate a valid proficiency in the planning of residential, commercial, industrial and other related developments, such proficiency often having been acquired by education in the field of landscape architecture or other specialized planning curriculum, and/or by actual experience and practice in the field of land planning, and may be a member of the American Institute of Certified Planners (AICP).
- ff. *Land Study.* Any study required of a project which requires additional analysis and input which would include a Traffic Impact Analysis, Flood Study, or other related study required for the development of land.gg. *Lot (also Lot of Record).* A divided or undivided tract or parcel of land having frontage on a public street, and which is, or which may in the future be, offered for sale, conveyance, transfer or improvement; which is designated as a distinct and separate tract; and which is identified by a tract or lot number or symbol in a duly approved subdivision plat which has been properly filed of record.

- hh. **Maintenance Bond.** A bond purchased by a contractor that protects the City once the infrastructure has been accepted from defects and faults in materials, workmanship, and design for a specified period of time.
- ii. ***On-Site Facilities or Improvements.*** "On-site" shall mean those existing or proposed facilities or improvements constructed within the property boundaries of the plat. "On-site" shall also mean those existing or proposed facilities required to be constructed or improved immediately adjacent to the property and which are required to serve the development. These include streets, alleys, water lines, sewer lines, storm drainage facilities, curbs and gutters, and any other construction or reconstruction needed to serve the property.
- jj. ***Off-Site Facilities or Improvements.*** "Off-site" facilities shall mean those facilities or improvements that are required to serve the site but that are not located within the boundaries of the plat. These include oversizing and extension of streets, sewer lines, water lines and storm drainage facilities, as well as the excess capacity of facilities such as water storage tanks and wastewater treatment plants available for new development.
- kk. ***Overlength Street (or Cul-De-Sac or Alley).*** A street segment (or a cul-de-sac or alley segment) which exceeds the maximum length allowed by this Ordinance (see Section 3.1), as measured along the centerline of the street from the intersection centerpoint of one through street (i.e., not a cul-de-sac or dead-end/looped street) to the intersecting centerpoint of another (or to the midpoint of a cul-de-sac or, for an alley segment, to the right-of-way lines (i.e., alley entrance points) of the streets from which the alley is provided access, including turnouts).
- ll. ***Pavement Width.*** The portion of a street that is available for vehicular traffic. Where curbs are used, it is the portion from the face of one curb to the face of the opposite curb.
- mm. ***Perimeter Street.*** Any existing or planned street which abuts the subdivision or addition to be platted.
- nn. ***Person.*** Any individual, association, firm, corporation, governmental agency, or political subdivision.
- oo. ***Planning and Zoning Commission.*** The Planning and Zoning Commission of the City of Waxahachie, Texas. Same as "Commission".
- pp. ***Plat.*** The act of subdividing or combining one or more lots into a legal lot of record, which meet all of the requirements outlined within the City's Subdivision Ordinance, as amended. Types of plats include, but are not limited to: plats, replats, development plats, amending plats, administrative plats, and plat vacations and are individually defined within Section 1.17 Definitions of this Ordinance, as amended. The Plat shall be the one official and authentic map of any given subdivision of land prepared from actual field measurement and staking of all identifiable points by a surveyor or engineer, with the subdivision location referenced to a survey corner, and with all boundaries, corners and curves of the land division sufficiently described so that they can be reproduced without additional references.
- qq. ***Private Street.*** A private vehicular access way that is shared by and that serves two (2) or more lots, which is not

dedicated to the public, and which is not publicly maintained. Subdivisions having private streets may be established only under the terms set forth in Section 3.1 of the Subdivision Ordinance, and pursuant to any other guidelines for private street developments as may be adopted for use by the City (either as part of this Ordinance or as separate guidelines/policies). The term "private street" shall be inclusive of alleys where they are provided.

- rr. *Public Works and Engineering Director.* "Public Works and Engineering Director" is a qualified professional, or firm of registered professional consulting engineers, that has been specifically employed by the City to assist in construction and or engineering-related matters.
- ss. *Replatting (or To Replat).* The resubdivision of any part or all of a block or blocks of a previously platted subdivision, addition, lot or tract.
- tt. *Right-of-Way.* A parcel of land occupied, or intended to be occupied, by a street or alley. This is the determined to be necessary for the installation of a roadway. Right-of-Way have various widths which are determined by the necessary road section required to serve a development. Where appropriate, "right-of-way" may include other facilities and utilities such as sidewalks; railroad crossings; electrical, communication, oil and/or gas facilities; water or sanitary/storm sewer facilities; or for any other special use. The use of right-of-way shall also include parkways and medians outside of the paved portion of the street. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a plat is to be separate and distinct from the lots or parcels adjoining such right-of-way, and shall not be included within the dimensions or areas of such lots or parcels.
- uu. *Street.* A right-of-way (public or private), however designated, which provides vehicular access to adjacent land. Streets may be of the following categories:
1. Major thoroughfares (arterial streets, primary thoroughfares, etc.) provide vehicular movement from one neighborhood to another, to distant points within the urban area, and/or to freeways or highways leading to other communities.
 2. Collector streets ("feeder" streets, secondary thoroughfares, etc.) provide vehicular circulation within neighborhoods, and from local streets to major thoroughfares.
 3. Local residential streets (minor thoroughfares or streets, etc.) are primarily for providing direct vehicular access to abutting residential property.
 4. Private streets (owned and maintained by a property/homeowners association, and not dedicated to the public).
- vv. *Street Improvements.* For the purpose of this Ordinance "street improvements" mean any street or thoroughfare, together with all appurtenances required by City regulations to be provided with such street or thoroughfare, and including but not limited to sidewalks, drainage facilities to be situated in the right-of-way for such street or thoroughfare, traffic control devices, street lights and street signs, for which facilities the City will ultimately assume the responsibility for maintenance and operation.
- ww. *Street Right-of-Way.* The width of the right-of-way for any roadway is the shortest distance between the lines which delineate the rights-of-way of the street.

- xx. *Subdivider*. Any person, or any agent thereof, dividing or proposing to divide land so as to constitute a subdivision as that term is defined herein. In any event, the term "subdivider" shall be restricted to include only the owner, equitable owner, or authorized agent of such owner or equitable owner, such as a developer, of land sought to be subdivided.
- yy. *Subdivision (also Addition)*. A division, redivision, or combination of any tract of land situated within the corporate limits, or within the extraterritorial jurisdiction of such limits, for the purpose of transfer of ownership; layout of any subdivision of any tract of land or addition; or for the layout of building lots or streets, alleys or other components for public use or for the use of purchasers or owners of lots fronting thereon or adjacent thereto.
- zz. *Substandard Street*. An existing street or road that does not meet the minimum specifications in the Standard Street Specifications, and which is not constructed to the ultimate configuration for the type of roadway it is designated for on the City's Thoroughfare Plan. A standard street is a street or road that meets or exceeds said standard specifications and its designation on the City's Thoroughfare Plan.
- Aa1. *Surety Bond*. A three-party agreement binding the bond holder, the City, and a surety company that sells the bond. If the principal fails to perform the underwritten duties and requirements, the bond will cover the resulting damages or losses.
- Aa2. *Surveyor*. A licensed land surveyor or a registered public surveyor, as authorized by State statutes to practice the profession of surveying.
- Aa3. *Temporary Improvements*. Improvements built and maintained by the property owner or subdivider that are needed to remedy a circumstance that is temporary in nature (e.g., a temporary drainage easement or erosion control device), and that will be removed upon completion of the subdivision or shortly thereafter (i.e., is not intended to be permanent).
- Aa4. *Vacating Plat*. A plat that returns platted property to the condition of the property prior to the filing of the latest recorded plat.

II. - PROCEDURES

Section 2.1: - Pre-Application Procedures.

- a. *Complete Application Determination*. Every application for approval of a Plat, Replat, or other form of plat shall be subject to a determination of completeness by the Planning Director. No application shall be accepted for processing unless it is accompanied by all documents required by and prepared in accordance with the requirements of these Subdivision Regulations. The director from time to time may identify additional requirements for a complete application that are not contained within but are consistent with the application contents and standards set forth in the Subdivision Regulations. The director also may promulgate a fee for review of the application for completeness. The statutory 30-day time frame for plat approvals, as established by Chapter 212 of the Texas Local Government Code as amended, shall not begin until the application has been determined to be complete by City staff.

- b. *Incompleteness as Grounds for Revocation of Acceptance.* The processing of an application by any City official or employee prior to the time the application is determined to be complete shall not be binding on the City as the official acceptance of the application for filing, and the incompleteness of the application shall be grounds for revocation of the application. A determination of completeness shall not constitute a determination of compliance with the substantive requirements of these Subdivision Regulations.
- c. *Pre-application Conference.* A property owner may request a pre-application conference with the director for purposes of identifying requirements that are applicable to a proposed plat. The request shall be made in writing on a form prepared by the director and shall state that any proposed development concept discussed at the pre-application conference is not intended as a plan of development or application for plat approval.
- d. *Time for Making Determination.* Following submission of a plan of development or plat application, the Planning Director shall make a determination in writing whether the plan or application constitutes a complete application for a Plat, Replat, or other form of plat.. The determination shall specify the documents or other information needed to complete the application and shall state the date the application will expire if the documents or other information is not provided.
- e.
- e. *Time for Completing Application.* If an application is not completed on or before the 45th day after the application is submitted to the Planning Director for processing the application in accordance with his or her written notification, the application will be deemed to have expired and it will be returned to the applicant together with any accompanying documents. Thereafter, a new application for approval of the Plat must be submitted. The City may retain any fee paid for reviewing the application for completeness.
- f. *Sequence of Applications.* Notwithstanding any other provision of this Subdivision Ordinance to the contrary, an application for a Plat, Replat, or other form of plat shall not be considered complete unless accompanied by a copy of the zoning ordinance or other certification verifying that the proposed use, lots sizes and lot dimensions for which the application is submitted is authorized by the zoning district in which the property is located.
- g. *Vested Rights.* No vested rights accrue solely from the filing of an application that has expired pursuant to this section, or from the filing of a complete application that is subsequently denied, or from the submission of an incomplete application.

Section 2.2: - General Requirements and Procedures.

- a. *Zoning Requirements.*

A property within the City's corporate limits that is being proposed for platting must be properly zoned by the City prior to the approval of any plat. A zoning application may be considered on the same date as a companion plat application at a Planning and Zoning Commission and/or City Council meeting if applicable. However, the zoning application must be considered first, and if the zoning request is denied, the plat cannot be considered if it does not have the proper zoning required for its approval. In addition, the proposed development layout or subdivision design shown on the proposed plat must be in conformance with all standards and requirements prescribed in the City's Zoning Ordinance.

Noncompliance with the requirements of the zoning district in which the subject property is located, or lack of the proper zoning, shall constitute grounds for denial of the plat. In situations where the zoning on a particular piece of property cannot be ascertained by the City, the burden of proof regarding the property's zoning shall rest with the property owner. Proof of proper zoning shall consist of appropriate documentation, such as a copy of the ordinance establishing the zoning, which shall be reviewed by City officials as to its validity and authenticity.

Any plat submitted for approval by the City shall be in accordance with the City's Zoning Ordinance, if the property is located within the City's corporate limits, and if the property is located within the City's corporate limits or extraterritorial jurisdiction, it shall be in accordance with the City's Comprehensive Plan, including all adopted water, sewer, storm drainage, future land use, park, recreation, open space and thoroughfare plans. All plats shall be prepared by a licensed civil engineer or a registered professional land surveyor.

- b. *Submission Requirements For All Types of Plat Applications.* In addition to the requirements outlined herein for each type of development application, the City shall maintain separate policies and procedures for the submission and processing of applications including, but not limited to, application forms, checklists, language blocks for plats, and other similar items. The forms and paperwork are available at the office of the Planning Director . These policies and procedures may be amended from time to time, and it is the applicant's responsibility to be familiar with, and to comply with, the policies and procedures.
- c. *Filing Date and Completeness of Application For All Types of Plats; Consideration Deadlines.*
 1. Plat applications which do not include all required information and materials, as outlined below and per other City development review policies which may change from time to time, will be considered incomplete, shall not be accepted for official submission by the City, and shall not be scheduled on a Commission agenda until the proper information is provided to City officials.
 2. The statutory 30-day time frame for plat approvals, established by Chapter 212 of the Texas Local Government Code, shall commence on the Filing Date.
 3. Pursuant to Section 212.009(b-2) of the Texas Local Government Code, as amended, upon application in writing by the applicant, the Planning and Zoning Commission or, if applicable, the City Council may extend the statutory 30-day time frame for plat approvals for a period not to exceed 30 additional days.
- d. *Action by Planning and Zoning Commission and/or, if applicable, City Council.*.. The Planning and Zoning Commission shall:
 1. Review the Plat Application, the findings of the Planning Director and any other information available. From all such information, the Planning and Zoning Commission shall determine whether the plat conforms to these Subdivision Regulations.

2. Act within thirty (30) calendar days following the Filing Date, unless the Applicant has submitted a Waiver of Right to 30 Day Action, as outlined in 3.03B and Section 212.009(b-2) of the Texas Local Government Code, as amended. If a timely decision is not rendered by the Planning and Zoning Commission, the plat, as submitted, shall be deemed approved by the Planning and Zoning Commission and/or the City Council. For any plat which the Planning and Zoning Commission is the municipal authority for approving plats, if a quorum of the Commission is not available the City Council will automatically become the municipal authority responsible for approving such plats.

3. Take one of the following actions:

- a. Approve the Plat;
- b. Approve the Plat with conditions; or
- c. Disapprove the Plat

4. In the event the Planning and Zoning Commission conditionally approves or disapproves a plat, the Planning and Zoning Commission shall provide the applicant a written statement of the conditions for the conditional approval or reasons for disapproval, in accordance with Section 212.0091 of the Texas Local Government Code, as amended. After the conditional approval or disapproval of a plat, the applicant may submit to the Commission a written response that satisfies each condition for the conditional approval or remedies each reason provided for the disapproval, in accordance with Section 212.0093 of the Texas Local Government Code, as amended. In the event the Planning and Zoning Commission receives such a response from the applicant, the Planning and Zoning Commission shall determine whether to approve or disapprove the applicant's previously conditionally approved or disapproved plat not later than the 15th day after the date the response was submitted, in accordance with Section 212.0095 of the Texas Local Government Code, as amended. Any comments indicated in staff reports associated with plat applications identifying or reiterating the requirements of a plat, as required within this ordinance, will not be considered as a condition, but rather as a requirement for platting. Such comments will not be deemed to trigger a conditional approval and are not subject to a written response from an applicant. Such comments include, but are not limited to, the following: (1) the requirement to install all necessary and required public infrastructure, or put funds in escrow, or obtain a surety bond in the amount equivalent to the required infrastructure improvements before the recording of a plat; (2) commissioning a traffic impact analysis as required by this ordinance and installing or meeting any and all requirements of such an analysis before the recording of a plat; and (3) commissioning a drainage analysis as required by this ordinance and installing or meeting any and all requirements of such an analysis before the recording of a plat.

e. *Proof of Land Ownership.* The City requires proof of land ownership prior to approval of any development application involving real property. Along with the application

submission, the applicant shall provide written verification, such as a notarized statement or a power of attorney or other evidence satisfactory to the Planning Director, that he or she is the owner of record of the subject land parcel or parcels, or is the property owner's authorized agent. The Planning Director shall have the authority to determine what document(s) the City will require to prove ownership, such as one of the following:

1. General warranty deed;
2. Special warranty deed;
3. Title policy; or
4. Some other documentation that is acceptable to the Planning Director.

If ownership cannot be conclusively established prior to the meeting date on which the development application will be heard, the City shall have the authority to deny the application on the basis of protecting the public interest. The applicant may resubmit a new development application, including the submission fees, for the property at any time following such denial.

f. Planning and Zoning Commission Authority Regarding Fee Waivers or Reductions. The Planning and Zoning Commission shall have no authority to provide fee waivers, or reductions in fees, as part of the plat approval process. An applicant for plat approval who desires a fee waiver, or reduction in fees, as part of the plat approval process must, after obtaining plat approval by the Planning and Zoning Commission, request such fee waiver, or reduction in fees, from the City Council via a separate application. Request for fee waivers may only be requested after a plat has been approved or approved with conditions.

Section 2.3: - Procedures and Submission Requirements for Plat Approval.

- a. The plat application shall contain information demonstrating that all standards of approval have been met including, but not necessarily limited to, the following:
 1. The plat substantially conforms with the City's Zoning Ordinance (including the proper zoning for the intended use) and its Comprehensive Plan, including all other adopted plans including, but not limited to, the Water and Wastewater Master Plans, Future Land Use Plan, Park and Open Space Plan, and Thoroughfare Plan, as applicable.
 2. Any application to plat a previously unplatted parcel must also include a title search to identify any easements on the property recorded through a separate instrument, so they may be incorporated into the initial plat.
 3. The layouts for required public improvements and City utilities are in conformance with City codes and policies.
 4. The plat conforms to applicable zoning, subdivision, and other development regulations.

