

FILED FOR RECORD
at 12:30 o'clock P M

DEC 22 2020

JENNIFER LINDENZWEIG
County Clerk, Hunt County, TX
By [Signature]

RESOLUTION NO. #16,548

**A RESOLUTION OF THE COMMISSIONERS COURT OF HUNT COUNTY, TEXAS,
MAKING CERTAIN FINDINGS, ADOPTING SUBDIVISION REGULATIONS AND
ENGINEERING STANDARDS MANUAL, AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, on March 25, 1999, the Hunt County Commissioners Court adopted the current Subdivision Regulations, and amended them on March 23, 2009 and December 27, 2016; and

WHEREAS, the Hunt County Commissioners Court published a Takings Impact Assessment (TIA) for the 30-day period prescribed by Texas law and held a public hearing on December 22, 2020; and

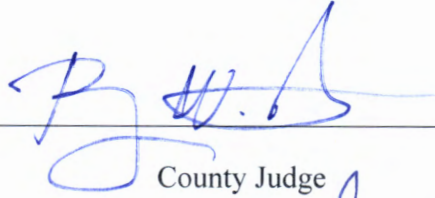
WHEREAS, on the Hunt County Commissioners Court seeks to adopt the attached Subdivision Regulations and Engineering Standards Manual (ESM) pursuant to the Texas Local Government Code Chapter 232 and 233, and other state law, which have been prepared with the following purposes:

1. These regulations are to promote and provide for the health, safety, morals, and general welfare of the county, and the safe, orderly, and healthful development of the land in unincorporated areas of Hunt County, Texas.
2. These regulations are to ensure the establishment of rules and guidelines for the subdivision of property, and to ensure that newly created parcels of land conform to legal statutes.
3. These regulations are intended to prevent Hunt County from being burdened with substandard streets and roadways in the future, thereby protecting the taxpayers from unnecessary maintenance costs.
4. These regulations are to ensure that the residents of Hunt County receive from developers the necessary services for the supply of water, and that new development will be served by adequate sewage treatment systems and drainage facilities.
5. These regulations are intended to provide information to the developer, and assist in the preparation of plats and approvals of future development.

NOW THEREFORE, be it resolved that:

1. The Hunt County Commissioners Court makes the finding necessary under state law, including the statutory sections listed above, and pursuant to Texas Local Government Code Chapter 232.003, to adopt the Subdivision Regulations and Engineering Standards Manual (ESM) attached hereto;
2. The Court further makes a specific finding of no regulatory of physical taking based on a Takings Impact Assessment prepared pursuant to Texas Government Code Chapter 2007;
3. The Court adopts Subdivision Regulations and Engineering Standards Manual (ESM) attached hereto; and
4. This Resolution shall be in full force upon its passage and approval.

PASSED AND APPROVED, this the 22nd day of December, 2020.



County Judge



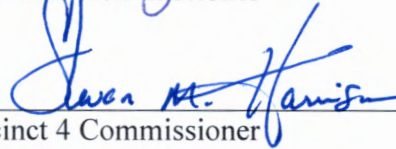
Precinct 1 Commissioner



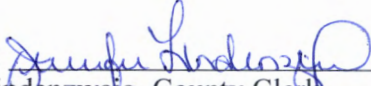
Precinct 2 Commissioner

absent

Precinct 3 Commissioner



Precinct 4 Commissioner

ATTEST: 
Jennifer Lindenzweig, County Clerk



HUNT COUNTY

ENGINEERING STANDARDS MANUAL

FILE FOR RECORD
JENNIFER LINDENZWEIG
COUNTY CLERK HUNT CO. TX

21 JAN 26 AM 9:18

BY: *Jennifer Lindenzweig*
CLERK

APPROVED BY COMMISSIONERS COURT ON DECEMBER 22, 2020

by

Order #16548

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CHAPTER 1. DRAINAGE GENERAL PROVISIONS

1.1 Authority

These regulations are adopted by the Commissioners' Court of Hunt County, Texas, acting in its capacity as the governing body of Hunt County. The authority of Hunt County to adopt these regulations and for the contents hereof is derived from the following statutes: Section 232.003 of the Texas Local Government Code (LGC), Texas Transportation Code Section 251.001 – 251.019 and Section 254.001 – 254.019, as amended; the State of Texas Flood Control Insurance Act (Texas Water Code Section 16.315); and the National Flood Insurance Act, as amended. These regulations may be amended at any time by a majority of Commissioners' Court.

1.2 Drainage Goals and Objectives

The purpose of the policies and design standards set forth herein is to ensure a consistent and adequate approach to stormwater management within Hunt County, Texas. This authority is explicitly granted to the County through State and National legal statutes listed in **Section 1.1**. The County's regulations were developed in adherence with this general authority. Applicable provisions are summarized below and are hereby adopted as governing stormwater management goals and objectives:

1. Adopt reasonable specifications to provide adequate drainage for each street or road in a subdivision in accordance with standard engineering practices
2. Adopt reasonable specifications that provide for drainage in a subdivision to:
 - a. Efficiently manage the flow of stormwater runoff in the subdivision; and
 - b. Coordinate subdivision drainage with the general storm drainage pattern for the area
3. Require plats to provide for drainage in a subdivision to:
 - a. Provide positive drainage away from all buildings
 - b. Coordinate individual lot drainage with the general storm drainage pattern for the area
4. Guide the development of proposed future construction, where practicable, away from locations which are threatened by flood hazards
5. Assist in minimizing damage caused by floods
6. Satisfy criteria adopted by the United States Department of Housing and Urban Development (HUD) pursuant to the National Flood Insurance Program (NFIP), the National Flood Insurance Act, and other applicable Federal Emergency Management Agency (FEMA) regulations relating to floodplain management
7. Engage in floodplain management and adopt enforcing permanent land use and control measures that improve the long-range management and use of flood-prone areas

This manual is intended to supplement the *Hunt County Subdivision and Land Development Regulations* with procedures and technical criteria to meet the County's adopted policies. If any policies and requirements set forth herein conflict with, or are inconsistent with, criteria outlined elsewhere, the more stringent criteria shall apply.

1.3 Applicability of Stormwater Criteria

These regulations apply for all subdivision activity in any unincorporated area of Hunt County, Texas, and those areas where Hunt County maintains the rights-of-way. Floodplain development activity is regulated in NFIP-designated areas under the provisions outlined in **Chapter 5** and the County's *Flood Damage Prevention Ordinance*.

Development that does not meet the applicability requirements outlined above will not require a drainage plan submittal. However, all subdivision applications shall comply with the *Hunt County Subdivision and Land Development Regulations* and development permitting requirements, including but not limited to: building permits, floodplain development permits, SWPPP, and grading permits.

1.4 Drainage Plan Requirements

A drainage plan is required for every Preliminary Plat, Final Plat, and Construction Plans submission as required under **Section 4** of the *Hunt County Subdivision and Land Development Regulations*. The drainage plan shall include sufficient information to determine the quantity of runoff traveling to, through, and from the proposed subdivision or roadway. The drainage plan shall provide calculations and other supporting data which shall be sufficiently detailed to demonstrate conformance with the technical standards and criteria of this manual, including demonstrating no adverse impacts to downstream or adjacent properties, as detailed in **Section 2.3**.

1.4.1 Acceptable Modeling Software

The design of storm drainage facilities can be aided by and sometimes requires the use of hydrologic and hydraulic modeling programs. **Table 1** lists several widely used modeling software which are acceptable to the County. The use of a program that is not included in the list requires prior approval by the County's engineering representative.

Table 1: Acceptable Hydrologic and Hydraulic Modeling Programs

Software	Hydrologic Calculations	Hydraulic Calculations	FEMA Approved	Water Quality Features
HEC-HMS	X		X	
HEC-RAS		X	X	
HydroCAD	X	X		X
Bentley Suite – CulvertMaster, FlowMaster, PondPack, StormCAD, GEOPAK Drainage	X	X	(X)	

The most recent version of the program should generally be used unless utilizing an approved effective model developed using a previous version, and in other instances as approved by the County's engineering representative. Only Federal Emergency Management Agency (FEMA) approved software can be used for design within NFIP-designated areas.

1.5 Permitting Requirements

Developments subject to these requirements may also be subject to other federal, state, and local regulations and permits. The engineer is responsible for coordinating with the appropriate regulatory agencies to ensure compliance with these requirements. Potential applicable regulations and permits may include, but are not limited to:

1. Section 404 of the Clean Water Act (CWA)
2. Section 106 of the National Historic Preservation Act
3. Water Rights
4. Section 303(d) Impaired Waters
5. Migratory Bird Treaty Act
6. Water Well Drilling
7. Threatened and Endangered Species Act
8. The Texas Archeological and Research Laboratory Requirements
9. The Antiquities Code of Texas
10. Air Quality
11. Texas Commission on Environmental Quality (TCEQ) Dam Safety Requirements

1.6 Maintenance of Permanent Drainage Facilities

For the purposes of this manual, “private water” refers to runoff which is generated on private property and flowing within the property or from one property or another. “Public water” refers to runoff flowing through or from public land or right-of-way. “Public” and “private” drainage systems and facilities refer to systems and facilities managing public and private water, respectively.

1.6.1 Drainage Easements

Easements are required for all public drainage systems that convey stormwater runoff across a development and shall be required for both on-site and off-site public stormwater drainage improvements, including standard engineered channels, storm drain systems, detention and retention facilities, and other stormwater controls. All drainage easements shall be recorded on the plat. The drainage easement must include sufficient area for operation and maintenance of the drainage system, and the developer shall obtain downstream drainage easements until adequate outfall is determined in accordance with **Section 2.3**.

Minimum easement requirements are discussed in the following sections. Special circumstances may require additional easement allocation at the discretion of the County’s engineering representative or their designee. Easements shall be kept free and clear of encroachments, unless otherwise approved by the County’s engineering representative or their designee.

1.6.1.1 Open Channels

Existing creeks or other open drainage channels within subdivisions will remain as open channels and will be maintained by the individual owners of properties that are traversed by or adjacent to the drainage channels. Open channels constructed as part of a roadway improvement project shall be fully contained within the public right-of-way and/or a drainage easement of sufficient width. Except for those channels

contained within the right-of-way, the County will not be responsible for the maintenance and operation of open drainage ways.

Development within an NFIP regulated floodplain is regulated under the provisions of **Chapter 5** of this manual and the County's *Flood Damage Prevention Ordinance*.

1.6.1.2 Storm Sewer Easements

The minimum width of the storm sewer easement shall be the outside diameter of the storm sewer pipe or horizontal dimension of the storm sewer box plus 10 feet. Easement widths will be rounded up to the nearest 5-foot increment. For pipes or boxes in parallel, the minimum easement shall be equal to the width of the parallel storm drain system plus 10 feet. The minimum storm sewer easement that shall be provided in any case is 15 feet. Storm sewers shall be centered within the limits of the easement.

1.6.1.3 Other Public Stormwater Facilities

Drainage easements for structural overflows, swales, and berms shall be of sufficient width to encompass the structure or graded area. The proposed centerline of overflow swales shall normally coincide with the centerline of the easement. Drainage easements will generally extend at least 25 feet past an outfall headwall to provide an area for maintenance operations.

Easements for other public stormwater controls, including detention basins, sediment traps, and retention ponds, shall be negotiated between the County and the developer but will normally include essential access to all embankment areas and inlet and outlet controls. Essential access is defined as access in at least one location. The entire reach or each section of any drainage facility must be readily accessible to maintenance equipment. Additional easement(s) shall be required at the access point(s), and the access points shall be appropriately designed to restrict access by the public.

1.6.2 Operations and Maintenance

The County will provide for perpetual maintenance, in accordance with adopted County maintenance standards, of all public drainage facilities located within dedicated easements and constructed to the County standards. Access shall be provided and dedicated by the developer to all public drainage facilities in developments for maintenance and inspection by the County.

Maintenance of all private drainage facilities constructed within a development and any existing or natural drainage systems to remain in use by the development shall be the responsibility of the private property owner. In the case of a drainage facility servicing multiple lots in a residential subdivision, the Homeowners Association (HOA) shall bear the maintenance responsibility. Maintenance shall be provided to the degree and at the frequency as is necessary to ensure long-term functionality of the stormwater drainage facility as designed. The maintenance responsibility shall be recorded on the plat, and these provisions shall remain in-force upon sale of transfer of the property.

1.6.3 Inspections

The County maintains the right to inspect public and privately owned stormwater drainage facilities and enforce provisions of this manual and the *Hunt County Subdivision and Land Development Regulations*.

CHAPTER 2. DRAINAGE DESIGN GUIDELINES

2.1 Design Frequency for Drainage Features

The level of service provided by drainage infrastructure is most often presented as a design frequency. The frequency of a rainfall event is the recurrence interval of storms having the same duration and volume (depth). Table 2 lists the minimum design frequencies to be used in the design of drainage facilities.

Table 2: Design Frequency for Drainage System Design

Type of Facility	Minimum Design Frequency
Storm Drains (Closed Systems)	50-Year**
Streets*	100-Year
Roadside Ditches	50-Year**
Culverts and Bridges	See Section 4.5.1
Modified Natural Channels	100-Year

**in combination with closed storm drains and roadside ditches, as applicable*

***allowances made for instances where capacity is limited by ROW or existing downstream drainage infrastructure*

As noted, storm drains and roadside ditches shall generally be designed with capacity for the 50-year event. However, in instances where capacity of these systems is limited by the available right-of-way in a standard street section and/or by the capacity of existing downstream drainage infrastructure, the County's engineering representative or their designee may approve a lower level of service. In all cases, the provisions of the County's *Flood Damage Prevention Ordinance* and the no adverse impacts criteria outlined in **Section 2.3** must be met.

2.2 Drainage Calculations and Roughness Coefficients

Calculations must be submitted to support design of drainage facilities. Where applicable, maximum permissible velocities and "n" coefficient for use in Manning's Formula applications shall conform to the values outlined in Table 3.

Table 3: Roughness Coefficients and Permissible Velocities

Type of Section/Feature	Roughness Coefficient "n"	Maximum Permissible Velocity (fps)
Natural Streams		
<u>Stream Section</u>		
Some Grass and Weeds; Little or No Brush	0.045	6
Dense Growth of Grass or Brush	0.055	
Dense Brush and Trees	0.065	
<u>Floodplain/Overbank Areas</u>		
Grass, Weeds; Some Brush and Trees	0.045	6
Dense Grass, Weeds or Brush	0.055	
Dense Brush and Trees	0.080	
Buildings	0.500	N/A
Constructed/Modified Open Channels		
Grass Lined Ditches	0.035	6
Concrete Lined Channels	0.015	15
Streets		
Finished Concrete	0.015	N/A
Rough Concrete	0.018	
Asphalt	0.015	
Pipes and Culverts		
Reinforced Concrete Pipe (RCP)	0.013	15
Corrugated Metal Pipe	0.022	
High-Density Polyethylene Pipe (HDPE)	0.011	
Concrete Box Culvert	0.015	

2.3 Downstream Impact Analysis

The design of a storm drainage system must account for offsite flows, flows generated by the development or roadway, and the impacts on the downstream drainage system. To determine the effects of the proposed development on the downstream watershed, the County requires a downstream impact analysis to be provided. The analysis methodology shall be consistent with the procedures outlined in the North Central Texas Council of Governments (NCTCOG) integrated Stormwater Management (iSWM) [*Technical Manual for Hydrology*](#).

2.3.1 Applicable Criteria

The process of evaluating downstream impacts requires an assessment of the downstream watershed from the outfall of a development through the site’s zone of influence to an adequate outfall downstream. The zone of influence is the point downstream where the discharge from a proposed development no longer has a significant impact upon the receiving stream or storm drainage system. An adequate outfall is a structure or location that is adequately designed as to not cause adverse impacts to adjacent or downstream properties or facilities. An adequate outfall shall have capacity to convey any increased stormwater runoff from the site. The requirements for demonstrating an adequate outfall are listed in Table 4.

Table 4: Adequate Outfall (Adverse Impact) Determination

Item	Parameter	Adverse Impact Determination
1	Inhabitable Structures	<ul style="list-style-type: none"> No new or increased flooding (0.00 feet) of existing insurable (FEMA) structures (inhabitable buildings).
2	Flood Elevations	<ul style="list-style-type: none"> No increase (0.00 feet) in the 2-, 10-, 25-, and 100-year water surface elevations unless contained within the owner’s property or within an existing channel, roadway, drainage easement, and ROW. Dry lane and gutter capacity requirements set forth in Table 8 shall also be met.
3	Floodplain Regulations	<ul style="list-style-type: none"> Where provisions of the County’s <i>Flood Damage Prevention Ordinance</i> may be more restrictive, the floodplain regulations shall have authority over the above provisions.
4	Channel Velocities	<ul style="list-style-type: none"> Proposed channel velocities for 2-, 10-, 25-, and 100-year storms cannot exceed the applicable maximum permissible velocity shown in Table 3. If existing channel velocities exceed maximum permissible velocities shown in Table 3, no more than a 5% increase in velocities will be allowed. Exceptions to these criteria will require certified geotechnical/ geomorphologic studies that provide documentation that the higher velocities will not create additional erosion.
5	Downstream Discharges	<ul style="list-style-type: none"> No increase in downstream discharges caused by the proposed development that, in combination with existing discharges, exceeds the existing capacity of the downstream storm drainage system or existing right-of-way.

It shall be the responsibility of the engineer to contact the County and inquire about other proposed or approved developments within the zone of influence. At the direction of the County’s engineering representative or their designee, these developments shall be accounted for in the downstream assessment.

2.3.2 Guidance

Generally, the zone of influence will be defined by a detailed hydrologic and hydraulic analysis. For watersheds of 100 acres or less at any proposed outfall, the 10% rule of thumb may be used in order to determine the zone of influence. The 10% rule states the zone of influence is considered to be the point where the drainage area controlled by the drainage facility comprises 10% of the total drainage area. If a portion of a larger property is being developed, the zone of influence shall be determined based on the

entire property. A detailed study may be required for any drainage area regardless of size at the discretion of the County's engineering representative or their designee.

In most cases, the downstream analysis will begin with a comparison of pre- and post-development hydrology. In some cases, the engineer may be able to demonstrate no adverse impacts through a hydrological study by demonstrating no increases in peak flow rates through the zone of influence. If the development or roadway includes fill or alteration to an existing floodplain or other natural drainage course, a hydraulic analysis will be required to evaluate water surface impacts and channel velocities, even if the post-development peak flows through the zone of influence do not exceed the peak flows under pre-development conditions. A full hydraulic analysis may be required at the discretion of the County's engineering representative or their designee.

2.4 Drainage Considerations for Site Grading

2.4.1 Grading Plans

The natural flow of surface waters shall not be diverted or impounded in a manner that damages adjacent property. The County also restricts lot-to-lot drainage for small lots. No lot less than 1 acre may receive drainage from more than 1 additional lot.

To demonstrate compliance with these and other site grading criteria, grading plans shall be submitted for any land disturbance activities. Existing (pre-project) and proposed (post-project) contours shall be shown. If an existing site has been cleared and/or graded within the prior five years of the date of the developer's initial application submittal, the developer may consider the land conditions prior to the clearing and grading to be the existing site conditions.

2.4.2 Concentrated Runoff from Development

Site runoff due to development shall not cause adverse impacts. Generally, stormwater runoff from the development or roadway must match the runoff flow characteristics including peak flow, flow velocity, and flow type (sheet flow, concentrated flow, etc.) of pre-development conditions. When offsite grading is required or when the development or roadway discharges concentrated flow on an adjacent property, off-site conveyance to reach an adequate outfall shall be contained within a drainage easement of sufficient width obtained from the affected property owner(s).

2.4.3 Minimum Finished Floor Elevations

Any inhabitable structure shall have a finished floor elevation that meets the criteria of the County's *Flood Damage Prevention Ordinance*. For developments outside of the floodplain, minimum finished floor elevations shall be at or above the edge of pavement or rear property line, whichever is lower, unless otherwise approved by the County's engineering representative or their designee. For lots adjacent to or in the influence of a sump area and a positive overflow, the lot elevation will be at or above the sump area edge of pavement or the possible maximum pool elevation when the positive overflow is functioning, whichever elevation is higher. Refer to **Section 4.2.4** for additional information on positive overflow requirements.

CHAPTER 3. DESIGN DISCHARGE DETERMINATION

Determination of design discharges for drainage facilities shall be made considering the existing development conditions and land use of the contributing watershed. The appropriate hydrologic methodology shall be employed. See **Section 3.4** for further guidance.

3.1 Rainfall Intensities

The National Oceanic and Atmospheric Administration (NOAA) *Atlas 14, Volume 11 Precipitation-Frequency Atlas of the United States, Texas (2018)* is recognized as the best available set of rainfall data for the State of Texas. *Atlas 14* provides point precipitation frequency values, with rainfall intensity values varying slightly across the County. A single coordinate (33.1333,-96.0880) has been selected to define standard rainfall intensity values throughout the County. The standard rainfall intensities are listed in Table 5.

Table 5: Design Rainfall Intensities

Duration		Rainfall Intensity (in/hr) by Return Period						
Min	Hr	1-Year	2-Year	5-Year	10-Year	25-Year	50-Year	100-Year
5	0.083	5.32	6.06	7.31	8.33	9.71	10.74	11.77
10	0.167	4.25	4.85	5.85	6.66	7.80	8.64	9.42
15	0.25	3.54	4.04	4.84	5.52	6.44	7.12	7.80
30	0.5	2.48	2.82	3.38	3.84	4.46	4.92	5.38
60	1	1.62	1.85	2.23	2.53	2.95	3.27	3.58
120	2	1.00	1.16	1.42	1.63	1.92	2.14	2.37
180	3	0.74	0.87	1.07	1.24	1.48	1.65	1.84
360	6	0.44	0.52	0.65	0.76	0.91	1.03	1.15
720	12	0.26	0.31	0.39	0.45	0.55	0.62	0.70
1440	24	0.15	0.18	0.23	0.26	0.32	0.36	0.41

3.2 Drainage Areas

Drainage area maps and runoff calculations shall include all drainage areas contributing to the site. Separate drainage area maps and runoff calculations shall be prepared for both the existing (pre-project) drainage area and the proposed (post-project) drainage area. Drainage areas shall follow natural drainage features if future land disturbance is unknown or existing areas will not be changing under proposed conditions.

Drainage area determinations shall be based on site survey and proposed grading plans, supplemented by recent aerial imagery and topographic maps. Delineations shall be performed utilizing a maximum 2-foot contour interval for existing drainage areas and a maximum 1-foot contour interval for proposed drainage areas. The performance of topographic survey used to delineate drainage areas is the responsibility of the engineer designing the drainage facility.

3.3 Time of Concentration

The time of concentration (T_c) is defined as the longest time, without interruption of flow by detention devices, that will be required for water to flow from the upper limit of a drainage area to the point of concentration. Times of concentration can often be assumed based on the minimum inlet times shown in Table 6.

Alternatively, T_c may be calculated using the National Resource Conservation Service (NRCS, formerly known as the Soil Conservation Service, SCS) methodology. The use of NRCS methodology in lieu of standard inlet times may be at the discretion of the County's engineering representative or their designee. This method separates the flow through the drainage area into sheet flow, shallow concentrated flow, and open channel flow. The T_c is the sum of travel times for sheet flow, shallow flow and open channel flow. Time of concentration calculations shall be provided by the engineer along with flow path delineations.

Computations for travel time (T_t) for sheet flow, shallow flow, and open channel flow shall adhere to the following methodology.

1. **Sheet Flow:** Sheet flow is the initial flow over the ground surface. The maximum allowable length for sheet flow is 300 feet for undeveloped drainage areas and 100 feet for developed areas. The travel time (T_t) in hours for sheet flow is determined using the following equation:

$$T_t = \frac{0.007(nL)^{0.8}}{(P_2)^{0.5}(S)^{0.4}}$$

T_t = travel time (hours)

n = Manning's roughness coefficient (Table 3)

L = flow length (feet)

P_2 = 2-year, 24-hour rainfall, 4.3 inches

S = longitudinal slope (feet/foot)

2. **Shallow Concentrated Flow:** Shallow concentrated flow begins where sheet flow ends. A projected average slope should be established along the flowline for the shallow concentrated flow length. The travel time (T_t) in hours for shallow concentrated flow is determined by the following equation:

$$T_t = \frac{L}{3600V}$$

V = average velocity (feet/second), calculated as follows:

Unpaved Surfaces = $16.1345 \times S^{0.5}$ or Paved Surfaces = $20.3282 \times S^{0.5}$

3. **Open Channel Flow:** Open channel flow is where the runoff is located within a defined channel or in some cases, closed storm systems. The travel time (T_t) for open channel flow is determined using the equation for shallow concentrated flow and using Manning's Equation to determine average velocity (V):

$$V = \frac{1.49R^{\frac{2}{3}}S^{\frac{1}{2}}}{n}$$

V = average velocity (feet/second)

R = hydraulic radius (A/P) (feet), where:

A = cross-sectional area (square feet)

P = wetted perimeter (feet)

S = longitudinal slope (feet/foot)

n = Manning's roughness coefficient (Table 3)

3.4 Allowable Hydrologic Methods

Peak discharge data from an existing flood study or drainage studies may be used subject to the approval of the County's engineering representative or their designee. When such data is unavailable, peak discharges shall be determined by the engineer. All discharge values shall be based on existing development and land use conditions of the drainage basin.

There are a number of empirical hydrologic methods available to estimate runoff characteristics for a site or drainage subbasin. The following methods have been selected to support hydrologic site analysis for the design methods and procedures included in this manual:

1. Rational Method
2. Modified Rational Method
3. Unit Hydrograph Method

The procedures and approved applications of each method are described in the following sections.

3.4.1 Rational Method

The rational method is a simple procedure for estimating peak flows from small drainage areas. The use of the rational method is limited to drainage areas of less than 100 acres, unless otherwise approved by the County's engineering representative or their designee. The formula for calculation of runoff by the rational method is:

$$Q=CiA$$

Q = peak discharge (cfs)

C = runoff coefficient

i = rainfall intensity (in/hr) for a period equal to the time of concentration

A = contributing drainage area (acres)

The runoff coefficient "C" shall be based on the proposed development conditions of the property. Existing development conditions may be considered for off-site drainage areas. Table 6 gives values for runoff coefficients to be used in applications of the rational method.

For mixed-use areas, the most intense land use shall be used to determine the runoff coefficient. In some cases, it may be desirable to develop a composite runoff coefficient based in part on the percentage of different types of surfaces in the drainage area. Composite "C" values and other deviations from the coefficients provided in Table 6 are subject to the approval of the County's engineering representative or their designee.

Table 6: Runoff Coefficients and Typical Inlet Times by Land Use Type

Land Use Type	Runoff Coefficient	Minimum Inlet Time (Minutes)
Residential		
<i>Single Family</i>		
Lots > 1/2 acre	0.35	15
Lots 1/4 – 1/2 acre	0.45	15
Lots < 1/4 acre	0.55	15
<i>Multifamily</i>		
< 20 DU/acre	0.65	15
≥ 20 DU/acre	0.80	10
Business Districts	0.80	10
<i>Commercial/Industrial</i>		
Light	0.65	10
Heavy	0.75	10
Parks/Open Space	0.18	15

3.4.2 Modified Rational Method

The modified rational method is allowed for the design of detention facilities serving small drainage areas less than 100 acres. Analysis shall conform to the methodology outlined in the iSWM hydrology manual. For further guidance, see **Section 4.6.1**.

3.4.3 Unit Hydrograph Method

The County generally requires the use of the NRCS unit hydrograph method for drainage areas larger than 100 acres. The unit hydrograph method requires drainage area, a runoff factor, time of concentration, rainfall, and methodology to consider initial and constant losses. Details of the methodology and additional guidance can be found in the NRCS [National Engineering Handbook, Hydrology](#) and the iSWM hydrology manual.

The County requires the use of HEC-HMS to perform the computations and to develop runoff hydrographs for a drainage area. Additional software may be accepted at the discretion of the County’s engineering representative or their designee. Typical inputs required for development of a HEC-HMS hydrograph are described below.

3.4.3.1 Curve Numbers

Use of the runoff curve number (CN) methodology outlined in [Urban Hydrology for Small Watersheds – NRCS Technical Release \(TR\)-55](#) is required. Curve numbers indicate the runoff potential of the land cover, considering the combined hydrologic effects of the soil type, land use, hydrologic condition of the soil cover, and the antecedent soil moisture. The NRCS Soil Survey for Hunt County may be used to identify

the soil group within the watershed subbasins. For computation of design events, an assumption of Antecedent Moisture Condition (AMC) II is required.

The runoff CN values for urban areas provided in TR-55 are recommended for use. When open space is used as the cover type, fair condition shall generally be assumed. Other CN values may be approved by the County’s engineering representative or their designee. Table 7 shows the land use categories and corresponding impervious percentages. These values do not supersede the existing conditions. For instance, if a business district is currently 95% paved, 95% is the impervious condition that shall be used.

Table 7: Impervious Percentages by Land Use Type

Land Use	Impervious Condition (%)
Residential:	
Single Family	
Lots > 1/2 acre	25
Lots 1/4 – 1/2 acre	41
Lots < 1/4 acre	47
Multi-Family	
< 20 DU/acre	70
≥ 20 DU/acre	70
Business Districts	85
Commercial/Industrial:	
Light	90
Heavy	95
Parks/Open Space	6
Streets, Drives, Walks, and Roofs	95
Agricultural	3
Forest	0
Streams, Lakes, Water Surfaces	100

3.4.3.2 Design Storm Rainfall

Use of the 24-hour storm duration and SCS Type II distribution is required for peak flow calculations, unless otherwise approved by the County’s engineering representative or their designee.

3.4.3.3 Hydrologic Stream Routing

Routing may be needed within the hydrologic model to account for the storage effects of detention facilities or significant channel reaches that are not accounted for in a hydraulic model. Detention and ponding areas shall be modeled using Modified Puls routing with explicit depth-area curves determined from topographic contours. Channel segments shall be modeled using either Modified Puls or Muskingum Cunge methods based on cross sections taken from available topography. For unsteady flow modeling, the routing is accounted for by the hydraulic software being used.

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CHAPTER 4. DRAINAGE SYSTEM DESIGN

4.1 Streets

4.1.1 Street Capacity Requirements

Streets may be used in combination with roadside ditches to convey the runoff resulting from the 100-year storm and to meet the street drainage criteria outlined in Table 8. The allowable flow depth and spread requirements outlined in Table 8 shall be applied at the edge of pavement.

Table 8: Street Design Criteria

Type of Street	Allowable Spread	Maximum Water Surface Elevation
Major Thoroughfare	One traffic lane in each direction to remain open	6"
Collector Street	One moving traffic lane to remain open	6"
Residential Street	n/a	6"

Roadside ditches shall be included in the street right-of-way section. Curb and gutter systems with storm sewer inlets and storm drain pipe may also be approved in lieu of parallel ditches by the County's engineering representative or their designee, provided the other design requirements of this manual are met.

Additional street drainage considerations are listed below:

1. The maximum allowable spread shall not exceed the limits of the public right-of-way or drainage easement.
2. The maximum allowable concentrated flow to a street including flow from driveways and flumes is 3 cfs. Discharges of point flows exceeding 3 cfs are allowed into the side drainage features of the street but may require permanent erosion control mechanisms at the discretion of the County's engineering representative or their designee.

3. At any intersection, only one street shall be crossed with surface drainage, and this shall be the lower classified street.

4.1.2 Street and Gutter Flow Calculations

Surface drainage along streets is a function of transverse and longitudinal pavement slope, pavement roughness, inlet spacing, and inlet capacity. The design of these elements is dependent on storm frequency and the allowable spread of stormwater. Flow in streets and gutters is governed by Manning's equation for open channel flow:

$$Q = \frac{1.486}{n} A R^{2/3} S^{1/2}$$

Q = average velocity (fps)

A=cross-sectional flow area (ft²)

R = hydraulic radius (ft), as defined previously

S = longitudinal slope (ft/ft)

n = Manning's roughness coefficient (Table 3)

The iSWM [Technical Manual for Hydraulics](#) provides alternate forms of the Manning's equation with tables and nomographs to be used in the calculation of drainage capacities of streets with triangular, composite, and parabolic sections, as well as streets with curb splits.

4.2 Inlets

4.2.1 Inlet Design Considerations

Inlets must be spaced to serve the runoff calculated using the appropriate hydrologic method. Curb inlets shall be spaced so that the maximum travel distance of water in the gutter will not exceed 700 feet one way for residential streets and 300 feet one way on major thoroughfares and streets within commercial developments. It is preferable that curb inlets be located on intersecting side streets instead of major thoroughfares on all original designs or developments. Do not place inlets in circular portion of cul-de-sac streets unless special conditions warrant otherwise. Place inlets at the end of proposed pavement, if drainage will enter or leave pavement. Special conditions warranting other locations of curb inlets shall be determined on a case by case basis by the County's engineering representative or their designee.

4.2.2 Roadway Inlets

Inlets are drainage structures used to collect surface drainage and to convey this water to storm drains or direct outlet to culverts. The capacity of an inlet depends upon its geometry and the cross slope, longitudinal slope, total gutter flow, depth of flow, and pavement roughness. Inlets servicing roadway drainage can be divided into three major classes:

1. Curb Inlets
2. Grate Inlets
3. Combination (Grate and Curb-Opening) Inlets

Inlets may be classified as being on a continuous grade or in a sump. The term "on grade" refers to an inlet located on the street with a continuous slope past the inlet with water entering from one direction. The "sump" condition exists when the inlet is located at a low point and water enters from both directions.

Artificial low points created by “seesaw” of street grades will not be permitted. All low point inlets shall be designed in accordance with additional standards outlined in **Section 4.2.4**.

The procedures and technical criteria outlined in the iSWM hydraulic manual shall be used for the hydraulic design of stormwater inlets. Additional criteria for various inlet types are summarized in the following sections. Refer to the Texas Department of Transportation (TxDOT) [Bridge Standards](#) for inlet construction and material requirements.

4.2.3 Drop Inlets

The County allows for the installation of drop inlets to collect water in nonpaved areas, such as ditches and swales. If used, grading plans to direct flow into drop inlets shall be included in the construction plans. Drainage interceptor swales or berms shall be used, as required, to direct runoff to the drop inlets. Where swales or other means of collecting and directing runoff into drop inlets are needed, they shall be contained in drainage easements according to the requirements outlined in **Section 1.6.1**.

Drop inlet capacity shall be designed using a 50% clogging factor due to the tendency of these inlets to collect debris. Flow into drop inlets shall be calculated using either the weir flow formula for an unsubmerged inlet or the orifice flow formula when depth of flow exceeds the depth of the opening.

The capacity of an unsubmerged inlet operating as a weir is:

$$\frac{Q}{P} = 2.5y^{3/2}$$

Q = flow capacity (cfs)

2.5 = weir coefficient (3.1) adjusted for 50% clogged inlet throat

P = perimeter of opening (ft)

y = head/depth (ft)

and the capacity of a submerged inlet operating as an orifice is:

$$Q = 0.6A(2gH)^{0.5}$$

Q = flow capacity (cfs)

0.6 = orifice discharge coefficient

A = area of inlet opening (ft²)

g = acceleration due to gravity = 32.2 (ft/s²)

H = head above centerline of inlet opening height (ft)

Both conditions should be evaluated, and the capacity shall be determined from the condition that produces the more conservative value. The capacity calculations for drop inlets will be limited to a maximum head of 1 foot above the flowline of the inlet throat.

4.2.4 Positive Overflow Requirements

Inlets are required at all low points in the gutter profile. Additionally, the drainage system shall provide for positive overflow at all low points. The term “positive overflow” means that when the inlets do not function properly, or when the design capacity of the conduit is exceeded, the excess flow can be conveyed overland along an open course. Generally, positive overflow is provided along a street, but

certain circumstances may require the dedication of drainage easement and construction of a concrete flume sized to carry the overflow. Reasonable judgment should be used to limit the easements on private property to a minimum.

In areas where positive overflow is not feasible, flanking inlets are required on each side of the low point inlet to act in relief of the inlet at the low point if it should become clogged. Flanking inlets shall be located to function before water spread exceeds the allowable spread at the sump location and shall be designed with a combined capacity to match the capacity of the primary sump inlet.

4.3 Storm Drains (Closed Systems)

4.3.1 Flow in Storm Drains

4.3.1.1 Hydraulic Grade Line

Storm sewers shall be constructed to flow in subcritical hydraulic conditions unless otherwise approved by the County's engineering representative or their designee. A plan and profile sheet and calculations of the hydraulic gradient shall be furnished by the design engineer.

The hydraulic gradient shall be calculated assuming the top of the outfall pipe as the starting water surface. At drops in pipe invert, should the upstream pipe be higher than the hydraulic grade line, then the hydraulic grade line shall be recalculated assuming the starting water surface to be at the top of pipe at that point. For the design storm, the hydraulic gradient shall be below the gutter line for all newly developed areas. For approved streets with ditch sections, the hydraulic gradient shall be 0.5 feet below the edge of pavement or natural ground elevation, whichever is lower.

4.3.1.2 Velocities

Storm sewers shall be designed to have a minimum velocity of 3 feet/second when flowing full. Maximum velocities shall not exceed 15 feet/second. Maximum discharge velocities shall not exceed 6 feet/second without use of energy dissipation downstream.

4.3.1.3 Head Losses

Head losses at structures shall be determined for manholes, junction boxes, wye branches, bends, curves, and changes in pipe sizes in the design of closed conduits. Head losses must be incorporated into the gradient profile. Minimum head loss used at any structure shall be one-tenth (0.10) foot. Refer to the iSWM hydraulic manual for the equations to calculate energy losses at pipe junctions, bends, manholes, inlets, and other situations.

Pipe direction changes will be curves using radius pipe unless approved by the County's engineering representative or their designee. Ninety-degree turns on storm sewers or outfalls are prohibited. Laterals shall intersect the trunk line at 60 degrees.

4.3.2 Pipe Size and Material

The pipe size shall be a minimum of 15 inches for all public systems. Storm sewers shall be constructed with Class III reinforced concrete pipe, either precast pipe, box conduits or cast in place pipe. Refer to the pipe manufacturer specifications for cover requirements. Higher classes of pipe shall be required where the ultimate D-load of Class III pipe is exceeded, and in other situations as required by the County's engineering representative or their designee.

The use of High-Density Polyethylene Pipe (HDPE) is allowed in unpaved areas. The use of corrugated galvanized metal pipe or HDPE may be approved at the storm sewer outfall into unlined channels.

4.3.3 Storm Drain Alignments

Match crowns of pipe at any size change unless severe depth constraints prohibit. Pipe size shall generally increase downstream except in the following specific cases or where otherwise allowed by the County's engineering representative or their designee:

1. Where construction constraints prohibit the use of a larger pipe downstream;
2. Where the improvements are outfalling into an existing system; or,
3. Where the upstream system is intended for use in detention.

Headwalls or sloped end treatments shall be constructed at the pipe ends of all storm drain systems. Sloped end treatments are required along streets when the drainage feature is adjacent and parallel to traffic flow. The sloped end treatment shall be a minimum 6:1 (horizontal to vertical) end section.

Storm drain systems that outfall to a stream, natural channel, or pond shall conform to the existing side slope of the channel and be connected to a headwall. Discharge flowlines of storm sewers are to be 6 inches above the flowline of creeks and channels, unless channel lining is present. Hard armor protection and energy dissipation shall be provided when discharge velocities exceed the maximum allowable velocity in Table 3 and when specified by the County's engineering representative or their designee.

4.4 Channels and Ditches

4.4.1 Hydraulic Evaluation

The County requires a hydraulic analysis for any proposed open channels or ditches. Normal depth (uniform flow) calculations using the Manning's equation are to be used only for initial sizing. Exceptions for small outfall channels and ditches will be made at the discretion of the County's engineering representative or their designee.

The hydraulic analysis shall generally be performed using HEC-RAS. The analysis will be used to determine the headwater and tailwater elevations, head losses, capacity, freeboard, and floodplain impacts. For systems discharging into natural creeks, channels, or ponds, the tailwater shall be assumed to be the 100-year water surface elevation. If an approved flood hydrograph is available to provide a coincident flow elevation for the system's peak, the table of coincident design frequencies in the ISWM hydraulic manual can be used to assist with tailwater determination. Alternatively, a detailed hydrologic and hydraulic study may be provided.

For channels that require a flood study, a hydrologic routing model and hydraulic analysis will be required to determine impacts on existing floodplains and/or adjacent properties. If a stream or channel has an effective FEMA model and/or a County-adopted watershed model, the engineer will be required to use those models for the analysis.

Supercritical flow will not be allowed for designed channels. However, for lined channels, the HEC-RAS analysis shall include a mixed-flow regime analysis, to make sure no supercritical flow occurs for the designed channel. Mixed or supercritical flow may be allowed for analysis of existing conditions when required.

Upstream or downstream transitions from natural to modified channels along with channel outfalls will require a design based on a hydraulic study and will provide a non-erosive environment. Refer to the ISWM hydraulic manual for design of channel transitions and energy dissipation.

4.4.2 Allowable Depth and Freeboard

The 50-year hydraulic gradient shall be shown for each drainage ditch section and shall be below the edge of pavement or natural ground elevation, whichever is lower. The 100-year hydraulic gradient shall also be shown on the plans to confirm that flows are contained within the right-of-way and/or drainage easement. Freeboard must also be provided to meet the requirements for minimum finished floor elevations outlined in **Section 2.4.3**.

4.4.3 Setbacks

The minimum distance between the edge of the roadway shoulder and the adjacent edge of ditch bank shall be as shown on the County's Typical Roadway Sections.

4.4.4 Geometry

The following standards for the geometry of constructed channels and ditches shall apply:

1. The minimum bottom width for roadside ditches shall be 3 feet.
2. The minimum grade or slope of roadside ditches shall be 0.50%. In situations where the minimum slope cannot be achieved, concrete lining may be required by the County's engineering representative or their designee. For grass lined sections, the maximum design velocity shall be 6 feet per second.
3. The minimum preferred unlined or unimproved roadside ditch section shall have a side slope no steeper than 3:1 (horizontal to vertical) configuration. Steeper slopes may be approved by the County's engineering representative or their designee when the existing right-of-way is limited or other construction features dictate the design.
4. Bank stabilization may be required at the discretion of the County's engineering representative or their designee.

4.5 Bridges and Culverts

4.5.1 Bridge and Culvert Capacity

The hydraulic design of bridges and culverts for roadway crossings of drainage feature shall conform to the methodology outlined in the TxDOT [Hydraulic Design Manual](#). The minimum design frequencies of bridge and culvert facilities shall conform to the recommended design flood and check flood standards presented in the manual. Driveway culverts in roadside ditch sections shall be provided to allow sufficient cross drainage to meet the ditch capacity and freeboard requirements.

All bridge and culvert facilities must be evaluated to the 100-year storm, to ensure conformance with the County's downstream impacts and floodplain development criteria. Bridge and culvert design must meet the no adverse impacts standards outlined in **Section 2.3.1**.

4.5.2 Bridge Design Considerations

A hydrologic and hydraulic analysis using HEC-RAS is required for designing all new bridges, bridge widening, bridge replacement, and roadway profile modifications that may adversely affect the floodplain, even if no structural modifications are necessary.

4.5.3 Bridge Scour Analysis

A scour analysis shall be submitted with bridge design plans. Scour analysis shall be performed in accordance with the latest edition of the TxDOT [Geotechnical Manual](#), based on the guidelines and procedures outlined in [HEC-18 Evaluating Scour at Bridges \(5th Ed.\)](#). The HEC-RAS scour routines shall generally be used to perform bridge scour computations.

Scour revetment shall be provided as needed and shall be designed using the methodology outlined in [HEC-23 Bridge Scour and Stream Instability Countermeasures: Experience, Selection, and Guidance](#). Alternative methodologies for scour analysis and revetment may be approved at the discretion of the County's engineering representative or their designee.

4.5.4 Culvert Design Considerations

Culverts with headwalls will be placed at all driveway and roadway crossings, and other locations where appropriate. All driveways crossing open drainage ditches are required to be serviced by culverts; no paved dips will be permitted.

