WILLIAMSON
COUNTY
1848

Williamson County Subdivision Regulations

Resolution & Order

THE STATE OF TEXAS	§	
	§	**KNOW ALL MEN BY THESE PRESENTS:**
COUNTY OF WILLIAMSON	§	

THAT ON THIS, the 24th day of October 2017, the Commissioner's Court of Williamson County, Texas, met in duly called and convened lawful Session at the County Courthouse in Georgetown, Texas, with the following members present:

Dan A. Gattis	County Judge
Terry Cook	Commissioner, Precinct One
Cynthia P. Long	Commissioner, Precinct Two
Valerie Covey	Commissioner, Precinct Three
Larry Madsen	Commissioner, Precinct Four

And at said meeting, among other business, came up for consideration and adoption the following Resolution and Order:

WHEREAS, the Commissioner's Court of Williamson County, Texas, has, after proper notice, held a public hearing concerning proposed clarifications of the Williamson County Subdivision Regulation; and

WHEREAS, after soliciting the public's comments, the Commissioner's Court finds that the adoption of revised Regulations will be in the public interest;

NOW THEREFORE BE IT RESOLVED, that the Williamson County Commissioner's Court hereby adopts the attached document as the revised Williamson County Subdivision Regulations and ***orders*** that they be in full force and effect on the 24th day of October 2017; and

FURTHER RESOLVED, that County Judge Dan A. Gattis be, and is hereby authorized to sign this Resolution and Order as the act and deed of the Williamson County Commissioner's Court.

The foregoing Resolution and order was lawfully moved by Commissioner Valerie Covey, duly seconded by Commissioner Larry Madsen and duly adopted by the Commissioner's Court on a vote of 4 members for the motion and 0 members opposed with Commissioner Cynthia Long being absent from the dais.

Dan A. Gattis, Williamson County Judge

October 24, 2017
Date

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Williamson County Subdivision Regulations

On March 12, 1971, acting pursuant to Section 232.003, Texas Local Government Code, the Williamson County Flood Damage Prevention Ordinance and the Rules of the Williamson County & Cities Health District for On-Site Sewage Facilities, the Commissioner's Court of Williamson County adopted the following Regulations governing the subdivision of land. They were further revised on July 10, 1972, February 23, 1976, September 28, 1978, July 20, 1992, October 19, 1992, March 15, 1993, January 24, 1995, February 1, 2000, August 20, 2013 and October 24, 2017. These Regulations shall be known as the Williamson County Subdivision Regulations.

These revised Regulations, as well as required review fees, shall apply to all new Applications received on or after the date these revised Regulations were adopted by the Williamson County Commissioner's Court. Any subdivision applications that were originally submitted prior to that date shall be subject to the Regulations and any applicable fees that were in effect at the time of the original submission, unless, at the applicant's option, the applicant elects to proceed under the new regulations or requirements (reference is made to Section A4 of these Regulations). Compliance with these Regulations shall be prerequisite to the approval of any subdivision by Williamson County, except insofar as they may conflict with any applicable state statute.

Section 1 - Purpose

1.1 These Regulations have been prepared in general to aid in the orderly development of Williamson County, Texas, and provide guidelines which will lead to a desirable environment. Specifically they have been prepared for the following purposes:

- To furnish the Owner with guidance and assistance in the expedient preparation and approval of his or her plat.
- To protect the citizens of Williamson County by providing subdivision and development guidelines for residential, commercial and industrial subdivisions.
- To provide for the welfare of the public by providing guidelines for the location, design, and construction of roadways, roadway intersections, drainage improvements and other features that provide for the safety of the general public.
- To provide for the proper arrangement and construction of roads, and to ensure the proper relationship of roads to existing or planned roads.
- To ensure adequate access for emergency response vehicles.
- To ensure that the Williamson County will not be burdened with substandard roads in the future.

Section 2 - Definition of Terms

2.1 **100-year Floodplain**

Any land that would be inundated by a flood having a one percent chance of occurring in any given year.

2.2 **100-year Storm**

A storm having a one percent probability of occurrence in any given year.

2.3 **Application**

A submittal that includes a completed Plat Application form (as found in Appendix D) along with all required attachments which may be required as part of that submittal and the appropriate review fee. These attachments may include, but are not limited to, drawings, drainage or geotechnical reports or electronic data files.

2.4 **Base Flood Elevation (BFE)**

The water surface elevation resulting from the flood that has a one percent chance of equaling or exceeding that level in any given year (also called the Base Flood).

2.5 **Block**

A tract of land bounded by actual or platted roads, waterways or other definite boundaries, or a combination thereof.

2.6 **County**

All references in these Regulations to the "County" shall mean Williamson County.

2.7 **Condominium Development**

A form of real property with portions of the real property designated for separate ownership or occupancy, and the remainder of the real property designated for common ownership or occupancy solely by the owners of those portions. For the purposes of these Regulations, Condominiums shall include all developments created under Chapter 82 of the Texas Property Code, also known as the Uniform Condominium Act.

2.8 **County Engineer**

All references in these Regulations to the "County Engineer" shall be construed to refer to the Williamson County Engineer or his/her representative as authorized by the Williamson County Engineer.

2.9 **Cul-de-sac**

A road having one terminus open for vehicular or pedestrian access and the other terminated by a vehicular turnaround.

2.10 **Daughter Tract/Daughter Parcel**

Any of the tracts created by division of a parent tract, including the remainder of the parent tract itself.

2.11 **Easement**

A grant by the property Owner for the use of a strip or parcel of land by the public or utilities, or for any private purpose.

2.12 **ETJ (Extraterritorial Jurisdiction)**

The unincorporated area that is contiguous to the corporate boundaries of a city, as defined by that city, and within various distances of the municipality depending on the number of inhabitants of a municipality. Within an ETJ, cities have statutory authority to adopt rules governing plats and subdivisions.

2.13 **FEMA**

The Federal Emergency Management Agency, a federal agency of the Department of Homeland Security.

2.14 **Final Plat**

A map or drawing of a proposed subdivision (1) based on an approved preliminary plat (2) prepared in accordance with the requirements of Appendix L, and in a manner suitable for recording in the Williamson County records, (3) prepared in conformance with the conditions of preliminary approval previously granted by the Commissioner's Court, and (4) meeting the requirements of Section 5.

2.15 **Guidelines**

The Engineering Guidelines contained in Appendix B as part of the Williamson County Subdivision Regulations, as amended.

2.16 **Improvements**

Any or all road pavements, curbs and gutters, sidewalks, utilities, drainage facilities, topsoil, trees, grading, signs and crosswalks, and may also include walkways, streetlights or any other items normally considered as public improvements.

2.17 **LOG**

Lip of Gutter; the front edge of the curb. The point where the curb meets the roadway pavement.

2.18 **Lot**

For the purpose of these Regulations, a parcel or tract of land exclusive of any adjoining road or road right-of-way. A lot is separated from other parcels by a legal description, a subdivision of record or survey map, and shall meet the minimum dimensions, area and setback requirements of these Regulations.

2.19 **Major Thoroughfare**

Major thoroughfare shall mean an arterial road as defined herein, and all roads included either now or in the future in the Capitol Area Metropolitan Planning Organization (CAMPO) plan or the Williamson County Long Range Transportation Plan.

2.20 **Minimum Requirements**

Requirements when defined as minimum shall be the minimum acceptable requirements. Such requirements may be increased by the County due to unique issues pertaining to each subdivision.

2.21 **Owner**

The person(s), developer, proprietor, or their successors, possessing title and/or lien to the property to be subdivided. This can also refer to the Owner's surveyor, engineer, lawyer, or planner who has been given authority to represent the Owner.

2.22 **Parent Tract/Parent Parcel**

The original tract/parcel owned by the Owner prior to any division.

2.23 **Plans**

Construction drawings, specifications, bidding forms and other documents required for construction.

2.24 **Precinct Commissioner**

The Williamson County Commissioner in whose precinct the subdivision is located.

2.25 **Preliminary Plat**

A map or drawing of a proposed subdivision prepared and meeting the requirements of Section 4. The purpose of this map is to show the proposed improvements to the Owner's property, as well as any proposed or future planned improvements on any adjacent properties. This map is also intended to show the existing topography to evaluate the existing and proposed drainage patterns.

2.26 **Registered Professional Engineer**

A person licensed, as of the date of the plan being presented, to practice engineering by the Texas Board of Professional Engineers.

2.27 **Registered Professional Land Surveyor**

A person licensed, as of the date of the plan being presented, to practice land surveying by the Texas Board of Professional Land Surveying.

2.28 **Regulations**

The Williamson County Subdivision Regulations (this document), as amended.

2.29 **Road/Street**

The terms "street" or "road" are interchangeable and mean a vehicular way, including culverts and bridges, and are used to describe all vehicular ways regardless of any other designation they may carry. All roads shall be categorized into one of the following functional classifications:

2.29.1 **Arterial Road**

Arterial roads are those that are principally regional in nature and are used for through or high volume traffic and shall be divided into the following three sub-classifications:

a. Roads which will serve vehicular traffic beyond the limits of the subdivision; and/or connect one collector or arterial with one or more collectors or arterials.

b. Roads which are existing county roads, are at least one mile in length, and carry a numerical designation.

c. Roads included as an arterial on a county or city transportation plan.

2.29.2 **Collector Road**

Collector roads are those which connect arterial roads with local roads.

2.29.3 **Local Road**

Local roads are those which principally provide direct access to lots within a subdivision. All roads shall also be classified as follows:

2.29.4 **Urban Road**

For the purposes of this ordinance, an urban road is any road situated such that the average spacing of driveways is less than 100 feet when measured over a distance of one-quarter (1/4) mile. Any road with concrete curb and gutter will be considered an urban road.

2.29.5 **Rural Road**

For the purposes of this ordinance, a rural road is any road situated such that the average spacing of driveways is 100 feet or more when measured over a distance of one-quarter (1/4) mile.

2.29.6 **Major Thoroughfare**

Major thoroughfare includes arterial roads, as defined herein, and all roads included either now or in the future in the Capitol Area Metropolitan Planning Organization (CAMPO) plan or the Williamson County Long Range Transportation Plan.

2.30 **Subdivision**

The division of a tract of land into two or more parts to lay out (1) a subdivision of the tract, including an addition; (2) lots; or (3) streets, alleys, squares, parks, or (4) other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on, or adjacent to, the streets, alleys, squares, parks, or other parts (Sec 232.001, Texas Local Government Code, as amended). The Williamson County Commissioner's Court has adopted guidelines, incorporated in these Regulations as Appendix A, stating when Owners are required to file a plat for a subdivision. For the purpose of these Regulations, subdivisions shall be classified as either urban or rural, as follows:

2.30.1 **Rural Subdivision**

Rural subdivisions are any subdivision such that the average spacing of driveways is 100 feet or more as measured over a distance of 1/4 of a mile.

2.30.2 **Urban Subdivision**

Urban subdivisions are any subdivision such that the average spacing of driveways is less than 100 feet as measured over a distance of 1/4 of a mile.

2.31 **Travel Way**

The portion of a road or roadway intended for vehicular travel. Where concrete curb is installed, the travel way shall be measured LOG to LOG. In cases where a ribbon curb is installed, the travel way shall be measured from the inside edge to the inside edge of the ribbon curb (i.e., the ribbon curb is not included as part of the travel way). The travel way also does not include gravel or paved shoulders.

2.32 **TxMUTCD**

The latest edition of the Texas Manual on Uniform Traffic Control Devices.

2.33 **Utility**

All persons, firms, corporations, partnerships, municipality or other private authorities providing gas, electric, water, sewer, drainage facilities, telecommunications, cable television or other services of a similar nature.

Section 3 - Plat Application Review and Approval Procedure

3.1 If the property to be platted lies entirely within the limits of a city, the Owner shall consult directly with that city pertaining to all platting procedures and requirements.

3.2 If the property to be platted lies entirely outside of the limits of a city and all ETJs, platting procedures and requirements shall be in accordance with these Regulations.

3.3 If the property to be platted lies fully or partially within the ETJ of a city, the platting procedure shall be accomplished in accordance with the current, applicable interlocal agreement (HB 1445) between the County and that city. A table is included in Appendix E summarizing the plat review and approval authority for the various ETJ's within the County.

3.4. If the subdivision is for a Condominium Development, the subdivision shall comply in all respects with these Regulations and the Williamson County Engineering Guidelines, and an Application for plat approval of the proposed Subdivision shall be prepared and submitted to the Commissioners Court in accordance with the terms and procedures set forth in this Section.