4. Notwithstanding any other provision of this Subdivision Ordinance, no plat containing more than fifty (50) acres of contiguous land or land in unified ownership may be approved or conditionally approved, where the proposed development requires the extension of offsite city water or wastewater mains, which facilities have not been included in a capital improvements plan and funded, or for which funding has been provided in an approved development agreement, at the time a complete application for a plat is filed. This requirement shall not be circumvented by filing of separate or sequential applications for plats.
-
- b. The plat, prior to filing with Ellis County, shall reflect/incorporate all applicable conditions, changes, directions and additions imposed by the Planning and Zoning Commission and, if applicable, the City Council. The plat shall not be certified and signed for filing with the County by the City until all utilities, infrastructure, and other required improvements have been constructed according to the engineering/construction plans, as approved by the Public Works and Engineering Director, unless provisions are made for the completion of the improvements in accordance with Section 6. At the time the developer files a plat application with the Planning Director, he shall also file a certificate showing that all taxes have been paid on the property to be subdivided, and that no delinquent taxes exist against the property in accordance with Section 1.14.
 - c. The required number of copies of the proposed plat shall be submitted with the plat application. Plats which do not include the required data, number of copies and information will be considered incomplete, shall not be accepted for submission by the City, and shall not be scheduled on a Planning and Zoning Commission agenda until the proper information is provided to City staff. Additional copies of the plat may be required if revisions or corrections are necessary. A plat, if not preceded by a land study showing phasing of the development, shall include all contiguous property under the ownership or control of the applicant. It may contain more than one phase which, if so, shall be clearly identified. The Planning Director shall check the plat to ascertain its compliance with these regulations and shall report to the applicant. If revisions are necessary, the applicant, developer or his engineer shall submit additional corrected copies of the properly completed plat to the Planning Director. While not required, the applicant may submit a written request for a 30-day extension of the review period (thereby extending the State-mandated 30-day review time for plats). If the written request for a 30-day extension is not submitted, then the plat may be recommended for denial. Failure to submit corrected copies back to the City in time shall be reason to determine the submittal as incomplete and as reason to not schedule the plat on the Planning and Zoning Commission's and/or City Council's agenda. The plat application will thereupon be returned to the applicant with the reasons stated as to why the plat is incomplete.
 - d. Following review of the plat and other materials submitted in conformity to these regulations and following discussions with the subdivider on changes deemed advisable and the kind and extent of improvements to be installed, the Planning and Zoning Commission and/or City Council shall act upon the plat as it was submitted, or modified, and shall either (1) approve

the plat; (2) approve the plat with conditions; or (3) disapprove the plat. In the event the Planning and Zoning Commission and/or City Council conditionally approves or disapproves a plat, the Planning and Zoning Commission or City Council shall provide the applicant a written statement of the conditions for the conditional approval or reasons for disapproval, in accordance with Section 212.0091 of the Texas Local Government Code, as amended. After the conditional approval or disapproval plat, the applicant may submit to the Planning and Zoning Commission or City Council a written response that satisfies each condition for the conditional approval or remedies each reason provided for the disapproval, in accordance with Section 212.0093 of the Texas Local Government Code, as amended. In the event the Planning and Zoning or City Council receives such a response from the applicant, the Planning and Zoning Commission or City Council shall determine whether to approve or disapprove the applicant's previously conditionally approved or disapproved plat not later than the 15th day after the date the response was submitted, in accordance with Section 212.0095 of the Texas Local Government Code, as amended.,

e. The Planning and Zoning Commission and, if applicable, the City Council, shall only approve the actual plat drawing (i.e. the sheet(s) showing the actual plat for the subdivision, which will eventually be approved by the City and then filed at the County, and the screening wall/landscaping plan(s) (as a separate agenda item) if the project/subdivision includes any required screening device (e.g. along major roadways or as required for screening/buffering the property from roads and/or adjacent properties). The construction (i.e. engineering) plans for the subdivision shall be submitted within one hundred twenty (120) calendar days following the approval of the plat and shall be reviewed and approved by the Public Works and Engineering Director and/or other City staff, as deemed appropriate. If the required construction plans are not submitted within one year following approval of the plat, the plat shall be deemed withdrawn by the applicant and shall no longer be considered an approved plat.

f. A certificate of approval of the Planning and Zoning Commission, attested by the Chairperson of the Planning and Zoning Commission, and the City Secretary, as provided herein, shall be attached on the plat when such plat has been approved. The developer and/or applicant shall return copies of the plat, as approved, with any other required documents and necessary fees attached thereto to the Planning Director within thirty (30) days, in accordance with requirements established by the City. All easements shall be included as required by utility companies and/or the City of Waxahachie prior to filing, and a copy of letters from each applicable utility company shall be submitted to the Planning Director stating that the plat contains the proper easements. Blackline copies as required by the County Clerk of Ellis County, in addition to a computer disk containing the digital plat file(s) and DWG file (s) required by the City, shall be returned to the Planning Department with the required fees. If the required copies and materials are not returned to the City within the specified time, the City approval of the plat shall be null and void unless an extension is granted by the City Council. The City Secretary shall file the plat within thirty (30) working days at the office of the County Clerk of Ellis County after City staff has certified that all plat conditions have been satisfied.

g. On those platting matters that go before City Council, the City Council may affirm, modify, or reverse (i.e. override) the decisions of the Planning and Zoning Commission, or it

may, where appropriate, remand the plat back to the Commission for further proceedings consistent with the City Council's direction.

- h.. The plat shall be prepared by a registered professional land surveyor (RPLS).
- i.. When all of the improvements are found to be installed in accordance with the approved plans and specifications, and after the improvements have been completed, and upon receipt by the City of Waxahachie of a maintenance bond or certificate of deposit in accordance with Section 6 of this Ordinance from each contractor, three (3) sets of "As Built" (or "Record Drawing") plans and one set of "As-Built" or "Record Drawing" mylars, and one digital copy of "As-Built" or "Record Drawings" shall be submitted with a letter stating the contractor's compliance with these regulations. After such letter is received, the Public Works and Engineering Director shall receive and accept for the City of Waxahachie the title, use and maintenance of the improvements according to Section 6.7. The plat shall not be certified and signed by approval and filing with the County prior to receipt of the above letter and other items, nor prior to acceptance of the improvements by the City.

Section 2.4: - Plats (Information and Format Requirements).

- a. It shall be the applicant's responsibility to be familiar with, and to comply with, all County filing requirements. Where more than one sheet is required to encompass the subdivision, an index sheet shall be included showing the entire subdivision together with the complete dedication, attests, dates, titles and seals, on one sheet. Each individual sheet of the plat shall bear the signature and seal of the surveyor and/or engineer who prepared the plat.
- b. No construction work shall begin on the proposed improvements in the proposed subdivision prior to approval of the engineering/construction plans by the City Engineer and/or Public Works and Engineering Director. The applicant shall also provide copies of letters from applicable local utility companies stating that each utility company has reviewed the plat and stating any requirements (including easements) they may have. No excavation, including grading and clearing of vegetation, shall occur prior to approval of the plat and the construction (i.e. engineering) plans unless an early grading release letter is issued. To obtain an early grading release letter, the applicant must provide an erosion control plan and, for lots greater than 1 acre in size, a storm water pollution prevention plan. Approval of an early grading release letter is discretionary and such approval, if given, is not to be considered an indication that construction plans will be approved.
- c. The required copies or prints (as determined by the City) of the proposed plat and construction (i.e. engineering) plans shall show the following:
 - 1. A vicinity or location map that delineates the location of the proposed plat in the City;
 - 2. Boundary lines, abstract lines, corporate boundaries, existing or proposed highways and streets, bearings and distances sufficient to locate the exact area proposed for the subdivision;

3. The name, location and recording information of all adjoining subdivisions (or property owners of unplatted property) shall be drawn to the same scale and shown in dotted lines adjacent to the tract proposed for subdivision in sufficient detail to show accurately the existing streets, alleys and other features that may influence the layout of development of the proposed subdivision; adjacent unplatted land shall show property lines, the names of owners of record, and the recording information;
4. The location and width of all streets, alleys and easements, existing or proposed, within the subdivision limits and adjacent to the subdivision; a list of proposed street names shall be submitted for all new streets (street name approval is required at the time the plat is approved);
5. The location of all existing property lines, existing lot and block numbers and date recorded, buildings, existing sewer or water mains, gas mains, or other underground structures, easements of record or other existing features within the area proposed for subdivision.
6. Proposed arrangement and square footage of lots (including lot and block numbers) and proposed use of same;
7. The title under which the proposed subdivision is to be recorded, the name and address of the owner with the name of the planner, engineer, or registered public surveyor preparing the drawing; the subdivision name shall not be duplicated, but phasing identification is allowed (the City shall determine if the proposed subdivision identification will be in conflict with existing plats);
8. Sites, if any to be reserved for parks, schools, playgrounds or other public uses;
9. Scale, date, north arrow oriented to the top or left side of the sheet, and other pertinent data;
10. Contours with intervals of two (2) feet or less shown for the area (unless, due to some unique aspect of the subject property, the Director of Public Works and Engineering requires not require a two-foot contour interval) with all elevations on the contour map referenced to sea level datum;
11. Areas contributing drainage to the proposed subdivision shall be shown in the construction (i.e. engineering) plan; locations proposed for drainage discharge from the site shall be shown by directional arrows;
12. All physical features of the property to be subdivided shall be shown in the construction (i.e. engineering) plans, including the location and size of all water courses, 100-year flood plain according to Federal Emergency Management Agency (FEMA) information, Corps of Engineers flowage easement requirements, ravines, bridges, culverts, existing structures, drainage area in acres or area draining into subdivisions, the outline of major wooded areas

- or the location of major or important individual trees, and other features pertinent to subdivision;
13. Engineering construction plans of water and sewer lines and other infrastructure (including sizes) to be constructed in the subdivision; the proposed connections to distribution mains shall be indicated; the name and contact number of the current CCN water and/or sewer purveyor;
 14. Where a subdivision is proposed to occur in phases, the subdivider, in conjunction with submission of the plat, shall provide a schedule of development; the dedication of rights-of-way for streets and street improvements, whether on-site or off-site, intended to serve each proposed phase of the subdivision, the name and contact number of the current CCN water and/or sewer purveyor; City staff shall determine whether the proposed streets and street improvements are adequate pursuant to standards herein established, and may require that a traffic impact analysis be submitted for the entire project or for such phases as the Council determines to be necessary to adjudge whether the subdivision will be served by adequate streets and thoroughfares;
 15. All plats shall be submitted in legible format on a good grade black line paper;
 16. Proposed or existing zoning of the subject property and all adjacent properties;
 17. The exterior boundary of the subdivision shall be indicated by a distinct bold solid line, and corner markers by individual symbols with the appropriate identification of each.
 18. The length and bearing of all straight lines, radii, arc lengths, tangent length and central angles of all curves shall be indicated along the lines of each lot in addition to lot and block numbers. The curve data pertaining to block or lot boundary may be placed in a curve table.
 19. The names of all adjoining subdivisions, the dimensions of all abutting lots, lot and block numbers and accurate reference ties to courses and distances of at least one recognized abstract line or existing subdivision corner shall be shown. A location map drawn to scale shall also be shown. A listing of the lots and their correlating lot areas in square feet shall be provided.
 20. The names and accurate location and right-of-way widths of all adjacent streets.
 21. The location and dimension of any utility easement adjoining or abutting the subdivision or proposed within the subdivision shall be shown. It shall be the applicant's responsibility to coordinate with appropriate utility companies for placement of utility easements.
 22. The description and location of all survey monuments, with corresponding GPS coordinates, placed in the addition or subdivision shall be shown (see Section 5.1 for specifications).
 23. The plat shall show a title block in the lower right corner of the page, the words " Plat," the names of the addition or subdivision, the name of the owner and engineer or surveyor, the sale and location of the subdivision, north point and reference to original land grant or survey and abstract number. The Plat shall provide a place for the County Clerk of Ellis

County to stamp the number of the cabinet, drawer or area where the plat will be filed, and a place for the date in the lower left-hand corner at least two (2) inches by two (2) inches in size.

24. Finished floor elevations of building foundations shall be shown for lots adjacent to a flood plain, floodway and/or an area that may be susceptible to flooding.
25. Certificates shall be on the record subdivision plat and shall contain a minimum of the following information:
 - i. A statement that the subdivided area is legally owned by the applicant.
 - ii. An accurate legal description by the line deflection, necessary curve data, and line distance of all lines bounding the property with descriptions correlated to a permanent survey monument.
 - iii. A statement signed by the owner and acknowledged before a Notary Public as to the authenticity of the signatures, saying that the owner adopts the plat as shown, described and named, and that they do dedicate to the public use forever the streets, alleys, and all other rights of way shown on the plat. The owner further reserves any easement areas shown for mutual use of all public utilities desiring to use the same. Any public utility shall have the right to remove and keep removed all or any part of any vegetative growth for construction or maintenance, or efficiency of its respective system in these easements and all or any part of, any growth or construction which in any way hinders or interferes with the right of ingress and egress to these easements for any necessary use without asking anyone's permission.
 - iv. The registered public surveyor's certificate, with a place for signatures.
 - v. A place for plat approval signature of the Planning and Zoning Commission Chairperson (which shall indicate that all plat conditions have been fulfilled), a place for the City Secretary to attest such signature, and the approval date by the Planning and Zoning Commission and, if applicable, a place for plat approval signature of the Mayor and the approval date of the City Council.
 - vi. Following are examples of the information required on the Plat which meet the above requirements:

(a) *Owner's Certificate (required):*

STATE OF TEXAS	§
COUNTY OF ELLIS	§

WHEREAS, John Doe and Jane Doe are the Owners of a tract of land situated in the WXYZ Survey, Abstract No. 000, Ellis County, Texas and being out of a 000.00 acre tract conveyed to them by Joe Smith and Tom Smith, and a 000.00 acre tract conveyed to them by John Smith and being more particularly described as follows:

(Enter accurate metes and bounds property description here)

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That _____ acting herein by and through its duly authorized officers, does hereby adopt this plat designating the herein above described property as _____, an addition to the City of Waxahachie, Texas, and does hereby dedicate, in fee simple, to the public use forever, the streets and alleys shown thereon. The streets and alleys are dedicated for street purposes. The Easements and public use areas, as shown, are dedicated, for the public use forever, for the purposes indicated on this plat. No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the Easements as shown, except that landscape improvements may be placed in Landscape Easements, if approved by the City of Waxahachie. In addition, Utility Easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to particular utilities, said use by public utilities being subordinate to the Public's and City of Waxahachie's use thereof. The City of Waxahachie and public utility entities shall have the right to remove and keep removed all or parts of any buildings, fences, trees, shrubs or other improvements or growths which may in any way endanger or interfere with the construction, maintenance, or efficiency of their respective systems in said Easements. The City of Waxahachie and public utility entities shall at all times have the full right of Ingress and Egress to or from their respective easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, reading meters, and adding to or removing all or parts of their respective systems without the necessity at any time procuring permission from anyone.

This plat approved subject to all platting ordinances, rules, regulations and resolutions of the City of Waxahachie, Texas

WITNESS, my hand, this the _____ day of _____, 20_____.

BY:

Authorized Signature of Owner

Printed Name and Title

STATE OF TEXAS	§
COUNTY OF ELLIS	§

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared _____, Owner, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed.

Given under my hand and seal of office, this _____ day of _____, 2000.

 Notary Public in and for the State of Texas

 My Commission Expires On:

(b) *Surveyor's Certificate (required):*

KNOW ALL MEN BY THESE PRESENTS:

That I, _____, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments shown thereon as set were properly placed under my personal supervision in accordance with the Subdivision Ordinance of the City of Waxahachie.

(seal)

 Registered Professional Land Surveyor

(c) *Approval Block (required):*

APPROVED BY: Planning and Zoning Commission City of Waxahachie

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By:	_____	_____
	Chairperson	Date
	_____	_____
	Attest	Date

IF APPLICABLE, APPROVED BY: City Council

City of Waxahachie

By:	_____	_____
	Mayor	
	_____	_____
	Attest	Date

- _____
- (d) *Visibility, Access and Maintenance Easements (if applicable)*: The area or areas shown on the plat as "VAM" (Visibility, Access and Maintenance) Easement(s) are hereby given and granted to the City, its successors and assigns, as an easement to provide visibility, right of access for maintenance upon and across said VAM Easement. The City shall have the right but not the obligation to maintain any and

all landscaping within the VAM Easement. Should the City exercise this maintenance right, then it shall be permitted to remove and dispose of any and all landscaping improvements, including without limitation, any trees, shrubs, flowers, ground cover and fixtures. The City may withdraw maintenance of the VAM Easement at any time. The ultimate maintenance responsibility for the VAM Easement shall rest with the owners. No building, fence, shrub, tree or other improvements or growths, which in any way may endanger or interfere with the visibility, shall be constructed in, on, over or across the VAM Easement. The City shall also have the right but not the obligation to add any landscape improvements to the VAM Easement, to erect any traffic control devices or signs on the VAM Easement and to remove any obstruction thereon. The City, its successors, assigns, or agents shall have the right and privilege at all times to enter upon the VAM Easement or any part thereof for the purposes and with all rights and privileges set forth herein.

- (e) *Fire Lanes (if applicable)*: That the undersigned does hereby covenant and agree that he (they) shall construct upon the fire lane, as shown hereon, a hard surface and that he (they) shall maintain the same in a state of good repair at all times and keep the same free and clear of any structures, fences, trees, shrubs, or other improvements or obstruction, including but not limited to the parking of motor vehicles, trailers, boats or other impediments to the access of fire apparatus. The maintenance of paving on the fire lane is the responsibility of the owner, and the owner shall post and maintain appropriate signs in conspicuous places along such fire lanes, stating "Fire Lane, No Parking." The police or his duly authorized representative is hereby authorized to cause such fire lanes and utility easements to be maintained free and unobstructed at all times for fire department and emergency use.
- (f) *Access Easements (if applicable)*: The undersigned does covenant and agree that the Access Easement may be utilized by any person or the general public for ingress and egress to other real property, and for the purpose of General Public vehicular and pedestrian use and access, and for Fire Department and emergency use in, along, upon and across said premises, with the right and privilege at all times of the City of Waxahachie, its agents, employees, workmen and representatives having ingress, egress, and regress in, along, upon and across said premises.
- (g) *Engineering/Construction Plans*. After plat application, the developer shall submit the required copies of the complete engineering construction plans of streets, alleys, storm sewers and drainage structures, water and sanitary sewer improvements, and any required screening walls/landscaping for the area covered by the plat. Cost estimates shall also be submitted with the construction plans. Three (3) sets of construction plans marked "Released for Construction" by the Public Works and Engineering Director prior to construction commencement. A drainage plan showing how the drainage of each lot relates to the overall drainage plan for the plat under construction shall be submitted with the construction plans. The drainage plan shall be made available to each builder within the proposed subdivision and all

builders shall comply with the drainage plan. The developer shall have these plans prepared by their own professional engineer's subject to approval of the plans by the City of Waxahachie. The City Manager (or designee) shall review or cause to be reviewed, the plans and specifications and, if approved, shall mark them approved and return one set to the developer. If not approved, one set shall be marked with the objections noted and returned to the applicant or developer for correction. The subdivider shall provide additional sets of corrected engineering plan as specified by the City Manager for use during construction. City review and approval of the engineering construction plans shall not excuse the developer from compliance with these regulations if deficiencies are discovered during construction.