Culverts will be designed assuming inlet control. For safety reasons, headwater depth/culvert diameter ratio (HW/D) for road crossings shall not exceed 1.5 for the 100-year event peak flow. Variance to this criteria may be permitted by the County if justification is provided and sufficient measures are taken to reasonably avoid any safety impacts. Assessment of the impacts caused by exceeding the design headwater depth should account for:

1. Hazard to human life and safety.
2. Potential damage to the culvert, embankment stability and roadway.
3. Traffic interruption in the event of roadway overtopping.
4. Anticipated upstream and downstream flood risks, for a range of return frequencies.

If the culvert outlet is operating with a free outfall, the critical depth and equivalent hydraulic grade line shall be determined. If an upstream culvert outlet is located near a downstream culvert inlet, the headwater elevation of the downstream culvert will establish the design tailwater depth for the upstream culvert. For culverts discharging into natural creeks, channels, or ponds, the tailwater shall be assumed to be the 100-year water surface elevation. If an approved flood hydrograph is available to provide a coincident flow elevation for the system's peak, the table of coincident design frequencies in the iSWM hydraulic manual can be used to establish the tailwater elevation. Alternatively, a detailed hydrologic and hydraulic study can be performed to establish the tailwater elevation.

4.5.5 Culvert Size and Material

The minimum size culvert shall have a cross-sectional area equal to or greater than a 15-inch inside diameter pipe. Roadside culverts are to be sized based on drainage area. Calculations are to be provided for each block based on drainage calculations. All proposed and reasonably expected future culverts shall be included in the hydraulic profile. The size of culvert used shall not create an additional head loss of more than 0.2 feet greater than the normal water surface profile prior to placement of the culvert.

Pipe culverts shall conform to ASTM Specifications C-76, Class III, for reinforced concrete pipe. Higher classes of pipe shall be required where the ultimate D-load of Class III pipe is exceeded, and in other situations as required by the County's engineering representative or their designee.

4.6 Stormwater Storage Facilities

4.6.1 Storage Volume Calculation

The modified rational method is allowed only for detention facilities serving watersheds of 100 acres and less. The modified rational method is not acceptable for basins in series. Detention basins draining watersheds over 100 acres shall be designed using unit hydrograph methodology. The unit hydrograph method is also allowed for basins with watersheds less than 100 acres and may be required at the discretion of the County's engineering representative or their designee.

A calculation summary shall be provided on construction plans. For detailed calculations of unit hydrograph studies, a separate report shall be provided to the County for review and referenced with date, engineer, and title on the construction plans. Stage-storage-discharge values shall be tabulated, and flow calculations for discharge structures shall be shown on the construction plans. Reservoir routing calculations must be used to demonstrate that the storage volume and outlet structure configuration are adequate.

4.6.2 Pond and Spillway Geometry

The following criteria shall apply:

1. Detention basin embankments shall have a 10-foot crown width. For access to the pond bottom, provide a maintenance ramp of at least 10 feet wide with a maximum slope of 15%. Twelve (12) feet in width is required next to vertical walls.
2. Detention basins shall be designed with at least one 10-foot-wide maintenance access location, with a 15% maximum grade.
3. A freeboard of 1 foot based on the 100-year design depth will be required for all detention ponds.
4. Grassed side slopes shall be 4:1 or flatter and less than 20 feet in height. Slopes protected with concrete riprap shall be no steeper than 2:1. A detailed geotechnical investigation and slope stability analysis is required for grass and concrete slope pavement slopes greater than 12 feet in height. A concrete-lined or structural embankment can be steeper with County approval.
5. An emergency spillway shall be provided at the 100-year maximum storage elevation with sufficient capacity to convey the 100-year storm assuming blockage of the closed conduit portion of the outlet works with 6 inches of freeboard. Spillway requirements must also meet all appropriate state and federal criteria. Design calculations will be provided for all spillways.

6. Dry detention basins are sized to temporarily store the volume of runoff required to provide flood protection up to the 100-year storm, if required. Dry detention basin design should consider multiple uses, such as recreation. As such, pilot channels should follow the edges of the basin to the extent practical. The bottom of the basin shall have a minimum grade of 1%, although swales may have minimum grades of 0.5%. Concrete flumes shall be provided for slopes less than 0.5% and may have slopes as shallow as 0.2%. They shall be at least 6 feet wide.
7. Safety fencing is required around the detention area if any of the following criteria are met:
 - a. Where side slopes of the facility are steeper than 4:1.
 - b. Where the 100-year design depth of the facility exceeds 4 feet.
 - c. Where the facility is likely to experience significant exposure to children or the elderly (i.e. adjacent to schools, parks, or adult care facilities)
 - d. In other instances, as directed by the County's engineering representative or their designee.
8. Safety fencing shall be a minimum of 6-feet in height and shall be chain link. Maintenance access must be provided. Alternative materials or other means of preventing public egress (i.e. decorative fencing or privacy hedges) may be approved by the County's engineering representative or their designee.

4.6.3 Permitting and Dam Safety Requirements

All federal, state, and local laws pertaining to the impoundment of surface water relating to the design, construction, and safety of the impounding structure shall apply. Criteria established by the State of Texas for dam safety ([TAC Title 30, Part 1, Chapter 299](#)) and impoundment of state waters ([Texas Water Code Chapter 11](#)) shall apply where required by the state. The engineer is responsible for coordinating with the appropriate regulatory agencies to ensure compliance with these requirements.

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CHAPTER 5. FLOODPLAIN DEVELOPMENT

5.1 General

The following information is included for reference and to supplement the provisions outlined in the County's *Flood Damage Prevention Ordinance*. Where codified flood protection provisions conflict with the provisions of this manual, the more stringent of the criteria shall apply.

The County regulates development within the FEMA Special Flood Hazard Area (SFHA). Any land disturbance that includes impacts to the SFHA or could have impacts on floodplain limits for an associated stream shall require a hydraulic analysis (flood study) to determine drainage easements, establish minimum finished floors for insurable structures, and evaluate proposed modifications to existing floodplains or floodways.

5.2 Floodplain Development Permit

A *Floodplain Development Permit* includes an authorization by the County for any work to be performed within areas of the SFHA as required by the County's *Flood Damage Prevention Ordinance*. Applications for a *Floodplain Development Permit* shall be submitted to the County with the flood study that evaluates existing conditions and proposed project impacts. Depending upon the proposed project, location, and type of stream, the project may also require a FEMA Letter of Concurrence/Approval and/or a USACE Section 10 and Section 404 Permit. The County's Floodplain Administrator will coordinate with the engineer if any such additional conditions apply.

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CHAPTER 6. EROSION CONTROL

6.1 Permanent Erosion Control

Permanent erosion control methods acceptable to the County's engineering representative or their designee shall be utilized where the velocities of surface flow are calculated to be greater than 6 feet/second or where soil conditions indicate their need. Final stabilization measures that provide a protective cover must be initiated immediately in portions of the site where construction activities have permanently ceased. Final stabilization consists of soil cover such as vegetation, geo-textiles, mulch, rock, or placement of pavement or concrete. For stabilizing vegetated drainage ways, sod or seeded soil retention blankets shall be used. Hydromulch will not be allowed in vegetated swales, channels, or other drainage ways.

6.2 Site Erosion Control During Construction

Construction activities shall comply with all applicable federal (EPA), state (TCEQ), and local (County) stormwater pollution prevention regulations. When this manual and other applicable regulations are in conflict, the most stringent requirements shall apply.

6.2.1 Erosion Control Plan (ECP)

An Erosion Control Plan (ECP) is required for all sites regardless of size. The ECP shall consider areas where development activities or channel improvements occur and shall protect these areas from site erosion. Sediment carried by stormwater runoff through these areas shall be prevented from entering storm drain systems and natural watercourses through applicable Best Management Practices (BMPs). Some acceptable forms of site erosion control BMPs include silt fences, silt traps, geo-netting, and geo-textiles.

BMPs shall comply with the latest edition of the iSWM [Criteria Manual for Site Development and Construction](#) and [Technical Manual for Construction Controls](#). It is the responsibility of the engineer to select and design appropriate construction controls for each site. The minimum design storm for temporary BMPs is the 2-year, 24-hour storm event. All temporary BMPs must be removed prior to final stabilization of the construction site.

6.2.2 Stormwater Pollution Prevention Plan (SWPPP)

For all construction projects that will disturb 1 acre or more of land area, or projects that are part of a larger common plan of development that will disturb 1 acre or more, the TCEQ requires operators to obtain Texas Pollutant Discharge Elimination System (TPDES) General Permit (TXR150000) coverage for the project. This requires the preparation of a Storm Water Pollution Prevention Plan (SWPPP) bearing the seal of a Professional Engineer licensed in the State of Texas. The SWPPP shall be provided to the County and approved prior to the start of any construction. The contractor is responsible for implementing and maintaining the SWPPP, as well as posting and submitting construction site notifications, the Notice of Intent, and the Notice of Termination.

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CHAPTER 7. STREETS

7.1 Traffic Impact Analysis (TIA) Standards

The Traffic Impact Analysis Standards supplement the requirements established in the Hunt County Subdivision Regulations. These standards outline the County's expectations and facilitate a coordination of the scope, analysis contents, parameters and assumptions of a TIA.

7.1.1 Purpose

The purpose of a TIA is to assess the effects of specific development activity on the existing and planned roadway system.

7.1.2 When a TIA is Required

- 7.1.2.1 A TIA is required with every application for a proposed development that generates traffic in excess of one thousand (1,000) average daily trips based on data published in the latest edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual; or,
- 7.1.2.2 When the Commissioners Court Engineering Representative determines that the characteristics of the proposed subdivision necessitate analysis.
- 7.1.2.3 When a new subdivision exceeds more than fifty (50) lots or seventy-five (75) gross acres.
- 7.1.2.4 An updated TIA is required with submittal of a final plat if, in the opinion of the Commissioners Court Engineering Representative, the final plat changes significantly (i.e., adds lots, modifies or adds street connections, etc.) from an approved Preliminary Plat.
- 7.1.2.5 All or a portion of the requirement for the TIA may be waived by the Commissioners Court Engineering Representative depending upon the size and potential impact of the proposed subdivision and the traffic to be generated. Waivers will be considered on a case-by-case basis upon submittal of a waiver request and corresponding Commissioners Court Engineering Representative review. Technical justification must be provided by the applicant when requesting the waiver.

7.1.3 TIA Requirements

- 7.1.3.1 All elements of the TIA must be prepared under direct supervision of and signed, stamped and dated by a Professional Engineer licensed to practice in the State of Texas with specific expertise in transportation and traffic engineering, preferably certified as a Professional Traffic Operations Engineer.
- 7.1.3.2 The analysis is required to contain at a minimum, the following:
- (a) Traffic Analysis Map
 - (b) Land Use, Site and Study Area Boundaries, as defined
 - (c) Existing and Proposed Site Uses
 - (d) Proposed Land Uses on both sides of boundary streets for all parcels within the study area for TIAs where land use is the basis for estimating projected and existing traffic volumes
 - (e) Existing and Proposed Roadways and Intersections of boundary streets within the study area of the subject property, including geometrics, traffic signal control, and volumes
 - (f) All major driveways and intersecting streets adjacent to the property will be illustrated in sufficient detail to serve the purposes of illustrating traffic function. This may include showing lane widths, traffic islands, medians, sidewalks, curbs, traffic control devices (traffic signs, signals, and pavement markings), and a general description of the existing pavement condition.
 - (g) Photographs of adjacent streets of the development and an aerial photograph showing the study area

7.1.4 Trip Generation and Design Hour Volumes

- 7.1.4.1 A trip generation summary table listing each type of land use, the building size assumed, average trip generation rates used (total daily traffic and a.m./p.m. peaks), and total trips generated shall be provided. Trip generation information is to be based on data published in Trip Generation, latest edition, by the Institute of Transportation Engineers (ITE).
- 7.1.4.2 Vehicular trip generation may be discounted in recognition of other reasonable and applicable modes, e.g., transit, pedestrian or bicycles. Trip generation estimates may also be discounted through the recognition of pass by trips and internal site trip satisfaction. All such estimates shall be subject to the approval of Hunt County Commissioners Court.
- 7.1.4.3 Proposed trip generation calculations for single-story commercial properties shall be based on a floor-to-area (building size to parcel size) ratio of 0.25 or more.
- 7.1.4.4 Trip Distribution (provide figure by Site Exit/Entrance). The estimates for percentage distribution of trips by turning movements to/from the proposed development.
- 7.1.4.5 Trip Assignment (provide figure by site entrance and boundary street). The direction of approach of site-attracted traffic via the area's street system.
- 7.1.4.6 Existing and Projected Traffic Volumes (provide figure for each item). Existing traffic volumes are the numbers of vehicles on the streets of interest during the time periods listed below, immediately prior to the beginning of construction of the land development project. Projected traffic volumes are the number of vehicles, excluding the site-generated traffic, on the streets of interest during the time periods listed below, in the build-out year.

- (a) A.M. peak hour site traffic (including turning movements) if significant impact
- (b) P.M. peak hour site traffic (including turning movements)
- (c) Weekend peak hour site traffic (including turning movements)
- (d) A.M. peak hour total traffic including site-generated traffic and projected traffic (including turning movements)
- (e) P.M. peak hour total traffic including site-generated traffic and projected traffic (including turning movements)
- (f) Weekend peak hour total traffic including site-generated traffic and projected traffic (including turning movements)
- (g) For special situations where peak traffic typically occurs at non- traditional times, e.g., major sporting venues, entertainment venues, large specialty Christmas stores, etc., any other peak hour necessary for complete analysis (including turning movements)
- (h) Total daily existing traffic for street system in study area
- (i) Total daily existing traffic for street system in study area and new site traffic
- (j) Total daily existing traffic for street system in study area plus new site traffic and projected traffic from build-out of study area land uses

7.1.5 Capacity Analysis (provide Analysis Sheets in Appendices)

- 7.1.5.1 A capacity analysis shall be conducted for all public or private streets, intersections and junctions of major driveways with public or private streets, which are significantly impacted (as designated by the County), by the proposed development within the previously defined study boundary.
- 7.1.5.2 Capacity analysis will follow the principles established in the latest edition of the Transportation Research Board's Highway Capacity Manual (HCM), unless otherwise directed by the County. Capacity will be reported in quantitative terms as expressed in the HCM and in terms of traffic level of service.
- 7.1.5.3 Capacity analysis will include traffic queuing estimates for all critical applications where the length of queues is a design parameter, e.g., auxiliary turn lanes and at traffic gates.

7.1.6 Level of Service Determination

- 7.1.6.1 A table indicating the level of service for near-term and long-term traffic projections for all streets within the study area shall be included.
- 7.1.6.2 Level of service "C" is the design objective for all movements. Under no circumstances shall the level of service be less than "D" unless deemed acceptable for site and non-site traffic by the Commissioner Court engineering representative.

7.1.7 Conclusions and Recommendations

- 7.1.7.1 The TIA must include a summary of the findings regarding impacts of the proposed development on the existing and proposed street system.
- 7.1.7.2 If the analysis indicates unsatisfactory levels of service or safety problems, a detailed description of proposed improvements to remedy deficiencies and a sketch of each improvement showing pertinent geometric features shall be included. Assumptions regarding future capacity recommendations shall be approved by the Commissioners Court Engineering Representative.

7.1.7.3 For phased construction projects, implementation of traffic improvements must be accomplished prior to the completion of the project phase for which the capacity analyses show that they are required. Plats for project phases subsequent to a phase for which a traffic improvement is required may be approved only if the traffic improvements are completed or bonded.

7.1.8 Other Items

The Commissioners Court Engineering Representative may require other items be included in the TIA in addition to those listed above.

7.2 Functional Classification and Street Dimensions

This section further defines the functional classifications, street types, and design dimensions defined in the Hunt County Subdivision Regulations.

7.2.1 Street Classification

Street classifications and standard dimensions for each street section designation are listed in **Table 9**.

Table 9: Classifications and Standard Dimensions

Functional Classification	Area Type	Spacing		Pavement Width (ft)	Design Speed		
		Lanes	(miles)		ROW	(mph)	Median
Major Arterial (A)	Rural	4	1	100	2 @ 32	35 - 45	No
Minor Arterial (B)	Rural	2	0.5	80	40	30 - 35	No
Collector (C)	Rural	2	0.5	60	32	30 - 35	No
Local (Residential)	Rural	2	0.25	60	28	15 - 25	No
	Urban	2	0.25	50	30	15 - 25	No

7.2.2 Standard Street Dimensions

For typical street cross sections, see Chapter 8. Typical Cross Sections.

7.3 Access Control

The following standards shall be used in the location of street intersections, and driveway approaches which affect access to streets from adjoining properties. **Section 7.4.7 Street Design Elements** provides the geometric design requirements for streets, medians, and driveway approaches.

7.3.1 Intersections and Intersection Requirements

- 7.3.1.1 All street intersections along one side of an existing cross-street must, wherever practical, align with existing intersections on the opposite side of the cross street.
- 7.3.1.2 There shall be a minimum of 2,000 feet between intersections of arterial streets and/or collector streets.
- 7.3.1.3 Block lengths shall be in accordance with the Subdivision Regulations.

7.3.2 Drive Approaches

- 7.3.2.1 Streets shall be designed to conform to existing or proposed driveway openings.
- 7.3.2.2 Where a residential subdivision will abut or contain an existing or proposed arterial street, driveway access to the thoroughfare is prohibited.
- 7.3.2.3 To the greatest extent possible, no more than 20 percent of the total centerline length of a residential collector street may have residential lots fronting onto the collector on each side of the street without construction of a wider alternative section.
- 7.3.2.4 Driveway approaches including turnout curb transitions shall be located entirely within the frontage of the property served by the approach.

7.4 Geometric Design

7.4.1 Design Criteria

All engineering designs shall be based on national standards and best practices. The American Association of State Highway and Transportation Officials (AASHTO) published A Policy on Geometric Design of Highways and Streets, referred to as the AASHTO Green Book. This manual is updated periodically and contains design considerations and criteria applicable to roadway design. The AASHTO Green Book shall be used for guidance for designing geometrics, including intersection design, and other street features. The National Association of City Transportation Officials (NACTO) Urban Street Design Guide shall be considered where AASHTO does not fully address street issues. Roadway designs should comply with the following standards.

7.4.2 Intersections Standards

- 7.4.2.1 An intersection shall not have more than four street approaches.
- 7.4.2.2 No offset is permitted at intersections of two thoroughfares.
- 7.4.2.3 When conditions require the centerlines of local streets to be offset, a minimum of 125 feet offset distance is required for local street intersections and 200 feet offset distance for thoroughfare street intersections. Centerline offsets less than the minimum must be approved by the Commissioners Court Engineering Representative. Offsets greater than the minimum may be required by the Commissioners Court Engineering Representative when necessary for traffic safety.
- 7.4.2.4 No street intersecting an arterial street should vary from a 90-degree angle of intersection by more than 5 degrees. Streets intersecting collector streets should not vary from a 90-degree angle of intersection by more than 10 degrees. All other street intersections should not vary from a 90-degree angle of intersection by more than 15 degrees.

7.4.3 Design Speed

All streets shall be designed to accommodate the design speeds in table 2.1.

7.4.4 Horizontal and Vertical Control

7.4.4.1 Horizontal Control - All plans submitted to the County shall be prepared using the NAD83 State Plane Grid Coordinate System.

7.4.4.2 Vertical Control - Vertical control shall be tied to NGVD 29.

7.4.5 Minimum Radius

The required radius for curb returns at intersections shall be as shown in **Table 10**:

Table 10: Required Curb Return Radius

Street Types	Min Radius
Arterial / Arterial	30 feet
Arterial / Collector	30 feet
Arterial / Local	30 feet
Collector / Collector	30 feet
Collector / Local	30 feet
Local / Local	20 feet

The minimum radius from the face of curb on a cul-de-sac shall be 45 ft.

7.4.6 Sight Distance

7.4.6.1 At controlled or uncontrolled intersections of any public or private street, sight triangles (visibility triangles) are required. The dimensions of the sight triangle shall be in accordance with the County's subdivision regulations. Within this triangle there shall be no tree, shrub, plant, sign, soil, fence, retainer wall or other view obstruction having a height greater than 2 feet. This height shall be measured above a line drawn between the top of curb or edge of pavement of both streets at the point where the referenced line intersects the top of curb or edge of pavement.

7.4.6.2 An intersection sight distance analysis in accordance with the latest edition of the AASHTO Green Book (the chapter titled Intersections) should be undertaken to confirm that sufficient stopping distance is available.

7.4.6.3 Additional sight distance may be required based on topography, roadway curvature, vegetation or other sight hindrance. The AASHTO Green Book describes the process the designer should follow to determine whether a vehicle entering or crossing an intersection from a minor road can see, and be seen by, a vehicle on the major road when there is an obstruction, such as a change in the vertical profile of the road, in time to avoid a collision (section titled Identification of Sight Obstructions within Sight Triangles).

7.4.6.4 Deviations from the minimum intersection sight distance requirements may be allowed provided that the owner has demonstrated that the area proposed will provide adequate sight distance based on AASHTO standards. All deviations must be approved by the Commissioners Court Engineering Representative.

7.4.7 Street Design Elements

7.4.7.1 Horizontal Alignment

- (a) The curvilinear requirements in the Subdivision Regulations must be accommodated.
- (b) The minimum centerline radii shown in **Table 11** shall be used in the design of all street construction.

Table 11: Minimum Centerline Radius

Street Type	Min Centerline Radius
Arterial (Major)	1040 ft
Arterial (Minor)	1040 ft
Collector	510 ft
Local	335 ft
Cul-de-sac	50 ft to right-of-way

- (c) Reverse curves shall be separated by a tangent section in accordance with **Table 12**:

Table 12: Minimum Centerline Radius (Reverse Curves)

Street Type	Min Curve Separation
Arterial (Major)	100 ft
Arterial (Minor)	100 ft
Collector	50 ft
Local	As approved by Commissioners Court Engineering Representative

- (d) Major collector or arterial roadways intersecting other major collector/arterial roadways shall have the following minimum horizontal centerline approach tangent section length shown in **Table 13** as measured from the nearest right-of-way line of the intersecting street, unless such requirement is waived by the Commissioners Court Engineering Representative.

Table 13: Minimum Centerline Approach Tangent

Street Type	Intersecting With	Min Centerline Radius
Arterial (Major)	Arterial (Major)	200 ft
Arterial (Minor)	Arterial (Minor)	200 ft
Collector	Arterial	150 ft
Collector	Collector	100 ft

7.4.7.2 Vertical Alignment

- (a) All streets shall be designed and constructed to a minimum grade of 0.5%; unless the required geotechnical report indicates the soil has a PI greater than or equal to 40, a minimum grade of 1% shall be required. All streets shall have a maximum grade as shown in **Table 14**:

Table 14: Maximum Vertical Grade

Street Type	Maximum Grade
Arterial	6.0%
Collector	8.0%
Local	10.0%

- (b) In order to maintain adequate sight distance, all streets shall be designed and constructed to comply with the minimum vertical curve length in **Table 15** for each algebraic percent difference in grade K, where $K = \text{curve length (L)} / \text{algebraic difference in grade (A)}$. Grade changes where the algebraic percent difference is one percent or less are not required to use vertical curves for design speeds less than or equal to 45 mph.

Table 15: Minimum Vertical Curve Length

Street Type	Design Speed	Crest Curves K	Sag Curves (K)
Arterial (Major)	45	65	80
Arterial (Minor)	45	65	80
Collector	35	30	50
Local	30	20	40

- (c) The maximum intersection grades involving arterial and collector roadways shall be used at controlled intersections as shown in Table 16.

Table 16: Maximum Intersection Grades

Design Street Type	Intersecting With	Design Street Maximum Grade	Distance
Arterial	Arterial	2%	300 ft
Collector	Arterial	3%	200 ft
Collector/Local	Collector	4%	150 ft

- (d) No valleys across arterials or collectors will be allowed. To accomplish a smooth transition, cross-fall toward the median of one lane of each thoroughfare may be required. The use of storm drainage inlets in the median shall be avoided if possible.

7.4.7.3 Street Cross Section

For curbed streets, the right-of-way shall be graded to drain to the street at a typical slope of 1/4 inch per foot. Street back slopes and embankment slopes shall not be steeper than 3:1. Streets shall typically be rooftop crowned with two percent (2%) cross slope unless otherwise approved by the Commissioners Court Engineering Representative.

7.4.7.4 Sidewalks

- (a) All sidewalks shall conform to state regulations for barrier free construction.
- (b) Sidewalks shall be at least 4 feet wide in residential subdivisions and at least 5 feet wide in non-residential subdivisions and along arterials and collectors.
- (c) Sidewalks shall not be located within ditches.
- (d) One foot of width shall be added to all sidewalks abutting retaining walls.

7.4.7.5 Driveway and Curb Openings

Design of driveways shall comply with applicable requirements of the Hunt County Subdivision Regulations and this manual.

- (a) Driveways should intersect streets at or near 90 degrees.
- (b) The driveway edge should be located equal to or greater than 5 feet from each side of the property line.
- (c) No portion of any driveway should be located within 3 feet of any fire hydrant, electrical pole, or any other surface public utility.
- (d) Driveways shall be designed with a sidewalk crossing meeting accessibility requirements.
- (e) The minimum driveway grade within the street right-of-way is set using 1/4 inch per foot (2 percent) rise above the top of curb to the property line. The elevation of a driveway at the right-of-way line shall be no lower than the top of curb to ensure proper street drainage is maintained.
- (f) The grade break at the gutter line, and at any point within 10 feet of the gutter line, must not exceed 12 percent in order to avoid car bumper drag from occurring. Streets with a 1/4 inch per foot crossfall to the gutter (-2 percent) will limit the maximum approach grade to 10 percent.
- (g) Driveway connections to rural road sections across bar ditches (see Chapter 8) shall be installed in accordance with the following: The culvert shall be sized by the owner's engineer. The minimum culvert size is 15 inches and shall be reinforced concrete or corrugated metal pipe. For thoroughfares, the maximum slope from the edge of driveway to the top of culvert pipe shall be 6:1 and the end of the pipe shall have sloped end treatment. Positive grading shall be provided upstream and downstream so that drainage can flow through the culvert without ponding. Rural driveways shall have a minimum width along the pavement edge of 18 feet to facilitate turning movements.
- (h) Throat width at right-of-way shall conform to the subdivision regulations Section 5.02 E
- (i) Minimum curb radius shall conform to the subdivision regulations Section 5.02 E
- (j) Minimum centerline spacing of driveways shall conform to the subdivision regulations Section 5.02 D
- (k) Minimum driveway spacing from intersections shall conform to the subdivision regulations Section 5.02 C.

7.4.7.6 Accessibility Requirements

All plans and specifications for the construction or alteration of public buildings and facilities, privately owned buildings and facilities and pedestrian facilities must be in compliance with the Texas Accessibility Standards (TAS) and must conform to the standards required by regulations issued by the Texas Department of Licensing and Regulation (TDLR), under the Architectural Barriers Act, codified as Article 9102, Texas Civil Statutes.

7.5 Pavement Structure Design

7.5.1.1 Pavement Design

All new roadways within Hunt County shall be constructed of reinforced Portland cement concrete or hot mix asphalt concrete pavements. The use of RAP (Reclaimed Asphalt Pavement) and RAS (Recycled Asphalt Shingles) is not allowed. Work and materials shall be in accordance with the North Central Texas Council of Governments Public Works Construction Standards, current edition. Thickness minimums listed in **Table 17** are the minimum required pavement thickness for pavement and subgrade requirements for certain soil conditions for various street and thoroughfare types. Alternative pavement designs, if used, shall be performed in accordance with the Texas Department of Transportation (TXDOT) Pavement Manual, current edition. Other pavement thicknesses may be considered and approved by the Commissioners Court Engineering Representative based on traffic volume loads and soils report recommendations for road pavement sections. Construction means and methods shall conform to NCTCOG standards and specifications. Oil sand and seal coat may be used with approval of the Precinct Commissioner.

Table 17: Minimum Pavement and Subgrade Thickness

Facility Type	Concrete Pavement			Asphalt Pavement			
	Concrete Thickness ¹	Subgrade Thickness		Asphalt Thickness ⁴	Subgrade Thickness		
		if P.I. ≤ 15, Cement Treat ²	if P.I. ≤ 15, Lime Treat ³		Flex Base ⁵	if P.I. ≤ 15, Cement Treat ²	if P.I. ≤ 15, Lime Treat ³
Major Arterial (A)	9"	10"	10"	3.5"	14"	10"	10"
	8"	10"	10"	3.5"	12"	10"	10"
Minor Arterial (B)	8"	10"	10"	3.5"	12"	10"	10"
Collector (C)	7"	8"	8"	3"	10"	8"	8"
	6"	6"	6"	2"	8"	8"	8"
Local	6"	6"	6"	n/a	n/a	n/a	n/a
Driveways	6"	6"	6"	n/a	n/a	n/a	n/a

¹NCTCOG Class C with 3,600 psi 28-day compressive strength.

²Minimum 3% by dry unit weight of Portland cement.

³Minimum 7% by dry unit weight of hydrated lime.

⁴NCTCOG Type D asphaltic concrete fine surface course.

⁵Crushed limestone compacted to 95% standard proctor density at optimum moisture.

7.5.1.2 Geotechnical Investigation

A geotechnical investigation must be performed for all new developments containing public or private streets. The investigation must be based on samples obtained from drilling or from excavations on the site. The geotechnical investigation must be performed by a qualified geotechnical firm. A report with findings and recommendations must be prepared and shall bear the seal of a Professional Engineer licensed in the State of Texas. As a minimum, the study must address the following:

- (a) General soil and groundwater conditions;
- (b) Earthwork recommendations;
- (c) Recommendations for pavement subgrade treatment type, depth, and concentration;
- (d) Guidelines for concrete and / or HMAC pavement construction; and
- (e) Existence of Sulfites

7.5.1.3 Samples must be tested in a laboratory. Tests must include as a minimum:

- (a) Moisture content and soil identification;
- (b) Liquid and plastic limit determination;
- (c) Unit weight determination;
- (d) Eades and Grim lime series tests; and
- (e) Soluble sulfate tests

7.5.1.4 Pavement Widening

Pavement widening projects may require a special pavement analysis and alternate pavement subgrade design. If the subgrade soil P.I. exceeds 20, a special pavement analysis shall be performed by the designer and, if warranted, the designer shall perform a special pavement subgrade design. When existing pavement sections are widened or when old pavement is removed and replaced with a widened section, differential upward pavement deflections can occur over short distances in a transverse direction (across the width) due to non-uniformity of subgrade moisture conditions.

- (a) Sample borings shall be drilled along the proposed alignment to determine the differential in potential vertical rise (PVR) value between the existing paved and unpaved areas.
- (b) Sample borings shall be drilled on 1,000 foot spacing along the existing pavement and 500 foot spacing along the proposed (unpaved) area.
- (c) Moisture content tests, hand penetrometer tests and swell tests shall be performed to determine the differential soil PVR along the proposed alignment.
- (d) If the differential PVR exceeds 2 inches, the designer shall propose an alternate pavement subgrade design that shall reduce the differential PVR to less than two 2 inches.

7.5.1.5 Pavers and Other Materials

Special paving treatments can be selected from a range of options including unit concrete pavers, bricks, textured and colored concrete, natural stone pavers, and concrete with exposed or special aggregate or other finish treatments. Design detailing must address the needs of ADA and TAS compliance in areas of crosswalks or walkways. In all locations within public rights-of-way, the materials must perform for the

serviceable life of the street without significant degradation or requiring ongoing maintenance by the County.

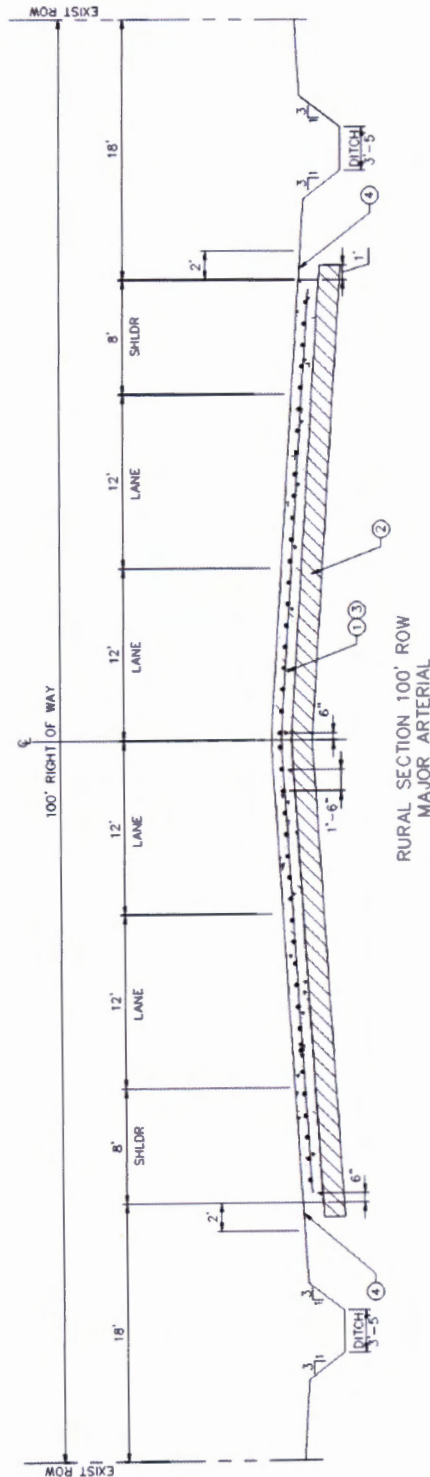
7.5.2 Permanent Pavement Markings and Signage

Permanent pavement markings and signage shall be installed in accordance with the Texas Manual on Uniform Traffic Control Devices (TMUTCD), current edition, and the direction of the Hunt County Commissioners Court.

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CHAPTER 8. TYPICAL CROSS SECTIONS

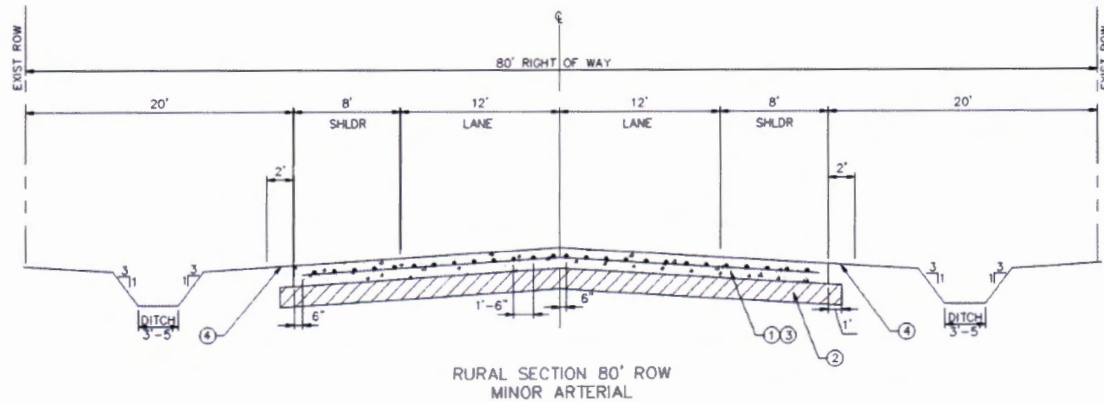
8.1 Major Arterial



SEE TABLE 15 IN THE ESM FOR DETAILS

- ① CONCRETE (3600 PSI @ 28 DAYS) OR ASPHALT SECTION
- ② 7% LIME STABILIZED SUBGRADE COMPACTED 95% STANDARD PROCTOR DENSITY OR AS RECOMMENDED BY GEOTECH REPORT
- ③ ALL TRANSVERSE AND LONGITUDINAL REINFORCING BARS SHALL BE No.4 BARS SPACED ON 18" CENTERS
- ④ MINIMUM ALLOWABLE DISTANCE FROM THE EDGE OF PAVEMENT TO THE TOP OF DITCH

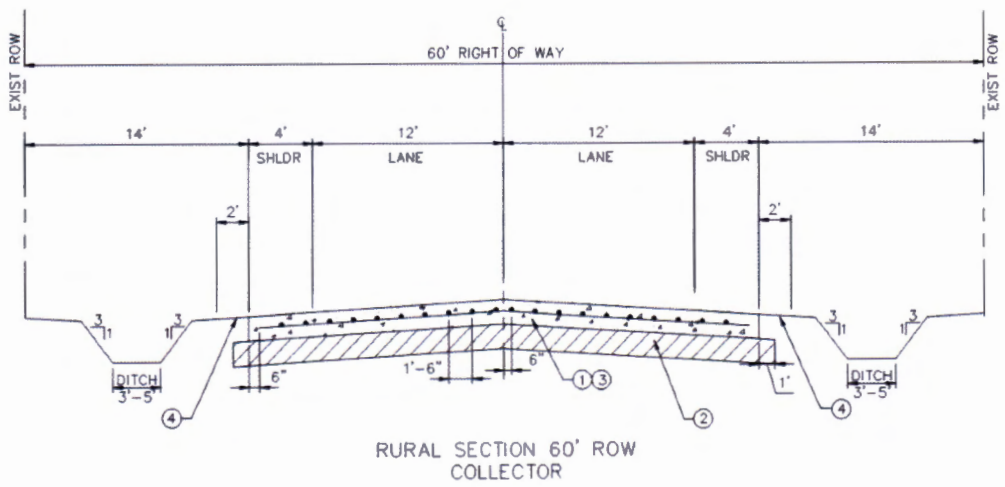
8.2 Minor Arterial



SEE TABLE 15 IN THE ESM FOR DETAILS

- ① CONCRETE (3600 PSI @ 28 DAYS) OR ASPHALT SECTION
- ② 7% LIME STABILIZED SUBGRADE COMPACTED 95% STANDARD PROCTOR DENSITY OR AS RECOMMENDED BY GEOTECH REPORT
- ③ ALL TRANSVERSE AND LONGITUDINAL REINFORCING BARS SHALL BE No.4 BARS SPACED ON 18" CENTERS
- ④ MINIMUM ALLOWABLE DISTANCE FROM THE EDGE OF PAVEMENT TO THE TOP OF DITCH

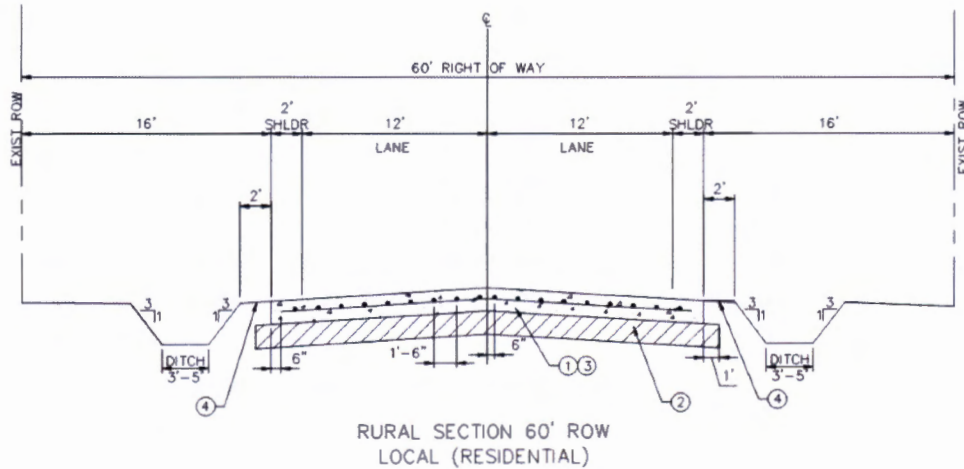
8.3 Collector



SEE TABLE 15 IN THE ESM FOR DETAILS

- ① CONCRETE (3600 PSI @ 28 DAYS) OR ASPHALT SECTION
- ② 7% LIME STABILIZED SUBGRADE COMPACTED 95% STANDARD PROCTOR DENSITY OR AS RECOMMENDED BY GEOTECH REPORT
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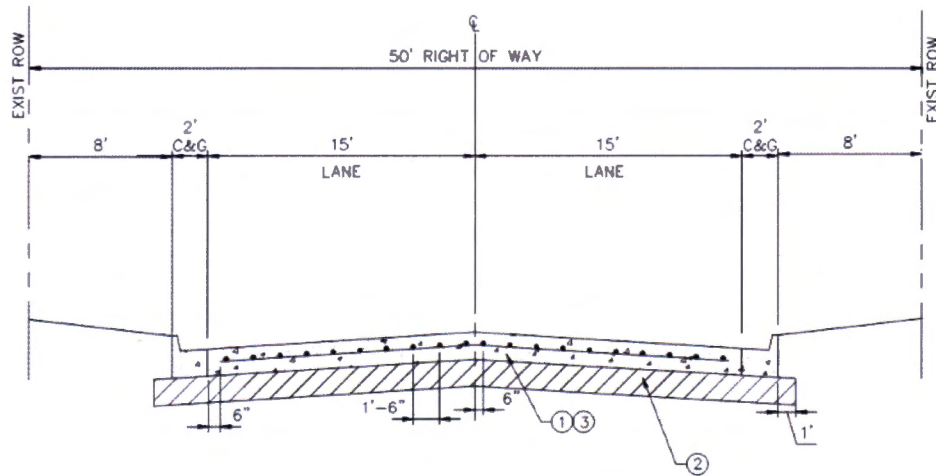
8.4 Rural Local



SEE TABLE 15 IN THE ESM FOR DETAILS

- ① CONCRETE (3600 PSI @ 28 DAYS) OR ASPHALT SECTION
- ② 7% LIME STABILIZED SUBGRADE COMPACTED 95% STANDARD PROCTOR DENSITY OR AS RECOMMENDED BY GEOTECH REPORT
- ③ ALL TRANSVERSE AND LONGITUDINAL REINFORCING BARS SHALL BE No.4 BARS SPACED ON 18" CENTERS
- ④ MINIMUM ALLOWABLE DISTANCE FROM THE EDGE OF PAVEMENT TO THE TOP OF DITCH

8.5 Urban Local



URBAN SECTION 50' ROW
LOCAL (RESIDENTIAL)

SEE TABLE 15 IN THE ESM FOR DETAILS

- ① CONCRETE AND INTEGRAL CURB & GUTTER (3600 PSI @ 28 DAYS) OR ASPHALT SECTION
- ② 7% LIME STABILIZED SUBGRADE COMPACTED 95% STANDARD PROCTOR DENSITY OR AS RECOMMENDED BY GEOTECH REPORT
- ③ ALL TRANSVERSE AND LONGITUDINAL REINFORCING BARS SHALL BE No.4 BARS SPACED ON 18" CENTERS

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HUNT COUNTY

SUBDIVISION AND LAND DEVELOPMENT REGULATIONS

FILE FOR RECORD
JENNIFER LINDENZWEIG
CLERK HUNT CO. TX
21 JAN 26 AM 9:17
BY: *Jennifer Lindenzweig*
DEPUTY

APPROVED BY COMMISSIONERS COURT ON DECEMBER 22, 2020

by

Order #16548

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Section 1. General Provisions

1.01. Title

These Subdivision and Land Development Regulations of Hunt County, Texas (“Hunt County” or simply the “County”) are called the “Subdivision Regulations” within the remainder of this document.

1.02. Authority

The Hunt County Commissioners Court (the “Commissioners Court”) adopts these Subdivision Regulations through the authority granted to it by the U.S. Constitution, the Texas Constitution, and the laws of the State of Texas, specifically Texas Local Government Code (TLGC) Chapter 232, as amended.

1.03. Severability

If any portion of these Subdivision Regulations is found to be unconstitutional by a court of competent jurisdiction, such finding will not invalidate the remainder of these Subdivision Regulations which will continue in full force as if the invalidated portion were not a part thereof.

1.04. Purpose

The County adopts these Subdivision Regulations for the following purposes:

- A. To promote the health, safety and general welfare of the community within the unincorporated areas of the County;
- B. To encourage sensible use and management of natural resources throughout the County;
- C. To preserve the integrity, stability, and beauty of the community;
- D. To preserve the topography of the County by ensuring appropriate development with regard to natural features;
- E. To ensure the proper and accurate Legal Description and documentation of subdivided land;
- F. To establish clear policies and orderly procedures for the Subdivision of property;
- G. To establish reasonable design standards for Subdivision and Public Improvements;
- H. To ensure Public Facilities have sufficient capacity for every Building site and that their use does not come at the expense of future residents and businesses of the County;
- I. To establish minimum construction specifications and engineering design criteria for Public Facilities that promote the public good and convenience, and to reduce unnecessary burden on the County for correction of inadequate or malfunctioning Public Facilities;
- J. To provide the most beneficial circulation of people and goods throughout the County by properly locating and designing Roadways; and
- K. To ensure each Subdivider participates in the dedication and construction of Roadways and drainage facilities so that the County does not disproportionately bear the burden of Public Improvement.

