

CITY OF AUSTIN –DEVELOPMENT SERVICES DEPARTMENT  
SUBDIVISION APPLICATION – MASTER COMMENT REPORT



CASE NUMBER: C8-2017-0124.1A  
REVISION #: 00  
CASE MANAGER: Don Perryman  
UPDATE: U3  
PHONE #: 512-974-2786

PROJECT NAME: Lightfield (W/R C8-2016-0100.1A)  
LOCATION: 4902 / 4908 Lott Avenue

SUBMITTAL DATE: July 11, 2018  
REPORT DUE DATE: July 25, 2018  
FINAL REPORT DATE: September 5, 2018  
42 DAYS HAVE BEEN ADDED TO THE UPDATE DEADLINE

**STAFF REPORT:**

This report includes all staff comments received to date concerning your most recent subdivision application submittal. The comments may include requirements, recommendations, or information. The requirements in this report must be addressed by an updated submittal.

The subdivision application will be approved when all requirements from each review discipline have been addressed. However, until this happens, your application is considered disapproved. Additional comments may be generated as a result of information or design changes provided in your update.

If you have any questions, problems, concerns, or if you require additional information about this report, please do not hesitate to contact your case manager at the phone number listed above or by writing to the City of Austin, Development Services Department, P.O. Box 1088, Austin, Texas 78704.

**UPDATE DEADLINE (LDC 25-4-56; 25-4-82):**

It is the responsibility of the applicant or his/her agent to update this subdivision application. **The final update to clear all comments must be submitted by the update deadline, which is August 27, 2018.** Otherwise, the application will automatically be denied. If this date falls on a weekend or City of Austin holiday, the next City of Austin workday will be the deadline.

**UPDATE SUBMITTALS:**

**An informal update submittal is required. You must submit the distribution to the case manager.**

**Please submit 3.0 of the plans and 3.0 copies of a letter** that address each comment for distribution to the following reviewers. Clearly label information or packets with the reviewer's name that are intended for specific reviewers. **No distribution is required for the Planner 1.**

**REVIEWERS:**

Planner 1 : Ramon Rezvanipour  
Drainage Engineering : Laura Arthur  
PARD / Planning & Design : Jackie Chuter  
Transportation Planning : Natalia Rodriguez

Drainage Engineering Review - Laura Arthur - 512-974-3402

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

- DE 1. Fiscal arrangements are required for street, detention, sidewalk, drainage, restoration, erosion controls, water quality ponds, and boundary street improvements [LDC 25-1-112]. Remember to include fiscal for sidewalks located next to greenbelts, open spaces, landscape areas, drainage easements, etc. Once approved, a percentage of this total estimate is due prior to approval of the final plat. The remainder will be collected at the construction or site plan stage. A fiscal estimate will be prepared pending receipt of additional information. Engineer's construction cost estimate for determining fees and fiscal requirements is requested.
- U1. Include temporary erosion controls, restoration of disturbed areas and channel construction in the cost estimate.
- U2, U3 Approval of this pending grading comments for the preliminary plans.
- DE 2. Approval of the preliminary plan required prior to approval of final plat [LDC 25-4-51].
- U1, U2, U3 Comment will stand until approved preliminary plans are provided.

Environmental Review - Taylor Horton - 512-974-1218

EV 01 - EV 04 Update 2: Cleared

EV 05 Update 2: Not Cleared: Pending Comment response to HT review regarding saving trees and a possible redesign needed to address the comment.

Original Comment: Provide a tree survey of all trees 19 inches and greater located within or adjacent to the proposed subdivision along with proposed lot lines, water quality / detention pond location, utilities, and ROWs. Include a tree survey table indicating species, ID numbers, caliper inches, and whether trees are proposed to be removed or preserved. The tree survey table must indicate the particular tree types (such as Live Oak, Cedar Elm, Texas Ash, etc). Indicating only Oak or only Ash does not comply with ECM requirements. Be sure to indicate which trees

EV 06 - EV 08 Update 2: Cleared

EV 10 Cleared.

EV 11 Cleared.

Subdivision Review - Don Perryman - 512-974-2786

Informational comments, no reply required.

- SR 1. Preliminary plan, currently under review, must be approved prior to, or concurrently with this final plat application.
- SR 2. Show signatures of owner(s), notary public(s) with appropriate seals and dates. Print names under signatures with addresses. These items must be complete on the original mylar prior to approval.
- SR 3. After the plat has been approved by the Commission (or Director if administrative), the plat is sent to Millers to have 2 mylar copies made (this takes 1-3 working days). **The following items that are needed to record the plat at Travis County:**
- Mylar(s) containing original signatures, with appropriate seals and dates
  - One 8 ½" x 11" paper copy of the plat

- **Original tax certificate(s) showing all taxes paid for the previous year.**
- **Check for the plat recordation fee and any document to be recorded with the plat (like a subdivision construction agreement)**

Transportation Planning - Natalia Rodriguez - 512-974-3099

- TR 1. Approval of the Lightfield Preliminary Plan (C8-2017-0124) is required prior to approval of this final plat.  
***U3: Comment not cleared. Pending preliminary plan approval. Additional comments may be required.***
- TR 2. *U3: Comment cleared. The sidewalk easement dedication, location, and note have been shown on the plat. The conditions for the variance approval for the street extension have been addressed.*
- TR 11. Common areas such as medians, traffic circles, and pedestrian access ways are separate lots to be owned and maintained by the Homeowners Association for this subdivision. Draft copies of the following documents must be submitted during review of the preliminary plan, and approved copies must be recorded with the final plat: Covenants, Conditions, and Restrictions (outlining ownership, maintenance, fee assessment, association dues, and any other requested restrictions); Association Bylaws (outlining membership, voting rights, and similar items). Provide a note on the plat showing recording information for the CCR's and HOA Bylaws. Label common areas with lot numbers.  
***U3: Comment not cleared. Pending recordation of CCR's and HOA Bylaws. FYI - CCR's and HOA bylaws are not required unless specific lots within the plat are to be maintained by the HOA.***

Additional comments may be provided as a result of information or design changes provided in update.

PARD / Planning & Design Review - Jackie Chuter - (512)974-9457

- PR 1. The parkland dedication and park development fee is required (City Code §25-1-601) and must be paid prior to approval. The park fee bills have been issued. The applicant may pay in person at the cashier or online at Austin Build + Connect. When payment has been made, email the receipt to this reviewer at [Jackie.chuter@austintexas.gov](mailto:Jackie.chuter@austintexas.gov) to clear this comment.
- PR 2. – PR 7. Cleared.

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

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

- P 1. FYI – FLASH DRIVE REQUIREMENT  
All applications submitted for completeness check after 5/10/10 for Administrative Site Plan Revision, Consolidated Site Plan, Non-Consolidated Site Plan, CIP Streets and Drainage, Major Drainage/Regional Detention, and Subdivision Construction Plans will require the additional items listed in Exhibit III of the application packet on a USB flash drive prior to release of permit. The flash drive must be taken directly to the Intake Department by the applicant after site plan approval. For more information, contact the Intake Staff.

END OF REPORT