Site Design and Development Feasibility Report

Part 1: Executive Summary
Currently 4 lots are developed with single family homes while 3 lots are undeveloped. The subject properties are located at 2700, 2704, 2708, 2712, 2716, 2720 and 2724 Azalea Avenue in Fort Worth, Tarrant County, Texas 76107. The properties located north and west of the subject property are improved with multi-family development. The subject property is bound by Azalea Avenue to the south and Carroll Street to the east. The subject property is currently platted as Block 9; Lots 8-14 of the Linwood Addition and are zoned Single-Family Residential (A-5) and Mixed-Use-Low Intensity (MU-1). Based on our extensive development and entitlement experience in Fort Worth, we recommend rezoning the entire property to a Planned Development with a MU-1 base. The proposed vehicle access to the project site is from Carroll Street and Azalea Avenue. Site access is not consistent with existing access points. A Traffic Impact Analysis will be required for the site. The existing water, sewer, and storm facilities are as follows: along the south side of the property there is an existing 8” water line and 8” sewer line within the Azalea Avenue right-of-way, along the east side of the property there is an existing 12” water line and 8” sewer line within the Carroll Street right-of-way, and there is an existing 8” sewer line within an easement that runs along the north property line. The property falls within the 100 year FEMA floodplain and therefore will require underground detention to mitigate any fill on the site and connect to the storm drain improvements within Azalea Ave and Foch Street. The location and availability of existing utilities serving the project site will be evaluated for condition and capacity to serve the subject property during the zoning and platting process. Extending water and sewer services to the project site can be done through the City of Fort Worth Miscellaneous Project submittal. Extension of storm drain improvements will be done through the City of Fort Worth Infrastructure Plan Review Center (IPRC) There is no anticipated seller contribution or reimbursement of any site development costs. The MU-1 ordinance requires enhanced landscaping along the street frontages which will include pedestrian streetlights. The installation of the pedestrian streetlights will be done through the IPRC process.

In order to evaluate the potential impacts of this redevelopment project and complete this SDR, MMA researched applicable development codes, zoning ordinances, land use regulations, existing field conditions and utilities, and other available resources in a full effort of due diligence. To the best of our knowledge, the following report, and exhibits are an accurate representation of the requirements for the proposed development. Additional information/city requirements may arise during the development process due to changes in rules, policy, regulation, circumstance, or unforeseen/unknown site conditions.
Part 2: Site Summary

I. Property Identification number for taxing jurisdictions.
   Tarrant County Appraisal District: 01602187, 01602195, 01602209, 01602217, 01602225, 01602233, 01602241

II. Millage rates for all taxing jurisdictions
   - 2019 Tax Rate per $100:
     - City of Fort Worth $0.7475
     - Tarrant County $0.234
     - Fort Worth ISD $1.282
     - Regional Water District $0.0287
     - Tarrant County Hospital $0.224429
     - Tarrant County College $0.13017

III. Zoning requirements
   The site is currently zoned Single-Family Residential (A-5) and Mixed-Use-Low Intensity (MU-1). We recommend the subject property be rezoned to a Planned Development with Mixed-Use-Low Intensity (MU-1) district as the base.

   Rezoning requires the following items:
   - Pre-Development Conference
   - Application
     - Legal Description
     - “Letter of Authorization for Zoning Case Representation” from all owners
   - Fee – $1,500 (for 1-5 acres) + $800 for site plan review for Planned Developments + $50 paper filing fee = $2,350
   - Site Plan, showing:
     - Buildings and Structures
     - Streets, Parking, and Drives
     - Supplemental Surfaces (grass, gravel, walks, etc. Non driving surfaces)
     - Dumpster, Air Conditioners, and Compactors
     - Fences and Screening
     - Land Use and Zoning of site and adjacent properties
     - Area Lighting
The average time required to rezone a development is approximately 60 days. A zoning case must undergo the following review and actions:

- **Pre-Development Conference**
  - Submit Pre-Development Conference application
    - Include Site Plan and Location Map
  - Submit questions about site specific issues to Development Services Department at least two weeks before the scheduled meeting.
  - Meet with representatives from development related city departments such as Transportation & Public Works, Water, Development Services and Fire to evaluate the project.

