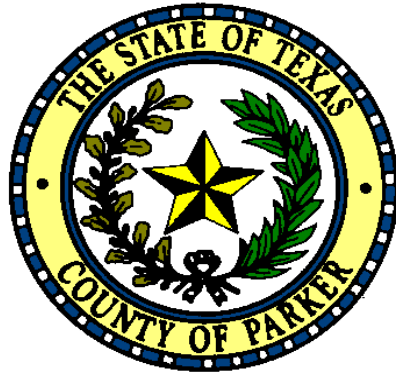


PARKER COUNTY

SUBDIVISION REGULATIONS

AND

CONSTRUCTION STANDARDS



COUNTY JUDGE

THE HONORABLE MARK RILEY 817-598-6148

COUNTY COMMISSIONERS

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PRECINCT #2 CRAIG PEACOCK 817-594-4022
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PARKER COUNTY, TEXAS **SUBDIVISION RULES AND REGULATIONS**

ARTICLE I

AUTHORITY, PURPOSE AND PRECEDENCE

Section 1.01 AUTHORITY:

These rules are adopted by the Commissioners Court of Parker County, Texas, acting in its capacity as the governing body of Parker County. The authority for Parker County to adopt these rules is contained in Chapter 232 of the Local Government Code of Texas.

Section 1.02 PURPOSE:

The purpose of these rules is to regulate the filing for record of subdivision plats and to establish construction standards and other requirements for all subdivisions situated outside the boundaries of any incorporated town or city in Parker County.

Section 1.03 PRECEDENCE:

In the event of any conflict between these rules and State Statutes, the State Statute shall take precedence.

ARTICLE II

GENERAL PROVISIONS

Section 2.01 AREA COVERED BY RULES:

These rules shall apply only to the areas of Parker County, which lie outside the boundaries of any incorporated city or town.

Section 2.02 ADMINISTRATION:

The Commissioners Court of Parker County, Texas, shall administer these rules.

ARTICLE III

PLATS

Section 3.01 WHEN A PLAT IS REQUIRED:

Under Section 232.001 of the Texas Local Government Code, a Plat is required as follows:

- (a) 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 tract into two or more parts to lay out:
 - (1) a subdivision of the tract, including an addition;
 - (2) Lots; or
 - (3) Streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts.
- (a-1) A division of a tract under Subsection (a) 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 or sale or other executory contract to convey, or by using any other method.
- (b) To be recorded, the plat must:
 - (1) describe the subdivision by metes and bounds;
 - (2) Locate the subdivision with respect to an original corner of the original survey of which it is a part; and
 - (3) state the dimensions of the subdivision and of each lot, street, alley, square, park, or other part of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alley, square, park, or other part.
- (c) The owner or proprietor of the tract or the owner's or proprietor's agent must acknowledge the plat in the manner required for the acknowledgment of deeds.
- (d) The plat must be filed and recorded with the county clerk of the county in which the tract is located.
- (e) The plat is subject to the filing and recording provisions of Section 12.002, Property Code.
- (f) Repealed by Acts 1995, 74th Leg., ch. 979, § 29, eff. June 16, 1995.

Section 3.02 MEETING WITH THE COMMISSIONER AND THE PLATTING OFFICE

Prior to any subdivision of land and any official submittal of a plat for review, the Developer should set a meeting with the Precinct Commissioner and/or an authorized representative. The Commissioner will then refer the Developer to the Platting Office. In order to initiate the platting process, an Application must be executed by the Applicant (form provided by the Platting Office). The Developer shall present a preliminary plat to the Platting Office for review. The Platting Coordinator will provide general comments and requirements to the Developer. After making corrections based upon these comments and requirements, the Developer or his/her representative will submit four copies of the revised preliminary plat of the subdivision to the Platting Office.

Once all comments are addressed and the preliminary plat is administratively complete, the Platting Coordinator will contact the County Judge's office to request placement of the plat on the next Commissioners Court agenda for consideration.

Once the preliminary plat is approved, the final plat must be reviewed and approved. The final plat review and approval procedure will be the same as the preliminary plat procedure described above.

The Preliminary Plat shall become null, void and of no further effect 12 months after Commissioners Court approval, unless a Final Plat has been approved.

Section 3.03 WHO MUST PREPARE THE PLAT:

The sub-divider or developer shall cause to be prepared a plat by a Registered Professional Land Surveyor or Licensed Land Surveyor.

Section 3.04 HOW THE PLAT MUST BE PREPARED:

- a. The subdivision or addition shall accurately be described by metes and bounds and located with respect to an original corner of the original survey of which it is a part. Dimensions of all lots, streets, alleys, easements, and public dedications shall be accurately described and included on the subdivision plat.
- b. The plat shall be drawn with India Ink on tracing cloth or a permanent type of Material, consisting of one or more sheets measuring no less or no larger than 24 inches wide and 18 inches long. A key map with a scale of one (1) inch to 200 feet shall show the entire area and be drawn on the first sheet or on a separate sheet.
- c. Every such plat shall be duly acknowledged by owners or proprietors of the land or by some duly authorized agent of said owners or proprietors in the manner required by acknowledgment of deeds.
- d. The subdivision plat must be made from an actual survey on the ground by, or under the supervision of, either a Registered Public Surveyor or a Licensed Land Surveyor, and his certificate to that effect must appear on said plat.
- e. Boundary lines must be shown by bearing and distances, calling for the lines of established surveys, land marks, school districts and other data furnished, sufficient to locate the property on the ground. All block corners and angles in streets and alleys should be marked with a one-half inch steel pin, approximately two feet in length, or with a permanent marker.
- f. The name of the proposed subdivision or any of the physical features (such as streets, alleys, etc.) must not be as similar to features in Parker County or in any incorporated town or city herein as to cause confusion. Streets, which are a continuation of any existing street, shall take the name of the existing street. Street names and numbers shall be approved by the Parker County 9-1-1 Coordinator.

- g. Lot and block numbers are to be arranged in a systematic order and shown on the plat in distinct and legible figures. The area of each lot must be shown in acres and/or fractions thereof.
- h. Location of lots, streets, driveways, easements and other features must be shown with accurate dimensions in feet and decimals of feet. Length of radii and arcs of all curves, with bearings and distances of all curves, with bearings and distances of long chord, must be shown, also dimensions from all angle points of curve to **lot** lines.
- i. Roads and streets to be constructed shall have minimum width of right-of-way of sixty (60) feet and must provide unhampered circulation through the subdivision. Where a no outlet road or street is designed to be so permanently, a turn-around shall be provided at the closed end having a finished roadway diameter of one hundred (100) feet and a total diameter of no less than one hundred twenty (120) feet for adequate drainage.
- j. All roads and streets that intersect with an established County road or State highway must have cutbacks on all corners, for no more than a total of 100 feet of right-of-way, measured along the right-of-way of the established roadway.
- k. In cases where the new roads and streets, as platted, intersect with established roads and streets, the new roads and streets shall be if practicable, a continuation, without offset, of any intersecting road or street on the opposite side of the established road or street.
- l. If at all avoidable, roads or streets with abrupt offsets or jogs in them shall be avoided.
- m. Where a part of a road or street has been dedicated and deeded in an adjoining subdivision adjacent to and along with common property lines of the two subdivisions, enough width of right-of-way must be dedicated in the new subdivision to provide the minimum width specified herein.
- n. Square, "island" or other obstructions to traffic shall not be reserved within the right-of-way; this shall not exclude small parts where roads and streets are properly curved and expanded.
- o. Appropriate dedication by easement for utilities must be provided where needed. Subdivision Plats must be coordinated with the utility companies, as to the proper location of utility easements, which easements or reference thereto is to be shown on the subdivision plat. (See section 10.04)
- p. Driveways must be user friendly, must not block natural drainage, and must be provided by the owner/applicant. The Precinct Commissioner will determine the necessity of a culvert, its size and type and the culvert will be installed at the property owner's expense or approve someone else to do the installation. The finished portion of the driveways must be at least twenty-two (22) feet wide and shall extend from the owner's property line to within six (6) feet of the paved portion of the county road. No structures, including but not limited to, retaining walls, or planters, built of rock, wood, brick, concrete, metal or similar materials will be erected on county right-of-way without the written consent of the Precinct Commissioner. Mailboxes must meet postal regulations.

A 9-1-1-address number shall be erected by the landowner on his/her driveway, so as to be visible and readable from the public road.

- q. The exact location, dimensions, description and flow line of existing drainage structure (and drainage structures proposed to be installed by the owner, or owners, or sub-dividers or developers) and the location, flow line and floodplain of existing water sources within the proposed subdivision must be shown on said plat. A topographical plat may be required when near a waterway.
- r. The plat must contain an arrow indicating the direction of the North point of the compass, and the scale must be prominently shown.
- s. All lots shall be a minimum of 1 acre (43,560 square feet). See Article VII for more details.
- t. Reference must be made to the original patented survey and the number of acres in each survey with the abstract name and number of it and reference made to the volume and page in the Deed Records of the tract being subdivided. Reference must also be made to the number of acres in each survey, with abstract numbers of it for all dedicated areas. Show total number of lots or tracts.
- u. A certificate from the Appraisal District of all appropriate taxing agencies must accompany the plat to be recorded, indicating that all taxes owed have been paid in full to date.
- v. A certificate of ownership and lienholder must accompany the plat, to be recorded from any abstract or Title Company operating in said county.
- w. Where a prior subdivision plat has been filed a vacating plat should be filed or included on subdivision plat as to what is being re-subdivided.
- x. A signature block shall be inscribed on the first plat sheet for Commissioners Court and affected parties.
- y. There shall be one (1) Mylar and four (4) copies of plat furnished to the Platting Office.
- z. If the property to be platted lies within the extraterritorial jurisdiction (ETJ) of a city, this procedure will be accomplished simultaneously with the platting procedure of the city. The Developer must obtain plat approval from the city before final plat approval will be granted by the Commissioners Court.
- aa. Detailed Vicinity map (road names, etc.).
- bb. The plat shall show the location of the 100-year floodplain and any special flood hazard areas as identified on the most current Parker County Flood Hazard Boundary Map (FHBM), published by the Federal Emergency Management Agency, or as developed by a licensed Professional Engineer in a study approved by the Floodplain Administrator. All finish floor elevations for structures to be constructed on the platted property shall

have a finish floor elevation at least two (2) feet above the applicable 100-year floodplain elevation on the site. An elevation benchmark with the location, description and elevation of the benchmark is required to be identified on the face of the plat. The elevation of this benchmark shall be correlated to a benchmark shown on the FIRM panel. Minimum first floor elevations for buildings shall be identified on each lot that is adjacent to the 100-year floodplain.