3.5 In those ETJ's where the interlocal agreement provides for a joint review by both the city and the County (reference is made to Appendix E), an Application shall be filed with the city.

3.6 Since the County must approve or reject an Application within 60 days, it is the obligation of the Owner to submit all information necessary to permit proper review by the County. If this is not done, the submission will be rejected and a new application must be filed.

3.7 If the subdivision will contain on-site private well and/or an on-site sewage facility (OSSF), a subdivision application shall be filed simultaneously with the Williamson County and Cities Health District (WCCHD).

3.8 The application shall also be submitted to the appropriate emergency services district (ESD) for review and comment.

3.9 The preliminary plat application, review and approval procedure will be the same as that for a final plat for subdivisions within the County.

3.10 Prior to any subdivision of land and any official submittal of a plat for review, it is recommended that the Owner set a meeting with the County Engineer. The Owner should present a draft preliminary plat on paper showing the proposed road alignments and lots, and discuss any special issues of concern regarding the subdivision. The County Engineer will provide general comments and requirements to the Owner.

3.11 The Owner shall then submit a digital file (Adobe .pdf format) of the plat of the subdivision to the County Engineer accompanied by a completed Application (Appendix D) and the appropriate review fee. Confirmation of the receipt of a complete Application and fee will be provided to the Owner. Confirmation of receipt does not approve any portion of the Application, nor does it waive requirements for any additional information not contained as part of the Application which may also be needed as a part of the review process.

3.12 An Application is considered filed on the date the applicant mails by certified mail or delivers the Application to the County Engineer's Office, located at 3151 SE Inner Loop, Suite B, Georgetown, Texas 78626.

3.13 The County has 10 business days from the date the application was received to notify the Applicant of any missing documents or other required information.

3.14 In such cases where additional information is needed, the 60-day review period will begin only after receipt of a complete Application and the appropriate review fee.

3.15 In those ETJ's where the interlocal agreement provides for a joint review by both the city and the County (reference is made to Appendix E), the applicable review fee shall be paid to both the city and County.

3.16 The County Engineer will review the Application for compliance with these Regulations.

3.17 The County Engineer will return written comments and recommendations to the Owner or, in the case of a joint review, to the appropriate city.

3.18 The Owner shall address the comments and recommendations and, if necessary, set a meeting with the County Engineer to resolve the comments.

3.19 The Owner shall resubmit the Application with the appropriate changes for additional review and/or recommendation for approval by the Williamson County Commissioner's Court. An additional 60 day review period will begin upon receipt of a complete revised Application.

3.20 An Application submittal shall expire 45 days after the date the Application is filed if:

- The applicant fails to provide the documents or other required information;
- The County Engineer provides the applicant no later than ten business days after the date the Application is filed written notice of the failure that specifies the necessary documents or other information and the date the Application will expire if the documents or other information is not provided; and
- The applicant fails to provide the specified documents or other information within the aforesaid 45-day period.

3.21 An Application shall expire five years after the date of the Application if the project becomes dormant, as defined by Section 245.005 of the Texas Local Government Code, as amended.

3.22 The review cycle (Subsections 3.15 through 3.18) shall continue until all comments have been addressed. No approval in any form including, but not limited to, the Judge's signature or verbal Commissioner's Court action shall be given on any subdivision until the Owner has provided all necessary recorded easements, and has met every subdivision requirement or has obtained a variance.

3.23 After all comments have been addressed, and prior to the County Engineer recommending approval of a preliminary, final or amended plat to the Commissioner's Court, the Owner shall supply the County Engineer with two digital files of the plat. A paper copy is not required. One file shall be in an Adobe .pdf format, and the other file shall be in an AutoCAD .dwg format. All entities or objects within the AutoCAD drawing file shall be at zero elevation. The coordinate system of the electronic drawing shall be the Texas State Plane Coordinate System, Central Zone, U.S. Survey feet, grid coordinates. Right-of-way centerlines, real property boundary lines, (lots, blocks, external subdivision boundary, rights-of-way, etc.) and text shall each reside on independent or separate layers.

3.24Two digital files of the plat shall also be supplied to the Williamson County 911 Addressing Coordinator in accordance with the requirements of Subsection B10.1.

3.25 After all comments have been addressed and the required digital files received, the County Engineer will place the plat and, if necessary, a variance request on the next available Commissioner's Court agenda recommending approval.

3.26 If a plat or variance is not approved by the Commissioner's Court, or is approved with condition(s), a list of items necessary to render the plat acceptable will be submitted to the Owner.

3.27 Unless a preliminary plat approval is followed by a final plat approval within five years from the date of approval of the preliminary plat, the preliminary plat lapses and the preliminary plat must be resubmitted for approval.

3.28 A revised preliminary plat may be required if there has been a revision to the applicable Flood Insurance Rate Map (FIRM) since the approval of the original preliminary plat.

3.29 It shall be unlawful to cause to be recorded, any preliminary plat of land with the County Clerk.

3.30 Following approval of a final plat by the Williamson County Commissioner's Court, the Owner shall submit the final plat to the County Clerk for recording in accordance with the requirements of the County Clerk's office as found in Appendix L.

3.31 If a final plat is not recorded within five years of the approval by the Commissioner's Court, the approval of the final plat expires. A single six month extension may be granted by the Commissioner's Court.

Section 4 - Preliminary Plat Requirements

Every preliminary plat shall include all of the following:

4.1 Date, north arrow, scale and name of the proposed preliminary plat.

4.2 A vicinity map, drawn at a scale appropriate to show all nearby major roadways and sufficient in detail to identify the location of the proposed plat.

4.3 The preliminary plat (including the entire parent tract if only a portion of that tract is to be subdivided) shall be shown on a single sheet, regardless of its acreage. The preliminary plat may also be separately shown on multiple sheets if necessary to show all detail and required information as required by this section.

4.4 Name, address, telephone number and email address of the professional individual(s) or firm(s) responsible for the preparation of the plat.

4.5 Name, address, telephone number and email address of the property Owner(s) of record.

4.6 All adjacent property owner's names, addresses, deed record, or subdivision name, block and lot number.

4.7 County boundaries, city limits, ETJ boundaries, and subdivision section and/or phase boundaries.

4.8 Size, in acres, of all daughter tracts including the remaining portion of the original tract.

4.9 Centerline tangent lengths and curve data for all proposed roads.

4.10 Road names and road designation (whether the road will be public or privately owned), pavement width and right-of-way width for all proposed roads within and all existing roads abutting the plat.

4.11 Survey ties across all existing right-of-way located adjacent to the boundary of the subdivision. Each tie shall show the bearing and distance from a proposed property pin to an existing property pin or fence if a pin cannot be found. Based upon this tie, an approximate right-of-way width shall be shown. The intent of this requirement is to assist in determining if additional right-of-way is needed.

4.12 A dimension from the centerline of the existing pavement to the edge of the right-of-way.

4.13 All existing property lines and proposed lot lines with approximate bearings and dimensions. For required lot widths and minimum lot size, refer to Appendix F1.

4.14 Building setback lines for each proposed lot. For building setback requirements, refer to Appendix F2.

4.15 Existing topographic contours at minimum two-foot intervals. Contour information shall be provided outside of the plat boundary to the extent necessary in order to establish off-site drainage patterns.

4.16 Proposed easements, existing easements and detention basins, if needed, based on the requirements outlined in Appendix B11.

4.17 Location of existing and proposed water and sanitary sewer utilities.

4.18 Location and size of all existing and proposed subsurface and surface water drainage facilities, including water bodies on or immediately adjacent to the subject property.

4.19 The location, zone classification and panel effective date of the 100-year floodplain as identified on the most current Williamson County Flood Insurance Rate Map (FIRM), published by the Federal Emergency Management Agency (FEMA).

4.20 The location of proposed cluster mailboxes, if required.

Section 5 - Final Plat Requirements

Every final plat shall include all of the following:

5.1 Date, north arrow, scale and name of the proposed final plat.

5.2 A vicinity map, drawn at a scale appropriate to show all nearby major roadways and sufficient in detail to identify the location of the proposed plat.

5.3 Name, address, telephone number and email address of the professional individual(s) or firm(s) responsible for the preparation of the plat.

5.4 Name, address, telephone number and email address of the property Owner(s) of record.

5.5 All adjacent property owner's names, deed record, or subdivision name, block and lot number.

5.6 County boundaries, city limits, ETJ boundaries, and subdivision section and/or phase boundaries.

5.7 Road names and right-of-way width for all proposed roads.

5.8 If the proposed final plat is to be a private subdivision (containing privately maintained roads), the title of the plat shall contain the phrase, "A Private Subdivision". Refer to Section 9 for additional requirements.

5.9 All existing and proposed plat boundary lines, phase/section lines, and lot lines with bearings and distance. Bearings shall be based on the Texas State Plane Coordinate System, Central Zone. Distances shall be surface distances expressed in U.S. Survey feet. A Combined Scale Factor shall be specified on the face of the plat to eight decimal places (example: 0.12345678) to facilitate the conversion of surface distances to grid distances. At least two external boundary corners of each block within the subdivision shall have grid coordinates depicted on the plat to the nearest one hundredth of a foot (0.01 feet).

5.10 Building setback lines for each proposed lot. For building setback requirements, refer to Appendix F2. For subdivisions located within an ETJ, this may be shown on the drawing or included as a plat note.

5.11 Metes and bounds description of the property to be subdivided shall be certified by a Registered Professional Land Surveyor, describing a beginning point and reciting bearings and distances to a corner of the original land grant survey of which the subdivision is a part, according to the best available data.

5.12 All subdivision boundary corners, angle points, Points of Curvature, Points of Tangency, lots, blocks and rights-of-way within the subdivision shall be set by a Texas Registered Professional Land Surveyor in compliance with the Texas Board of Professional Land Surveying Act and the Board Rules before the plat is recorded.

5.13 Any vertical elevations depicted on the plat shall be expressed in U.S. Survey feet, and shall indicate the specific vertical datum used. Describe and locate at least one vertical reference mark used to verify or establish said datum, and indicate the vertical elevation used at each vertical reference mark.

5.14 Roads shall be dedicated to the public except as indicated in Section 9. The dedication of all public roadways and easements shall be accomplished free of liens. The Owner may dedicate either the fee ownership in the land or an easement for road, drainage and utility purposes, at the Owners' option. The dedication shall be accompanied by a plat note as found in Appendix C1. The Owner's and any lien holder's dedication, and restrictions if any, duly acknowledged in the manner required for acknowledgement of deeds, shall also be provided.

5.15 For road widening and drainage purposes the Owner may dedicate either the fee interest in the property or a right-of-way easement for road widening and drainage improvements at the Owners' option. Right-of-way easements for widening roadways or improving drainage must be accompanied by a plat note as found in Appendix C2 placing the burden of maintaining the property upon the Owner until a road or drainage improvements are actually constructed on the property.

5.16 If public roadways are to be built as part of the plat, the plat note regarding the responsibility for construction of roadways as found in Appendix C3.

5.17 The plat note regarding Owner's responsibilities as found in Appendix C4, if not contained in the Owner's dedication.

5.18 All proposed easements and existing easements of record that have a designated route shall be shown on the plat with bearings and dimensions. The Owner shall be responsible for coordinating with all utility providers the location of all utility easements that are shown on the final plat.

5.19 The on-site sewage facility (OSSF) setback as required by the Williamson County and Cities Health District (WCCHD).

5.20 The location, zone classification and panel effective date of the 100-year floodplain as identified on the most current Williamson County Flood Insurance Rate Map (FIRM), published by the Federal Emergency Management Agency (FEMA).

5.21 If there are any areas within the plat that include a FEMA-mapped floodplain with a Zone A classification, or if there exists within or adjacent to the plat any water course whose upstream drainage basin is larger than 64 acres, the plat shall also show the extent of the 100-year floodplain as determined by an engineering study under the seal of a Registered Professional Engineer. This study shall be sufficient in scope to determine and establish a base flood elevation (BFE) for all points within the plat.

5.22 For plats where a FEMA-mapped floodplain with a Zone AE classification exists within the subdivision, the BFE established by the associated FEMA-published flood study may be substituted for the engineering study.

5.23 A minimum lowest finished floor elevation (FFE) for buildings shall be established for each lot adjacent to the floodplain. This minimum FFE shall be one foot higher than the highest spot elevation that is located within five feet outside the perimeter of the building, or one foot above the BFE, whichever is higher.