- h. After approval of the plat, construction plans and specifications by the City of Waxahachie, the developer shall cause a contractor to install the facilities in accordance with the approved plans and standard specifications of the City and at the developer's expense (also see Section 6). The developer shall employ engineers, surveyors and other professionals as necessary to design, stake and supervise the construction of such improvements, and shall cause his contractor to construct the said improvements in accordance with these regulations.
- i. Construction plans shall be prepared by or under the supervision of a professional engineer or architect registered in the State of Texas, as required by State law governing such professions and in accordance with this Ordinance and the Construction & Design (C&D) Manual. Construction plan submitted for review by the City shall be dated and shall bear the responsible engineer's registration number, and the designation of "professional engineer" or "P.E.," and the engineer's seal. Construction plans shall be approved by the City Manager (or designee) when such plans meet all of the requirements of this Ordinance and the C&D Manual.
- j. Engineering and construction plans shall be in conformance with the Construction & Design (C&D) Manual and the requirements set forth herein. Engineering construction plans showing paving and design details of streets, alleys, culverts, bridges, storm sewers, water mains, sanitary sewers, perimeter sidewalks, landscape plans (if applicable), and other engineering details of the proposed subdivision at a scale of one inch equals forty (40) or fifty (50) feet horizontally and one inch equals four (4), five (5), or ten (10) feet vertically shall be submitted to the Public Works and Engineering Director along with the plat of the subdivision.
- k. Timing of Public Improvements

1. The City Council may permit or require the deferral of the construction of the public improvements if, in its judgment, deferring the construction would not result in any harm to the public or would offer significant advantage in coordinating the site's development with adjacent properties and off-site public improvements. The deferred construction of any required public improvement(s) must be approved by the City at the time of plat approval, and the necessary assurances for completion of the improvements (in accordance with Section 6) shall be a stipulation (i.e., condition) of approval of the plat. If the City Council does not defer the construction of public improvements, a plat will expire after 2 years from the approval of the plat if all requirements of the plat, including the installation of public infrastructure, have not been met. An applicant may request the City Council to extend this time period prior to the elapse of the initial 2 year period.
 2. If City Council does not require that all public improvements be installed, offered for dedication and/or accepted by the City prior to approval of the plat, it shall require that the applicant provide assurances/security for the completion of the improvements, as provided in Section 6.
1. Remainder Tracts
 1. A remainder tract is that portion of a larger parcel that is not included within the boundaries of a plat. Remainder tracts shall not be considered lots or tracts of a proposed subdivision. Approval of a plat shall not constitute approval of development on a remainder tract.
 2. Information accompanying a plat application for remainder tracts shall be deemed to be an aid to the Planning and Zoning Commission or the City Council in taking action on the plat application and may be used to determine whether development of the land subject to the plat will be adequately served by public facilities and serves and is otherwise in compliance with this Subdivision Ordinance, taking into account the future development of the property as a whole. Information concerning remainder tracts may be considered in formulating conditions to approval of the plat application. The City, at its discretion, may require that the remainder tract be included as a platted lot if, in the opinion of the Planning Director, such inclusion will further the goals and objectives of the City's subdivision and development regulations.

Section 2.5: - Development Plats.

- a. *Authority.* This section is adopted pursuant to Texas Local Government Code, Chapter 212, Subchapter B, Sections 212.041 through 212.050, as amended.

- b. *Applicability.* For purposes of this section, the term "development" means the construction of any building, structure or improvement of any nature (residential or nonresidential), or the enlargement of any external dimension thereof. This section shall apply to any land lying within the City or within its extraterritorial jurisdiction in the following circumstances:
 - 1. The development of any tract of land which has not been platted or replatted prior to the effective date of this Ordinance, unless expressly exempted herein;
 - 2. The development of any tract of land for which the property owner claims an exemption from the City's Subdivision Ordinance (see Subchapter A, Sections 212.001 through 212.018 of the Texas Local Government Code), including requirements to replat, which exemption is not expressly provided for in such regulations;
 - 3. The development of any tract of land for which the only access is a private easement/street;
 - 4. The division of any tract of land resulting in parcels or lots each of which is greater than five (5) acres in size, and where no public improvement is proposed to be dedicated.
- c. *Exceptions.* No development plat shall be required, where the land to be developed has received plat approval prior to the effective date of this Ordinance. The Planning and Zoning Commission may, from time to time, exempt other development or land divisions from the requirements of this section.
- d. *Prohibition on Development.* No development shall commence, nor shall any building permit, utility connection permit, electrical connection permit or similar permit be issued, for any development or land division subject to this section, until a development plat has been approved by the Planning and Zoning Commission and City Council, if applicable, filed with the City Secretary, and recorded with Ellis County.
- e. *Standards of Approval.* The development plat shall not be approved until the following standards have been satisfied:
 - 1. The proposed development conforms to all City plans, including but not limited to, the Comprehensive Plan, Thoroughfare Plan, Land Use Plan, Park and Open Space Master Plan, Water and Wastewater Master Plans and applicable capital improvements plans;
 - 2. The proposed development conforms to the requirements of the Zoning Ordinance;
 - 3. The proposed development is adequately served by public facilities and services, parks and open space in conformance with City regulations;
 - 4. Appropriate agreements for acceptance and use of public dedications to serve the development have been tendered; and
 - 5. The proposed development conforms to the design and improvement standards contained in this Ordinance and in the C & D Manual.
- f. *Conditions.* The City may impose such conditions on the approval of the development plat as are necessary to assure compliance with the standards in subsection (e) above.
- g. *Land Study Requirement.* Whenever a property owner proposes to divide land into tracts or lots each of which is greater than five (5) acres, and for which no public improvements are

proposed, a land study shall be submitted for the entire tract outside of the boundary of the development plat together with his application for approval of a development plat in accordance with Section 2.3 of this Ordinance.

- h. *Approval Procedure.* The application for a development plat shall be approved, conditionally approved, or denied by the City Council following review and recommendation by the Planning and Zoning Commission. Upon approval, the development plat shall be filed at the County by the City Secretary.
- i. *Submittal Requirements.* Each development plat shall:
 - 1. Be prepared by a registered professional land surveyor;
 - 2. Clearly show the boundary of the development plat;
 - 3. Show each existing or proposed building, structure or improvement or proposed modification of the external configuration of the building, structure or improvement involving a change therein;
 - 4. Show all easements and rights-of-way within or adjacent to the development plat; and
 - 5. Be accompanied by the required number of copies of the plat, a completed application form, the required filing fee (per the City's plat submission guidelines, as may be amended from time to time), and a certificate showing that all taxes have been paid on the subject property and that no delinquent taxes exist against the property in accordance with Section 1.14.

Section 2.6: - Replatting.

- a. *Replat Required.* Unless otherwise expressly provided for herein, a property owner who proposes to replat any portion of an already approved plat, other than to amend or vacate the plat, must first obtain approval for the replat under the same standards and by the same procedures prescribed for the platting of land by these regulations. All improvements shall be constructed in accordance with the same requirements as for a plat, as provided herein. The Public Works and Engineering Director may waive or modify requirements for a land study and/or plat under circumstances where the previously approved land study or plat is sufficient to achieve the purposes set forth in this Ordinance.
- b. *Replatting Without Vacating Preceding Plat.* A replat of a plat or portion of a plat may be recorded and is controlling over the preceding plat without vacation of that plat if the replat:
 - 1. Is signed and acknowledged by only the owners of the property being replatted;
 - 2. For Single-Family Residential within City Limits: Is approved, after a public hearing on the matter at which parties in interest and citizens have an opportunity to be heard, by the Planning and Zoning Commission and, if applicable, City Council; and
 - 3. For Single-Family Residential within ETJ, Multi-Family Residential, and Non-residential: Is approved by the Planning and Zoning Commission and, if applicable, City Council; and
 - 4. Does not attempt to amend or remove any covenants or restrictions previously incorporated in the plat.

- c. Previous Requirements or Conditions of Approval Which Are Still Valid. In addition to compliance with (b) above, a replat without vacation of the preceding plat must conform to the requirements of this section, including a public hearing, if:
 - 1. During the preceding five (5) years, any of the area to be replatted was limited by an interim or permanent zoning classification to residential use for not more than two (2) residential units per lot; or
 - 2. Any lot in the preceding plat was limited by deed restrictions to residential use for not more than two (2) residential units per lot.
- d. Notice of the public hearing required under (b) above shall be given before the fifteenth (15th) day before the date of the hearing by publication in an official newspaper or a newspaper of general circulation in Ellis County. Notice of the public hearing shall also be given by written notice, with a copy of any requested waivers/suspensions, sent to the owners, as documented on the most recently approved ad valorem tax roll of the City, of lots that are in the original subdivision and that are within two hundred (200) feet of the lot(s) to be replatted. In the case of a subdivision in the extraterritorial jurisdiction, the most recently approved County tax roll shall be used. The written notice may be delivered by depositing the notice, properly addressed with postage prepaid, in a post office or postal depository within the boundaries of the City.
- e. If the owners of twenty (20) percent or more of the area of lots to whom notice is required to be given under Subsection (b) above file with the City a written protest of the replatting before or at the public hearing, and/or if the replat requires a waiver/suspension as defined in Section 1.11, then approval of the replat will require the affirmative vote of at least three-fourths ($\frac{3}{4}$) of the Planning and Zoning Commission present or, if applicable, three-fourths ($\frac{3}{4}$) of the City Council members present.
- f. Compliance with Subsection (e) above is not required for approval of a replat or part of a preceding plat if the area to be replatted was designated or reserved for other than single or duplex family residential use by notation on the last legally recorded plat or in the legally recorded restrictions applicable to the plat.
- g. Any replat which adds or deletes lots must include the original subdivision and lot boundaries. If a replat is submitted for only a portion of a previously platted subdivision, the replat must reference the previous subdivision name and recording information, and must state on the replat the specific lots which have changed.
- h. If the previous plat is vacated as prescribed in Section 212.013 of the Texas Local Government Code, a public hearing is not required for a replat of the area vacated.
- i. The replat of the subdivision shall meet all the requirements for a plat for a new subdivision that may be pertinent, as provided for herein.
- j. The title shall identify the document as " _____ Addition, Block _____, Lot(s) _____, Being a Replat of Block _____, Lot(s) _____ of the _____ Addition, an addition to the City of Waxahachie, Texas, as recorded in Volume/Cabinet _____, Page/Slide _____ of the Plat Records of Ellis County, Texas".
- k. An application submittal for a replat shall be accompanied by the required number of copies of the plat, a completed application form, the required application fee (per the City's plat

submission guidelines, as may be amended from time to time), and a certificate showing that all taxes have been paid on the subject property and that no delinquent taxes exist against the property in accordance with Section 1.14.

1. The replat shall be filed at the County in the same manner as prescribed for a plat.

Section 2.7: - Amending Plats.

- a. An amended plat shall meet all of the informational and procedural requirements set forth for a plat, and shall be accompanied by the required number of copies of the plat, a completed application form, the required filing fee (per the City's plat submission guidelines, as may be amended from time to time), and a certificate showing that all taxes have been paid on the subject property and that no delinquent taxes exist against the property in accordance with Section 1.14.
- b. The Planning Director may approve an amending plat, which may be recorded and is controlling over the preceding plat without vacation of that plat, if the amending plat is signed by the applicants only and if the amending plat is for one or more of the purposes set forth in this Section. The procedures for amending plats shall apply only if the sole purpose of the amending plat is to:
 1. Correct an error in a course or distance shown on the preceding plat;
 2. Add a course or distance that was omitted on the preceding plat;
 3. Correct an error in a real property description shown on the preceding plat;
 4. Indicate monuments set after the death, disability, or retirement from practice of the engineer or surveyor responsible for setting monuments;
 5. Show the location or character of a monument that has been changed in location or character or that is shown incorrectly as to location or character on the preceding plat;
 6. Correct any other type of scrivener or clerical error or omission previously approved by the municipal authority responsible for approving plats, including lot numbers, acreage, street names, and identification of adjacent recorded plats;
 7. Correct an error in courses and distances of lot lines between two (2) adjacent lots if:
 - (a) Both lot owners join in the application for amending the plat;
 - (b) Neither lot is abolished;
 - (c) The amendment does not attempt to remove recorded covenants or restrictions;
and
 - (d) The amendment does not have a material adverse effect on the property rights of the owners in the plat;
 8. Relocate a lot line to eliminate an inadvertent encroachment of a building or other improvement on a lot line or easement;
 9. Relocate one or more lot lines between one or more adjacent lots if:
 - (a) The owners of all those lots join in the application for amending the plat;

- (b) The amendment does not attempt to remove recorded covenants or restrictions; and
 - (c) The amendment does not increase the number of lots. The number of lots may be decreased on an amending plat so long as recorded covenants or restrictions are not removed; or
10. To make necessary changes to the preceding plat to create six (6) or fewer lots in the subdivision or a part of the subdivision covered by the preceding plat if:
- (a) The changes do not affect applicable zoning and other regulations of the City;
 - (b) The changes do not attempt to amend or remove any covenants or restrictions; and
 - (c) The area covered by the changes is located in an area that the City has approved, after a public hearing, as a residential improvement area.
- c. Notice, a public hearing, and the approval of other lot owners are not required for the approval and issuance of an amending plat.
 - d. The amended plat shall be entitled and clearly state that it is an "amended plat." It shall also state the specific lots affected or changed as a result of the amended plat, and shall include the original subdivision plat boundary. All references to " plat" or "replat" shall be removed.
 - e. Other than noted above, the procedure for approval of plat amendment(s) shall be the same as in Section 2.6.
 - f. Approval of an amended plat shall expire unless the amended plat is recorded in the plat records of Ellis County within ninety (90) days after the date of final approval of the amended plat.
 - g. The amended plat shall be filed at the County in the same manner as prescribed for a plat.

Section 2.8: - Plat Vacation.

- a. *By Property Owner.* The property owner of the tract covered by a plat may vacate, upon the approval of the Planning and Zoning Commission and City Council, the plat at any time before any lot in the plat is sold. The plat is vacated when a signed, acknowledged instrument declaring the plat vacated is approved and recorded in the manner prescribed for the original plat.
- b. *By All Lot Owners.* If some or all of the lots covered by the plat have been sold, the plat, or any part of the plat, may be vacated on the application of all the owners of lots in the plat with approval obtained in the manner prescribed for the original plat.
- c. *Criteria.* The Planning and Zoning Commission and City Council shall approve the petition for vacation on such terms and conditions as are in accordance with Section 212.013 of the Texas Local Government Code, and as are reasonable to protect the public health, safety and welfare. As a condition of vacation of the plat, the City Council may direct the petitioners to prepare a revised plat in accordance with these regulations such that the property does not become "unplatted".

- d. *Effect of Action.* On the execution and recording of the vacating instrument, the vacated plat shall have no effect. Regardless of the Planning and Zoning Commission's and City Council's action on the petition, the property owner or developer will have no right to a refund of any monies, fees or charges paid to the City nor to the return of any property or consideration dedicated or delivered to the City except as may have previously been agreed to by the Planning and Zoning Commission and City Council.
- e. *City-Initiated Plat Vacation.*
 1. *General Conditions.* The Planning and Zoning Commission and City Council, on its motion, may vacate the plat of an approved subdivision or addition when:
 - (a) No lots within the approved plat have been sold within five (5) years from the date that the plat was signed by the City;
 - (b) The property owner has breached an improvement agreement and the City is unable to obtain funds with which to complete construction of public improvements, except that the vacation shall apply only to lots owned by property owner or its successor, which vacation will result in those designated lots being unplatted; or
 - (c) The plat has been of record for more than five (5) years and the City determines that the further sale of lots within the subdivision or addition presents a threat to public health, safety and/or welfare, except that the vacation shall apply only to lots owned by the property owner or its successors.
 2. *Procedure.* Upon any consideration of the Planning and Zoning Commission or City Council to vacate the plat of any previously approved subdivision or addition, in whole or in part, the City shall publish notice in the official City newspaper of general circulation, and shall also notify the property owner(s) within the boundaries of the plat proposed to be vacated. The notice shall state the time and place for a public hearing on the motion to vacate the subdivision or addition plat. The Commission shall recommend approval and the City Council shall approve the vacation only if the criteria and conditions cited above are satisfied.
 3. *Record of Notice.* If the Commission and City Council approve vacating a plat, the City Secretary shall record a copy of the resolution or ordinance in the office of the County Clerk of Ellis County with a copy of the area or plat vacated. The County Clerk shall write legibly on the vacated plat the word "vacated" and shall enter on the plat a reference to the volume and page at which the vacating instrument is recorded. If the Commission and City Council adopt a resolution or ordinance vacating a plat in part, it shall cause a revised plat to be recorded which shows that portion of the original plat that has been vacated and that portion that has not been vacated. On the execution and recording of the vacating instrument the vacated plat has no effect.

Section 2.09: - Administrative Plats.

- a. An administrative plat shall meet all of the informational and procedural requirements set forth for a plat, and shall be accompanied by the required number of copies of the plat, a completed application form, the required filing fee (per the City's plat submission guidelines, as may be amended from time to time), and a certificate showing that all taxes

have been paid on the subject property and that no delinquent taxes exist against the property in accordance with Section 1.14.

- b. The Planning Director may approve an administrative plat, or may, for any reason, elect to present an administrative plat to the Planning and Zoning Commission and/or City Council for consideration and approval. Any decision made on the administrative plat by the Planning Director shall be approval of the plat. Should the Planning Director refuse to approve the administrative plat, then the plat shall be referred to the Planning and Zoning Commission and/or City Council for consideration within the time period required by State law.
- c. Notice, a public hearing, and the approval of other lot owners are not required for the approval an administrative plat.
- d. The administrative plat shall be entitled and clearly state that it is an "administrative plat."
- e. Approval of an administrative plat shall expire unless the administrative plat is recorded in the plat records of Ellis County within ninety (90) days after the date of final approval of the administrative plat.
- f. The administrative plat shall be filed at the County in the same manner as prescribed for a plat.

III. - SUBDIVISION DESIGN STANDARDS

Section 3.1: - Streets

- a. The arrangement, character, extent, width, grade and location of all streets shall conform to the City of Waxahachie's Thoroughfare Plan and the C & D Manual, and shall be considered in their relation to existing and planned streets or driveways, to topographical conditions, to public safety and in their appropriate relation to the proposed uses of the land to be served by such streets. Reserve or residual strips of land controlling access to or egress from other property, or to or from any street or alley, or having the effect of restricting or damaging the adjoining property for subdivision purposes or which will not be taxable or accessible for improvements shall not be permitted in any subdivision. All streets shall be constructed in accordance with Section 5 and with the C & D Manual.
- b. Proposed streets shall provide a safe, convenient and functional system for vehicular and pedestrian circulation and shall be properly related to the Thoroughfare Plan and any amendments thereto, and shall be appropriate for the particular traffic characteristics of each proposed subdivision or development. All public streets shall be open and unobstructed at all times. For private streets, see Subsection c.10. below.
- c. Adequacy of Streets and Thoroughfares.
 - 1. *Responsibility for Adequacy of Streets and Thoroughfares.* The property owner shall assure that the subdivision is served by adequate streets and thoroughfares, and shall be responsible for the costs of rights-of-way and street improvements, in accordance with the following policies and standards, and subject to the City's participation in the costs of oversize facilities (pursuant to Ordinance No. 1479, adopted on August 19, 1985, as may be amended).