- cc. A letter of service ability from an entity or entities providing water or sanitary sewer service. Alternatively, the Developer may provide a letter stating that no service is available within 300 feet of the subdivision and certifying that the lots are of suitable size for private wells.
- dd. A statement from the Developer acknowledging that it is the responsibility of the Developer, not the County, to assure compliance with the provisions of all applicable state, federal and local laws and regulations relating to the environment, including (but not limited to) the Endangered Species Act, the Clean Water Act, and all applicable rules, regulations and ordinances relating to water supply. This shall be part of the Developer’s dedication statement on the face of the plat.
- ee. Linear feet for each road must appear on mylar. (See example below)

Bill Road	1,000 feet	James Lane	455 feet
Kerry Court	872 feet	Carol Drive	5000 feet

Section 3.05 REVIEW OF PLAT WITH COMMISSIONERS COURT: When placed on the Court Agenda, the Court will review with the applicant any proposed suggestions and changes to said plat. If accepted without changes, the court shall so note in its regular minutes, and if there are no additional roads being built (that is, all tracts will front on existing public Roads), the Court shall give its final approval of said plat, so that it may be filed in accordance with V.T.C.A., Property Code Section 12.002. If however, the Court suggests changes, then the applicant shall cause said changes to be made to the plat so that the applicant may return at a pre-scheduled time to obtain preliminary approval of the changes that are to be made. Furthermore, if there are to be built roads, drainage ditches, etc. to service the new tracts, then the owner shall receive only preliminary approval and must comply with the following additional requirements.

(NOTE: Preliminary approval does not constitute acceptance for filing by the County Clerk’s Office.)

- a. Owner/applicant shall clear the road right-of-way between the “bar” ditches to a depth of one foot below finished sub-grade. All cleared and grubbed material shall be burned and/or removed and disposed of as allowed by law.
- b. Owner/applicant shall remove any unsuitable sub-base or objectionable material and replace it with material acceptable to the appropriate Commissioner. At this time, any “French Drains” that the appropriate Commissioner deems necessary shall be built.

ARTICLE IV

GROUNDWATER AVAILABILITY CERTIFICATION FOR PLATTING

§230.1 – §230.11

On February 26, 2007, the Commissioners Court of Parker County adopted Order OR07-05 requiring all plat applications submitted for approval by the Court to have attached a certification that adequate groundwater is available for the proposed subdivision as provided in §232.0032 of the Texas Local Government Code and in conformity with Chapter 230 of the Texas Administrative Code as outlined below.

Section 4.01 §230.1 APPLICABILITY

- (a) Subdivisions utilizing groundwater as the source of water supply. In the plat application and approval process, municipal and county authorities may require certification that adequate groundwater is available for a proposed subdivision if groundwater under that land is to be the source of water supply. The municipal or county authority is not required to exercise their authority under Texas Local Government Code, §212.0101 or §232.0031. However, if they do exercise their authority, the form and content of this chapter must be used.
- (b) Use of this chapter. If required by the municipal or county authority, the plat applicant and the Texas licensed professional engineer or the Texas licensed professional geoscientist shall use this chapter and the attached form to certify that adequate groundwater is available under the land of a subdivision subject to platting under Texas Local Government Code, §212.004 and §232.001. These rules do not replace other state and federal requirements applicable to public drinking water supply systems. These rules do not replace the authority of counties within designated priority groundwater management areas under Texas Water Code, §35.019, or the authority of groundwater conservation districts under Texas Water Code, Chapter 36.

Adopted January 23, 2003

Effective February 13, 2003

Section 4.02 §230.2 DEFINITIONS.

The following words and terms, when used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise. If a word or term used in this chapter is not contained in this section, it shall have the same definition and meaning as used in the practices applicable to hydrology and aquifer testing.

(1) **Aquifer** – A geologic formation, group of formations, or part of a formation that contains water in its voids or pores and may be used as a source of water supply.

(2) **Aquifer test** - A test involving the withdrawal of measured quantities of water from or addition of water to a well and the measurement of resulting changes in water level in the aquifer both during and after the period of discharge or addition for the purpose of determining the characteristics of the aquifer. For the purposes of this chapter, bail and slug tests are not considered to be aquifer tests.

(3) **Certification** - A written statement of best professional judgment or opinion as attested to on the Certification of Groundwater Availability for Platting Form contained under §230.3(c) of this title (relating to Certification of Groundwater Availability for Platting).

(4) **Drinking water standards** - As defined in commission rules covering drinking water standards contained in Chapter 290, Subchapter F of this title (relating to Drinking Water Standards Governing Drinking Water Quality and Reporting Requirements for Public Water Supply Systems).

(5) **Full build out** - The final expected number of residences, businesses, or other dwellings in the proposed subdivision.

(6) **Licensed professional engineer** - An engineer who maintains a current license through the Texas Board of Professional Engineers in accordance with its requirements for professional practice.

(7) **Plat applicant** - The owner or the authorized representative or agent seeking approval of a proposed subdivision plat application pursuant to municipal or county authority.

(8) **Licensed professional geoscientist** - A geoscientist who maintains a current license through the Texas Board of Professional Geoscientists in accordance with its requirements for professional practice.

(9) **Requirements applicable to public drinking water supply systems** - The requirements contained in commission rules covering public drinking water supply systems in Chapter 290, Subchapter D of this title (relating to Rules and Regulations for Public Water Systems).

Adopted January 23, 2003

Effective February 13, 2003

Section 4.03 §230.3 CERTIFICATION OF GROUNDWATER AVAILABILITY FOR PLATTING

(a) **Certification** - The certification required by this chapter must be prepared by a Texas licensed professional engineer or a Texas licensed professional geoscientist.

(b) **Submission of information.** - The plat applicant shall provide to the municipal or county authority the certification of adequacy of groundwater under the subdivision required by this chapter.

(c) **Form required.** - This chapter and the following form shall be used and completed if plat applicants are required by the municipal or county authority to certify that adequate

groundwater is available under the land to be subdivided. The executive director may make minor changes to this form that does not conflict with the requirements of these rules.

THE CERTIFICATION OF GROUNDWATER AVAILABILITY FOR PLATTING FORM IS INCLUDED IN THIS PACKET UNDER THE CATEGORY "FORMS."

Section 4.04 §230.4 ADMINISTRATIVE INFORMATION

At a minimum, the following general administrative information as specified in §230.3(c) of this title (relating to Certification of Groundwater Availability for Platting), shall be provided for a proposed subdivision for which groundwater under the land will be the source of water supply:

- (1) The name of the proposed subdivision;
- (2) Any previous or other name(s) which identifies the tract of land;
- (3) The name, address, phone number, and facsimile number of the property owner or owners;
- (4) The name, address, phone number, and facsimile number of the person submitting the plat application;
- (5) the name, address, phone number, facsimile number, and registration number of the licensed professional engineer or the licensed professional geoscientist preparing the certification as required in this chapter;
- (6) The location and property description of the proposed subdivision; and
- (7) The tax assessor parcel number(s) by book, map, and parcel.

Adopted January 23, 2003

Effective February 13, 2003

Section 4.05 §230.5 PROPOSED SUBDIVISION INFORMATION.

At a minimum, the following information pertaining to the proposed subdivision shall be provided as specified in §230.3(c) of this title (relating to Certification of Groundwater Availability for Platting):

- (1) The purpose of the proposed subdivision, for example, single family residential, multi-family residential, non-residential, commercial, or industrial;
- (2) The size of the proposed subdivision in acres;
- (3) The number of proposed lots within the proposed subdivision;
- (4) The average size (in acres) of the proposed lots in the proposed subdivision;

(5) The anticipated method of water distribution to the proposed lots in the proposed subdivision including, but not limited to:

(A) An expansion of an existing public water supply system to serve the proposed subdivision (if groundwater under the subdivision is to be the source of water supply;

(B) A new public water supply system for the proposed subdivision;

(C) Individual water wells to serve individual lots; or

(D) A combination of methods;

(6) if the anticipated method of water distribution for the proposed subdivision is from an expansion of an existing public water supply system or from a proposed public water supply system, evidence required under §290.39(c)(1) of this title (relating to Rules and Regulations for Public Water Systems) which shall be provided demonstrating that written application for service was made to the existing water providers within a ½ mile radius of the subdivision; and

(7) Any additional information required by the municipal or county authority as part of the plat application.

Adopted June 14, 2000

Effective July 9, 2000

Section 4.06 §230.6 PROJECTED WATER DEMAND ESTIMATE

(a) Residential water demand estimate. Residential water demand estimates at full build out shall be provided as specified in §230.3(c) of this title (relating to Certification of Groundwater Availability for Platting). Residential demand estimates shall, at a minimum, be based on the current demand of any existing residential well including those identified under §230.8(b) of this title (relating to Obtaining Site-Specific Groundwater Data), or §290.41(c) of this title (relating to Rules and Regulations for Public Water Systems, and:

(1) The number of proposed housing units at full build out;

(2) The average number of persons per housing unit;

(3) The gallons of water required per person per day;

(4) The water demand per housing unit per year (acre feet per year; and

(5) The total expected residential water demand per year for the proposed subdivision (acre feet per year).

(b) Non-residential water demand estimate. Water demand estimates at full build out shall be provided for all non-residential uses as specified in §230.3(c) of this title. Non-residential uses shall be specified by type of use and groundwater demand per year (acre feet per year) for each type of use. The estimate shall also include the existing non-residential demand of any well including those identified under §230.8(b) of this title or §290.41(c) of this title.

(c) Total annual water demand estimate. An estimate of the total expected annual groundwater demand, including residential and non-residential estimates at full build out (acre feet per year), shall be provided as specified in §230.3(c) of this title.