5.24 If any areas within the plat include a 100-year floodplain (as determined by the results of an engineering study or as established by a FEMA flood study), a benchmark shall be established by the Owner within or immediately adjacent to the boundary of the plat. The location, description and elevation of the benchmark are required to be identified on the face of the plat. The elevation of

this benchmark shall utilize the same vertical datum as that used in the engineering study to determine the FFE.

5.25 The plat note as found in Appendix C5 for Commissioner's Court approval, including authorization for the County Clerk to file the plat for record, and the County Clerk's certification as found in Appendix C6. The County Judge's approval and the County Clerk's certification shall be located in the lower right hand corner of the last sheet of the plat with the County Clerk's approval being last. These signatures shall be obtained after approval by the Williamson County Commissioner's Court.

5.26 A statement of the centerline length of each road in the proposed subdivision and its design speed.

5.27 All parcels within the boundary of the subdivision shall have a block and lot number shown on the plat drawing.

5.28 If any lot within the plat will be served by a well or an on-site sewage facility, a signature block as found in Appendix C7 shall be placed on the plat for approval by the Williamson County and Cities Health District. This block shall show that they have examined the plat and that it is in compliance with the Williamson County On-Site Sewage Facility Regulations, Construction Standards for On-Site Sewage Facility Regulations as published by the Texas Commission on Environmental Quality (TCEQ), and regulations of the Edwards Aquifer, Chapter 213 Subchapter A, Section 213.1 to 213.14 of the Texas Administrative Code, as amended. This signature block must be signed by a representative of the District prior to final plat approval.

5.29 If rural route mailboxes are proposed, the plat note as found in Appendix C8 for placement of such mailboxes.

5.30 If any areas of the plat are located within the ETJ of a city, the signature block as found in Appendix C9 for the Williamson County Floodplain Administrator's approval.

5.31 If any areas of the plat are located outside of incorporated areas, the plat note as found in Appendix C10 regarding the requirement to obtain a unique Development Permit from the Williamson County Floodplain Administrator prior to locating or altering a structure or land.

5.32 If required, a signature block as found in Appendix C11 on the plat for road name and 911 addressing approval by the Williamson County 911 Addressing Coordinator. Refer to Appendix E of these Regulations regarding whether this block is required in certain ETJ's.

5.33 If the roads within the subdivision will be private, include the appropriate note(s) per the requirements of Section 9.

5.34 It is the responsibility of the Owner to assure that the proposed name of the subdivision is not duplicated. Subdivisions with different sections are considered unique. The Owner shall check with the County Clerk's records for verification.

5.35 Driveway culverts for all lots shall be designed by a registered professional engineer and shall be shown on a table on the plat. The table shall include the lot number, culvert length, size and invert elevations. This information shall also be placed in the deed restrictions for the lots in the subdivision. Design requirements are outlined in Appendix B.

5.36 The Owner shall provide a letter of serviceability from an entity or entities providing water service. If water service to the subdivision will be by individual private wells, include a note on the plat that says that all lots will be served by private, on-site wells.

5.37 Any improvements proposed within the right-of-way including, but not limited to, irrigation, landscaping, sidewalks, subdivision identification signs, etc. shall be maintained in accordance with an executed license agreement between the County and the Owner.

Section 6 - Amending or Vacating a Plat

6.1 The owner of a previously recorded lot may create an amended plat to create six or fewer lots in the subdivision or a part of the subdivision covered by the preceding plat if:

a. The changes do not affect any applicable County regulations, including zoning regulations if the County has authority to adopt zoning regulations; and

b. The changes do not attempt to amend or remove any existing covenants or restrictions; and

c. All applicable requirements of Section 232.009 of the Texas Local Government Code, as amended, are met.

d. The amended plat is prepared in accordance with the final plat requirements in Section 5.

6.2 The vacation of an existing plat shall be accomplished in accordance with the applicable provisions outlined in Section 232.008 and/or 232.0083 of the Texas Local Government Code, as amended.

6.3 If an amended plat or a vacated plat is not recorded within two years of the approval by the Commissioner's Court, the approval of the amended or vacated plat expires. A single six month extension may be granted by the Commissioner's Court.

Section 7 - Financial Responsibilities and Guarantees

7.1 To protect the public interest, the Commissioner's Court of Williamson County hereby decrees under the provisions of Chapter 232, Local Government Code, that the Owner of any tract of land that desires to obtain approval of a subdivision plat for recording a plat in the County records shall construct all roads and drainage facilities, including storm water detention, and any other items required by other governmental agencies, in said subdivision to the standards and specifications set forth in the Engineering Guidelines incorporated as Appendix B of these Regulations before offering said plat for approval, unless exempted by Section 7.2. If the subdivision is required to construct off-site storm water detention, then surety will be required for the construction of the detention facility prior to beginning construction of the subdivision improvements. This surety will be released upon completion of the construction of the detention facility and acceptance of the construction by the County Engineer.

7.2 If the owner desires to have the plat placed on record before completion of construction of the roads and drainage, then the owner shall give a good and sufficient bond, cash, or letter of credit. This security must be payable to the County Judge, or his successors in office, of Williamson County, Texas, for the estimated cost of construction according to the calculations of a Registered Professional Engineer. The security shall contain an amount sufficient for administering the re-bidding of the proposed construction should this become necessary. Release of the security shall be conditioned on the completion (in compliance with the Engineering Guidelines) of all the roads and drainage facilities shown on the plat. In lieu of such security, the Owner may provide an executed deed of trust creating a first lien to the County in order to secure construction of the improvements.

7.3 In areas within the ETJ of a city, the city letter of credit policy may apply if the Commissioners' Court finds that the City policy provides adequate protection of the County's and public's interest in the land development and construction of infrastructure, and the County is named with the City on the financial document.

7.4 The Owner shall be entitled to partial reductions of the security requirement upon written approval by the County Engineer and the County Judge, and in accordance with the City ordinance when the subdivision lies inside the ETJ of a city.

7.5 Security shall expire after a period of two years, and shall automatically renew for subsequent two-years periods until construction has been completed and the security is released. At the end of each two-year renewal period, an increase in the surety amount may be required due to cost increases in construction labor and materials, and administrative costs, experienced over the previous two-year period.

7.6 The Owner shall submit construction plans for roads, drainage, traffic signage and utilities within a platted subdivision to the County Engineer for approval prior to beginning construction. One full-size paper copy of the construction plans is required for review. These plans shall show the location of water, sanitary sewer and storm sewer utilities, and shall show proposed easements for privately-owned utilities (electric, cable television, gas, telephone, etc.) These plans shall include the design requirements as described in Appendix B, Engineering Guidelines. The cover sheet of the construction plans shall contain a signature block for approval of the County Engineer.

7.7 Upon approval of the construction plans, the Owner shall pay an inspection fee in the amount of 2.5% of the estimated construction cost for the roads and drainage facilities, according to calculations by a Registered Professional Engineer. These calculations must be approved by the County Engineer.

7.8 When submitting the construction plans for approval by the County Engineer, an electronic version of the construction plans (.pdf format) shall accompany the construction cover sheet.

7.9 If landscaping, irrigation, sidewalks, illumination, water quality features, etc. are proposed within the right-of-way, the Owner shall create a mandatory homeowners association that shall be responsible for the maintenance and liability of these features. This organization shall have assessment authority to insure the proper funding for maintenance. A maintenance agreement shall be executed between the County and the organization prior to acceptance of the construction.

7.10 Once the construction has been completed and the County Engineer has approved the construction, the Owner shall provide the County Engineer with a digital file of the "As Built" plans showing the original approval signatures and the seal of a Registered Professional Engineer. A paper copy is not required. These plans are to show the improvements as they were actually built. The file shall be in an Adobe .pdf format. After the "As Built" plans are received and all construction deficiencies have been satisfied, the County Engineer will provide the Owner with a letter accepting County maintenance of the roads within the subdivision.

7.11 When traffic signal and additional turn lanes are required due to anticipated future traffic generated by the subdivision as determined by the County Engineer or an independent traffic engineer, the cost of future traffic signals shall be deposited with the County. Installation of such signals shall be the responsibility of the Owner. Turn lanes shall be constructed in conjunction with the roadways.

Section 8 - Maintenance

8.1 By accepting a subdivision plat for filing, the Commissioner's Court does not thereby accept the roads in the subdivision for ownership or maintenance by the County. The Owner of the platted lots is responsible for maintenance of all roads within subdivision until such time as the construction of the roads have been accepted by the County.

8.2 The County will consider accepting a road for maintenance only after dedication to the public of an easement or fee interest in the roadway.

8.3 In addition, written certification from a Registered Professional Engineer is required, stating that the facilities were constructed in accordance with the applicable subdivision regulations with any approved variances in effect when the subdivision was recorded (or has been upgraded to those standards). If a final plat for the subdivision where the facilities are located was never recorded, the facilities must meet the current applicable subdivision regulations with any approved variances.

8.4 At the end of construction of the subdivision, but prior to acceptance of the roads by the County, the Owner shall provide to the County a warranty bond in the amount of 10% of the cost of construction of the roads and drainage of the subdivision. This security must be payable to the County Judge, or his successors in office, of Williamson County, Texas and may be provided by the contractor. Upon receipt of the surety and the acceptance of the construction, the County will accept the roads for maintenance. The surety will be released two years from the date of the acceptance of the roads unless failure of workmanship or materials, in the sole opinion of the County Engineer, has occurred. The Owner will be notified of any deficiencies and given the opportunity to repair such deficiencies. If the Owner does not provide repairs within 90 days, the bond will be used by the County to repair these deficiencies.

8.5 The enforcement of plat restrictions is the responsibility of the Owner(s) of the subdivision; however, in an Extraterritorial Jurisdiction both the city and the Commissioner's Court of Williamson County shall have the right and authority to enforce plat restrictions through appropriate legal procedure to prohibit the construction or connection of utilities, or issuing of permits unless or until the requirements of the plat restrictions have been achieved.

8.6 The County will assume no responsibility for drainage ways or easements in the subdivision outside of the roadway right-of-way. Maintenance and liability of improvements including but not limited to landscaping, illumination, sidewalks, water quality features, or any other improvements required by other governmental agencies shall not be the responsibility of the County.

Section 9 - Private Subdivisions

If an Owner wishes to create a subdivision utilizing private roads, it must meet the following requirements:

9.1 Private roads must meet all county road standards, except where specific variances have been granted by Commissioner's Court for adequate cause in each case.

9.2 The title of the final plat for private subdivisions shall contain the phrase, "A Private Subdivision".

9.3 The subdivision plat and restrictions must contain a statement that Williamson County will never accept or maintain the roads.

9.4 A homeowners association with assessment authority shall be formed in conjunction with the recording of the final plat. Membership in the association shall be mandatory for each lot owner. The association shall be responsible for the maintenance of the roads in the subdivision.

9.5 The subdivision plat must contain a statement that the roads shall be maintained to such a standard which will allow emergency vehicles access for the roadway design speed in perpetuity by the homeowners association, and must contain a mechanism for assessing the Owners within the subdivision to produce adequate revenue for perpetual maintenance.

9.6 The plat must contain a requirement that every deed contain notice to the grantee that all roads are private, that the homeowners association shall be perpetually liable for maintenance, that the County will never accept them for maintenance, and that the quality of the roads must be maintained as to not affect access by public service agencies such as police, fire, and emergency medical services.

9.7 All arterial roads must be dedicated to the public and constructed to County standards. Other roads shall be dedicated to the homeowners association for the use of the property owners, their assigns and successors, and emergency response agencies.

9.8 A sign shall be placed at the entrance of the subdivision clearly stating that the roads in this subdivision are private roads. The location of this sign shall be shown in the construction plans.

9.9 The Owner shall provide a maintenance schedule for the roads to the County Engineer for approval prior to placement of the final plat on the Commissioners Court agenda for approval. The schedule shall include the maintenance activities, their cycle of occurrence, and the current cost of providing the maintenance activity. The total cost of the activities along with a rate of inflation shall be used to determine the annual assessment per lot.

9.10 Any Owner that gates the entrances to the subdivision shall provide either a crash gate or a lock box and a letter of approval from all of the affected emergency response agencies stating their approval of full time access to and from the subdivision.

9.11 The County will not be responsible for providing enforcement of traffic control within private subdivisions.

Section 10 - Variances

10.1 The Commissioner's Court of Williamson County shall have the authority to grant variances from these Regulations when the public interest or the requirements of justice demands relaxation of the strict requirements of the rules.

10.2 Any person who wishes to receive a variance shall apply to the County Engineer.

10.3 The decision of the Commissioner's Court whether to grant or deny a variance is at its complete discretion, and shall be final.

