

Sec. 118-61. Construction plans.

- (a) *Purpose and applicability.* Construction plans provide detailed graphic information and associated text indicating property boundaries, easements, land use, street access, utilities, drainage, off-street parking, lighting, signage, landscaping, vehicle and pedestrian circulation, open spaces and general conformance with the master plan and ordinances of the city when necessary in accordance with the City of Burnet building codes. When required, construction plan approval by the city engineer shall be required for any development or improvement of land subject to this chapter, and not otherwise required by city's subdivision ordinance. Construction plans will not be required for development of existing lots or short form subdivisions which have adequate utilities and public access as determined by the city engineer.
- (b) *Format.* Construction plans shall be drawn on 24 inch by 36 inch sheets at a generally accepted engineering scale, and sufficient to thoroughly meet the informational requirements herein.
- (c) *Content.* Construction plans shall include all of the land proposed to be developed or improved, and any off-site improvements required to accommodate the project. Construction plans shall contain, or have attached thereto:
 - (i) A cover sheet, showing:
 - (A) Names, addresses and phone numbers as applicable of the record owner and developer, if any, and all authorized agents including the architect, engineer, landscape architect and surveyor.
 - (B) The proposed name of the project.
 - (C) A location map showing the relation of the project to streets and other prominent features in all directions for a radius of at least one mile using a scale of one inch equals 2,000 feet. The latest edition of the USGS 7.5-minute quadrangle map is recommended.
 - (D) Certification, revision and signature blocks as required by the city.
 - (E) The total acreage of the property to be developed.
 - (F) Current zoning district as defined by this chapter.
 - (G) An existing conditions plan, showing as follows:
 - (1) Boundary of existing zoning districts, if applicable.

- (2) The existing property lines, including bearings and distances, of the land being developed or improved. Property lines shall be drawn sufficiently wide to provide easy identification.
 - (3) The location of existing structures and improvements, if applicable.
 - (4) The accurate location, caliper and critical root zone of significant trees eight-inch caliper and larger, in relation to the property boundary and, if applicable, within the limits of the proposed offsite improvements.
 - (5) Centerline of water courses, creeks, existing drainage structures and other pertinent data shall be shown.
 - (6) Lines delineating the regulatory 100-year floodplain, if applicable.
 - (7) Topographic data indicating two-foot contour intervals. The contoured area shall extend outward from the property boundary for a distance equal to 25 percent of the distance across the tract, but not fewer than 50 feet nor more than 200 feet.
 - (8) The locations, sizes and descriptions of all existing utilities, including but not limited to sewer lines, lift stations, sewer and storm sewer manholes, water lines, water storage tanks, and wells within the property, and/or adjacent thereto. Existing overhead and underground electric utilities shall also be shown.
 - (9) The location, dimensions, names and descriptions of all existing or recorded streets, alleys, reservations, railroads, easements, building setbacks or other public rights-of-way within the property, intersecting or contiguous with its boundaries or forming such boundaries, as determined from existing deed and plat records. The existing right-of-way width of any boundary street to the property shall also be shown.
 - (10) Location of city limit lines and/or outer border of the city's extraterritorial jurisdiction, as depicted on the city's most recent base map, if either traverse or is contiguous to the property boundary.
- (H) An erosion and sedimentation control plan, showing as follows:
- (1) Proposed fill or other structure elevating techniques, levees, channel modifications and detention facilities.
 - (2) Existing and proposed topographic conditions with vertical intervals not greater than two feet referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.

- (3) The location, size, and character of all temporary and permanent erosion and sediment controls with specifications detailing all on-site erosion control measures which will be established and maintained during all periods of development and construction.
 - (4) Contractor staging areas, vehicles access areas, temporary and permanent spoils storage areas.
 - (5) A plan for restoration and for the mitigation of erosion in all areas disturbed during construction.
- (I) A site plan, showing all visible improvements to the land, including the following:
- (1) The location, dimensions, square footage, height and intended use of existing and proposed buildings on the site.
 - (2) Location, number and dimensions of existing and proposed parking spaces, distinguishing between standard, handicap and van handicap spaces and calculation of applicable minimum requirements in accordance with this chapter.
 - (3) The location, type and dimensions of proposed driveways, signs and traffic control devices.
 - (4) Compliance with the city's transportation policies provided in the city's subdivision ordinance.
- (J) A grading and drainage plan, showing as follows:
- (K) A drainage area map delineating areas to be served by proposed drainage improvements.
- (1) Reserved.
 - (2) Detailed design of all drainage facilities, including typical channel or paving section, storm sewers, detention ponds and other storm water control facilities.
 - (3) Accurate cross-sections, plan and profiles of every drainage improvement proposed in a public utility easement and/or public right-of-way.
 - (4) Existing and proposed topographic conditions with vertical intervals not greater than two feet referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.

