



Technical Bulletin

Development Services / Engineering

October 6, 2009

A few changes have taken place in this past year which can affect the submittal of commercial site plans and public improvement plans, both pre-requisites to many building permit submittals. The beginning of the new fiscal year seems an appropriate time to bring these changes to your attention:

Commercial Site Plans: In May 2009, the Construction Chapter of the Code was revised to include the commercial site plan application and process. It also provided for expiration dates as follows:

- Commercial site plan applications that are not approved for permitting within 180 days after the date of application may be voided unless an extension is requested in writing.
- Commercial site plans will expire if a building permit has not been filed within 180 days from the date of CSP approval.
- In cases where a building permit has expired due to limitations, a commercial site plan will expire 24 months from the date of approval if an application for another building permit is not filed.
- In cases where development is phased, a commercial site plan will expire 24 months from the date of approval if an application for a building permit is not filed for all of the undeveloped phases.

Pavement design: In July 2009, the Design Criteria Manual, Chapters 4 and 5 were revised per Ordinance #09-030, increasing the thickness of concrete and HMAC pavement as well as associated subgrade requirements for different street types. The latest revisions can be found on our website at http://www.arlingtontx.gov/planning/engineering_links.html.

Floodplain Development Permit: In September 2009, the Flood Hazards Chapter of the City's Code was repealed and a new Flood Damage Prevention Chapter was adopted. Two major components of this new ordinance is 1) the new digital Flood Insurance Rate Maps (FIRM) from FEMA were incorporated into the ordinance per FEMA National Flood Insurance Program requirements; and 2) a new Floodplain Development Permit (no fee at this time) was established and will be required for any work in the floodplain. A copy of this permit can be found on our website at:

<http://www.arlingtontx.gov/planning/pdf/forms/Engineering/FloodplainDevelopmentPermit.pdf>

Street lights, signs and markers: Due to limited resources, the City will no longer design and install streetlights, street markers, signs and pavement markings for new residential or commercial subdivisions using City staff. At this time, developers have two options: 1) pay the City for this infrastructure as before; however, the City will now hire a third party contractor which will make it more expensive; or 2) directly hire a contractor to design and install that infrastructure in lieu of paying the City to install this infrastructure. All permitting requirements shall remain in place. After the Subdivision Rules and Design Criteria Manual are revised, only Option 2 will be available. An applicant hiring a contractor to install the infrastructure must provide a site plan that includes the location of the streetlights, street markers, signs and pavement markings, including details, the location of the service wire and the electrical print from Oncor as well as three-way contracts. For questions regarding these specifications, please contact Chris Baker, Streetlight System Administrator at 817-459-6357. Three-way contracts will be available on our website at www.arlingtontx.gov.

As we continue to evolve and improve our development processes and procedures, we will make every effort to keep you posted. Please feel free to offer any suggestions to help make the OneStart Center a success.