Section 11 - Penalties

11.1 Section 232.005 of the Texas Local Government Code, as amended, provides for the enforcement of the state subdivision laws and of these Regulations.

11.2 A person commits an offense if the person knowingly or intentionally violates a requirement of these Regulations, including the Engineering Guidelines and other appendices incorporated herein. Such offense is a Class B Misdemeanor, punishable in July 2011 by (1) a fine not to exceed $2,000; (2) confinement in jail for a term not to exceed 180 days; or (3) both such fine and confinement. (Texas Penal Code, Title 3, Ch. 12, Sec. 12.03, as amended).

11.3 A person may be jointly responsible as a party to an offense if the person (acting with intent to promote or assist the commission of the offense) solicits, encourages, directs, aids, or attempts to aid another person to commit the offense (Texas Penal Code, Title 2, Sec. 7.01, as amended). Thus, a real estate agent or broker, a lender, an attorney, a surveyor, an engineer, a title insurer, or any other person who assists in violating these Regulations may also face criminal penalties.

11.4 Besides prosecuting a criminal complaint, the County Attorney or other prosecuting attorney for the County may file a civil action in a court of competent jurisdiction to enjoin any violation or threatened violation of these Regulations, and to recover damages.

11.5 A tract that has been subdivided without compliance with these Regulations will be ineligible to obtain a permit for the construction or modification of an On-Site Sewage Facility located on the tract.

Appendix A - Platting Guidelines

As a guide to the public in determining when it is necessary to file a plat and comply with these Regulations (as amended), the Commissioner's Court (as an incident of its power to enforce the subdivision laws and regulations under Chapter 232, Texas Local Government Code, as amended) has adopted the following policy guidelines stating when the division of an existing tract shall be considered by the Court to be a subdivision requiring the filing of a plat by law, and thus requiring compliance with these Regulations:

A1 - Plat Required

A1.1 Unless otherwise specifically exempted in these regulations, a plat is always required when:

A1.1.1 a parent tract is divided into two or more daughter tracts, or

A1.1.2 if roads, parks or other parts of the tract are intended to be dedicated to public use.

A1.2 If a plat is required under these guidelines, it is immaterial that the sale of daughter tracts is by contract, option, long-term lease (60 months or more), or lease-purchase, rather than by deed, or that the daughter tracts are described by metes and bounds rather than lot and block.

A1.3 The final plat must be filed and recorded with the Williamson County Clerk.

A2 - Exceptions by Law

A2.1 A property that fronts on a public street whose boundary has not changed since February 1, 2000 is considered a legal lot. *[Texas Court of Appeals, Elgin Bank v. Travis County]*

A2.2 In accordance with Section 232.0015, Texas Local Government Code, as amended, the filing of a plat is not required when the Owner does not lay out a part of the tract as described by subsection A1.1.2 and when:

A2.2.1 All daughter tracts are greater than 10 acres. *[LGC § 232.0015(f)]*

A2.2.2 The land is to be used primarily for agricultural use, as defined by Article VIII, Section 1d, Texas Constitution, as amended, or for farm, ranch, wildlife management, or timber production use within the meaning of Art. VIII, Sec. 1-d-1, Texas Constitution, as amended. *[LGC § 232.0015(c)]* If a tract of land ceases to be used primarily for these uses, the Owner shall be required to comply with these Regulations on the same basis as any newly divided tract. *[LGC § 232.0015(d)]*

A2.2.3 A person makes a conveyance of four or fewer tracts, each of which is sold, conveyed, given, or otherwise transferred, to persons who are related to the Owner within the third degree of consanguinity (parent, child, grandparent, grandchild, sister, brother, great-grandparent, great-grandchild, aunt, uncle, niece, nephew) or affinity (the spouse of anyone listed above, or so related to the Owner's spouse) for their personal use; provided,

however, that each daughter tract is either located on a public road or has access to such a road by a private easement. *[LGC § 232.0015(e)]*

A2.2.4 All daughter tracts are to be sold to veterans through the Veteran's Land Board Program. *[LGC § 232.0015(g)]*

A2.2.5 the Owner of the land is the State of Texas, an agency, board or commission of the State of Texas, or a permanent school fund or other dedicated fund of the State, and the Owner does not lay out any part of the tract for roads, parks, or other areas for the common use of two or more tracts or for the use of the public. *[LGC § 232.0015(h)*

A2.2.6 The Owner is a political subdivision of the State of Texas, the land is situated in a floodplain, and all lots are sold to adjoining landowners. *[LGC § 232.0015(i)]*

A2.2.7 The Owner divides the tract into two parts and one new part is retained by the Owner and the balance of the property is transferred to another person who will further subdivide the tract subject to the platting requirements herein. *[LGC § 232.0015(j)]*

A2.2.8 The Owner transfers all parts to persons who owned an undivided interest in the original tract and a plat is filed before any further development of any part of the tract. *[LGC § 232.0015(k)]*

A3 - Additional Exceptions

A3.1 The Commissioner's Court has adopted the following additional policy guidelines stating when the division of an existing tract shall be considered exempt from the requirements for filing of a plat:

A3.1.1 Any tract whose boundary has not changed since February 21, 1985 may be sold in its entirety without being platted.

A3.1.2 A plat is not required when daughter tracts are created solely for purposes of platting them as individual subdivisions in their own right. The Owner must submit to the Court the preliminary plat for the project as a whole before claiming this exception.

A3.1.3 A plat is not required when two adjacent landowners adjust or change the property lines which separate their respective tracts, so long as there is the same number of tracts and Owners after the transaction as existed before it. This exemption applies whether the transaction requires an exchange of land by both Owners, or only a transfer of land from one Owner to the other, and whether the transaction takes the form of a sale or of an exchange in kind.

A3.1.4 Any land added to a tract through such a transaction shall become an integral part of that tract, and may not be separately conveyed except in compliance with the subdivision laws. Each resulting tract shall, of course, be subject to the minimum lot size requirements of these Regulations and other applicable laws. This exception does not apply if the adjustment will change the boundary between two legally platted lots, or add or subtract land from a legally platted subdivision.

This exemption may not be exercised within two years of exercising another exemption.

A3.1.5 A plat is not required when a smaller tract is surveyed out of the parent tract solely for the purposes of obtaining financing for purchase or improvement of that part of the property, provided that possession and primary beneficial ownership of the entire parent tract are intended to remain unified.

A3.1.6 A plat is not required when a smaller tract is created by the legitimate foreclosure of a valid lien on a part of the parent tract. This provision does not exempt sham transactions or foreclosures staged to avoid the platting requirement.

A3.1.7 A plat is not required if the property has been divided by the final decree of a court of record with appropriate jurisdiction.

A3.2 All exemptions in this subsection must be approved in writing by the County Engineer prior to the division of the property. To claim any exemption, the person or entity who claims to be entitled to any exclusion to platting set out in these Guidelines must provide:

A3.2.1 An affidavit claiming the exemption and setting out the detailed basis for exclusion from the platting requirement, subject to penalties of perjury (Appendix P).

A3.2.2 A copy of the deeds or other instruments creating the daughter tracts referenced in the affidavit.

A4 - Vesting Requirements

A4.1 In accordance with V.T.C.A., Chapter 245, Local Government Code, a completed application submitted prior to the effective date of the ordinance from which this chapter is derived will be reviewed on the basis of any regulations or requirements in effect at the time the completed application is filed; unless, at the applicant's option, the applicant elects to proceed under the new regulations or requirements.

A4.2 In reliance upon properly issued permits or approvals, any applicant that claims exception from any provision of this subchapter based upon a claim of vested rights shall file a request for vested rights determination with the County demonstrating:

A4.2.1 The applicant made substantial financial commitments or assumed substantial financial obligations within the purview of the activities authorized by said permit or approval; and

A4.2.2 The applicant has proceeded in good faith, and no approvals or permits have lapsed or been revoked; or

A4.2.3 The applicant has established any other factor which may establish vested rights under state or federal law; or

A4.2.4 The applicant filed an application as provided in V.T.C.A., Local Government Code ch. 245 prior to adoption of the regulations against which vested rights are claimed, that the regulations against which vested rights are claimed are not subject to an exemption as

provided in V.T.C.A., Local Government Code § 245.004 and that the project has not become dormant as defined in V.T.C.A., Local Government Code § 245.005 and this chapter.

A4.3 After receiving a request for vested rights determination, the County shall review the request and approve, deny or request additional information to be provided for consideration of the request within 20 working days. Upon review of the request, if the County finds that the applicant has provided sufficient information to establish that one or more permits exists on a project, the administrator shall issue a certificate to the applicant recognizing vested rights for the project and the terms and conditions required for the continuance of the vested rights.

A5 - Private Real Property Rights Preservation Act

A5.1 The County acknowledges a duty to comply with the Texas Real Property Rights Preservation Act ("Act"). In compliance with the Act, the County will prepare, periodically update and approve a Takings Impact Analysis, after requisite public hearings and notice.

Appendix B – Engineering Guidelines

B1 - Lot Requirements

B1.1 For determining the area required for an on-site sewage facility, the minimum lot size shall be in accordance with the current regulations of the Williamson County and Cities Health Department. Refer also to Appendix F1.

B1.2 Minimum lot width requirements shall be in accordance with Appendix F1.

B1.3 Minimum building setback requirements shall be in accordance with Appendix F2.

B2 - Road Alignments

B2.1 Roads shall be laid out so as to align with existing roads in adjoining or nearby subdivisions. No gaps between the subdivision and the public roadway system may be left. Arterials shall be placed and designed in accordance with the Capital Area Metropolitan Planning Organization (CAMPO) plan, the Williamson County Long Range Transportation Plan, or any other arterial roadway plan that contains the subdivision. Collectors and arterials shall be placed to facilitate the safe and efficient movement of traffic and in consultation with the County Engineer.

B2.2 Unless all lots in a subdivision have an area of 5 acres or greater, road segments that have homes taking direct access onto them shall have a maximum spacing of 1,500 feet between stop conditions or 90° turns.

B2.3 New roadways that do not connect to an existing public road will not be approved.

B2.4 The County may require an internal road system that minimizes driveways and cross streets to existing County or other public roadways. The County may also require that lots bordering on an existing arterial road have access to an internal platted road and the final plat shall contain a restriction requiring driveways to connect only to an internal platted road.

B3 - Minimum Road Design Requirements

B3.1 The Owner must improve all existing roads within the plat, as well as all boundary roads to which the proposed subdivision will have direct access, to meet the requirements of these Regulations. The exclusion from the plat of a road that would provide access to future plats will not be permitted. Lots intended specifically for future roads will not be approved.

B3.2 Unless otherwise stated in these Regulations, all roads shall be designed in accordance with the latest version of the Institute of Transportation Engineers "Urban Street Geometric Design Handbook", the latest version of the American Association of State Highway and Transportation

Officials (AASHTO) "A Policy on Geometric Design of Highways and Streets" and the edition of the City of Austin's Transportation Criteria Manual (TCM) in effect as of the date of these regulations. Should there be a conflict between these publications, the more stringent value shall overrule. All references to "mountainous terrain" shall not apply to the County.

B3.3 For purposes of this Appendix, ADT shall be defined as the anticipated average daily traffic at the time of complete build out of the subdivision, including any future development that may be served by a given road. For planning purposes, it shall be assumed that any future residential lots will generate 8 ADT. If an area of future development consists of two or more acres, it shall be assumed that such development will produce an ADT of 32 per acre, unless there is a note prohibiting future subdivision.

B3.4 Arterial roads shall be designed as follows:

B3.4.1 If the arterial is included in the Capitol Area Metropolitan Planning Organization (CAMPO) plan or the Williamson County Long Range Transportation Plan, either now or in the future, the right-of-way and pavement cross section shall be as required in the said plans.

B3.4.2 The maximum right-of-way width for all other arterial roads shall be 120 feet.

B3.4.3 The pavement cross section in a rural subdivision shall be a minimum of 24 feet of travel way with paved eight foot shoulders.

B3.4.4 The pavement cross section in an urban subdivision shall be a minimum of two, 24-foot travel ways with a 20 foot median, and standard concrete curb and gutter.

B3.4.5 The minimum design speed shall be 45 MPH.

B3.4.6 For clarity, arterial roadway cross sections for both a rural subdivision and an urban subdivision have been included in Appendix G, Figure G-1.

B3.5 Collector roads shall be designed as follows:

B3.5.1 If the collector is included in a roadway or transportation plan, the right-of-way and pavement cross section shall be as required in the plan.

B3.5.2 The minimum right-of-way width shall be 60 feet.