- (5) Attendant documents containing design computations and any additional information required to evaluate the proposed drainage improvements.
- (6) Compliance with the city's drainage policies provided in the city's subdivision ordinance.

(L) A utility plan, showing as follows:

- (1) The layout, size and specific location of proposed water mains and other related structures and in accordance with all current city standards, specifications and criteria for construction of water mains.
- (2) The location of proposed fire hydrants, valves, meters, pipe fittings and other appurtenances.
- (3) Design details showing the connection with the existing city water system.
- (4) The layout, size and specific location of the proposed wastewater lines, lift stations and other related structures, and in accordance with all current city standards, specifications and criteria for construction of wastewater systems.
- (5) Plan and profile drawings for each line in public right-of-way or public utility easements, showing existing ground level elevation at center line of pipe, pipe size and flow line elevation at all bends, drops, turns, station numbers at 50-foot intervals.
- (6) Detailed design for lift stations, special wastewater appurtenances, if applicable.
- (7) Utility demand data, and other attendant documents, to evaluate the adequacy of proposed utility improvements, and the demand on existing city utilities.
- (8) Compliance with the city's utility policies provided in the city's subdivision ordinance.

(M) A building plan, including floor, building, foundation, roof plans and elevations.

(N) A landscape plan, showing as follows:

- (1) Dimensions, types of materials, size and spacing of proposed vegetative materials, planting details and irrigation appurtenances in relation to proposed structures or other significant improvements.
- (2) The following maintenance note: The developer and subsequent owners of the landscaped property, or the manager or agent of the owner, shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy, neat and orderly appearance at all times and shall be kept free of refuse and debris. All planted areas shall be provided with a readily available water supply and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of the subdivision regulations.
- (3) Compliance with the city's landscaping and screening requirements of this chapter. See section 118-61.

(O) Construction details, showing (when applicable) as follows:

- (1) Structural retaining walls and/or detention outlet structures.
- (2) Storm sewer manhole and covers, typical channel sections, inlets, safety end treatments and headwalls.
- (3) Wastewater manholes and covers, cleanouts, grease traps, pipe bedding and backfill.
- (4) Water valves, water meters, fire hydrants, thrust blocks, backflow prevention and concrete encasement.
- (5) Driveways, curb and gutter, sidewalks, curb ramps, pavement sections and pavement repair.
- (6) Silt fence, rock berms, stabilized construction entrance, and inlet protection.
- (7) Traffic controls when working in public right-of-way.
- (8) Applicable city standard details and specifications.

- (d) *Procedure.* Construction plans for the development or improvement of land in the city limits, not otherwise governed by the city's subdivision ordinance, shall be submitted to the city for approval prior to the issuance of a building permit.