- **Zoning Application Submittal**
  - File in the Planning and Development Department no later than Monday, 30 days prior to the Zoning Commission’s hearing - Typically 2nd Wednesday of the month - refer to Zoning Commission Schedule for application submittal deadline.
  - Zoning application fee – $1,500 (for 1-5 acres) + $800 for site plan review + $50 paper filing fee = $2,350
  - Site Plan

- **Technical Review**
  - City staff verify conformance with Zoning Regulations, City Design Criteria, other adopted guidelines by the City and consistency with future land uses in the City’s Comprehensive Plan.
  - Site plan is processed as part of the zoning case.

- **Resubmittal**
  - Make revisions and resubmit 15 days prior to the zoning hearing.
  - Provide 15 copies of revisions to the site plan for Zoning Commission Hearing.

- **Zoning Commission (ZC) Meeting**
  - Zoning staff notifies neighborhood organizations within ½ mile of the subject property and landowners within 300 feet of the public hearing.
  - ZC public hearings are typically held the 2nd Wednesday of the month - refer to ZC Schedule.
• Zoning Commission (ZC) Actions
  o ZC votes to recommend to Council.
  o ZC votes to not recommend to Council.

• City Council Hearing
  o The request is advertised in The Fort Worth Star Telegram at least 15 days prior to the City Council’s hearing.
  o A public hearing is held for all zoning change requests whether recommended for approval or denial by the ZC.
  o Public hearings are typically held the 1st Tuesday of the month following the date of the ZC hearing - refer to ZC Schedule.
  o City Council holds a public hearing and one reading.

• City Council Actions
  o Council votes to approve as recommended.
  o Council votes to deny without prejudice (the applicant does not have to wait one year before submitting another request for zoning change).
  o Continue hearing.
  o Continue hearing and re-send notices as required under state law to substitute a more restrictive classification unless the affected property owner is present and agrees or if not present, agrees in writing to the more restrictive change on his/her property.
  o Council denies a proposal. Applications denied by the City Council cannot be accepted as a new request until one year from the date the original application was denied.
  o Return to ZC for rehearing.

• Effective Date of Zoning Amendment
  o Proposed zoning change becomes effective upon adoption of an enabling ordinance by the City Council and upon publication (twice) in the official newspaper of the City.

IV. Subdivision requirements

The average time for the platting process is 60-90 days. A plat is anticipated to redefine the property boundary and combine all lots into one and to remove the existing building setbacks on the property. A platting case must undergo the following review actions:
  o Replat
    ▪ Approved Infrastructure Studies
      • Water/Sewer Loading/Demand Study form
      • Traffic Impact Assessment or Traffic Study form
• Drainage Study/Flood Study form
• Other applicable items (see Final Plat Checklist)

  ▪ Filed Applications
  ▪ Zoning Application
  ▪ Master Thoroughfare Plan Amendment

  ▪ Replat Application Form with signed Letter of Authorization
  ▪ Application Fee – $425 + $25 per acre non-single family + $55 for paper submittal = $517.50

  ▪ Waiver Letters – if a waiver to the Subdivision Ordinance is being requested. Address letter to Chairman Don Boren, City Plan Commission.

    ▪ Waiver Fee – $220
    ▪ Plat Exhibit
    ▪ Replat access and design criteria
    ▪ Format and general standards
    ▪ Site Information
    ▪ Legal description, title block and Plat/Replat Language
    ▪ Plat notes
    ▪ Meet requirements at time of recording

• Completeness Check and Plat Review
  o Refer to the City Plan Commission Public Hearing Calendar for application submittal deadlines and meeting dates.
  o Applications are reviewed for completeness after the next available deadline day (twice per month).
  o Plat will be considered filed when all the required fees and documents are submitted. When all requirements are met the plat is submitted pursuant to House Bill 3167 and placed on the Development Review Committee’s (DRC) agenda.
  o The DRC must act on the plat within 30 days of filing application or the plat is considered approved.
  o Plats are reviewed by city staff and comments are provided through Accela.
  o Applicant submits revisions and can request waivers for any comments.
  o DRC must act on the revisions within 15 days of submittal or the plat is considered approved.