2. *General Adequacy Policy.* Every subdivision shall be served by streets and thoroughfares adequate to accommodate the vehicular traffic to be generated by the development. Proposed streets shall provide a safe, convenient and functional system for traffic circulation, and shall be properly related to the City's Thoroughfare Plan, road classification system, Comprehensive Plan and any amendments thereto, and shall be appropriate for the particular traffic characteristics of each development.
3. *Road Network.* New subdivisions shall be supported by a road network having adequate capacity, and safe and efficient traffic circulation. The adequacy of the road network for developments of one hundred (100) or more dwelling units, or for developments generating one thousand (1,000) or more "one-way" trips per day, or for developments involving collector and/or arterial streets not appearing on the City's adopted Thoroughfare Plan, shall be demonstrated by preparation of a traffic impact analysis prepared in accordance with subsection (f), Traffic Impact Analysis, which takes into consideration the need to accommodate traffic generated by the development, land to be developed in common ownership and other developed property. In the event that the property to be developed is intended as a phase in a larger development project, or constitutes a portion of the land to be ultimately developed, the City may require a demonstration of adequacy pursuant to this section for additional phases or portions of the property as a condition of approval for the proposed plat. In the event that the applicant submits a traffic impact analysis for an entire phased development project, the City may require an update of the study for later phases of the development.
4. *Approach Roads and Access.* All subdivisions must be connected to the City's improved thoroughfare and street system by one or more approach roads of such dimensions and approved to such standards as are hereinafter set forth. Requirements for dedication of right-of-way and improvement of approach roads may be increased depending on the density or intensity of the proposed development, if such need is demonstrated by traffic impact analysis.
 - (a) The subdivision shall be designed to provide adequate emergency access for public safety vehicles. Each residential lot in the subdivision shall have a minimum frontage on a dedicated street as required by applicable zoning (or if no such requirement exists, minimum frontage of thirty-five (35) feet, unless other provisions have been authorized through planned development approval.
5. *Off-Site Improvements.* Where traffic impact analysis demonstrates the need for such facilities, the property owner shall make such improvements to off-site collector and arterial streets and intersections as are necessary to mitigate traffic impacts generated by the development or related developments. The City may participate in the costs of oversize improvements with the subdivider (pursuant to Ordinance No. 1479, adopted on August 19, 1985, as may be amended).
6. *Street Dedications.*
 - (a) *Dedication of Right-of-Way and Road Improvements.* The property owner shall provide all rights-of-way required for existing or future streets, and for all required street improvements, including perimeter streets and approach roads, as shown in the Thoroughfare Plan or other valid development plans approved by City Council. In the case of perimeter streets, half of the total required right-of-way for such

streets shall be provided. However, in some instances more than half shall be required when a half street is impractical or unsafe and depending on the actual or proposed alignment of the street, as may be required by the City Council.

If the owner or subdivider is responsible for one-half (½) of the street, then the owner or subdivider shall either construct or provide escrow for the construction cost of the facility unless the City participates in the construction of the facility. Whenever a partial street has been previously platted along a common property line, the other portion of the street (i.e., whatever amount of right-of-way that will bring the street up to its standard width) shall be dedicated. Improvements shall be made to all on-site facilities as defined herein (see Definitions, Section 1.17).

- (b) *Perimeter Streets.* Where an existing half-street is adjacent to a new subdivision or addition, the other half of the street shall be dedicated and improved by the developer of the subdivision or addition.
 - (c) *Slope Easements.* The dedication of easements, in addition to dedicated rights-of-way shall be required whenever, due to topography, additional width is necessary to provide adequate earth slopes. Such slopes shall be in excess of three (3) feet horizontal to one foot vertical.
7. *Street Construction.* All streets and thoroughfares shall be constructed to City standards and in rights-of-way as required by the Thoroughfare Plan, in accordance with the C & D Manual and/or other City standards as may be from time to time adopted.
 8. *Street Right of Way Maintenance.* It is the responsibility of a property owner or tenant to maintain any and all public right of way adjacent to their property. Maintenance includes, but is not limited to, the following: 1) ensuring vegetation and/or landscaping materials comply with the height restrictions in the Waxahachie Code of Ordinances; 2) ensuring the area is free of trash and debris; and 3) maintaining roadside ditches and driveway culvert in a manner to allow the natural drainage flow. A home owners association may take responsibility for the maintenance of all, or a portion adjacent to right of ways, in lieu of a property owner. However, in the event that the home owners association dissolves, or is no longer able to maintain the right of ways, the adjacent property owner will be responsible for said maintenance.
 9. *Intersection improvements and traffic control devices* shall be installed as warranted in accordance with the traffic impact analysis required by subsection (f). Construction and design standards shall be in accordance with City standards and the C & D Manual.
 10. *Phased Development.* Where a subdivision is proposed to occur in phases, the subdivider, in conjunction with submission of the plat, shall provide a schedule of development. The schedule shall set forth the intended plan of development and dedication of rights-of-way for streets and street improvements, whether on-site or off-site, intended to serve each proposed phase of the subdivision. The Council shall determine whether the proposed streets and street improvements are adequate pursuant to standards herein established and may require that a traffic impact analysis be submitted for the entire project or such phases as the Council determined to be necessary to adjudge whether the subdivision will be served by adequate streets and thoroughfares.

11. *Private Streets.* All private streets shall be designed and constructed in accordance with the City's standards for publicly dedicated streets. The term "private street" shall be inclusive of alleys, if such are to be provided within the subdivision.
- (a) *Subdivision Eligibility Criteria.* Private streets shall be permitted only within a subdivision satisfying each of the following criteria:
 - (1) The subdivision shall have no fewer than fifty (50) residential lots;
 - (2) The streets to be restricted to private use should be used primarily for the use of the residents of the development and may not appear on the City's Thoroughfare Plan (see subsection 3.1c.10.(b) below);
 - (3) The subdivision is not located adjacent to an existing or approved public street subdivision that can be reasonably connected, even though the street connection would require construction of a bridge or culvert — the two (2) subdivisions shall be connected as public street subdivisions;
 - (4) A mandatory property (homeowners) association, which includes all property to be served by the private streets, will be formed (see subsection 3.1c.10.(e) below); and
 - (5) The subdivision conforms to any other special guidelines for private street developments as may be approved separately by the City Council.
 - (b) *Streets Excluded.* Streets that are shown on the City's Thoroughfare Plan as collectors (Types "D-1", "D-2", "E-1" or "E-2") or arterials (Types "A", "B" or "C") shall not be used, maintained or constructed as private streets, and a private street subdivision shall not cross or interfere with an existing or future collector or arterial street. Also, the Planning and Zoning Commission and City Council may deny the creation of any other private street if, in their sole judgment, the private street would negatively affect traffic circulation on public streets, or if it would impair access to the subject or adjacent property; impair access to or from public facilities including schools or parks; or if it would cause possible delays in the response time of emergency vehicles.
 - (c) *Access Onto Public Thoroughfare.* A private street subdivision shall provide a minimum of seventy (70) feet of access frontage on a public collector or arterial street for subdivision entrances — primary access into a private street subdivision shall be from a collector (Type "D-1" or "D-2") or larger roadway, as shown on the City's Thoroughfare Plan. Restricted access entrances shall not be allowed from minor collectors (Type "E-1" or "E-2"), minor residential/local streets (Type "F"), or from alleys. No more than two (2) gated street entrances may intersect a thoroughfare (Type "E-2" or larger) within any one-mile segment.
 - (d) *Parks and Greenbelts Excluded.* A private street subdivision shall not cross or interfere with an existing or future public pedestrian pathway, hike and bike trail, greenbelt or park as shown on the City of Waxahachie's Parks, Recreation & Open Space Master Plan.
 - (e) *Property (Homeowners) Association Required.* Subdivisions developed with private streets shall have a mandatory property owners association which includes

all property served by the private streets. The association shall own and be responsible for the maintenance of private streets and appurtenances. The association documents must establish a reserve fund for the maintenance of streets and other improvements. The association documents shall be reviewed and approved by the City Attorney to ensure that they conform to this and other applicable City rules and regulations. The documents shall be filed of record prior to plat approval. Lot deeds must convey membership in the association, and must provide for the payment of dues and assessments required by the association. The association may not be dissolved without the prior written consent of the City Council. No portion of the association documents pertaining to the maintenance of private streets and alleys, and assessments therefore, may be amended without the written consent of the City Council.

- (f) *Private Street Lot.* Private streets must be constructed within a separate lot owned by the property owner's association. This lot must conform to the City's standards for public street rights-of-way. An easement covering the street lot shall be granted to the City providing unrestricted access to and use of the property for any purpose deemed necessary by the City. This right shall also extend to all utility providers operating within the City. The easement shall also permit the City to remove any vehicle or obstacle within the street lot that may impair emergency access.
- (g) *Construction and Maintenance Cost.* The City shall not pay for any portion of the cost of constructing or maintaining a private street.
- (h) *Infrastructure/Utilities.* All water, sewer and drainage facilities, street lights, and traffic control devices (e.g., signs) placed within the private street lot shall be installed to City standards, and shall be dedicated to the City prior to filing the plat for the subdivision. All private traffic control devices and regulatory signs shall conform to the "Texas Manual of Uniform Traffic Control Devices". All City regulations relating to infrastructure financing, developer cost participation, and capital cost recovery shall apply to developments with private streets.

The metering for utilities such as water, gas and electricity shall be located on the individual lots to be served, not grouped together in a single (or multiple) centralized location (i.e., no centralized "gang-box" style metering stations).

- (i) *Plans and Inspections.* Development applications for subdivisions with private streets must include the same plans and engineering information required for public streets and utilities. City requirements pertaining to inspection and approval of improvements shall apply, and fees charged for these services shall also apply. The City may periodically inspect private streets, and may require any repairs necessary to ensure efficient emergency access and/or to protect the public health, safety, convenience and welfare.
- (j) *Restricted Access.* The entrances to all private streets must be clearly marked with a sign, placed in a prominent and visible location, stating that the streets within the subdivision are private, and that they are not maintained by the City. Guard houses, access control gates, and cross arms, if used, shall be constructed per subsection (k) below. All restricted access entrances must be manned twenty-four (24) hours every day, or they must provide an alternative means of ensuring access to the

subdivision (preferably with an Opticom-type system for emergency access) by the City and other utility or public service providers (e.g., postal carriers, utility companies, etc.) with appropriate identification. If the association fails to maintain reliable access as required herein, the City may enter the subdivision and remove any gate or device which is a barrier to access at the sole expense of the association. The association documents shall contain provisions in conformity with this Section which may not be amended without the written consent of the City Council.

- (k) *Access Restricted Entrance Design Standards.* Any private street which has an access control gate or cross arm must have a minimum uninterrupted pavement width of twenty-two (22) feet at the location of the gate or access control device (both ingress and egress) regardless of the type of device used. If an overhead (e.g., lift-up) barrier is used, it must be a minimum of fourteen (14) feet in height above the road surface, and this clearance height shall be extended for a minimum distance of fifty (50) feet in front of and behind the location of the device. All gates and cross arms must be of a break-away design. A minimum vehicle stacking distance of one hundred (100) feet shall be provided from the right-of-way line of the public road from which the private street subdivision is accessed to the first vehicle stopping point, which is usually an access request keypad/telephone or guard's window. Adequate distance shall be provided between the access request point(s) and the entry barrier (e.g., gate) to accommodate a vehicle turn-around as described below.

A paved turn-around space must be located in front of any restricted access entrance barrier (i.e., between the access request device and the barrier/gate) to allow vehicles that are denied access to safely exit onto public streets without having to back up (particularly into the public street upon which the entrance is located). The design and geometry (i.e., pavement width, inside radius, etc.) of such turn-around shall be such that it will accommodate smooth, single-motion U-turn movements by the following types of vehicles:

- (1) Larger passenger vehicles (e.g., vans, pick-up trucks, etc.);
- (2) Passenger vehicles with short trailers up to twenty-four (24) feet in length (e.g., small flatbed, camping or box-type trailers); and
- (3) The types of service and utility trucks that typically visit or make deliveries to neighborhoods that are similar to the proposed private street development (e.g., utility company vehicles, postal/UPS delivery trucks, two- to three-axle flatbed or box-type trucks used by contractors and moving companies, etc.).

City staff, the Planning and Zoning Commission, and/or City Council may require submission of additional drawings, plans and/or exhibits demonstrating that the proposed turn-around will work and that vehicle turn-around movements will not compromise public safety on the entry roadway or on the adjacent public street(s). The design of all proposed access restricted entrances (i.e., a site plan) must be submitted for review by the Public Works and Engineering Director, Police Department and Fire Department along with the construction plans for the

subdivision, and must be approved by the Planning and Zoning Commission prior to construction and approval of the plat.

- (l) *Waiver of Services.* The subdivision plat, property deeds and property owner's association documents shall note that certain City services shall not be provided for private street subdivisions. Among the services which will not be provided are: routine law enforcement patrols, enforcement of traffic and parking regulations, and preparation of accident reports. Depending upon the characteristics of the development and upon access limitations posed by the design of entrances into the subdivision, other services (such as sanitation) may not be provided.
- (m) *Petition to Convert to Public Streets.* The property owner's association documents shall allow the association to petition the City to accept private streets and any associated property as public streets and right-of-way upon written notice to all association members and upon the favorable vote of a majority of the membership. However, in no event shall the City be obligated to accept said streets as public. Should the City elect to accept the streets as public, then the City has the right to inspect the private streets and to assess the lot owners for the expense of needed repairs concurrent with the City's acceptance of the streets. The City shall be the sole judge of whether repairs are needed. The City may also require, at the association's expense, the removal of any guard houses, access control devices, landscaping and/or other aesthetic amenities located within the street lot. The association documents shall provide for the City's right to such removal and assessment. Those portions of the association documents pertaining to the subject matter contained in this Section shall not be amended without the written consent of the City.
- (n) *Hold Harmless.* On the subdivision plat shall be language whereby the property owners association, as owner of the private streets and appurtenances, agrees to release, indemnify, defend and hold harmless the City, any other governmental entity, and any public utility entity for damages to the private streets that may be occasioned by the reasonable use of the private streets by same, and for damages and injury (including death) arising from the condition of the private streets, out of any use of access gates or cross arms, or out of any use of the subdivision by the City or governmental/utility entity.

d. Escrow Policies and Procedures.

- 1. *Request for Escrow.* Whenever these regulations require a property owner to construct (including design, engineering and construction) a street or thoroughfare (or other type of public improvement), or other public utilities, the property owner may petition the City Manager to construct the street or thoroughfare in exchange for deposit of escrow as established in this section. If the property owner requests escrow in lieu of constructing more than one street or thoroughfare or other public utilities required to meet adequacy standards for public infrastructure, the City may establish separate escrow accounts for such affected roadways, or may determine that some roadways should be constructed, while escrow should be accepted from others. The City Manager (or designee) shall advise the City Council whether escrow is to be accepted in lieu of the obligation to construct a street or thoroughfare. A property owner may also request

that the City Manager accept funds, determined by City staff to be adequate to fully fund the public utilities and infrastructure required for the plat, into an escrow account in order to record the plat prior to the installation of the utilities and infrastructure. If the request is accepted, the property owner may draw down the funds in the escrow account to fund the utilities and infrastructure. In such cases, the property owner must give the City authority to authorize any withdrawal from the escrow account. Invoices and supporting documentation must be provided to City staff to verify that each withdrawal is an amount equal to the work performed associated with each pay request.

2. *Deposit With the City.* Whenever the City agrees to accept escrow deposits in lieu of construction by the owner of the property under these regulations, the property owner or developer shall deposit an amount equal to his share of the costs of design and construction in escrow with the City. Such amount shall be paid prior to release of construction plans by the City. The obligations and responsibilities of the property owner shall become those of property owner's transferees, successors and assigns; and the liability therefore shall be joint and several.
 3. *Determination of Escrow Amount.* The amount of the escrow shall be determined by the City Manager using the average of several comparable bids that were awarded by the City in the preceding six (6) months or, if none exist, then in the preceding year or, if none exist, by using current costs of construction (including engineering design fees, contingencies, administrative fees, and related costs) as determined by an estimate by the City. Such determination shall be made as of the time the escrow is due hereunder.
 4. *Termination of Escrow.* Escrows which have been placed with the City under this section which have been held for a period of ten (10) years from the date of such payment or agreement and which the City has not authorized the preparation of plans and specifications for construction of such roadway facilities for which the escrow was made, shall upon written request be returned to the property owner.
 5. *Refund.* If any street, highway, or public infrastructure for which escrow is deposited is constructed by a party other than the City, or is reconstructed by another governmental authority at no cost to the City, the escrowed funds and accrued interest shall be refunded to the property owner or developer who originally paid the escrow amount after completion and acceptance of the public improvements. In the event that a portion of the cost is borne by the City and the other portion of the cost by another party or governmental authority, the difference between the owner's actual proportionate cost and the escrowed funds, including accrued interest, if any, shall be refunded after completion and acceptance of the improvements.
- e. Any land study or plat involving a significant change to a proposed roadway alignment from that shown on the City of Waxahachie's Thoroughfare Plan must be preceded by submission and approval of a traffic impact analysis as specified in subsection f. below. Failure to provide for such approval prior to submission of a land study or plat shall be grounds for automatic denial.
 - f. **Traffic Impact Analysis.** Whenever these regulations require a traffic impact analysis, the following elements shall be included:

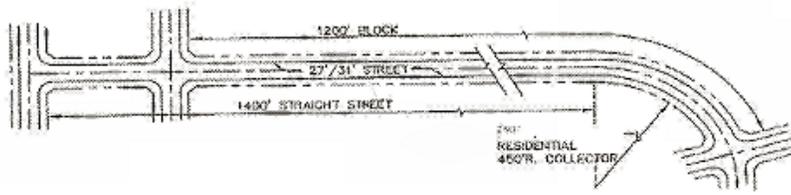
1. *General Site Description.* The traffic impact analysis shall include a detailed description of the roadway network within one mile of the site, a description of the proposed land uses, the anticipated states of construction, and the anticipated completion date of the proposed land development shall be provided. This description which may be in the form of a map, shall include the following items: (1) all major intersections; (2) all proposed and existing ingress and egress locations; (3) all existing roadway widths and rights-of-way; (4) all existing traffic signals and traffic-control devices; and (5) all existing and proposed public transportation services and facilities within a one-mile radius of the site.
2. *Proposed Capital Improvements.* The traffic impact analysis shall identify any changes to the roadway network within one mile of the site that are proposed by any government agency or other developer. This description shall include the above items as well as any proposed construction project that would alter the width and/or alignment of roadways affected by the proposed development.
3. *Roadway Impact Analysis.*
 - (a) *Transportation Impacts:*
 - (1) *Trip Generation.* The average weekday trip generation rates (trip ends), the average weekend trip generation rates (uses other than residential or institutional), the highest average a.m. and p.m. hourly weekday trip generation rates, and the highest hourly weekend generation rates (uses other than residential or institutional) for the proposed use shall be determined based upon the trip generation rates contained in the most recent edition of the Institute of Transportation Engineers, Trip Generation Manual; or shall be based upon data generated by actual field surveys of area uses compatible to the proposed use and approved by the Public Works and Engineering Director of the City of Waxahachie.
 - (2) *Trip Distribution.* The distribution of trips to arterial and collector roadways within the study area identified in subsection 3.1f.1 (General Site Description) above shall be in conformity with accepted traffic engineering principles, taking into consideration the land use categories of the proposed development; the area from which the proposed development will attract traffic; competing developments (if applicable); the size of the proposed development; development phasing; surrounding existing and anticipated land uses, population and employment; existing and projected daily traffic volumes; and existing traffic conditions identified pursuant to subsection 3.1f.1 above.
 - (b) *Adequacy Determination.* The roadway network included within the traffic impact analysis shall be considered adequate to serve the proposed development if existing roadways identified as arterials and collectors can accommodate the existing service volume, and the service volume of the proposed development, and the service volume of approved but unbuilt developments holding valid, unexpired building permits at a level of service "C" or above.
4. *Intersection Analysis.*