- (i) Two complete sets of construction plans shall be submitted to city staff for review by the building official or the city engineer at any time prior to the issuance of a building permit, along with the following:
 - (A) Completed application forms and the payment of all applicable fees.
 - (B) A letter requesting any variances from the provisions of this chapter.
 - (C) Any attendant documents needed to supplement the information provided on the construction plans.
- (ii) City staff shall review all construction plan submittals for completeness at the time of application. If, in the judgment of city staff, the construction plan submittal substantially fails to meet the minimal informational requirements as outlined above, it will not be accepted for review.
- (iii) The building official or city engineer shall review the construction plans to insure compliance with this chapter, and other applicable city ordinances, codes, standards and specifications, and good engineering practices.
- (iv) Construction plans may be rejected at any time subsequent to submittal and prior to final approval for failure to meet the minimum informational requirements of this chapter.
- (v) Applicable fees pursuant to city ordinance shall be paid, including, but not limited to, all professional fees, engineer and attorney fees incurred by the city for or with respect to the review, processing and approval of the application for the approval of the building permit.
- (e) *Approval.* Within 30 days of the date on which all required information has been accepted for review, the building official or the city engineer shall either approve or disapprove the construction plans. If the construction plans are disapproved, the building official or the city engineer shall notify the applicant, in writing, of disapproval and indicate the requirements for bringing the construction plans into compliance. If construction plans are approved, then the building official or the city engineer shall sign the cover sheet of the construction plans, returning one signed copy to the applicant and retaining the other signed copy for city records.
 - (i) Specific approvals required from other agencies shall be obtained by the owner.
 - (ii) All improvements shown in the approved construction plans shall be constructed pursuant to and in compliance with the approved plans, except as otherwise specifically approved.

- (iii) It shall be the right of the applicant seeking construction plan approval, to appeal a decision of the building official or the city engineer to the commission and have a final decision rendered by the commission.
- (f) *Revision.* Where necessary, due to unforeseen circumstances, for corrections to be made to construction plans for which approval has already been obtained, the building official or the city engineer shall have the authority to approve such corrections when, in his/her opinion, such changes are warranted and also in conformance with city requirements. Approval of such changes agreed to between the developer and building official or city engineer shall be noted by initialing and dating by both parties on the two original signed copies of the construction plans.
- (g) *Responsibility.* Notwithstanding the approval of any construction plans the building official or the city engineer or the commission, the developer and the engineer that prepares and submits such plans and specifications shall be and remain responsible for the adequacy of the design of all such improvements; and nothing in this chapter shall be deemed or construed to relieve or waive the responsibility of the developer and his/her engineer for or with respect to any design, plans and specifications submitted.
- (h) *Expiration.* Unless a longer time shall be specifically established as a condition of approval, construction plan approval shall expire 12 months following the date on which such approval became effective, unless prior to the expiration, a building permit is issued and construction is commenced and diligently pursued toward completion.
- (i) *Extension.* Construction plan approval may be extended if the developer submits a written request for extension and continuance of the plan as approved by the city prior to expiration. Approval of any such extension request shall be automatic one time only for a period of 12 months.

(Ord. No. 2005-21, Art. III, § 61, 10-11-05)

Sec. 118-62. Landscaping and screening requirements.

- (a) *Purpose.* The purpose of this section is, in conjunction with the other requirements of this chapter, to promote and support the orderly, safe, attractive and healthful development of land located within the community, and to promote the general welfare of the community by preserving and enhancing ecological, environmental and aesthetic qualities, through established requirements for the installation and maintenance of landscaping elements and other means of site improvements in developed properties. Landscape plans will not be required for existing lots or short form subdivisions that have adequate utilities and public access as determined by the city engineer. The following are additional factors considered in establishing the requirements of this section:

- (i) Paved surfaces, automobiles, buildings and other improvements produce increases in air temperatures, a problem especially noticeable in this southern region, whereas plants have the opposite effect through transpiration and the creation of shade. Likewise, impervious surfaces created by development generate greater water runoff causing problems from contamination, erosion and flooding. Preserving and improving the natural environment and maintaining a working ecological balance are of increasing concern. The fact that the use of landscape elements can contribute to the processes of air purification, oxygen regeneration, water absorption, water purification, and noise, glare and heat abatement as well as the preservation of the community's aesthetic qualities indicates that the use of landscape elements is of benefit to the health, welfare and general well being of the community and, therefore, it is proper that the use of such elements be required.
 - (ii) The city experiences frequent droughts and periodic shortages of adequate water supply; therefore, it is the purpose of this section to encourage the use of drought resistant vegetation that does not consume large quantities of water.
- (b) *Installation and plan.* All landscape materials shall be installed according to American Association of Nurserymen (AAN) standards. An approved landscape plan shall be required for all new development in any zoning district, save and except for A, OS, R-1 and R-1E districts.
- (c) *Maintenance.* The owner of the landscaped property shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy, neat and orderly appearance at all times and shall be kept free of refuse and debris. All planted areas shall be provided with a readily available water supply and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of this section.
- (d) *Planting criteria.*
- (i) Trees. Trees shall be a minimum of two inches in caliper measured three feet above finished grade immediately after planting. A list of recommended landscape trees may be obtained from the city. If the developer chooses to substitute trees not included on the recommended list, those trees shall have an average mature crown greater than 15 feet in diameter to meet the requirements of this section. Trees having an average mature crown less than 15 feet in diameter may be substituted by grouping trees so as to create at maturity the equivalent of a 15-foot diameter crown if the drip line area is maintained. A minimum area three feet in radius is required around the trunks of all existing and proposed trees. The planting of trees will not be required prior to final approval or acceptance of the final subdivision plat.