(d) Submission of information. The sources of information used and calculations performed to determine the groundwater demand estimates as required by this section shall be made available to the municipal or county authority if requested. The plat applicant shall provide any additional groundwater demand information required by the municipal or county authority as part of the plat application.

Adopted June 14, 2000

Effective July 9, 2000

Section 4.07 §230.7 GENERAL GROUNDWATER RESOURCE INFORMATION

(a) Aquifer identification. Using Texas Water Development Board aquifer names, the aquifer(s) underlying the proposed subdivision which is planned to be used as the source of water for the subdivision shall be identified and generally described as specified in §230.3(c) of this title (relating to Certification of Groundwater Availability for Platting).

(b) Geologic and groundwater information. To meet the requirements of this chapter, the following geologic and groundwater information shall be considered in planning and designing the aquifer test under §230.8(c) of this title (relating to Obtaining Site-Specific Groundwater Data).

- (1) The stratigraphy of the geologic formations underlying the subdivision;
- (2) The lithology of the geologic strata;
- (3) The geologic structure;
- (4) The characteristics of the aquifer(s) and their hydraulic relationships;
- (5) The recharge to the aquifer(s), and movement and discharge of groundwater from the aquifer(s); and
- (6) The ambient quality of water in the aquifer(s).

Adopted June 14, 2000

Effective July 9, 2000

Section 4.08 §230.8 OBTAINING SITE-SPECIFIC GROUNDWATER DATA

(a) Applicability of section. This section is applicable only if the proposed method of water distribution for the proposed subdivision is individual water wells on individual lots. If expansion of an existing public water supply system or installation of a new public water supply system is the proposed method of water distribution for the proposed subdivision, site-specific groundwater data shall be developed under the requirements of Chapter 290. Subchapter D of this title (relating to Rules and Regulations for Public Water Systems) and the information

developed in meeting these requirements shall be attached to the form required under §230.3 of this title (relating to Certification of Groundwater Availability for Platting).

(b) Location of existing wells. All known existing, abandoned, and inoperative wells within the proposed subdivision shall be identified, located, and mapped by on-site surveys. Existing well locations shall be illustrated on the plat required by the municipal or county authority.

(c) Aquifer testing. Utilizing the information considered under §230.7(b) of this title (relating to General Groundwater Resource Information), an aquifer test shall be conducted to characterize the aquifer(s) underlying the proposed subdivision. The aquifer test must provide sufficient information to allow evaluation of each aquifer that is being considered as a source of residential and non-residential water supply for the proposed subdivision. Appropriate aquifer testing shall be based on typical well completions. An aquifer test conducted under this section utilizing established methods shall be reported as specified in §230.3(c) of this title and shall include, but not be limited to, the following items.

(1) Test well and observation well(s). At a minimum, one test well (i.e., pumping well) and one observation well, shall be required to conduct an adequate aquifer test under this section. Additional observation wells shall be used for the aquifer test if it is practical or necessary to confirm production zone as the test well. The location s of the test and observation well(s) shall be shown on the plat required by the municipal or county authority.

(2) Location of wells. The test and observation well(s) must be placed within the proposed subdivision and shall be located by latitude and longitude. The observation well(s) shall be located at a radial distance such that the time-drawdown data collected during the planned pumping period fall on a type curve of unique curvature. In general, observation wells in unconfined aquifers should be placed no farther than 300 feet from the test well, and no farther than 700 feet in thick, confined aquifers. The observation well should also be placed no closer to the test well than two times the thickness of the aquifer's production zone. The optimal location for the observation well(s) can be determined by best professional judgment after completion and evaluation of the test well as provided in paragraph (4) of this subsection.

(3) Lithology and geophysical logs. The test and observation wells shall be lithologically and geophysical logged to map and characterize the geologic formation(s) and the aquifer(s) in which the aquifer test(s) is to be performed.

(A) A lithologic log shall be prepared showing the depth of the strata, their thickness and lithology (including size, range, and shape of constituent particles as well as smoothness), occurrence of water bearing strata, and any other special notes that are relevant to the drilling process and to the understanding of subsurface conditions.

(B) Geophysical logs shall be prepared which provide qualitative information on aquifer characteristics and groundwater quality. At a minimum, the geophysical logs shall include an electrical log with shallow and deep-investigative curves (e.g., 16-inch short normal/64-inch long normal resistivity curves or induction log) with a spontaneous potential curve.

(C) The municipal or county authority may, on a case-by-case basis, waive the requirement of geophysical logs as required under this section if it can be adequately demonstrated that the logs are not necessary to characterize the aquifer(s) for testing purposes.

(4) Well development and performance. The test and observation well(s) shall be developed prior to conducting the aquifer test to repair damage done to the aquifer(s) during the drilling operation.. Development shall insure that the hydraulic properties of the aquifer(s) are restored as much as practical to their natural state.

(A) Well development procedures applied to the well(s) may vary depending on the drilling method used and the extent of the damage done to the aquifer(s).

(B) During well development, the test well shall be pumped for several hours to determine the specific capacity of the well, the maximum anticipated drawdown, the volume of water produced at certain pump speeds and drawdown, and to determine if the observation well(s) are suitably located to provide useful data.

(C) Water pumped out of the well during well development shall not be allowed to influence initial well performance results.

(D) Aquifer testing required by this section shall be performed before any acidization or other flow-capacity enhancement procedures are applied to the test well.

(5) Protection of groundwater. All reasonably necessary precautions shall be taken during construction of test and observation wells to ensure that surface contaminants do not reach the subsurface environment and that undesirable groundwater (water that is injurious to human health and the environment or water that can cause pollution to land or other waters) if encountered, is sealed off and confined to the zone(s) of origin.

(6) Duration of aquifer test and recovery. The duration of the aquifer test depends entirely on local and geologic conditions. However, the test shall be of sufficient duration to observe a straight-line trend on a plot of water level versus the logarithm of time pumped. Water pumped during the test shall not be allowed to influence the test results. Aquifer testing shall not commence until water levels (after well development) have completely recovered to their pre-development level or at least to 90% of that level.

(A) At a minimum, a 24-hour uniform rate aquifer test shall be conducted. Testing shall continue long enough to observe a straight-line trend on a plot of water level versus the logarithm of time pumped. If necessary, the duration of the test should be extended beyond the 24-hour minimum limit until the straight-line trend is observed.

(i) If it is impractical to continue the test until a straight-line trend of water level versus the logarithm of time pumped is observed within the 24-hour limit, the test shall continue at least until a consistent pumping-level trend is observed. In such instances, failure to observe the straight-line trend shall be recorded.

(ii) If the pumping rates remain constant for a period of at least four hours and a straight-line trend is observed on a plot of water level versus the logarithm of

time pumped before the 24-hour limit has been reached, the pumping portion of the test may be terminated.

(iii) The frequency of water level measurements during the aquifer test shall be such that adequate definition of the time-drawdown curve is made available. As much information as possible shall be obtained in the first ten minutes of testing (i.e., pumping).

(B) Water-level recovery data shall be obtained to verify the accuracy of the data obtained during the pumping portion of the test. Recovery measurements shall be initiated immediately at the conclusion of the pumping portion of the aquifer test and shall be recorded with the same frequency as those taken during the pumping portion of the aquifer test. Time-recovery measurements shall continue until the water levels have recovered to pre-pumping levels or at least to 90% of that level. If such recovery is not possible, time-recovery measurements should continue until a consistent trend of recovery is observed.

(7) Use of existing wells and aquifer test data.

(A) An existing well may be utilized as an observation well under this section if sufficient information is available for that well to demonstrate that it meets the requirements of this section.

(B) The municipal or county authority may accept the results of a previous aquifer test in lieu of a new test if:

(i) The previous test was performed on a well located within a ¼-mile radius of the subdivision;

(ii) The previous test fully meets all the requirements of this section;

(iii) The previous test was conducted on an aquifer which is being considered as a source of water supply for the proposed subdivision; and

(iv) Aquifer conditions (e.g., water levels, gradients, etc.) during the previous test were approximately the same as they are presently.

(8) Need for additional aquifer testing and observation wells. Best professional judgment shall be used to determine if additional observation wells or aquifer tests are needed to adequately demonstrate groundwater availability. The Theis and Cooper-Jacob nonequilibrium equations, and acceptable modifications thereof, are based on well documented assumptions. To determine if additional information is needed, best professional judgment shall be used to consider these assumptions, the site-specific information derived from the aquifer test required by this section, the size of the proposed subdivision, and the proposed method of water delivery.

(C) Submission of information. The information, data, and calculations required by this section shall be made available to the municipal or county authority, if requested, to document the requirements of this section as part of the plat application.

Section 4.09 §230.9 DETERMINATION OF GROUNDWATER QUALITY

(a) Water quality analysis. Water samples shall be collected near the end of the aquifer test for chemical analysis. Samples shall be collected from each aquifer being considered for water supply for the proposed subdivision and reported as specified in §230.3(c) of this title (relating to Certification of Groundwater Availability for Platting).

(1) For proposed subdivisions where the anticipated method of water delivery is from an expansion of an existing public water supply system or a new public water supply system, the samples shall be submitted for bacterial and chemical analysis as required by Chapter 290, Subchapter F of this title (relating to Drinking Water Standards Government Drinking Water Quality and Reporting Requirements for Public Water Supply Systems).

(2) For proposed subdivisions where the anticipated method of water delivery is from individual water supply wells on individual lots, samples shall be analyzed for the following:

- (A) chloride;
- (B) conductivity;
- (C) fluoride;
- (D) iron;
- (E) nitrate (as nitrogen);
- (F) manganese;
- (G) pH;
- (H) sulfate;
- (I) total hardness;
- (J) total dissolved solids; and
- (K) presence/absence of total coliform bacteria.

(3) Conductivity and pH values may be measured in the field, and the other constituents shall be analyzed in a Texas Department of Health approved laboratory using methods approved by the commission.

(b) Submission of information. The information, data, and calculations required by this section shall be made available to the municipal or county authority, if requested, to document the requirements of this section as part of the plat application.