- (a) *Level of Service Analysis.* For intersections within the roadway traffic impact analysis area described in subsection 3.1.f.1 herein, a level of service analysis shall be performed for all arterial/arterial, arterial/collector, collector/collector intersections and other intersections identified by City staff. Also, level of service analyses will be required on all proposed site driveway locations for all non-residential developments. The City may waive analysis of minor intersections and site driveway locations within the one-mile radius. The level of service analysis shall be based upon the highest hourly average a.m. or p.m. peak weekday volume or highest average hourly peak weekend volume as determined from a two-day survey of weekday volumes and, where necessary, a one-day survey of weekend volumes. The level of service analysis shall take into consideration the lane geometry, traffic volume, percentage of right-hand turns, percentage of left-hand turns, percentage of trucks, intersection width, number of lanes, signal timing and progression, roadway grades, pedestrian and bicycle flows, school routes, number of accidents, and peak hour factor.
 - (b) *Adequacy Analysis.* The intersections included within the traffic impact analysis shall be considered adequate to serve the proposed development if existing intersections can accommodate the existing service volume, the service volume of the proposed development, and the service volume of approved but unbuilt developments holding valid, unexpired building permits at level of service "C" or above.
5. *Effect of Adequacy Determination.* If the adequacy determination for roadways and intersections indicates that the proposed development would cause a reduction in the level of service for any roadway or intersection within the study area identified in subsection 3.1.f.1 herein that would cause the roadway to fall below the level of service required hereto, the proposed development shall be denied unless the developer agrees to one of the following conditions:
- (a) The deferral of building permits until the improvements necessary to upgrade the substandard facilities are constructed;
 - (b) A reduction in the density or intensity of development;
 - (c) The dedication or construction of facilities needed to achieve the level of service required herein; or
 - (d) Any combination of techniques identified herein that would ensure that development will not occur unless the levels of service for all roadways and intersections within the traffic impact analysis study are adequate to accommodate the impacts of such development.
- g. *Arrangement of Streets Not Shown on the Thoroughfare Plan.* For streets that are not shown on the City's Thoroughfare Plan (e.g., local residential streets), the arrangement of such streets within a subdivision shall:
- 1. Provide for the continuation or appropriate projection of existing streets from or into surrounding areas;

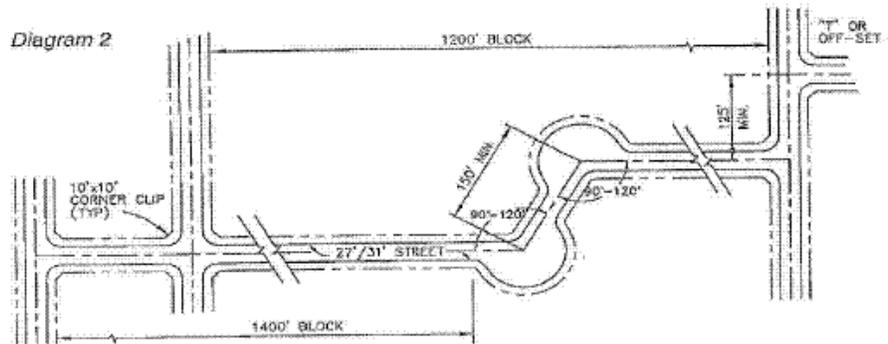
2. Conform to a plan for the neighborhood approved or adopted by the City to meet a particular situation where topographical or other conditions make continuance or conformity to existing streets impractical;
 3. Provide for future access (i.e., provide stubbed streets for future extension) to adjacent vacant areas which will likely develop under a similar zoning classification;
 4. Not conflict in any way with existing or proposed driveway openings.
- h. Minor residential streets shall be laid out so that their use by through traffic will be discouraged, but access is provided to adjacent subdivisions.
 - i. Where a subdivision abuts or contains an existing or proposed arterial street, the City may require marginal access streets, reverse frontage (lots which back onto the arterial), deep lots with rear service alleys, or such treatment as may be necessary for adequate protection to residential properties and to afford separation of through and local traffic.
 - j. Reserve strips controlling access to streets shall be prohibited except where their control is definitely placed by the City under conditions approved by the Planning and Zoning Commission and City Council.
 - k. Intersecting, undivided streets with centerline offsets of less than one hundred twenty-five (125) feet shall be avoided. Intersecting streets onto a divided roadway must be configured such that the centerline offset will accommodate the appropriate left-turn lanes (with required transition and stacking distances) onto each of the two (2) intersecting streets.
 - l. Major thoroughfare intersections shall be at ninety-degree angles and tangent to the intersecting street for at least fifty (50) feet. Other street intersections shall be laid out so as to intersect as nearly as possible at right angles, and no street shall intersect at less than eighty (80) degrees.
 - m. Street right-of-way widths shall be as shown on the Thoroughfare Plan, and where not shown therein shall be as shown in the C & D Manual. For subdivisions in which all lots that are thirty-six thousand (36,000) square feet in area or larger, the City may approve rural type construction design (i.e., without curb and gutter) for residential streets only, based upon a recommendation from the Public Works and Engineering Director.
 - n. Construction of half streets shall be prohibited, except when essential to the reasonable development of the subdivision in conforming with the other requirements of these regulations and the Thoroughfare Plan, and where the City makes a determination that there is no immediate benefit to be gained by constructing the full street section since no access from the street will be needed by the subdivision in question. The City may also find that it would be more practical (and/or cost effective) to delay construction of the other half of a street when the adjoining property is developed.
 - o. The maximum length of any block or street segment shall be one thousand two hundred (1,200) feet, as measured along the street centerline and between the point(s) of intersection with other through (i.e., not dead-end or cul-de-sac) streets.
 - p. a. Residential streets with sixty (60) feet of right-of-way or less, excluding collector streets, shall not exceed a maximum length of six hundred (600) feet measured from the major thoroughfare right-of-way, and one thousand four hundred (1,400) feet for all

other residential streets that do not intersect a major thoroughfare without one or more of the following design elements:

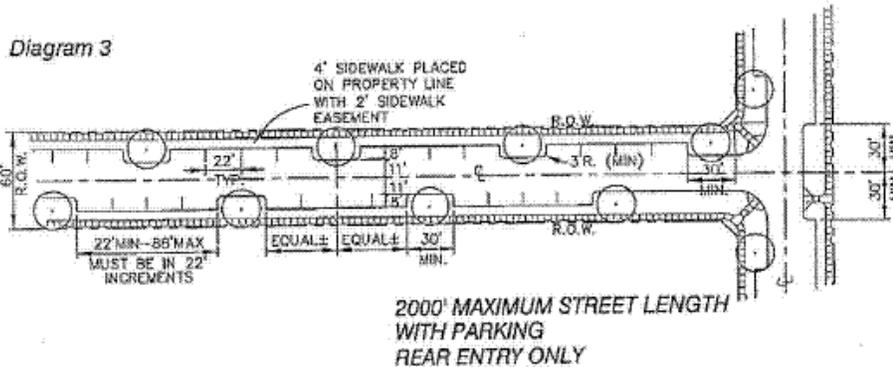
1. A curve radius of two hundred (250) feet. Tangent between reverse curves shall be a minimum of one hundred fifty (150) feet. A one hundred fifty (150) foot offset shall be provided within the street when reverse curves are used. See Diagram 1.



2. An offset within the street between ninety (90) to one hundred twenty (120) degrees. Minimum offset between reverse offsets shall be one hundred fifty (150) feet. See Diagram 2.



- b. Residential streets may extend to two thousand (2,000) feet without an offset when one of the following is provided:
 1. A street design with twenty-two (22) foot wide travel section with parking cut-outs that are eight (8) feet wide and eighty eight (88) feet long with a tree island between the parking cut-outs that measure twenty (20) feet long and eight (8) feet wide. Parking cutouts shall be offset from parking cutouts on the opposite of the street. A three (3) inch caliper tree shall be planted in each tree island. This option is not available for front entry product(s). Front entry product is prohibited on this street. See Diagram 3.



2. Block lengths not to exceed seven hundred (700) feet with sixty (60) feet of right-of-way with twenty-seven (27) feet of residential street pavement and three (3) inch caliper tree provided in front of each residential lot between the curb and the sidewalk. This tree is in addition to the tree(s) required on a residential lot. The tree shall be installed before the Certificate of Occupancy of the house. The number of 7-6 cul-de-sacs intersecting this street is limited to twenty-five (25) percent. See Diagram 1 below.
 - c. A minimum three (3) inch caliper tree shall be used when trees are required by this Section. These trees shall be mechanically irrigated with a bubbler system or other approved irrigation system that minimizes water run-off and evaporation. Root barriers as approved by the City's landscape architect shall be installed with each tree. The homeowner shall be responsible for the irrigation and maintenance of the trees.
 - d. A collector street may exceed one thousand four hundred (1,400) feet provided that no residential lots front the collector street, and the collector street shall not have any straight sections exceeding one thousand (1,000) feet.
 - e. Divided roadways are excluded from the street length requirement.
- q. The Planning and Zoning Commission may approve waivers/suspensions for overlength streets and/or cul-de-sacs upon consideration of the following:
 - (a) Alternative designs which would reduce street/cul-de-sac length;
 - (b) The effect of overlength streets upon access, congestion, delivery of municipal services, and upon convenience to residents of the subdivision in traveling to and from their homes; and
 - (c) Means of mitigation, including but not limited to additional mid-block street connections, limitation on the number of lots to be served along an overlength street segment or cul-de-sac, temporary (or permanent) points of emergency access, and additional fire protection measures.
- r. Except in unusual cases, no dead-end streets will be approved unless such dead-end streets are provided to connect with future streets on adjacent land. In the case of dead-end streets which will eventually be extended into the adjacent subdivision, no more than one lot (per side) can front onto the dead-end street stub unless a temporary turn-around bulb (with an off-site easement, if necessary) is provided at the end. A dead-end street shall not exceed six

hundred (600) feet in length, and the temporary turn-around bulb must be constructed like a cul-de-sac, as provided in subsection (p) above (the Public Works and Engineering Director may authorize the use of asphalt or other durable paving material than concrete for the arc portions of the temporary turn-around bulb in order to minimize the cost of removing those portions later on). A note shall be placed on the plat clearly labeling any dead-end streets (if any) that will at some point be extended into the adjacent property, and signage shall be placed at the end of the constructed street stub (on the barricade) also stating that the street will be extended in the future.

- s. New streets which extend existing streets shall bear the names of the existing streets, and shall be dedicated at equal or greater right-of-way widths than the existing streets.
- t. Construction of New Streets. All new streets dedicated within a subdivision shall be constructed in accordance with paving widths and specifications as set forth in the C & D Manual of the City of Waxahachie at the time at which the plat is approved, and crosswalks and barrier-free ramps shall be provided and designed in accordance with ADA requirements.
- u. Points of Access. All subdivisions shall have at least two (2) points of access from improved public roadways. The two (2) points of access can be from a single entrance onto a public thoroughfare if the thoroughfare is divided, and if the entry into the subdivision is also divided. Otherwise, the two (2) points of access shall be from two (2) different entrances either on a single public thoroughfare or on two (2) public thoroughfares. All residential developments shall provide no less than one entrance for every one hundred (100) lots, or portion thereof, including dead-end stubbed streets that will eventually provide connections into adjacent future developments and thence to an existing arterial or collector street. Subdivisions with four hundred (400) or more lots may submit a traffic impact analysis showing that additional entrances are not needed for future traffic generation levels. Based upon recommendations of the traffic impact analysis, the Public Works and Engineering Director may waive the requirement for additional entrances into the subdivision.
- v. Streets will be constructed in accordance to the C & D Manual that is in effect at the time of subdivision construction.

Section 3.2: - Alleys.

- a. Alleys shall be optional in commercial and industrial districts. Service alleys in commercial and industrial districts shall be designed in accordance with the C & D Manual.
- b. Residential alleys shall not be required except to connect to a subdivision with existing alleys for the purpose of providing continuity. If alleys are constructed or required, the following standards shall be met:
 - 1. In residential districts, alleys shall be parallel, or approximately parallel, to the frontage of the street. Alleys in residential districts shall be designed in accordance with the C & D Manual.
 - 2. Alleys shall be paved in accordance with the City of Waxahachie C & D Manual that is in effect at the time of subdivision construction.

3. Where the deflection of alley alignment occurs, the design of the paving and property line shall be as established by the C & D Manual.
4. Dead-end or "hammerhead" alleys shall not be allowed. Alleys must have adequate turnouts and street entrances such that vehicular traffic flow is continuous and efficient. Where a temporary dead-end alley situation is unavoidable, a temporary turn-around bulb or turnout onto a street (either of which will need a temporary easement for street/alley purposes) shall be provided as determined by the Public Works and Engineering Director.
5. Alleys may not exceed a maximum length of one thousand two hundred feet (1,200'), as measured along the centerline of the alley and between intersections with other alleys or entrances onto streets (at the right-of-way line of the street at the alley entrance). The Planning and Zoning Commission and/or City Council may approve waivers/suspensions for overlength alleys upon consideration of the following:
 - (a) Alternative designs which would reduce alley length;
 - (b) The effect of overlength alleys upon access, congestion, delivery of municipal services, and upon convenience to residents of the subdivision in accessing rear driveways and in driving around to the front of their homes; and
 - (c) Means of mitigation, including but not limited to additional mid-block alley turnouts, limitation on the number of lots to be served along a single alley segment, temporary points of access, and additional fire protection measures.

Section 3.3: - Easements.

- a. Easements across lots or centered along rear or side lot lines shall be provided for utilities where necessary, and shall be of such widths as may be reasonably necessary for the utility or utilities using same. A minimum utility easement fifteen (15) feet wide or wider, as determined by the Public Works and Engineering Director, or any applicable utility company on both sides of the street adjacent to all street rights-of-way shall be provided for gas, electric, and other utilities approved by the City. It shall be the subdivider's responsibility to determine appropriate easement widths as required by other utility companies. (Also see Section 3.8) All easements shall be accessible by the City and/or by other applicable utility companies, and accessibility shall be in conformance with the City's (and/or the other utility company's) policies regarding same.
- b. Where a subdivision is traversed by a watercourse, drainageway, or channel, there shall be provided a storm water easement or drainage right-of-way conforming substantially with such course and of such additional width as may be designated by the City Manager (or designee), subject to determination according to proper engineering considerations. The required width shall conform to the requirements set forth by the Federal Emergency Management Agency (FEMA). Parallel streets or parkways may be required adjacent to certain portions of creek or drainageways to provide maintenance access or access to recreation areas (see Section 4). City approved utilities are permitted within the drainage easement.
- c. A lot area shall be computed inclusive of all easements. There shall be a minimum buildable area, exclusive of easements, for each lot. The minimum buildable area shall be an area one-

half (½) of the required minimum lot size. If the City disputes the buildable area of any lot, the subdivider shall submit in writing that the buildable area is adequate.

- d. Where alleys are not provided in a residential subdivision, a minimum ten-foot wide utility easement shall be provided along the front of all lots, adjacent to and flush with the street right-of-way line for the potential placement of utility facilities.
- e. For new development, all necessary on-site easements shall be established on the subdivision plat and not by separate instrument, and they shall be labeled for the specific purpose, and to the specific entity, for which they are being provided. Examples include, but are not limited to, the following: a water, sanitary sewer or drainage easement, which is dedicated to the City for a water or sanitary sewer line or for a drainage structure; an access easement, which is dedicated to the public for unrestricted access purposes; a fire lane easement, which is dedicated to the City for emergency access purposes; an electrical, gas, telephone or cable television easement, which is dedicated to the specific utility provider that requires the easement; and so on.

Section 3.4: - Blocks.

- a. The length, width and shapes of blocks shall be determined with due regard to:
 - 1. Provision of adequate building sites suitable to the special needs of the type of use contemplated.
 - 2. Zoning requirements as to lot sizes, setbacks and dimensions.
 - 3. Needs for convenient access, circulation, control and safety of street traffic.
- b. In general, intersecting streets, determining the block lengths and widths shall be provided at such intervals as to serve cross traffic adequately, to provide adequate fire protection and to meet existing streets' or customary subdivision practices. Where no subdivision control, the blocks shall not exceed one thousand two hundred feet (1,200') for Single-Family-1 zoning districts and eight hundred feet (800') for all other zoning districts.

Section 3.5: - Sidewalks.

- a. Pedestrian concrete sidewalks not less than five feet (5') wide shall be provided within all residential subdivisions and sidewalks not less than six feet (6') shall be provided within all non-residential developments. Sidewalks not less than eight feet (8') wide shall be provided along all perimeter roadways (residential and non-residential) as set forth in the City of Waxahachie C&D Manual. Sidewalks shall be constructed within the street right-of-way, two and one-half feet (2.5') away from the right of way line and at least four feet (4') away from the street curb, and in accordance with the C & D Manual. Sidewalks shall be installed before the final building inspection by the City. A Certificate of Occupancy will not be issued until the sidewalk is in place. Sidewalks along perimeter streets shall be installed prior to subdivision acceptance.
- b. The cost and provision of any perimeter sidewalks (i.e., along major thoroughfares) may be escrowed as a part of a developer's agreement, if approved by the City Manager. The City has the right, but not the obligation, to refuse escrow and to require paving of the sidewalks if, in its sole opinion, immediate provision of the sidewalks is necessary for safe pedestrian circulation or if it would otherwise protect the public health, safety or welfare.

- c. Sidewalks, barrier-free ramps and pedestrian crosswalks shall be provided and designed in accordance with ADA requirements.
- d. For subdivisions with all lots thirty-six thousand (36,000) square feet in area and larger, sidewalks are not required on residential (i.e., local) streets only. However, sidewalks shall be required on collector and larger-sized streets, and on any residential/local street(s) the City deems necessary in the interest of public safety. For example, a street that will serve as a primary route for children to walk or bicycle to a neighborhood park or school shall be required to have sidewalks on one or both sides, as the City deems appropriate.
- e. It shall be the responsibility of a property owner or tenant of real property abutting upon sidewalks, at their own cost and expense, to maintain and keep the sidewalks bordering their property level and free of depressions, excavations, elevations, inconsistencies, obstacles, obstructions or encroachments, natural or artificial, above or below ground level, or which overlap, impinge upon, or appropriate any part of the sidewalk area or the space eight (8') feet above it. The property owner shall be responsible for maintenance and/replacement of the sidewalks adjacent to the property if installed by the property owner, city, home builder, developer, or any other person. Any damage done to a sidewalk by the City or a City-hired contractor shall be repaired by the City or contractor. Any damage done to a sidewalk by a utility shall be repaired by the utility.