B3.5.3 The pavement cross section in a rural subdivision shall be a minimum of 22 feet of travel way with four foot paved shoulders where the ADT is less than 2000, 22 feet of travel way with six foot paved shoulders where the ADT is between 2000 and 4000, and 22 feet of travel way with eight foot paved shoulders where the ADT is greater than 4000.

B3.5.4 The pavement cross section in an urban subdivision shall be a 37 foot travel way where the ADT is less than 3000 and a 45 foot travel way where the ADT is greater than 3000 with standard curb and gutter.

B3.5.5 The minimum design speed shall be 35 MPH.

B3.5.6 For clarity, collector roadway cross sections for both a rural subdivision and an urban subdivision have been included in Appendix G, Figure G-2.

B3.6 Local roads shall be designed as follows:

B3.6.1 The minimum right-of-way width shall be 60 feet for rural residential subdivisions and 50 feet for urban residential subdivisions and all nonresidential subdivisions.

B3.6.2 The pavement cross section in a rural residential subdivision shall be 20 feet of travel way with four foot paved shoulders or a ribbon curb on both sides.

B3.6.3 The pavement cross section in an urban residential subdivision or a nonresidential subdivision shall be a 30 foot travel way with standard curb and gutter.

B3.6.4 The minimum design speed shall be 25 MPH.

B3.6.5 For clarity, local roadway cross sections for both a rural subdivision and an urban subdivision have been included in Appendix G, Figure G-3.

B3.7 The following standards apply to all roads:

B3.7.1 Roads shall be dedicated to the public except as indicated in Section 9. The Owner may dedicate either the fee Ownership in the land or an easement for road, drainage and utility purposes, at the Owners' option.

B3.7.2 Where concrete curb and gutter are constructed, they shall be 24 inches in width with an 18 inch gutter pan. Where concrete ribbon curbs are constructed, they shall be 18 inches in width. For both types of curb, the pavement base course shall extend 18 inches beyond the back of the curb. All urban subdivisions shall utilize concrete curb and gutter. All concrete curb shall contain steel reinforcement. Reference is made to the detail included in Appendix H of these Regulations.

B3.7.3 Approaches to intersections shall have a minimum pavement width of 39 feet, measured LOG to LOG at the radius point, for a minimum length of 50 feet, when it is anticipated that, at full build out of the subdivision, the number of left turns from the approach will exceed 100 vehicles per hour. For clarity, a diagram showing this required configuration is included as Appendix K.

B3.7.4 Driveway spacing on roads without curb and gutter shall be no closer than 100 feet measured from center to center.

B3.7.5 All roads shall maintain a height clearance of at least 14 feet.

B3.7.6 All roads with fire hydrants shall have a minimum paved width of 26 feet, exclusive of shoulders and/or curb.

B3.7.7 In new subdivisions, the Owner shall install cluster mailboxes at location(s) approved by the County Engineer. The placement of individual or cluster mailboxes along arterial and collector roads shall not be permitted in new subdivisions, unless specifically approved by the County Engineer. Mailboxes shall not encroach in any fashion on or over sidewalks or other public walks or ways in the County right-of-ways and shall be installed in accordance with applicable postal regulations.

B3.8 The following requirements apply to dead end roads and cul-de-sacs:

B3.8.1 Dead end roads in residential developments that are not proposed to be extended at some time in the future and have a throat length of 150 feet or less shall have a cul-de-sac with a minimum right-of-way radius of 50 feet (40 feet to LOG). Nonresidential dead end roads and residential dead end roads having a throat length longer than 150 feet shall have a cul-de-sac with a minimum right-of-way radius of 60 feet (50 feet to LOG).

B3.8.2 Cul-de-sacs shall be constructed on a sufficient grade to insure a minimum of 0.4% cross slope grade and along the flow line of the gutter.

B3.8.3 "No Outlet" signs shall be placed at the entrance to the dead end road, even if the road is planned to be extended at some time in the future.

B3.8.4 Dead end roads that end at undeveloped property must be extended to the property line. At the terminus, a temporary cul-de-sac shall be provided for all such streets having a throat length more than 150 feet, constructed in accordance with the requirements of this Appendix. Hammerhead design will not be allowed; however, alternate designs, such as landscape center islands, may be considered by the County Engineer to ensure a sufficient turnaround area is provided.

B3.8.5 For all temporary cul-de-sacs, temporary easements shall be established for the portions of the cul-de-sac which lie outside the road right-of-way. Such easements which lie within the plat boundary shall be shown on the final plat. Easements which lie outside the boundary of the plat may be in the form of a separate document, but must be recorded prior to construction of any roadway improvements.

B3.9 Additional Right of Way for Existing Roads

When a subdivision is adjacent to an existing road, the County Engineer shall determine the right-of-way width that will be necessary for the maintenance and improvement of the existing road. If the existing road is a major thoroughfare, as defined herein, the Owner shall dedicate to the public up to 120 feet in overall width of the right-of-way, as determined by the County Engineer. The Owner may dedicate either the fee ownership in the land or an easement for road, drainage and utility purposes, at the Owners' option.

B4 - Construction – General

B4.1 A preconstruction meeting shall be scheduled prior to the start of construction. The Design Engineer, Owner, Contractor, Subcontractors, and County Engineer shall attend this meeting. All roads are to be constructed in accordance with the construction documents as approved by the County Engineer and in accordance with the specifications found in the current version of the "Texas Department of Transportation Manual Standard Specifications for Construction of Highways, Streets, and Bridges" unless otherwise stated on the construction documents approved by the County Engineer.

B4.2 All materials shall be sampled and tested by an Independent Testing Laboratory in accordance with the construction documents approved by the County Engineer. The Owner shall pay for all testing services and shall furnish the County Engineer with certified copies of these test results. The

County Engineer must approve the test results prior to constructing the next course of the roadway structure. Any material which does not meet the minimum required test specifications shall be removed and recompacted or replaced unless alternative remedial action is approved in writing from the County Engineer.

B4.3 Except for electrical lines, all underground nonferrous utilities within a right-of-way or easement must be accompanied by ferrous metal lines to aid in tracing the location of said utilities through the use of a metal detector.

B4.4 All pavements are to be designed by a Registered Professional Engineer. The design shall be based on a 20-year design life and in conjunction with recommendations based upon a soils report of samples taken along the proposed roadways. Test borings shall be placed at a maximum spacing of 500 feet or other sampling frequency approved by the County Engineer based on recommendations provided by the geotechnical engineer. The soils report and pavement design shall be submitted to the County Engineer for review. The pavement design must be approved by the County Engineer prior to or concurrently with the review and approval of the construction plans. In addition to the basis of the pavement design, the soils report shall contain the results of sampled and tested subgrade for plasticity index, pH, sulfate content, and maximum density.

B5 - Subgrade

B5.1 The preparation of the subgrade shall follow good engineering practices as directed by the County Engineer in conjunction with recommendations outlined in the geotechnical report. When the Plasticity Index (PI) is greater than 20, a sufficient amount of lime shall be added as described in Item 260 of the current edition of the TxDOT Standard Specifications for Construction until the PI is less than 20. If the addition of lime as described in Item 260 is not feasible, an alternate stabilizing design shall be proposed and submitted to the County Engineer for approval. The subgrade shall be prepared and compacted to achieve a dry density per TxDOT Item 132. In addition, proof rolling may be required by the County Engineer.

B5.2 The subgrade shall be inspected and approved by an Independent Testing Laboratory and a certified copy of all inspection reports furnished to the County Engineer, who must approve the report prior to application of the base material. All density test reports shall include a copy of the work sheet showing the percentage of the maximum dry (Proctor) density. The number and location of all subgrade tests shall be determined by the County Engineer.

B6 - Base Material

B6.1 Base material shall conform to Item 247 of the current edition of the TxDOT Standard Specifications for Construction, "Flexible Base". The base material shall be Type A Grade 1, Type A Grade 2, or as approved by the County Engineer.

B6.2 Each layer of base course shall be tested for in-place dry density and measured for compacted thickness. The number and location of all base test samples shall be determined by the County Engineer.

B6.3 The base shall be prepared and compacted to achieve a minimum of 100% of the maximum (Proctor) dry density or as approved by the County Engineer upon recommendation by the testing laboratory. The maximum lift shall not exceed six inches. The base must be inspected and approved by an Independent Testing Laboratory and a certified copy of the test results furnished to the County Engineer for approval. Prior to the placement of the first lift of base, the stockpile shall be tested for the specifications found in Item 247 Table 1 and the result furnished to the County Engineer for approval

B7 - Bituminous Pavement

B7.1 Urban roads require a minimum 2 inch wearing surface of HMAC Type D. The mix shall be from a TxDOT certified plant. The mix design shall be submitted to the County Engineer for approval prior to placement of the material. Contractor's Quality Control (CQC) test reports shall be submitted to the County Engineer on a daily basis. As a minimum, daily CQC testing on the produced mix shall include: Sieve Analysis TEX-200-F, Asphalt Content TEX-210-F, Hveem Stability TEX-208-F, Laboratory Compacted Density TEX-207-F, and Maximum Specific Gravity TEX-227-F. The number and location of all HMAC tests shall be determined by the County Engineer with a minimum of three, 6-inch diameter field cores secured and tested by the contractor from each day's paving. Each HMAC course shall be tested for in-place density, bituminous content and aggregate gradation, and shall be measured for compacted thickness. The number and location of all HMAC test samples shall be determined by the County Engineer.

B7.2 Rural roads may use either the specifications found in Section B7.1 or a two-course surface in accordance with Item 316, treatment wearing surface, of the current edition of the TxDOT Standard Specifications for Construction. The type and rate of asphalt and aggregate shall be indicated on the plans as a basis of estimate and shall be determined at the preconstruction conference. Aggregate used in the mix shall be on the TxDOT Quality Monitoring Schedule. Aggregate shall be Type B Grade 4. Gradation tests shall be required for each 300 cubic yards of material placed with a minimum of two tests per each grade per each project. Test results shall be reviewed by the County Engineer prior to application of the material.

B8 - Concrete Pavement

B8.1 In lieu of bituminous pavement, portland cement concrete pavement may be used. In such cases, the pavement thickness shall be a minimum of 9 inches of concrete, and shall be jointed and reinforced in accordance with the detail included in Appendix J. The mix shall be from a TxDOT certified plant. The mix design shall be submitted to the County Engineer for approval prior to placement of the material.

B9 - Concrete - General

B9.1 Unless otherwise specified, concrete shall be in accordance with Item 421 of the current edition of the TxDOT Standard Specifications for Construction and be placed in accordance with the applicable item.

B9.2 All concrete shall be tested for compressive strength. One set of three concrete test cylinders shall be molded for every 50 cubic yards of concrete placed for each class of concrete per day, or at any other interval as determined by the County Engineer. A slump test shall be required with each set of test cylinders. One cylinder shall be tested for compressive strength at an age of seven days and the remaining two cylinders shall be tested at 28 days of age.

B10 - Road Names, Signs and Markers

B10.1 All roads shall be named, with prior approval for said name from the Williamson County 911 Addressing Coordinator. Roads must be named in a manner to avoid confusion in identification. Roads that are extensions of existing roads must carry the names of those in existence. Roads that are not continuous, or which have 90 degree turns, shall have different names. The Owner shall provide the Coordinator with two digital files of the plat. One file shall be in an Adobe .pdf format, and the other file shall be in an AutoCAD .dwg format georeferenced to NAD 1983 State Plane Grid Coordinate System, Texas Central Zone (4203), with drawing units of US feet. The road names shall be displayed on standard intersection road marker signs erected by the Owner in compliance with the TxMUTCD "Street Name Signs" and at the locations as indicated on the construction plans.

B10.2 Traffic control signs (such as stop, yield, and speed limit signs) shall be installed by the Owner of said subdivision in compliance with the TxMUTCD and at the locations as indicated on the approved construction plans. Other traffic control signs, as shown on the construction plans, shall be installed to indicate any unusual traffic or road hazard or conditions that may exist. All traffic control devices shall be placed in compliance with the TxMUTCD and the construction cost shall be borne by the Owner.

B10.3 A speed limit of 25 mph for local roads, 30 mph for collector roads and 40 mph for arterial roads within all platted subdivisions is hereby adopted. This limit may be changed only by Commissioner's Court upon the basis of an engineering and traffic investigation showing that the prima facie maximum reasonable and prudent speed for a particular road (or part of a road) should be different. The placement of a stop sign or a yield sign on the minor road at intersections shall be evaluated on a case-by-case basis in accordance with the TxMUTCD.