- (ii) Shrubs and ground cover. Shrubs, vines and ground cover planted pursuant to this section shall be good, healthy nursery stock. Shrubs must be, at a minimum, a one-gallon container size.
 - (iii) Lawn grass. It is recommended that grass areas be planted with drought resistant species normally grown as permanent lawns, such as Bermuda, Zoysia, or Buffalo. Grass areas may be sodded, plugged, sprigged or seeded except that solid sod shall be used in areas subject to erosion.
 - (iv) Synthetic plants. Synthetic or artificial lawns or plants shall not be used in lieu of plant requirements in this section.
 - (v) Architectural planters. The use of architectural planters may be permitted in fulfillment of landscape requirements.
 - (vi) Other. Any approved decorative aggregate or pervious brick pavers shall qualify for landscaping credit if contained in planting areas, but no credit shall be given for concrete or other impervious surfaces.
- (e) *Landscaping requirements.* A minimum percentage of the total lot area shall be devoted to landscape development in accordance with the following schedule.

TABLE INSET:

Zoning or Use		Percentage
(i)	Multifamily, Open Space	20%
(ii)	Residential	*Note
(iii)	Office, General Retail and Commercial Uses	15%
(iv)	Industrial - Light and Heavy	10%
(v)	Agricultural	None

*Note. Minimum landscape requirements for each lot on which a single-family, dwelling, or a manufactured home, is constructed or installed after the date of this chapter shall be a minimum of two two-inch trees and lawn grass from the front property line to the front two corners of the structure. Residential structures on reverse frontage lots shall also be required to screen the rear of the structure from the abutting highway, access road, or other public rights-of-way.

- (f) *Exceptions.* Exceptions to these provisions may be granted by the commission and/or council to require a lesser amount of landscaping if
 - (1) The aesthetic, buffering and environmental intent of this chapter is met, and the reduction of the landscape area results in the preservation of natural features having comparable value to the reduced landscape requirements, or

(2) The density of the ground proves to be substantially difficult as to create an undue hardship not found in the majority of the city.

- (g) *Placement.* Landscaping shall be placed upon that portion of a tract or lot that is being developed. Fifty percent of the required landscaped area and required plantings shall be installed between the front property lines and the building being constructed. Undeveloped portions of a tract or lot shall not be considered landscaped, except as specifically approved by the commission. Landscaping placed within public rights-of-way shall not be credited to the minimum landscape requirements by this section.
- (h) *Credit.* The building official and/or city engineer shall, with respect to the issuance of a building permit or approval of a construction or site development plan, give a credit against the requirements of this section for trees preserved on the site. Provided that, in order to reward the preservation of significant trees, a credit may be given for such preservation only if no more than 50 percent of the critical root zone is disturbed or distressed with impervious cover; and provided further that the remaining critical root zone must consist of at least 100 square feet.
- (i) *Additional required plantings.* For every 600 square feet of landscape area required by this section, two trees and four shrubs shall be planted. To reduce the thermal impact of unshaded parking lots, additional trees shall be planted, if necessary, so that no parking space is more than 50 feet away from the trunk of a tree, unless otherwise approved by the commission. This subsection (i) shall not apply to any property included in any of the following zoning categories: A, and R-1.
- (j) *Replacement of required trees.* Upon the death or removal of a tree planted pursuant to the terms of this section, a replacement tree of equal size and type shall be required to be planted. A smaller tree that will have a mature crown similar to the tree removed may be substituted if the planting area or previous cover provided for the larger tree in this section is retained.