Adopted June 14, 2000

Effective July 9, 2000

Section 4.10 §230.10 DETERMINATION OF GROUNDWATER AVAILABILITY

(a) Time frame for determination of groundwater availability. At a minimum, both a short and long-term determination of groundwater availability shall be made, each considering the estimated total water demand at full build out of the proposed subdivision. Groundwater availability shall be determined for ten years and 30 years and for any other time frame(s) required by the municipal or county authority.

(b) Other considerations in groundwater availability determination. Groundwater availability determinations shall take into account the anticipated method of water delivery as identified under §230.5 of this title (relating to Proposed Subdivision Information) and will be compared to annual demand estimates at full build out as determined under §230.6 of this title (relating to Projected Water Demand Estimate).

(c) Determination of aquifer parameters. The parameters of the aquifer(s) being considered to supply water to the proposed subdivision shall be determined utilizing the information considered under §230.7 of this title (relating to General Groundwater Resource Information) and data obtained during the aquifer test required under §230.8 of this title (relating to Obtaining Site-Specific Groundwater Data) for individual water wells or under Chapter 290, Subchapter D of this title (relating to Rules and Regulations for Public Water Systems) and reported as specified in §230.3(c) of this title (relating to Certification of Groundwater Availability for Platting). The time-drawdown and time-recovery data obtained during the aquifer test shall be used to determine aquifer parameters utilizing the nonequilibrium equations developed by Theis or Cooper-Jacob, or acceptable modifications thereof. The following aquifer parameters shall be determined:

- (1) rate of yield and drawdown;
- (2) specific capacity;
- (3) efficiency of the pumped (test) well;
- (4) transmissivity;
- (5) coefficient of storage;
- (6) hydraulic conductivity;
- (7) recharge or barrier boundaries, if any are present; and
- (8) thickness of the aquifer(s).

- (c) Determination of groundwater availability. Using the information and data identified and determined in subsections (b) and (c) of this section, the following calculations shall be made.

- (1) Time-drawdown. The amount of drawdown at the pumped well(s) and at the boundaries of the proposed subdivision shall be determined for the time frames identified under subsection (a) of this section.

- (2) Distance-drawdown. The distance(s) from the pumped well(s) to the outer edges of the cone(s)-of-depression shall be determined for the time frames identified under subsection (a) of this section.

- (3) Well interference. For multiple wells in a proposed subdivision, calculations shall be made to:

- (A) Determine how pumpage from multiple wells will affect drawdown in individual wells for the time frames identified under subsection (a) of this section; and

- (B) Determine a recommended minimum spacing limit between individual wells and well yields from the wells that will allow for the continued use of the wells for the time frames identified under subsection (a) of this section.

- (e) Determination of groundwater quality. The water quality analysis required under §230.9 of this title (relating to Determination of Groundwater Quality) shall be compared to primary and secondary public drinking water standards and the findings documented as specified in §230.3© of this title.

- (d) Submission of information. The information, data, and calculations required by this section shall be made available to the municipal or county authority, if required, to document the requirements of this section as part of the plat application.

Adopted June 14, 2000

Effective July 9, 2000

Section 4.11 §230.11 GROUNDWATER AVAILABILITY AND USABILITY STATEMENTS AND CERTIFICATION.

- (a) Groundwater availability and usability statements. Based on the information developed under §230.10 of this title (relating to Determination of Groundwater Availability), the following information shall be provided as specified in §230.3(c) of this title (relating to Certification of Groundwater Availability for Platting):

- (1) The estimated drawdown of the aquifer at the pumped well(s) over a ten-year period and over a 30-year period;

- (2) The estimated drawdown of the aquifer at the subdivision boundary over a ten-year period and over a 30-year period;

(3) The estimated distance from the pumped well(s) to the outer edges of the cone(s)-of-depression over a ten-year period and over a 30-year period;

(4) The recommended minimum spacing limit between wells and the recommended well yield; and

(5) The sufficiency of available groundwater quality to meet the intended use of the platted subdivision.

(b) Groundwater availability determination conditions. The assumptions and uncertainties that are inherent in the determination of groundwater availability should be clearly identified as specified in §230.3(c) of this title. These conditions must be identified to adequately define the bases for the availability and usability statements. These bases may include, but re not limited to, uncontrollable and unknown factors such as:

(1) Future pumpage from the aquifer or from interconnected aquifers from area wells outside of the subdivision or any other factor that cannot be predicted that will affected the storage of water in the aquifer;

(2) Long-term impacts to the aquifer based on climatic variations; and

(3) Future impacts to usable groundwater due to unforeseen or unpredictable contamination.

(c) Certification. Based on best professional judgment, current groundwater conditions, and the information developed and presented in the form specified by §230.3© of this title, the licensed professional engineer or licensed professional geoscientist certifies by signature, seal, and date that adequate groundwater is available from the underlying aquifer(s) to supply the estimated demand of the proposed subdivision.

Adopted January 23, 2003

Effective February 13, 2003

Section 4.12 EXCEPTIONS TO GROUNDWATER AVAILABILITY CERTIFICATION FOR PLATTING

Commissioners Court of Parker County, Texas, adopted Order OR07-05 dated February 26, 2007, requiring all plat applications submitted to the Court for approval under §232.01 of the Texas Local Government Code have attached a certification that adequate groundwater was available for the proposed subdivision, as provided in §232.0032 of the Texas local Government Code and in conformity with Chapter 230 of the Texas Administrative Code **except as exempted in said Order; said exemptions are listed as follows:**

(a) Conveyance of parcel, not for resale, to adjoining property owner.

(b) Subdivisions of not more than five (5) lots where all lots are at least two (2) acres in size.

(c) Revised plat does not exceed the original number of lots by more than 20%.

- (d) Spacing requirements from the nearest water well or proposed well site will be at least 300 feet.
- (e) Spacing requirements of water wells will be a minimum of 75 feet from the property line.
- (f) Subdivision where platting is not required under §232.0015.
- (g) Lots are restricted to rainwater collection or surface water.

ARTICLE V

BONDING PROCEDURES

Section 5.01 CONSTRUCTION BOND:

- a. After having cleared the right-of-way but prior to preparing the sub-base, the owner shall at the meeting of Commissioners Court where final approval of the plat is considered provide the County Judge with a Letter of Credit that guarantees the proper construction of the streets and roadways in the proposed subdivision. The Letter of Credit shall be issued by a federally insured financial institution made payable to “The County Judge of Parker County, Texas or his Successor in Office”. The Letter of Credit shall have the conditions that the owner of the tract of land to be subdivided will construct any and all roads and streets in the subdivision in accordance with the road construction specifications of the Parker County Subdivision Regulations and that such construction will begin within ninety (90) days after final approval of the plat is given and that the road construction will be completed within thirteen (13) months after final approval of the plat is given by Commissioners Court. The expiration date of the Letter of Credit shall be thirteen (13) months after final approval of the plat is given.
- b. When no drainage structures or other additional construction costs are involved the amount of the Letter of Credit shall be **\$35.00** per linear foot. Where drainage structures or additional construction costs are involved the amount of the Letter of Credit shall include those cost in addition to **\$35.00** per linear foot.
- c. At the discretion of Commissioners’ Court the requirements of a Letter of Credit may be substituted by a cash deposit into a county maintained escrow account or by other acceptable financial guarantee.
- d. The letter of Credit shall remain in full force and effect until all of the streets and roads in the subdivision have been completed to the satisfaction of the Commissioners Court. In the event any or all of the streets as constructed fail to meet the requirements of the specifications herein provided and are not accepted and approved by Parker County Commissioners Court, and the owner fails or refuses to correct the defects called to his attention in writing by the Commissioners Court, the unfinished improvements shall be completed at the cost and expense of the sub-divider or developer.

Section 5.02 LETTER OF CREDIT FOR MAINTENANCE: The conditions of the Letter of Credit for Maintenance shall be that the owner shall guarantee to maintain, to the satisfaction of the Commissioners Court, all of the streets constructed in an accepted and approved subdivision, in a good state of repair for a period of two years after final approval of the plat is given by Commissioners Court. The amount of the Letter of Credit for Maintenance shall be twenty (20) percent of the Letter of Credit guaranteeing road construction.

The Letter of Credit for Maintenance shall be submitted to the County Judge no later than thirteen (13) months after the plat is given final approval by Commissioners Court. In the event that Commissioners Court releases the owner's obligation under the Letter of Credit for Construction before its expiration date, the owner must submit at that time the Letter of Credit for Maintenance.

ARTICLE VI

FINAL APPROVAL

When owner/applicants have complied with Article V above, and all other requirements mentioned heretofore are complied with, to the satisfaction of the Commissioners Court, then and in that event the Commissioners Court will cause the plat to be approved and accepted for filing in the Parker County Clerk's office upon payment of the appropriate fees and submission of approved documentation and the Court shall so sign the plat, and such action by the Court shall constitute Final Approval. (NOTE: Sub-divider or developer must have complied with Section 8.01 and 8.02 and Article VIII before final approval will be made.

ARTICLE VII

CONSTRUCTION AND SPECIFICATION OF ROADS

After said approval by the Court as specified in Article VI above, the owner shall have one year to comply with the following additional requirements:

Section 7.01 CONSTRUCTION AND SPECIFICATION OF PAVED ROADS:

The specifications for construction of roads or streets are based on the assumption that up to an eight-inch compacted depth flexible base with an asphalt pavement as determined by the Commissioner will be constructed in keeping with prevalent practice in this locality. The materials, design specifications and procedure shall conform to those of the Parker County Commissioners Court for similar construction. This also applies if a concrete pavement is used instead of the flexible base with asphalt pavement.

- a. Base Material: Base material used for roads or streets shall conform to the requirements of the Texas Department of Highways and Public Transportation specifications, Item 242, Type A, Grade 2. This item shall consist of a foundation course for surface course or other base courses; and shall be composed of either caliches, crushed stone, gravel or other such material as may be approved by the appropriate Commissioner at a width of not less than 22 feet. Before placing any material, the contractor shall furnish the

Commissioners Court with reports of analysis of the proposed material made by an approved laboratory if directed by the Court. (NOTE: The material when properly slaked and tested by standard Texas Highway Department laboratory methods, the flexible base material shall meet the following requirements:

- (1) Retained on 1-3/4" Sieve 0 to 10%
- (2) Retained on No. 40 Sieve 60% to 85%

The material passing the No. 40 Sieve shall be known as soil binder and the liquid limit shall not exceed 45 and the plasticity index shall not exceed 16.