B10.4 For any road that is proposed to be extended at some time in the future, a minimum of five metal channel posts, equally spaced, shall be placed at the end of the road. Each post shall have an 18"x18" red diamond object marker sign (type OM-4 per TxMUTCD) placed four feet above the existing ground.

B10.5 A future road extension sign shall be placed at the end of all roads and temporary cul-de-sacs that are proposed to be extended at some time in the future. The sign shall state the following: Future Extension of <name of road>.

B10.6 Signage that differs from the standard signage that is maintained by the County shall be maintained by the Owner. The signage shall be maintained in such a fashion to comply with the TxMUTCD requirements.

B11 - Drainage and Flood Control

B11.1 Storm water management controls, when needed, shall be designed, constructed and maintained to restrict the rate of drainage from the platted area to the rate of drainage of the land in its natural state. When a development shall have several sections, storm water management controls for the ultimate developed area shall be constructed if not located in the first platted section. Storm water management controls are to be designed by a Registered Professional Engineer using a basis of a 2, 10, and 100-year storm. Exceptions may be allowed when the Owner can demonstrate that downstream property shall not be adversely affected.

B11.2 Drainage calculations shall be made using the edition of the City of Austin's Drainage Criteria Manual in effect as of the date of these Regulations or other methods satisfactory to the County Engineer. All data and calculations must be presented to the County Engineer as part of the construction plans. The following requirements shall be incorporated into the design:

B11.2.1 Bridges and cross drainage structures for arterial and collector roads shall be designed to convey the 25-year storm without overtopping the facility.

B11.2.2 Bridges and cross drainage structures for local roads shall be designed to convey the 10-year storm without overtopping the facility.

B11.2.3 All longitudinal drainage structures shall be designed to convey the 10-year storm.

B11.2.4 On curb and gutter roadways, the roadway shall be designed so that no more than one half of one travel lane shall be inundated by the 10 year storm.

B11.3 All drainage structures and appurtenances shall be designed by a Registered Professional Engineer. A profile shall be shown in the construction plans for all drainage structures. Each profile shall show the design flow, velocity, invert elevations, and the hydraulic grade line.

B11.4 Driveway culverts shall have a minimum interior diameter of 18" or equal and a minimum length of 22 feet, and shall include a concrete apron safety treatment in accordance with City of Austin Standard Detail 508S-20, "Stormdrain Outfall Protection Culvert Under Roadway/Inline". Larger or longer culverts shall be installed if necessary to accommodate drainage based upon a 10-year flow frequency. All driveway culverts shall have safety end treatments with concrete aprons.

B11.5 At some point within the first ten feet from the edge of the roadway gutter, the entire width of a driveway shall have the same or greater elevation as the top of the curb at the edge of the roadway.

B11.6 Maintenance responsibility for drainage will not to be accepted by the County other than that accepted in connection with draining or protecting the road system. Maintenance responsibility for storm water management controls will remain with the Owner.

B11.7 Easements shall be provided, where necessary, for all drainage courses in and across property to be platted. The location and width shall be shown on the plat and marked "Drainage Easement" or "Drainage and Underground Utilities Easement". In general, a "Drainage Easement" shall be a minimum of 20 feet in width and a "Drainage and Underground Utilities Easement" shall be a minimum of 30 feet in width.

B11.8 All roadside ditches shall have a minimum depth, as measured from the edge of the road pavement, equal to the diameter of the driveway culvert pipe(s) plus nine inches, and a bottom width equal to the diameter of the driveway culvert pipe(s). The side slopes of the ditches are to be 3:1 or flatter.

B11.9 Roadside ditches may be eliminated within a rural subdivision provided that the road has 18-inch ribbon curbs, the roadway surface has an adequate cross slope, and the overall drainage patterns throughout the subdivision remain as in an undeveloped state.

Appendix C - Plat Notes

C1 - Owner's Dedication

STATE OF TEXAS §
§ KNOW ALL MEN BY THESE PRESENTS;
COUNTY OF WILLIAMSON §

I, *(Current Owner)* sole owner** *(or co-owner)* of the certain tract of land shown hereon and described in a deed recorded in Document No. (*or Volume and Page*) of the Official Records of Williamson County, Texas, **[and do hereby state that there are no lien holders of the certain tract of land]*, and do hereby *(subdivide, resubdivide, amend, etc.)* said tract as shown hereon, and do hereby consent to all plat note requirements shown hereon, and do hereby forever dedicate to the public the roads, alleys, rights-of-way, easements and public places shown hereon for such public purposes as Williamson County may deem appropriate, and do hereby state that all public roadways and easements as shown on this plat are free of liens. This subdivision is to be known as _____(name of subdivision).

TO CERTIFY WHICH, WITNESS by my hand this _____ day of _____, 20____.

_____*<Owner's signature>*
<Typed Name>
<Typed Title>
<Typed Address>

* *If there is a Lien Holder of the property, remove the bracketed statement and add a separate signature block and notary signature block for the Lien Holder.*

** *There must be a separate signature block, each with a notary signature block, for each owner on the deed.*

C2 - Road Widening Easements

Right-of-way easements for widening roadways or improving drainage shall be maintained by the landowner until road or drainage improvements are actually constructed on the property. The County has the right at any time to take possession of any road widening easement for the construction, improvement or maintenance of the adjacent road.

The landowner assumes all risks associated with improvements located in the right-of-way or road widening easements. By placing anything in the right-of-way or road widening easements, the landowner indemnifies and holds the County, its officers, and employees harmless from any liability owing to property defects or negligence not attributable to them and acknowledges that the improvements may be removed by the County and that the Owner of the improvement shall be responsible for the relocation and/or replacement of the improvement.

C3 - Roadway Construction

In approving this plat by the Commissioner's Court of Williamson County, Texas, it is understood that the building of all roads, and other public thoroughfares and any bridges or culverts necessary to be constructed or placed is the responsibility of the owner(s) of the tract of land covered by this plat in accordance with the plans and specifications prescribed by the Commissioner's Court of Williamson County, Texas. Said Commissioner's Court assumes no obligation to build any of the roads, or other public thoroughfares shown on this plat, or of constructing any of the bridges or drainage improvements in connection therewith. The County will assume no responsibility for drainage ways or easements in the subdivision, other than those draining or protecting the road system.

C4 - Owner's Responsibilities

It is the responsibility of the owner, not the County, to assure compliance with the provisions of all applicable state, federal and local laws and regulations relating to the platting and development of this property.

The County assumes no responsibility for the accuracy of representations by other parties in this plat. Floodplain data, in particular, may change. It is further understood that the owners of the tract of land covered by this plat must install at their own expense all traffic control devices and signage that may be required before the roads in the subdivision have finally been accepted for maintenance by the County.

C5 - County Judge's Approval

STATE OF TEXAS	§	
	§	KNOW ALL MEN BY THESE PRESENTS;
COUNTY OF WILLIAMSON	§	

I, *<name of current judge>*, County Judge of Williamson County, Texas, do hereby certify that this map or plat, with field notes hereon, for a subdivision having been fully presented to the Commissioner's Court of Williamson County, Texas, and by the said Court duly considered, were on this day approved and that this plat is authorized to be registered and recorded in the proper records of the County Clerk of Williamson County, Texas.

_____ _____

<name of current judge>, County Judge Date
Williamson County, Texas

C6 - County Clerk's Certification

STATE OF TEXAS §
§ KNOW ALL MEN BY THESE PRESENTS;
COUNTY OF WILLIAMSON §

I, *<name of current clerk>*, Clerk of the County Court of said County, do hereby certify that the foregoing instrument in writing, with its certificate of authentication was filed for record in my office on the _____ day of _____, 20____ A.D., at ____o'clock, ____.M., and duly recorded this the day of _____ _____, 20____ A.D., at ____ o'clock, ____.M., in the Official Public Records of said County in Instrument No. _____.
TO CERTIFY WHICH, WITNESS my hand and seal at the County Court of said County, at my office in Georgetown, Texas, the date last shown above written.

<name of current clerk>, Clerk County Court
of Williamson County, Texas

By: _____, Deputy

C7 - Health District Approval

Based upon the above representations of the engineer or surveyor whose seal is affixed hereto, and after a review of the plat as represented by the said engineer or surveyor, I find that this plat complies with the requirements of Edwards Aquifer Regulations for Williamson County and Williamson County On-Site Sewage Facility Regulations. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. The Williamson County and Cities Health District (WCCHD) and Williamson County disclaim any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in this plat and the documents associated with it.

_____ _____
<name of director, deputy or assistant> Date
<title>, Environmental Health Services, WCCHD

C8 - Mailboxes

Rural mailboxes shall be set three feet from the edge of the pavement or behind curbs, when used. All mailboxes within county arterial right-of-way shall meet the current TxDOT standards. Any mailbox that does not meet this requirement may be removed by Williamson County.

C9 - Floodplain Administrator Approval

Based upon the representations of the Engineer or Surveyor whose seal is affixed hereto, and after review of the plat as represented by the said Engineer or Surveyor, I find that this plat complies with the Williamson County Floodplain Regulations. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. Williamson County disclaims any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in this plat and the documents associated within it.

_____ _____

<name of current floodplain administrator> Date

Williamson County Floodplain Administrator

C10 - Development Notes

No structure or land within this plat shall hereafter be located or altered without first obtaining a Development Permit from the Williamson County Floodplain Administrator.

The minimum lowest finished floor elevation shall be one foot higher than the highest spot elevation that is located within five feet outside the perimeter of the building, or one foot above the BFE, whichever is higher.

C11 - Road Name and 911 Addressing Approval

Road name and address assignments verified this the ____ day of _____, 20___ A.D.

_____

Williamson County Addressing Coordinator

Appendix D - Plat Application

WILLIAMSON COUNTY 1848

County Engineers' Office
3151 SE Inner Loop, Suite B
Georgetown, TX 78626
Telephone (512) 943-3330
Fax (512) 943-3335
Email: plats@wilco.org

PLAT APPLICATION

SUBJECT PROPERTY INFORMATION	
APPLICATION DATE*:	RESUBMITTAL: ☐ YES ☐ NO
PROJECT NAME:	
PROJECT ADDRESS OR LOCATION:	
IF RESUBMITTAL, PROJECT FORMERLY KNOWN AS:	
NUMBER OF LOTS:	TOTAL ACREAGE:
JURISDICTION: ☐ _____ CITY LIMITS ☐ _____ ETJ ☐ OUTSIDE ALL CITY LIMITS AND ETJs	

*This application shall expire five (5) years from the Application date if the project becomes dormant, as defined by Sec. 245.005, Texas Local Government Code, as amended. This application shall expire forty five (45) days from the date the Application is submitted if, after proper notification, the Application remains incomplete, as defined by Sec. 245.002e, Texas Local Government Code, as amended.

TYPE OF APPLICATION		
☐ PRELIMINARY PLAT	☐ FINAL PLAT	☐ AMENDED PLAT / REPLAT

DIGITAL FILE SUBMISSION
☐ ADOBE .pdf and ☐ AutoCAD .dwg to COUNTY ENGINEER
☐ ADOBE .pdf and ☐ AutoCAD .dwg to 911 ADDRESSING (email: gis@wilco.org)

CONTACT INFORMATION					
AGENT INFORMATION			**PROPERTY OWNER INFORMATION**		
FIRM NAME:			OWNER NAME:		
CONTACT:			CONTACT:		
ADDRESS:			ADDRESS:		
CITY:	STATE:	ZIP:	CITY:	STATE:	ZIP:
PHONE: ( )	FAX: ( )		PHONE: ( )	FAX: ( )	
EMAIL:			EMAIL:		
DEVELOPER INFORMATION			**SURVEYOR INFORMATION**		
FIRM NAME:			FIRM NAME:		
CONTACT:			CONTACT:		
ADDRESS:			ADDRESS:		

CITY:	STATE:	ZIP:	CITY:	STATE:	ZIP:
PHONE: ( )	FAX: ( )		PHONE: ( )	FAX: ( )	
EMAIL:			EMAIL:		
ENGINEER INFORMATION			**OTHER CONTACT INFORMATION** (IF DIFFERENT)		
FIRM NAME:			OWNER NAME:		
CONTACT:			CONTACT:		
ADDRESS:			ADDRESS:		
CITY:	STATE:	ZIP:	CITY:	STATE:	ZIP:
PHONE: ( )	FAX: ( )		PHONE: ( )	FAX: ( )	
EMAIL:			EMAIL:		

PROPERTY OWNER CONSENT/AGENT AUTHORIZATION

By my signature, I hereby affirm that I am the property owner of record, or if the applicant is an organization or business entity, that authorization has been granted to represent the owner, organization or business in this application. I certify that the preceding information is complete and accurate, and it is understood that I agree to the development/subdivision of this property.