1.05. Applicability

A. General

It is the intent of the Commissioners Court of Hunt County to regulate the Subdivision of land for the purpose of ensuring orderly, planned, efficient and economical development of land in the County.

B. Policies Regarding the Subdivision and Development of Land

1. The Subdivider must ensure that adequate drainage, water, wastewater, transportation and other facilities exist, as these regulations require, before subdividing land (see **Section 5.01.B. Adequate Facilities Required**).
2. All Infrastructure and facilities, public and private, must be of at least the capacity necessary to adequately serve the Subdivision in conformance with the standards of these Subdivision Regulations.
3. The County will use Infrastructure regulations to enforce Land Use regulations where applicable. In all other cases, Infrastructure regulations supplement regulations on Land Uses requiring Development authorization (see **Section 13. Site Development Authorization**) and adopted Building Codes.

C. Requirement to Plat

1. A property owner or Subdivider must Plat (unless otherwise exempted by **Section 1.06.A.**) if the owner or Subdivider divides a Tract into two or more parts to lay out:
 - a. A Subdivision, including an addition;
 - b. Lots;
 - c. Roadways, Open Space, Common Lots, or other parts of the Tract intended for public use or for the use of purchasers or owners of Lots within the Subdivision;
 - d. A revision of existing Lots for the purpose of creating one or more new Lots;
 - e. An amendment or correction of errors on an existing Plat.
2. A division of land under this subsection includes a division regardless of whether it is made by using a metes and bounds description in a deed of conveyance or in a contract for a deed, by using a contract of sale or other executory contract to convey, or by using any other method.
3. This section does not apply to land that is in the Extraterritorial Jurisdiction (ETJ) of a municipality that has entered into a resolution or agreement with the Commissioners Court granting full authority to the municipality to regulate Platting within the municipality's Extraterritorial Jurisdiction (ETJ).

1.06. Exemptions to Platting Requirement

- A. The following are scenarios that exempt a property owner or Subdivider from the requirement to Plat.
- B. Exemption under the scenarios listed in **Section 1.05.C** does not release the Subdivider from the responsibility to meet other requirements of these Subdivision Regulations, including the following:
 - 1. Minimum Lot Frontage requirements (see **5.04.B.**);
 - 2. Minimum Setback requirements (see **5.04.C.**);
 - 3. Prohibition on creation of Flag Lot (see **5.04.E.**)

- C. Exemptions to the Requirement to Plat for the Subdivision of Land

TLGC Section 232.0015 exempts land from any requirement to Plat in one or more of the following scenarios:

- 1. Plat Exemption Scenario 1 – Dividing Land for Agricultural, Wildlife Management, or Timber Use TLGC Section 232.0015(c) and (d)
 - a. The County will not require the owner of land located outside the limits of a municipality who divides the land into two (2) or more parts to Plat if:
 - i. The owner does not lay out a part of the land for streets, Alleys, squares, parks, or other parts for public use; and
 - ii. The land is used primarily for agricultural, farm, ranch, wildlife management, or timber production uses as defined under Section 1-d, Article VIII, Texas Constitution.
 - b. If land described under this scenario ceases to be used primarily for agricultural use or for farm, ranch, wildlife management, or timber production use, the Platting requirements of these Subdivision Regulations apply.
- 2. Plat Exemption Scenario 2 – Division for Purpose of Selling or Giving to Related Individual TLGC Section 232.0015(e)
 - a. The County will not require the owner of land located outside a municipality who divides the land into four (4) or fewer parts, and does not lay out a part of the Tract for streets, Alleys, squares, parks, or other parts for public use, to Plat if:
 - i. Each of the Lots is to be sold, given, or transferred to an individual who is related to the owner within the third (3rd) degree by consanguinity or affinity.
 - a) Two (2) individuals are related to each other by consanguinity if one is a descendant of the other or they share a common ancestor as defined by Texas Government Code Section 573.022;
 - b) Two (2) individuals are related to each other by affinity if they are married to each other or the spouse of one of the individuals is related by consanguinity to the other individual as defined by Texas Government Code Section 573.024.
 - b. If any Lot is sold, given, or otherwise transferred to an individual who is not related to the owner within the third (3rd) degree by consanguinity or affinity, the owner must Plat the property.
 - c. If a property owner Subdivides property under this exemption 2 and the subdivided property does not conform to the standards listed in Section 1.05.B or any other applicable requirement of these Subdivision Regulations or a Court Order, the County may withhold a 9-1-1 Address Permit.

3. Plat Exemption Scenario 3 – All Lots Greater Than 10 Acres TLGC Section 232.0015(f)
 - a. The County will not require the owner of land located outside the limits of a municipality who divides the land into two (2) or more parts to Plat if:
 - i. Each Lot in the Subdivision is more than ten (10) acres in area; and
 - ii. The owner does not lay out a part of the land for streets, Alleys, squares, parks, or other parts for public use.
4. Plat Exemption Scenario 4 – All Lots Sold to Veterans TLGC Section 232.0015(g)
 - a. The County will not require the owner of land located outside the limits of a municipality who divides the land into two (2) or more parts, and does not lay out a part of the land for streets, Alleys, squares, parks, or other parts for public use, to Plat if:
 - i. The owner sells each of the Lots to veterans through the Veterans' Land Board program.
5. Plat Exemption Scenario 5 – Land Owned by State or Permanent School Fund TLGC Section 232.0015(h)

The County will not require a Plat for land owned by the state or any state agency, board, commission, or the permanent school fund or any other dedicated funds of the state, unless the Subdivider lays out a part of the Tract for streets, Alleys, squares, parks, or other parts for public use.
6. Plat Exemption Scenario 6 – Land Owned by Political Subdivision in a Floodplain TLGC Section 232.0015(i)
 - a. The County will not require the owner of land located outside the limits of a municipality who divides the land into two (2) or more parts to Plat if:
 - i. The owner of the land is a political subdivision of the state;
 - ii. The land is situated in a Floodplain; and
 - iii. The Lots are sold to adjoining landowners.
7. Plat Exemption Scenario 7 – Division of Land for Purpose of Selling Part to Subdivider TLGC Section 232.0015(j)
 - a. The County will not require the owner of land located outside the limits of a municipality who divides the land into two (2) parts to Plat if:
 - i. The owner does not lay out a part of the Tract for streets, Alleys, squares, parks, or other parts for public use; and
 - ii. The owner retains one new part, and the other new part is to be transferred to another Person who will further subdivide the land subject to the Plat requirements of these Subdivision Regulations.
8. Plat Exemption Scenario 8 – Divisions of Tract Transferred to Existing Owners of Tract TLGC Section 232.0015(k)
 - a. The County will not require the owner of land located outside the limits of a municipality who divides the land into two (2) parts to Plat if:
 - i. The owner does not lay out a part of the Tract for streets, Alleys, squares, parks, or other parts for public use; and
 - ii. The owner transfers all new parts to Persons who owned an undivided interest in the original Tract; and

iii. A Plat is filed before any further Development of any part of the land.

9. Record of Exemption

A property owner claiming an exemption under this ~~Section 1.06.A~~ must file an affidavit that identifies and attests to the exemption with the County Clerk and deliver a copy to the Responsible Official.

1.07. Compliance with Subdivision Rules Required

The County will not approve an Application for Subdivision or Land Use unless it complies with all County regulations pertaining to the Subdivision and development of land and with these Subdivision Regulations.

- A. The following are the codes, ordinances, and plans the County will use in reviewing an Application:
 - 1. The adopted Engineering Standards Manual, as amended;
 - 2. Court Orders, as amended; and
 - 3. Federal, State, North Central Texas Council of Governments (NCTCOG), and local environmental regulations.
- B. References to County regulations and plans mean those documents as they exist or as amended.
- C. The property owner is responsible for complying with County regulations, including these Subdivision Regulations.
- D. The County is not responsible for enforcing regulations outside of its authority.

1.08. Public Improvements for Road and Drainage Required

- A. Subdivider's Responsibility
 - 1. The Subdivider is responsible for Public Improvements necessary for the proper development of the Subdivision under ~~TLGC Section 232.003~~ and these Subdivision Regulations (see ~~Section 5.01.B~~).
 - 2. The Subdivider must design and construct Public Improvements according to these Subdivision Regulations, the Engineering Standards Manual, and any other standards the Commissioners Court adopts by Court Order under ~~TLGC Section 232.003~~.
- B. Sizing of Public Improvements for Multi-Phase Development
 - 1. If the Subdivider builds a Subdivision in phases, the Commissioners Court may require that the Subdivider construct Public Improvements of greater size and specification than the requirement for a single phase.
 - 2. The Court may further require that the Subdivider construct Public Improvements in each phase for Fully Developed Conditions based on a Phasing Plan. This requirement is to ensure the necessary Public Improvements exist for the entire development once all phases are completed.
- C. Drainage for Multi-Phase Development
 - 1. If it is necessary for Stormwater Facilities to be located in an Unplatted future phase of the Subdivision, the Stormwater Facilities must function as Public Facilities and the following must occur:
 - a. The Final Plat for the current phase must dedicate or reference recorded Easements providing the County Approval to the Stormwater Facilities;

- b. The Final Plat must include a note providing the County permission and Approval to Access and maintain or improve the Stormwater Facilities, if necessary to protect the owners of property within the Subdivision.
- c. If the County performs necessary repair or maintenance under this section, the County reserves the right to levy the cost of the repair or maintenance against the owner(s) of the Stormwater Facilities.
- d. Emergency repairs performed under this Section do not obligate the County to take over permanent maintenance of a facility.

1.09. Special Provisions, Enforcement, and Violations

A. Provisions

1. County Authority to Disapprove Plats and Plans

- a. If a Plat does not meet the requirements of these Subdivision Regulations, the Commissioners Court has the authority to disapprove the Plat (**Section 4. Platting Requirements**);
- b. If a Subdivider does not provide Fiscal Security, the Commissioners Court has the authority to disapprove Construction Plans (**Section 6. Subdivision Development Procedures**).

2. Selling or Transferring Lots Prohibited Until Completion

The Subdivider may not sell or transfer individual Lots in a Subdivision until the Subdivider receives a Letter of Public Improvement Compliance (**Section 6.04.A. Timing of Public Improvements**) and records the Final Plat (**Section 4.03.K. Plat Recordation**).

3. Platting Within the Extraterritorial Jurisdiction (ETJ) Boundaries of an Adjacent Municipality

If the Commissioners Court enters into an agreement with a municipality to regulate Subdivisions within the municipality's Extraterritorial Jurisdiction (ETJ) under **TLGC Chapter 242**, Subdivision Plats and Construction Plans for property within the Extraterritorial Jurisdiction (ETJ) of that municipality must comply with the municipality's Subdivision Regulations and engineering standards, or as specified by the resolution or agreement.

4. Services Prohibited to Subdivision Until Completion

The County prohibits the sale or supply of a utility service such as water, gas, electricity, telephone, cable, communication or wastewater service within a Subdivision before the Subdivider records a Final Plat with the County (see **Section 4.03.K. Plat Recordation**).

5. Compliance with Standards Required

The County will not authorize a Subdivider or property owner to install any Public Facilities in any Subdivision that do not comply with these Subdivision Regulations, and the County is not obligated to install, repair, or maintain any Public Facilities that do not comply with these Subdivision Regulations.

6. Obligation for Maintenance of Public Improvements

Approval of a Plat does not impose any obligation upon the County concerning maintenance of any improvement.

- a. After the Subdivider completes construction of Public Improvements (see **Section 6.04**), the County will formally accept maintenance of Public Improvements by Court Order

- b. The Commissioners Court Engineering Representative will issue a Letter of Acceptance to the Subdivider after formal acceptance of Public Improvements.

B. Enforcement

1. The Commissioners Court may request that the County Attorney or other prosecuting attorney representing the County file an action in a court of competent jurisdiction under TLGC Section 232.005 to:
 - a. Enjoin the Violation or threatened Violation of a requirement of these Subdivision Regulations;
 - b. Recover expenses the County incurs while correcting a Violation, including construction costs; or
 - c. Any offense under TLGC Section 232.005(c).
2. A Person commits an offense if the Person knowingly or intentionally violates a requirement established by or adopted by the Commissioners Court.
3. A Violation under this Section 1.09 is a Class B Misdemeanor.

1.10. Summary of the General Subdivision Procedure

Land Subdivision within the County will follow the process depicted in **Figure 1. Platting and Subdivision Approval Process** along with **Section 3. Application Submittal and Processing**; **Section 4. Platting Requirements**; and **Section 6. Subdivision Development Procedures**.

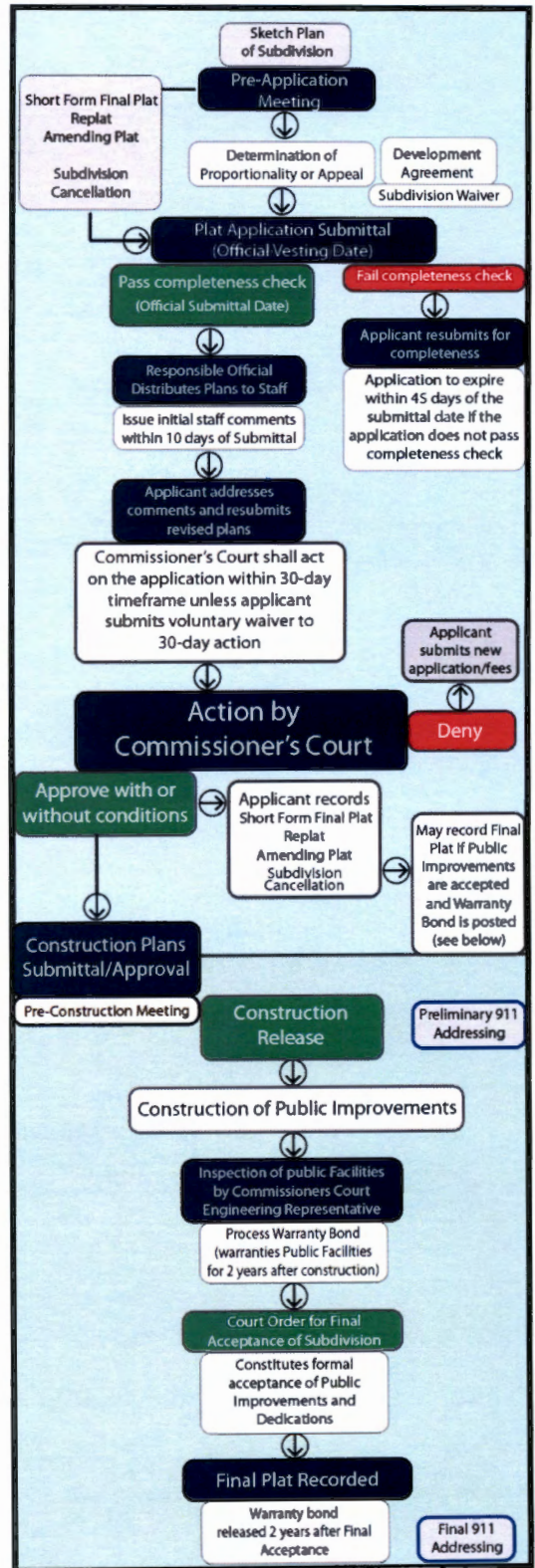


Figure 1. Platting and Subdivision Approval Process

Section 2. Decision-Maker Authority

2.01. Commissioners Court

A. Responsibilities

Table 1 summarizes the responsibilities of the Commissioners Court in carrying out these Subdivision Regulations. When an official or committee is required to make a recommendation to the Commissioners Court, the Court will consider that recommendation when making its decision, but is not bound to adopt the recommendation of an official or committee unless otherwise stated in this **Section 2**.

Table 1. Commissioners Court Responsibilities

Commissioners Court Responsibilities	
Section 3.05	Deciding a Determination of Proportionality appeal
Section 4.02	Approving, Conditionally Approving, or Disapproving a Preliminary Plat
Section 4.02.L	Approving or Denying a Preliminary Plat extension
Section 4.03	Approving, Conditionally Approving, or Disapproving a Final Plat
Section 4.04	Approving, Conditionally Approving, or Disapproving a Short Form Final Plat
Section 4.05	Approving, Conditionally Approving, or Disapproving an Amending Plat
Section 4.06	Approving, Conditionally Approving, or Disapproving Cancellation of a Subdivision
Section 4.07	Approving, Conditionally Approving, or Disapproving a Revision of a Plat (Replat)
Section 5.02.G.3.c	Approving Reimbursement of a Fence Relocated during Road Improvement
Section 6.06.F	Approving or Denying a Warranty Bond Release
Section 6.07.A.4	Issuing an Order of the Commissioners Court for Final Acceptance
Section 7.01	Accepting Right-of-Way and Roadways
Section 7.02	Approving or Denying the Abandonment of Roadways
Section 15	Approving or denying a Subdivision Waiver
Section 16	Approving Economic Development Agreements

2.02. Development Support Committee

A. Membership

1. The Commissioners Court will appoint officers to serve on the Development Support Committee.
2. Officers appointed to serve on the Development Support Committee must be representatives of the County departments that have responsibility to oversee planning, engineering, health, sanitary sewer, fire, and 9-1-1 addressing.
3. The Commissioners Court will appoint a Responsible Official to accept any Application the Committee will review under these Subdivision Regulations and act as the presiding officer at all meetings of the Committee.
4. Any other County official or employee may be requested to serve on the Development Support Committee by the Commissioners Court.

B. Roles

1. The Development Support Committee reviews Applications, identifies corrections needed or incomplete information, and makes recommendations to Commissioners Court for Approval, Approval with conditions, or disapproval (see **Section 3. Application Submittal and Processing**).
2. The Responsible Official will determine whether an Application for a Preliminary Plat, Final Plat, Amending Plat, Cancellation of a Subdivision, Revision of a Plat (Replat), Subdivision Waiver, or other requests listed in **Table 2** is administratively complete (see **Section 3.02 General Application Processing**.)
3. After issuing a Determination of Completeness, the Responsible Official will forward the Application to the Development Support Committee for formal review.
4. The Development Support Committee will review the Application for a Preliminary Plat, Final Plat, Amending Plat, Cancellation of a Subdivision, Revision of a Plat (Replat), Subdivision Waiver, or other requests noted in **Table 2**, and make formal recommendation for Approval or disapproval to the Commissioners Court.

C. Responsibilities

Table 2 summarizes responsibilities of the Development Support Committee.

Table 2. Development Support Committee Responsibilities

Development Support Committee Responsibilities	
Section 4.02	Recommending Approval, Conditional Approval, or Disapproval of a Preliminary Plat
Section 4.02.L	Recommending Approval or Denial of a Preliminary Plat Extension
Section 4.03	Recommending Approval, Conditional Approval, or Disapproval of a Final Plat
Section 4.04	Recommending Approval, Conditional Approval, or Disapproval of a Short Form Final Plat
Section 4.05	Recommending Approval, Conditional Approval, or Disapproval of an Amending Plat
Section 4.06	Recommending Approval, Conditional Approval, or Disapproval of Cancellation of a Subdivision
Section 4.07	Recommending Approval, Conditional Approval, or Disapproval of a Revision of a Plat (Replat)
Section 6.06.F	Recommending Approval or Denial of a Warranty Bond Release
Section 6.07.A.4	Recommending Approval or Denial of an Order of the Commissioners Court for Final Acceptance
Section 7.01	Recommending Approval or Denial of Other Public and Private Roadways
Section 7.02	Recommending Approval or Denial of Abandonment of Roadways
Section 13.05.C	Approval or Denial of Site Development Authorization if Responsible Official Defers

2.03. Responsible Official

A. Responsibilities

Table 3 summarizes responsibilities of the Responsible Official.

Table 3. Responsible Official Responsibilities

Responsible Official Responsibilities	
Section 3.01	Scheduling and Presiding over a Pre-Application Meeting
Section 3.02.A	Creating and Maintaining Application Forms
Section 3.02.D	Reviewing Applications for Administrative Completeness
Section 3.02.F.2	Approve Waiver of 30-Day Decision
Section 4.02	Reviewing the Preliminary Plat for conformance to Preliminary Plat Requirements
Section 4.02.M	Determination of Minor or Major Preliminary Plat Amendment
Section 4.03	Reviewing the Final Plat for conformance to Final Plat Requirements
Section 4.03.C	Developing and Maintaining Signature Blocks
Section 4.04	Reviewing the Short Form Final Plat for conformance to Short Form Final Plat Requirements
Section 4.05	Reviewing the Amending Plat for conformance to Amending Plat Requirements
Section 4.06	Reviewing Cancellation of a Subdivision
Section 4.07	Reviewing the Revision of a Plat (Plat, Revision to (Replat))
Section 6.02	Scheduling and Holding a Pre-Construction Meeting
Section 13.05.C	Approving or Deferring Site Development Authorization

2.04. Commissioners Court Engineering Representative

A. Responsibilities

Table 4 summarizes the responsibilities of the Commissioners Court Engineering Representative.

Table 4. Commissioners Court Engineering Representative Responsibilities

Commissioners Court Engineering Representative Responsibilities	
Section 3.05.A	Making a Determination of Proportionality for Public Improvement costs
Section 4.02	Reviewing the Preliminary Plat for conformance to Preliminary Plat Requirements
Section 4.03	Reviewing the Final Plat for conformance to Final Plat Requirements
Section 4.04	Reviewing the Short Form Final Plat for conformance to Short Form Final Plat Requirements
Section 4.05	Reviewing the Amending Plat for conformance to Amending Plat Requirements
Section 4.06	Reviewing Cancellation of a Subdivision
Section 4.07	Reviewing the Revision of a Plat (Plat, Revision to (Replat))
Section 6.01.E	Approval or Disapproval of Construction Plans
Section 6.01.J	Approval or Denial Request for Extension of Construction Plans
Section 6.02	Attending or Conducting a Pre-Construction Meeting
Section 6.03	Approving Construction Release
Section 6.05.A	Conducting a Preliminary Inspection of Public Improvements
Section 6.05.B	Conducting a Final Inspection of Public Improvements
Section 6.06.C	Reviewing the Cost for Construction

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Section 3. Application Submittal and Processing

3.01. Pre-Application Meeting

A. Purpose

1. The Pre-Application Meeting is a meeting that allows for the exchange of non-binding information between the Applicant and the Development Support Committee, including requirements and timelines for Approval, before the Applicant submits a Plat Application.
2. The Pre-Application Meeting provides the Applicant and Development Support Committee an opportunity to discuss major Development considerations such as utilities, Roadways, and drainage concerns.
3. This exchange of information is intended to promote an efficient and orderly review process.

B. Applicability

1. A Pre-Application Meeting is required before an Applicant submits an Application for a Preliminary Plat, Final Plat, Replat, or Cancellation of a Subdivision.
2. A Pre-Application Meeting is optional before an Applicant submits an Application for a Short Form Final Plat or Amending Plat.

C. Pre-Application Meeting occurs before the Submission of Plans and Applications

1. The Applicant is strongly encouraged to consult informally with members of the Development Support Committee as well as any other pertinent County staff and to become familiar with the County's Development regulations and the Development process.
2. At the Pre-Application Meeting, the Applicant may attend in person, by teleconference or videoconference, or through a representative or development professional such as a land planner, Engineer, Licensed Surveyor, or other qualified professional.
3. A Pre-Application Meeting does not vest a Permit, Application, or other type of development Approval, defined under TLGC Chapter 245.

D. Sketch Plan

1. A Sketch Plan is an informal visual aid to assist the Subdivider and members of the Development Support Committee during the Pre-Application Meeting.
2. A Sketch Plan is an informal freehand sketch on paper or a computer-aided drawing depicting the following elements:
 - a. The boundaries of the original property in its entirety along with any pertinent historic information based on surveys, hydrological maps such as Rivers or wetlands, or geological studies;
 - b. Significant environmental features such as bodies of water, Floodplain, springs or wells, groves or stands of trees, steep slopes, or other similar features;
 - c. Proposed improvements, including grading, drainage, water, sewer, electricity, fiber, or pavement;
 - d. Lots, Building sites, and Roadway layout; and
 - e. Development phasing, if applicable.
3. A Sketch Plan is required for a Pre-Application Meeting.

3.02. General Application Processing

A. Application Form

1. The County is authorized to create any Application Form necessary and impose requirements for Administrative Completeness through the use of checklists, plan specifications, standardized requirements for property description and Applicant contact information, and any other information necessary to determine compliance with County standards.
2. The Responsible Official creates, maintains, and updates all Application Form.

B. Application Fees

1. The County will not consider an Application complete if the Applicant has not paid the fees shown in the County's adopted Fee Schedule.
2. Fees are not refundable unless the Responsible Official accepted the Application in error.
3. The Commissioners Court may amend the Fee Schedule at any time.

C. Payment of Indebtedness

The Responsible Official will not issue a Determination of Completeness to anyone owing delinquent taxes, assessments, fees, or other debt to the County on any matter concerning the subject property until the Applicant provides evidence of full payment, or arranges for full payment to be made.

D. Initiation of Application

1. Required Plans and Documents

Before the Responsible Official can review a Plat Application for administrative completeness, the Applicant must complete the following, as applicable:

- a. The property owner must initiate and sign the Application or designate an agent to act on the property owner's behalf.
 - i. If the Applicant is a designated agent, the Application must include a statement from the property owner authorizing the agent to initiate the Application on the owner's behalf.
 - ii. The statement must be signed by the property owner and notarized.
 - iii. Every Application must include Proof of Ownership.
- b. Provide an original Tax Certificate from the Hunt County Tax Assessor-Collector certifying that the property carries no delinquent taxes.
- c. A non-binding written designation by the Applicant as to whether the 30-day decision process will be observed or waived under TLGC Section 232.0025(h). The County requires this for administrative efficiency and will at no point request that the Applicant submit a Waiver of 30-Day Decision.
- d. A Will-Serve Letter from utility providers who will serve the Subdivision with water, sewer, communications, telephone, and electricity.
- e. If the Subdivision will use on-site water wells, a Certification of Groundwater Availability prepared by a licensed Engineer or geoscientist under TLGC Section 232.0032.
- f. If the Subdivision will use On-Site Sanitary Sewer Facility (OSSF), a Development Plan Suitability Study must verify that proposed Lots will comply with Section 10.05.

- g. If the Subdivision will use individual water wells for water service, an Engineer's report certifying an adequate supply of groundwater exists and showing the location of existing OSSF within 200 feet.
 - h. If the Subdivider requests a Subdivision Waiver of any requirement under these Subdivision Regulations, the Commissioners Court must approve the waiver before Application processing (see **Section 15. Subdivision Waiver**).
 - i. A Development Agreement approved by Commissioners Court under **TLGC Section 232.105**, if the Court or the Applicant request an Agreement under **Section 3.05. Subdivision Proportionality and Development Agreement** to construct Public Improvements.
 - j. A Traffic Impact Analysis approved by the Commissioners Court Engineering Representative, if the proposed Subdivision consists of 50 Lots or more, or has Access from an existing Feeder Road (see **Section 5.02.F.12. Feeder Road**);
 - k. If the property lies within the 100-Year Floodplain as shown on Flood Insurance Rate Map (FIRM) published by FEMA, a Flood Study approved by the Commissioners Court Engineering Representative.
2. Official Vesting Date
- a. The date the Responsible Official receives the Application with all fees paid, along with items listed in **Section 3.02.D.1. Required Plans and Documents**, constitutes the Official Vesting Date of the Plat or Subdivision under **TLGC Section 245.002**.
 - b. The Official Vesting Date determines the regulations the County will use to review the Plat and future Applications, such as Subdivision Construction Plans, unless an Application expires or becomes dormant.
3. Incomplete Applications
- a. If an Application does not include all of the documentation or other information required in **Section 3.02.A Application Form** or **Section 4. Platting Requirements**, the Responsible Official will notify the Applicant no later than the tenth (10th) business day after the date the Responsible Official received the Application.
 - b. The Applicant must submit the missing documents or other information no later than the thirtieth (30th) business day after the Responsible Official issues the notice.
 - c. If the Applicant fails to respond within thirty (30) business days, the Application will expire.
- E. Official Submittal Date
- 1. An Application is complete when the Responsible Official receives all documentation or other information required in **Section 3.02.D.1. Required Plans and Documents** or requested by the Responsible Official.
 - 2. The Application is filed under **TLGC Section 232.0025** when the Responsible Official issues a Determination of Completeness.
 - 3. The date the Responsible Official issues a Determination of Completeness is the Official Submittal Date of the Plat Application for the purpose of calculating time under **TLGC Section 232.0025(d)**.
 - 4. Issuance of a Determination of Completeness does not imply Approval of a Plat or Subdivision.

F. Action by the Responsible Official and Development Support Committee

1. Circulate Plat and Compile Comments

- a. Once the Application is complete (Section 3.02.E), the Responsible Official will circulate the Application materials to the Development Support Committee for review and comment.
- b. After the Development Support Committee reviews the Application, the Responsible Official will compile the comments and the recommendation of the Committee.
- c. If the Application requires revisions, the Responsible Official will deliver the written comments of the Development Support Committee to the Applicant no later than the tenth (10th) business day after the Official Submittal Date.

2. Waiver of 30-Day Decision

If the Applicant submits and the Responsible Official approves a Waiver of 30-Day Decision under TLGC Section 232.0025(f) no later than the tenth (10th) business day before the time scheduled for decision, the Applicant may delay the date of decision by up to thirty (30) days.

3. Modifications Requested by the County and Applicant Response

- a. If the Development Support Committee makes written comments requesting revisions to the Application, the Applicant must respond no later than the tenth (10th) business day before the time scheduled for decision on the Application under TLGC Section 232.0025(d).
- b. If the Applicant does not address the comments of the Development Support Committee at least ten (10) days before the time scheduled for decision on the Application, the Committee may under TLGC Section 232.0025(d) recommend the following to the Commissioners Court:
 - i. Approve the Application with conditions; or
 - ii. Disapprove the Application.
- c. If the Court approves with conditions or disapproves the Application, the Responsible Official will notify the Applicant and the Applicant may respond (see Section 3.03.A).

4. Modifications Requested by the Applicant Restart Process

a. Revised Application Becomes New Application

If the Applicant chooses to submit a revised Application because of a change in development decisions, the Responsible Official will treat the modified Application as a new Application.

b. Effect on Timeline for Approval

A revised Application submitted under this Section 3.02.F.4 will restart the entire review process under Section 3.02, including the Official Submittal Date, Determination of Completeness, and the 30-day Approval period.

c. Exception for Minor Revisions and Waiver of 30-Day Decision

If the Responsible Official determines the revisions submitted under this Section 3.02.F.4 are minor and the Applicant has submitted a Waiver of 30-Day Decision under TLGC Section 232.0025(f), the Responsible Official may choose to continue with the timeline established with the original submittal.

d. Effect on Vesting

The Official Vesting Date (Section 3.02.D.2) will remain the same even if the Applicant submits a revised Application under this Section 3.02.F.4, unless the original Application has expired (Section 3.02.D.3.c).

5. Approval or Disapproval

If the Application is a minor amendment to a Preliminary Plat, as defined in Section 4.02.M.2, the Responsible Official will give their decision to the Applicant in writing within the time required under this Section 3.02.F.

6. Forward Application and Provide Notification

If the Commissioners Court is responsible for approving the Application (Section 2.01.A), the Responsible Official will forward the Application to the Court with the recommendation of the Development Support Committee (Section 2.02.C)

G. Action by the Commissioners Court

1. After the Applicant addresses the comments of the Development Support Committee, as applicable (see Section 3.02.F), the Responsible Official will prepare a report and schedule the Application for decision by the Commissioners Court within the time required under Section 3.02.F.
2. The Commissioners Court will consider the Application and approve, approve with conditions, or disapprove the Application.
3. If the Commissioners Court fails to act within the required timeframe, the Application is approved with remedies provided under TLGC Section 232.0025(i).

3.03. Process Following Commissioners Court Decision

A. Notification of Decision

1. Application Approval

- a. If the Commissioners Court grants Approval, the Responsible Official will deliver the decision to the Applicant in writing.
- b. The Applicant has authorization to proceed to the next phase (see **Section 1.10**).

2. Application Approval with Conditions

- a. If the Commissioners Court grants a conditional Approval, the Responsible Official will deliver the decision and the conditions to the Applicant in writing in accordance with **TLGC Section 232.0026**.
- b. The Application is disapproved until the Applicant addresses each condition.
- c. Once the Applicant addresses the conditions, the Application is automatically approved and the Applicant has authorization to proceed to the next phase (see **Section 1.10**).

3. Application Disapproval and Applicant Response

- a. If the Commissioners Court disapproves the Application, the Responsible Official will deliver the decision and reasons for disapproval to the Applicant in writing in accordance with **TLGC Section 232.0026**.
- b. The Applicant may submit a new Application under this **Section 3. Application Submittal and Processing**, or respond in writing to the reasons for disapproval under **TLGC Section 232.0027**.
- c. If the Applicant submits revisions and responds in writing to each reason for disapproval, the Commissioners Court will vote to approve, approve with conditions, or disapprove the revisions no later than fifteen (15) days after the Applicant submits the response in accordance with **TLGC Section 232.0028**.

B. Type of Notice

Notice may be given by electronic mail (email) or by postal service.

3.04. Amendments to and Expiration of Approved Applications

A. Amendment to an Approved Subdivision Application

The Responsible Official will process a request to amend or revise an approved, unexpired Application, under the procedures and standards in place at the time the Applicant files the new Application, unless otherwise provided in these Subdivision Regulations.

B. Expiration of an Approved Subdivision Application

1. Subdivision Application Expiration – Two (2) Years

An approved Plat Application automatically expires two (2) years from the Application Approval date, unless the Applicant or Subdivider demonstrates Progress Toward Completion under TLC Section 245.005 (See Section 4.02.L. Preliminary Plat Extension, Section 6.01.I. Expiration of , and Section 6.01.J. Extension of).

2. Applications with No Time Limit

An Application approved administratively or by Court Order without a specified expiration date will expire two (2) years from the Application Approval date.

3. Applications with Vested Right

An Application approved prior to the effective date of these Subdivision Regulations will expire according to the expiration date in effect at the Official Vesting Date.

4. Effect of Expiration

If an approved Application expires without extension (Section 4.02.L), the Applicant or Subdivider must submit a new Application to the Responsible Official under this Section 3.

3.05. Subdivision Proportionality and Development Agreement

- A. Determination of Proportionality of Infrastructure Costs
 - 1. The County may, under TLGC Section 232.105 and TLGC Section 232.110, require a Subdivider to enter into a Development Agreement to divide the costs of Infrastructure by dedicating public Right-of-Way or Easements, paying fees, or participating in construction costs.
 - 2. The Subdivider must request in writing a Determination of Proportionality to determine the appropriate cost participation for the Public Improvements.
 - a. The Commissioners Court Engineering Representative will make the Determination of Proportionality no more than thirty (30) days after the Subdivider requests a determination in writing.
 - b. The cost participation amount may not exceed the amount required for Public Improvements that are roughly proportionate to the proposed Subdivision.
- B. Appeal of Determination of Proportionality
 - 1. The Subdivider may appeal the decision of the Commissioners Court Engineering Representative.
 - a. In making the appeal, the Subdivider may present evidence and testimony to the Commissioners Court.
 - b. After hearing testimony and reviewing evidence, the Commissioners Court will decide whether to uphold or modify the decision of the Commissioners Court Engineering Representative
 - c. The Court will decide no more than thirty (30) days after the Subdivider submits the appeal.
 - 2. The Subdivider may appeal the determination of the Commissioners Court to district court of the County within 30 days of the final determination by the Commissioners Court.

3.06. HB 3167 Alternative Final Plat Approval Process

In 2019, the Texas Legislature passed legislation (i.e., HB 3167) to allow an **Applicant** to not file a **Preliminary Plat** and **Construction Plans** if the applicant decides, at his or her own discretion, to submit a **Final Plat** with either a bond or financial guarantee in lieu of a bond for the proper construction of the roads and streets in and drainage requirements for the subdivision. HB 3167 allows an **Applicant** to receive approval of a **Final Plat** before any **Construction Plans** are designed or infrastructure is built or inspected. However, the recording of the **Final Plat** may only occur after the subdivision's infrastructure is built and inspected as per the **Final Plat** recording process outlined in **4.03.K Plat Recordation**. Notably, any **Final Plat** approved through the HB 3167 approval process will need to meet all the applicable requirements of these **Subdivision Regulations**.

A. Bond Requirements

In accordance with TLGC Section 232.004, if an **Applicant** selects to seek approval of a **Final Plat** without a previously approved **Preliminary Plat** and **Construction Plans**, then the **Commissioners Court** will require the owner of the tract to execute a bond. The owner must execute a bond before subdividing the tract unless an alternative financial guarantee is provided under Section 3.06.B (**Financial Guarantee In Lieu of Bond**). The bond must:

1. Be payable to the County Judge or to the County Judge's successors in office;
2. Be in an amount determined by the Commissioners Court to be adequate to ensure proper construction of the roads and streets in and drainage requirements for the subdivision, but not to exceed the estimated cost of construction of the roads, streets, and drainage requirements;
3. Be executed with sureties as may be approved by the Commissioners Court;
4. Be executed by a company authorized to do business as a surety in this state if the court requires a surety bond executed by a corporate surety; and
5. Be conditioned that the roads and streets and the drainage requirements for the subdivision will be constructed:
 - a. In accordance with the specifications adopted by the Commissioners Court; and
 - b. Within a reasonable time set by the Commissioners Court.

B. Financial Guarantee In Lieu of Bond

In accordance with TLGC Section 232.0045, in lieu of the bond, an owner may deposit cash, a letter of credit issued by a federally insured financial institution, or other acceptable financial guarantee. If a letter of credit is used, it must:

1. List as the sole beneficiary the County Judge; and
2. Be conditioned that the owner of the tract of land to be subdivided will construct any roads or streets in the subdivision:
 - a. In accordance with the specifications adopted by the Commissioners Court; and
 - b. Within a reasonable time set by the Commissioners Court.

C. Compliance Required and Final Plat Recording

1. **Final Plats** approved using the HB 3167 alternative process shall comply with all applicable **Subdivision Regulations**. If an application does not comply, conditional approval or disapproval may be given.
2. All Final Plats shall only be recorded in agreement with Section 4.03.K Plat Recordation.

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Section 4. Platting Requirements

4.01. General Subdivision and Platting Procedures

A. Platting Required for Land Subdivision

The County has the authority, subject to limitations under TLGC Chapter 232, to require an approved Final Plat before any land in the unincorporated areas of the County is subdivided for development.

B. Amending Plats

A Subdivider or property owner may revise a or modify a recorded Plat under certain circumstances with an Amending Plat (Section 4.05).

4.02. Preliminary Plat

A. Purpose

A Preliminary Plat allows the Commissioners Court to review and determine the following:

1. The general layout of the Subdivision;
2. The Public Improvements needed to serve the Subdivision, including Roadways and stormwater facilities;
3. Whether the Lots are adequate for On-Site Sanitary Sewer Facility (OSSF), where needed; and
4. Whether the proposed Subdivision complies with the requirements of these Subdivision Regulations.

B. Applicability

1. A Preliminary Plat is required for all land Subdivision and development unless exempted under a scenario listed in Section 1.06.A, or if the construction of Public Improvements is not necessary based on a Determination of Proportionality (see 3.05.A and TLGC Section 232.110.)
2. If Public Improvements are not needed or will not be installed, the Applicant may proceed to Final Plat (Section 4.03).
3. The Applicant must obtain Permits from the County for development listed in Section 12. Development or Use of County Property or Facility even if Public Improvements are not required.

C. Required Documents

The following additional plans are required for a completed Preliminary Plat Application (see Section 3.02. General Application Processing prior to completing this section):

1. A completed Application Form obtained from the Responsible Official;
2. Preliminary Construction Plans, if required by the Responsible Official;
3. Preliminary Drainage Plan (see Engineering Standards Manual);
4. A Traffic Impact Analysis, if the proposed Subdivision proposes 50 total Lots or more, or will have Access from an existing Feeder Road (see Section 5.02.F.12); and
5. Other plans requested by the Responsible Official or as required by TLGC Section 232.023.

D. Proof of Ownership

The Subdivider must provide one of the following with the Application:

1. A current title commitment issued by a title insurance company authorized to do business in Texas;
2. A title opinion letter from an attorney licensed to practice in Texas;
3. Warranty Deed; or
4. Some other acceptable proof of ownership, identifying all Persons or entities having an ownership interest in the property, including all lienholders.

E. Preliminary Plat Requirements

1. The Plat must be drawn on 24" x 36" sheet at a scale not to exceed 1" = 200' and include the following:
 - a. The name, address and telephone number of the Subdivider, Licensed Surveyor, and Engineer as applicable;
 - b. The proposed name of the Subdivision, and the names, locations, and dimensions of all proposed Lots, Roadways, Alleys, Easements, parks, and other Open Space;
 - c. The number of all Lots and Blocks arranged in systematic order;
 - d. The size of each Lot in standard units;
 - e. The location of setback line on each Lot (**Table 9. Building Setbacks from Roadways**);
 - f. Date the Plat was prepared;
 - g. North arrow and scale;
 - h. A location or vicinity map oriented due north and depicting the location of the proposed Plat or Subdivision in context of its surroundings, along with major roads, County and city boundaries, if applicable, at no more than a 1" = 1,000' scale;
 - i. The locations of existing property lines with bearings, distances, arc lengths and curve radii, as applicable;
 - j. The accurate location, condition (found or set), type, and approximate size of all monuments and benchmarks;
 - k. Proposed Right-of-Way dimensions for every internal Public Roadway and Private Roadway, along with dimensions of the Right-of-Way Abutting the property;
 - l. Current and proposed maintenance responsibilities;
 - m. The description, location, width, and recording information of any Easements on or within 300 feet of the property;
 - n. Topographical survey showing existing slope and lines of topography. Land with less than five percent (5%) overall slope must show contour intervals at two (2) foot increments; land with more than five percent (5%) slope must show contour intervals at five (5) foot increments;
 - o. The name and location of all adjacent Subdivisions and roads. Where there are no adjacent Subdivisions, the Plat must show:

- i. The name of all owners of property within 300 feet along with Lot, Block, and Subdivision name (if Platted) or property deed recording and survey abstract information (if Unplatted);
 - ii. The location and distance to the nearest Feeder Road, if a Feeder Road is within 3000 feet, and how the Roadways in the proposed Subdivision connect to the Feeder Road (see **Section 5.02.F.12**);
- p. Subdivisions located in a 100 Year Flood Plain or Flood Zone, as shown on the current Flood Insurance Rate Map (FIRM), must provide a Flood Study and must show the following on the Plat, if available:
- i. Provide a Floodplain note that states “According to flood insurance rate map (firm) map no. XXXXX dated XXXXXXXX prepared by the Federal Emergency Management Agency (FEMA) for Hunt County, Texas, this property is within zone A, AE, X>.”
 - ii. Permanent benchmarks must be set in appropriate locations with the description and elevation shown on the Plat. The elevation of the benchmark must be tied to a benchmark shown on the FIRM panel, or to sea level if there is no found benchmark.
 - iii. The Finished Floor Elevation (FFE) must be shown for each Lot located in and adjacent to the Base Flood Elevation (BFE). The FFE must be at or above the BFE.
 - iv. A note stating that “A Floodplain development construction Permit is required from Hunt County prior to any construction in the Floodplain” (see **Section 9. Flood Damage Prevention**).
- q. A Preliminary Plat does not require a Licensed Surveyor’s seal.

F. Review by the Responsible Official

After the Application is complete, the Responsible Official will:

- 1. Initiate review of the Plat and materials submitted;
- 2. Provide copies to the Development Support Committee for review and comment; and
- 3. After the Responsible Official determines that the Application is ready to be acted upon, schedule the Plat for consideration by the Commissioners Court.

G. Action by the Development Support Committee:

After the Responsible Official provides copies of the completed Application, the Development Support Committee will:

- 1. Review the Application to determine whether the Plat conforms to these Subdivision Regulations, and provide a recommendation to the Commissioners Court (see **Section 3.02.F. Action by the Responsible Official and Development Support Committee**), and
- 2. Forward its recommendation to the Commissioners Court, giving the Court enough time to act within thirty (30) calendar days following the Official Submission Date, unless the Subdivider submits a Waiver of 30-Day Decision (see **Section 3.02.F.2 Waiver of 30-Day Decision**).