Section 3.6: - Lots

- a. Lots shall conform to the minimum requirements of the established zoning district.
- b. Each lot shall front onto a dedicated, improved public street. Lot width and access shall conform with the provisions of the City of Waxahachie's Thoroughfare Plan. Lot access onto arterial and collector streets is subject to approval by the City Manager (or designee) and/or the Public Works and Engineering Director, either of whom may require a traffic study or other data/information prior to approval of the plat in order to fully study all access issues. In all cases, lots shall have a minimum of twenty-five (25) feet of frontage along a dedicated, improved street.
- c. Irregular-shaped lots shall have sufficient width at the building line to meet lot width and frontage requirements of the appropriate zoning district. Also, the rear width shall be sufficient to provide access for all necessary utilities, including garbage collection when alleys are present.
- d. Side lot lines shall be generally at right angles or radial to street lines.
- e. Double frontage lots shall be avoided, except where they may be essential to provide separation of residential development from traffic arterials as defined in Section 3.1 or to overcome specific disadvantage to topography and orientation. Where lots have double frontage, building setback lines shall be established for each street side. Screening shall be provided in accordance with Section 5.7.
- f. Double frontage lots in residential subdivisions will not be allowed without providing appropriate screening, in accordance with Section 5.7.

Section 3.7: - Building Lines.

Front and street side building lines shall be shown on the plat for all lots having street frontage, and shall be consistent with the Zoning Ordinance requirements for the district in which the development is located.

Section 3.8: - Utility Services (not provided by the City of Waxahachie).

- a. For purposes of this section, the following meanings shall apply:
 1. "Utility services" - The facilities of any person, firm or corporation providing electric, telephone, cable television, water service, or any other such item or service for public use approved but not provided by the City of Waxahachie.
 2. "Feeder or feeder/lateral line" - High voltage supply electric lines carrying more than 69,000 volts that emanate from substations used to distribute power through an area to an unspecified number of customers.
 3. "Lateral lines" - Those electric or telephone lines used to distribute power from a feeder line to a single subdivision. These electric lines are normally connected to a feeder line through a sectionalizing device such as a fuse.
 4. "Service lines" - Those electric lines used to connect between the utilities' supply system or lateral lines and the end users meter box.
- b. All subdivision plats and construction plans filed with and submitted to the City of Waxahachie for approval shall provide for utility services such as electrical, gas, telephone and cable TV utility (lateral and/or service distribution) lines and wires to be placed underground. Feeder and other major transmission lines may remain overhead within the appropriate easements. However, a subdivider shall endeavor and, whenever practical, the City shall require that feeder lines are placed away from traffic arteries (Thoroughfare Types "A" and "B", Section 3.1). Whenever practical, feeder lines which are to be placed overhead shall not be placed along both sides of the street right-of-way. Verification of acceptance of easement locations and widths by the public utilities shall be provided prior to plat approval by the City Council, and all easements shall be reviewed by the utility companies and Public Works and Engineering Director for the City prior to granting approval for all residential subdivisions affected by this section.
- c. Each of the utility companies shall be responsible for developing administrative policies, criteria for easement size, and cost reimbursement procedures for the installation and extension of their underground utilities. Nothing herein shall prohibit or restrict any utility company from recovering the difference in cost of overhead facilities and underground utilities from the owner or developer in accordance with the provisions of such utility's approved tariff. No utility company shall be required or permitted to begin construction of underground facilities unless and until the owner or developer of the subdivision has made arrangements satisfactory to the specific utility company for the payment of such difference between the cost of overhead facilities and underground facilities.
- d. All electrical and telephone support equipment, including transformers, amplifiers, and switching devices necessary for underground installations, shall be pad-mounted or mounted underground, but not overhead (unless the subdivision is served from perimeter overhead electrical facilities).

- e. Temporary construction service may be provided by overhead electric lines and facilities without obtaining a waiver/suspension or exception, provided that when the underground utility service to any portion of a subdivision is completed, such overhead electric lines and facilities are promptly removed.
- f. Nothing in this section shall be construed to require any existing facilities in place prior to the effective date of this Ordinance to be placed underground.

Section 3.9: - Water and Wastewater Facility Design.

- a. All new subdivisions shall be connected with an approved water system designed and constructed in accordance with the C & D Manual, as amended, and shall be capable of providing water for health and emergency purposes, and individual services to each platted lot including fire protection, unless fire protection is not required as defined in Section 5.8 Water and Sewer Requirements of this Ordinance as amended.. All subdivisions must be served by an approved means of wastewater collection and treatment. The City may require the phasing of development and/or improvements in order to maintain adequate wastewater capacity. It shall be the subdivider's responsibility to extend utility lines to provide water or sanitary sewer service, and to procure any necessary off-site easements for required public improvements (e.g., easements for utilities, street stubs/temporary turnarounds, drainage facilities, etc.).
- b. It shall be the subdivider's responsibility to design all improvements according to the latest edition of the Comprehensive Plan and Water and Wastewater Master Plans, and/or the C & D Manual, whichever are applicable. The City may require that the subdivider oversize the water system and/or the sanitary sewer system where necessary to serve land other than the tract or lots to be platted, including the oversizing of off-site water or sewer mains necessary to extend service to the property to be platted. The cost to be borne by the subdivider and any reimbursement from subsequent users of the facility shall be in accordance with the provisions of the City's policy(s) regarding same (pursuant to Ordinance No. 1479, adopted on August 19, 1985, as may be amended).
- c. Extension of water and wastewater lines adjacent to any subdivision shall be made along the entire frontage of the subdivision adjacent to a street or thoroughfare. If the subdivision is not adjacent to a thoroughfare, the extension of utilities shall be accomplished in such a manner as to allow future connection to said utilities by new subdivisions. If new subdivisions will never be constructed beyond a developing subdivision due to physical constraints, the Public Works and Engineering Director may waive the requirement for adjacent utility line construction.
- d. Installation of utilities not specifically referenced herein shall comply with all applicable rules and regulations of the City of Waxahachie, Ellis County (when applicable), and the Texas Commission on Environmental Quality (TCEQ)

Section 3.10: - Stormwater Collection/Conveyance Systems.

- a. *System Design Requirements.* Drainage improvements shall accommodate runoff from the entire upstream drainage area, and shall be designed to prevent overloading the capacity of the downstream drainage system. The City may require the phasing of development, the use of control methods such as retention or detention, and/or the construction of off-site

drainage improvements in order to mitigate the impact of the proposed development. No stormwater collection system shall be constructed within the City unless it is designed in accordance with the City of Waxahachie's Design Manual for the Design of Storm Drainage Systems by a registered professional engineer and approved by the Public Works and Engineering Director and City Council. All developed areas shall have concrete curb and gutter drainage systems unless the development has an average lot size of at least twenty thousand (20,000) square feet. These lower density developments can utilize drainage ditch systems or swales according to Subsection (b) [sic] below. All plans submitted to the Public Works and Engineering Director for approval shall include a layout of the system together with supporting calculations for the design of the system. In addition to any others, the plans shall conform to the City of Waxahachie's Design Manual for the Design of Storm Drainage Systems and the C & D Manual, and shall conform to the following standards and minimums:

1. All drainage systems must be designed in accordance with the C & D Manual. The developer shall be required to construct off-site drainage improvements (upstream, downstream, or possibly both) in accordance with the C & D Manual if such improvements are necessary to protect other properties from flooding or other negative impact resulting from construction of the proposed development.
2. Run-off conveyed in roadway drainage ditches shall be confined to the ditch. The flow velocity in the ditch shall not exceed six (6) feet per second, and the ditch side slopes shall not exceed three (3) feet horizontal to one foot vertical (3:1). The center of the ditch shall be at least ten (10) feet from the road edge.
3. No cross-street (i.e., perpendicular to traffic flow) flow of run-off shall be permitted unless approved by the Public Works and Engineering Director. When such drainage is allowed, it must be across a concrete street (i.e., valley gutter) and as approved by the Public Works and Engineering Director.
4. For drainage in creeks or streams, or if the natural condition is altered by the developer, for any excavated channels, if the flow is greater than six (6) feet per second or the slope exceeds three (3) to one (3:1), limestone or similar acceptable rock, a reinforced concrete pilot channel or a concrete channel lining shall be required by the City to prevent erosion. Location and type of construction of the open channel must be approved by the Public Works and Engineering Director. These drainage facilities must be within a common space or within an easement to ensure protection of the area and access for maintenance.
5. If the flow is less than six (6) feet per second and if the slope does not exceed three (3) to one (3:1), the creek or excavated channel may be platted as part of the individual lots. The owners of these lots will be responsible for maintenance. Sufficient access shall be provided to provide for protection of these areas and for maintenance purposes.
6. For erosion and sedimentation control, the City uses the "Storm Water Quality Best Management Practices for Construction Activities in North Central Texas," a copy of which is filed in the City Manager's (or designee's) office. It is the developer's responsibility to be familiar with, and to comply with, these standards as well as any other policies the City may enact regarding erosion, sedimentation control, non-point source pollution, and other similar issues during construction of the development.

7. For any lots created by subdivision by this ordinance, cross lot drainage is prohibited. Applicants/developers/property owners subdividing property are required to drain surface runoff from an individual lot to a public ROW, or to an underground drainage system contained in a drainage easement, and will not be allowed to surface drain onto another lot. The City Manager, Public Works Director, or their designee shall have the discretion to allow modifications to the cross lot drainage requirements where adherence to these requirements would be in conflict with other city ordinances and/or regulations.

IV. - PUBLIC SITES AND OPEN SPACES

Section 4.1: - Areas for Public Use.

- a. The subdivider shall give consideration to suitable and adequate sites for schools, parks, playgrounds, and other areas for public use or service so as to conform with the recommendations contained in the City's Comprehensive Plan, Parks, Recreation & Open Space Master Plan, and other applicable plans. Any provision for schools, parks and/or other public facilities shall be indicated on the plat and shall be subject to approval by the Planning and Zoning Commission and City Council.
- b. No individual, partnership, firm, or corporation shall deepen, widen, fill, reroute or change the course or location of any existing ditch, channel, stream, or drainageway, without first obtaining a flood plain permit or written permission of the City or other agency having jurisdiction.

Section 4.2: - Protection of Drainage and Creek Areas.

- a. Definitions and Methodology for Determining the Floodway Management Area (FMA). The definitions for "floodway" and "floodway fringe" shall correspond to those set forth by the Federal Emergency Management Agency (FEMA). For purposes of the National Flood Insurance Program, the concept of a floodway is used as a tool to assist the local community in the aspect of flood plain management. Under this concept, the area of the one-hundred-year flood is divided into a floodway and floodway fringe. The floodway is the channel of a stream plus any adjacent flood plain areas that must be kept free of encroachment in order that the one-hundred-year flood may be carried without substantial increases in flood heights as defined by FEMA. The area between the floodway and boundary of the one-hundred-year flood is termed the floodway fringe.

For the purposes of this Ordinance, the Floodway Management Area (FMA) will correspond to any and all special flood hazard areas indicated on the most recent FEMA Flood Insurance Rate Map (FIRM).

- b. Areas Where an FMA is Required. All drainage areas or regulated floodways as referenced on the Floodway and Flood Boundary Map (FIRM Maps) that cover the City and its extraterritorial jurisdiction shall be included in the FMA. If FEMA does not specify a floodway zone in any of the creeks or their tributaries, it shall be the developer's responsibility to establish and identify the FMA. The determination shall be made by a registered professional engineer and approved by the Public Works and Engineering Director. Where improvements to a drainage area are required by other ordinances of the

City for the purpose of safety or other reasons related to drainage, those ordinances shall also be observed. The FMA is intended to apply to a creek or channel which is to remain open or in its natural condition. The creek shall remain in its natural state unless improvements are permitted by the City due to the pending development of properties adjacent to or upstream of the required improvements.

- c. Ownership and Maintenance of the FMA. The area determined to be the FMA shall be designated on and part of the plat. Approximate locations shall be shown on zoning change requests and plats. At the City's option, the FMA shall be protected by one of the following methods:
 1. Dedicated to the City of Waxahachie, at the developer's option; or
 2. Easement(s). Creeks or drainageways in tracts which have private maintenance provisions, other than single- or two-family platted lots, can be designated as the FMAs by an easement to the City on the plat. Subdivisions with platted single-family or two-family lots may designate the FMA by easement provided there is adequate maintenance provisions, but no lots or portions of lots may be platted in the easement unless specifically allowed by the City. The area designated as FMA may be identified by a tract number; or
 3. Certain recreational uses normally associated with or adjacent to flood prone areas (no structures allowed in the FMA), such as golf courses. The uses allowed shall be in conformance with the Zoning Ordinance and approved by the Planning and Zoning Commission and City Council.

Prior to acceptance of any drainageway as an FMA by the City, the area shall be cleared of all debris. Floodway management areas dedicated to the City shall be left in a natural state except those areas designated for recreational purposes.

- d. Design Criteria. The following design criteria shall be required for development adjacent to the FMA:
 1. Adequate access must be provided along the FMA for public or private maintenance. An unobstructed area a minimum of twenty (20) feet wide with a maximum five (5) to one (5:1) slope (five feet horizontal to one foot vertical), the length of the floodway shall be provided adjacent to or within the FMA. On the opposite side of the drainage area, an unobstructed area having a minimum width of five (5) feet shall be provided.
 2. Lots in a single-family, PD single-family or duplex residential zoning district shall not be platted within the FMA. If lots back to an FMA, at least two (2) reasonable points of access to the FMA, each a minimum of twenty (20) feet in width, shall be provided. Streets and alleys may qualify as access points if designed such that they are navigable by maintenance vehicles. All areas of the FMA must be accessible from the access points. Lots used for multi-family may be platted in the FMA if the FMA is identified as an easement and is maintained as open space for use by the residents.
 3. Public streets may be approved in the FMA by the Planning and Zoning Commission and City Council (if they conform to applicable engineering standards).
 4. Public streets may be required to be constructed adjacent to some portions of the FMA to allow access for maintenance or recreational opportunities.

5. No building sites shall be located within the floodway or flood fringe area.
 6. Alternate designs to facilitate equal or better access may be permitted if approved by the Public Works and Engineering Director.
- e. Drainage areas which have been altered and are not in a natural condition can be exempted from an FMA and this Section at the discretion of the City Council and upon recommendation by the Public Works and Engineering Director.
 - f. Any construction within the FMA (including, but not limited to, grading, clearing, construction of utility lines, etc.) shall require issuance of a flood plain permit prior to commencement of such construction.

Section 4.3: - Property/Homeowner's Associations.

- a. *Applicability.* When a subdivision contains either common open space or other improvements which are not intended to be dedicated to the City of Waxahachie for public use (e.g., private streets, private recreation facility, landscaped entry features, etc.), or when common space or other improvements are dedicated to the City but will be maintained by a private property/homeowner's association, a property/homeowners association agreement consistent with State and other appropriate laws, must be submitted to and approved by the Planning and Zoning Commission or City Council, if applicable, and made a part of the plat documents. The Conditions, Covenants and Restrictions (i.e., CCRs) and the association documents (i.e., articles of incorporation, by-laws) shall be submitted to the City for review and City approval along with the plat application, and such documents must contain provisions that satisfy the requirements outlined within this Section. Said documents must, at a minimum, include provisions which allow the City to take over the maintenance of common property (including private streets, private recreation facilities, etc.) using association funds, if such action becomes necessary due to nonperformance or inaction by the association or if the association goes defunct. Provisions shall also be included which would, in the latter instance, convey ownership of the private streets (if any) and all other common areas to the City, and which would allow the City to remove any improvements/amenities from the common areas and sell any buildable land area (as residential lots) to recoup the City's expenses for maintenance and/or demolition of the improvements. Any monies that remain after the City has recovered all of its expenses shall be retained for future maintenance/upgrading of the streets, common areas (if any remain), screening walls, or other improvements within the subdivision.
- b. *Membership.* A property/homeowner's association shall be an incorporated non-profit organization operating under recorded land agreements through which:
 1. Each lot owner within the described land area is automatically a member (i.e., membership in the association is mandatory); and
 2. Each lot is automatically subject to a charge for a proportionate share of the expenses for the property/homeowner's association's activities, such as maintenance of common open spaces or the provision and upkeep of common recreational facilities.
- c. *Legal Requirements.* In order to assure the establishment of a proper property/homeowner's association, including its financing, and the rights and responsibilities of the property/home owners in relation to the use, management and ownership of common property, the

subdivision plat, dedication documents, covenants, and other recorded legal agreements must:

1. Legally create an automatic membership, non-profit property/homeowner's association;
 2. Place title to the common property in the property/homeowner's association, or give definite assurance that it automatically will be so placed within a reasonable, definite time;
 3. Appropriately limit the uses of the common property;
 4. Give each lot owner the right to the use and enjoyment of the common property;
 5. Place responsibility for operation and maintenance of the common property in the property/homeowner's association;
 6. Place an association charge on each lot in a manner which will both assure sufficient association funds and which will provide adequate safeguards for the lot owners against undesirable high charges;
 7. Give each lot owner voting rights in the association; and
 8. Must identify land area within the association's jurisdiction including but not limited to the following:
 - (a) Property to be transferred to public agencies;
 - (b) The individual residential lots;
 - (c) The common properties to be transferred by the developer to the property/homeowner's association; and
 - (d) Other parcels.
 9. Any governmental authority or agency, including, but not limited to, the City and the County, their agents, and employees, shall have the right of immediate access to the common elements at all times if necessary for the preservation of public health, safety and welfare. Should the property/homeowner's association fail to maintain the common elements to City specifications for an unreasonable time, not to exceed ninety (90) days after written request to do so, then the City shall have the same right, power and authority to enforce the association's rules and to levy assessments necessary to maintain the common elements. The City may elect to exercise the rights and powers of the property/homeowner's association or its Board, or to take any action required and levy any assessment that the property/homeowner's association might have taken, either in the name of the property/homeowner's association or otherwise, to cover the cost of maintenance (or the possible demolition, if such becomes necessary) of any common elements.
- d. *Protective Covenants.* Protective covenants shall be developed which, among other things, shall make the property/homeowners association responsible for:
1. The maintenance and operation of all common property;
 2. The enforcement of all other covenants;
 3. The administration of architectural controls (optional); and

4. Certain specified exterior maintenance of exterior improvements of individual properties (optional).

Section 4.4: - Park Land and Public Facility Dedication.

a. *Purpose.* The City Council of the City of Waxahachie hereby finds as follows:

1. Recreational areas, in the form of neighborhood parks, are necessary and in the public welfare, and that the only adequate procedure to provide for same is by integrating such a requirement into the procedure for planning and developing property as a residential subdivision in the City of Waxahachie, whether such development consists of new construction on previously vacant land or rebuilding and redeveloping existing residential areas.
2. Neighborhood parks are those parks providing for a variety of outdoor recreational opportunities and within convenient distances from a majority of the residences to be served thereby, the standards for which are set forth in the Waxahachie Parks, Recreation and Open Space Master Plan.
3. The cost of neighborhood parks should be borne by the ultimate residential property owners who, by reason of the proximity of their property to such parks, shall be the primary beneficiaries of such facilities.

b. *Authority.*

1. This section is enacted in accordance with the Home Rule powers of the City of Waxahachie, granted under the Texas Constitution and statutes of the State of Texas.
2. Any provision for parks and public open space areas shall be indicated on the plat, and shall be subject to approval by the City's Park Board, Planning and Zoning Commission and City Council.
3. The purpose of this section is to provide for neighborhood parks as a condition of subdivision development in the City of Waxahachie.

c. *Park Land Dedication.*

1. Prior to a plat being filed with the County Clerk of Ellis County, Texas for a development of a residential area within the City of Waxahachie, such plat shall contain a clear fee simple dedication at a pro rata rate of two acres of land for each 100 proposed dwelling units. As used in this section, a "dwelling unit" means each individual residence, including individual residences in a multi-family structure, designed and/or intended for inhabitation by a single family. In the event platting is not required, the requirements of this Ordinance must be met at the time of the site plan approved.
2. Any proposed plat submitted to the City of Waxahachie for approval shall show the area proposed to be dedicated under this section.
3. The City Council shall determine the suitability of land proposed to be dedicated as a neighborhood park, upon the recommendation of the Parks Board, and taking into consideration the following factors:

(A) Unsuitability of the land for park purposes, including the following:

- (i) Any area primarily located in the 100-year flood plain.
 - (ii) Any areas of unusual topography or slope which renders same unusable for organized recreational activities.
 - (iii) Drainage areas may be accepted as part of a park if the channel is to remain predominantly in its natural state or constructed in accordance with City engineering standards, if no significant area of the park is cut off from access by such channel, if not less than five (5) acres of the site is above the one-hundred-year flood plain, or if the dedication is in excess of ten (10) acres, not more than fifty (50) percent of the site should be included in the one-hundred-year flood plain.
- (B) Size of park. For purpose of this section an area of land less than five (5) acres presumptively is impractical for neighborhood park purposes.
 - (C) Access. Each park shall have pedestrian and vehicular access from one or more public streets. Street frontage shall be required to assure public access to park land.
 - (D) Proximity of existing park land. Land dedication may be unsuitable if there are sufficient parks already in the public domain for the area of the proposed development, or if the recreation potential for that area would be better served by expanding or existing neighborhood parks.
 - (E) Drainage. The park land shall have adequate drainage, as determined by the City Public Works and Engineering Director, who shall review all construction plans for any detention or retention proposed to be built on the land to be dedicated.
 - (F) Trash removal. The subdivider shall remove all trash, effuse and waste materials from the dedicated park land prior to acceptance by the City.
4. If the City Council determines that land proposed for neighborhood park dedication is unsuitable in whole or part, it may require payment of park fees in lieu of land dedication, as set forth in subsection d., require a combination of land dedication and payment of fees, or condition plat approval on a different configuration of park land within the proposed development.
- d. *Cash in lieu of land.*
- 1. A subdivider responsible for land dedication under this Ordinance shall be required, at the City Council's option, to meet the dedication requirements in whole or in part by a cash payment in lieu of land. The cash payment in lieu of land dedication shall be met by the payment of a fee set from time to time by ordinance of the City Council sufficient to acquire neighborhood park land. Unless and until changed by the City Council such fee shall be \$400.00 per dwelling, and on non-residential property, \$600.00 per acre of land in the dedication, with a \$600.00 minimum on non-residential property for property under one acre.
 - 2. Such payment in lieu of land shall be made prior to plat approval.
 - 3. The City of Waxahachie may from time to time decide to purchase land for parks in or near the area of actual or potential development. If the City does purchase park land in a park service area, subsequent park land dedications for that zone shall be in cash only,

the calculation of which is set forth above. Such cash payment is in addition to the payment of the required park development fee.

e. *Special Fund.*

1. All fees in lieu of dedication collected under this section shall be deposited in the City of Waxahachie's Neighborhood Park Land Fund and used solely for the purchase, lease or other acquisition of neighborhood park land, site preparation, and installation of infrastructure and other park improvements. All expenditures from the said Fund shall be authorized by the City Council.
2. The City of Waxahachie shall account for all fees paid into the Neighborhood Park Land Fund.

f. *Exemptions.*

1. This section shall not apply to a plat that has been recorded prior to Ord. No 2350 approved on December 5, 2005.
2. If a replat is filed that increases the number of dwelling units from the previous plat, the park dedication requirement shall apply to the additional dwelling units.

V. - IMPROVEMENTS REQUIRED PRIOR TO ACCEPTANCE OF THE SUBDIVISION BY THE CITY

Section 5.1: - Improvements.

- a. The requirements of the Subdivision Ordinance as set forth below are designed and intended to ensure that, for all subdivisions of land within the scope of the Subdivision Ordinance, all improvements as required herein are installed properly and:
 1. The City can provide for the orderly and economical extension of public facilities and services;
 2. All purchasers of property within the subdivision shall have a usable, buildable parcel of land; and
 3. All required improvements are constructed in accordance with City standards.
- b. Adequate Public Facilities Policy. The land to be divided or developed must be served adequately by essential public facilities and services. No subdivision shall be approved unless and until adequate public facilities exist or provision has been made for water facilities, wastewater facilities, drainage facilities, electricity and street facilities which are necessary to serve the development proposed, whether or not such facilities are to be located within the property being platted or off-site. This policy may be defined further and supplemented by other ordinances adopted by the City. Utilities shall be extended to all adjacent property lines to allow connection of these utilities by adjacent property owners when such property is platted.
- c. The public improvements required by the City of Waxahachie for the acceptance of the subdivision by the City shall include, but are not limited to, the following:
 1. Water and wastewater facilities;

2. Drainage facilities;
 3. Streets;
 4. Street lights;
 5. Street signs;
 6. Sidewalks;
 7. Traffic control devices required as part of the project; and
 8. Appurtenances to the above, and any other public facilities required as part of the proposed subdivision.
- d. All aspects of the design and implementation of public improvements shall comply with the City's current design standards and any other applicable City codes and ordinances, including preparation and submittal of construction plans and construction inspection. The construction of all of the improvements required in this Ordinance shall conform to the latest edition of the City's C & D Manual.
- e. Changes or Amendments to the C & D Manual and Other Construction/Design Documents. The Construction & Design (C & D) Manual will, from time to time, require revisions and updates to allow for changing construction technology. When changes are required, the C & D Manual may be amended separately from this document.

Section 5.2: - Monuments.

In all subdivisions and additions, corners shall be established at the corner of each block in the subdivision consisting of an iron rod or pipe not less than one-half ($\frac{1}{2}$) inch in diameter and eighteen (18) inches deep, and set flush with the top of the ground. Lot corner monuments shall be placed at all lot corners except corners which are also block corners, consisting of iron rods or pipes of a diameter of not less than one-half ($\frac{1}{2}$) inch and eighteen (18) inches deep, and set flush with the top of the ground. In addition, curve point markers shall be established of the same specifications as lot corners. Each block corner monument shall include a cap with the surveyor's name and registration number attached to it. All block corners shall be installed prior to the final inspection of the subdivision by the City. Lot corners shall be installed prior to issuance of a building permit.

Section 5.3: - Street Lights.

- a. Before final acceptance of streets, alleys, sewers and other utilities, street light locations and installations shall be coordinated by the developer with the power company and the City of Waxahachie. It shall be the subdivider's responsibility to install street lights (per the City of Waxahachie's standard street light, where applicable) with metal poles (or approved similar material) at street intersections and at a maximum distance of six hundred (600) feet apart, except where curb grades or terrain requires additional lighting, and at the terminus of cul-de-sacs.
- b. Street lighting shall be installed to provide an average of 0.4 footcandle per square foot on the roadway between curbs. The lowest intensity at any point shall not be less than one-tenth (0.1) footcandle per square foot. Street lighting materials shall be approved by the City

Manager (or designee). Any costs associated with upgrading street lighting fixtures shall be borne by the developer/property owner.

Section 5.4: - Street Names and Signs.

- a. Street names must be submitted to the City for review and approval in accordance with the City's guidelines for the naming of streets. Proposed street names shall be submitted for review along with (and as a part of) the plat application, and shall become fixed at the time of approval of the plat. On the plat, street names shall not be changed from those that were approved on the plat unless special circumstances have caused the major realignment of streets or a proposed street name(s) is discovered to have already been used elsewhere in the City (or some other similar eventuality). If additional street names are needed for the plat, then they must be submitted for City staff review and approval along with the plat application. A fee may be established by the City for the changing of street names after approval of the plat.
- b. Surnames of people or the names of corporations or businesses shall not be used as street names, unless approved by the City Council. The City will maintain a list of existing street names (and "reserved" street names that have been approved on a plat), and will update the list as new streets are platted.
- c. New street names shall not duplicate existing street names either literally or in a subtle manner (e.g., Smith Street vs. Smythe Street; Oak Drive vs. Oak Place vs. Oak Court vs. Oak Circle), shall not be so similar as to cause confusion between names (e.g., Lakeside Drive vs. Lake Side Drive vs. Lake Siding Drive), and shall not sound like existing street names when spoken (e.g., Oak Drive vs. Doak Drive; Lantern Way vs. Land Tern Way).
- d. New streets which extend existing streets shall bear the names of the existing streets. Streets crossing thoroughfares or other roadways shall bear the same name on both sides of the thoroughfare, wherever practical.
- e. The property owner shall provide payment for street name signs for the development. The cost of each street name sign installation shall include the cost of the sign assembly, pole and the time for installation. Payment by the property owner will be due prior to approval of the engineering plans by the Public Works and Engineering Director.
- f. Street name signs shall be installed in accordance with the City's guidelines before issuance of a building permit for any structure on the streets approved within the subdivision.

Section 5.5: - Street and Alley Improvements.

- a. All on-site (i.e., internal) streets and alleys shall be constructed by the developer at the developer's expense, unless otherwise allowed by this Ordinance.
- b. All streets and alleys shall be constructed using reinforced concrete, unless otherwise approved by the City Council, and per the specifications in the City's C & D Manual.
- c. The minimum street and alley curb and gutter standards for which the construction shall be made by the developer are shown in the C & D Manual.
- d. In addition to the above-mentioned minimum standards, barrier-free ramps for the handicapped shall be constructed at all street corners, driveway approaches, appropriate

mid-block crosswalks, and in locations where accessible parking spaces are provided. All barrier-free ramps and other accessibility considerations shall comply with Section 228 of the Highway Safety Act, as currently amended, and with the Americans With Disabilities Act (ADA), as amended.

- e. All signs and barricades shall be in conformity with the C & D Manual and/or with ADA specifications for uniform traffic control devices, as adopted by the Texas Department of Transportation and/or the Texas Department of Public Safety.
- f. Approval is required prior to the installation of any driveway connecting to a public street. The Public Works and Engineering Director shall approve all driveway cuts.

Section 5.6: - Retaining Wall Requirements, Construction Regulations, and Design Criteria.

- a. Retaining Wall Requirements. When property within or directly adjacent to a subdivision contains changes in elevation exceeding two and one-half (2½) feet and the slope exceeds one unit vertical in two (2) units horizontal, a retaining wall shall be required at the locations specified herein prior to the acceptance of the subdivision:
 - 1. *Location A.* The grade change roughly follows a side or rear lot line.
 - 2. *Location B.* The grade change is adjacent to a proposed building site boundary.
 - 3. *Location C.* The grade change is adjacent to a water course or drainage easement.
- b. Retaining Wall Design and Construction. All retaining wall design and construction shall be in compliance with the provisions of the C & D Manual and the NCTCOG's Standard Specifications for Public Works Construction adopted by the City of Waxahachie, and shall be approved by the Public Works and Engineering Director.
- c. Retaining Wall Maintenance. Retaining walls shall be maintained by the owner of the property where such retaining wall is located.
- d. Retaining walls shall not be constructed parallel to and within any portion of a utility easement.

Section 5.7: - Screening and Landscaping Construction Regulations, Requirements and Design Criteria.

- a. *Screening.*
 - 1. Where subdivisions are platted so that the rear or side yards of single-family or two-family residential lots are adjacent to an arterial thoroughfare (greater than sixty (60) feet in right-of-way width on the Thoroughfare Plan); a four-lane collector street; are separated from a thoroughfare by an alley; or back up to a collector or residential street, the developer shall provide, at his sole expense, screening according to the following alternatives and standards. All screening shall be adjacent to the right-of-way or property line. All forms of screening shall conform to the requirements of other ordinances in the City governing sight distance for traffic safety.

A minimum fifteen (15) foot landscape buffer shall be provided exclusive of all required street and turn lane right-of-way adjacent to the Type A or Type B thoroughfare. A minimum ten (10) foot landscape buffer shall be provide exclusive of

all required street and turn lane right-of-way adjacent to a Type C or Type D thoroughfare.

Trees shall be planted within the landscape buffer. The total number of caliper inches of the trees shall be equal to or exceed one (1) caliper inch per ten (10) linear feet of frontage of the landscape buffer. Minimum tree size shall be three (3) caliper inches. A single species of tree shall not exceed forty (40) percent of the plantings. These will be required to be irrigated. Any screening items will be maintained by the Home Owners Association.

2. Screening Alternatives. Screening shall be provided in accordance with, and shall be constructed to, standards and criteria as set forth in the City's C & D Manual and/or other related City code(s)/policy(s).
 3. A maintenance easement five feet (5') in width shall be dedicated to the City on the private lot side and adjacent to the screening wall.
 4. The screening wall shall be installed prior to the final acceptance of the subdivision. Landscape materials may be installed after the subdivision is accepted, upon approval of the City Manager (or designee), but in no case later than six (6) months following acceptance of the subdivision.
 5. All plants (e.g., trees, shrubs, ground cover) shall be living and in sound, healthy, vigorous and growing condition, and they shall be of a size, fullness and height that is customary for their container/ball size (as per the latest edition of the "American Standard for Nursery Stock", by the American Association of Nurserymen, as may be amended).
 6. All masonry, steel and/or aluminum screening wall/fence plans and details must be designed and sealed by a registered engineer or other qualified professional, and must be approved by the Public Works and Engineering Director.
 7. Required wall heights, including spans between columns, shall be from at least six (6) feet and no more than eight (8) feet. Decorative columns, pilasters, stone caps, and other features may exceed the maximum eight-foot height by up to eighteen (18) inches (i.e., total maximum height of nine and one-half (9½) feet, provided that such taller elements comprise no more than ten (10) percent of the total wall length (in elevation view).
 8. Screening fences/walls shall not be constructed parallel to and within any portion of a utility easement unless written provisions are made and approved by the Public Works and Engineering Director for access and maintenance of the utility easement.
- b. *Entryway Features* (neighborhood identification).
1. Subdivisions in excess of ten (10) platted lots may provide a low maintenance landscaped entryway feature at access points from streets and thoroughfares into the subdivision. The entryway feature shall be placed within an easement identified for such use adjacent to or within the right-of-way, and shall observe all sight visibility requirements.
 2. Design Requirements. The entryway feature shall include living landscaped materials as specified in Appendix "A-4" of the City's Zoning Ordinance. The design of the

entryway feature shall also include an automatic underground irrigation system, and may also include subdivision identification (i.e., signage located on the wall). All plants shall be living and in a sound, healthy, vigorous and growing condition, and they shall be of a size, fullness and height that are customary for their container/ball size (as per the latest edition of the "American Standard for Nursery Stock", by the American Association of Nurserymen, as may be amended).

3. The design of the entryway shall be in accordance with design policies as provided by City staff. The design of the entry shall be reflected on the engineering plans submitted with the plat, and shall be approved by the City in conjunction with approval of the construction plans.
4. The maintenance of the entryway shall be the responsibility of the developer for a period of at least two (2) years or until building permits have been issued for eighty (80) percent of the lots in the subdivision, whichever date is later. Following that period of time, maintenance responsibility shall be borne by the private property owner(s) upon whose lot(s) the entryway feature is located, or by an approved homeowner's association (see Section 4.3). If, at some point in time, the maintenance responsibility shifts to the City, the City shall have the right to upgrade, reduce or eliminate entirely, at its sole option, the landscaping and other amenities in order to simplify and/or minimize the amount of time and effort that maintenance of the entryway will require.

Section 5.8: - Water and Sewer Requirements

- a. The installation of all water and wastewater lines shall be in conformance with the C & D Manual.
- b. No plat shall be approved for any subdivision within the City or its extraterritorial jurisdiction until the subdivider has made adequate provision for a water system and a sanitary sewer system of sufficient capacity to adequately provide service to all tracts and lots within the area to be subdivided. The design and construction of the water system and of the sanitary sewer system to serve the subdivision shall be in conformance with the City's master plans for water and wastewater facilities, and shall be approved by the Public Works and Engineering Director.
- c. Water system with mains of sufficient size and having a sufficient number of outlets to furnish adequate domestic water supply and to furnish fire protection, unless fire protection is not required as defined in Section 5.8 Water and Sewer Requirements of this Ordinance as amended, to all lots shall be provided. Water lines shall extend to the property line, and a box for the water meter(s) for each lot shall be installed either in the right-of-way or immediately adjacent to the right-of-way in an easement.
- d. Services for utilities shall be made available to the property line of each lot in such a manner as will minimize the necessity for disturbing the street pavement and drainage structure when connections are made.
- e. Fire hydrants shall be installed in residential areas every five hundred (500) feet of laying distance, and in nonresidential areas every three hundred (300) feet of laying distance. The Fire Chief shall have the authority to approve the locations and placement of all fire hydrants (and fire lanes), and may, at his discretion, modify fire hydrant spacing based upon special design/distance circumstances.

- f. For platting of properties in the City's extraterritorial jurisdiction, a subdivision of four (4) or fewer lots is not required to have a water system with mains of sufficient size and having a sufficient number of outlets to furnish fire protection to all lots, provided that the approved plat includes a disclaimer that provides as follows: **"NOTE: AT THE TIME OF PLAT APPROVAL, THIS DEVELOPMENT DOES NOT HAVE ADEQUATE WATER FLOW TO ALLOW FOR FIRE FIGHTING AND FIRE SUPPRESSION SERVICES TO ANY IMPROVED PROPERTIES."**
- g. All subdivisions of greater than four (4) lots in the City's extraterritorial jurisdiction must have a water system with mains of sufficient size and having a sufficient number of outlets to furnish fire protection to all lots unless a fire flow waiver is granted for the development by the City Council. If the fire flow waiver is granted, the approved plat must include a disclaimer that provides as follows **"NOTE: AT THE TIME OF PLAT APPROVAL, THIS DEVELOPMENT DOES NOT HAVE ADEQUATE WATER FLOW TO ALLOW FOR FIRE FIGHTING AND FIRE SUPPRESSION SERVICES TO ANY IMPROVED PROPERTIES."** Plat applications requesting a waiver for fire protection requirements for more than four lots would be required to submit a petition for hardship waiver, per Section 1.11 Petition for Hardship Waiver of this ordinance as amended.