Signature:	Printed Name:	Date:
Signature:	Printed Name:	Date:

By signing this form, the owner of the property owner authorizes Williamson County to begin proceedings in accordance with the process for this type of application indicated on page one of this application. The owner further acknowledges that submission of an application does not in any way obligate the County to approve the application and that although County staff may make certain recommendations regarding this application, the Commissioner's Court may not follow that recommendation and may make a final decision that does not conform to the staff's recommendation.

CALCULATION OF FEES

PRELIMINARY PLAT: $500 + _____ lots x $30 per lot = $_____	FINAL PLAT: $500 + _____ feet road x $1.00 per foot + $25 per lot = $_____	AMENDED PLAT / REPLAT: $500

RECEIPT BY WILLIAMSON COUNTY (Office use only)

Date Application Received: ____ / ____ / 20____	Date Application Accepted / Rejected: ____ / ____ / 20____
Signature:	Signature:

Receipt of this application by Williamson County does not provide confirmation or acceptance of a complete application, nor does it waive requirements for any additional information not contained as part of this application which may also be needed as a part of the review process.

Appendix E - Plat Review and Approval Authority in ETJ's

ETJ	Review Authority	Are plats approved by the Wilco Commissioner's Court?	County Judge Signature Block Required?	County Clerk Signature Block Required?	Wilco Addressing Coordinator Block Required?
Austin ETJ	City of Austin	No	No	Yes	Yes
Cedar Park ETJ	City of Cedar Park	No	No	Yes	Yes[4]
Coupland ETJ	Williamson County	Yes	Yes	Yes	Yes
Florence ETJ	City of Florence	No	No	Yes	Yes
Georgetown ETJ	Joint[1]	No	No	Yes	No
Granger ETJ	City of Granger	No	No	Yes	Yes
Hutto ETJ	Varies[2]	Varies[2]	Varies[2]	Yes	Yes
Jarrell ETJ	Williamson County	Yes	Yes	Yes	Yes
Leander ETJ	City of Leander	No	No	Yes	Yes
Liberty Hill ETJ	Joint[1]	No	No	Yes	Yes
Round Rock ETJ	Varies[3]	Varies[3]	Varies[3]	Yes	Yes[5]
Taylor ETJ	City of Taylor	No	No	Yes	Yes
Thrall ETJ	City of Thrall	No	No	Yes	Yes
Weir ETJ	City of Weir	No	No	Yes	Yes

[1] In the Georgetown and Liberty Hill ETJ's, both the County and the respective city have joint, cooperative review authority. In these cases, there is a common rule book, or "Unified Development Code", that is used by both the City and County. The County's review comments are forwarded to the respective city for inclusion along with that city's review comments.

[2] In the Hutto ETJ, whether or not the plat is approved by the Williamson County Commissioner's Court depends on whether there's going to be public sewer, and then only if the subdivision boundary is contiguous with the existing Hutto city limit. If so, the City of Hutto has review authority as they will annex this subdivision into their city. If not (i.e., there will be OSSD, there is a MUD, or just a water authority only), the Williamson County Commissioner's Court will approve the plat. In the Star Ranch development, a joint review is performed by both Williamson County and the City of Hutto.

[3] The Round Rock ETJ is geographically segmented, where designated areas of the ETJ are under the review authority of Williamson County and plats in these areas are approved by the Williamson County Commissioner's Court. The remaining areas within the ETJ are under the review authority of the City of Round Rock and plats in these areas are approved by the City of Round Rock.

[4] The City of Cedar Park assigns addresses within the Block House subdivision.

[5] The City of Round Rock assigns addresses within the Paloma Lake and Siena subdivisions and the portion of the Teravista subdivision that lies within the Round Rock ETJ.

Appendix F – Lot Requirements

F1 - Lot Dimensions

F1.1 Lots shall be a minimum of 30 feet in width as measured 25 feet from the front property line.

F1.2 Any lot that could potentially be further subdivided shall have a minimum width of 50 feet.

F1.3 For determining the area required for an on-site sewage facility, the minimum lot size shall be in accordance with the current regulations of the Williamson County and Cities Health District, or with the requirements of any other agency responsible for issuing permits for on-site sewage disposal as may be designated by the Williamson County Commissioner's Court. Drainage easements, beds and banks of wet weather creeks, bodies of water, and road widening easements shall not be included when calculating the lot area.

F2 - Setback Requirements

F2.1 The building setback line on major highways and roads shall be 50 feet from the edge of the right-of-way.

F2.2 The building setback line on all public roads other than major highways and roads shall be 25 feet from the edge of the right-of-way.

F2.3 The following roads are designated as major highways and roads. The Commissioner's Court may specify additional roadways upon recommendation by the County Engineer:

- All state and federal system roadways
- Chandler Road
- County Roads numbered: 100, 101, 108, 110, 111, 112, 119, 120, 137, 138, 152, 175, 176, 177, 200, 202, 214, 236, 237, 241, 245, 254, 279, 303, 304, 313 and 332
- Gattis School Road
- Limmer Loop
- McNeil Road
- S A.W. Grimes Boulevard
- Sam Bass Road
- Shell Road
- University Boulevard
- Williams Drive

F2.4 A map designating in a general manner these setback lines is on file with the County Clerk.

F2.5 If the building set back lines as stated above conflict with the setback requirements adopted by a municipality, the municipal requirements shall prevail if they are in the ETJ of the municipality.