H. Criteria for Approval

The Development Support Committee and the Commissioners Court will use the following criteria to determine whether the Preliminary Plat should be approved or denied:

1. The Preliminary Plat conforms to the standards of this **Section 4.02** and the Engineering Standards Manual;
2. The proposed Public Improvements, Right-of-Way, and Easements are adequate to serve the Subdivision, meet the standards of these Subdivision Regulations and conform to the County's Engineering Standards Manual and the adopted master plans for those facilities, where applicable;
3. The proposed Subdivision does not endanger public health, safety, or welfare; and
4. If Lots in the Subdivision will use OSSF, each Lot provides at least one (1) acre of Useable Surface Area.

I. Action by the Commissioners Court

After the Development Support Committee provides its recommendation and the Responsible Official schedules the Application for consideration, the Commissioners Court will:

1. Review the Plat Application and the recommendation of the Development Support Committee.
2. The Commissioners Court will determine the conformance of the Plat to **Section 4.02.H. Criteria for** and take one of the following actions:
 - a. Approve the Preliminary Plat;
 - b. Approve the Preliminary Plat with conditions; or
 - c. Disapprove the Preliminary Plat.
3. If the Commissioners Court approves a Preliminary Plat with conditions, it is disapproved until the Subdivider meets each condition.
4. See **Section 3.03. Process Following Commissioners Court Decision** for conditional Approval or disapproval process and Subdivider options.

J. Effect of Approval

1. Preliminary Plat Approval allows the Subdivider to proceed with submitting Construction Plans for Approval (**Section 6.01**) and ultimately a Final Plat (**Section 4.03**).
2. Preliminary Plat Approval is general approval of the Subdivision layout only and does not imply Approval or acceptance of Construction Plans or a Final Plat.

K. Expiration

1. Two-Year Validity

- a. Preliminary Plat Approval will remain valid for a period of two (2) years following the Approval date.
- b. The Preliminary Plat will automatically expire if the Subdivider has not made Progress Toward Completion by submitting Construction Plans, posting Fiscal Security, payment of fees, or any other activity defined in **TLGC Section 245.005(c)**.

2. Remains Valid During Construction

Preliminary Plat Approval remains valid and will not expire as long as the approved Construction Plans remain valid (**Section 6.01.I. Expiration of**).

3. Phased Expiration of Preliminary Plat

For phased Subdivisions, only those portions of the Preliminary Plat with approved and active Construction Plans will remain valid. Other portions of the Preliminary Plat will expire in two (2) years unless the Responsible Official approves an extension (see **Subsection L** below).

L. Preliminary Plat Extension

1. Process for Requesting Extension

- a. This section applies when the Subdivider has not made Progress Toward Completion under **TLGC Section 245.005(c)** and the Preliminary Plat is at least thirty (30) days from its expiration date (**Section 4.02.K. Expiration**).
 - i. The Subdivider must submit a request for extension to the Responsible Official, who will review and forward the request to the Development Support Committee and the Commissioners Court before the Preliminary Plat expires;
 - ii. The request must include a written timeline for completion of the project, including anticipated Final Construction Plan and Final Plat submittal; and
 - iii. The Development Support Committee will review the request and provide a recommendation to the Commissioners Court.
- b. An extension request will temporarily stop Preliminary Plat expiration until a final decision is made by the Commissioners Court.

2. Criteria Considered

In making its decision, the Commissioners Court will consider the following:

- a. Whether the Preliminary Plat as originally approved meets current Subdivision Regulations; and
- b. Whether and to what degree extending Preliminary Plat Approval may be contrary to the intent of current County regulations, especially those governing health, safety, and general welfare.

3. Decision by the Commissioners Court

- a. The Commissioners Court must approve or deny the extension request no more than thirty (30) calendar days after the Responsible Official receives the request.
- b. The Court may extend Approval of the Preliminary Plat for any length of time, not to exceed one (1) year beyond the original expiration date.

- c. If the Commissioners Court fails to act on the extension request within thirty (30) days, the request is automatically approved.
 - 4. Conditions
 - In granting an extension, the Commissioners Court may impose any conditions needed to ensure timely Development and compliance with current County standards.
- M. Amendments to an Approved Preliminary Plat
- 1. Responsible Official Determination
 - The Subdivider must submit the requested amendment to the Responsible Official, who will decide whether the amendment is major or minor.
 - 2. Minor Amendment to Preliminary Plat
 - a. Minor amendments include minor adjustments in Roadway or Alley alignments, lengths and paving details, and minor adjustments to Lot Lines.
 - b. Amendments are not minor if they will create additional Lots or nonconforming Lots or increase the land area or density compared to the approved Preliminary Plat.
 - c. The Responsible Official approves minor amendments in two ways:
 - i. If the Subdivider has not received Approval of Construction Plans, the Approval will stipulate that the Subdivider amend the original Application with an updated Plat document and any other documentation the Responsible Official requires (see **Section 4.02.C**);
 - ii. If the Subdivider has submitted and received Approval of Construction Plans, the Approval may allow the Subdivider to incorporate the minor amendments into an Application for Final Plat Approval (see **Section 4.03**); or
 - iii. If the Subdivider has received Approval of Construction Plans for only a portion of the Subdivision, Approval will require an amendment to the entire Preliminary Plat.
 - 3. Major Amendments to Preliminary Plat
 - Other amendments to the approved Preliminary Plat are major amendments and require the Subdivider to submit a new Application under subsection **Section 4.02** and receive Approval from Commissioners Court before Approval of Construction Plans or a Final Plat.

4.03. Final Plat

A. Purpose

A Final Plat allows the Commissioners Court to review and determine the following:

1. The proposed Subdivision is consistent with these Subdivision Regulations;
2. If Public Improvements are required, the Commissioners Court Engineering Representative issues a Letter of Public Improvement Compliance or the Subdivider has posted Fiscal Security (see **Section 6.04.A. Timing of Public Improvements**); and
3. The Subdivider has met all other County requirements and conditions.

B. Applicability

1. A Final Plat creates a legal record of property and survey monuments delineating property, and dedicates property for public and common use such as Right-of-Way and Easements.
2. A Final Plat (**Section 4.03**) or Short Form Final Plat (**Section 4.04**) is required for all land Subdivision and development unless exempted under a scenario listed in **Section 1.06.A**.

C. Required Documents

The following are required for a completed Final Plat Application (see **3.02. General Application Processing** prior to completing this section):

1. A completed Application Form obtained from the Responsible Official;
2. Letter of Public Improvement Compliance issued by the Commissioners Court Engineering Representative, if applicable.
3. A copy of the Private Covenants governing the Subdivision, if applicable.

D. Proof of Ownership

The Subdivider must furnish one of the following with the Application:

1. A current title commitment issued by a title insurance company authorized to do business in Texas;
2. A title opinion letter from an attorney licensed to practice in Texas;
3. Warranty Deed; or
4. Some other acceptable proof of ownership, identifying all Persons or entities having an ownership interest in the property, including all lienholders.

E. Previously Approved Preliminary Plat

1. The Final Plat must conform to the approved Preliminary Plat.
2. If the Commissioners Court approved a Preliminary Plat extension under **Section 4.02.L. Preliminary Plat Extension** and imposed conditions on the Approval, or the Responsible Official approved a Preliminary Plat amendment under **Section 4.02.M. Amendments to an Approved**, the Final Plat must conform to any conditions imposed under those Approvals.

F. Final Plat Requirements

1. The Plat must be drawn on an 18" x 24" sheet at a scale of 1" = 200' and include the following:
 - a. The name, address, and telephone number of the Subdivider;
 - b. A Licensed Surveyor's name, physical address, telephone number, email address and PLS registration number. Final copies must be sealed.
 - c. The proposed name of the Subdivision, and the names, locations, width and dimensions of all proposed and existing Lots, Roadways, Alleys, Easements, parks, and other Open Space;
 - d. The number of all Lots and Blocks arranged in systematic order;
 - e. The size of each Lot in standard units;
 - f. The location of setback line on each Lot (see **Section 5.04.C Building Setback**);
 - g. The date the Plat was prepared;
 - h. North arrow and scale;
 - i. A location or vicinity map oriented due north and depicting the location of the proposed Plat or Subdivision in context of its surroundings, along with all major roads, County and city boundaries, if applicable, at no more than a 1" = 1000' scale;
 - j. The locations of existing and proposed property lines with bearings, distances, arc lengths and curve radii, as applicable;
 - k. The accurate location, condition (found or set), type, and approximate size of all monuments and benchmarks;
 - l. Proposed Right-of-Way dimensions for every internal Public Roadway and Private Roadway, along with dimensions of the
 - m. Right-of-Way Abutting the property;
 - n. Current and proposed maintenance responsibilities;
 - o. The description, location, width, and recording information of any Easements on or within 300 feet of the property;
 - p. The name and location of all adjacent Subdivisions and Roadways. Where there are no adjacent Subdivisions, the Plat must show:
 - i. The name of all owners of property within 300 feet along with Lot, Block, and Subdivision name (if Platted) or property deed recording and survey abstract information (if Unplatted);
 - ii. The location and distance to the nearest Feeder Road if a Feeder Road is within 3000 feet, and how the roads in the proposed Subdivision may connect to the Feeder Road (see **Section 5.02.F.12**);
 - q. Subdivisions located in a 100 Year Flood Plain or Flood Zone, as shown on the current Flood Insurance Rate Map (FIRM), must provide a Flood Study and must show the following on the Plat, if available:
 - i. Provide a Floodplain note that states "According to flood insurance rate map (firm) map no. XXXXX dated XXXXXXXX prepared by the Federal Emergency Management Agency (FEMA) for Hunt County, Texas, this property is within zone A, AE, X>."

- ii. Permanent benchmarks must be set in appropriate locations with the description and elevation shown on the Plat. The elevation of the benchmark must be tied to a benchmark shown on the FIRM panel, or to sea level if there is no found benchmark.
 - iii. The Finished Floor Elevation (FFE) must be shown for each Lot located in and adjacent to the Base Flood Elevation (BFE). The FFE must be at least two (2) feet above the BFE.
 - iv. A note stating that "A Floodplain development construction Permit is required from Hunt County prior to any construction in the Floodplain." (see **Section 9. Flood Damage Prevention**).
 - r. A Legal Description of the property located to an original corner of the original Tract of which it is a part, and the number of acres being subdivided.
 - i. All Blocks, corners and angles must be marked.
 - ii. All corners should be marked with caps, where practical.
 - iii. A dedication, by the Subdivider, of all streets, Roadways, Alleys, and Utility Easements intended for public use, and the Subdivider's certification that all parties with any interest in the title to the subject property have joined in such dedication, duly executed, acknowledged and sworn before a Notary Public.
 - s. Adequate clear space for the signature of the County Judge and County Clerk.
2. The Subdivider must provide the following statements on the face of the Plat:
- a. Blocking the flow of water or constructing improvements in drainage Easements, and filling or obstruction of the Floodway is prohibited.
 - b. The existing creeks or drainage channels traversing along or across the addition will remain as open channels and will be maintained by the individual owners of the Lot or Lots that are traversed by or adjacent to the drainage courses along or across said Lots.
 - c. The County will not be responsible for the maintenance and operation of drainage ways for the control of erosion.
 - d. The County will not be responsible for any damage, personal injury or loss of life or property occasioned by flooding or flooding conditions.
 - e. The County will not be responsible for the availability or delivery of any private well water in a Subdivision.
 - f. All culverts within any Right-of-Way require County Permit Approval and must meet minimum County standards.
 - g. The County will not maintain Roadways or Public Improvements dedicated by this Plat except by an express Order of the Commissioners Court, entered of record in the minutes of the Commissioners Court, specifically identifying any Roadway or Public Improvement and specifically accepting it for County maintenance.
 - h. Easements: Any public utility, including the County, shall have the right to remove and keep clear all or part of any Building, fences, trees, overgrown shrubs or improvements that in any way endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of the Easement or Right-of-Way shown on the Plat (or filed by separate instrument that is associated with said property); and any public utility, including the County, shall have the right at all times an ingress and egress to and from upon said Easements for the purpose of construction, reconstruction,

inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone. Easements shall be maintained by property owners. The County can remove trees or any other improvement(s) and does not have the responsibility to replace them.

3. If the Plat contains Private Roadways, and private emergency Access Easements the following statement must be included on the face of the Plat:

“All private streets (drives and roadways) will be signed in a manner that indicates its private status: County shall not be responsible for maintenance of Private Roadways, drives, emergency Access Easements, recreation areas and Open Spaces, and the owners shall be responsible for the maintenance of private streets, drives, emergency Access Easements, recreation areas and Open Spaces and said owners agree to indemnify and save harmless Hunt County from all claims, damages, and losses arising out of or resulting from performance of the obligations of said owners set forth in this paragraph.”

4. If the Plat contains, is within, or is adjacent to a FEMA designated Floodplain the following statement must be included on the face of the Plat:

“100-Year Floodplain Easement Restriction:

Construction within the Floodplain may not occur until approved by the County. (A request for construction within the Floodplain Easement must be accompanied with detailed engineering plans and studies indicating that no flooding will result, that no obstruction to the natural flow of water will result; and subject to all owners or the property affected by such construction becoming a party to the request.) Where construction is approved, all finished floor elevations shall be a minimum of two (2) feet above the 100-year Base Flood elevation as determined by analyzing the ultimate build-out conditions of the entire drainage basin.

Existing creeks, lakes, reservoirs, or drainage channels traversing along or across portions of this addition, will remain as an open channel at all times and will be maintained by the individual owners of the Lot or lots that are traversed by the drainage courses along or across said lots. The County will not be responsible for the maintenance and operation of said drainage ways or for the control of erosion. Each property owner shall keep the natural drainage channels traversing his/her property clean and free of debris, silt, or any substance that would result in unsanitary conditions. The County is not obligated to maintain or assistance with maintenance of the area.

The natural drainage channel, as in the case of all-natural drainage channels, are subject to stormwater overflow and natural bank erosion. The County shall not be liable for damages of any nature resulting from the occurrence of these natural phenomena, nor resulting from a failure of any structure(s) within the natural drainage channels. The natural drainage channel crossing each lot is shown by the Floodway Easement line as shown on the Plat. If a Subdivision alters the horizontal or vertical Floodplain, a FEMA Floodway map revision may be required.”

G. Review by the Responsible Official

After the Application is complete, the Responsible Official will:

1. Initiate review of the Plat and materials submitted;
2. Provide copies to the Development Support Committee for review and comment; and
3. After the Responsible Official determines that the Application is ready to be acted upon, schedule the Plat for consideration by the Commissioners Court.

H. Action by the Development Support Committee

After the Responsible Official provides copies of the completed Application, the Development Support Committee will:

1. Review the Application to determine whether the Plat conforms to these Subdivision Regulations, and provide a recommendation to the Commissioners Court (see Section 3.02.F. Action by the Responsible Official and Development Support Committee).
2. Forward its recommendation to the Commissioners Court, giving the Court enough time to act within thirty (30) calendar days following the Official Submission Date, unless the Subdivider submits a Waiver of 30-Day Decision (see Section 3.02.F.2 Waiver of 30-Day Decision).

I. Criteria for Approval

The Development Support Committee and the Commissioners Court will use the following criteria to determine whether the Final Plat should be approved or denied:

1. The Final Plat conforms to the standards of this Section 4.03, approved Preliminary Plat or to minor amendments authorized under Section 4.02.M.2.c.ii for Approval without revising the approved Preliminary Plat;
2. All conditions of Approval or extension of the Preliminary Plat are addressed;
3. The final layout of the Subdivision aligns with the Construction Plans, as applicable.

J. Action by the Commissioners Court

After the Development Support Committee provides its recommendation and the Responsible Official schedules the Application for consideration, the Commissioners Court will:

1. Review the Plat Application and the recommendation of the Development Support Committee.
2. The Commissioners Court will determine the conformance of the Plat to Section 4.03.I. Criteria for and take one of the following actions:
 - a. Approve the Final Plat;
 - b. Approve the Final Plat with conditions; or
 - c. Disapprove the Final Plat.
3. The following conditions automatically apply to every Final Plat decision:
 - a. The Subdivider must pay all required fees.
 - b. The County must review and approve proposed Private Covenants and Restrictions.
 - c. The **Final Plat** must dedicate or show record of on-site Easements and Right-of-Way.
 - d. Right-of-Way or Easement Abandonment that require Commissioners Court Approval are included along with Court Order reference on the **Final Plat**.
 - e. There are no outstanding taxes owed on the property.
4. See Section 3.03. Process Following Commissioners Court Decision for conditional Approval or disapproval process and Subdivider response to each.

K. Plat Recordation

After the Commissioners Court approves the Final Plat, the Subdivider must use the following procedures to record the **Final Plat**:

1. The Commissioners Court Engineering Representative must confirm Public Improvements are complete (see **Section 6.05.B. Final Inspection**).
2. After final inspection, the Commissioners Court Engineering Representative will issue a Letter of Public Improvement Compliance.
 - a. Public Improvements will not be accepted until two years from the date the Letter of Public Improvement Compliance is issued.
3. The Subdivider must submit a Warranty Bond to the County before recording the **Final Plat** (see **Section 6.06. Warranty Bond**).
4. Subdivider Signatures
 - a. The Subdivider must provide the number of signed and executed copies of the **Final Plat** for filing, according to the Approval notification issued by the Responsible Official (see **Section 3.03, Process Following Commissioners Court Decision**).
 - b. Each property owner must sign the **Final Plat** before recording, or the representative of the owners authorized to sign legal documents, consenting to the **Final Plat**.
5. County Signatures
 - a. The Responsible Official will maintain County signature blocks for recording.
 - b. The Responsible Official will gather County signatures on the **Final Plat** no later than the tenth (10th) business day after the date when the Subdivider submits final signed and executed copies.
 - c. The County Judge and County Clerk must sign the **Final Plat** to authorize recording.

L. Amendments Following Recordation

Final Plat revisions require an Amending Plat (see **Section 4.05**) or Replat (see **Section 4.07**).

4.04. Short Form Final Plat

A. Purpose

A Short Form Final Plat allows the Commissioners Court to review minor Subdivisions of land and determine the following:

1. The proposed Subdivision is consistent with these Subdivision Regulations;
2. The land to be subdivided has Frontage and Access to an existing Public Roadway or Private Roadway and requires no Public Improvements other than Right-of-Way dedication; and
3. The Subdivider has met all other County requirements and conditions.

B. Applicability

1. A Short Form Final Plat creates a legal record of property and survey monuments delineating property and dedicates property for public and common use such as Right-of-Way and Easements.
2. A Short Form Final Plat or Final Plat (**Section 4.03**) is required for all land Subdivision and development unless exempted under a scenario listed in **Section 1.06.A**.
3. The following limitations are intended to ensure that a Subdivider does not utilize the Short Form Final Plat to circumvent the requirement to Preliminary Plat or to decrease Determination of Proportionality or to avoid improvement or provision of Infrastructure:
 - a. A Short Form Final Plat may not be used to create more than four (4) Lots.
 - b. Only one Short Form Final Plat may be created from a single parent Tract or Abutting Tract under the same ownership within any two (2) year period.

C. Required Documents

The following are required for a completed Short Form Final Plat Application (see **Section 3.02. General Application Processing** prior to completing this section):

1. A completed Application Form obtained from the Responsible Official;
2. Everything required in **Section 4.03.F. Final Plat Requirements**.

D. Proof of Ownership

The Applicant must furnish one of the following with the Application:

1. A current title commitment issued by a title insurance company authorized to do business in Texas;
2. A title opinion letter from an attorney licensed to practice in Texas;
3. Warranty Deed; or
4. Some other acceptable proof of ownership, identifying all Persons or entities having an ownership interest in the property, including all lienholders.

E. Review by the Responsible Official

After the Application is complete, the Responsible Official will:

1. Initiate review of the Plat and materials submitted;
2. Provide copies to the Development Support Committee for review and comment; and

3. After the Responsible Official determines that the Application is ready to be acted upon, schedule the Plat for consideration by the Commissioners Court.

F. Action by the Development Support Committee:

After the Responsible Official provides copies of the completed Application, the Development Support Committee will:

1. Review the Application to determine whether the Plat conforms to these Subdivision Regulations, and provide a recommendation to the Commissioners Court (see **Section 3.02.F. Action by the Responsible Official and Development Support Committee**).
2. Forward its recommendation to the Commissioners Court, giving the Court enough time to act within thirty (30) calendar days following the Official Submission Date, unless the Subdivider submits a Waiver of 30-Day Decision (see **Section 3.02.F.2 Waiver of 30-Day Decision**).

G. Criteria for Approval

The Development Support Committee and the Commissioners Court will use the following criteria to determine whether the Short Plat should be approved or denied:

1. The Short Form Final Plat meets one or more purposes of **Section 4.04.B. Applicability**; and
2. The Short Form Final Plat meets all other requirements of this **Section 4.04**.

H. Action by the Commissioners Court

After the Development Support Committee provides its recommendation and the Responsible Official schedules the Application for consideration, the Commissioners Court will:

1. Review the Plat Application and the recommendation of the Development Support Committee.
2. The Commissioners Court will determine the conformance of the Plat to **Section 4.04.G. Criteria for** and take one of the following actions:
 - a. Approve the Short Form Final Plat;
 - b. Approve the Short Form Final Plat with conditions; or
 - c. Disapprove the Short Form Final Plat.
3. See **Section 3.03. Process Following Commissioners Court Decision** for conditional Approval or disapproval process and Applicant options.

4.05. Amending Plat

A. Purpose

The purpose of an Amending Plat is to provide for minor revisions to a recorded Plat as authorized by TLGC Section 232.011.

B. Applicability

The Commissioners Court may approve an Amending Plat for one or more of the following purposes:

1. To correct an error in a course or distance shown on the preceding Plat;
2. To add a course or distance that was omitted on the preceding Plat;
3. To correct an error in a real property description shown on the preceding Plat;
4. To show the location or character of a monument that has been changed in location or character or that is shown incorrectly as to location or character on the preceding Plat;
5. To correct any other type of scrivener or clerical error or omission of the previously approved Plat, including Lot numbers, acreage, road names, and identification of adjacent recorded Plat; or
6. To correct an error in courses and distances of Lot Lines between two adjacent Lots if:
 - a. Both Lot owners join in the Application for amending the Plat;
 - b. Neither Lot is abolished;
 - c. The amendment does not attempt to remove recorded covenants or restrictions; and
 - d. The amendment does not have a material adverse effect on the property rights of the other owners of the property that is the subject of the Plat.

C. Certificates of Correction

The Responsible Official is authorized to approve a Certificate of Correction in lieu of an Amending Plat if the sole purpose is to amend or correct a scrivener's error or other minor amendment that does not affect the boundaries of any Lot.

D. Required Documents

The following are required for a completed Amending Plat Application (see Section 3.02. General Application Processing prior to completing this section):

1. A completed Application Form obtained from the Responsible Official;
2. Everything required in Section 4.03.F.Final Plat Requirements.
3. A purpose statement describing the needed amendments on the face of the Amending Plat.

E. Proof of Ownership

The Applicant must furnish one of the following with the Application:

1. A current title commitment issued by a title insurance company authorized to do business in Texas;
2. A title opinion letter from an attorney licensed to practice in Texas;
3. Warranty Deed; or

4. Some other acceptable proof of ownership, identifying all Persons or entities having an ownership interest in the property, including all lienholders.

F. Review by the Responsible Official

After the Application is complete, the Responsible Official will:

1. Initiate review of the Plat and materials submitted;
2. Provide copies to the Development Support Committee for review and comment; and
3. After the Responsible Official determines that the Application is ready to be acted upon, schedule the Plat for consideration by the Commissioners Court.

G. Action by the Development Support Committee:

After the Responsible Official provides copies of the completed Application, the Development Support Committee will:

1. Review the Application to determine whether the Plat conforms to these Subdivision Regulations, and provide a recommendation to the Commissioners Court (see **Section 3.02.F. Action by the Responsible Official and Development Support Committee**).
2. Forward its recommendation to the Commissioners Court, giving the Court enough time to act within thirty (30) calendar days following the Official Submission Date, unless the Subdivider submits a Waiver of 30-Day Decision (see **Section 3.02.F.2 Waiver of 30-Day Decision**).

H. Criteria for Approval

The Development Support Committee and the Commissioners Court will use the following criteria to determine whether the Amending Plat should be approved or denied:

1. The Amending Plat meets one or more purposes of **Section 4.05.B. Applicability**; and
2. The Amending Plat meets all other requirements of this **Section 4.05**.

I. Action by the Commissioners Court

After the Development Support Committee provides its recommendation and the Responsible Official schedules the Application for consideration, the Commissioners Court will:

1. Review the Plat Application and the recommendation of the Development Support Committee.
2. The Commissioners Court will determine the conformance of the Plat to **Section 4.05.H. Criteria for** and take one of the following actions:
 - a. Approve the Amending Plat;
 - b. Approve the Amending Plat with conditions; or
 - c. Disapprove the Amending Plat.
3. See **Section 3.03. Process Following Commissioners Court Decision** for conditional Approval or disapproval process and Applicant options.

J. Effect of Approval

The Amending Plat controls over the original Plat without the need to vacate or cancel the original Plat.

4.06. Cancellation of a Subdivision

A. Purpose

The purpose of a Cancellation of a Subdivision is to reestablish a property as acreage Tracts after it has been subdivided and Platted as authorized by TLGC Section 232.008.

B. Applicability

1. The Commissioners Court may only cancel a Subdivision of property located outside a municipality or Extraterritorial Jurisdiction (ETJ) under TLGC Section 232.008(a).
2. In approving a Cancellation of a Subdivision, the Commissioners Court has the right to retain any public Right-of-Way dedicated by the Subdivision if the Right-of-Way is necessary to the interconnection of the County's infrastructure, including other County Roadways.
3. The Commissioners Court may deny a Cancellation of a Subdivision if the Commissioners Court determines the cancellation will prevent the proposed interconnection of the County's infrastructure, including other County Roadways, to pending or existing development (TLGC Section 232.008(h).)

C. Required Documents

The following are required for a completed Cancellation of a Subdivision Application (for Plats that are at least 75 years old, see Section 4.06.J):

1. A completed Application Form obtained from the Responsible Official;
2. Written request to cancel the Subdivision signed by the owners of at least seventy-five percent (75%) of the property included in the Subdivision or part of it that is to be cancelled (TLGC Section 232.008(e));
3. A statement addressing whether the Cancellation of a Subdivision interferes with the established rights of any purchaser who owns any part of the Subdivision (TLGC Section 232.008(b)); and
4. A Legal Description of the Subdivision or the part of it that is to be canceled, and any affected Public Right-of-Way, Roadway, or Easements dedicated by the Subdivision.

D. Notice of Cancellation

After the Application is complete, the Responsible Official will publish notice in the following manner under TLGC Section 232.008(c):

1. The notice will be published in a newspaper of general circulation for at least three (3) weeks before the date the Commissioners Court is scheduled to act on the request for Cancellation of a Subdivision.
2. The published notice will include information directing any Person who is interested in the property and who wishes to protest the proposed Cancellation of a Subdivision to appear at the time specified in the notice.

E. Review and Recommendation by the Responsible Official and the Development Support Committee

1. The Responsible Official will initiate review of the Cancellation of a Subdivision Application with the Development Support Committee; and
2. Determine whether the Cancellation of a Subdivision Application meets all requirements and criteria of this Section 4.06 and TLGC Section 232.008, and forward a recommendation to the Commissioners Court.

F. Action by the Commissioners Court

After the Development Support Committee provides its recommendation and the Responsible Official schedules the Application for consideration, the Commissioners Court will:

1. Review the Cancellation of a Subdivision Application and the recommendation of the Development Support Committee;
2. Hold a public hearing;
3. Decision Scenario 1 - The Court Must Approve

The Commissioners Court will approve the Application if the request meets the requirements of this **Section 4.06** and **TLGC Section 232.008** and no protest is filed under **TLGC Section 232.008(e)**; or

4. Decision Scenario 2 - The Court May Approve or Deny

The Commissioners Court may approve or deny the Application if the owners of at least ten percent (10%) of the property affected by the proposed Cancellation of a Subdivision file written objection to the Cancellation of a Subdivision under **TLGC Section 232.008(e)**.

G. Effect of Approval

1. The Commissioners Court will enter the order in its minutes.
2. After the Applicant files the Cancellation of a Subdivision instrument with the County, the Tax Assessor-Collector will assess the property as if it had never been subdivided **TLGC Section 232.008(b)**.

H. Injunction to Prevent Cancellation or Closing of Roadway or Easement

Under **TLGC Section 232.008(f)**, a Person may request or maintain action to enjoin the cancellation or closing of a Roadway or Easement in a Subdivision, if the Person owns a Lot or a part of the Subdivision that:

1. Abuts directly on the part of the Roadway or Easement to be canceled or closed; or
2. Is connected by the part of the Roadway or Easement to be canceled or closed, by the most direct feasible route, to:
 - a. The nearest remaining public highway, Public Roadway, or Feeder Road to the public highway or Public Roadway; or
 - b. Any uncanceled common amenity of the Subdivision.

I. Damages for Protestors

1. A Person who appears before the Commissioners Court to protest the cancellation of all or part of a Subdivision may maintain an action for damages against the Person applying for the Cancellation of a Subdivision and may recover as damages an amount not to exceed the amount of the Person's original purchase price for property in the canceled Subdivision or part of the Subdivision (see **TLGC Section 232.008(g)**).
2. The Person must bring the action no more than one (1) year after the date the Commissioners Court approves the Cancellation of a Subdivision.

J. Cancellation of Plats 75 Years Old or Older

1. A Person owning real property in a Subdivision may apply to the Commissioners Court to cancel the Subdivision in whole or in part under TLGC Section 232.0083 if the following apply:
 - a. A Plat has been filed for 75 years or more;
 - b. The most recent Plat describes at least a portion of the property as acreage Tracts;
 - c. A previous Plat described at least a portion of the property as Lots and Blocks; and
 - d. The County Tax Assessor-Collector lists the property in the Subdivision on the tax rolls based on the description in the previous Plat and assesses taxes based on that description.
 - e. Each owner or utility whose rights may be interfered with by the Cancellation of a Subdivision has agreed to the cancellation.
2. The Responsible Official must publish notice in the same manner described in 4.06.D. Notice of Cancellation.
3. After notice and hearing, the Commissioners Court may approve the Cancellation of a Subdivision and the reestablishment of the property according to TLGC Section 232.0083(b).
4. In making its Approval, the Court must make the following findings:
 - a. The Cancellation of a Subdivision does not interfere with the established rights of any owner of a part of the Subdivision or a utility company with a right to use a public Easement in the Subdivision; and
 - b. Each owner or utility whose rights may be interfered with has agreed to the Cancellation of a Subdivision.
5. If the Commissioners Court authorizes the Cancellation of a Subdivision and reestablishment, the Court Order will authorize the Person making the Application to record an instrument showing the Cancellation of a Subdivision and reestablishment. The Court will enter the order in its minutes.

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4.07. Revision of a Plat (Replat)

A. Purpose

The purpose of a Plat, Revision to (Replat) is to revise a recorded Plat as authorized by TLGC Section 232.009.

B. Applicability

The Commissioners Court may approve a Replat to revise a recorded Subdivision Plat under TLGC Section 232.009(a), if the purpose for revising the Plat is not a purpose listed in Section 4.05. Amending Plat.

C. Required Documents

The following are required for a completed Replat Application (see Section 3.02. General Application Processing prior to completing this section):

1. A completed Application Form obtained from the Responsible Official;
2. Everything required in Section 4.03.F. Final Plat Requirements.
3. The Applicant must indicate each revised Lot by a sub-designator (i.e., if Lot 2 is altered it becomes "Lot 2-R"; if Lot 2 is split into three (3) Lots it becomes "Lot 2R-1; Lot 2R-2; Lot 2R-3").
4. A purpose statement describing each change and purpose for the changes on the face of the Replat.

D. Notice Required and Protest Provision

1. After the Application is complete, the Responsible Official will publish notice as prescribed under TLGC Section 212.015 and as authorized by TLGC Section 232.0095(b) if:
 - a. During the preceding five years, any of the area to be replatted was limited by an interim or permanent zoning classification to residential use for not more than two residential units per lot; or
 - b. Any Lot in the preceding plat was limited by deed restrictions to residential use for not more than two residential units per lot.
2. If a proposed Replat described by Section 4.07.D requires a variance, the Commissioners Court must hold a public hearing.
3. Notice of the public hearing must be given before the 15th day before the date of the hearing in the following manner:
 - a. By publication in an official newspaper or a newspaper of general circulation in the county; and
 - b. By written notice, with a copy of Section 4.07.D.4 attached, forwarded to the owners of lots that are in the original Subdivision and that are within 200 feet of the Lots to be replatted, as indicated on the most recently approved County tax roll of the property upon which the Replat is requested. The written notice may be delivered by depositing the notice, properly addressed with postage prepaid, in a post office or postal depository within the County.
4. If the proposed replat requires a variance and is protested in accordance with this Section 4.07.D, the proposed Replat must receive, in order to be approved, the affirmative vote of at least three-fourths of the Commissioners Court members present.
 - a. For a legal protest, written instruments signed by the owners of at least 20 percent of the area of the Lots or land immediately adjoining the area covered by the proposed Replat and extending 200 feet from that area, but within the original Subdivision, must be filed with the Commissioners Court prior to the close of the public hearing.

- b. The calculation of the percentage of land area under **Section 4.07. D.4.a** must include the area of Roadways and Alleys.
- 5. Compliance with **Section 4.07. D.4** is not required for approval of a Replat of part of a preceding Plat if the area to be replatted was designated or reserved for other than single or duplex family residential use by notation on the last legally recorded plat or in the legally recorded restrictions applicable to the Plat.
- 6. If a proposed Replat described in **Section 4.07. D.1** does not require a variance, the County must, not later than the 15th day after the date the Replat is approved, provide written notice by mail of the approval of the Replat to each owner of a lot in the original Subdivision that is within 200 feet of the Lots to be replatted according to the most recent County tax roll.
 - a. This requirement does not apply to a proposed Replat if the Commissioners Court holds a public hearing and gives notice of the hearing in the manner provided by **Section 4.07. D.3**.
 - b. The notice must include the zoning designation of the property that was replatted (if any) and a telephone number and e-mail address an owner of a Lot may use to contact the County about the Replat.
- E. Review by Responsible Official

After the Application is complete, the Responsible Official will:

 - 1. Initiate review of the Plat and materials submitted;
 - 2. Provide copies to the Development Support Committee for review and comment; and
 - 3. After the Responsible Official determines that the Application is ready to be acted upon, schedule the Plat for consideration by the Commissioners Court.
- F. Action by the Development Support Committee:

After the Responsible Official provides copies of the completed Application, the Development Support Committee will:

 - 1. Review the Application to determine whether the Plat conforms to these Subdivision Regulations, and provide a recommendation to the Commissioners Court (see **Section 3.02.F. Action by the Responsible Official and Development Support Committee**).
 - 2. Forward its recommendation to the Commissioners Court, giving the Court enough time to act within thirty (30) calendar days following the Official Submission Date, unless the Subdivider submits a Waiver of 30-Day Decision (see **Section 3.02.F.2 Waiver of 30-Day Decision**).
- G. Criteria for Approval

The Development Support Committee and the Commissioners Court will use the following criteria to determine whether the Replat should be approved or denied:

 - 1. The revision will not interfere with the established rights of any owner of a part of the Subdivision;
 - 2. Each owner whose rights may be interfered with has agreed to the revisions; and
 - 3. The Replat meets the same criteria for Approval as a Final Plat (**Section 4.03.1**)
- H. Action by the Commissioners Court

After the Development Support Committee provides its recommendation and the Responsible Official schedules the Application for consideration, the Commissioners Court will:

1. Approve the Replat, if its meets all the conditions of Section 4.07.G; or
 2. Deny the Replat.
- I. Effect of Approval

The area covered by the Replat controls over the equivalent area on the preceding Final Plat without vacating or cancelling the original Plat. The Replat only affects the Lots shown on the Replat and may leave other Lots in the original Plat unchanged.

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Section 5. Subdivision Design Standards

5.01. General Standards

A. Conformance to Plans and Codes

The design and construction of Public Improvements must conform to following the standards, criteria, and requirements:

1. Engineering Standards Manual;
2. Federal, State and Local Environmental Regulations;
3. Texas Administrative Code, Texas Water Code, and Texas Health Code;
4. Texas Commission on Environmental Quality;
5. Hunt County Wastewater Orders; and
6. All other codes and ordinances of the County.

B. Adequate Facilities Required

1. Land proposed for Subdivision must have Adequate Facilities, including water, wastewater, Roadway Access, and drainage.
2. The County will not approve land for Subdivision unless the Adequate Facilities listed in **Section 5.01.B** exist or the Subdivider provides plans to construct the facilities within the Subdivision or off-site.

C. Observation of Construction Work for Public Improvements

The County or its representative has the right to enter and observe Subdivision and Public Improvement construction at any time.

5.02. Roadway Standards

A. Adequate Roadways Required

1. The Subdivider is responsible for the cost of Right-of-Way and Roadway improvements required in **Section 7.4** of the Engineering Standards Manual and this **Section 5.02**.
2. The Commissioners Court Engineering Representative may require additional Right-of-Way at certain Roadway intersections for utilities, sidewalk construction, traffic control devices, and removal of sight distance obstructions.
3. A Subdivision constructed on an existing County Roadway may be liable for damage caused to the County Roadway during construction (**TLGC Section 251.160.**)

B. General Requirements

1. Roadway Design According to County Specifications

Roadway design must conform to Chapter 7 of the Engineering Standards Manual.

- a. **When laying out roads, the Subdivider must consider other existing and planned roads not shown on the County's Hunt County Thoroughfare Plan, topography, drainage requirements, and the number of Lots the road serves.**

- b. The arrangement of new Roadways must allow existing Roadways to continue between adjacent properties when necessary for the safe and efficient movement of traffic and utility extension.
2. Construction of Roads According to Approved Hunt County Thoroughfare Plan

If the Hunt County Thoroughfare Plan describes a Roadway that Abuts or runs through a proposed Subdivision, the Subdivider must dedicate Right-of-Way and construct the Roadway to the classification the Hunt County Thoroughfare Plan describes (see Engineering Standards Manual; **Section 5.02.F. Roadway Design Criteria** and **Section 6. Subdivision Development Procedures.**)
 3. Block Length
 - a. A Block may provide Frontage for no more than twelve (12) Lots.
 - b. A Block may not exceed 2,500 feet in length as measured from the centerline of intersecting streets, or, in the case of a Cul-de-Sac, 2,500 feet from the centerline of the nearest intersecting street.
 4. Reserve Strips Prohibited

The Subdivider may not reserve any strips of land in private ownership at the end of proposed or existing Roadways for the purpose of controlling Access to and from Abutting property (see **Figure 2**).

Figure 2. Example of a Reserve Strip



C. Minimum Driveway Spacing from Intersections

Table 5 shows the minimum distance requirements for driveways proposed along County roads.

Table 5. Minimum Driveway Spacing from Intersections

Type of Road Driveway is On	Type of Road Intersected	Minimum Driveway Spacing from Intersection	
		Approach Side of Intersection	Departure Side of Intersection
Major Arterial	Major Arterial	150'	100'
Major Arterial	Minor Arterial Collector	150'	75'
Minor Arterial Collector	Major Arterial	100'	100'
Minor Arterial Collector	Minor Arterial Collector	100'	75'
Local	Collector	50'	75'

Notes:
 1.State standards shall apply for properties fronting along state or federal roads.
 2.Residential driveways should generally be located on a local street section.
 3.For curbed streets, the minimum corner clearance shall be defined as the distance between the intersection of the projected curb lines of the two streets and the point of tangency of the driveway curb returns at the street curb.
 4.For rural streets, the minimum corner clearance shall be defined as the distance between the intersection of the projected edge of pavement lines of the two streets and the intersection of the edge of driveway pavement at edge of pavement of the street.

D. Driveway Spacing

Table 6 show the maximum number of driveways per Lot and the minimum spacing between other driveways.

Table 6. Driveway Spacing

Land Use	Frontage	Maximum Number of Driveways Per Property	Minimum Spacing Between Driveways
Single-Family	90' or greater	2	45'
Single-Family	Less than 90'	1	N/A
Single-Family Attached Multifamily	90' or greater	2	45'
Single-Family Attached Multifamily	Less than 90'	1	N/A
Commercial Industrial	250' or more ¹	2	100'
Commercial Industrial	Less than 250' ¹	1	N/A

¹An additional driveway may be added for each additional 500 feet of lot width is excess of 250 feet. State standards shall apply for properties fronting along state or federal roads.

E. Driveway Approach

Table 7 shows the required Driveway Approach according to Land Use.

Table 7. Driveway Approach

Land Use	Driveway Approach			
	Approach Width ¹		Pavement Edge/Curb Radius	
	Minimum ft	Maximum ft	Minimum ft	Maximum ft
Residential				
Single Family	10	20	5	10
Single Family Attached & Multifamily	20	24	15	30
Nonresidential				
Retail & Office	24	30	15	30
Industrial	24	45	25	60

¹ The minimum and maximum approach widths are for the point where pavement edge/curb radii (from the public street) end or the approach width at the right of way line.

F. Roadway Design Criteria

1. Arterial Roadways, Collector Roadways, and Local Roadways must conform to specifications included within these Subdivision Regulations and the Engineering Standards Manual.
2. The alignment and spacing of Roadway, Collectors and Arterial Roadways within or Abutting the proposed Subdivision must conform to the alignment in the Hunt County Thoroughfare Plan.
3. If the Hunt County Thoroughfare Plan does not depict a road Abutting or running within the Subdivision, the Subdivider must continue the projection of existing roads.
4. Phased Subdivisions must provide roads in each phase that coordinates with the roads shown on the Preliminary Plat or within the built phases of the Subdivision.
5. Where Abutting areas are Unplatted, the arrangement of roads in a proposed Subdivision must allow for the reasonable projection of roads needed for effective traffic circulation.
6. The Subdivider must provide at least two (2) points of ingress and egress for a Subdivision with thirty (30) Lots or more.
7. Roads more than one hundred (100) feet in length must connect at both ends to a dedicated road, or terminate as a Cul-de-Sac (see **Section 5.02.F.11. Cul-de-Sacs and Roadway, Dead-Ends**).
8. No new driveway cuts to Residential Uses are allowed onto an Roadway, Arterial or Roadway, Collector.
9. The Subdivider may not install decorative squares, ornamental trees, landscape islands, or any other obstruction to traffic within the Public Right-of-Way of any road the County maintains.
 - a. **Section 5.02.F.9** above is not intended to serve as a prohibition of these features. However, where these features exist, the ownership and maintenance of the Roadway must be private (see **Section 5.03. Subdivisions with Gated Entries and Private Roads** and **Section 5.06. Homeowners' or Property Owners' Associations**).

10. Local Roads

- a. The Subdivider must design and provide Local Roadways according to these Subdivision Regulations and the Engineering Standards Manual.
- b. The Subdivider must design each Roadway, Local with no less than three (3) degrees of offset for every eight hundred (800) feet in length to encourage lower motor vehicle speeds.
- c. The Subdivider must extend or stub roads to the Subdivision boundary or phase boundary to provide future connection with Abutting Unplatted land.
- d. The Subdivider must design the Subdivision to connect to existing stub out streets.