Section 5.9: - Improvement of Adjacent Existing Streets and Utilities.

- a. When a proposed subdivision of land, whether residential or nonresidential, abuts on both sides of an existing substandard street, or on one side of said road, being substandard according to the then existing current Thoroughfare Plan, the developer may be required to improve the existing on-site facility as that term is defined herein, including on-site sidewalks, landscaping, storm sewers and other utilities as defined in Section 1.17, to bring the same to City standards, or to replace it with a standard City street as determined by the traffic impact analysis, if required (see Section 3.1) at no cost to the City.
- b. The subdivider shall be responsible for construction of a minimum of one-half ($\frac{1}{2}$) or all, as the case may be, according to Subsections [a] through [d]) of the width of a residential street adjacent to the site. For the purposes of this Ordinance, residential properties shall be responsible for twenty-six (26) feet, or fifteen and one-half ($15\frac{1}{2}$) feet if adjacent to only one side, of paving. All other uses shall be responsible for thirty-seven (37) feet of paving, or eighteen and one-half ($18\frac{1}{2}$) feet if adjacent to only one side. In lieu of construction, a proportionate fee for curbs, gutters, sidewalks, storm drainage, street lights, and street signs may be assessed against any perimeter road. The perimeter and off-site streets required for improvement shall be determined by the traffic impact analysis outlined in Section 3.1.
- c. Streets which dead-end at power lines or similar rights-of-way or easements, and which are intended for future extension across these rights-of-way or easements, shall be constructed in the right-of-way or easement for half the distance across the right-of-way or easement, and shall be further restricted as set forth in Section 3.1. As with any other dead-end street, a note shall be placed on the plat clearly labeling the dead-end streets that will, at some point, be extended across the power line easement (or right-of-way), and signage shall be placed at

the end of the constructed street curb (on the barricade) also stating that the street will be extended in the future.

Section 5.10: - Storm Drainage.

- a. An adequate storm sewer system consisting of inlets, pipes and other underground structures with approved outlets shall be constructed where runoff of storm water and the prevention of erosion cannot be accomplished satisfactorily by surface drainage facilities. Areas subject to flood conditions and/or inadvertent storm water retention (i.e., standing or pooling water), as established by the City, will not be considered for development until adequate drainage has been provided.
- b. The criteria for use in designing storm sewers, culverts, bridges, drainage channels, and drainage facilities shall conform to the City of Waxahachie's drainage criteria in the C & D Manual. In no case shall drainage areas be diverted artificially to adjacent properties or across roadways.
- c. The developer shall ensure that all drainage improvements within public easements or rights-of-way are functioning properly prior to the expiration of the maintenance bond. The developer shall be responsible for removing any significant build-up of sediment and/or trash from drainage improvements, with the exception of backlot and side lot drainage swales, at the eleventh month of the second year for the required two-year maintenance bond for the applicable facilities. The City shall inspect the improvements to determine any maintenance or correction of deficiencies at the conclusion of this period.

Section 5.11: - Mail/Delivery Boxes.

All subdivisions shall provide adequate areas and access for mail boxes. All mail boxes and similar areas and/or facilities for mail/package delivery shall be installed in accordance with U.S. Postal Service guidelines, and shall be accessible in accordance with ADA regulations.

VI. - REQUIREMENTS FOR ACCEPTANCE OF SUBDIVISIONS BY THE CITY OF WAXAHACHIE

Section 6.1: - Withholding City Services and Improvements Until Acceptance.

- a. The City hereby defines its policy to be that the City will withhold all City services and improvements of whatsoever nature, including the maintenance of streets, the furnishing of sewage facilities, water service, other utility service, and all other City services from all additions until all of the street, utility, storm drainage and other public improvements, as well as lot improvements (e.g., grading and installation of improvements required for proper lot drainage and prevention of soil erosion, retaining walls, etc.) on the individual residential lots, are properly constructed according to the approved engineering plans and to City standards, and until such public improvements are dedicated to and accepted by the City.

Section 6.2: - Guarantee of Public Improvements.

- a. Subdivider's Guarantee. Before approving the plat of a subdivision located all or partially within the City and/or the City's extraterritorial jurisdiction, the City Council must be

satisfied that all public improvements required shall have been constructed in accordance with the requirements of this Ordinance.

- b. Improvement Agreement and Guarantee. Based upon a recommendation by the City Manager (or designee), the City Council may waive the requirement that the applicant complete and dedicate all public improvements prior to approval of the plat, and may permit the property owner to enter into an improvement agreement by which the property owner covenants to complete all required public improvements no later than two (2) years following the date upon which the plat is approved. The City Council may also require the property owner to complete and dedicate some of the required public improvements prior to approval of the plat, and to enter into an improvement agreement for completion of the remainder of the required improvements during such two-year period. The improvement agreement shall contain such other terms and conditions as are agreed to by the property owner and the City. Nothing within this section shall nullify the City's obligation to participate in the construction of oversize facilities (pursuant to Ordinance No. 1479, adopted on August 19, 1985, as may be amended).
- c. Improvement Agreement Required for Oversize Reimbursement. The City shall require an improvement agreement pertaining to any public improvement for which the developer shall request reimbursement from the City for oversize costs. The City Council shall authorize the approval of such agreement as meeting the requirements of the City. The Public Works and Engineering Director is authorized to sign an improvement agreement on behalf of the City.
- d. Security. Whenever the City permits a property owner to enter into an improvement agreement or to permit a property owner to provide funding for the required public infrastructure to record a plat prior to the installation of said infrastructure, it shall require the owner to provide sufficient security, covering the completion of the public improvements. The security shall be in the form of cash escrow or, a surety bond which requires the completion of the required infrastructure within two years of the date the plat application as approved as security for the promises contained in the improvement agreement. For funds placed in escrow, the property owner must give the City authority to authorize any withdrawal from the escrow account. Invoices and supporting documentation must be provided to City staff to verify that each withdrawal is an amount equal to the work performed associated with each pay request. In addition to all other security, for completion of those public improvements where the City participates in the cost, the owner shall provide a performance bond from the contractor, with the City as a co-obligee. Security shall be in an amount equal to one hundred (100) percent of the estimated cost of completion (including engineering design fees, contingencies, administrative costs, and other related costs) of the required public improvements and lot improvements. The issuer of any surety bond or escrow shall be subject to the approval of the City Attorney.
- e. Upon the dedication of and acceptance by the City of all required public improvements, the City shall authorize a reduction in the security to ten (10) percent of the original amount of the security if the property owner is not in breach of the improvement agreement. The remaining security shall be security for the owner's covenant to maintain the required public improvements and to warrant that the improvements are free from defects for two (2) years thereafter. If the required security for maintenance and warranty is otherwise provided by the contractors or by others, the City will release the entire amount of the developer's security.

Section 6.3: - Temporary Improvements.

The property owner shall build and pay for all costs of temporary improvements required by the City, and shall maintain those temporary improvements for the period specified by the City. Prior to construction of any temporary facility or improvement, the owner shall file with the City a separate improvement agreement and escrow or, where authorized, a letter of credit, in an appropriate amount for temporary facilities, which agreement and escrow or letter of credit shall ensure that the temporary facilities will be properly constructed, maintained and removed.

Section 6.4: - Government Units.

Governmental units to which these contract and security provisions apply may file, in lieu of the contract and security, a certified resolution or ordinance from officers or agents authorized to act in their behalf, agreeing to comply with the provisions of this Section.

Section 6.5: - Failure to Complete Improvements.

- a. For plats for which no improvement agreement has been executed and no security has been posted, if the public improvements are not completed within the period specified by the City, the land study or plat approval shall be deemed to have expired two years after the approval of the plat application. In those cases where an improvement agreement has been executed and security, in the form of an escrow account or surety bond has been posted, and the required public improvements have not been installed within the terms of the agreement, the City may:
 1. Declare the agreement to be in default and require that all the public improvements be installed regardless of the extent of completion of the development at the time the agreement is declared to be in default;
 2. The plat shall not be accepted for approval until the public improvements are completed;
 3. Obtain funds under the security and complete the public improvements itself or through a third party;
 4. Assign its right to receive funds under the security to any third party, including a subsequent owner of the subdivision for which public improvements were not constructed, in whole or in part, in exchange for that subsequent owner's promise to complete the public improvements on the property;
 5. Exercise any other rights available under the law.

Section 6.6: - Acceptance of Dedication Offers.

Acceptance of formal offers for the dedication of streets, public areas, easements and/or parks shall be by authorization of the City Manager (or designee). The approval by the City of a plat shall not, in and of itself, be deemed to constitute or imply the acceptance by the City of any street, public area, easement or park shown on the plat. The City may require the plat to be endorsed with appropriate notes to this effect.

Section 6.7: - Maintenance and Guarantee of Public Improvements.

The owner shall maintain all required public improvements for a period of two (2) years following acceptance of the subdivision by the City, and shall also provide a warranty that all public improvements will be free from defects for a period of two (2) years following such acceptance by the City.

Section 6.8: - Construction Procedures.

- a. A permit or a release letter is required from the Public Works and Engineering Director prior to beginning any work in the City or its extraterritorial jurisdiction which affects erosion control, public utilities, storm drainage, vegetation or tree removal, or a flood plain.
- b. Preconstruction Conference. The Public Works and Engineering Director may require that all contractors participating in the construction meet for a preconstruction conference to discuss the project prior to release of a grading permit and before any filling, excavation, clearing and/or removal of vegetation and trees that are larger than eight-inch caliper.
- c. Conditions Prior to Authorization. Prior to authorizing release of a grading permit, the Public Works and Engineering Director shall be satisfied that the following conditions have been met:
 1. The plat shall be approved by the Planning and Zoning Commission and by City Council;
 2. All required contract documents are completed and filed with the Public Works and Engineering Director;
 3. All necessary off-site easements and/or dedications required for City-maintained facilities and not shown on the plat must be conveyed solely to the City (i.e., by separate instrument), with the proper signatures affixed. The original of the documents and the appropriate filing fees (per the City's submission guidelines, as may be amended from time to time) shall be returned to the Public Works and Engineering Director prior to approval and release of the engineering plans;
 4. All contractors participating in the construction shall be presented with a set of approved plans bearing the stamp of release of the Public Works and Engineering Director (at least one set of these plans shall remain on the job site at all times);
 5. A complete list of the contractors, their representatives on the site, and telephone numbers where a responsible party may be reached at all times must be submitted to the Public Works and Engineering Director; and
 6. All applicable fees must be paid to the City.

Section 6.9: - Inspection of Public Improvements.

- a. *General Procedure.* Construction inspection shall be supervised by the Public Works and Engineering Director. Construction shall be in accordance with the approved engineering plans and the C & D Manual of the City of Waxahachie (and other applicable codes and ordinances). Any change in design that is required during construction should be made by the registered professional engineer whose seal and signature are shown on the plans. Another engineer may make revisions to the original engineering plans if so authorized by the owner of the plans, and if those revisions are noted on the plans or documents. All

revisions shall be approved by the Public Works and Engineering Director. If the Public Works and Engineering Director finds, upon inspection, that any of the required public improvements have not been constructed in accordance with the City's standards and C & D Manual, then the property owner shall be responsible for completing and/or correcting the deficiencies such that they are brought into conformance with the applicable standards.

- b. *Certificate of Satisfactory Completion.* The City will not accept dedication of required public improvements until the applicant's engineer or surveyor has certified to the Public Works and Engineering Director, through submission of detailed "as-built", or record, drawings of the property which indicate all public improvements and their locations, dimensions, materials and other information required by the Public Works and Engineering Director, and until all required public improvements have been completed. The "as-builts" shall also include a complete set of record drawings of the paving, drainage, water, sanitary sewer and/or other public improvements, showing that the layout of the lines and grades of all public improvements are in accordance with construction plans for the plat, and showing all changes made in the plans during construction, and containing on each sheet an "as-built" stamp bearing the signature of the registered professional engineer and the date. One reproducible drawing of the utility plan sheets containing the as-built information shall also be submitted. The engineer or surveyor shall also furnish the City with a copy of the plat and the engineering plans, if prepared on a CADD system, in such a digital format (i.e., on disk) that is compatible with the City's CADD system. When such requirements have been met, the Public Works and Engineering Director shall issue a letter of acceptance to the developer.

Acceptance of the development shall mean that the developer has transferred all rights to all the public improvements to the City for use and maintenance. The City Council may, at its option, accept dedication of a portion of the required public improvements if the remaining public improvements are not immediately required for health and safety reasons, and if the owner has posted a performance bond, letter of credit or cash bond in the amount of one hundred (100) percent of the estimated cost of those remaining improvements for a length of time to be determined by the City Council. If the remaining public improvements are greater than \$10,000.00 and are not completed within the determined length of time, the City will impose a ten (10) percent penalty of the performance bond, letter of credit, or cash bond. The obligation to complete the improvements remains with the developer, and all future building permits or certificates of occupancy will be withheld until the improvements are complete. If the remaining public improvements are less than ten thousand dollars (\$10,000.00), the developer shall pay the actual dollar amount. The length of time may be extended due to inclement weather or unforeseen delays by mutual agreement between the developer and the City.

Upon acceptance of the required public improvements, the Public Works and Engineering Director shall submit a certificate to the developer stating that all required public improvements have been satisfactorily completed.

Section 6.10: - Deferral of Required Improvements.

- a. The City Council may, upon petition of the property owner and favorable recommendation of the Public Works and Engineering Director, defer at the time of plat approval, subject to

appropriate conditions, the provision of any or all public improvements as, in its judgment, are not required in the interests of the public health, safety and general welfare.

- b. Whenever a petition to defer the construction of any public improvements required under this Ordinance is granted by the City Council, the property owner shall deposit in escrow his share of the costs (in accordance with City participation and oversizing policies) of the future public improvements with the City prior to approval of the plat, or the property owner may execute a separate improvement agreement secured by a cash escrow or, where authorized, a letter of credit guaranteeing completion of the deferred public improvements upon demand of the City.

Section 6.11: - Issuance of Building Permits and Certificates of Occupancy.

- a. No building permit shall be issued for a lot or building site unless the lot or site has been officially recorded by a plat approved by the City of Waxahachie, and unless all public improvements, as required by this Ordinance for plat approval, have been completed, except as permitted below:

1

- 2. The Building Official may release some single-family residential building permits for a portion of a subdivision (i.e., for not more than twenty (20) percent of the new residential lots), provided that a plat has been approved by the City, and all public improvements have been completed for that portion of the development including, but not limited to, those required for fire and emergency protection (i.e., streets including at least two (2) points of access, alleys, water lines serving fire hydrants, emergency access points, etc.). Notwithstanding, no lot may be sold nor title conveyed until the plat has been approved by the City and has been recorded at the County.

- 2. No certificate of occupancy shall be issued for a building or the use of property unless all subdivision improvements have been completed and a plat has been approved by the City and recorded at the County. Notwithstanding the above, the Chief Building Official and the Public Works and Engineering Director may jointly authorize the conditional occupancy of a structure provided that an agreement providing cash escrow, surety bond or other sufficient surety is approved by the City Manager for the completion of all remaining public improvements, and provided that the structure is safely habitable in accordance with the City's Building Codes.

VII. - FILING FEES & PLAT SUBMISSION REQUIREMENTS

Section 7.1: - Filing Fees and Submission Requirements.

Fees and charges (as well as other submission requirements) for the filing of applications for the approval of land studies/concept plans (for non-residential parcels), plats, development plats, replats, amended plats and plat vacations shall be as established by separate guidelines of the City of Waxahachie, as may be amended from time to time.

Such fees and charges, as stated below, shall be imposed and collected on all applications for approval of a land study/concept plan, plat, development plat, replat, amended plat, and plat vacation, regardless of the action taken by the City Planning and Zoning Commission and City Council thereon. Such fees shall be collected for the purpose of defraying the costs of

administrative, clerical, engineering and inspection services necessary to properly review and investigate plats and subdivision construction.

All required fees (i.e., applicable fees, taxes, street signs, etc.), unless specifically stated otherwise herein, shall be paid as required in other sections of this Ordinance. Inspection fees may be paid at the time the actual inspection is made of the project.

Section 7.2: - Schedule of Filing Fees.

The following fees are for the processing of development/subdivision applications, as governed by the Subdivision Ordinance of the City of Waxahachie, Texas.

a. *Land Study:*

Single-Family Residential \$250.00 plus 10.00 per lot

Multi-Family Residential & Non-Residential

b. *Plat:*

Single-Family Residential 350.00

Plus, per lot 5.00

Multi-Family Residential & Non-Residential

c. *Development Plat:*

Single-Family Residential 250.00

Plus, per lot 25.00

Multi-Family Residential & Non-Residential

d. *Replat:*

Single-Family Residential, within City Limits 350.00

Plus, per lot 5.00

Single-Family Residential, within ETJ, Multi-Family Residential & Non-Residential 200.00

e. *Amended Plat:* 250.00

Plus, per lot 5.00

f. *Plat Vacation:* 250.00

Plus, per lot 5.00

g. *Administrative Plat:* 250.00

Plus, per lot 5.00

- h. *Plat Filing* (i.e., at the County): 50.00
Plus County fees
- i. *Infrastructure Inspection Fee*: percentage total infrastructure cost 2.5%
- j. *Change Street Name* (after plat approval) for each name changed 100.00
- k. *Landscape/Irrigation Plan* (for required landscaping and for any proposed living screens, subdivision entrance landscaping, landscaping in the right-of-way and on medians, etc.) 100.00
- l. In addition to any other fees, a \$2,500.00 deposit will be paid at the time of submission of a plat for review by City Consultants of any facilities agreement and/or civil construction plans. At the time of final approval of any given plat, the deposit will be adjusted up or down based on actual cost of review(s) by the City Consultants. An invoice for costs over \$2,500.00 will be provided to applicant or a refund to the extent actual costs are less than \$2,500.00.

VIII. - ADOPTION

Section 8.1: - Adoption of Ordinance.

Adoption of this Ordinance shall take effect immediately from and after its passage and the publication of the caption of said Ordinance, as the law in such case provides.

Passed and adopted by the City Council of the City of Waxahachie, Texas, this xx day of xx 2019.

	/s/ _____
	Mayor David Hill
	City of Waxahachie, Texas
ATTEST:	

/s/ _____	
Lori Cartwright , City Secretary	
City of Waxahachie, Texas	
(Seal)	
APPROVED AS TO FORM:	
/s/ _____	
Robert Brown , City Attorney	
City of Waxahachie, Texas	