Appendix G – Roadway Cross-Sections

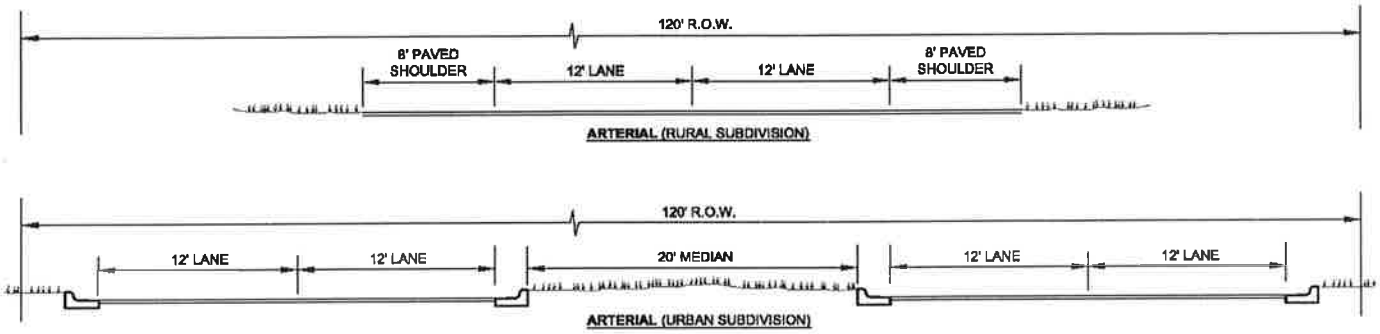


Figure G-1: Arterial Road Cross Sections

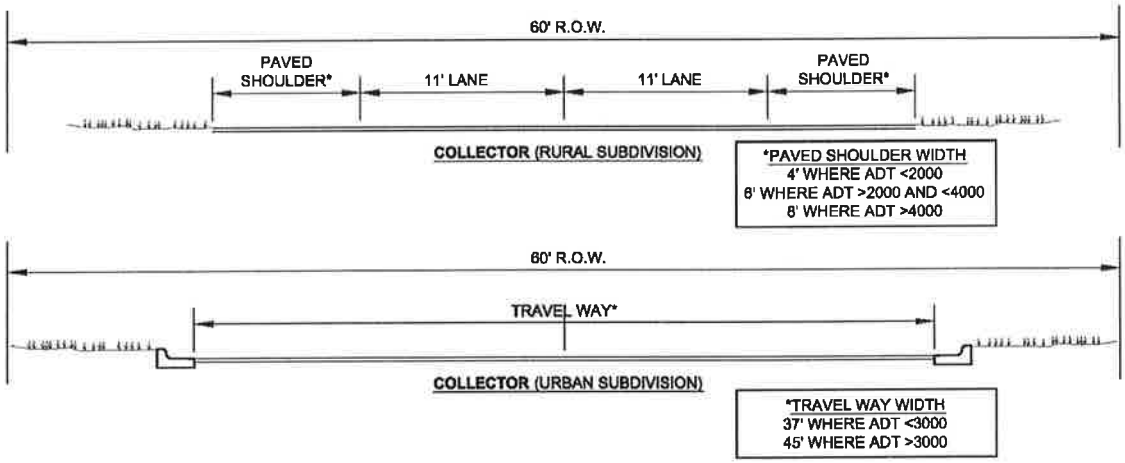


Figure G-2: Collector Road Cross Sections

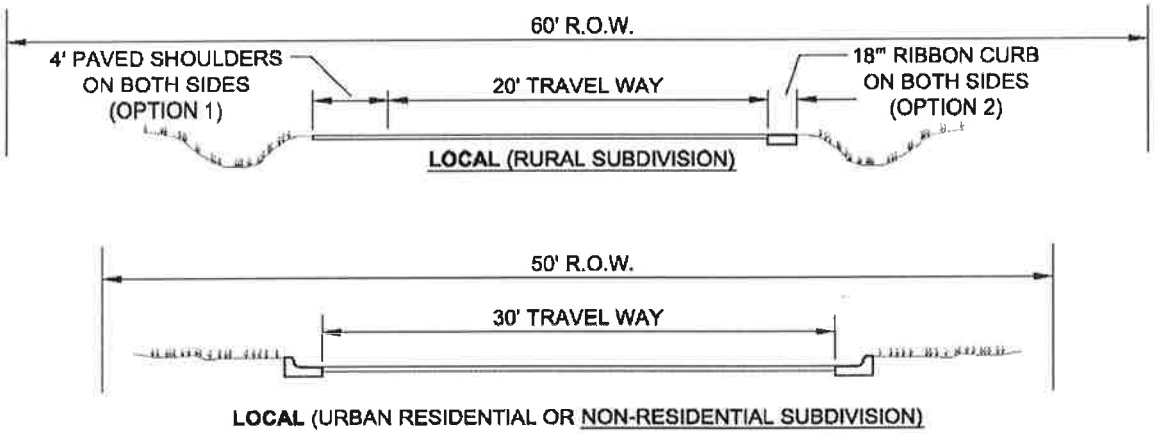


Figure G-3: Local Road Cross Sections

Appendix H – Curb Details

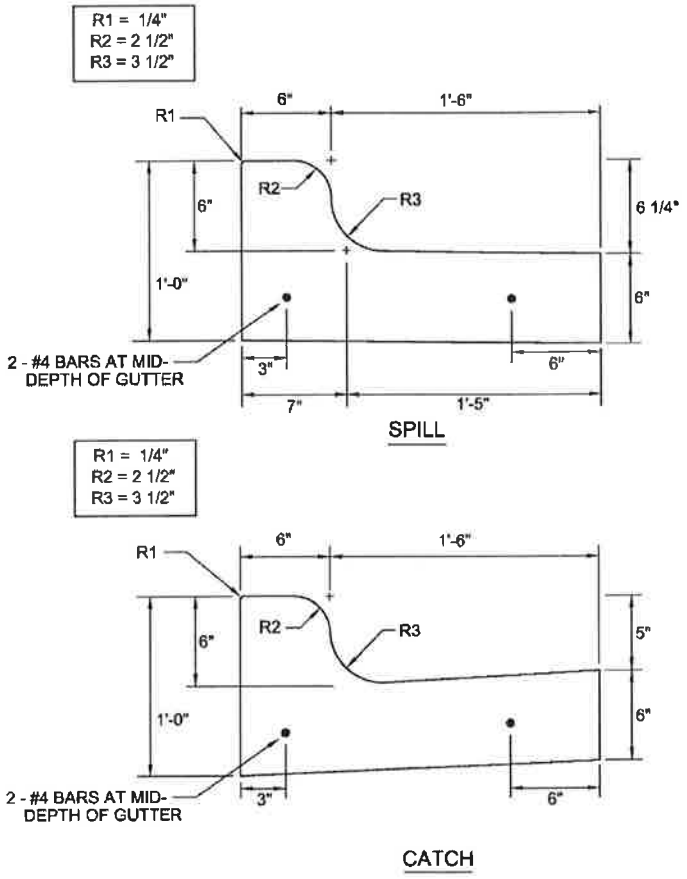


Figure H-1: 24-inch Curb & Gutter Detail

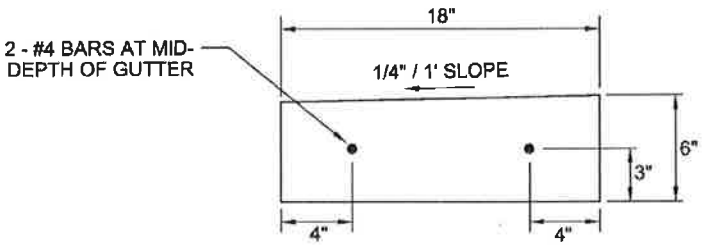
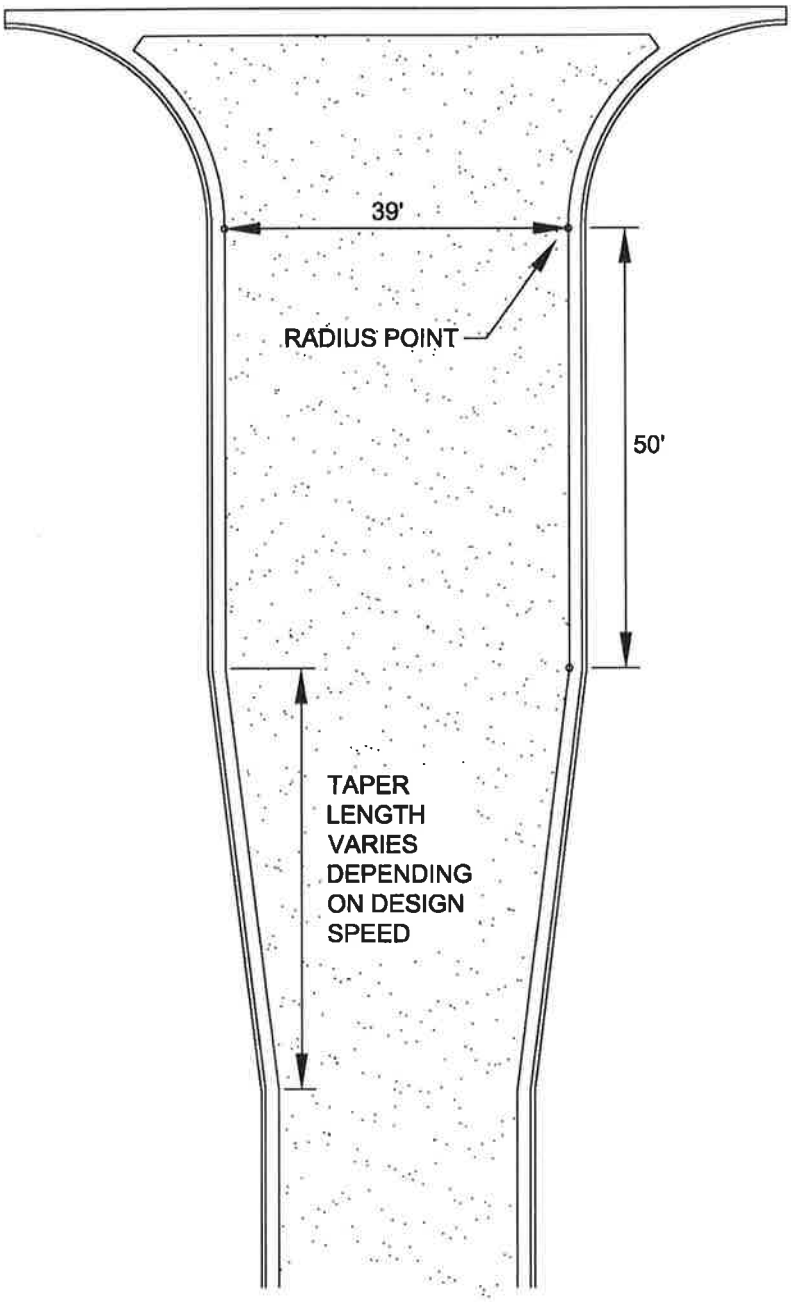


Figure H-2: 18" Ribbon Curb Detail

Appendix J – Concrete Pavement Details

J.1 Until specific design parameters, details and specifications have been formally adopted by Williamson County, all concrete pavement design, details and specifications shall be provided by a Registered Professional Engineer.

Appendix K –Intersection Approach Detail



Appendix L – County Clerk's Recording Checklist

It shall be the responsibility of the Owner to record a plat with the Williamson County Clerk. A plat will not be recorded until all of the following requirements have been met:

L.1 **Previous approval of the subdivision plat.** All plats must have been approved by a municipal planning / development department or the County Commissioners' Court prior to recording by the County Clerk's Recording Office.

L.1.1 If the subdivision is located **within the city limits** of a municipality the plat must have been approved by the municipality and must have been signed by the appropriate official(s). *Contact the municipal planning department for information.*

L.1.2 If the subdivision is located **within the extra-territorial jurisdiction (ETJ)** of a municipality the plat must have been approved by the municipality or the County Commissioners' Court and must have been signed off by the appropriate official(s). *Contact the municipal planning department or the County Engineer's office at (512) 943-3330 for information.*

L.1.3 If the subdivision is **not located within the city limits or the ETJ** of a municipality the plat must have been approved by the County Commissioners' Court and must have been signed by the appropriate official(s). *Contact the County Engineer's office at (512) 943-3330 for information.*

L.2 **County Clerk requirements for recording subdivision plats**. These items can be delivered to the Recording Office in person, by courier, by mail or electronically.

L.2.1 **Copy of the subdivision plat**. At least one copy of the subdivision plat, including all signatures and seals except those for the County Judge and a Deputy County Clerk.

Digital copies of plats can be submitted via www.wilcoplats@gmail.com. Digitized plats must be in Group IV TIF format, with resolution of 400 dots per inch and should have been made from 18" x 24" originals.

L.2.2 **Affidavit(s) for Recordation**. An original, signed and notarized affidavit is required from each entity owning property included in the subdivision. Digital copies are not being accepted at this time but paper copies may be delivered in person or by mail. *See Appendix M.*

L.3 **Williamson County Tax Certificate(s)**. Texas State law requires submittal of an original tax certificate for each tract or parcel included in the subdivision, so at least one Williamson County Tax Certificate is required for every subdivision plat, showing that the taxes are currently in good standing (Property Code, Section 12.002 (e)).

L.3.1 Tax certificates are required even for non-taxable entities such as churches and government agencies.

L.3.2 The Recording Office will accept digitized copies of tax certificates but only if submitted by the tax office. *Contact the Williamson County Tax Assessor Collector's office at (512) 943-1602 for information.*

L.4 **Round Rock Independent School District Tax Certificate(s)**. Subdivisions located within the Round Rock Independent School District must also submit original, current tax certificates from that entity. Digital copies are not being accepted at this time. *Contact the Round Rock I. S. D. tax office at (512) 464-5961 for information.*

L.5 **County Plat Recording Fees**. Recording fees total $91.00 for the first sheet in a subdivision plat. Additional sheets in the plat, if any, are charged at $75.00 per sheet.

	1 sheet	2 sheets	3 sheets	4 sheets	5 sheets	6 sheets	7 sheets
1 copy	$91.00	$166.00	$241.00	$316.00	$391.00	$466.00	$541.00
2 copies	same	same	Same	Same	same	same	same

L.5.1 The Recording Office will record and process up to 2 copies of a plat for the fees noted above.

L.5.2 These fees apply to digital plat images as well as to hard copies.

L.6 **Plat Cover Sheet**. The submitter should fill in the name of the subdivision and the contact information, leaving all other portions blank.

L.7 **Items Returned to the Plat Submitter**. The plat submitter will receive all recorded copies of the plat, a copy of the Plat Map Recording Sheet, a receipt for recording fees, and, if requested, a copy of the Plat Cover Sheet. Tax Certificates and affidavits will be kept by the County.

L.8 **Plat Cover Sheet**. The submitter shall fill in the name of the subdivision and the contact information, leaving all other portions blank. See Appendix O.

L.9 **Font Size.** All text on subdivision plats shall have a font size of 8 points or greater.

Appendix M – County Clerk's Affidavit for Recordation

THE STATE OF TEXAS §

§

COUNTY OF WILLIAMSON §

BEFORE ME, the undersigned authority, on this day personally appeared the undersigned affiant, who, first duly sworn upon his/her oath, did state:

"My name is _____. I am over the age of eighteen years.

_____ (the "Owner", whether one or more) is/are the sole owner(s) of the property described in the plat of the subdivision to be known as _____ (the "Subdivision"). I am the Owner or authorized representative of the Owner.

The original tax certificate(s) attached to the plat of the Subdivision describe all of the property contained within the Subdivision and all taxing entities with jurisdiction over the Subdivision."

_____
(Signature)

_____
(Printed Name)

THE STATE OF TEXAS §

§

COUNTY OF WILLIAMSON §

Before me, the undersigned, a notary public in and for said county and state, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument.

Given under my hand and seal of office on this the _____ day of _____, 20____.

_____

NOTARY PUBLIC in and for the State of Texas

SEAL

Appendix N – Plat Cover Sheet

Nancy E. Rister
Williamson County Clerk
Nrister@wilco.org

P.O. Box 5089
Georgetown, TX 78627
(512) 943-1515

NEW PLAT COVER SHEET

SUBDIVISION NAME:_____

DATE RECEIVED:_____ TIME RECEIVED: _____

CONTACT PERSON: _____

CITY OF:_____

PHONE NUMBER:_____ EMAIL ADDRESS: _____

_____AFFIDAVIT FOR RECORDATION _____TAX CERTIFICATES _____ RECORDING FEE

DATE APPROVED IN COMMISSIONERS' COURT:_____

Rejected? Yes No (Circle One)

Reason:_____

1)_____

2)_____

3)_____

4)_____

Rejected Plat picked up by:_____ Date:_____
or
Recorded Plat picked up by:_____ Date:_____

Appendix O – Fee Summary

WILLIAMSON COUNTY
1848

Preliminary Plat Review		**$500 + $30/lot**
Final Plat Review		**$500 + $1/ft of road + $25/lot**
Construction Plan Review		**$30/lot + $1/ft of road**
Other Fees:		
	Public Notice	**$100 + actual cost**
	Replat / Amendment of Final Plat	**$500**
	Variances	**$250/type**
	Extension of Preliminary Plat*	**No fee***
	Vacation of R.O.W or Easement	**$100**
	Construction Inspection	**2.5% of construction cost****
	Hard copy of Regulations	**$10**

No fee for a preliminary plat extension with no modifications. If there are modifications, the fee will be $30/lot for only those lots being modified.

****Based on the cost of soil erosion and sedimentation controls, and roadway and drainage construction.***

Appendix P – Affidavit for Exemption

WILLIAMSON COUNTY 1848

Appendix A3 of the Williamson County Subdivision Regulations outlines several policy guidelines adopted by the Commissioner's Court stating when the division of an existing tract shall be considered exempt from the requirements for filing of a plat. To claim any exemption listed in this subsection, the person or entity who claims to be entitled to any exclusion to platting set out in these Guidelines shall provide this Affidavit, along with a copy of the deeds or other instruments creating the daughter tracts referenced by this Affidavit.

I, _____ *(Owner/Agent)*, am the Owner/Owner's Agent of a _____ -

acre tract of land located at _____ *(Address)*, in Williamson County, Texas, parcel

ID number R_____. I request exemption from the requirements of filing a plat based on the following:

- ❑ A tract whose boundary has not changed since February 21, 1985. *(Subparagraph A3.1.1)*
- ❑ Daughter tracts created solely for purposes of platting them as individual subdivisions in their own right. *(Subparagraph A3.1.2)*
- ❑ An adjustment or change of the property lines which separate two adjacent landowners. *(Subparagraphs A3.1.3 and A3.1.4)*
- ❑ A smaller tract surveyed out of the parent tract solely for the purposes of obtaining financing for purchase or improvement of that part of the property. *(Subparagraph A3.1.5)*
- ❑ A smaller tract created by the legitimate foreclosure of a valid lien on a part of the parent tract. *(Subparagraph A3.1.6)*
- ❑ The property divided by the final decree of a court of record with appropriate jurisdiction. *(Subparagraph A3.1.7)*

The exemption(s) requested shall comply with all other conditions and provisions outlined in Appendix A3 of the Regulations.

Attached with this affidavit are copies of the deeds or other instruments creating the daughter tracts referenced by this Affidavit.

_____ _____

Signed *Date*

_____ _____

Approved (Williamson County) *Date*