11. Cul-de-Sacs and Roadway, Dead-Ends

a. Cul-de-Sacs

- i. The Subdivider must Plat and construct any Cul-de-Sac with the following minimum dimensions:
 - a) A minimum Right-of-Way radius of 60 feet;
 - b) A minimum surfaced radius of 45 feet;
 - c) A minimum base course radius of 47 feet.
- ii. A Cul-de-Sac may serve a maximum fifteen (15) of residential Lots.

b. Roadway, Dead-Ends

- i. A Roadway, Dead-End that is not a Cul-de-Sac may not exceed one hundred (100) feet.
- ii. If a Roadway, Dead-End exceeds one hundred (100) feet and is intended to extend to an Abutting future Subdivision, the Subdivider must provide a temporary turnaround.
 - a) The turnaround must meet the drainage requirements of the Engineering Standards Manual and emergency Access requirements of the adopted County Hunt County Fire Code.
 - b) The Development Support Committee may consider an alternate design to a full Cul-de-Sac such as a Hammerhead Turnaround.
 - c) The Subdivider may designate a temporary Easement to provide Access to the turnaround rather than dedicating Right-of-Way to the County in excess of the Roadway, Dead-End section.
 - d) The owner(s) of the property containing the temporary turnaround Easement bear responsibility for keeping the turnaround passable to emergency vehicles and free of any unauthorized improvements, parked vehicles, and other obstructions.
 - e) After the Subdivider extends or connects the Roadway, Dead-End, the temporary turnaround Easement will automatically vacate. The area needed for the turnaround will revert to the Lot(s) Abutting or containing the temporary turnaround Easement.
- iii. Barricades
 - a) The Subdivider must install a barricade at the end of each Roadway, Dead-End.

- b) The Subdivider or Homeowners' Association (HOA) or Property Owners' Association (POA) is responsible for maintaining barricades at the end of each Roadway, Dead-End.

12. Feeder Roads

- a. A Feeder Road is an existing road serving the function of a Roadway, Collector by providing a connection between a proposed Subdivision and an Roadway, Arterial or Roadway, Collector.
- b. Cases Where an Existing Feeder Road Needs Improvement
 - i. When an existing Feeder Road within 3,000 feet of the nearest entrance to a proposed Subdivision is insufficient, due to design or functional condition, to accommodate an increase of traffic from the new Subdivision, the Commissioners Court may approve the Preliminary Plat on the condition that the Subdivider enters into a Development Agreement.
 - ii. The Development Agreement must include a Determination of Proportionality based on the cost to improve the Feeder Road to a standard that accommodates the increase in traffic and prevent the deterioration of the Feeder Road.
 - iii. The Subdivider must submit a Traffic Impact Analysis (TIA) with the Preliminary Plat Application.

G. Right-of-Way Dedication

A Subdivision that dedicates new Public Roads or Abuts or includes any portion of an existing road must dedicate Right-of-Way on the Final Plat under **Section 3.05. Subdivision Proportionality and Development Agreement** and **TLGC Section 232.110** and according to the following conditions:

1. New Roads; Proportional Dedication and Cost of Construction
 - a. Where there is no existing road, the Subdivider must construct new roads within the Subdivision so each Platted Lot has direct Access to a Roadway, Local and required Lot Frontage (see **Section 5.04.B. Lot Frontage Requirement**).
 - b. When the proposed Subdivision Abuts a planned Roadway, Arterial or Roadway, Collector:
 - i. The Subdivider must dedicate a proportional share of Right-of-Way on the Plat to construct the road according to the Hunt County Thoroughfare Plan and Engineering Standards Manual; and
 - ii. The Subdivider is responsible for a proportional share of the cost to construct the Abutting road under **Section 3.05. Subdivision Proportionality and Development Agreement** and **TLGC Section 232.110**.
2. Existing Right-of-Way Below Minimum Standards
 - a. If a proposed Subdivision Abuts an existing road and the Right-of-Way width is below the minimum required the Engineering Standards Manual, the Subdivider must dedicate Right-of-Way on the Plat, or by separate instrument for future phases.
 - b. The following standards apply based on the relationship of the Subdivision to the Right-of-Way:
 - i. Both Sides of an Existing Road Within a Subdivision:
 - a) The Subdivider must dedicate one hundred percent (100%) of the Right-of-Way needed to construct the road in conformance with the Hunt County Thoroughfare Plan and the Engineering Standards Manual when the Subdivision Abuts both sides of the existing road; or

ii. One Side of an Existing Road Abuts a Subdivision:

- a) The Subdivider must dedicate fifty percent (50%) of the Right-of-Way needed to construct the Roadway in conformance with the Hunt County Thoroughfare Plan and the Engineering Standards Manual when the Subdivision Abuts only one side of the existing Roadway.

iii. Improvement of existing Right-of-Way after Dedication

- a) If directed by the Commissioners Court Engineering Representative, the Subdivider must remove any trees, vegetation or fencing that exist within the newly dedicated Right-of-Way upon dedication or before construction.
- b) The Subdivider is responsible for adjusting the ditch line to allow for Roadway expansion.

3. Additional Right-of-Way Needed Above Minimum Standard

The Commissioners Court Engineering Representative may issue a Determination of Proportionality requiring the Subdivider to dedicate additional Right-of-Way if an existing Roadway that Abuts the proposed Subdivision is inadequate.

- a. The inadequacy may be due to unique physical or environmental factors related to topography or Roadway geometry, or as the Commissioners Court Engineering Representative determines for reasons of traffic or pedestrian safety.

b. Right-of-Way Adjacent to a Platted Subdivision:

- i. The basis for Right-of-Way dedication is the distance from the centerline of the Roadway on the Plat to the proposed Subdivision boundary.
- ii. The Commissioners Court Engineering Representative may allow or request reasonable geometric adjustments to accommodate safe traffic movements, preserve existing topography, or provide for County maintenance of existing Infrastructure.

c. Fence and Gate Replacement Following County's Discretionary Acquisition of Right-of-Way

Right-of-Way obtained as required for construction and reconstruction on a Roadway maintained by Hunt County, and not as part of the Platting process, may require the owner's land to be fenced.

- i. All negotiations regarding fence removal and replacement must be completed before the County takes deed to the Right-of-Way.
- ii. Temporary electric fencing will be provided to the property owner before construction starts on the Roadway. The County will maintain the electric fencing during construction.
- iii. Existing fences lying within Right-of-Way obtained for road improvements will be removed and replaced with the same type at County expense and placed on the owner's side of the property line where it abuts the newly-acquired Right-of-Way.
- iv. To obtain reimbursement for an existing fence, the property owner must, before construction begins on the Roadway, send a letter to the Commissioners Court Engineering Representative requesting reimbursement for the existing fence to be removed.
- v. The Commissioners Court Engineering Representative must approve any reimbursement on existing fences, following Commissioners Court authorization.

d. Right-of-Way by instrument, metes and bounds, or general written description:

- i. The basis for Right-of-Way dedication is the distance from the geometric centerline of the Roadway to the proposed Subdivision boundary.
 - ii. The Commissioners Court Engineering Representative may allow or request reasonable geometric adjustments to accommodate safe traffic movements, preserve existing topography, or provide for County maintenance of existing Infrastructure.
 - iii. Right-of-Way dedication by Plat supersedes Right-of-Way described by metes and bounds or description unless the Commissioners Court requires Abandonment of the existing Right-of-Way before filing (see **Section 7.02. Abandonment Process for County Roads**).
 - iv. If the Commissioners Court requires Right-of-Way Abandonment, the Final Plat must note the Abandonment instrument.
 - v. If the Commissioners Court does not require Right-of-Way Abandonment, the Development Support Committee or Commissioners Court may require that the Final Plat note the recording instrument that dedicated the original Right-of-Way.
- e. **Prescriptive Right-of-Way:**
- i. The basis for Right-of-Way dedication is the apparent centerline of the existing pavement, or of the travelled way if unpaved, to the proposed Subdivision boundary.
 - ii. The Commissioners Court Engineering Representative may allow or request reasonable geometric adjustments to accommodate safe traffic movements, preserve existing topography, or provide for County maintenance of existing Infrastructure.
 - iii. The Subdivider must identify the Prescriptive Right-of-Way on the Preliminary Plat using features such as fences, borrow ditches, utility lines, drainage improvements, limits of plowed or improved fields, or other similar features.
 - iv. The Subdivider must convert existing Prescriptive Right-of-Way dedications within the Subdivision to a Platted Right-of-Way on the Final Plat.
 - v. The Development Support Committee or Commissioners Court may require that the Final Plat note the boundaries of the former Prescriptive Right-of-Way.
- H. **Naming of Roads**
- 1. The Subdivider must submit a list of road names with the Preliminary Plat.
 - 2. Chosen names are subject to modification or rejection by the Development Support Committee.
 - 3. The Subdivider must choose new road names in a way that provides continuity with the existing road network, including roads in an Abutting Subdivision that may extend to the proposed Subdivision.
 - 4. Names may not duplicate or be similar to the names of existing roads in the County.
 - 5. Preliminary Approval of a road name does not vest the Approval; the Development Support Committee may deny any proposed road name on a Preliminary Plat or Final Plat even if the Committee approved the road name on the Preliminary Plat.
- I. **Traffic Control Signs**
- 1. The Subdivider is responsible for street signs and traffic control signs for all areas within the Subdivision.

2. The Construction Plans must include a master sign plan for review by the Commissioners Court Engineering Representative.
3. The Subdivider must provide and install traffic control signs in accordance with the prescribed type currently in use by the Manual on Uniform Traffic Control Devices.

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5.03. Subdivisions with Gated Entries and Private Roads

A. General Requirements

1. The Commissioners Court may allow or require a Private Roadway under the following conditions:
 - a. The Subdivider requests to Plat one or more Lots that are below the minimum size and width required in **Section 5.04. Lot Standards**;
 - b. One or more proposed roads within the Subdivision will contain decorative, ornamental or functional equipment such as gates, fountains, monumentation or vegetation within the Right-of-Way;
 - c. One or more Roadway, Local within the Subdivision will not meet the requirements of these Subdivision Regulations or the Engineering Standards Manual;
 - d. The Preliminary Plat proposes roads within a Subdivision as Private Roadways;
 - e. The County is not equipped to maintain the proposed Roadways; or
 - f. As part of a Development Agreement between the Commissioners Court and the Subdivider.
2. Changing Public Roadways to Private Roadways on a Preliminary Plat
If the Subdivider revises Public Roadways approved on a Preliminary Plat to Private Roadways, the Commissioners Court must approve the revision as a major amendment to the Preliminary Plat (see **Section 4.02.M. Amendments to an Approved**) before approving Construction Plans or a Final Plat.
3. Construction and Maintenance Costs Borne by Subdivider
The Subdivider, Homeowners' Association (HOA) or Property Owners' Association (POA) are responsible to bear all construction and maintenance costs associated with a Private Roadway (see **Section 5.03.C**).

B. Private Roadway Construction

Subdivisions with Private Roadways and gated entries must meet the following construction requirements:

1. The requirements these Subdivision Regulations and other County regulations, including the Engineering Standards Manual, apply to the design, construction, and maintenance of Private Roadways, unless otherwise stated.
2. The Subdivider must construct entry gates with a turnaround that allows maneuvering space if a vehicle cannot enter.
3. Common Lots for Private Roadways
 - a. The Subdivider must construct any Private Roadway within a Subdivision as a Common Lot.
 - b. The Final Plat must dedicate each Common Lot to the Homeowners' Association (HOA) or Property Owners' Association (POA) and provide perpetual Access to:
 - i. Each property owner with Frontage along the Private Roadway or that will use the Private Roadway for Access to a Public Roadway;
 - ii. The County, for fire and police protection, inspection and repair of Public Facilities or Private Facilities, or any other legitimate government function relating to the County's authority.
 - iii. All utilities serving property or having Easement within the Subdivision.

- c. The Final Plat must grant the County the ability to remove any vehicle or obstacle within the Private Roadway if the obstacle impairs emergency Access;
 4. Plans and Inspections
 - a. Unless otherwise stated, any requirement of Section 6. Subdivision Development Procedures that applies to a Public Roadway also applies to a Private Roadway, including Construction Plans review and Approval and payment of fees.
 - b. The County or its representative may inspect a Private Roadway both during and after construction and require repairs necessary to maintain emergency Access.
- C. Private Roadway Maintenance
 1. Homeowners' Association (HOA) or Property Owners' Association (POA) Required

If a Subdivision creates one or more Private Roadways, the Subdivider must create an Homeowners' Association (HOA) or Property Owners' Association (POA) that meets the following minimum requirements:

 - a. The HOA or POA must require that every owner of property that a Private Roadway serves be a member of the Homeowners' Association (HOA) or Property Owners' Association (POA);
 - b. The members of the Homeowners' Association (HOA) or Property Owners' Association (POA) must jointly own and be responsible for the maintenance of every Private Roadway in the Subdivision and all of its appurtenances, including drainage facilities.
 2. Sole Liability for Maintenance

The Homeowners' Association (HOA) or Property Owners' Association (POA) is responsible for maintaining Private Roadways without any contribution from the County.
 3. Timing of Incorporation

The Homeowners' Association (HOA) or Property Owners' Association (POA) documents must establish a reserve fund for the maintenance of Roadways and appurtenances.

 - a. The County may review Homeowners' Association (HOA) or Property Owners' Association (POA) governing documents before the Commissioners Court approves the Final Plat.
 - b. The Subdivider must incorporate the Homeowners' Association (HOA) or Property Owners' Association (POA) with the County before the Commissioners Court approves the Final Plat.
 - c. Each deed of a Lot within the Subdivision must convey membership in the Homeowners' Association (HOA) or Property Owners' Association (POA) and obligate the owner to pay dues to the Homeowners' Association (HOA) or Property Owners' Association (POA).
 - d. The Homeowners' Association (HOA) or Property Owners' Association (POA) may not amend its governing documents to alter responsibility for maintaining Private Roadways without the written consent of the County.
 4. Dissolution of Association
 - a. The Homeowners' Association (HOA) or Property Owners' Association (POA) may not vote to dissolve without the written consent of the County and a Court Order accepting the Private Roadways as Public Roadways (see Section 5.03.H. Converting Private Roadways to Public Roadways).

- b. If the Commissioners Court refuses to accept the Private Roadways as Public Roadways, the County may provide consent to dissolve the Homeowners' Association (HOA) or Property Owners' Association (POA) on the condition that the property owners create another Homeowners' Association (HOA) or Property Owners' Association (POA) that meets the requirements of this **Section 5.03.C.**

5. Placement of Signs

The Subdivider must install and the Homeowners' Association (HOA) or Property Owners' Association (POA) must maintain signage displaying the following language:

HUNT COUNTY IS NOT BE RESPONSIBLE FOR MAINTENANCE OF PRIVATE ROADWAYS, DRIVES, EMERGENCY ACCESS EASEMENTS, RECREATION AREAS, AND OPEN SPACES.

THE OWNERS OF PRIVATE ROADWAYS AND FACILITIES ARE RESPONSIBLE FOR THEIR MAINTENANCE.

THE OWNERS AGREE TO INDEMNIFY AND HOLD HARMLESS HUNT COUNTY FROM ALL CLAIMS, DAMAGES, AND LOSSES ARISING OUT OF RESULTING FROM THE PERFORMANCE OF THE OBLIGATIONS OF THE OWNERS SET FORTH IN THIS PARAGRAPH.

D. Authority Maintained by County

1. If Private Facilities such as Roadways, gates, and other fire protection features, signage, and equipment described in this **Section 5.03** fall into a condition of disrepair or become an inconvenience to public Access, the Homeowners' Association (HOA) or Property Owners' Association (POA) must repair them immediately.
2. The County, without securing permission from the Homeowners' Association (HOA) or Property Owners' Association (POA) has the right to enter onto a Private Roadway by opening a private gate, device, or other feature that impedes or controls vehicle Access.

E. Owner's Responsibility

In constructing one or more Private Roadways, the Subdivider waives assurance of certain services and liabilities the County may provide or obligate to itself in the maintenance and patrol of Public Roadways.

- a. Waiver of Service Language – Final Plat and the Final Plat, Homeowners' Association (HOA) or Property Owners' Association (POA) governing documents, and each individual property deed must note the following waivers of service:

"The roadways serving this property are owned and maintained privately. Hunt County may not provide certain services on Private Roadways including, but not limited to, roadway maintenance, maintenance of drainage and signage, routine sheriff patrols, enforcement of traffic and parking regulations, and preparation of accident reports."

2. Indemnification Language - Final Plat

- a. The Subdivider must include the following language on the Final Plat:

"The Association, as owner of the Private Roadways and appurtenances, agrees to release, indemnify, defend and hold harmless the County, any governmental entity and public utility:

- i. For damages to any Private Roadways occasioned by the reasonable use of Private Roadways by the County, governmental entity of public utility;

- ii. For damages and injury (including death) arising from the condition of Private Roadways;
- iii. For damages and injury (including death) arising out of the use by the County, governmental entity or public utility of any restricted Access gate or entrance; and
- iv. For damages and injury (including death) arising out of any use of the Subdivision by the County, governmental entity or public utility. Further, such language shall provide that all Lot owners shall release the County, governmental entities and public utilities for such damages and injuries.
- v. The indemnifications contained in the above language apply regardless of whether or not such damages and injury (including death) are caused by the negligent act or omission of the County, governmental entity or public utility, or their representative officers, employees, or agents.”

F. Gated Entry

1. Each gate installation in a gated Subdivision must conform to the following provisions:

- a. **Approval Required**

- i. The Development Support Committee must approve the gate before installation.
- ii. For a new Subdivision, the Fire Marshal must test and approve the gate before the Commissioners Court Engineering Representative issues a Letter of Public Improvement Compliance (see **Section 6.05.C**).
- iii. For an existing Subdivision, the Fire Marshal must test the gate and issue a letter of Approval before the Homeowners’ Association (HOA) or Property Owners’ Association (POA) can begin operation.
- iv. Until the Fire Marshal issues Approval, the gate must remain open.

- b. **Gate Openings and Clearances**

- i. **Single Gate Opening**
 - a) The minimum unobstructed width is of twenty-four (24) feet.
 - b) The gate design may incorporate one or more sections to meet the required minimum width.
- ii. **Divided Gate Opening**
 - a) The Fire Marshal may approve a narrower opening for an entrance incorporating a median, guard booth, or similar Structure with a divided gate arrangement.
 - b) No gate or Roadway pavement may provide a clear opening of less than eighteen (18) feet.

- c. If a gate design incorporates any overhead obstruction, the minimum vertical clearance is fourteen (14) feet above the finished Roadway surface across the entire minimum width of the opening.

2. Approach and departure areas on both sides of a gated entrance must provide adequate setbacks and proper alignment to allow unimpeded passage of emergency vehicles through the entrance area.
3. An automatic gate installation must conform to the design and performance guidelines established by the County Hunt County Fire Code.

4. The Homeowners' Association (HOA) or Property Owners' Association (POA) must maintain all components of the gate system in working order, including regular servicing and repair as needed to ensure proper operation.
 5. The Homeowners' Association (HOA) or Property Owners' Association (POA) must maintain continual electrical supply, including a backup device that will operate the gate in the event of a power failure.
- G. Entrance Design Standards
1. Visitor Entrance Design Standards
 - a. If a Subdivision has multiple gated entrances, the Subdivider, the Homeowners' Association (HOA) or Property Owners' Association (POA) must equip at least one entrance for visitor Access.
 - b. In addition to meeting the design standards of Section 5.03.F above, the visitor entrance must include a call or code box for Access.
 - c. The call or code box must provide at least fifty (50) feet of separation from the Right-of-Way or the boundary of the Subdivision for automobile queuing.
 - d. The entry design must provide a turnaround space with a minimum outside radius of thirty (30) feet between the call or code box and the gate to allow vehicles denied Access to exit the Subdivision without backing up.
 - e. The Subdivider, Homeowners' Association (HOA) or Property Owners' Association (POA) must install and maintain signage that prohibits vehicle parking in the turnaround space.
 - f. The visitor entrance may also function as a resident entrance.
 2. Resident-Only Entrance Design Standards
 - a. Residential-only entrances must comply with all requirements listed in Section 5.03.G.1, except as specified below.
 - b. The Fire Marshal may approve the use of fob access for resident-only entrances rather than a code box or keypad.
 - c. If a resident-only entrance does not meet the minimum queuing and turnaround radius requirement, the Subdivider, Homeowners' Association (HOA) or Property Owners' Association (POA) must install and maintain signage visible from the nearest Public Road that identifies the entrance as resident-only and not Access to the public.
- H. Converting Private Roadways to Public Roadways
1. Requirement to Petition
 - a. The Homeowners' Association (HOA) or Property Owners' Association (POA), or the owners of Lots fronting one or more Private Roadways created under this Section 5.03, may submit a petition the County to take ownership and maintenance of one or more Private Roadways (for County acceptance of Prescriptive Roadways and Private Roadways that existed before adoption of these Subdivision Regulations, see Section 7.)
 - b. The petitioner must submit the petition in writing to the Responsible Official along with a survey showing each Private Roadway subject to the petition.
 - c. The petition is not valid unless the owners of at least seventy-five percent (75%) of the Lots fronting each Private Roadway subject to the petition agree to the petition in writing.

- d. Private Roadways constructed before adoption of these Subdivision Regulations require a petition in conformance with **Section 6.07**.
2. Review by Responsible Official
If the petition is valid, the Responsible Official will:
 - a. Request that the Commissioners Court Engineering Representative inspect the Private Roadways subject to the request and develop a cost estimate for needed repairs and maintenance;
 - b. Forward the petition to the Development Support Committee for recommendation; and
 - c. Schedule the petition for consideration by the Commissioners Court.
 3. Action by the Development Support Committee
 - a. The Development Support Committee will make a recommendation to the Commissioners Court based on the inspection performed by the Commissioners Court Engineering Representative; and
 - b. Consideration of other factors including, but not limited to, the condition of the Roadway, cost to maintain the Roadway, and conformance to current standards.
 4. Action by Commissioners Court
 - a. The Commissioners Court may approve or deny the petition upon recommendation of the Development Support Committee.
 - b. The Commissioners Court is not obligated by these Subdivision Regulations to accept any Private Roadway.
 5. Effect of Approval
 - a. If the Commissioners Court approves the conversion, the following must occur before the County takes ownership of the Private Roadways:
 - i. Based on the inspection and cost estimate (see **Section 5.03.H.2.a**), the Commissioners Court Engineering Representative will assess the Homeowners' Association (HOA) or Property Owners' Association (POA), or the owners of Lots fronting the Private Roadway, the cost of needed repairs;
 - ii. The owners of Lots fronting the Private Roadway must pay the assessment within a ten (10) year period from the date the County assumes ownership and maintenance of the Private Roadway; and
 - iii. The Homeowners' Association (HOA) or Property Owners' Association (POA) must remove guard booths, gates, landscaping, medians, and other items the County will not accept for maintenance.

5.04. Lot Standards

A. Purpose

The purpose of this section is to provide a uniform minimum standard for Platted and Unplatted Lots in the County, to prevent overcrowding, establish predictable development patterns, avoid overcrowding, and regulate the number of driveways impacting Public Roadways and Drainageways.

Table 8. Minimum Lot Frontage Required

Lot or Tract Size	Minimum Frontage
Less than 1.00 acres or Cul-de-Sac Lot	80 feet
1.00 acres to 2.00 acres	150 feet
2.01 Acres to 5.00 Acres	200 feet
5.01 Acres and Greater	275 feet

B. Lot Frontage Requirement

1. Every property, whether Platted or Unplatted, must have Access to a Public Roadway or a Private Roadway that conforms to the Engineering Standards Manual, unless otherwise noted.
2. Every property, whether Platted or Unplatted, must maintain the minimum Lot Frontage required in **Table 9**, as authorized under TLGC Section 232.103.
3. Every property, whether Platted or Unplatted, must maintain minimum Lot Frontage across the entire front setback (the darker green area shown in **Figure 3**).

C. Building Setback

Every property, whether Platted or Unplatted, must maintain a Building Setback of fifty (50) feet from the edge of the Right-of-Way on state or federal roads and highways, and twenty-five (25) feet on all other Roadways, as authorized under TLGC Section 232.104.

D. Lot Area Related to Private Sewer Facilities

Every Lot that uses an On-Site Sanitary Sewer Facility (OSSF) must have a minimum of one (1) net acre of useable space in conformance with Section 10.05, On-Site Sanitary Sewer Facilities; Section 13, Site Development Authorization; TAC Title 30, Chapter 285; and TLGC Section 233.032.

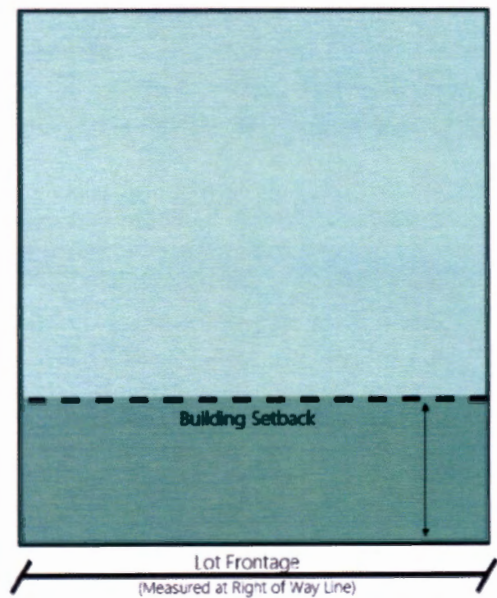


Figure 3: Lot Frontage

E. Flag Lots

The Commissioners Court may grant a variance to allow a Flag Lot (see **Figure 4**) if it meets the following conditions:

1. The proposed Lot configuration is needed to abate an unusual property Access constraint not created by the property owner or Subdivider;
2. The property has unusual topographical conditions and constraints or an unusual adjacent property boundary configuration constrains the arrangement of an otherwise standard Lot configuration;
3. The variance does not hinder the Platting of Roadways for public and emergency Access;
4. The variance does not prevent the extensions of Roadways to adjacent property;
5. The Lot Frontage is no less than seventy-five (75) feet in width along the Frontage of an existing Roadway;
6. The Roadway shoulder and drainage can be adequately maintained;
7. Vehicles leaving the Flag Lot will have adequate visibility to and from the Roadway (see **Section 5.05.D. Triangular Sight Visibility Easements**);
8. Other Tracts of land in the Subdivision or adjoining properties are not landlocked or limited in Access to the Right-of-Way.

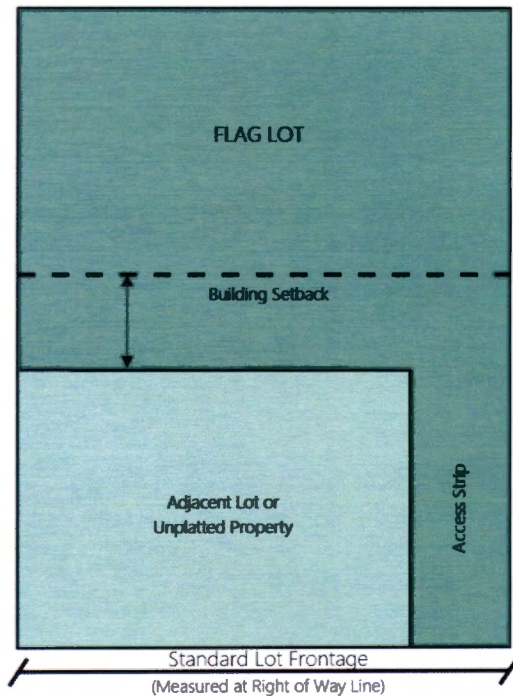


Figure 4: Flag Lot Configuration

5.05. Easements and Dedications

A. Purpose

The purpose of this section is to identify and provide for Easements for roads, sidewalks, trails, stormwater facilities, including detention and retention ponds, Floodways, water and wastewater mains and any other Public Facilities or Private Facilities needed to serve the property or Subdivision.

B. Utility Easements

1. Utility Easements must be at least twenty (20) feet wide for utility construction, service, and maintenance within private property or property the County does not maintain.
2. A Subdivider or Utility Provider may only place utilities within the Public Right-of-Way according to prepared Construction Plans and with Commissioners Court Approval (see **Section 6.01. Construction Plans**).
3. The Commissioners Court Engineering Representative may require wider Easements along or across Lots where engineering design or special conditions make it necessary.
4. The Easement dedication instrument must contain the following statement:

Easements: Any public utility, including the County, shall have the right to move and keep moved all or part of any Building, fences, trees, shrubs, other growths or improvements that in any way endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of the Easements or Right-of-Way shown on the Plat (or filed by separate instrument that is associated with said property); and any public utility, including the County, shall have the right at all times of ingress and egress to and from and upon said Easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone. Easements shall be maintained by property owners. The County has the authorization to remove trees or any other improvements and does not have the responsibility to replace them.

C. Nonresidential Fire Lane Easement

1. The Subdivider or property owner must provide and maintain fire lane Easements for nonresidential property in accordance with the Hunt County Fire Code.
2. Minimum Dimensions
 - a. Fire lane Easements must have a minimum width of twenty-four (24) feet and a minimum vertical clearance of fourteen (14) feet across the entire Easement.
 - b. Turns must have a minimum inside radius of twenty-five (25) feet and a minimum outside radius of fifty (50) feet.
3. A fire lane Easement may not exceed one hundred and fifty (150) feet in length without connecting at each end to a Public Roadway or Private Roadway.
 - a. The Fire Marshal may approve a fire lane Easement exceeding one hundred and fifty (150) feet in length if the Subdivider or property owner provides a Cul-de-Sac having forty-five (45) feet diameter of concrete paving.
4. The property owner or POA is responsible for maintaining the fire lane Easement.

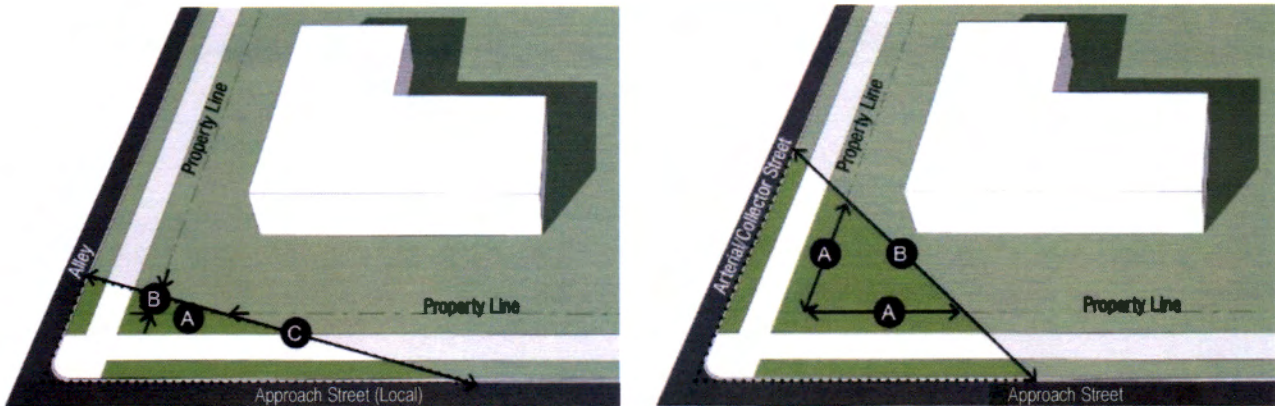
D. Triangular Sight Visibility Easements

1. The Subdivider or property owner must provide and maintain Triangular Sight Visibility Easements according to Table 9 and Figure 5 below.

Table 9. Site Visibility Easement Matrix

Approach Type	Local	Local	Collector or Arterial
Intersecting Type	Alley	Local or Collector	Collector or Arterial
Approach Dimension	15' (A)	15' (A)	30' (A)
Intersecting Dimension	5' (B)	15' (A)	30' (A)

Figure 5: Visibility Easement Types



- Ⓐ 15 feet from property line
- Ⓑ 5 feet from property line
- Ⓒ Sight visibility line

- Ⓐ 15 to 30 feet from property line (see Table 9)
- Ⓑ Sight visibility line

2. The Subdivider must include the following statement on the face of the Plat:

Sight Visibility Restriction: No Structure, object, or plant of any type may obstruct vision from a height of twenty-four (24) inches to a height of ten (10) feet above the top of the curb or edge of pavement, including, but not limited to Buildings, fences, walks, signs, trees, shrubs, cars, trucks, etc., within the sight visibility Easement.

5.06. Homeowners' or Property Owners' Associations

A. Purpose

The purpose of this section is to consistently provide maintenance of common private property within each Subdivision through uniform standards for Homeowners' Association (HOA) or Property Owners' Association (POA) under Texas Property Code Chapter 209.

B. Applicability

1. When a Subdivision contains Common Lots or Private Facilities not intended for County ownership or maintenance (such as Private Roadways, Detention Ponds, and Open Space), the Subdivider must create an Homeowners' Association (HOA) or Property Owners' Association (POA) with duties and responsibilities established in the governing documents.
2. If an Improvement District exists under TLGC Chapter 372 with the power to levy assessments within the Subdivision to maintain Public Facilities, including those not maintained out of the County's general fund, the Commissioners Court may approve the District to function in addition to or as a substitute for creating an Homeowners' Association (HOA) or Property Owners' Association (POA) under this Section 5.06.

C. Dedication on Plat

The Subdivider must designate Common Lots on the Preliminary Plat and **Final Plat**, with a description of their intended use and dedication for the purpose of:

1. Saving the title to Common Lots for an Homeowners' Association (HOA) or Property Owners' Association (POA); and
2. Signifying the intent of the Subdivider to convey Common Lots to the Homeowners' Association (HOA) or Property Owners' Association (POA).

D. Membership

An Homeowners' Association (HOA) or Property Owners' Association (POA) must be an incorporated organization operating under a recorded Declaration, Dedicatory Instrument, and Restrictive Covenants or other governing documents that provide for the following:

1. Each property owner in the Subdivision is automatically a member Homeowners' Association (HOA) or Property Owners' Association (POA); and
2. Each Lot is automatically subject to an assessment proportionate to its share of the expenses of the Homeowners' Association (HOA) or Property Owners' Association (POA).

E. Legal Requirements

To ensure the establishment of a permanent Homeowners' Association (HOA) or Property Owners' Association (POA), its financing and the rights and responsibilities of members to own, manage, and use each Common Lot, the Subdivision Plat, Declaration, Dedicatory Instrument, and Restrictive Covenants must:

1. Provide for automatic membership in the Homeowners' Association (HOA) or Property Owners' Association (POA);
2. Identify the land area within the jurisdiction of the Homeowners' Association (HOA) or Property Owners' Association (POA) including, but not limited to, the following:
 - a. All Right-of-Way, or other property on the Final Plat such as Parkland, that the Subdivider will dedicate or transfer to the County or other public agencies;
 - b. Each residential Lots intended for private sale;
 - c. Each Common Lot on the Final Plat that the Subdivider will transfer to the Homeowners' Association (HOA) or Property Owners' Association (POA).
3. Establish a process to transfer ownership of Common Lots from the Subdivider to the Homeowners' Association (HOA) or Property Owners' Association (POA), such as the sale of a certain percentage of Lots to private owners;
4. Assign responsibility for operation and maintenance of the Common Lots to the Homeowners' Association (HOA) or Property Owners' Association (POA);
5. Provide funding that assess each Lot proportionally and allows the Homeowners' Association (HOA) or Property Owners' Association (POA) to maintain the Common Lots and.

F. Restrictive Covenants

The Dedicatory Instrument must establish Restrictive Covenants that assign the following:

1. Homeowners' Association (HOA) or Property Owners' Association (POA) responsibility for the maintenance and operation of all Common Lots and provisions for assessments;
2. Individual property owner responsibility, enforceable by lien under Texas Property Code Chapter 209, to pay all dues and assessments.

G. Procedure for Incorporation

The Subdivider must complete the following before the County records the Final Plat:

1. Draft the Dedicatory Instrument and Restrictive Covenants;
2. Submit the draft to the Responsible Official for review under this Section 5.06;
3. Record approved dedicatory instrument with the County Clerk; and
4. Provide a copy of the recorded Dedicatory Instrument and a copy of the Restrictive Covenants to the Responsible Official.

Section 6. Subdivision Development Procedures

6.01. Construction Plans

A. Purpose

This section establishes standards for the County and Subdivider to use in developing and reviewing Construction Plans and constructing, inspecting, and accepting Public Improvements.

B. Applicable County Codes, Ordinances, and Plans

Construction Plans must conform to the following:

1. These Subdivision Regulations;
2. The County's adopted Engineering Standards Manual;
3. The County's adopted Hunt County Thoroughfare Plan;
4. Other development-related standards including:
 - a. TxDOT Access Management Manual, as amended;
 - b. The latest edition of the International Building Code, as amended;
 - c. The latest edition of the International Hunt County Fire Code & National Fire Protection Association (NFPA) Life and Safety Code, as amended;
 - d. ~~TLGC Chapter 232, Texas Administrative Code, Title 30~~ (Texas Commission of Environmental Quality), ~~Chapter 285~~ (On-Site Sewage Facilities), as amended;
 - e. Latest edition of the Federal Highway Administration (FHWA) Manual on Uniform Traffic Control Devices (MUTCD), as amended.
5. Other federal, state, and local standards that the Commissioners Court may adopt; provided, however, that the County will not be liable for the non-enforcement of standards outside its jurisdiction.

C. Plans to be Included in Construction Plan Set

The following plans constitute a complete set of Construction Plans:

1. Paving Plan and Profile Sheets
2. Drainage Plan and Profile Sheets
3. Water Utility Plan
4. Wastewater Utility Plan

D. Preparation and Submission of Plans

1. The Subdivider must submit Construction Plans in accordance with the Engineering Standards Manual and these Subdivision Regulations.
2. A licensed Professional Engineer must prepare the Construction Plans at the Subdivider's expense.
3. Off-Site Easements
 - a. The Subdivider is responsible for obtaining any Easement required for off-site Public Improvements before submitting Construction Plans for Approval.

- b. The instrument conveying the off-site Easement must appear on the approved Construction Plans and Final Plat.

E. Action by the Commissioners Court Engineering Representative

1. The Commissioners Court Engineering Representative is responsible for review and Approval of Construction Plans, unless otherwise stated in these Subdivision Regulations.
2. After the Subdivider's Engineer submits the Construction Plans, the Commissioners Court Engineering Representative will review the plans and issue a Letter of Completeness to the Subdivider no later than the tenth (10th) business day after the Subdivider's Engineer submits the Construction Plans.
3. If the Construction Plans are incomplete, Commissioners Court Engineering Representative will notify the Subdivider no later than the tenth (10th) business day after the Subdivider's Engineer submits the Construction Plans.
4. After the Commissioners Court Engineering Representative determines the Construction Plans are complete, the Commissioners Court Engineering Representative will approve or disapprove the plans no later than thirty (30) calendar days after the Subdivider's Engineer submits the Construction Plans.

F. Criteria for Approval

The Commissioners Court Engineering Representative will use the following criteria to determine whether the Construction Plans should be approved or denied:

1. The Construction Plans conform to the requirements of the Engineering Standards Manual, these Subdivision Regulations and all other applicable codes under Section 6.01.B; and
2. The Construction Plans are consistent with the approved Preliminary Plat.

G. Notice

The Commissioners Court Engineering Representative will issue notice to the Subdivider that the Construction Plans have been approved or denied.

H. Effect of Approval

Approval of Construction Plans authorizes the Subdivider to schedule a Pre-Construction Meeting.

I. Expiration of Construction Plans

1. Approval of Construction Plans remains in effect for the duration of construction of the project, or for a period of two (2) years from the date of Approval if the project becomes dormant.
2. A project becomes dormant when the Subdivider does not begin construction or demonstrate Progress Toward Completion (see TLGC Section 245.005(c)).
3. If the project becomes dormant for a period exceeding two (2) years from the date of Approval of Construction Plans, or five (5) years from the Official Vesting Date, Approval is void, and the Subdivider must resubmit Subdivision plans that comply with current standards (see TLGC Section 245.005(b)).

J. Extension of Construction Plans

1. Process for Requesting Extension
 - a. The Subdivider must submit the request for extension in writing to the Commissioners Court Engineering Representative at least thirty (30) days before expiration of the Construction Plans.

- b. The request must include a revised timeline for completion of the project.
 2. Criteria Considered

In making the decision to approve or deny, the Commissioners Court Engineering Representative will consider the following:

 - a. Whether the Construction Plans as originally approved meet all current regulations listed under **Section 6.01.B**; and
 - b. Whether and to what degree extending Approval of the Construction Plans may be contrary to the intent of current regulations, especially those governing health, safety, and general welfare.
 3. Action by the Commissioners Court Engineering Representative
 - a. The Commissioners Court Engineering Representative will review the extension request according to the criteria in **Section 6.01.J.2** and approve or deny the extension request no more than thirty (30) calendar days after the Subdivider requests the extension.
 - b. The Commissioners Court Engineering Representative may extend Approval for a period of six (6) months beyond the expiration date defined in **Section 6.01.I**.
 - c. If the Commissioners Court Engineering Representative fails to notify the Subdivider of the decision to approve or deny the extension request within thirty (30) calendar days of the date the Subdivider submitted the request, the extension is approved for six (6) months from the date of expiration.
 4. Conditional Approval

The Commissioners Court Engineering Representative, or the Commissioners Court, if the Subdivider appeals the decision of the Commissioners Court Engineering Representative (see **Section 6.01.J.5** below), may impose any conditions needed to meet the intent of these Subdivision Regulations, to ensure completion of the project in a timely fashion, and to serve the public interest.
 5. Appeal

The Subdivider may appeal the decision of the Commissioners Court Engineering Representative to the Commissioners Court.

 - a. The Subdivider must appeal in writing to the Commissioners Court Engineering Representative no later than ten (10) calendar days following the deadline for decision in **Section 6.01.J.3**.
 - b. The Commissioners Court Engineering Representative will forward the appeal to the Commissioners Court.
 - c. After receiving the appeal, the Commissioners Court may uphold, modify, or reverse the decision of the Commissioners Court Engineering Representative.
 - d. If the Commissioners Court fails to decide on the appeal within thirty (30) calendar days from the date the Subdivider submits the appeal, the appeal is denied.
 - e. The decision of the Commissioners Court is final.
 6. The Subdivider may request and receive a second extension for up to six (6) months. The sum of all extension may not exceed twelve (12) months.

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6.02. Pre-Construction Meeting

A. Purpose

1. The purpose of the Pre-Construction Meeting is to facilitate a two-way dialogue between the Subdivider and the Development Support Committee.
2. Topics intended for discussion include, but are not limited to, discussion of construction schedules, phases, methods, supervision, inspection, and other procedures, processes and expectations before and after Construction Release.

B. Requirement

1. The Subdivider, Applicant, Contractor, or other agent of the Subdivider (collectively referred to as the "Subdivider" in this [Section 6.02](#), unless otherwise distinguished) must attend a Pre-Construction Meeting conducted by the Commissioners Court Engineering Representative.
2. The Pre-Construction Meeting may be held in person or by teleconference or videoconference at the discretion of the Commissioners Court Engineering Representative.
3. The Commissioners Court Engineering Representative will schedule the Pre-Construction Meeting after Approval of Construction Plans (see [Section 6.01.E](#)).
4. The Subdivider is responsible for initiating the Pre-Construction Meeting.
5. The Subdivider may request that the Commissioners Court Engineering Representative provide a written schedule or checklist of typical inspection items, procedures, and acceptance criteria for Public Improvements at the Pre-Construction Meeting.

C. Meeting Schedule

1. The Commissioners Court Engineering Representative or the Development Support Committee may elect to publish a schedule of dates reserved for Pre-Construction Meetings and require that the Subdivider schedule the meeting for one of the dates shown on the published schedule.
2. Upon receiving the request by the Subdivider, the Commissioners Court Engineering Representative will not unreasonably delay scheduling or conducting the Pre-Construction Meeting.

6.03. Construction Release

A. Timing of Construction Release

Following the Pre-Construction Meeting (see [Section 6.02](#)), the Commissioners Court Engineering Representative will issue the Construction Release.

B. Construction Release Expiration and Extension

1. The Construction Release remains valid while the Construction Plans remain valid and unexpired (see [Section 6.01.H. Effect of](#) and [Section 6.01.I. Expiration of](#)).
2. If the Subdivider requests an extension of Construction Plans under [Section 6.01.J](#), the Construction Release remains in effect during the thirty (30) day decision period.
3. Denial of the extension by the Commissioners Court Engineering Representative revokes the Construction Release as of the original expiration date.

4. If the Subdivider appeals the denial of extension under **Section 6.01.J.5**, the appeal does not reinstate the Construction Release unless and until the Commissioners Court reverses the denial on appeal.

6.04. Construction of Public Improvements

A. Timing of Public Improvements

1. The Responsible Official will withhold recording the **Final Plat** while construction of Public Improvement is ongoing (see **Section 4.03.K. Plat Recordation** and **Figure 1. Platting and Subdivision Approval Process**).
2. The Responsible Official will record the **Final Plat** after the Commissioners Court Engineering Representative issues a Letter of Public Improvement Compliance and the Subdivider provides a Warranty Bond (see **Section 6.06. Warranty Bond**).