- b. Drainage, Minimum Grades, Retards, Headwalls etc.: Generally, it is desired that surface drainage from private property be taken to roads and streets or drainage courses as quickly as possible, but the practice of using roads and streets as major drainage courses should be avoided when possible. Minimum grades of roads and streets shall be three tenths (0.3) of one percent and maximum grade of twelve percent (12%). Concrete or rock retards shall be installed in ditch lines where prescribed by Commissioners Court. Drainage structures of permanent type shall be provided at crossing of drainage courses in order that a minimum of inconvenience and hazard to the traveling public will occur, and in order to minimize damage to and excessive maintenance of public property. The Court shall approve such drainage structures. All pipe shall be back-filled at six-inch lifts and tamped with air tamp, with water as needed.

There shall be no rock in material used for back-fill. All pipes must have headwalls approved by the Commissioners Court. All roadways crossing streams or roadways subject to flooding must be rip-rapped on both sides as specified by the Court. Concrete used as rip-rap must test 2500 psi and shall be reinforced with wire or bar reinforcement. Open channels and ditches shall be constructed to proper cross section, and grade alignment so as to function properly and without permitting destructive velocities.

- c. Surface Treatment: Where road or street section (without curbs) is constructed, the flexible base shall be as specified by the Commissioners Court. The pavement shall be at least twenty-two (22) feet wide of a "double asphalt surface treatment" or two course surface treatment conforming to item 322 of the Texas Department of Highways and Public Transportation standard specifications for street construction, dated 1982, except as modified herein:

- (1) Prime coat shall be MC-30 or emulsion (HVRS) or its equivalent. EPA approved.
- (2) If used, asphaltic material shall be AC-5 or AC-10 or EPA approved equivalent.
- (3) First course stone shall be Grade 4, Type A, or Grade 3 or 4, Type PB.
- (4) Second course stone shall be Grade 4 or 5, Type A, or Grade 4 or 5, Type PB.
- (5) The rate of application of the MC-30 or emulsion for prime coat shall be 0.20 gallons per square yard. The rate of application of AC-5, AC-10 or AC-20 shall be .20 gallons per square yard for first course. The rate of application of the AC-5, AC-10 or AC-20 shall be 0.30 gallons per square yard for the second course. Rock will be applied at the rate of one cubic yard per ninety square yards for the first course and one cubic yard for one hundred square yards for the second course. Rolling is required to achieve uniform embedment and the contractor shall apply sand or Grade 5 to the finish surface for whatever period is required to

absorb the excess, asphalt emulsion. All other construction methods and specifications shall apply.

ARTICLE VIII

SEWAGE DISPOSAL SYSTEMS

The County Sanitarian must review the final plat to assure that all County sanitation rules and regulations have been met.

Section 8.01 SOIL TEST REPORT: If a state approved sewage disposal system is not provided, the sub-divider or developer will cause to be made soil test reports in accordance with applicable Parker County and State regulations then in effect for installation of private sewage facilities.

Section 8.02 LOT ADEQUATE SIZE TO MEET SANITATION REQUIREMENTS: All subdivision lots that are un-sewered shall contain a minimum of 1 acre or 43,560 square feet. It must be noted that size alone does not assure sanitation requirements can be met. The sub-divider or owner shall ascertain and certify that an acceptable septic tank with a proper drain field can be installed on each tract platted or offered for sale. For purposes of lot size; running streams and their channels, steep banked non-running water channels, ponds, and slopes of more than 15% will not be used in determining lot size for sanitation purposes. In the event a lot contains one or more of the described areas, only the area not a part of the described area will be counted as part of the lot size for sanitation purposes.

Section 8.03 ALL HABITABLE STRUCTURES MUST HAVE APPROVED SEWAGE SYTEMS: All habitable structures shall be connected to septic tanks or sewer systems conforming to the regulations and recommendations of the State and Parker County. All septic tanks shall meet State and County regulations and must be inspected by the Parker County Sanitarian before, during and after construction. (NOTE: Only one habitable structure shall be connected to a single septic system; exceptions may be found in the TNRCC regulations).

Section 8.04 OUTDOOR TOILETS, OR CESSPOOLS PROHIBITED: There will be no dry outdoor toilets or cesspools within any subdivision.

Section 8.05 ALL SEWAGE DISPOSAL REGULATIONS OF PARKER COUNTY WILL BE COMPLIED WITH.

ARTICLE IX

WATER WELL AND WATER QUALITY

The sub-divider or developer shall comply with all Parker County and State requirements relating to the adequacy and quality of the Water Supply.

ARTICLE X

UTILITIES

Section 10.01 UTILITY SOURCES: On small tract subdivision, all conduits, water, gas or otherwise, as well as, telephone lines, electric cable, shall be approved by appropriate agencies. Underground lines will be prominently marked with warning signs along the length of the lines.

Section 10.02 UTILITY LINES IN REAR OF HOMES: All utility lines in small tract subdivisions must be in the rear of the homes or other buildings, or not in excess of three (3) feet from the front line adjacent to streets or roads as approved by the Commissioners Court.

Section 10.03 COUNTY NOT LIABLE: The County will not assume any liability for damage to utility lines when maintaining roads.

Section 10.04 EASEMENTS: Perpetual easements will be reserved along and within ten (10) feet of the rear, front and side lines, where necessary, for the installation and maintenance of poles, wires, down guys, and fixtures for electric lines and telephone lines, and to permit trimming of trees which may interfere with the maintenance of such lines, with the right of ingress and egress from and across said premises to employees of utilities owning said lines. It is understood and agreed that it shall not be considered a violation of the provisions of this easement if wires or cables carried by such pole lines pass over some portion of said tracts not within the twenty (20) foot wide strip as long as such lines do not prevent the construction of buildings on any tracts in the development.

Section 10.05 LARGER TRACT UTILITY RULES: On larger acreage tracts, the provisions of Section 10.01 and 10.02 do not apply. The Commissioners Court reserves the right to define those subdivisions, which qualify for this exemption. This policy is necessary because of factors such as proximity to incorporated cities availability of electrical power, etc.

ARTICLE XI

FAILURE TO COMPLY WITH THESE REGULATIONS

In the event the subdivision owner shall fail to meet the requirements as set forth heretofore, the County will not be obliged to operate, maintain or accept said proposed roads, ditches, etc., until such time as they are acceptable to the Commissioners Court. It will be the sole responsibility of the owner to assure that the work is completed prior to the expiration of the bond or funds posted. In no event shall the Court be obliged to complete the work being done by the owner. Further, the Commissioners Court of Parker County will cause an employee of the Court or any other person or persons it so designates to review at least bimonthly those deeds or sales contracts being recorded in the County Clerk's Office to determine that any subdivisions affected thereby shall comply with the requirements of V.T.C.A., Property Code Section 12.002. If deeds, contracts of sale, transfers of title, or other transactions do not comply with the plat requirements as set forth in this order and in Chapter 232 of the Local Government Code of Texas, the Commissioners Court of Parker County or its representative shall so notify the party selling or transferring title in whole or in part to comply with the said requirements. In the event

the said notified party refuses to comply with the requirements of V.T.C.A., Property Code Section 12.002, shall be fined in a sum not less than Ten Dollars (\$10.00) nor more than Five Hundred dollars (\$500.00) or confined in the County Jail not exceeding ninety (90) days, or both such fine and imprisonment, and each set of violations shall constitute a separate offense. Any person who intentionally or knowingly violates any provision of these regulations or of Chapter 232 of the Local Government Code of Texas commits a Class B misdemeanor.

ARTICLE XII

OTHER PROVISIONS

Section 12.01 INVALIDATION: In the event of invalidation of any of the provisions of this order by a Court of competent jurisdiction, all other provisions of this order shall remain in full force and effect.

Section 12.02 PREVIOUSLY APPROVED SUBDIVISIONS: Any subdivisions heretofore approved (except those approved with private roads not to be accepted and maintained by the County) are hereby excepted from this order.

Section 12.03 UNDULY HARSH PROVISIONS: Any owner of property affected by this order that feels that a specific requirement of said order is unduly harsh in their circumstance or creates a situation that he feels requires relief from said order may appeal to said Commissioners Court, which will respond in writing within thirty (30) day.

Section 12.04 SUBDIVIDING LOTS WITHIN A SUBDIVISION: Once a subdivision receives final approval by the Parker County Commissioners Court no further alteration, or modification of the approved plat is authorized. This provision also applies to new owners within the subdivision.

Section 12.05 SUBDIVISION RESTRICTIONS: If restrictions are applicable, a copy must be submitted with the final plat to the Parker County Commissioners Court. (Parker County Commissioners ARE NOT responsible for enforcing restrictions.)

Section 12.06 AVAILABILITY OF SCHOOL BUS SERVICE: Sub-dividers or developers must present a signed statement from the appropriate school district regarding the availability of school bus service. This must accompany the plat before final approval will be given.

Section 12.07 FLOODPLAIN RESTRICTIONS: Any subdivision that is in, or partially in, a floodplain will have clear identification of those lots or portions of lots, which are in the floodplain area. Base flood elevation data shall be generated using a detailed study for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than 5 acres if not otherwise provided pursuant to Article 3, Section B or Article 4, Section B (8) of the Parker County Flood Damage Prevention Regulations per adoption of modified regulations by Commissioners Court on September 22, 2008, per Order Number OR08-14. Information on floodplains is available in the Health Department.

Section 12.08 COMPREHENSIVE DRAINAGE STUDY: A Comprehensive Drainage Study is required by the Parker County Health Department pursuant to the On-Site Sewage Facilities, Title 30, Texas Administrative Code (TAC), Chapter 285. Additional review of any planning materials by an independent licensed engineer may be required as deemed necessary.

