☙ COMPLETENESS CHECK REVIEW GUIDELINES ❧

Telecom Towers

Water Quality and Drainage Construction Review

- Engineer's seal (w/o qualifiers), signature & date on all unbound sheets & front page of bound documents containing engineering work
- Copy of recorded Final Plat (or concurrent submittal) or legal tract determination
- Engineer's project summary letter (signed, sealed and dated by P.E.)
- Discussion of compliance with 2-year peak flow control and water quality requirements
- Provision (or copy of formal request to Watershed Engineering Division for RSMP or waiver) for flood control compliance
- Standard details from application packet
- Private and public roadways - layout and geometric data
- Floodplain delineations and drainage easements (or ROW) for fully developed condition flows
- Drainage area map (off-site and on-site) with flow patterns
- Drainage/2-year peak flow control/water quality study with hydrologic & hydraulic data for associated infrastructure
- Detailed drainage/2-year peak flow control/ water quality plan and physical data (existing and proposed) for associated infrastructure
- Access, operation and maintenance easements for flood, 2-year peak flow control and water quality controls
- Drainage layout map with drainage system layout
- Detention pond and standard details
- Applicable ECM R Table for water quality on water quality plan sheet

FEMA Floodplain Review

- Floodplain note on the cover page with correct FEMA FIRM Panel number and revision letter (suffix), as well as correct effective date
- Lowest Finished Floor Elevation (FFE) on all proposed structures in relation to Mean Sea Level (MSL) (regardless of whether or not proposed structure is in the floodplain) (see Building Criteria Manual Ch. 58, Art. 8, C. 1. A.)
- FEMA 100-year floodplain is clearly delineated
- Do the topographic lines indicate a defined channel on or near the site? If so, have they dedicated an easement (with easement document note) for this channel if the drainage area is less than 64 acres? If the drainage study is greater than 64 acres, have they provided a floodplain study?
- If there's parking in the fully developed 100-year floodplain, is the average depth less than eight inches and the greatest depth no more than twelve inches? (see DCM 25-7-95)
- No development in the fully developed 25-year floodplain (see DCM 25-7-92)

Site Plan Review

- Show overall tract, including boundary lines with bearings and dimensions

Telecom towers continued:

- Show limits of construction
- Proof of ownership
- Owner's signature
- Legal description, and Land Status Report if applicable
- Legal description on plan matches tax certificate (unless tax exempt)
- Height of the tower
- All proposed construction and site construction detail
- Affidavit stating that the antenna array is not located on or within historic, day care, or residential areas.
- Affidavit stating that there are no existing available or suitable structures for mounting the antenna in the search area.
- Commission approval may be required

Environmental Review

- Identify variances - 25-8-41, 42, 43
- Erosion sedimentation control plan – 25-8-181
- Tree protection plan – 25-8-604
- Tree Survey for trees over 8" - 25-8-604
- Slope map (except in urban watersheds) – 25-8-301
- Grading plan – 25-8-181
- Appendix Q1/Q2 – 25-8-62, 63
- Critical Environmental Features identified – 25-8-281
- All trenching in the Recharge Zone that is greater than (5') five feet deep requires inspection by a geologist, per the Void and Water Flow Mitigation Rule
- Environmental Resource Inventory (if required by code) – 25-8-121
  Add the ERI if any of the following conditions exist:
    - Over the recharge zone
    - Over the contributing zone
    - With a gradient of more than 15%
    - In a floodplain
    - In a CWQZ
    - In a WQTZ

Please provide an ERI that meets the criteria described in LDC 25-8-121 to 125 and ECM 1.3.0

- Engineer's report - Application
- Landscape plans, Appendix C, notes and details
- Plat notes – ECM Appendix P
- CWQZ/WQTZ and 100 year floodplains delineated – 25-8-92, 93
- Watershed status and standard notes - Application
- Restrictive covenants - Application
- Storm Water Pollution Prevention Plan (if over 1 acre LOC and if infrastructure is proposed) – ECM 1.4.0

Austin Energy

- Show existing electric facilities
- Show standard Austin Energy notes (See attachment at end of this document)

Austin Water Utility

- Indicate all public utilities. Include AWU items listed under Site Plan requirements if water or waste water is to be adjusted or new water and waste water infrastructure is proposed.

AUSTIN ENERGY STANDARD NOTES

- EL. ADD THE FOLLOWING NOTE:
- Austin Energy has the right to prune and/or remove trees, shrubbery and other obstructions to the extent necessary to keep the easements clear. Austin Energy will perform all tree work in compliance with Chapter 25-8, Subchapter B of the City of Austin Land Development Code.
- EL. ADD THE FOLLOWING NOTE:
- The owner/developer of this subdivision/lot shall provide Austin Energy with any easement and/or access required, in addition to those indicated, for the installation and ongoing maintenance of overhead and underground electric facilities. These easements and/or access are required to provide electric service to the building and will not be located so as to cause the site to be out of compliance with Chapter 25-8 of the City of Austin Land Development Code.
- EL. ADD THE FOLLOWING NOTE:
- The owner shall be responsible for installation of temporary erosion control, revegetation and tree protection. In addition, the owner shall be responsible for any initial tree pruning and tree removal that is within ten feet of the center line of the proposed overhead electrical facilities designed to provide electric service to this project. The owner shall include Austin Energy's work within the limits of construction for this project.
- EL. ADD THE FOLLOWING NOTE:
- The owner of the property is responsible for maintaining clearances required by the National Electric Safety Code, Occupational Safety and Health Administration (OSHA) regulations, City of Austin rules and regulations and Texas state laws pertaining to clearances when working in close proximity to overhead power lines and equipment. Austin Energy will not render electric service unless required clearances are maintained. All costs incurred because of failure to comply with the required clearances will be charged to the owner.

DISCLAIMER: Due to the variety of applications and regulations being addressed during the completeness check review process, additional information may be required depending on the specifics of each application.