B. Phased Development

1. If the Subdivider constructs the Subdivision in phases, the Subdivider must construct Public Improvements for each phase consistent with **Section 3.05. Subdivision Proportionality and Development Agreement**.
2. The Responsible Official will not file the **Final Plat** for a phase until the Commissioners Court Engineering Representative issues a Letter of Public Improvement Compliance for that phase (see **Section 6.05.C**).

C. Conformance with Construction Plans and County Standards

1. The Subdivider must construct Public Improvements in accordance with the approved Construction Plans, the Engineering Standards Manual and these Subdivision Regulations.
2. The Commissioners Court Engineering Representative must approve any design change to the approved Construction Plans during construction.

D. Notification of Utilities and Temporary Easements

1. The Subdivider is responsible for contacting all utility providers prior to beginning construction, and for securing any temporary construction Easements.
2. Temporary construction Easements will expire when the Subdivider records the Final Plat, unless otherwise needed before release of the Construction Bond (see **Section 6.06.F**).

6.05. Inspection of Public Improvements

A. Preliminary Inspection

1. Once Public Improvements are substantially complete, the Subdivider will notify the Commissioners Court Engineering Representative that the project is ready for Preliminary Inspection.
2. The Commissioners Court Engineering Representative may conduct the inspection jointly with other County officials.
3. After Preliminary Inspection, the Commissioners Court Engineering Representative will provide the Subdivider with a written punch list of deficiencies the Subdivider must address before Final Inspection.
4. The Commissioners Court Engineering Representative will attempt to coordinate with other applicable County officials to provide a single punch list to the Subdivider containing all necessary items.

B. Final Inspection

1. After the Subdivider addresses the deficiencies identified in the Preliminary Inspection, the Commissioners Court Engineering Representative will conduct a Final Inspection.
2. The Commissioners Court Engineering Representative may conduct the inspection jointly with other County officials.

C. Letter of Public Improvement Compliance

1. Once Final Inspection is complete, the Commissioners Court Engineering Representative will issue a Letter of Public Improvement Compliance to the Subdivider.
2. The Letter of Public Improvement Compliance confirms completion of the Public Improvements.

D. Inspection Fees

1. Fee Standards

- a. The County will charge the Subdivider an inspection fee according to the County's adopted Fee Schedule.
- b. If third party inspections are necessary, the County may further charge the Subdivider an additional inspection fee to reimburse the County for the actual inspection cost.
- c. The Commissioners Court Engineering Representative, or other County official responsible for reviewing Construction Plans, may perform periodic inspections.

2. Cost of Construction

The Subdivider must submit an itemized cost for construction to the Commissioners Court Engineering Representative.

3. Hours of Inspections

The County and its representatives will conduct inspections during normal business hours, Monday through Friday, except as noted below.

4. Inspection During Non-Business Hours

- a. The Subdivider or Contractor may request an after-hours inspection a minimum of forty-eight (48) hours in advance.
- b. An after-hours inspection requires prior Approval from the Precinct Commissioner.
- c. The County will not conduct inspections on Sundays, holidays, holiday weekends, or the day after Thanksgiving.

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6.06. Warranty Bond

A. Warranty Bond Purpose

A Warranty Bond ensures that Public Improvements perform as approved, and that the cost of repairing any defects or deficiencies is not borne by the County.

B. Warranty Bond Duration

1. The Subdivider must execute the Warranty Bond in the offices of the County Auditor and the County Treasurer under a surety company authorized to do business in Texas.
2. The conditions of the Warranty Bond must stipulate that the Subdivider guarantees to maintain in working order all of the Roadways, retaining walls, underground utilities, drainage Structures and all other physical improvements for a period of two (2) years from the date of the Letter of Public Improvement Compliance (see **Section 6.05.B. Final Inspection**).
3. The Warranty Bond must be payable to the County Judge or to his or her successor

C. Warranty Bond Amount

The Warranty Bond amount must be equal to twenty percent (20%) of the estimated cost of Public Improvements including, but not limited to, constructing Roadways, Roadway signs, retaining walls, underground utilities, required drainage Structures and other physical improvements dedicated to the County for ownership and maintenance (see **Section 6.05.D.2. Cost of Construction**).

D. Periodic Inspections During Maintenance Period

The Commissioners Court Engineering Representative may perform periodic inspections of any Public Improvements covered by the Warranty Bond during the two (2) year period (see **Section 6.06.B. Warranty Bond Duration**).

E. Process for Curing Deficiencies Under Warranty Bond

1. If any of the Public Improvements covered under the conditions of the Warranty Bond fail due to defects or lack of maintenance, the County will advise the Subdivider and Contractor in writing and provide ninety (90) days to correct the failure.
2. If the Subdivider and Contractor, upon receiving notice, fail to correct the deficiency, the County will complete maintenance or repair using funds provided by the Warranty Bond.

F. Warranty Bond Release

1. The Commissioners Court will order release of the Warranty Bond after the two (2) years. The Court may request the recommendation of the Development Support Committee before issuing the order to release.
2. The Subdivider must present a written request to release the Warranty Bond. The request must include a copy of the Order of the Commissioners Court for Final Acceptance and a set of Record Drawings (see **Section 6.07. Acceptance of Public Improvements**).
3. The Developer may request the release of the Warranty Bond two (2) years from the date of the Letter of Public Improvement Compliance.

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6.07. Acceptance of Public Improvements

A. Acceptance or Rejection of Improvements

1. Two-Year Maintenance Inspection

Two (2) years from the effective date of the Warranty Bond, the Commissioners Court Engineering Representative will conduct a Two-Year Maintenance Inspection to ensure Public Improvements are in working order and ready for acceptance.

2. Recommendation of Final Acceptance

If the Two-Year Maintenance Inspection finds that all Public Improvements are in good repair and functioning according to County standards, the Commissioners Court Engineering Representative will issue a recommendation for the Commissioners Court to accept the Public Improvements;

3. Finding of Deficiencies

If the Two-Year Maintenance Inspection finds deficiencies, or that any of the Public Improvements are not in good repair or not functioning according to County standards, the Commissioners Court Engineering Representative will notify the Subdivider and provide sixty (60) days to correct the failure.

- a. After the Subdivider addresses the deficiencies identified in the Two-Year Maintenance Inspection, the Commissioners Court Engineering Representative will conduct a reinspect.
- b. The Commissioners Court Engineering Representative will not recommend acceptance of the Public Improvements or release of the Warranty Bond until all deficiencies are addressed.

4. Order of the Commissioners Court for Final Acceptance

The Commissioners Court, upon recommendation of the Commissioners Court Engineering Representative, will issue an Order of the Commissioners Court for Final Acceptance to the Subdivider.

5. Meaning of Acceptance

- a. The Order of the Commissioners Court for Final Acceptance serves as acceptance by the Commissioners Court of any dedications offered on the Final Plat, including Right-of-Way.
- b. The Order of the Commissioners Court for Final Acceptance transfers ownership of the Public Improvements from the Subdivider to the County.

B. Acceptance Disclaimer

1. Commissioners Court Approval of a Preliminary Plat, Construction Plans, or Final Plat does not mean acceptance of any Public Improvements.

2. The Subdivider must note the following on each Final Plat:

“Transfer of ownership and maintenance responsibilities occurs with formal acceptance by the County through Order of the Commissioners Court for Final Acceptance. If the County does not take ownership through acceptance of Public Improvements, ownership and maintenance responsibility will remain with the Subdivider or owner of record.”

C. Submission of Record Drawings

Record Drawings serve as a public record of Public Improvements as constructed.

1. The Subdivider must submit Record Drawings for all Public Improvements before release of the Warranty Bond (see Section 6.06. Warranty Bond).
2. Record Drawings must record any change made during construction if not approved on the Construction.

Section 7. Acceptance or Abandonment of Existing Roadways

7.01. Acceptance of Other Public and Private Roadways

A. Purpose

This section establishes the acceptance process for existing Roadways, including Prescriptive Roadways and Private Roads constructed before the adoption of these Subdivision Regulations (for County acceptance of Private Roads constructed under these Subdivision Regulations, see [Section 5.03.H.](#))

B. General Requirements

1. The Commissioners Court Engineering Representative will review the Petition For Acceptance once it is signed by all property owners with Frontage or direct Access to the Roadway (individually and collectively referred to in this [Section 7.01](#) as the "Petitioner").
2. Traffic Impact Analysis Required
 - a. The petitioner must commission a qualified Engineer or professional to conduct a Traffic Impact Analysis (TIA).
 - b. The TIA must, at a minimum, show the following:
 - i. Analysis of existing and forecasted traffic conditions according generally-accepted methods and metrics, such as the ITE Trip Generation Manual, or as approved by the Commissioners Court Engineering Representative.
 - ii. A table of recommendations that address the following:
 - a) Appropriate Roadway classification, if the Roadway is not shown on the County's Hunt County Thoroughfare Plan;
 - b) Appropriate traffic control improvements, including, but not limited to, deceleration lanes, acceleration lanes, striping and lane alignment, signage, and any modifications that will promote vehicular and pedestrian safety and visibility;
 - c) Any other physical improvements needed to bring the Roadway to County standards or promote the intent of those standards.
 - c. The Commissioners Court Engineering Representative may consider an exemption to the requirement for a TIA if the Roadway proposed for County acceptance meets at least three (3) of the following conditions:
 - i. The Roadway is designated on the County's Hunt County Thoroughfare Plan;
 - ii. The Roadway currently functions as a Roadway, Local and, based on approved or anticipated development or plans for other Roadways in the area, can be reasonably expected to function in the future at a Roadway, Local classification;
 - iii. The Roadway serves fewer than fifty (50) Lots or seventy-five (75) gross acres; and
 - iv. The Roadway does not lie within or is not directly Accessible to any area the Commissioners Court Engineering Representative deems sensitive due to existing or anticipated traffic concerns.

- d. The Petitioner may appeal the decision of the Commissioners Court Engineering Representative to the Commissioners Court.
 - i. The Court may decide an appeal in favor of either the Commissioners Court Engineering Representative or the Petitioner.
 - ii. The Court's decision is final.
- C. Additional Requirements
 1. The Petition For Acceptance must include a Legal Description and survey with signature and seal of a Licensed Surveyor that shows the entire limits of the Roadway.
 2. The Petitioner must grant the County permission to enter private property for the purpose of inspecting the Roadway.
 3. On the recommendation of the TIA, if required, and the Commissioners Court Engineering Representative, the Commissioners Court may require the Petitioner to pay an assessment to improve the Roadway to Public Roadway construction standards.
 - a. The Petitioner must pay any assessment required under this section before the County accepts the Roadway for maintenance.
 - b. The Abutting property owners must dedicate enough Right-of-Way to meet the minimum width dimensions in the Engineering Standards Manual for the Roadway designation recommended in the TIA, if required, or adopted Hunt County Thoroughfare Plan.
 - c. If the Roadway is not shown on the adopted Hunt County Thoroughfare Plan and does not meet the threshold for a TIA (see **Section 7.01.B.2**), the Commissioners Court will designate the Roadway as a Roadway, Local section for the purpose of determining Right-of-Way, unless additional Right-of-Way is needed (see **Section 5.02.G.3, Additional Right-of-Way Needed Above Minimum Standard**).
- D. Dedication of Roadway
 1. Step 1: Petitioner Action
 - a. After the Commissioners Court approves the Petition, the Petitioner must record with the County Clerk an instrument containing a Legal Description and survey boundary with signature and seal of a Licensed Surveyor that formally dedicates the Right-of-Way to the County; or
 - b. Dedicate the minimum Right-of-Way required by recording a Plat with the County Clerk.
 2. Step 2: Court Action
 - a. After the Petitioner formally dedicates the Right-of-Way and pays the assessment under **Section 7.01.C.3**, the Commissioners Court may issue a Court Order accepting the Roadway.
- E. Court Discretion in Accepting Right-of-Way
 1. This **Section 7.01** contains the minimum standards for the Commissioners Court to consider acceptance of a Roadway.
 2. The Commissioners Court is not obligated to accept maintenance of a Roadway, regardless of the degree to which the Petitioner has met the requirements of this section. The Court may place other stipulations on conditions on the acceptance of the Roadway.

F. County Declaration of Public Road

The Commissioners Court may declare a Roadway to be public without a Petition under TTC Section 251.053 and TTC Section 251.059.

7.02. Abandonment Process for County Roads

A. Applicability

1. A property owner Abutting a portion of Public Roadway (the "Petitioner") may petition to the County to Abandon, vacate, or close a Public Roadway (collectively referred to in this section as "Petition to Abandon" and "Roadway Abandonment") that the County owns or maintains (see TTC Section 251.058).
2. The Commissioners Court may not Discontinue, close, or Abandon an entire Roadway, Arterial or Roadway, Collector unless the Roadway is vacated or unused for at least three years.

B. Required Documents

The Petitioner must include the following information with the Petition to Abandon:

1. A letter stating the request and purpose of the Petition.
2. The name of each property owner who receives a conveyance of land if the Commissioners Court approves the Roadway Abandonment.
3. A survey with signature and seal of a Licensed Surveyor showing the dimensions of the Roadway Abandonment showing the property conveyed to each property owner.
4. Appraisal of the market value of property conveyed conducted by an Appraiser Licensed to practice in Texas.

C. Notice Required

If a utility or common carrier currently operates within the Right-of-Way the Responsible Official must notify the utility or common carrier of the Petition to Abandon no less than thirty (30) days before the date the Commissioners Court issues a Court Order Abandoning the Roadway under this Section 7.02.

D. Review by the Development Support Committee

1. The Responsible Official will review the Petition to Abandon for completeness and forward the Petition to the Development Support Committee.
2. The Development Support Committee will review the Petition to determine the following:
 - a. Reasonable administrative costs to process the Petition;
 - b. Any utility or common carrier as defined under TTC Section 251.058(f) currently operating within the Right-of-Way; and
 - c. The dimension of the required Easement the Petitioner must dedicate for the benefit of the utility.
3. The Development Support Committee will forward its findings and the information included in the Petition to Abandon to the Commissioners Court.

- E. Action by the Commissioners Court
 - 1. The Commissioners Court may approve the Roadway Abandonment only by unanimous vote and with the following conditions:
 - a. That the Petitioner pay all reasonable administrative costs the County incurs processing the request, including recording the Court Order and conveying the Right-of-Way from the County to the Petitioner; and
 - b. That the Petitioner reimburse the County for the market value of the Right-of-Way .
 - 2. If the Commissioners Court approves the Roadway Abandonment, the Court Order must include the following, based on the information the Petitioner provided with the Petition to Abandon (see Section 7.02.B) and the Development Support Committee findings (see Section 7.02.D):
 - a. The name of each property owner who receives a conveyance;
 - b. The dimensions of the property the Order conveys;
 - c. A statement that the utility or common carrier has Easement and continued use of the Right-of-Way after the County transfers title to the Petitioner.
- F. Conveyance of a Public Road Abandoned, Closed and Vacated
 - 1. Title to a Public Road or portion of a Public Road vests on the date the County Judge signs the order (see TTC Section 251.058(b)).
 - 2. The County Clerk will file the Court Order in the Deed Records of the County as the official instrument of conveyance from the County to the property owner(s) Abutting the Public Road.
 - 3. The County will index the Court Order in the Deed Records of the County in a manner that describes the County as “grantor” and the property owner(s) receiving the conveyance as “grantee.”

Section 8. Stormwater Management

8.01. Applicability

This Section contains timing and dedication requirements for Stormwater Facilities and other requirements not related to technical design or construction specifications (see Engineering Standards Manual.)

8.02. Maintenance Responsibility

A. Private and Public Stormwater Maintenance

1. The County will not provide maintenance for drainage or Stormwater Facilities located on private property.
2. The Subdivider or property owner must dedicate a drainage Easement with each Stormwater Facility.
3. The following require Commissioners Court Approval:
 - a. Public Stormwater Facilities;
 - b. Private Stormwater Facilities within the public Right-of-Way or property the County maintains (see **Section 13. Site Development Authorization**); or
 - c. Easements for public Stormwater Facilities or private Stormwater Facilities within the public Right-of-Way.

B. Maintenance of Detention and Retention Ponds

1. A Homeowners' Association (HOA) or Property Owners' Association (POA) must maintain each Detention Pond and Retention Pond unless the Commissioners Court approves an alternative maintenance arrangement such as a PID.
 - a. The **Final Plat** must include a note providing the County permission and Approval to Access and maintain or improve the Detention and Retention Pond, if necessary to protect the owners of property within the Subdivision.
2. If a Detention Pond or Retention Pond fails to operate due to lack of maintenance, the County may hold the Homeowners' Association (HOA) or Property Owners' Association (POA) in Violation of these Subdivision Regulations (see **Section 1.09. Special Provisions, Enforcement, and Violations**).
 - a. If the County performs necessary repair or maintenance under this section, the County reserves the right to levy the cost of the repair or maintenance against the owner(s) of the Detention and Retention Pond.
 - b. Emergency repairs performed under this Section do not obligate the County to take over permanent maintenance of the facility.

C. Areas of Flood Hazard

The Subdivider must dedicate areas within the Floodplain, Floodway, or Areas of Special Flood Hazard in a private drainage Easement. The County will not accept maintenance of these areas.

8.03. Construction of Stormwater Facilities

A. Identification and Development of Facilities

1. The Engineering Standards Manual governs the design calculations and construction specifications for public Stormwater Facilities and private Stormwater Facilities.
2. The Subdivider must identify all Stormwater Facilities on the Preliminary Plat and indicate whether the County or the Homeowners' Association (HOA) or Property Owners' Association (POA) will provide maintenance.
3. The Commissioners Court may require a Development Agreement before agreeing to maintenance of public Stormwater Facilities (see Section 1.08. Public Improvements for Road and Drainage Required and Section 3.05. Subdivision Proportionality and Development Agreement).
4. No private Lot may extend into a dedicated public Stormwater Facility.

B. Construction of Public Stormwater Management Facilities

1. Construction of public Stormwater Facilities follows the same process as construction of Public Facilities and is subject to the timing and acceptance conditions of Section 6. Subdivision Development Procedures.
2. The Commissioners Court Engineering Representative must release Construction Plans before construction of public Stormwater Facilities begins (see Section 6.03. Construction Release).

8.04. Completion of Stormwater Facilities with Public Improvements

The Commissioners Court Engineering Representative will not issue a Letter of Public Improvement Compliance until the Subdivider completes all public Stormwater Facilities or private Stormwater Facilities (see Section 6.05.C).

Section 9. Flood Damage Prevention

9.01. Incorporation by Reference and Compliance

A. Engineering Standards Manual

These Subdivision Regulations incorporate the latest version of the Engineering Standards Manual by reference.

B. Compliance

Each Subdivision or Land Use must conform to the requirements of the Engineering Standards Manual.

C. Copies

The Responsible Official will maintain copies of the Engineering Standards Manual for distribution to the public.

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Section 10. Water and Wastewater

10.01. Purpose

This purpose of this Section is to ensure that adequate water and wastewater is available to serve each Subdivision.

10.02. General Provisions

A. County Not Responsible for Utilities

The County will not provide maintenance for water or wastewater facilities located on private property.

B. Required Documents

1. The Subdivider must submit a Will Serve Letter from any utility providing service to the Subdivision, along with water and wastewater plans showing that the Subdivision will be furnished with required water and wastewater utilities.
2. The Subdivider must submit a Certificate of Convenience and Necessity with the Construction Plans if any of the following entities will supply water to the Subdivision or treat wastewater from the Subdivision:
 - a. Municipality or Municipal Utility District (MUD);
 - b. Water Control and Improvement District;
 - c. Nonprofit Water Supply Corporation;
 - d. Special Utility District; or
 - e. An existing investor-owned water supply corporation.
3. The Subdivider must submit written approval from the Texas Commission on Environmental Quality (TCEQ) for any area not controlled by an approved rural water or wastewater utility.

C. Easements and Maintenance

1. The Commissioners Court must approve water or wastewater utilities within public Right-of-Way or County property (refer to see [Section 13. Site Development Authorization](#)).
2. The Subdivider or utility must install water and wastewater utilities within an Easement at least fifteen (15) feet wide along front and rear property lines or ten (10) feet wide along all other property lines that are not front or rear property lines.
3. Subdivider or utility must maintain any Easement unless the Commissioners Court approves a public Easement.
4. Water and wastewater utility design and installation must conform to the requirements of this [Section 10.02](#).

D. Utility Construction Standards

1. Utility lines must be a minimum of twenty-four (24) inches below the ditch line or a minimum of thirty-six (36) inches below the crown line of the Roadway, whichever is greater.
2. All lines carrying liquid products must be encased in metal or PVC schedule forty (40) and a minimum length of five (5) feet from ditch line to ditch line.

10.03. Water Utility

A. General Provisions

1. The Subdivider must provide plans for a water distribution system connected to either a rural water supply corporation, privately owned water system, or individual well.
2. In the absence of specific County standards, water supply, distribution, pumping, and storage improvement design and operation must conform to Texas Administrative Code Chapter 290.
3. The Commissioners Court Engineering Representative or Development Support Committee may recommend denial of a Subdivision Plat if the Subdivision Utility Plans do not provide adequate water service as defined in Texas Administrative Code Chapter 290.

B. Available Groundwater Certification Required

If a public service provider (such as a city or water district) will not provide water to the Subdivision, the Subdivider must provide groundwater certification under TAC Title 30, Chapter 230.3.

1. Certification

a Texas licensed Engineer or a Texas licensed geoscientist must prepare the certification.

2. Submission of Information

The Subdivider must provide to the County, the executive administrator of the Texas Water Development Board, and the applicable groundwater conservation district or districts the certification of adequacy of groundwater under TAC Title 30, Chapter 230.3.

C. Use of Ground Water

If the source of the water supply intended for a Subdivision is groundwater under that land, the Plat Application must include a report prepared by a licensed Engineer or a licensed geoscientist that certifies adequate groundwater is available for the Subdivision (TLGC Section 232.0032(a)).

1. The groundwater certification must conform to Texas Commission on Environmental Quality (TCEQ) guidelines.
2. A Subdivider who submits an Application for Plat under Section 10.02 must transmit useful information to any affected groundwater conservation district and to TCEQ (in consultation with the Texas Water Development Board) as described under TLGC Section 232.0032(c).
3. If the Subdivider proposes well water as the freshwater source for a Subdivision, the report must include a well water availability study addressing the thirty (30) year supply of well water relative to the ultimate needs of the Subdivision.

D. Basic Requirements (if Water Infrastructure Installed)

1. Fire Hydrant Locations and Hose-Lay

- a. Maximum spacing of required fire hydrants is 500 feet in a residential Subdivision and 300 feet in a nonresidential Subdivision or development.
- b. The Subdivider must construct a fire hydrant at the entrance of each Cul-de-Sac.

2. Subdivision not Served by Fire Hydrants

If a Subdivider proposes a Roadway, Local without fire hydrants, the Commissioners Court may require a limited fire suppression system that provides adequate storage to pump 250 gallons per minute for a minimum of two (2) hours.

E. Water Utility Plan

The Subdivider must submit a Water Utility Plan to the Commissioners Court Engineering Representative with Construction Plans (see **Section 6.01**) showing the location and size of water utility mains.

1. The Water Utility Plan must include the following:

- a. Maximum 1 inch equals 40 foot scale;
- b. Location and size of proposed water lines;
- c. Location of existing and proposed Right-of-Way and Easements;
- d. Water line profile sheets at a maximum 1 inch equals 40 foot scale horizontal and 1 inch equals 4 foot scale vertical;
- e. The location of all proposed appurtenances;
- f. Location and identification of other existing utilities.

2. Coordination with other Water Utility Providers

a. Preliminary Plat

- i. When a utility provider serves all or a portion of the area included in the Subdivision, the Subdivider must provide a water system analysis addressing the adequacy of water supply and water quality.
- ii. When no water utility provider serves the area included in the Subdivision, the Subdivider must indicate the source of water on the Preliminary Plat.

b. Final Plat

The Subdivider must provide the Commissioners Court Engineering Representative with a letter from the water utility accepting the water system Infrastructure before filing the Final Plat .

10.04. Wastewater Utility

A. General Provisions

1. The Subdivider must provide plans for wastewater collection and treatment.
2. Each Lot served by a septic tank or On-Site Sanitary Sewer Facility (OSSF) must conform to **Section 10.05. On-Site Sanitary Sewer Facilities** and **Section 13. Site Development Authorization**.

B. Possible Phasing of Development Required

The Development Support Committee, Commissioners Court Engineering Representative or TCEQ may require the Subdivider to phase improvements if necessary to maintain adequate wastewater capacity (see **Section 6.04.B. Phased Development**).

C. Wastewater Lines Extended to Subdivision Borders

The Subdivider must extend laterals and sewer mains to the borders of the Subdivision for future extensions of the collection system, regardless of whether the extensions are necessary to serve the Subdivision.

D. Wastewater Utility Plan

The Subdivider must submit a Wastewater Utility Plan to the Commissioners Court Engineering Representative with Construction Plans (see **Section 6.01**) showing the location and size of water utility mains.

1. The Wastewater Utility Plan must include the following:
 - a. Maximum 1 inch equals 40 foot scale;
 - b. Topography lines as specified by the Commissioners Court Engineering Representative;
 - c. Soil survey;
 - d. Location of existing and proposed water wells;
 - e. Location and size of proposed sewer lines;
 - f. Location of existing and proposed Right-of-Way and Easements;
 - g. Waste water line profile sheets at a maximum 1 inch equals 40 foot scale horizontal and 1 inch equals 4 foot scale vertical;
 - h. Location of all proposed appurtenances;
 - i. Wastewater line grades and elevations at all junction points;
 - j. The seal and signature of the Engineer responsible for the design; and
 - k. Location and identification of other existing utilities.

E. Coordination With Other Agencies and Utility Providers

a. Preliminary Plat

- i. When a utility provider serves all or a portion of the area included in the Subdivision, the Subdivider must provide a wastewater system analysis addressing the adequacy of the system.
- ii. When no wastewater utility provider serves the area included in the Subdivision, the Subdivider must indicate the method for treating wastewater on the Preliminary Plat.

b. Construction Plans

- i. The Subdivider must submit Wastewater Utility Plans with the Construction Plans (see Section 6.01.C).
- ii. TCEQ must approve Wastewater Utility Plans prior to Construction Release.

c. Final Plat

The Subdivider must provide the Commissioners Court Engineering Representative with a letter from the wastewater utility accepting the water system Infrastructure before filing the Final Plat.

10.05. On-Site Sanitary Sewer Facilities

A. General Provisions

1. Each On-Site Sanitary Sewer Facility (OSSF) and each Lot with an OSSF must conform to this **Section 10.05, Section 5.04, Lot Standards** and **Section 13, Site Development Authorization**.
2. Each OSSF must conform to the standards of **TAC Title 30, Chapter 285** and all other applicable County standards.
3. Each OSSF requires a Permit before installation (see **Section 13, Site Development Authorization**).
4. A licensed Engineer or site evaluator or registered professional sanitarian with a current site-evaluator certification must perform site evaluations, OSSF design, as-builts, or system certifications (**TAC Title 30, Chapter 285, Subchapter B**).
5. The OSSF installer must hold a current and proper level of license. A homeowner or property owner may not install an OSSF unless licensed.
6. Irrigation spray heads shall be subsurface (purple pop-up) heads and set on a spray-time schedule between the hours of 12am and 5am.

B. Exceptions

An OSSF may be completely or partially exempt from the requirements of this **Section 10.05** if:

1. The OSSF meets the conditions of TAC Title 30, Chapter 285, Subchapter A, Rule 285.3(f)(1); or
2. The OSSF will serve a single-family dwelling located on a property ten (10) acres or larger (**TAC Title 30, Chapter 285, Subchapter A, Rule 285.3(f)(2)**).

C. Authority to Exceed State Standard

1. The County may adopt and enforce more stringent standards for OSSF under **TAC Title 30, Chapter 285, Subchapter B, Rule 285.10**.
2. **Section 10.05.A** and **Section 10.04.D** exceed the requirements of **TAC Title 30, Chapter 285**.

D. Area of Jurisdiction

1. This **Section 10.05** applies to all areas within Hunt County, Texas, except for areas regulated under an existing Order, Ordinance or Resolution, and the areas within incorporated cities.
2. This **Section 10.05** also applies to any incorporated city or town with an executed intergovernmental contract with Hunt County to regulate OSSF.

E. County OSSF Designated Representative

The County has the authority to designate an OSSF Designated Representative certified by TCEQ under **TAC, Title 30, Chapter 285, Subchapter A, Rule 285.2(17)** to review Permit Applications, site evaluations, or planning materials, or conduct inspections of On-Site Sanitary Sewer Facility (OSSF).

F. Application For OSSF

1. The property owner or installer (the "Applicant") must submit a completed Application to the OSSF Designated Representative before beginning construction of the OSSF.
2. The Application must include the following:
 - a. A completed Application Form provided by the OSSF Designated Representative;
 - b. Planning materials specified in this Section 10.05 and TAC, Title 30, Chapter 285, Subchapter A, Rule 285.5;
 - c. Site evaluation results conforming to TAC, Title 30, Chapter 285, Subchapter D, Rule 285.30; and
 - d. The required Application fee specified in the adopted Fee Schedule.
3. Before the OSSF Designated Representative issues an authorization to construct, the property owner must record an affidavit in the County deed records and affirm the recording to the OSSF Designated Representative.
4. The affidavit must include:
 - a. The owner's full name;
 - b. The Legal Description of the property;
 - c. That the OSSF requiring continuous maintenance is located on the property;
 - d. That the Permit for the OSSF is transferred to the new owner upon transfer of the property; and
 - e. The owner of an aerobic OSSF connected to a single-family dwelling must obtain a maintenance contract within 30 days of transfer if the transfer takes place after the initial two-year service policy.

G. Action by the OSSF Designated Representative

1. The OSSF Designated Representative will approve or deny the Permit Application no later than thirty (30) days after submittal (TAC Title 30, Chapter 285, Subchapter A, Rule 285.3(c)).
2. The OSSF Designated Representative may approve the Permit Applications with conditions necessary to ensure the OSSF will operate in accordance with the planning materials under TAC Title 30, Chapter 285, Subchapter A, Rule 285.3(a)(4).

H. Appeals

1. The Applicant may appeal the decision to the Development Support Committee no later than thirty (30) days after the decision of the OSSF Designated Representative.
2. The Development Support Committee will decide the appeal no later than thirty (30) days after the appeal is filed. Failure of the Development Support Committee to act on the appeal will uphold the decision of the OSSF Designated Representative.
3. The Applicant may appeal the decision of the Development Support Committee to the Commissioners Court no later than ten (10) days after the decision of the Development Support Committee. Failure of the Commissioners Court to act will uphold the decision of the Development Support Committee.
4. The decision of the Commissioners Court is final.

I. Inspection and Maintenance

1. The installer must notify the OSSF Designated Representative at least five (5) days before the OSSF is ready for inspection.
2. The OSSF Designated Representative will inspect the completed OSSF and charge a fee according to the adopted Fee Schedule.
 - a. If the property owner or installer requests an inspection before the OSSF is complete and every component ready for inspection, the OSSF Designated Representative will charge the full fee.
 - b. If the OSSF fails the inspection, a re-inspection fee, the County will charge a re-inspection fee to the property owner each time a re-inspection is required.
3. The property owner must provide the OSSF Designated Representative with a maintenance contract for an OSSF using aerobic treatment. The contract must conform to the following requirements:
 - a. A TCEQ-registered maintenance provider must conduct all contracted maintenance.
 - b. The maintenance provider must inspect the OSSF every four (4) months.
 - c. The maintenance provider must submit a copy of the contract and renewal information to the OSSF Designated Representative within seven (7) days of the document's signature date.
4. If an existing OSSF using aerobic treatment does not have a maintenance contract and the owner of the system maintains the OSSF, the OSSF Designated Representative may inspect the OSSF at any time.
5. Non-residential OSSF (or any residential OSSF that also receives wastewater from a non-residential source/use) requires annual BOD/TSS testing. The maintenance provider must submit BOD test results to the County annually.

J. Expansion of Existing Use or Building

1. Prior to expanding any use or building that will result in the need for additional OSSF capacity, the property owner must notify the OSSF Designated Representative of the expansion and provide an analysis of the existing OSSF that conforms to TAC Title 30, Chapter 285, Subchapter D, Rule 285.30.
2. If the existing OSSF does not have the capacity for the expanded use or building, the property owner must secure a permit for a new OSSF in accordance with this section.

K. Minimum Land Area for an On-Site Sanitary Sewer Facility (OSSF)

1. Any Lot with an OSSF must be a minimum of one (1) acre to accommodate adequate drainage fields.
2. The OSSF Designated Representative may approve an OSSF on a Lot that is less than one (1) acre under the following conditions:
 - a. The Lot is a Lot of Record;
 - b. The OSSF Designated Representative determines that an OSSF will not cause a threat or harm to an existing or proposed water supply system or to the public health; and
 - c. Will not create a threat of pollution or nuisance conditions.
3. An OSSF proposed within a 100-year Floodplain is subject to special planning requirements in accordance under TAC Title 30, Chapter 285, Subchapter D, Rule 285.31(c)(2).

- a. The Applicant must locate the OSSF to avoid damage during a flood event that could result in contamination of the environment.
 - b. Planning materials must demonstrate prevention of tank flotation in a flood event.
4. If the site is within the Floodway, the planning materials must demonstrate the following:
 - a. The system will not increase the height of the flood elevation;
 - b. All components, except for risers, chlorinators, cleanouts, sprinklers, and inspection ports, will be completely buried without adding fill; and
 - c. Non-buried components (e.g., alarms, junction boxes, and compressors) will be elevated above the 100-year Base Flood Elevation.

L. Outflow Assumption Based on Use and Building Size and presence of Water-Saving Devices:

Type of Use or Building	Usage Rate (GPD) (No Water-Saving Devices)	Usage Rate (GPD) (With Water-Saving Devices)
RESIDENTIAL USES		
Single-Family Dwelling (includes traditional site-built home, Industrialized Housing, Mobile Home, Manufactured Home, HUD-Code Manufactured Home, Tiny House)		
One - Two Bedrooms (Under 1,500 sf)	225	180
Three Bedrooms (Under 2,500 sf)	300	240
Four Bedrooms (Under 3,500 sf)	375	300
Five Bedrooms (Under 4,500 sf)	450	360
Six Bedrooms (Under 5,500 sf)	525	420
Greater than or equal to 5,500 sf (Each additional 1,500 sf or fraction thereof)	75	60
Condominium or Townhouse		
One - Two Bedrooms	225	180
Each Additional Bedroom	75	60
Multi-Family Residential Use (Apartment)		
Per Bedroom	125	100
Nursing Home		
Per Bed	100	80
Travel Trailer/RV Park		
Per Space	50	40
NON-RESIDENTIAL USES		
Country Club		
Per Member	25	20
Day Care Center		
With Kitchen (per child)	25	20
Without Kitchen (per child)	15	12
Factory/Manufacturing		
Per Person Per Shift	15	12
Hospital		
Per Bed	200	160
Hotel/Motel		
Per Bed	75	60
Laundry		
Self-Service (per machine)	250	200
Lounge		
Per Person (max occupancy)	10	8
Movie Theater		
Per Seat	5	4
Office		
No Food or Showers (per occupant)	5	4
With Food Service (per occupant)	10	8
Restaurant		
Dine-In/Quality (per seat)	35	28
Fast Food (Drive-Thru/Take-Out) (per seat)	15	12

Type of Use or Building	Usage Rate (GPD) (No Water-Saving Devices)	Usage Rate (GPD) (With Water-Saving Devices)
NON-RESIDENTIAL USES (Cont.)		
Service Station/Gas Station		
Per Vehicle	10	8
Store/Retail		
Per Washroom	200	160
Travel Trailer/RV Park		
Per Space	50	40
Vet Clinic		
Per Animal	10	8
Construction Site		
Per Worker	50	40
Youth Camp		
Per Camper	30	24
INSTITUTIONAL/PUBLIC USES		
Boarding School		
Per Room	50	40
Parks		
With Bathhouse (per person)	15	12
Without Bathhouse (per person)	10	8
School (Other)		
With Food Service & Gym (per student)	25	20
Without Food Service (per student)	15	12
Swimming Pool Bathhouses		
Per Person	10	8

M. Enforcement and Penalties

- Hunt County follows the requirements of TAC Title 30, Chapter 285, Subchapter G, Rule 285.71 with regarding Authorized Agent Enforcement of OSSF.
- These regulations adopt and incorporate all applicable provisions related to OSSF including, but not limited to, those found in Texas Health and Safety Code Chapter 341, Chapter 343, and Chapter 366, Texas Water Code Chapter 7, Chapter 26, and Chapter 37 and the Texas Administrative Code Title 30, Chapter 285, Subchapter A and Subchapter G.
- All future amendments and revisions to the Texas Administrative Code Title 30, Chapter 285, Subchapter A and Subchapter G are incorporated by reference and made a part of this Section 10.05.

Section 11. Manufactured Home Rental Community

11.01. Purpose

- A. The purpose of this Section is to provide uniform standards for a new Manufactured Home Rental Community.
- B. The regulations in this section are established to protect health, safety and general welfare of the residents of Hunt County, especially those residing in a Manufactured Home.
- C. This section applies only to Manufactured Homes as defined in these Subdivision Regulations and in **Texas Occupations Code Section 1201.003(12)** and **Section 1201.003(12)**.

11.02. Applicable Subdivision Regulations

A. Applicability of Subdivision Regulations

Development of a Manufactured Home Rental Community is subject to **TLGC Section 232.007** and the following sections of these Subdivision Regulations, unless otherwise specified in this **Section 11.02**:

- 1. Section 5. Subdivision Design Standards
- 2. Section 6. Subdivision Development Procedures
- 3. Section 8. Stormwater Management
- 4. Section 9. Flood Damage Prevention
- 5. Section 10. Water and Wastewater
- 6. Section 13. Site Development Authorization
- 7. A Manufactured Home Rental Community is not a Subdivision and does not require a Plat under **TLGC Section 232.007**.

B. Conflict Between Regulations

If any requirement of a section listed in **Section 11.02.A** conflicts with state or federal law, state or federal law will prevail.

C. General Development Standards

- 1. The Manufactured Home Rental Community may Access Public Right-of-Way only from paved, community-owned interior Roadways.
- 2. Interior Roadways within the Manufactured Home Rental Community must be private.
- 3. The Owner must design interior Roadways to the same standard as a Roadway, Local and provide additional width as needed to allow for delivery and removal of Manufactured Home units (see **Section 7.2 Engineering Standards Manual**.)
- 4. Cul-de-Sacs are prohibited in a Manufactured Home Rental Community unless approved by the Commissioners Court Engineering Representative.
- 5. Parking must be off-street to prevent restriction of fire Access.
- 6. A Manufactured Home Rental Community is subject to the adopted Hunt County Fire Code specifically as it pertains to the installation of fire hydrants.

7. The Owner must provide an area for cluster mailboxes with the off-street parking for mail delivery and pick-up.
8. The Owner must maintain front Building Setbacks on each Lot (see Section 5.04.C. Building Setback).
9. A Manufactured Home Rental Community with a density more than one house per acre must install and operate a community wastewater treatment system (package plant) in accordance with Texas Commission on Environmental Quality (TCEQ) requirements.

11.03. Infrastructure Development Plan

A. Infrastructure Development Plan Required

1. The property owner or developer (referred to in this Section 11 as the “Owner”) of a Manufactured Home Rental Community must submit an Infrastructure Development Plan.
2. The Infrastructure Development Plan must provide information required for Construction Plans (see Section 6.01) including the following:
 - a. A survey with signature and seal of a Licensed Surveyor showing the boundary of the Manufactured Home Rental Community, including Right-of-Way and Easement dedications and community Open Space.
 - b. Specifications for Public Roadways or Private Roadways in accordance with the Engineering Standards Manual.
 - c. Adequate drainage Structures in accordance with the Engineering Standards Manual and Section 8. Stormwater Management;
 - d. Proposed management of areas within the one-hundred (100) year Floodplain in accordance with Section 9. Flood Damage Prevention;
 - e. Provisions for adequate public or community water supply in accordance with Texas Health and Safety Code Chapter 341 and Section 10.03. Water Utility.
 - f. Provisions for adequate sanitary sewer facilities, including sanitary sewer lines or onsite sewage facilities (OSSF) in accordance with of the Health and Safety Code Chapter 366, Section 10.04. Wastewater Utility, and Section 10.05. On-Site Sanitary Sewer Facilities.
 - g. Reasonable specification for Roadways in the Manufactured Home Rental Community to provide Access for fire and emergency vehicles.

B. Review by Responsible Official

1. The Responsible Official will circulate the Infrastructure Development Plan to the Development Support Committee for review and comment after determining the Application is complete.
2. After the Development Support Committee reviews the Application, the Responsible Official will compile the comments and the recommendation of the Committee.
3. If the Application requires revisions, the Responsible Official will deliver the written comments of the Development Support Committee to the Owner no later than twenty (20) business days after the Responsible Official determines the Plan is complete.
4. The Owner is responsible for responding to comments before the deadline for Development Support Committee decision.

C. Decision by Development Support Committee

1. The Development Support Committee will approve or disapprove the Infrastructure Development Plan no later than sixty (60) days after the Responsible Official determines the Plan is complete.
2. The Responsible Official will notify the Owner in writing no later than ten (10) days after the Development Support Committee makes the decision to approve or disapprove.
3. If the Development Support Committee disapproves the plan, the written determination must specify the reasons for the rejection and the revisions necessary for Approval of the plan.
4. If the Development Support Committee fails to act on the Plan within sixty (60) days, the most recently submitted version of the Plan is approved.

11.04. Approval Required Prior to Construction

A. Development Authorization

The Development Support Committee must approve the Infrastructure Development Plan before construction of the Manufactured Home Rental Community begins. (see **Section 13. Site Development Authorization**).

B. Certificate of Compliance

1. A utility may not provide utility services, including water, sewer, gas and electric services, to a Manufactured Home Rental Community until the Commissioners Court Engineering Representative issues a Certificate of Compliance.
2. Utility provider under this subsection **Section 11.04** includes any of the following:
 - a. A municipality that provides utility services;
 - b. A municipally owned and operated utility that provides utility services;
 - c. A public utility that provides utility services;
 - d. A nonprofit water supply or sewer service corporation organized and operating under **Texas Water Code Chapter 67**;
 - e. A utility service operating in the County; and
 - f. A special district or authority created by state law that provides utility services.

3. Inspection

The Commissioners Court Engineering Representative will conduct an inspection of the property after construction is complete.

- a. The inspection must include all sewer lines, yard lines, collector lines, and trunk lines before the Owner or Contractor covers the lines.
 - b. The Commissioners Court Engineering Representative will conduct the inspection in accordance with **Section 6.05. Inspection of Public Improvements**, unless otherwise specified.
4. The Commissioners Court Engineering Representative will issue a Certificate of Compliance to the Owner within five (5) business days of determining the Manufactured Home Rental Community conforms to the approved Infrastructure Development Plan.
 5. The Certificate of Compliance will authorize the Owner and utility to begin services.

Section 12. Development or Use of County Property or Facility

12.01. Purpose and Applicability

A. Purpose

The purpose of this section is to regulate and provide a standard of Approval for construction activity proposed on County property, specifically including Right-of-Way, and to ensure that activity or objects placed in the Right-of-Way does not unfairly burden the County or cause a public nuisance.

B. Applicability

1. These regulations govern all real property owned or operated by the County or held in trust for the public including, but not limited to:

- a. County-owned real property;
- b. County-owned or operated facilities and Structures that occupy real property; and
- c. Public Roadways, Public Right-of-Way, and Easements.

2. Private Improvements Prohibited Without Permit

No property owner may disturb land or construct a driveway, culvert, ornamentation, mailbox, landscaping or any other encroachment in the Public Right-of-Way or other County property listed in **Section 12.01.B** without first obtaining a Permit from the County (see **Section 12.02. Driveway Culverts Processing and Standards**).

3. Utility Work Prohibited Without Permit

- a. No public or private utility may disturb land to install utility lines along, within, above, or under Public Right-of-Way or other County property listed in **Section 12.01.B** or install communications equipment not fastened to an existing Structure without first obtaining a Permit from the County.
- b. A utility may install communications equipment to an existing Structure without first obtaining a Permit under this section when each of the following are true:
 - i. The **Texas Utilities Code** regulates the Structure;
 - ii. The County issues a Permit for the Structure under this **Section 12**; and
 - iii. A utility or provider other than the County owns the Structure.