Section 12.09 STATEMENT SAMPLES

Listed below are samples of various statements that must appear on the subdivision plat:

(1) Owner's Acknowledgment and Dedication

<p>THE STATE OF TEXAS {} COUNTY OF PARKER {} The owner of the land shown on this plat and whose name is subscribed hereto, and in person or through a duly authorized agent, dedicates to the use of the Public forever all streets, alleys, parks, watercourses, drains, easements and public places thereon shown for the purpose and consideration therein expressed.</p> <p>_____ Signature of Owner</p> <p>THE STATE OF TEXAS {} COUNTY OF PARKER {} Before me, the undersigned authority on this day personally appeared _____ known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed and in the capacity therein stated.</p> <p>Given under my hand and seal on this the ____ day of _____, 20____.</p> <p>_____ Notary Public in and for The State of Texas</p>

(2) Signature Block for Commissioners Court

THE STATE OF TEXAS {}	
COUNTY OF PARKER {}	
APPROVED by the Commissioners Court of Parker County, Texas, on this the ____ day of _____, 20__.	

Mark Riley, County Judge	
_____	_____
George Conley Commissioner Precinct #1	Craig Peacock Commissioner Precinct #2
_____	_____
John Roth Commissioner Precinct #3	Dusty Renfro Commissioner Precinct #4

(3) Extra-Territorial Jurisdiction Statement

THE STATE OF TEXAS {}	
COUNTY OF PARKER {}	
I, _____, being the dedicatory and owner of the attached plat of said subdivision, do hereby certify that it is/is not within _____ mile(s) Extra- Territorial Jurisdiction of any incorporated city or town, except ____ miles from said _____, Parker County, Texas.	

Signature of Owner	
THE STATE OF TEXAS {}	
COUNTY OF PARKER {}	
Before me, the undersigned authority on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purpose and consideration therein expressed and in the capacity therein stated.	
Given under my hand and seal on this the ____ day of _____, 20__.	

Notary Public in and for State of Texas	

ARTICLE XIII

REVISION OF PLAT

Section 13.01 Plat Revision

Under Section §232.009 of the Texas Local Government Code, certain provisions are provided to revise a subdivision plat filed for record with the County Clerk.

a. Application – An application prepared by the Platting Office must be made in writing requesting a revision to a plat. A true and correct copy of the subdivision deed restrictions must accompany the application for review. The base fee to be paid by the owners/developer is \$200.

b. Affidavit - A sworn Affidavit, which will be provided by the Platting Office, must be included with the application along with a current list of property owners showing correct addresses in the affected subdivision.

c. Publication - After the application and affidavit have been duly executed, it is the responsibility of the Platting Office to request publication of notice to the public under Section §232.041 of the Texas Local Government Code. All costs of the publication are the responsibility of the owner/developer.

d. Notification to Property Owners - (This is only applicable if the size of the lots of land are being reduced) The Platting Office will be responsible for mailing certified or registered letters, return receipt requested, to all non-developer property owners in the subdivided tract of land advising of the proposed revision of a plat request that has been filed with the Court. All expenses, including a \$5.00 fee per letter (if applicable) plus cost of postage, shall be prepaid by the owner/developer.

e. Mylar - A Mylar measuring eighteen (24) inches wide by twenty-four (24) inches long must be submitted to the Platting Office at least (7) working days prior to the hearing date for the revision of a plat Public Hearing and Commissioners Court meeting. The Mylar must contain:

- (1) Signature block for each Precinct Commissioner and the Parker County Judge;
- (2) Executed floodplain statement by the Parker County Floodplain Coordinator;
- (3) An Extra Territorial Jurisdiction (ETJ) statement;
- (4) Graphic scale in feet;
- (5) Vicinity Map;
- (6) Owner's acknowledgment and dedication;
- (7) Surveyor's stamp;

- (8) Metes and bounds in the legal description (old lot size & new lot size);
- (9) Lien holder signature, if applicable;
- (10) Notary acknowledgement.

f. Survey - A survey of the affected property must be prepared indicating the property lines, if applicable.

g. Health Department/Floodplain Information - Before the Public Hearing and Commissioners Court meeting, a letter from the Health Department must be obtained stating that the subject property has been inspected and that the resulting size of the revision of the plat will conform to the State Department Regulations and those of Parker County. The letter must also contain information concerning the 100 year flood zone and building code for said property.

h. 9-1-1 Addressing - The owner/developer requesting the revision of a plat must notify the 9-1-1 Addressing Coordinator (after the revision of a plat has been approved by the Commissioners Court) to obtain an address for any newly created lots for emergency services, if applicable.

i. Tax Certificates - The owner/developer requesting the revision of the plat must furnish written proof (blue copies) that all taxes are paid and current on the said property. Information can be obtained from the Parker County Appraisal District.

FORMS

FOR

NEW

SUBDIVISION



APPLICATION FOR LAND
DEVELOPMENT IN PRECINCT xx

I, xxx hereby make Application to **the Parker County Platting Office** to subdivide xxx acres of property located on xxx in Precinct #xxx in Parker County, Texas, per Section 232.001 of the Local Government Code as follows:

xxx

I understand that the Application Fee for said property will be **\$xxx**, which is based on the number of lots. Upon payment of the fee at the Platting Office, the platting process will be initiated.

DATED this _____ day of _____, 20____.

xxx

Address: **xxx**

Telephone Nos.: **xxx**

ACKNOWLEDGED:

Jamie Tierce
Platting Coordinator

LETTER OF CREDIT FOR **CONSTRUCTION**

No. _____

FOR THE BENEFIT OF THE FOLLOWING SOLE BENEFICIARY:

COUNTY JUDGE OF PARKER COUNTY, TEXAS OR HIS SUCCESSOR IN OFFICE

ATTENTION:

We hereby establish our Irrevocable Letter of Credit for Construction No. _____ in your favor for the amount of _____ and No/100 Dollars (\$_____). This Letter of Credit is for the account of _____, and is available by your draft drawn on the _____.

This Letter of Credit for Construction will apply to the total amount of _____, and will be in effect until all roads, streets, and drainage structures have been completed to the satisfaction of the Commissioners Court of Parker County, Texas, and the Irrevocable Letter of Credit For Construction has been released by a Court Order from the Parker County Commissioners Court.

This Letter of Credit for Construction is issued to Parker County in reference to _____ Subdivision and in accordance with Article V of the Subdivision Regulations and Construction Standards for Parker County, Texas, Section 5.01 pertaining to the insurance of construction of roadways in said subdivision. Further this Letter of Credit for Construction acknowledges the fact that the construction of such roadways shall begin within ninety (90) days after

final approval of the plat is given and that the road construction will be completed not later than thirteen (13) months after final approval of the plat is given by Commissioners Court.

This Letter of Credit shall expire at 12.01 a.m. on _____ which shall represent a period of obligation under this Letter of Credit equaling a thirteen (13) month period following approval of the final plat of the subject subdivision by the Parker County Commissioners Court.

SIGNED, sealed and delivered at _____, Texas, the _____ day of _____, 2010.

(Financial Institution)

By: _____
Authorized Agent/Officer

STATE OF TEXAS

{

LETTER OF CREDIT

{

FOR

COUNTY OF PARKER

{

MAINTENANCE

KNOW ALL MEN BY THESE PRESENTS,

That we, _____ of
 _____, Texas as Principal, and
 _____ as Surety, are held and firmly
 bound unto the County Judge of Parker County, Texas, or his successors in office in the sum of
 _____ Dollars, (\$ _____) lawful
 money of the United States, for the payment of which well and truly to be made, we bind
 ourselves, and each of us, our heirs, executors, administrators, successors and assigns, jointly and
 severally, by these presents.

This Letter of Credit for Maintenance is issued to Parker County in reference
 to _____ Subdivision and in accordance with Article V of the
 “Subdivision Regulations and Construction Standards for Parker County, Texas,” Section 5.02
 pertaining to the maintenance of roadways in said subdivision. Further, this Letter of Credit for
 Maintenance acknowledges the fact that the owner guarantees for two (2) years from the date of
 the approval of the final plat by the Parker County Commissioners Court, to maintain such road
 or street improvements in a good state to the satisfaction of the Commissioners Court of Parker
 County, Texas; and afterwards this obligation shall be null and void. This Letter of Credit for
 Maintenance represents twenty (20) percent of the Letter of Credit guaranteeing the road
 construction.

This Letter of Credit for Maintenance shall expire at 12:01 on _____, which shall represent a period of obligation under this Letter of Credit for Maintenance equaling a two (2) year period following approval of the final plat by the Parker County Commissioners Court.

SIGNED, sealed and delivered at _____, Texas, the _____ day of _____, 20_____.

(Financial Institution)

BY: _____
Authorized Agent/Officer

PARKER COUNTY

CERTIFICATION OF GROUNDWATER AVAILABILITY FOR PLATTING FORM

Use of this form: If required by a municipal authority pursuant to Section 212.0101, Texas Local Government Code or a county authority pursuant to Section 232.0031, Texas Local Government Code, the plat applicant and the Texas licensed professional engineer or Texas licensed professional geoscientist shall use this form based upon the requirements of Title 30, Texas Administrative Code, Chapter 230 to certify that adequate groundwater is available under the land to be subdivided (if the source of water for the subdivision is groundwater under the subdivision) for any subdivision subject to platting under Sections 212.004 and 232.001, Texas Local Government Code. The form and Chapter 230 do not replace state requirements applicable to public drinking water supply systems or the authority of counties or groundwater conservation districts under wither Section 35.019 or chapter 36 of the Texas Water Code.

Administrative Information (30 TAC, Section 230.4)

1. Name of Proposed Subdivision: _____

2. Any Previous Name Which Identified the Tract of Land: _____

3. Property Owner's Name: _____
Address: _____
Phone: _____
Fax: _____
4. Plat Applicant's Name: _____

Address: _____

Phone: _____

Fax: _____

5. Licensed Professional Engineer or Geoscientist

Name: _____

Address: _____

Phone: _____

Fax: _____

Certificate Number: _____

6. Location and Property Description of Proposed Subdivision: _____

7. Tax Assessor Parcel Number(s)

Book:

Map: _____

Parcel: _____

Proposed Subdivision Information (30 TAC, Section 230.5).

8. Purpose of Proposed Subdivision (single family/multi-family residential, non-residential, commercial): _____

9. Size of Proposed Subdivision (acres): _____

10. Number of Proposed Lots: _____

11. Average Size of Proposed Lots (acres): _____

12. Anticipated Method of Water Distribution.

Expansion of Existing Public Water Supply System: Yes No

New (Proposed) Public Water Supply System: Yes No

Individual Water Wells to Serve Individual Lots: Yes No

Combination of Methods: Yes No

Description (if needed): _____

13. Additional Information (if required by the municipal or county authority): _____

Note: If public water supply system is anticipated, written application for service to existing water providers within a 1/2 mile radius should be attached to this form (30 TAC Section 230.5(f)).

Projected Water Demand Estimate (30 TAC, Section 230.6).

14. Residential Water Demand Estimate at Full Build Out (includes both single family and multi-family residential).

Number of Proposed Housing Units (single and multi-family): _____

Average Number of Persons per Housing Unit: _____

Gallons of Water Required per Person per Day: _____

Water Demand per Housing Unit per year (acre feet/year): _____

Total Expected Residential Water Demand per Year (acre feet/year): _____

15. Non-residential Water Demand Estimate at Full Build Out.

Type(s) of Non-residential Water Uses: _____

Water Demand per Type per Year (acre feet/year): _____

16. Total Water Demand Estimate at Full Build Out (acre feet/year): _____

17. Sources of Information Used for Demand Estimates:

General Groundwater Resource Information (30 TAC, Section 230.7).

18. Identify and describe, using Texas Water Development Board names, the aquifer(s) which underlies the proposed subdivision:_____

Note: Users may refer to Aquifers of Texas (Texas Water Development Board Report 345, 1995) to obtain general information pertaining to the state's aquifers. This reference is available via the Internet (www.twdb.state.tx.us).

Obtaining Site-Specific Groundwater Data (30 TAC, Section 230.8).

19. Have all known existing, abandoned, and inoperative wells within the proposed subdivision been located, identified, and shown on the plat as required under Section 230.8(b)?

Yes No

20. Were the geologic and groundwater resource factors identified under Section 230.7(b) considered in planning and designing the aquifer test required under Section 230.8(c)?

Yes No

21. Have test and observation wells been located, drilled, logged, completed, developed, and shown on the plat as required by Section 230.8(c)(1 through 4)?

Yes No

22. Have all reasonable precautions been taken to ensure that contaminants do not reach the subsurface environment and that undesirable groundwater has been confined to the zone(s) of origin (Section 230.8(c) (5))?

- | | | |
|-----|---|----|
| | Yes | No |
| 23. | Has an aquifer test been conducted which meets the requirements of Section 230.8(c)(1 and 6)? | |
| | Yes | No |
| 24. | Were existing wells or previous aquifer test data used? | |
| | Yes | No |
| 25. | If yes, did they meet the requirements of Section 230.8(c)(7)? | |
| | Yes | No |
| 26. | Were additional observation wells or aquifer testing utilized? | |
| | Yes | No |

Note: If expansion of an existing public water supply system or a new public water supply system is the anticipated method of water distribution for the proposed subdivision, site-specific groundwater data shall be developed under the requirements of 30 TAC, Chapter 290, Subchapter D (related to Rules and Regulations for Public Water Systems) and the applicable information and correspondence developed in meeting those requirements shall be attached to this form pursuant to Section 230.8(a).

Determination of Groundwater Quality (30 TAC, Section 230.9).

- | | | |
|-----|--|----|
| 27. | Have water quality samples been collected as required by Section 230.9? | |
| | Yes | No |
| 28. | Has a water quality analysis been performed which meets the requirements of Section 230.9? | |
| | Yes | No |

Determination of Groundwater Availability (30 TAC, Section 230.10).

- | | | |
|-----|--|----|
| 29. | Have the aquifer parameters required by Section 230.10(c) been determined? | |
| | Yes | No |

30. If so, provide the aquifer parameters as determined.

Rate of yield and drawdown: _____

Specific capacity: _____

Efficiency of the pumped well: _____

Transmissivity: _____

Coefficient _____ of _____ storage:

Hydraulic conductivity: _____

Were any recharge or barrier boundaries detected?

Yes

No

If yes, please describe _____

Thickness of aquifer(s): _____

31. Have time-drawdown determinations been calculated as required under Section 230.10(d)(1)?

Yes

No

32. Have distance-drawdown determinations been calculated as required under Section 230.10(d) (2)?

Yes

No

33. Have well interference determinations been made as required under Section 230.10(d)(3)?

Yes

No

34. Has the anticipated method of water delivery, the annual groundwater demand estimates at full build out and geologic and groundwater information been taken into account in making these determinations?

Yes

No

35. Has the water quality analysis required under Section 230.9 been compared to primary and secondary public drinking water standards as required under Section 230.10(e)?

Yes

No

Does the concentration of any analyzed constituent exceed the standards?

Yes

No

If yes, please list the constituent(s) and concentration measure(s) which exceed standards: _____

Groundwater Availability and Usability Statements (30 TAC, Section 230.11(a) and (b)).

36. Drawdown of the aquifer at the pumped well(s) is estimated to be _____ feet over a 10-year period and _____ feet over a 30-year period.

37. Drawdown of the aquifer at the property boundary is estimated to be _____ feet over a 10-year period and _____ feet over a 30-year period.

38. The distance from the pumped well(s) to the outer edges of the cone(s)-of-depression is estimated to be _____ feet over a 10-year period and _____ feet over a 30-year period.

39. The recommended minimum spacing limit between wells is _____ feet with a recommended well yield of _____ gallons per minute per well.

40. Available groundwater **is / is not** (circle one) of sufficient quality to meet the intended use of the platted subdivision.

41. The groundwater availability determination does not consider the following conditions (identify any assumptions or uncertainties that are inherent in the groundwater availability determination): _____

Certification of Groundwater Availability (30 TAC, Section 230.11(c). Must be signed by a Texas Licensed Professional Engineer or a Texas Licensed Professional Geoscientist.

I, _____ **Texas Licensed Professional Engineer or Texas Licensed Professional Geoscientist** (circle which applies), certificate number _____

based on best professional judgment, current groundwater conditions and the information developed and presented in this form, certify that adequate groundwater is available from the underlying aquifer(s) to supply the anticipated use of the proposed subdivision.

Signature

Date: _____

(affix seal)



PARKER COUNTY
HEALTH DEPARTMENT



DATE:

SUBDIVISION NAME:

PRECINCT #:

RANGE OF LOT SIZES:

TYPE OF WATER SYSTEM: PRIVATE _____ PUBLIC _____

IF PUBLIC, NAME OF SYSTEM:

APPROVED BY TEXAS COMMISSION ON ENVIRONMENTAL QUALITY? _____

METHOD OF WASTE DISPOSAL: PRIVATE _____ PUBLIC _____

IF PUBLIC, NAME OF SYSTEM:

APPROVED BY TEXAS COMMISSION ON ENVIRONMENTAL QUALITY? _____

IS SUBDIVISION WITHIN A FLOOD HAZARD AREA? _____

FLOOD INSURANCE RATE MAP# _____

EFFECTIVE DATE: _____

APPROVED _____ DISAPPROVED _____

PARKER COUNTY SANITARIAN AND FLOODPLAIN ADMINISTRATOR

DEVELOPER CHECKLIST FOR FINAL APPROVAL OF A SUBDIVISION

QUESTIONS CONCERNING THIS CHECKLIST NEED TO BE ADDRESSED TO THE PLATTING OFFICE.

_____ **APPLICATION & FEE** (On 12-24-2008 Commissioners Court approved and set an Application fee for land development at \$800 for 20 lots or more, \$400 for 5 to 19 lots, and \$200 for less than 5 lots to become effective 01-01-2009. Therefore, an Application must be executed by the Applicant (form provided by the Platting Office) and the appropriate fee paid, in order to initiate the platting process.

_____ **GROUNDWATER CERTIFICATION** – On February 26, 2007, Commissioners voted to require a groundwater certification study on all plats (except those exempted per ORDER OR07-05). Groundwater Availability Certification for Platting form is included in this packet. However, **if exempt**, from this order, the following wording **must** be included on the plat: **“This plat represents property which has been platted without a groundwater certification as prescribed in the Texas Local Government Code, Section 232.0032. Buyer is advised to question the seller as to the groundwater availability.”**

_____ **ROAD PLAN SUITABLE** (This item must be approved by the Commissioner.)

_____ **INGRESS/EGRESS FROM EXISTING STATE AND/OR COUNTY ROADS SUITABLE** (This item must be approved by the Commissioner).

_____ **AGREEMENT CONCERNING SIZE AND PLACEMENT OF CULVERTS** (Precinct will size the culvert(s) if requested by the developer. However, if the developer provides the culvert(s) sizes it must be approved by the Precinct.)

_____ **STREET SIGNS FURNISHED BY DEVELOPER** (If desired, contact affected Precinct for cost of signs and installation costs).

_____ **DEVELOPER WAS INFORMED OF PERTINENT COUNTY POLICIES** (Mailbox requirements, etc.)

_____ **FOUR (4) BLUE LINES OF SUBJECT PROPERTY SHOWING PROPOSED DIVISION AND LAYOUT OF LOTS AND STREETS – ABSOLUTELY NO SKETCHES**

_____ **ONE (1) ORIGINAL OF MYLAR (MUST MEASURE NO LESS THAN 18 INCHES WIDE AND 24 INCHES LONG OR NO LARGER THAN 18 INCHES WIDE AND 24 INCHES LONG IN SIZE)**

_____ Metes & Bounds description

_____ Signature Block for Commissioners & Judge

_____ Floodplain Statement

_____ Signed ETJ Statement if not in ETJ

_____ If in ETJ of City, Signatures for City Council

_____ Graphic Scale in Feet

_____ Vicinity Map

_____ Owner's Acknowledgment & Dedication

_____ Surveyor's Stamp

_____ Notary Acknowledgment

_____ Lienholder Statement, if applicable

_____ Groundwater Certification

_____ **CERTIFICATE OF OWNERSHIP AND/OR LIENHOLDER**

IF THERE IS A LIENHOLDER, ORIGINAL SIGNATURE(S) MUST BE ON THE MYLAR. (This information may be obtained from your bank or mortgage company)

_____ **CERTIFICATE OF EXTRATERRITORIAL JURISDICTION (ETJ); IF WITHIN A CITY'S ETJ, THEN FORMAL APPROVAL OR WAIVER OF JURISDICTION BY THAT CITY. A STATEMENT OF THE ETJ MUST BE ON THE MYLAR** (Provide a statement from the nearest city advising if the subject property is located within that city's ETJ. If the subject property is located within that city's ETJ, then the developer must have that city's approval through their process before Parker County can proceed).