4. County Property Excluded

- a. These regulations do not apply to County-owned properties or facilities wholly under the operational control of the federal or state government or a special district or entity established by the state.
- b. Activities conducted by authorized law enforcement, public safety and emergency service agencies and officers operating within the scope of their duties during an emergency condition on County property do not require authorization under this **Section 12**.

12.02. Driveway Culverts Processing and Standards

A. Permit Required for All Driveway Culverts

No Person may construct a driveway culvert in the Public Right-of-Way or other County property listed in Section 12.01.B without first obtaining a Permit from the County under this Section 12.

B. Dedication of Public Right-of-Way or Easement

1. If additional Public Right-of-Way is needed, and the Roadway to which the driveway will have access is shown on the Hunt County Thoroughfare Plan, the County may require that an Application for a driveway culvert include a dedication of Public Right-of-Way.
2. For all other driveway culverts, the County may require that the culvert be placed in a Drainage Easement providing the County sufficient access to clean and make repairs to the culvert (see Section 12.02.D through G below for explanation of maintenance responsibilities and corrective action by the County.)

C. Culvert Size

The minimum size for a culvert in the Right-of-Way is 15" in diameter by 30" in length.

D. Water to Follow at Natural Rate

1. A driveway constructed in the Right-of-Way must have a culvert large enough to allow water to flow at its natural rate at its normal peak level from one side of the driveway to the other.
2. The Commissioners Court Engineering Representative may require a larger culvert than the minimum specified in Section 12.02.B depending on peak observed flow.

E. Existing Culverts

1. The County will issue notice to any property owner with an existing culvert in poor condition.
2. The owner will be given enough time to repair or replace the culvert before the County begins referral for enforcement proceedings.

F. Corrective Culvert Measures by the County

1. The County reserves the right to remove and replace any substandard or blocked culverts;
2. The County further reserves the right to take any necessary corrective measures within the Public Right-of-Way to address a drainage issue in the Right-of-Way or on an Abutting property.

G. Public Nuisance and Abatement

A Violation of this Section 12 is a public nuisance subject to abatement procedures, criminal and civil penalties, injunctions, liens, and cost assessments to repay the County the cost of abating or correcting the nuisance.

Section 13. Site Development Authorization

13.01. Purpose and Authority

This purpose of this Section is to regulate certain Land Uses within the County as authorized under TLGC Chapter 232, TLGC Chapter 233, and Texas Administrative Code Chapter 285.

13.02. General Provisions

A. Compliance Required

1. Development associated with the Permit Types and Notification Types listed in Section 13.02.B and Section 13.02.C below must comply with the regulations contained in this Section 13 and these Subdivision Regulations.
2. The Responsible Official must issue any Permits listed in Section 13.02.B before the Applicant can begin any of the development activities outlined in these regulations.
3. The Residential Building Notice and Inspection (see Section 13.02.C) is not a Permit, is not subject to any fee, and does not require Approval before residential construction begins (TLGC Section 233.153(d)).

B. Summary of Permit Types:

1. Building Permit (Multi-Family Residential Use and Commercial Use only)
2. Floodplain Development Permit
3. On-Site Sanitary Sewer Facility (OSSF) Permit
4. Manufactured Home Community and Recreational Vehicle (RV) Park (MHCRV) Permit
5. County Property Development Permit
6. Regulated Land Use Permit
7. Preliminary 9-1-1 Address Permit
8. Final 9-1-1 Address Permit

C. Summary of Notification Types:

1. Residential Building Notice and Inspection Requirement

13.03. Permit Types

A. Building Permit

1. A property owner may not construct or substantially improve any Commercial Use Building, Multi-Family Residential Use Building or Public Building unless the property owner or Contractor obtains a Building Permit.
2. The Responsible Official will issue a Building Permit for any Commercial Use Building, Multi-Family Residential Use Building or Public Building if the plans conform to the adopted Hunt County Fire Code under TLGC Chapter 233, Subchapter C.
3. The Responsible Official must approve or deny a Building Permit Application no more than thirty (30) days after the property owner or Contractor submits the Application.

4. Failure to approve or deny within thirty (30) days results in the Application being automatically approved (TLGC Section 233.063(d)).
- B. Floodplain Development Permit
1. A Floodplain Development Permit is required for all development activities within an Area of Special Flood Hazard (see **Chapter 5 Engineering Standards Manual**.)
 2. The Subdivider must submit a Floodplain Development Permit Application with an Application for Construction Plans (Section 6.01), Final Plat (Section 4.03) or Replat (Section 4.07).
 3. The Responsible Official will issue final Approval of the Floodplain Development Permit with Approval of the Construction Plans, Final Plat or Replat.
- C. On-Site Sanitary Sewer Facility (OSSF) Permit
- An On-Site Sanitary Sewer Facility (OSSF) must conform to the regulations contained in Section 10.05. On-Site Sanitary Sewer Facilities and Texas Administrative Code Chapter 285.
- D. Manufactured Home Rental Community and Recreational Vehicle (RV) Park (MHCRV) Permit
- A Manufactured Home Park or Subdivision in which an area is rented or leased to the owner of a Manufactured Home or RV must conform to the regulations contained in Section 11. Manufactured Home Rental Community.
- E. County Property Development Permit
- Development or construction within Public Right-of-Way or properties owned or maintained by the County must conform to the regulations contained in Section 12. Development or Use of County Property or Facility.
- F. Regulated Land Use Permit
- Any Regulated Land Use must conform to the regulations contained in Section 14. Regulated Land Uses.
- G. Preliminary 9-1-1 Address Permit
1. The Subdivider may submit Application for Preliminary 9-1-1 Address Permit after Preliminary Plat Approval.
 2. The 9-1-1 Addressing Coordinator will review the Application and approve or deny the Preliminary 9-1-1 Address Permit.
- H. Final 9-1-1 Address Permit
1. The Subdivider may submit Application for Final 9-1-1 Address Permit after Final Plat Approval.
 2. The 9-1-1 Addressing Coordinator will review the Application and approve or deny the Final 9-1-1 Address Permit.
 3. The 9-1-1 Addressing Coordinator will issue a Final 9-1-1 Address Permit for property exempted from Platting under Section 1.06.A after the property owner submits an affidavit affirming the property qualifies for exemption.

13.04. Notification Types

A. Residential Building Notice and Inspection Requirement

New Single-Family Residential or Duplex construction in an unincorporated area of Hunt County must conform to the most recent adopted International Residential Code (TLGC Section 233.153).

B. Notification Requirements

1. Before starting New Construction, the Builder must provide notice to the Responsible Official showing:
 - a. The location of the new residential construction;
 - b. The approximate construction start date; and
 - c. The International Residential Code version used in construction.

C. Inspection Requirements

The Owner or Builder is responsible for inspection of new residential construction under TLGC Section 233.154(a)(1) to ensure Building Code compliance.

1. For new residential construction on a vacant Lot, the Contract Inspector (see Section 13.04.C.3) must perform a minimum of three (3) total inspections to ensure code compliance at each of the following stages of construction:
 - a. The foundation stage, before placement of concrete;
 - b. The framing and mechanical systems stage, before installation of permanent wall covering; and
 - c. On completion of construction;
2. For an addition to an existing residence under TLGC Section 233.154(a)(2), if the addition will increase the square footage or value of the existing residential Building by more than 50 percent, the County must perform inspections as necessary based on the scope of the construction project.
3. For new residential construction on a vacant lot and for construction of an addition to an existing residence, the Owner or Builder is responsible for contracting to perform the inspections required under this Section 13.04.C with:
 - a. A licensed engineer;
 - b. A registered architect;
 - c. A professional inspector licensed by the Texas Real Estate Commission;
 - d. A plumbing inspector employed by a municipality and licensed by the Texas State Board of Plumbing Examiners;
 - e. A Building inspector employed by a political subdivision such as a municipality; or
 - f. An individual certified as a residential combination inspector by the International Code Council.
4. The builder may use one Contract Inspector for all the required inspections or multiple inspectors.

D. Notice to the County of Inspection Result

1. No later than the tenth (10th) day after the date of the final inspection under this Section 13.04, the Owner or Builder must submit notice in the form of a report to the Responsible Official.
2. The report must show compliance with the International Building Code standards applicable to each phase of construction listed in Section 13.04.C.1 or as the Responsible Official and the Owner or Builder determine necessary under Section 13.04.C.2.

E. Enforcement of Standards

If the Owner or Builder fails to submit notice to the Responsible Official under Section 13.04.D, the County may seek any remedies provided under TLGC Section 233.155.

13.05. Site Development Review Procedures

For the Permit Types listed in Section 13.03, the Responsible Official must approve a Site Development Authorization Application that complies with this Section 13.05.

A. General Information Required

1. Description of use corresponding to one of the Permit Type listed in Section 13.03
 - a. A separate Application is required for each use.
2. A description of the property in a form acceptable to the County.
3. If the property is County owned or maintained, the name, location, designation, and type of County property.
4. A plan or other supporting information providing enough detail to describe the location of the proposed activities, including:
 - a. The location of proposed Buildings, Structures or improvements (including screening devices);
 - b. All existing site improvements and Buildings;
 - c. Primary Access to the site from a Public Roadway or Private Roadway; and
 - d. Required dimensions based on the specific Land Use (see Section 14. Regulated Land Uses).
5. The Applicant must identify any active Permits on the property authorized under these Subdivision Regulations.

B. Fees

The Applicant must pay associated fees according to the County's adopted Fee Schedule at the time of Application.

C. Site Development Authorization Approval or Denial

1. The Responsible Official will review the Application for completeness.
 - a. If the Application is complete, the Responsible Official will issue a written Determination of Completeness to the Applicant.
 - b. If the information provided with the Application is incorrect or insufficient to review the Application, the Responsible Official will issue a written notice to the Applicant that includes:

- i. A reference to the specific section of these Subdivision Regulations to which the Application must conform; and
 - ii. Other County Application Form or supplemental instructions or documents applicable to the requested use.
2. Action by the Responsible Official
Once the Application is complete, the Responsible Official may take any of the following actions:
 - a. Approve the Application and issue written notice to the Applicant.
 - b. Defer the Application to the Development Support Committee.
3. Action by the Development Support Committee
If the Responsible Official defers a decision on the Application, the Development Support Committee must take one of the following actions no later than thirty (30) days after the Applicant submits the Application:
 - a. Approve the Application; or
 - b. Deny the Application with reasons, including identification of the section prohibiting the activity under these Subdivision Regulations.

13.06. Permit Expiration

A Permit for Site Development Authorization issued under this **Section 13** is valid two (2) years from the date the Permit is issued, with the exception of On-Site Sanitary Sewer Facility (OSSF) Permits, which must be renewed annually under **Section 10.05.1. Inspection and Maintenance**.

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Section 14. Regulated Land Uses

14.01. Purpose and Authority

This purpose of this Section is to regulate certain Land Uses within the County as authorized under TLGC Chapter 234, TLGC Chapter 243 and TLGC Chapter 352, and with the Texas Water Code Chapter 26 and Texas Water Code Chapter 35.

14.02. General Provisions

Development activity associated with the Land Uses listed in Section 14.02.A require authorization by the County. The Applicant must obtain the Permit in accordance with Section 13. Site Development Authorization.

A. Regulated Land Uses

The following types of activities are regulated Land Uses and must conform to the development guidelines contained in this section or in the referenced Court Order.

1. Uses regulated under TLGC Chapter 234
 - a. Automotive Wrecking and Salvage Yard;
 - b. Demolition Business;
 - c. Flea Market;
 - d. Junkyard;
 - e. Recycling Business;
 - f. Outdoor Resale Business; and
 - g. Game Room
2. Uses regulated under TLGC Chapter 243
 - a. Sexually Oriented Business (See Court Order no. 5978 adopted July 24, 1995 and filed August 1, 1995 for licensing and minimum separation requirements.)

14.03. Special Aesthetic Standards for Flea Markets

The Owner must obtain a Regulated Land Use Permit (Section 13. Site Development Authorization) from the Responsible Official to develop, alter or expand a Flea Market.

A. Removal of Trash, Refuse and Garbage Required

The Flea Market Owner is responsible for returning the site to its previous condition or better after the Flea Market is over by doing or overseeing the following:

1. The Owner must remove trash, refuse and garbage from the site at the end of each day.
2. The Owner must keep the premises clean and free of accumulated trash, refuse or garbage during and after the hours of operation.
3. The Owner must maintain an adequate number of dumpsters and keep them watertight and rodentproof and screened from view of the public except during scheduled collection times.
4. Vendors must remove any items offered for sale including fruits, vegetables, and other food, along with any other items a vendor brings on site.

5. Dumpsters
 - a. The Owner must maintain an adequate number of dumpsters on-site during the Flea Market and keep them watertight and secure from rodents.
 - b. The Owner must screen dumpsters from view of the public except during scheduled collection times.
 - c. Dumpsters of at least three (3) cubic yards must sit on a concrete pad.
 - d. The pad must include a drain connected to a sewage disposal facility and water must be available for washing the container.

14.04. Screening Standards for TLGC Chapter 234 Uses

The Owner of a business listed in **Section 14.02.A**, other than a game room, must obtain a Regulated Land Use Permit (**Section 13. Site Development Authorization**) from the Responsible Official to develop, alter or expand the use and must comply with the screening requirements contained in this section.

A. Screening Height and Transparency

The Owner of any businesses listed in **Section 14.02.A**, other than a game room, must install and maintain screening that meets the following requirements:

1. A minimum height of eight (8) feet.
2. Screening type and construction must create a solid barrier made from one or more of the following durable materials:
 - a. Wrought iron fencing with masonry columns spaced at a maximum twenty (20) feet on center with structural support every ten (10) feet and evergreen shrubs measuring six (6) feet in height at the time of planting and spaced closely enough to create a solid screening effect; or
 - b. Brick, stone, or other masonry exterior finishing material; or
 - c. A board-on-board wood fence constructed of cedar with metal posts.
3. The screening must extend to within three (3) inches of the ground and be plumb and square.

B. Placement of Screening Devices

1. The Owner must finish both sides of the screening device with stain or rustproofing, as appropriate.
2. The Owner must install the screening device according to the specifications approved in the Regulated Land Use Permit before commencing the use.
3. Screening devices must extend alongside and rear property lines and completely enclose the use.
4. Screening devices may not sit in the Public Right-of-Way or interfere with visibility from any Roadway.
5. Materials, equipment, or commodities may sit no higher than one (1) foot below the top of the screening device.
6. Each gate must meet the requirements of a screening device and remain closed except during normal business hours.

C. Existing TLGC 234 Business

1. Existing businesses listed in Section 14.02.A, other than a game room, that do not comply with the screening requirements of the Section 14.04 are given twelve (12) months from the Date of Adoption of these Subdivision Regulations to establish compliance (TLGC Section 234.002).
2. A business subject to a screening requirement under Texas Transportation Code, Subchapter E of Chapter 391 or Chapter 396 that was in compliance with that screening requirement on August 26, 1991, is exempt from the screening requirement of Section 14.04 (see TLGC Section 234.003).

D. Effect on Existing County Orders

1. If any portion or requirement of this Section 14.04 conflicts with a Court Order regulating a use listed under TLGC Chapter 234, the most restrictive requirement will govern.
2. Conformance with this Section 14.04 does not relieve the owner of a business listed under TLGC Chapter 234, from obtaining a permit required by these Subdivision Regulations or by a Court Order (see County Ordinance no. 6810 adopted March 9, 1989 and filed March 16, 1998.)

E. Violation

1. The County may impose civil penalties on Violations of the screening standards contained in this Section 14.04 (see TLGC Section 234.004).
2. The Responsible Official may suspend or revoke a Certificate of Occupancy if the Owner fails to adequately maintain the screening device.

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Section 15. Subdivision Waiver

15.01. Petition for Subdivision Waiver

A. Purpose

1. To purpose of this Section is to establish criteria for the Commissioners Court to use in deciding whether to grant a waiver to these Subdivision Regulations.

B. Applicability

1. An Applicant for Waiver may request a Subdivision Waiver of a requirement applicable to one or more of the following:
 - a. Preliminary Plat (see Section 4.02)
 - b. Final Plat (see Section 4.03)
 - c. Short Plat (see Section 4.04); or
 - d. Plat, Revision to (Replat) (see Subsection 4.07).
2. The Applicant may request that the Commissioners Court waive one or more requirements in a single Subdivision Waiver request.
3. The Commissioners Court will process a request under the following scenarios as required in State Law:
 - a. A request for delay or variance by the Subdivider from a requirement to Replat if the Subdivider makes the request for the purpose of installing utilities under TLGC Section 232.042; or
 - b. A request for delay or variance by the Subdivider of an Unplatted Subdivision or owner of a Lot in an Unplatted Subdivision under TLGC Section 232.043.

C. Submittal Procedures

1. The Applicant must submit the request for a Subdivision Waiver in writing with an Application for Preliminary Plat, Final Plat, Short Plat, or Replat.
2. The Subdivision Waiver request must specify each requirement to which the Waiver applies, the reasons why the Waiver should apply (see Section 15.01.D), and an explanation of alternative measures the Applicant will take to fulfill the intent of the requirement.
3. The Subdivision Waiver request automatically includes a Waiver of 30-Day Decision for any Application (TLGC Section 232.0025).

D. Burden of Proof

The Applicant bears the burden of proof and must demonstrate that the requirement in question imposes an undue hardship unless the Commissioners Court grants relief from the requirement.

E. Subdivision Waiver Criteria

1. The Commissioners Court will consider the following factors in making its decision:
 - a. The nature of the proposed Land Use involved and existing uses of the land in the vicinity;
 - b. The number of persons who will reside or work in the proposed development;

- c. The effect a Subdivision Waiver might have on traffic conditions and the health, safety, convenience, and welfare of the public;
 - d. Whether the Subdivision Waiver is in harmony with the general purpose and intent of these Subdivision Regulations; and
 - e. Whether the Subdivision Waiver violates or conflicts with any other County regulation or plan.
 - f. Whether the requested Subdivision Waiver is the minimum degree of variation necessary to meet the objective of the Applicant.
 2. The Commissioners Court may grant a Subdivision Waiver upon finding:
 - a. That special conditions exist that are not common to other property in the vicinity and a literal enforcement of the ordinance would result in unnecessary hardship on the Applicant;
 - b. That the special conditions affect the subject property to the extent that strict application of these Subdivision Regulations would deprive the Applicant of reasonable use of the land;
 - c. That granting the Subdivision Waiver is not detrimental to the public health, safety or welfare of other property owners, or injurious to other property in the area; and
 - d. That granting the Subdivision Waiver will not prevent the orderly Subdivision of other property in the area in accordance with these Subdivision Regulations.
 3. Falsification of Information
 - a. If the Applicant knowingly or unknowingly falsifies any information on the Application or at the hearing before the Commissioners Court, the falsification may invalidate the requested Subdivision Waiver.
 - b. If the Commissioners Court approves the Subdivision Waiver request based upon false information, regardless of whether the falsification was intentional, the Commissioners Court may nullify Approval of the Subdivision Waiver.
- F. Decision of Commissioners Court
 1. The Commissioners Court may question the Applicant regarding the written testimony submitted under Section 15.01.D and request testimony from relevant witnesses before making its decision.
 2. The Commissioners Court will consider the Subdivision Waiver based on the testimony of the Applicant and other witnesses and the criteria in Section 15.01.E.
 3. The Commissioners Court may take any of the following action:
 - a. Deny the petition, and impose the standard or requirement as stated in these Subdivision Regulations;
 - b. Grant the petition to waive the standard or requirement; or
 - c. Grant alternative relief or partial waiver of the standard or requirement.
 4. In approving the request, the Commissioners Court may impose any conditions it finds necessary to fulfill the intent of these Subdivision Regulations.
 5. The Responsible Official will provide written notification of the decision to the Applicant within fourteen (14) calendar days.

G. Effect of Approval

Approval of the Subdivision Waiver authorizes the Responsible Official and the Applicant or Subdivider to process the Plat (see **Section 3.02. General Application Processing**).

H. Expiration and Extension of Approval

1. The Subdivision Waiver remains in effect while the associated Plat or Construction Plans are in effect.
2. Expiration or extension of the associated Plat or Construction Plans automatically cancels or extends the Subdivision Waiver (see **Section 3.04. Amendments to and Expiration of Approved Applications**).

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Section 16. Economic Incentives

16.01. Purpose and Authority

The purpose of this section is to provide local guidelines under TLGC Chapter 381 and Chapter 312 of the Texas Tax Code granting the Hunt County Commissioners Court authority to develop and administer a program for granting tax abatement to incentivize property owners to invest in Hunt County and provide job opportunities that contribute to economic growth.

16.02. General Provisions

A. Agreement with Owner or Lessee of Property

1. The Commissioners Court may enter into a tax abatement agreement with the owner or lessee of a property interest subject to ad valorem taxation, the terms of a tax abatement agreement being governed under Texas Tax Code Sections 312.002, 312.003, 312.004, 312.007, and Chapter 312, Subchapter C.
2. The Commissioners Court may, on a case-by-case basis, consider providing tax abatement and rebates as stimulation for economic development in the County for development enhancements and expansions of local businesses.
3. It is the policy of the Commissioners Court to provide consideration in accordance with the procedures and criteria outlined in this Section 16 and in conformance with a County Resolution adopting guidelines and criteria for Tax Abatements and Rebates.

B. Discretion of County

1. The adoption of this Section does not imply or suggest that the Commissioners Court is under any legal or equitable obligation to provide an incentive to any Applicant.
2. The Commissioners Court has final authority for Approval or disapproval of any Application, at its discretion.
3. The Commissioners Court has the option of having terms in any abatement agreement differ from the terms in an abatement agreement with the initiating city and may exercise that option at its discretion.

16.03. Qualifying Development Enhancements

The following types of activities may qualify for economic incentives subject to acceptance by the Commissioners Court.



1. Water Conservation Features
2. Open Space Preservation
3. Low Intensity Residential Development
4. Boundary Street Improvements

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Section 17. Frequently Asked Questions

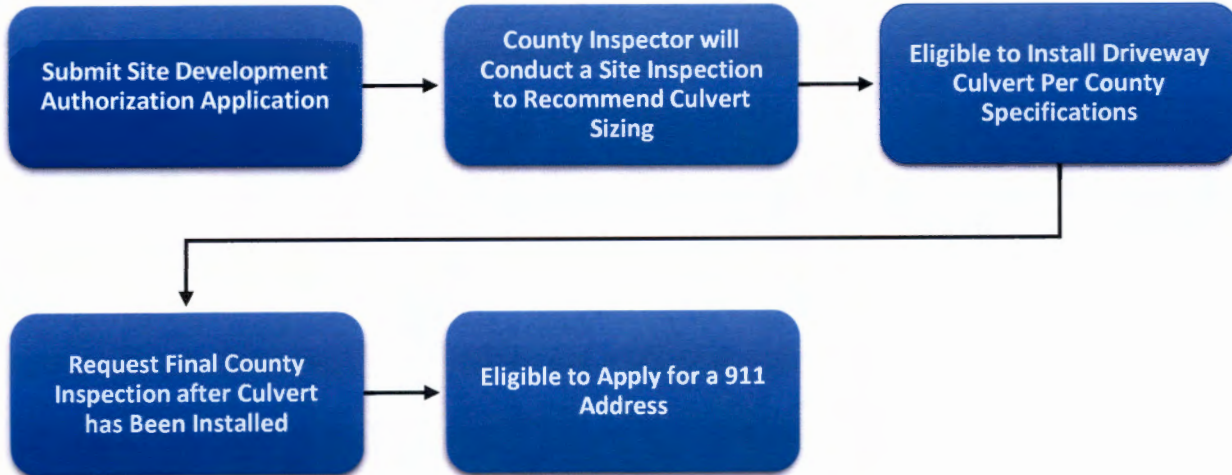
17.01. What Type of Housing Do I Have?

HOUSING TYPE	GENERAL DESCRIPTION
<p data-bbox="396 527 574 552">MOBILE HOME</p> 	<ul style="list-style-type: none">• Built before June 15, 1976.• Not built to a code.• No Certification Label from the US Department of Housing.• Design to be used with or without permanent foundation.
<p data-bbox="277 1079 695 1104">HUD CODE MANUFACTURED HOME</p> 	<ul style="list-style-type: none">• Built on or after June 15, 1976.• Per <u>Texas Occupation Code, 1201.003(18)</u>, a “manufactured home” is defined as “a HUD-Code Manufactured Home or a Mobile Home.”• Per the <u>Texas Occupation Code, 1201.003(12)</u>, MH homes are designed for use as a dwelling with or without permanent foundation.• Consists of Red Certification Label from the US Department of Housing.• HUD-Code Manufactured Homes are regulated by the Manufactured Housing Division of the Texas Department of Housing and Community Affairs. These manufactured homes are provided with a red label certifying the Structure meets the standards specified by the Texas Department of Housing and Community Affairs. More information on HUD-Code Manufactured Homes is available at http://www.tdhca.state.tx.us.

HOUSING TYPE	GENERAL DESCRIPTION
<p data-bbox="240 415 737 478">INDUSTRIALIZED OR MODULAR HOME (meets the International residential Code)</p> 	<ul data-bbox="834 380 1433 789" style="list-style-type: none">• Built offsite.• Installed on permanent foundation.• Carries Blue Decal issued by the Texas Department of Licensing and Regulation signifying that the home has been built to comply with the International Residential Code, 1202.002. Industrialized homes are regulated by the Texas Department of Licensing and Regulation. This agency provides a Modular Home with the Blue Decal signifying that the home has been built to the model code standards required. More information on industrialized homes is available at http://www.tdlr.state.tx.us/index.htm.
<p data-bbox="193 835 781 898">TINY HOUSE (meets the International Residential Code App. Q)</p> 	<ul data-bbox="834 858 1433 1161" style="list-style-type: none">• If utilized as full-time residence, then considered a regular stick-built home; or Modular Home.• A Tiny House that is transported to the site with an oversize permit from the Motor Carrier Division will be considered as a Modular Home or a regular stick-built home. Per the Transportation Code, Section 621.201 (maximum width), the total width of a vehicle operated on a public highway may not be greater than 102 inches.
<p data-bbox="344 1262 630 1287">RECREATIONAL VEHICLE</p> 	<ul data-bbox="834 1220 1433 1581" style="list-style-type: none">• Built on a single chassis.• 400 square feet or less when measured at the largest horizontal projections.• Self-propelled or permanently towable by a light duty truck.• Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use and has a license or appropriate registration from the County and state agencies.

17.02. What is the Process to Get a Driveway Culvert Permit?

Driveway culverts shall not be installed until Development Authorization regarding location of the culvert has been approved by Hunt County (See **Section 13. Site Development Authorization**). A County Property Development Permit is required before construction (see **Section 12. Development or Use of County Property or Facility**.) Below is the process to obtain a County Property Development Permit. To ensure that driveway culverts on County-maintained roads are constructed to the County’s standards, a 9-1-1 Address Permit will not be issued until a culvert Permit has been approved for the property.



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17.03. Are Residential Permits Required in the County?

Per TLGC Section 233.153(d), the County may not require Approval prior to the beginning of a new residential construction. However, the County may require inspections for a “new residential construction” to ensure that it complies with the International Residential Building Code. Per TLGC Section 233.154(b), the property owner or builder must provide notice to the County on a form prescribed by the County before commencing a new residential construction. Per TLGC Section 233.153(f), the County may not charge a fee for this Permit. The Site Development Authorization Application for a new residential construction will request the following information:

- The location of the new residential construction;
- The approximate date by which the new residential construction will begin; and
- The version of the International Residential Code that will be used to construct the new residential construction before beginning construction.

The definition of the “new residential construction” and the inspection timeframe per the Texas Local Government Code are noted below.

The Definition of New Residential Construction

Per TLGC Section 233.151, new residential construction includes:

- Residential construction of a single-family house or duplex on a vacant lot; and
- Construction of an addition to an existing single-family house or duplex if the addition will increase the square footage or value of the existing residential Building by more than 50 percent.

The term does not include a Structure that is constructed in accordance with Chapter 1201 (Manufactured Housing), Occupations Code, or a Modular Home constructed in accordance with Chapter 1202 (Industrialized Housing and Buildings), Occupations Code.

County Inspections for New Residential Construction on a Vacant Lot

For new residential construction on a vacant lot, a minimum of three (3) County inspections may be performed during the construction project at the following stages of construction:

- The foundation stage, before the placement of concrete;
- The framing and mechanical systems stage, before drywall or other interior wall covering; and
- Upon completion of construction of the residence.

County Inspections for an Addition to an Existing Residence

For New Construction of an addition to an existing residence, as described by TLGC Section 233.151(a)(2), a minimum of three (3) County inspections may be performed during the construction project, as seen necessary by the builder based on the scope of work of the construction project.

Responsible Entity for Conducting County Inspections:

The builder will be responsible for 1) contracting with the Building professional to perform the inspections and 2) submit the necessary documentation to the County to prove compliance with the International Residential Building Code. The inspection may be performed by the following professionals:

- A licensed engineer;
- A registered architect;
- A professional inspector licensed by the Texas Real Estate Commission;
- A plumbing inspector employed by a municipality and licensed by the Texas State Board of Plumbing Examiners;
- A Building inspector employed by a political subdivision such as a municipality; or
- An individual certified as a residential combination inspector by the International Code Council; and
- May use the same inspector for all the required inspections or a different inspector for each required inspection.

Section 18. Definitions

18.01. Terms Beginning With "A-D"

1. Abandon

Means to relinquish the Public Right-of-Way and any improvements within it to private ownership and use (see Section 7.02).

2. Abut

Adjacent, adjoining, and contiguous to. May refer to any land that shares a boundary with a Right-of-Way, Easement, Roadway, River, Open Space, or other Lot.

3. Access

A means of approaching or entering a property, or the ability to traverse a property.

4. Adequate Facilities

Roadway, stormwater facilities, and water and wastewater facilities correctly sized to provide service to a property or Subdivision.

5. Alley

A public or private Right-of-Way not intended to provide the primary means of Access to Abutting Lots and used primarily for vehicular service Access to the back or sides of properties otherwise Abutting on a Roadway.

6. Amending Plat

See Plat, Amending

7. Applicant

The Person or entity responsible for the submission of an Application. The Applicant must be the actual owner of the property for which an Application is submitted or shall be a duly authorized representative of the property owner. May also refer to Subdivider.

8. Application

The completed form that begins the process to authorize a Plat or Land Use and the required package of materials, such as planning documents, survey, Plat, completed checklist, proof of ownership, Construction Plans, drawings, studies, and other informational materials the Responsible Official may require.

9. Application Form

The written form (as provided by and as may be amended by the Responsible Official) that is filled out and executed by the Applicant and submitted to the County along with other required materials as a part of an Application.

10. Approval

A determination by an official, board, commission, or the Commissioners Court, acting as Decision-Maker under these Subdivision Regulations, that an Application complies with the minimum provisions of these Subdivision Regulations. Such Approval does not constitute Approval of the engineering or surveying contained in the plans, as the design Engineer or Licensed Surveyor that sealed the plans is responsible for the adequacy of such plans.

11. Areas of Special Flood Hazard

The land in the Floodplain within a community subject to a one percent or greater chance of flooding in any given year. The area may be designated as Zone A on the Flood Hazard Boundary Map (FHBM). After detailed rate making has been completed in

preparation for publication of the FIRM, Zone A usually is refined into Zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, VO, V1-30, VE, or V.

12. Arterial Roadway

See Roadway, Arterial

13. Automotive Wrecking and Salvage Yard

A business other than a business classified as a salvage pool operator under Texas Occupations Code Chapter 2302 that store three or more wrecked vehicles outdoors for the purpose of:

- a. Selling the vehicles whole; or
- b. Dismantling or otherwise wrecking the vehicles to remove parts for sale or for use in an automotive repair or rebuilding business.

See TLGC Section 234.001(1)

14. Base Flood

The flood having a one (1) percent chance of being equaled or exceeded in any given year, determined based upon FEMA (Federal Emergency Management Agency) guidelines and as shown in the current effective Flood Insurance Study.

15. Block

A unit of land, typically is subdivided into a group of Lots or Tracts, that is bounded by a segment of Roadway on each side.

16. Building

Any Structure built for support, shelter or enclosure of persons, animals, personal property, records, or other movable property and when separated in a manner sufficient to prevent fire, each portion of such Building shall be deemed a separate Building.

17. Building Permit

A Permit the County issues for construction of a Commercial Use Building, Multi-Family Residential Use Building or Public Building under TLGC Chapter 233, Subchapter C after reviewing plans for conformance with the County's adopted Hunt County Fire Code.

18. Building Setback

The minimum required distance between the Right-of-Way line or property line and the nearest face of a Building (see Yard, Front). See **Figure 19.1**

19. Cancellation of a Subdivision

A recorded instrument approved by Court Order that reestablishes a Subdivision or Platted property as acreage Tracts (see Section 4.06).

20. Certificate of Correction

A recorded instrument created by a Licensed Surveyor that legally corrects a minor feature of a recorded Plat, such as a scrivener's error, without recording a new Plat.

21. Collector Roadway

See Roadway, Collector

22. Commissioners Court

The governing body of Hunt County, Texas. The Commissioners Court approves most forms of Plat and some forms of Land Use (see Section 2.01.A).

23. Commissioners Court Engineering Representative

The Commissioners Court designee responsible for making Determination of Proportionality for Public Improvement costs, reviewing and approving Construction Plans, recommending acceptance of Public Improvements, and serving as an advisor to the Commissioners Court and the Development Support Committee on engineering matters (see [Section 2.04](#)).

24. Common Lot

Designated Lots in a Subdivision that a Homeowners' Association (HOA) or Property Owners' Association (POA) owns and maintains for the common use of Association members (see [Section 5.06](#)).

25. Construction Plans

A set of drawings detailing Public Improvements associated with a Subdivision including paving, water, wastewater, drainage, and other required plans (see [Section 6.01](#)). Submittal of Construction Plans does not authorize construction to begin (see [Section 6.03, Construction Release](#)).

- a. Preliminary Construction Plans are the drawings the Subdivider submits with the Preliminary Plat to demonstrate the Subdivision will conform to these Subdivision Regulations and the Engineering Standards Manual.
- b. Final Construction Plans are the engineered and stamped drawings the Subdivider submits after Preliminary Plat Approval that the Contractor will work from to construct the Subdivision and Public Improvements.

26. Construction Release

Authorization by the Commissioners Court Engineering Representative to begin construction of Public Improvements (see [Section 6.03, Construction Release](#)).

27. County

Hunt County, Texas. Also used to refer collectively to the authority of the Commissioners Court, County Judge, County Attorney, Development Support Committee, Responsible Official, Commissioners Court Engineering Representative, and County OSSF Designated Representative.

28. County Attorney

The Commissioners Court appointee responsible for providing legal advice to the County, or any licensed attorney the County Attorney designates.

29. County Clerk

The person(s) designated to provide clerical and official services for the County.

30. County Judge

The constitutional County Judge of Hunt County, Texas.

31. Court Order

An order of the Hunt County Commissioners Court.

32. Cul-de-Sac

A Roadway having only one vehicular Access to another Roadway and terminated on the opposite end with a vehicular turnaround.

33. Date of Adoption

The date of adoption of these Subdivision Regulations shall be the date this ordinance becomes effective.

34. Dead-End Road

See Roadway, Dead-End.

35. Decision-Maker

The Commissioners Court or County official, such as the Commissioners Court Engineering Representative or the Responsible Official, that approves or disapproves an Application (see Section 2. Decision-Maker Authority).

36. Demolition Business

A business that demolishes Structures, including houses and other Buildings in order to salvage Building materials and that stores those materials before disposing of them (TLGC 234.001(2)).

37. Determination of Completeness

Written determination from the County that an Applicant has provided all items necessary for review and that the submitted Application is administratively complete under TLGC Section 232.0025 and TLGC Section 245.002. A Determination of Completeness does not mean Approval of an Application.

38. Determination of Proportionality

A determination of the equitable cost to provide Public Improvements based on the calculated impact of a proposed Subdivision. Payment of cost may come in the form of dedications, the payment of fees, or the payment of construction costs, or as agreed to by the Commissioners Court and the Subdivider under the terms of a Development Agreement.

39. Development Agreement

An agreement between the County and a Subdivider under TLGC Chapter 232.105 that includes a Determination of Proportionality and creates terms for the equitable share and participation in the cost of constructing Public Improvements.

40. Development Support Committee

A committee of Commissioners Court appointees responsible for reviewing Subdivision Applications and making recommendation to the Commissioners Court for Approval of Plats and other requests (see Section 2.02.C).

41. Discontinue

To discontinue the maintenance of a Roadway.

42. Drainage Plan

A plan detailing drainage requirements; refer to Engineering Standards Manual for details.

43. Driveway Approach

The area between a Roadway and private property intended to provide Access for vehicles from the Roadway of a public street to a definite area of the private property (e.g., parking area or driveway) and used for ingress and egress of vehicles.

44. Dwelling Unit

One or more rooms, which are arranged, designed, used, or intended to be used for occupancy by a single-family or group of persons living together as a family or by a single person.

18.02. Terms Beginning With "E-K"

45. Easement

- a. Authorization by a property owner for another to use any designated part of the owner's property for a specified purpose or use and evidenced by an instrument or Plat filed with the County Clerk. Among other things, Easements may be used to install and maintain utility lines, drainage ditches or channels, or for other County or public services.
- b. An area established for public purposes on private property upon which the County shall have the right to remove and keep removed all or part of any Buildings, fences, trees, shrubs, or other improvements or growths that in any way endanger or interfere with the construction, maintenance, or efficiency of County systems.

46. Engineer

A person duly authorized under the provisions of the Texas Engineering Practice Act, as heretofore or hereafter amended, to practice the profession of engineering and who is specifically qualified to design and prepare Construction Plans and specifications for public works improvements.

47. Engineering Standards Manual

The technical manual containing Roadway and drainage standards applicable to Subdivisions and Land Use in these Subdivision Regulations. The Engineering Standards Manual works in concert with these Subdivision Regulations and for similar purposes by providing minimum standards for the design and construction of Public Facilities.

48. Extraterritorial Jurisdiction (ETJ)

The unincorporated area outside a municipality but contiguous to and extending outward from its corporate limits over a distance specified in TLGC Chapter 42.021. A municipality has certain planning controls, such as Platting authority, within its Extraterritorial Jurisdiction (ETJ).

49. Fee Schedule

The listing of fees approved by the Commissioners Court for various County Applications.

50. Feeder Road

see Roadway, Feeder.

51. Final Acceptance

The acceptance by the County of all Infrastructure improvements constructed by the Subdivider in conjunction with the development of land.

52. Final Plat

See Plat, Final.

53. Fiscal Security

A guarantee by a Subdivider, often through the purchase of a Construction Bond, that gives the County funding if the Subdivider cannot complete the Public Improvements or other obligations listed in a Development Agreement.

54. Flag Lot

See Lot, Flag

55. Flea Market

An outdoor market for selling secondhand articles or antiques (TLGC Section 234.001.(3)).

56. Floodplain

The area subject to inundation by water from the Base Flood.

57. Floodway

A natural drainage area that accommodates the Base Flood for existing creeks and open drainage ways without cumulatively increasing the Water Surface Elevation more than a designated height.

58. Frontage

All the property Abutting on one (1) side of a Roadway, or between two (2) or more intersecting Roadways, measured along the Roadway or Right-of-Way line (see Section 5.04.B. Lot Frontage Requirement).

59. Fully Developed Conditions

May refer to the maximum extent of a Subdivision, especially one constructed in phases where one or more phases may require oversized Public Improvements (see Section 1.08.B); or to the buildout of a defined area when all the land within the area develops to its maximum extent. These Subdivision Regulations typically use the term to refer to a benchmark for determining Infrastructure needs.

60. Habitable Building

Any Building used, or intended for use, on a day-to-day basis by people for residential purposes, or for purposes of conducting a commercial or industrial business, or for purposes of a similar nature and having the minimum required bathroom facilities, kitchen facilities, windows, and ventilation.

61. Hammerhead Turnaround

Additional pavement at the end of a Dead-End Road that allows larger vehicles to turnaround with minimal backing up (see Figure 19-1.)

62. Homeowners' Association (HOA) or Property Owners' Association (POA)

A formal organization operating under recorded land agreements through which:

- a. Each Lot and/or property owner in a specific area is automatically a member; and
- b. Each Lot or property interest is automatically subject to a charge for a proportionate share of the expense for the organization's activities, such as the maintenance of common property; and
- c. The charge, if unpaid, becomes a lien against the nonpaying member's property.

(see Section 5.06; Texas Property Code Chapter 209)

63. HUD-Code Manufactured Home

- a. Means a Structure:
 - i. Constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development;
 - ii. Built on a permanent chassis;
 - iii. Designed for use as a dwelling with or without a permanent foundation when the Structure is connected to the required utilities;
 - iv. Transportable in one or more sections; and

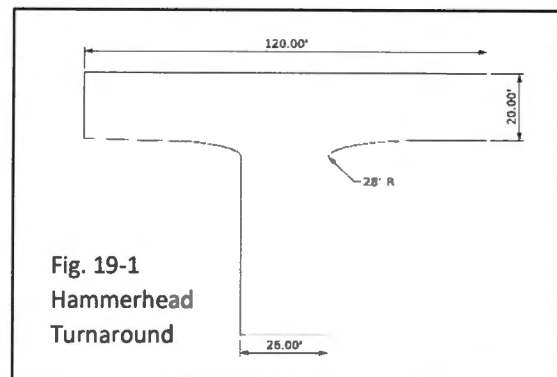


Fig. 19-1
Hammerhead
Turnaround

- v. In the traveling mode, at least eight body feet in width or at least 40 body feet in length or, when erected on site, at least 320 square feet;
- b. Includes the plumbing, heating, air conditioning, and electrical systems of the home; and
- c. Does not include a Recreational Vehicle (RV) as defined by 24 C.F.R. Section 3282.8(g).
(See Texas Occupations Code Chapter 1201.003(12))

64. Hunt County Fire Code

The fire guidelines the Commissioners Court adopts by Court Order.

65. Hunt County Thoroughfare Plan

The plan that guides the development of adequate circulation within the County and connects the County Roadway system to regional traffic carriers. Also referred to as "Thoroughfare Plan."

66. Industrialized Housing

- a. A residential Structure that is:
 - i. Designed for the occupancy of one or more families;
 - ii. Constructed in one or more modules or constructed using one or more modular components built at a location other than the permanent site; and
 - iii. Designed to be used as a permanent residential Structure when the module or the modular component is transported to the permanent site and erected or installed on a permanent foundation system.
- b. Industrialized housing includes the Structure's plumbing, heating, air conditioning, and electrical systems.
- c. Industrialized housing does not include:
 - i. A residential Structure that exceeds four stories or 60 feet in height;
 - ii. Housing constructed of a sectional or panelized system that does not use a modular component; or (note: per Texas Occupations Code Chapter 1202.001 "modular component" means a structural part of housing or a Building constructed at a location other than the Building site in a manner that prevents the construction from being adequately inspected for code compliance at the Building site without: (A) damage; or (B) removal and reconstruction of a part of the housing or Building.)
 - iii. A ready-built home constructed in a manner in which the entire living area is contained in a single unit or section at a temporary location for the purpose of selling and moving the home to another location.

Texas Occupations Code Chapter 1202.002

67. Infrastructure

Roadways, Alley, sidewalks, stormwater facility, water and wastewater facilities, utilities, and other similar facilities.

68. Junkyard

A business that stores, buys, or sells materials that have been discarded or sold at a nominal price by a previous owner that keeps all or part of the materials outdoors until disposing of them (TLGC Section 234.001(4)).

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18.03. Terms Beginning With "L-O"

69. Land Use

The primary use of a Tract or Lot based on the existing or planned Structures or activities. The County does not regulate Land Use except under TLGC Chapter 232, TLGC Chapter 233, and TAC Chapter 285 (see Section 13, Site Development Authorization).

70. Legal Description

- a. The physical boundaries of a property drawn by a Licensed Surveyor and described in metes and bounds or by Lot and Block:
- b. Metes and Bounds lists specific measurements and bounds that specifically describe the perimeter of the property. The language includes a list of step by step directions (e.g., "THENCE North 02E 15N 25° and East 519 ft to a set of 1 inch iron rods marking the northeast corner;") that ends in the point of beginning.
- c. Lot and Block lists the Lot number and Block number followed by a reference to a Tract within a Subdivision Plat recorded with the County. An adequate legal property description includes the volume and page number of the County Deed Record containing the Plat that created the Lot and Block (e.g., Lots 9 and 10 in Block 11, of Any Addition, a Subdivision in Hunt County, Texas, according to the map or Plat thereof recorded in Volume 1, Page 100, of the Deed Records of Hunt County, Texas)

71. Letter of Acceptance

A letter from the Commissioners Court Engineering Representative to the Subdivider indicating that the Commissioners Court formally accepts the Public Improvements for ownership and maintenance (see subsection Section 6.07).

72. Letter of Public Improvement Compliance

A letter from the Commissioners Court Engineering Representative to the Subdivider indicating that completed Public Improvements meet County standards and are ready for use. A Letter of Public Improvement Compliance does not mean the County accepts the Public Improvements for ownership and maintenance (see Section 6.05.C).

73. Licensed Surveyor

A professional land surveyor licensed to practice in the State of Texas.

74. Local Roadway

See Roadway, Local.

75. Lot

Land identifiable by Legal Description with required yards and Roadway Access or Frontage. These Subdivision Regulations generally use the term Lot to describe land divided for constructing a Habitable Building, establishing or expanding a Land Use (see Section 13), or for use as Open Space.

76. Lot, Corner

A Lot situated at the intersection of two or more Roadways.

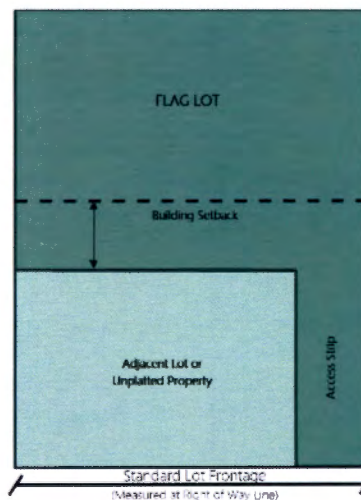
77. Lot, Depth

The mean distance from the front street line to the rear line.

78. Lot, Flag

A property with zero or minimal Roadway Frontage having Access primarily by means of a narrow strip of property or Easement across a separate property (see Section 5.04.E). See Figure 19.2

Figure 19.2 Flag Lot



79. Lot Frontage

See, Frontage

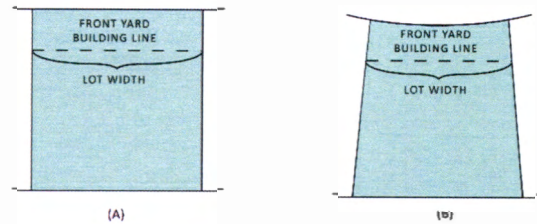
80. Lot Lines

Lines that collectively form the boundary of a Lot. A Licensed Surveyor creates Lot lines by placing actual monuments in the ground tied to reference datum from which the Licensed Surveyor calculates the bearings and distances that describes the Lot line on the Plat.

81. Lot of Record

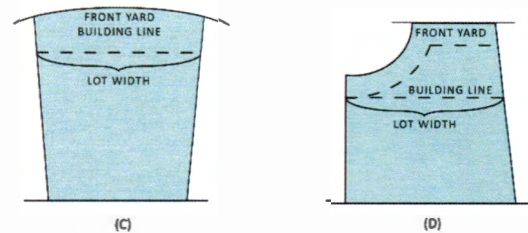
A Lot that is part of a recorded Subdivision or Plat.

Figure 19.3
 Lot Width



82. Lot Width

The mean distance between side lines measured at right angles to the depth (see **Section 5.04.B. Lot Frontage Requirement**). See **Figure 19.3**



83. Manual on Uniform Traffic Control Devices

The Manual on Uniform Traffic Control Devices, or MUTCD defines the standards used by road managers nationwide to install and maintain traffic control devices on all public streets, highways, bikeways, and Private Road open to public traffic. The MUTCD is published by the Federal Highway Administration (FHWA) under 23 Code of Federal Regulations (CFR), Part 655, Subpart F.

84. Manufactured Home

Manufactured Home or "manufactured housing" means a HUD-Code Manufactured Home or a Mobile Home.

85. Manufactured Home Park or Subdivision

A parcel (or contiguous parcels) of land divided into two or more Manufactured Home Lots for rent or sale.

86. Manufactured Home Rental Community

Land that is separated into two or more spaces or Lots for rent or lease for a term of less than 60 months without a purchase option, for the installation of manufactured homes for use and occupancy as residences (see **Section 11. Manufactured Home Rental Community; TLGC Section 232.007**).

87. Mobile Home

a. A Structure:

- i. Constructed before June 15, 1976;
- ii. Built on a permanent chassis;
- iii. Designed for use as a dwelling with or without a permanent foundation when connected to the required utilities;
- iv. Transportable in one or more sections; and
- v. In the traveling mode, at least eight body feet in width or at least 40 body feet in length or, when erected on site, at least 320 square feet; and
- vi. Includes the plumbing, heating, air conditioning, and electrical systems of the home (see Texas Occupations Code Chapter 1201.003(20).)

88. Modular Home

See Industrialized Housing.

89. Multi-Family Residential Use

A Building used for a residence or a dwelling with four or more units for sale or rent and that requires a Building Permit under Section 13. Site Development Authorization.

90. New Construction

New Residential construction of a single-family house or duplex on a vacant lot and construction of an addition to an existing single-family house or duplex, if the addition will increase the square footage or value of the existing residential building by more than fifty percent (50%) (see TLGC Section 233.151.)

91. North Central Texas Council of Governments

(Also "NCTCOG") The non-profit metropolitan planning organization responsible for coordination between counties, municipalities, and other government and subgovernment units in the Dallas-Fort Worth region. NCTCOG is responsible for directing transportation and other planning funds to entities within its jurisdiction, conducting studies, and promoting education and cooperation on Land Use and economic issues.

92. 9-1-1 Address Permit

- a. Preliminary Permit: A Permit issued to establish an addressing scheme for a Preliminary Plat or Final Plat if Public Improvements are not complete.
- b. Final Permit: A Permit issued establishing the final official 9-1-1 address for each Lot in a Subdivision or an individual property.

93. Official Submission Date

The date the Responsible Official determines that a Plat Application is complete.

94. Official Vesting Date

The date the Applicant submits the Application for Review of Administrative Completeness.

95. On-Site Sanitary Sewer Facility (OSSF)

A facility or system, commonly classified as aerobic or anaerobic, designed to treat no more than 5,000 gallons of sewage per day and that operates within or on a portion of the property from which the sewage originates.

96. Open Space

An area without a Habitable Building that may include facilities for outdoor recreation, stormwater management, beautification, buffering of uses, or trees, bushes, and sod.

97. Outdoor Resale Business

Per TLGC Section 234.001(5), a business that sells used merchandise other than automobiles, logging equipment, or other agricultural equipment and store or displays the merchandise outdoors.

98. Order of the Commissioners Court for Final Acceptance

An order of the Commissioners Court acknowledging the completion, inspection and conformance of all Public Improvements and accepting ownership and maintenance of the Public Improvements.

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18.04. Terms Beginning With "P-S"

99. Perimeter Roadway

A street that Abuts a parcel of land to be subdivided on one side.

100. Permit

Authorization to begin a regulated Land Use or activity such as construction under Section 13. Site Development Authorization.

101. Permit Types

The Permits listed in Section 13.03.

102. Person

An individual, firm, association, organization, partnership, trust, foundation, company, or corporation.

103. Phasing Plan

The plan the Subdivider submits with the Preliminary Plat for a multi-phase Subdivision showing the extent of each phase and the Fully Developed Conditions of the Subdivision.

104. Plat

When used as a noun, a scaled map that a Licensed Surveyor prepares for a Subdivider to divide property into one (1) or more Lots. A Plat also contains the owner's signature and attestation, information about the Subdivider's property and neighboring properties, Public Right-of-Way and Easement dedication, and notes about the intended function of the Subdivision and Infrastructure constructed to serve the Subdivision.

When used as a verb, the act of creating a Plat and filing it in the Hunt County Plat Records.

105. Plat, Amending

A minor revision or modification of a recorded Plat that does not change or create new Lot boundaries (see Section 4.05).

106. Plat, Final

The legal record of land, including a Subdivision, prepared from actual field measurements and staking of identifiable points by a Licensed Surveyor to a location referenced to a survey corner. The Plat, Final describes all boundaries, corners, and curves with enough detail that a Licensed Surveyor or Engineer can reproduce them without additional references. The Plat, Final also establishes and records Lots, Right-of-Way, and Easements (see Section 4.03).

107. Plat, Preliminary

A scaled planning document that lays out the boundary, Roadways, Lots, topography, and Infrastructure in a proposed Subdivision and that provides the County with a basis for reviewing Construction Plans and the Final Plat (see Section 4.02).

108. Plat, Revision to (Replat)

A revision to a recorded Subdivision that revises Lots, Right-of-Way, or Easements (see Section 4.07).

109. Plat, Short Form Final

A Final Plat of a property with existing Roadway Frontage that requires no Public Improvements other than Right-of-Way dedication (see Section 4.04).

110. Platted

Property described in a recorded Subdivision or Plat.

111. Pre-Application Meeting

An informal meeting between County staff and a Subdivider or Applicant that allows for exchange of non-binding information before the Subdivider or Applicant submits an Application.

112. Preliminary Drainage Plan

This plan shows the watershed affecting the development and how the runoff from the fully-developed watershed will be conveyed to, through, and from the development refer to Section 6. Subdivision Development Procedures for details.

113. Preliminary Plat

See Plat, Preliminary.

114. Private Road

See Roadway, Private.

115. Progress Toward Completion

- a. An application for a Final Plat or plan is submitted to the County;
- b. A good-faith attempt is made to file with the County an Application for a Permit necessary to begin or continue towards completion of the project;
- c. Costs have been incurred for developing the project including, without limitation, costs associated with Roadway, utility, and other Infrastructure facilities designed to serve, in whole or in part, the project (but exclusive of land acquisition) in the aggregate amount of five percent (5%) of the most recent appraised market value of the real property on which the project is located; or
- d. Fiscal Security is posted with the County to ensure performance of an obligation required by the County.

(See TLGC Section 245.005)

116. Proportionality

See Determination of Proportionality.

117. Public Improvement

A facility or service and its associated Public Right-of-Way, Easement, or other property necessary to provide Roadways for transportation of persons or goods or storm drainage. The County or Subdivider may construct Public Improvements individually or jointly through a Development Agreement, with the County ultimately assuming ownership and responsibility for operations and maintenance by Order of the Commissioners Court for Final Acceptance.

118. Public Road

See Roadway, Public

119. Record Drawings

An engineering document that depicts the final configuration, size, and position of completed Public Improvements that the County can use to determine future maintenance and repair needs. Record Drawings also reflect changes in the field that may cause the Public Improvements to differ from the specifications of the approved Construction Plans.

120. Recycling Business

A business that is primarily engaged in:

- a. Converting ferrous or nonferrous metals or other materials into raw material products having prepared grades and having an existing or potential economic value;
- b. Using raw material products of that kind in the production of new products or

- c. Obtaining or storing ferrous or nonferrous metals or other materials for a purpose described by (a) or (b) above.

121. Recreational Vehicle (RV)

Per **24 C.F.R. Section 3282.8(g)**, a vehicle that is:

- a. Built on a single chassis;
- b. 400 square feet or less when measured at the largest horizontal projections;
- c. Self-propelled or permanently towable by a light duty truck; and
- d. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

122. Replat

See Plat, Revision to (Replat)

123. Residential Use

Use of a Building as a residence or dwelling and that requires notification and inspection under subsection **Section 13.04** (see Multi-Family Residential Use for residential Buildings with four or more units).

124. Responsible Official

The Commissioners Court designee responsible for accepting and processing Subdivision and Land Use Applications, overseeing the Subdivision process, managing public hearing notices, and acting as a liaison between an Applicant and the Commissioners Court (see **Section 2.03. Responsible Official**).

125. Revision of a Plat (Replat)

See Plat, Revision to (Replat).

126. Right-of-Way

- a. **Public Right-of-Way:** An area of land described on a Plat or deed record that the County or the State owns and maintains and that the public may use as a Roadway, drainageway, or sidewalk if the use is consistent with County or State law. Utilities or other entities may use the Public Right-of-Way with the Approval of the Commissioners Court (see **Section 12. Development or Use of County Property or Facility**).
- b. **Private Right-of-Way:** An area of land described on a Plat or deed record for private use or facilities such as Roadways, utilities, sidewalks, railroad crossings, electrical communication, oil or gas, water or sanitary or storm sewer facilities, or for any other use.
- c. Right-of-Way also refers to parkways and medians outside of a paved Roadway.
- d. For Platting purposes, every Right-of-Way on a Final Plat must be separate and distinct from the Lots Abutting it and not included in the area of any Lot.

127. River

Relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

128. Roadway

The paved or improved portion of a Right-of-Way that allows for the passage of vehicles between properties or between intersecting Roadways.

129. Roadway, Arterial

A Roadway designed to provide primary Access to nonresidential properties and to allow the passage of large volumes of primarily commercial traffic between freeways and other Arterial Roadways or Collector Roadways (see **Section 7.2 Engineering Standards Manual**).

130. Roadway, Collector

A Roadway designed to allow the passage of moderate to large volumes of mixed traffic between Roadway, Arterials and other Collector Roadways or Local Roadways (see **Section 7.2 Engineering Standards Manual**).

131. Roadway, Dead-End

A Roadway having one point of Access from an intersecting Roadway with the other end terminating or transitioning to a private driveway.

132. Roadway, Feeder

A Roadway serving the function of a Roadway, Collector that allows the passage of primarily residential traffic between a Subdivision and other Roadway (see **Section 7.2 Engineering Standards Manual**).

133. Roadway, Local

A Roadway designed to provide primary Access to residential properties and to allow the passage of residential traffic to a Feeder Road or Roadway, Collector (see **Section 7.2 Engineering Standards Manual**).

134. Roadway, Private

A Roadway that functions as a Roadway, Local but is under private ownership and maintenance (see **Section 7.2 Engineering Standards Manual**).

135. Roadway, Public

A public-access Roadway owned and maintained by a public agency such as the County or the State. May also be referred to as a County Roadway.

136. Sexually Oriented Business

A sex parlor, nude studio, modeling studio, love parlor, adult bookstore, adult movie theater, adult video arcade, adult movie arcade, adult video store, adult motel, or other commercial enterprise the primary business of which is the offering of a service or the selling, renting, or exhibiting of devices or any other items intended to provide sexual stimulation or sexual gratification to the customer (**TLC Chapter 243**).

137. Short Form Final Plat

See Plat, Short Form Final

138. Sketch Plan

An informal plan prepared prior to the preparation of the Preliminary Plat or Final Plat describing the proposed design of the Subdivision to be reviewed during the Pre-Application Meeting or review process.

139. Structure

Anything constructed or erected that requires location on the ground or attached to something having a location on the ground, including, but not limited to, drainage control devices; towers such as radio, microwave, and cell towers; construction designed for habitation, storage, or protection from the elements (see Building); a Manufactured Home; advertising signs, billboards and poster panels, but not including of customary fences or boundary of retaining walls, sidewalks and curbs.

140. Subdivider

A Person or corporation that divides land to create a Subdivision of Lots for sale and Building construction. The term is generally used interchangeably with "Developer," "Applicant," "Contractor," or "Builder" within these Subdivision Regulations unless the text explicitly refers to those terms in a way that is separate and distinct from Subdivider.

141. Subdivision

The division or Platting of a Tract or parcel of land into two or more parts or Lots for the purpose of sale, Building construction, or transfer of ownership other than transfer to heirs of an estate. The term includes "Addition" and re-Subdivision through Revision of a Plat (Replat) and other Subdivision or re-Subdivision of land defined and regulated under TLGC Chapter 232.

142. Subdivision Regulations

The Subdivision Regulations of Hunt County adopted under TLGC Chapter 232 for the purpose of regulating Subdivision and Land Use within the County, and any amendments to these Subdivision Regulations.

143. Subdivision Plat

A Plat (i.e., Preliminary Plat, Short Form Final Plat, Final Plat, Amending Plat, or Plat, Revision to (Replat)) established in TLGC Chapter 232 involving the subdividing of land in two (2) or more parts or the amending of a recorded Plat.

144. Subdivision Waiver

A waiver of a particular standard or requirement of the Subdivision Regulations.

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18.05. Terms Beginning With "T-Z"

145. Tiny House

A dwelling that is less than 400 square feet in floor areas excluding Lofts.

146. Thoroughfare

- a. A road designated as a Thoroughfare within the Hunt County Thoroughfare Plan.
- b. A principal traffic-way more or less continuous across the County or areas adjacent thereto acting as a principal connecting Roadway with highways as indicated in the Hunt County Thoroughfare Plan.
- c. See the Hunt County Thoroughfare Plan for detailed standards.

147. Tract

A property identifiable by Legal Description but typically described in abstract or with boundaries divided from an original land grant or division of a land grant.

148. TxDOT Access Management Manual

A manual published by the Texas Department of Transportation that is applicable to state highways and outlines the criteria for general Thoroughfare planning such as shared access, cross access, and Thoroughfare spacings.

149. Unplatted

Property that is not described in a recorded Subdivision or Plat.

150. Utility Easement

See Easement.

151. Violation

Failure to comply with standards of these Subdivision Regulations.

152. Vested Right

A right of an Applicant requiring the County to review and decide the Application under standards in effect prior to the effective date of the standards of these Subdivision Regulations in accordance with TLGC Chapter 245.

153. Waiver of 30-Day Decision

A request by the Subdivider for an extension of the deadline for Plat decision under TLGC Section 232.0025(f). A Waiver of 30-Day Decision delays the date the Commissioners Court approves or disapproves a Plat for up to thirty (30) days.

154. Warranty Bond

A type of Fiscal Security used to guarantee the performance of Public Improvements after the Commissioners Court Engineering Representative issues a Letter of Public Improvement Compliance but before the County accepts the Public Improvements.

155. Water-Saving Devices

Devices that, when used in conjunction with household fixtures or appliances that discharge water into an OSSF, qualify for reduced flow rate assumptions when sizing the OSSF according to TCEQ standards (see Section 10.05 .L.):

- a. Low-Flow Toilets (1.6 gallons per flush or fewer);
- b. Faucet aerators;
- c. High-efficiency showerheads;

- d. High-efficiency (Energy Star Rated) washing machines;
- e. Periodic leak testing of OSSF using dye test.

156. Water Surface Elevation

The height, in relation to the National Geodesic Vertical Datum (NGVD) of 1929 (or other datum, where specified), of floods of various magnitudes and frequencies in a Floodplain.

TAKINGS IMPACT ASSESSMENT

Proposed Subdivision Regulations – Hunt County, Texas

PURPOSE AND INTENT

Hunt County, Texas, acting through the Hunt County Commissioners Court (hereafter “County”) is proposing to adopt new Subdivision Regulations (hereafter “Proposed Regulations”) for the County. The Proposed Regulations will include specification of County and Commissioners Court authority to define and implement its regulations along with definition of procedures and rules for implementation of subdivision land development projects within County jurisdictional areas including but not limited to the following:

- Plat application review and procedures
- Preliminary and final plat requirements
- Procedures for amending and vacating plats
- Fiscal security requirements and procedures
- Private subdivisions
- Variances
- Plat Expirations
- Manufactured home community standards
- Vesting protocol
- Engineering guidelines
- HB 1445 protocol
- Construction inspection requirements
- Lot requirements, including set-backs
- Development fees and penalties
- Technical specification for subdivision layout, street and driveway design, and drainage design.

This Takings Impact Assessment (hereafter “TIA”) is intended to satisfy the statutory requirements of the Texas Private Real Property Rights Preservation Act (the “Act” or PRPRPA) in regard to the Proposed Regulations.

REGULATORY BACKGROUND

General Principles in the Law of Regulatory Takings

The U.S. Supreme Court and the Texas Supreme Court have formulated a standard for determining when a governmental regulation of private property goes so far as to become a taking. At present, the U.S. Supreme Court and Texas Supreme Court have adopted the following basic legal principals concerning the law of regulatory takings:

- Possible remedies for a regulatory taking are to invalidate the offending regulation or to make the governmental entity liable for monetary damages.
- In defending a challenge to a regulation, the governmental entity must show that the regulation actually substantially advances a legitimate state interest. A legitimate state interest has been liberally interpreted to include such things as protecting residents from the “ill effects of urbanization” and the preservation of desirable aesthetic features.
- A compensable regulatory taking occurs when a land use regulation either (1) denies the landowner all economically viable uses of the property, or (2) unreasonably interferes with the owner’s right to use and enjoy his property. The Texas Supreme Court has held that a land use regulation denies a landowner all economically viable uses of the property if the regulation renders the property valueless.
- In determining whether a governmental regulation unreasonably interferes with an owner’s right to use and enjoy his property, a court must evaluate two factors: (1) the economic impact of the regulation (i.e., comparing the value that has been taken from the property with the value that remains), and (2) the extent to which the regulation interferes with existing or already permitted land uses is more likely to be considered a regulatory taking than a regulation which interferes with speculative uses or the landowner’s asserted entitlement to the highest and most valuable use of every piece of his property.
- In the case of governmental exactions, the required dedication for public use or of public facilities must be roughly proportional to the actual need for those public facilities which is generated by the proposed development. For example, the amount of roadway required to be dedicated by the developer must be reasonably commensurate to the amount of traffic generated by the new development.

The County recognizes the need to comply with the general principles regarding takings or other exactions as reflected in applicable state or federal laws, court rulings and the Texas Real Property Rights Preservation Act.

The Texas Real Property Rights Preservation Act (the “Act”)

In 1995, the Legislature enacted the Act which is codified in Chapter 2007 of the Texas Government Code (TGC). The overriding purpose of the Act was to ensure that governmental entities in Texas take a “hard look” at the effects on private real property rights of the regulations they adopt.

Definition of a Regulatory Taking Pursuant to the Act

The following information is taken from a guidance document prepared by the State of Texas Office of the Attorney General (OAG). The Act [specifically TGC §2007.002(5)] defines a “taking” as follows:

(a) *a governmental action that affect private real property, in whole or in part or temporarily or permanently, in a manner that requires the governmental entity to compensate the private real property owner as provided by the Fifth and Fourteenth Amendments to the United States Constitution or Section 17 or 19, Article I, Texas Constitution; or*

(b) *a governmental action that:*

(1) *affects an owner's private real property that is the subject of the governmental action, in whole or in part or temporarily or permanently, in a manner that restricts or limits the owner's right to the property that would otherwise exist in the absence of the governmental action; and*

(2) *is the producing cause of a reduction of at least 25% in the market value of the affected private real property, determined by comparing the market value of the property as if the governmental action is not in effect and the market value of the property determined as if the governmental action is in effect.*

The Act, in TGC §2007.002, thus sets forth a definition of “taking” that (i) incorporates current jurisprudence on “takings” under the United States and Texas Constitutions, and (ii) sets forth a new statutory definition of “taking.” Essentially, if a governmental entity takes some “action” covered by the Act and that action results in a devaluation of a person’s private real property of 25% or more, then the affected party may seek appropriate relief under the Act. Such an action for relief would be predicated on the assumption that the affected real property was the subject of the governmental action.

TGC §2007.003(a) provides that the Act applies only to the following governmental actions:

(1) *the adoption or issuance of an ordinance, rule, regulatory requirement, resolution, policy, guideline, or similar measure;*

(2) *an action that imposes a physical invasion or requires a dedication or exaction of private real property;*

(3) *an action by a municipality that has effect in the extraterritorial jurisdiction of the municipality, excluding annexation, and that enacts or enforces an ordinance, rule, regulation, 4. or plan that does not impose identical requirements or restrictions in the entire extraterritorial jurisdiction of the municipality; and*

(4) *enforcement of a governmental action listed in Subdivisions (1)-(3), whether the enforcement of the governmental action is accomplished through the use of permitting, citations, orders, judicial or quasi-judicial proceedings, or other similar means.*

The requirement to do a TIA only applies to §2007.003(a)(1)-(3).

Governmental Actions Exempted From the Act

There are certain governmental actions exempted by the Act. The following actions are exempted from coverage of the Act under §2007.003(b):

- (a) an action by a municipality except as provided by subsection (a)(3);*
- (b) a lawful forfeiture or seizure of contraband as defined by Article 59.01, Code of Criminal Procedure;*
- (c) a lawful seizure of property as evidence of a crime or violation of law;*
- (d) an action, including an action of a political subdivision that is reasonably taken to fulfill an obligation mandated by federal law or an action of a political subdivision that is reasonably taken to fulfill an obligation mandated by state law;*
- (e) the discontinuance or modification of a program or regulation that provides a unilateral expectation that does not rise to the level of a recognized interest in private real property;*
- (f) an action taken to prohibit or restrict a condition or use of private real property if the governmental entity proves that the condition or use constitutes a public or private nuisance as defined by background principles of nuisance and property law of this state;*
- (g) an action taken out of a reasonable good faith belief that the action is necessary to prevent a grave and immediate threat to life or property;*
- (h) a formal exercise of the power of eminent domain;*
- (i) an action taken under a state mandate to prevent waste of oil and gas, protect correlative rights of owners of interests in oil or gas, or prevent pollution related to oil and gas activities;*
- (j) a rule or proclamation adopted for the purpose of regulating water safety, hunting, fishing, or control of non-indigenous or exotic aquatic resources;*
- (k) an action taken by a political subdivision:*
 - (1) to regulate construction in an area designated under law as a floodplain;*
 - (2) to regulate on-site sewage facilities;*
 - (3) under the political subdivision's statutory authority to prevent waste or protect rights of owners of interest in groundwater; or*
 - (4) to prevent subsidence;*
- (l) the appraisal of property for purposes of ad valorem taxation;*
- (m) an action that:*
 - (1) is taken in response to a real and substantial threat to public health and safety;*
 - (2) is designed to significantly advance the health and safety purpose; and*
 - (3) does not impose a greater burden than is necessary to achieve the health and safety purpose; or*

(n) an action or rulemaking undertaken by the Public Utility Commission of Texas to order or require the location or placement of telecommunications equipment owned by another party on the premises of a certificated local exchange company.

Based on the types of actions anticipated under the Proposed Regulations, Hunt County believes that while certain actions included in the Proposed Regulations are exempt, other actions may not be exempt and will require the County to prepare this TIA.

Lawsuit to Invalidate a Governmental Taking

The Act allows landowners whose property is significantly impaired by governmental regulations to sue the governmental entity to invalidate the regulation. As an alternative to invalidation of the governmental action, the governmental entity may elect to pay the landowner compensation for the loss in value of the property interest. The Act is generally applicable to any governmental action (e.g., adoption of an ordinance, regulatory requirement or policy, or a governmental exaction) that restricts or limits the landowner's rights in the real property and that causes a reduction of 25% or more in the market value of the property. Any lawsuit by an affected real property owner against the governmental entity must be filed within 180 days after the owner knew or should have known of the governmental action. The prevailing party in the lawsuit against the governmental entity is entitled to recover reasonable and necessary attorney's fees and court costs from the losing party.

Requirement to Prepare A Takings Impact Assessment (TIA)

In addition to a lawsuit to invalidate a taking by a governmental entity, all governmental entities in Texas (including the County) are required to prepare a TIA evaluation of any proposed regulation that may impair private real property interests and to provide public notice of the takings impact assessment.

EVALUATION PROCESS

Based on those items from the Proposed Regulations determined to be subject to the preparation of a TIA, the County is evaluating these items using the guidelines prepared by the State of Texas Office of the Attorney General. These guidelines require each action be evaluated through a series of questions. These questions, with subsequent instruction, are:

Question 1: *Is the Governmental Entity undertaking the proposed action a Governmental Entity covered by the Act, i.e., is it a "covered Governmental Entity"? See the Act, §2007.002(1).*

The answer to Question 1 is "Yes":

TGC §2007.002(1)(B) indicates that "a political subdivision of this state" is a covered governmental entity. Article IX of the Texas Constitution indicates that Counties are political subdivisions of the State. Therefore, the County would be a covered governmental entity, subject to the requirements to prepare a TIA where it would otherwise be required.

Question 2: *Is the proposed action to be undertaken by the governmental entity an action covered by the Act, i.e., a “Covered Governmental Action”*

- (1) *If the answer to Question 2 is “No”: No further compliance with the Act is necessary.*
- (2) *If the answer to Question 2 is “Yes”: Go to Question 3.*

Based on the County’s review of the Act, certain of the actions included in the Proposed Regulations may qualify as Covered Governmental Actions while others do not. Except as stated herein, the Proposed Regulations do not propose any “physical taking” of any particular property as defined in the Act, but certain actions are required to be evaluated as a “regulatory taking”. Those actions determined to be Covered Governmental Actions will be further evaluated using subsequent questions. Any “physical taking”, as defined by the Act, will be compensated for pursuant to the applicable provisions of the Texas Property Code and the U.S. and Texas Constitutions.

Question 3: *Does the Covered Governmental Action result in a burden on “Private Real Property” as that term is defined in the Act?*

- (1) *If the answer to Question 3 is “No”: A “No Private Real Property Impact” or NoPRPI Determination should be made.*
- (2) *If the answer to Question 3 is “Yes”: A TIA is required and the governmental entity must undertake evaluation of the proposed governmental action on private real property rights.*

Based on the County’s review of the Act, certain of the actions included in the Proposed Regulations may result in the imposition of a burden on “Private Real Property” as that term is defined in the Act. Those actions determined to impose a burden on “Private Real Property” will be further evaluated using subsequent questions and through the preparation of this TIA.

Question 4. *What is the Specific Purpose of the Proposed Covered Governmental Action? The TIA must clearly show how the proposed governmental action furthers its stated purpose. Thus, it is important that a governmental entity clearly state the purpose of its proposed action in the first place, and whether and how the proposed action substantially advances its stated purpose.*

Question 5. *How does the Proposed Covered Governmental Action burden society?*

Question 6. *How does the Proposed Covered Governmental Action benefit society?*

Question 7. *Does the Proposed Covered Governmental Action result in a “taking”?*

The actions determined to be Covered Governmental Actions which also impose a burden on “Private Real Property” as that term is defined in the Act have been proposed to accomplish several different purposes. Each of those actions determined to be both a Covered Governmental Action and which impose a burden on “Private Real Property” will be further evaluated using Questions 4 through 7 in this TIA. The Office of Attorney General guidance also provides the following sub-questions for items determined to be Covered Governmental Actions:

- (1) *Does the Proposed Covered Governmental Action result indirectly or directly in a permanent or temporary physical occupation of Private Real Property?*
- (2) *Does the Proposed Covered Governmental Action Require a property owner to dedicate a portion of Private Real Property or to grant an easement?*
- (3) *Does the Proposed Covered Governmental Action deprive the owner of all economically viable uses of the Property?*
- (4) *Does the Proposed Covered Governmental Action have a significant impact on the landowner's economic interest?*
- (5) *Does the Covered Governmental Action decrease the market value of the affected Private Real Property by 25% or more? Is the affected Private Real Property the subject of the Covered Governmental Action? See the Act, §2007.002(5)(B).*
- (6) *Does the Proposed Covered Governmental Action deny a fundamental attribute of ownership?*

In addition to these questions to be addressed for each proposed action, the Office of Attorney General guidance also recommends an alternatives evaluation.

Question 8. *What are the alternatives to the Proposed Covered Governmental Action?*

For each of the Covered Governmental Actions which also impose a burden on “Private Real Property”, an alternative evaluation will be provided.

SUMMARY OF THE PROPOSED REGULATIONS

The Proposed Regulations establish new regulations governing the development of land within areas under the County’s jurisdictional authority. The Proposed Regulations are not provided as a limited change to an existing ordinance, but are intended to be a new and comprehensive statement of all of the County’s regulatory responsibilities as described in Texas Local Government Code Chapter 232 and other legislative authority. As such, most of the Proposed Regulations are explicitly required and authorized by TLGC Chapter 232 and are not considered to restrict or limit a property owner’s rights that would otherwise exist in the absence of the Proposed Regulations.

Requirement for Platting (232.001) – “The owner of a tract of land located outside the limits of a municipality must have a plat of the subdivision prepared if the owner divides the land into two or more parts to lay out a subdivision; lots, streets, alleys, squares, parks or other parts of the tract intended to be dedicated to public use...”

Enforcement Authority (232.005) – “At the request of the commissioners court, the county attorney or other prosecuting attorney for the County may file an action in a court of competent jurisdiction to enjoin the violation or threatened violation of a requirement established by, or adopted by, the commissioners court.”

Exceptions from Platting (232.0015) – “To determine whether specific divisions of land are required to be platted, a county may define and classify the divisions. A county need not require platting for every division of land otherwise within the scope of this subchapter.”

Authority to Allow Revision or Cancellation of a Plat (232.008 & 232.009) – “A person owning real property in this state that has been subdivided into lots and blocks or into small subdivisions may apply to the commissioners court of the county in which the property is located for permission to cancel all or part of the subdivision, including a dedicated easement or roadway, to reestablish the property as acreage tracts as it existed before the subdivision,” and “a person who owns real property in a tract that has been subdivided and that is subject to the subdivision controls of the county in which the property is located may apply in writing to the commissioners court of the county for permission to revise the subdivision plat that applies to the property and that is filed for record with the county clerk.”

Requirements for Fiscal Security (232.004) – “The commissioners court may require that the owner of the tract to be subdivided execute a good and sufficient bond...”

Authority to Adopt Rules (232.101) – “...the commissioners court may adopt rules governing plats and subdivisions of land within the unincorporated areas of the county to promote the health, safety, morals or general welfare of the county and the safe, orderly, and healthful development of the unincorporated areas of the county .”

Technical Specifications for Street and Drainage Infrastructure Design (232.003) – “The Commissioners Court may adopt reasonable specifications relating to the construction of each street or road” and “adopt reasonable specifications that provide for drainage in the subdivision to efficiently manage the flow of stormwater runoff...”

Authority to Require Water and Wastewater Service (232.030) – “The commissioners court shall adopt and enforce the model rules developed under Section 16.343 of the Texas Water Code.”

Requirement for Certification of Groundwater Availability (232.0032) – “If a person submits a plat for the subdivision of a tract of land for which the source of the water supply intended for the subdivision is groundwater under that land, the commissioners court of a county by order may require the plat application to have attached to it a statement that it is prepared by an engineer licensed to practice in this state or a geoscientist licensed to practice in this state and certifies that adequate groundwater is available for the subdivision.”

General Subdivision Requirements (232.003) - “By an order adopted and entered in the minutes of the Commissioners Court...the commissioners court may...”

Major Thoroughfare Plan (232.102) – “...the commissioners court may (1) require a right-ofway on a street or road that functions as a major thoroughfare of a width of not more than 120 feet...”

Lot Frontages (232.103) – “...the commissioners court may adopt reasonable standards for minimum lot frontages...”

Set-backs (232.104) – “...the commissioners court may establish reasonable building and setback lines...”

Impacts Of Development Regulation In General

In general, reasonable development restrictions will serve a basic public purpose but will not be of such an extreme character as would constitute a regulatory taking. First, the goals of protecting public health and safety and water quality clearly appear to qualify as a legitimate state interest since prior U.S. Supreme Court rulings have held that governmental regulations addressing the “ill effects of urbanization” and the preservation of desirable aesthetic features are legitimate state interests. It has also been expressly held by the Supreme Court that governmental restrictions on the use of only limited portions of a parcel of land such as setback ordinances are not considered regulatory takings.

This conclusion is consistent with the guidelines adopted by the OAG. These guidelines provide as follows:

“Accordingly, government may abate public nuisances, terminate illegal activity, and establish building codes, safety standards, or sanitary requirements generally without creating a compensatory ‘taking’. Government may also limit the use of real property through land use planning, zoning ordinances, setback requirements, and environmental regulations.”

These guidelines further indicate that some types of development regulation may qualify for the exemption from the Texas Private Real Property Rights Preservation Act as regulatory actions which protect public health and safety.

The following items provide a summary of the major actions described in the Proposed Regulations. Based on the regulatory background information and the nature of the proposed actions, each major proposed action has been assigned to one of three categories, depending on whether it was determined to be a “Covered Governmental Action” and whether it places a “burden” on property, as those terms are defined under the Act. An explanation of each action and the rationale for its inclusion in its selected category is provided below.

Burdens and Benefits of Proposed Impacts on Private Property

The Proposed Regulations may create certain burdens on private property by subjecting the property to the requirements set forth in the Proposed Regulations. These burdens include the cost and administrative burden of applying for required permits and limiting the freedom of a landowner to develop property without regard to impacts on adjoining landowners and the County as a whole. However, such burdens are no greater than as reasonably necessary for the County to accomplish the public health, safety and welfare objectives the Proposed Regulations are intended to achieve. Moreover, the burdens imposed by the Proposed Regulations are no greater than those typically placed on developers and landowners in urbanizing counties in Texas such as Hunt County. These burdens must be weighed against the benefits to the residents of the County and society as a whole which include a uniform set of development requirements that protect the health and welfare of the County’s residents and the environment of the County. Having a uniform and consistently enforced set of development regulations allows for private

development to occur in a known and planned manner that is more efficient and costeffective than rules imposed under unwritten policy and guidance.

Reasonable Alternative Actions

The reasonable alternative actions to the Proposed Regulations include (1) maintaining the current system of development regulatory ordinances; or (2) adopting more detailed and burdensome regulations. The Proposed Regulations are considered to be the best of these alternatives because they strike a fair and reasonable balance between (1) haphazard regulation under the current set of regulations which were not designed for the urbanizing environment in the County, and (2) regulation of development at a detailed scale that cannot be adequately enforced by the County under the present economic and budgetary constraints under which the County presently operates. Based on available information, neither of these alternatives would constitute a taking to any greater degree than the Proposed Regulations.

Actions in the Proposed Regulations Determined to Not Place a Burden on Property (“No” to OAG Question 3)

Standardization of Administrative Procedures, Applications Processing, Public Notice Procedures and Other Land Development Activities

Under the County’s authority to regulate various aspects of land development as authorized under various chapters of the Texas Local Government Code, the County is proposing changes and additions to the administrative procedures, and applications processing procedures to be utilized by the County in the regulation of development within the County. While these proposed actions could potentially affect the information to be prepared and submitted to the County, and how the County will apply the Proposed Regulations, the administrative procedures themselves do not create a “burden” per se on “Private Real Property”, as that term is defined in the Act, being regulated by the Proposed Regulations. As outlined in the guidance from the OAG:

TIA’s must concentrate on the truly significant real property issue. No need exists to amass needless detail and meaningless data. The public is entitled to governmental conformance with legislative will, not a mass of unnecessary paperwork.

Therefore, the proposed actions regarding the administrative procedures and applications processing were determined to not place a direct burden on “Private Real Property” and qualify for a “No Private Real Property Impact” Determination (hereafter “NoPRPI Determination”) as provided in the OAG guidelines, and would not be subject to the requirement to prepare a TIA.

Actions in the Proposed Regulations Determined to Be “Covered Governmental Actions” and to Place a “Burden” on “Private Real Property”

Based on the evaluation conducted by the County, the following list of proposed actions may qualify as “Covered Governmental Actions” and place a “burden” on Private Real Property. The further evaluation of these items is presented in the following section:

- Plat Expiration

Takings Impact Assessment For the Qualifying Actions

The following proposed actions have been determined to be “Covered Governmental Actions” that may place a “burden” on Private Real Property. Each of these proposed actions has been evaluated using the additional questions in OAG guidelines (specifically Questions 4 through 8, and where necessary, the sub-questions).

Plat Expiration

The County’s proposed development regulations contain certain requirements for the expiration, and in some cases renewal, of various permits and approvals. Specifically, the Proposed Regulations stipulate that a Preliminary Plan shall expire two (2) years after the date of approval unless the Subdivider produces evidence of one or more activities defined in TLGC Section 245.005(c) as “progress toward completion”.

Under the County’s authority to regulate the expiration of various permits and approvals provided in TLGC, Chapter 245, the County is proposing to establish this expiration period for these permits and approvals included within the Proposed Regulations. Specifically, the County is relying on TLGC Chapter 245 which authorizes a “regulatory agency” to establish expiration periods for various permits and approvals. In this context, a “regulatory agency” includes a political subdivision, and “political subdivision” includes a county. This provision of the TLGC authorizes the County, upon the adoption of the Proposed Regulations, to establish expiration periods for a broad range of permits, which is defined to include an “approval” or “other form of authorization required by law, rule, regulation, order, or ordinance that a person must obtain to perform an action or initiate, continue, or complete a project for which the permit is sought.”

OAG Question 4 – What is the specific purpose of the proposed CGA?

The purpose of the proposed CGA is to minimize the number of projects that are constructed under older, and generally less protective standards, to the extent allowed by law.

OAG Question 5 – How does the proposed CGA burden Private Real Property?

The proposed CGA may create a burden on Private Real Property by requiring the Permittee to continue to make progress on a project within a specific timeframe, regardless of the market or other timing factors.

OAG Question 6 – How does the proposed CGA benefit society?

In general, the County believes that by implementing the proposed expiration period, the County will minimize the number of projects constructed under the older, generally less protective, standards. The proposed CGA will benefit society by minimizing the number of projects using old or outdated standards.

OAG Question 7 – Does the proposed CGA result in a “taking”?

OAG Sub-question 1 – Does the proposed CGA result indirectly or directly in a permanent or temporary physical occupation of Private Real Property?

No.

OAG Sub-question 2 – Does the proposed CGA require a property owner to dedicate a portion of Private Real Property or to grant an easement?

No.

OAG Sub-question 3 – Does the proposed CGA deprive the owner of all economically viable uses of the Property?

In the event that a plat has expired, the Permittee might be deprived of the specific use(s) planned with the expired plat. However, there would likely be other uses available or the Permittee could apply again for a new plat. Given these conditions, the proposed CGA will not deprive an owner of *all* economically viable use of the Property.

OAG Sub-question 4 – Does the proposed CGA have a significant impact on the landowner’s economic interest?

A determination as to whether the proposed CGA has a significant impact on the landowner’s economic interest must be made on a case-by-case basis. As outlined in the response to OAG Sub-question 3, in the event that a plat expired, the proposed CGA could result in the temporary loss of a particular use. However, the “producing cause” of this loss would be the Permittee’s failure to act under the terms of the Proposed Regulations and not the expiration of the plat. Since the CGA would not be the “producing cause”, it would therefore not constitute a regulatory taking.

OAG Sub-question 5 – Does the CGA decrease the market value of the affected Private Real Property by 25% or more? Is the affected Private Real Property the subject of the covered governmental action? See the Act, §2007.002(5)(B).

As outlined in the previous response, determinations as to whether the proposed CGA decreases the market value of affected Private Real Property must be made on a case-by-case basis. However, given the considerations outlined in the responses to OAG Sub-questions 3 and 4, if an instance occurred where the expiration of a particular plat resulted in the decrease of the market value of the private real property by 25% or more, the “producing cause” of this loss would be the Permittee’s failure to act under the terms of the Proposed Regulations and not the expiration of the plat. Since the CGA would not be the “producing cause”, it would therefore not constitute a regulatory taking.

OAG Sub-question 6 – Does the proposed Covered Governmental Action deny a fundamental attribute of ownership?

No.

OAG Question 8 – What are the alternatives to the proposed CGA?

The County’s proposed CGA is based on authority granted to counties by the Texas Legislature. The only alternative to the proposed CGA is to not implement this authority. The County believes that the proposed CGA provides significant public benefits at relatively small risk of adverse impact to property owners.

Conclusion: The County’s proposed action of establishing a plat expiration period does not constitute a regulatory taking.

Right-of-Way Dedications

Plats may require dedication of right-of-way. The County acknowledges that it must comply with general principles regarding takings or other exactions as reflected in applicable state and federal laws, court rulings and the Texas Real Property Rights Preservation Act. The required dedication for public use must be roughly proportional to the actual need for the public use which is generated by the proposed development.

Conclusion:

The County’s proposed action requiring right-of-way dedications does not constitute a regulatory taking so long as (1) the County action is not such that would require compensation under the United States or the Texas Constitution, or (2) the County action does not affect the private real property in a manner that restricts or limits the owner’s right to the property and is the producing cause of a reduction of at least 25% in the market value of the property.