_____ **TAX CERTIFICATE** (Written proof that all taxes have been paid and are current on the subject property. This information may be obtained from the Parker County Appraisal District.)

LETTER OF CREDIT/CONSTRUCTION BOND SPECIFYING THE SUBDIVISION A Letter of Credit/Construction Bond is based upon ***\$35.00** per linear foot and must be valid for thirteen (13) months from the date of final plat approval by Commissioners Court. The Letter of Credit/Construction Bond can be released when the road(s) have been built and accepted by the Commissioner. Then, the Letter of Credit/Construction Bond can be released and a Maintenance Bond obtained to cover a period of two (2) years after the date of final plat approval by Commissioners Court. The Maintenance Bond is in the amount of twenty (20%) percent of the amount of the Letter of Credit/Construction Bond). **(The name of the subdivision MUST be referenced in the Letter of Credit or Maintenance Bond.)**

WATER AGREEMENT OR STATE PERMIT TO OPERATE PUBLIC WATER SYSTEM (Required if installing own water system, but must be permitted through TNRCC or state agency).

LETTER FROM UTILITY SUPPLYING ELECTRICITY (Procure a letter from the electric company specifying that electrical service will be provided by their company)

LETTER FROM POST OFFICE (The area Post Office must provide a letter advising that mail delivery will be provided)

LETTER FROM SCHOOL DISTRICT (A letter must be provided by the School District advising that the subject property is located within that district)

LETTER FROM HEALTH DEPARTMENT – SEPTIC SYSTEM AND FLOODPLAIN (A letter from the Parker County Health Department describing the method of waste disposal and type of water system must be provided--see Attachment 1) (Floodplain information must include elevations and/or benchmarks on the Mylar if floodplain is present on property.) (Base flood elevation data shall be generated using a detailed study for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than 5 acres if not otherwise provided pursuant to Article 3, Section B or Article 4, Section B(8) of Parker County Flood Damage Prevention Regulations.) A letter from the Floodplain Office must be included for all subdivisions. (See Attachment 1) **A Release must accompany the Mylar.** The following items must be submitted to the Parker County Health Department for review **before final subdivision approval.**

_____ An Overall Site Plan

- _____ Topographic Map
- _____ 100 Year Floodplain Map
- _____ Soil Survey
- _____ Location of Water Wells
- _____ Report of Types of OSSF Systems to be Considered
- _____ Comprehensive Drainage Impact Plan

After the Parker County Health Department has received **all of these items**, a written response will be provided within forty-five (45) working days. The Health Department is located at **1114 Santa Fe Drive, Weatherford, Texas, directly behind the Parker County Annex. For questions, contact 817-598-6175 or 817-598-6174.**

_____ **STATE PERMITS TO OPERATE CENTRALIZED SEWER SYSTEM, IF APPLICABLE**

_____ **LETTER FROM TELEPHONE COMPANY** (A letter must be provided by the telephone company advising that telephone service will be available for subject property)

_____ **LETTER FROM 9-1-1 ADDRESSING** (A letter must be provided VERIFYING that the name of the subdivision AND the street names in proposed subdivision do not duplicate existing names of subdivision or streets in the County. ***You must have a letter from 9-1-1 Addressing before coming to Court.***

_____ **DEED RESTRICTIONS** (Include a statement in the deed restrictions advising that said restrictions are **NOT** enforced by Commissioners Court)

FORMS

FOR

REVISION

OF A

PLAT



CHECKLIST FOR REVISION OF A PLAT IN ALL PRECINCTS PARKER COUNTY, TEXAS

1. **APPLICATION** (An application, which will be prepared by the Platting Office, must be made requesting a revision to a plat in any Precinct. Also, a true and correct copy of the subdivision deed restrictions must accompany the application for review.)
2. **AFFIDAVIT** (A sworn Affidavit, which will be provided by the Platting Office, must be included with the application along with a current list of property owners showing correct addresses in the affected subdivision.)
3. **PUBLICATION** (Upon receipt of the executed application and affidavit for a revision of a plat, it will be the responsibility of the Platting Office to request publication of notice to the public. Typically, a minimum of thirty (30) days will elapse before the revision of a plat request will be scheduled for a public hearing and consideration by the Commissioners Court at a regularly scheduled Plat Meeting.) In order to comply with Section 232.041 of the Texas Local Government Code, notice must be published in a newspaper of general circulation in Parker County on at least three (3) different days of the week beginning no sooner than thirty (30) days prior to the public hearing date/Commissioners Court meeting and no later than seven (7) days prior to the Public Hearing date/Commissioners Court session. Once the notices have been published, the Platting Coordinator will obtain a Publisher's Affidavit from the newspaper which should verify each of the three (3) days the notice was published.)
4. **NOTIFICATION TO PROPERTY OWNERS (Only if the size of the lots of land is being reduced)** (Certified or registered letters, return receipt requested, shall be sent by the Platting Coordinator to all non-developer property owners in the subdivided tract of land advising of the proposed revision of a plat request that has been filed with the Court. As of 10.27.08 this service shall be provided by the Platting Office; however, all expenses, including cost of postage, shall be prepaid by the party requesting the revision of a plat consideration to the Platting Office.)

5. **BILL OF COSTS** (The Platting Office will prepare a bill outlining all costs, i.e., advertising, certified and/or registered letter cost, if applicable, and **a base fee of \$200.00 and \$5.00 per property letter (if applicable)** for the preparation fee by the County. **(On March 10, 2004, Commissioners Court by unanimous vote passed an increase in the administration fees for the processing of a revision of a plat to become effective May 1, 2004.)** Two originals of the billing statement shall be prepared. One original for the person(s) requesting the revision of a plat consideration, and one original for the file of the Platting Office. **All bills must be paid BEFORE the public notice will be published and/or the certified letters will be mailed, if applicable.**

6. **MYLAR** (A Mylar measuring eighteen inches wide by twenty-four inches (24" X 18") long **must be submitted to the Platting Office at least seven (7) working days prior to the hearing date for the revision of a plat Public Hearing and Commissioners Court meeting, if applicable** to consider the revision of a plat request. The Mylar must have: (a) Appropriate signature block for the signatures of each Precinct Commissioner and the Parker County Judge; (b) A signed floodplain statement by the Parker County Floodplain Coordinator; (c) An ETJ (extra territorial jurisdiction) statement signed by the party requesting the revision; (d) Shall contain a graphic scale in feet, vicinity map, owner's acknowledgment and dedication, surveyor's stamp, and notary acknowledgment.)

7. **SURVEY OF PROPERTY** (A Survey must be presented indicating the property lines, if applicable)

8. **HEALTH DEPARTMENT/FLOODPLAIN INFORMATION** (A letter must be obtained from the Parker County Health Department/Floodplain Administrator stating that the subject real property has been inspected and that the resulting size of the revision of a plat action will conform to the State Department Regulations as well as those of Parker County, and obtain information concerning the 100 Year Flood Zone and building code for those areas **before** the Public Hearing and Commissioners Court meeting. **The telephone number of the Health Department is 817-598-6175).**

9. **9-1-1 ADDRESSING** - The person(s) requesting the revision of a plat **must notify** the 9-1-1 Addressing Coordinator (after the revision is approved by the

Commissioners Court) to obtain an address for all newly created lots for emergency services; **their telephone number is 817-598-6135**).

10.TAX CERTIFICATES - The owner/developer requesting the revision of a plat must furnish written proof (blue copy of tax certificate) that all taxes have been paid and are current on said property. The Parker County Appraisal District may be contacted for this information.

APPLICATION FOR REVISION OF A PLAT OF A
SUBDIVISION IN PRECINCT # _____

I, _____, hereby make Application to the Parker County Platting Office for a revision of a plat of a subdivision known as _____ **ADDITION**, located on _____ in **Precinct # _____** Parker County, Texas per Section §232.041 of the Local Government Code: The purpose of the proposed revision is outlined below:

Divide Lot _____ being _____ ACRES into _____ Lots. The first Lot will be known as Lot _____ consisting of _____ acres and the second Lot will be known as Lot _____ consisting of _____ acres.

I understand that all costs related to the revision process (Base fee, advertising costs, etc.) must be paid in full before any action will be taken by Commissioners Court.

DATED this _____ day of _____, 2009.

signature

Address: _____

Telephone #: _____

ACKNOWLEDGED:

J
Jamie Tierce
Platting Coordinator

THE STATE OF TEXAS {
 {
COUNTY OF PARKER {



AFFIDAVIT

BEFORE ME, the Undersigned Authority, on this day personally appeared XXXXXX, who swore on oath as follows:

“Our names are XXXXXXXX, PROPERTY OWNERS, and we are currently applying for a Revision of a Plat of lot(s) XXXX located in a Subdivision known as XXXXX. Attached to this Affidavit is a true and correct list of the names and addresses of all non-developer property owners in the subject subdivision as of the date of this Affidavit.

We have used reasonable diligence in procuring said list from all sources known and reasonably available.”

XXXXX, AFFIANT

XXXXX, AFFIANT

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____, 20_____.

Notary Public in and for
The State of Texas

Commissioners Court hereby adopts the foregoing Subdivision Rules and Regulations per Order Number _____ attached hereto.

EXECUTED this _____ day of _____, 20_____.

The Honorable Mark Riley
County Judge

Commissioner George Conley
Precinct #1

Commissioner Craig Peacock
Precinct #2

Commissioner Larry Walden
Precinct #3

Commissioner Steve Dugan
Precinct #4