• Development Review Committee Actions
  o Waivers/conditions recommended for approval or disapproval and posted on City Plan Commission (CPC) agenda.
Plats with comments but no waiver requests are recommended for disapproval and posted on CPC agenda.
Applicant requests 30-day extension and request is posted on CPC agenda.
For plats with no waivers/comments, staff arranges for a certificate of approval and no public hearing is required.

V. Development ordinances: Based on Ordinance MU-1
- Vicinity Test: Development of 15 acres or less in size in which a single land use category other than mixed-use buildings exceed 70% of the site's total land area are permitted if the Planning and Development Director, or their designee, determines that the following conditions are satisfied:
  - The proposed land use at any location within the proposed development site must be within a walking distance of 1,000 feet of a different land use, as measured by the shortest pedestrian route; and
  - The percentage of any single land use category, other than mixed-use buildings, within a 1,000-foot radius of the proposed project site boundary, shall not occupy greater than 70% of the total land area. The proposed development shall be included in the calculation of this percentage; or
  - The Planning and Development Director, or their designee, determines that the developer has demonstrated that unique site conditions (e.g. adjacency to natural features, freight yards, etc.) make compliance with the conditions of above impractical in certain areas of the development site.
This site plan passes the vicinity test.
- Height:
  - Minimum Height is 18 feet.
  - Three stories or 45 feet, whichever is less as measured from the top of the finished slab at grade level to the top of the highest wall top plate. Can receive a 2-story height bonus to allow for a 5-story building if structured parking or open space (2,500 sq. ft. minimum, one acre maximum) is provided.

The site plan meets the anticipated height and setback limitations. Final setbacks and height limitations will be determined during the zoning and site plan approval process.
• Open Space  
  o There is no minimum open space requirement for MU-1.

• Parking  
  o Provided at 0.75 parking space per unit plus 1 parking space for every 250 square feet of common space  
  o Final parking to be determined during the rezoning process.

• Setbacks  
  o Primary Street (min/max) - 0’/20’  
  o Side Street (min/max) - 0’/20’  
  o Rear Yard (min) - 5’  
  o Common Lot Line (min/max) - 0’/5’  
  o Multifamily adjacent to one and two family districts - 20’  
  o Dumpster – 20’ from one or two family districts

• Landscaping  
  o Landscape buffer yard: 5’  
  o Final landscaping to be determined during the rezoning process. The City of Fort Worth MU-1 requirements include:
    o Enhanced Landscape Point System  
      o 30 Point are required  
      o 10 points must come from street trees  
    o Urban Forestry Permit will be required.  
      o Review timeframe of 7 days after all required documentation is submitted.  
      o Must be approved before building or grading permits will be issued.  
      o Submit before or concurrently with building and grading permits to expedite the process.  
    o Submittal requirements:
      • Fee – $250  
      • Signed Letter of Authorization for Urban Forestry Permit Representation  
      • Urban Forestry Plan Checklist  
      • Calculations  
      • Signed Certification
Infrastructure Plan Review Center (IPRC) Review Process
All public infrastructure is required to be reviewed and approved by IPRC. Public improvements for this project are anticipated to be offsite storm drain, sidewalk, driveway connections, and pedestrian streetlights. The IPRC Process must undergo the following review actions. The average time for the IPRC process is 60-90 days
  o Pre-Submittal Meeting (optional but recommended)
  o Application/First Submittal
    • Water and Sewer Alignment Walk Letter
    • Geotechnical Report
    • Water/Sewer Loading/Demand Study form
    • Traffic Impact Assessment or Traffic Study form
    • Drainage Study/Flood Study form
    • Review Fee, $312/page
    • Signed Construction Plans
  o Completeness check
    • Refer to the City Plan Commission Public Hearing Calendar for application submittal deadlines and meeting dates.
    • Applications are reviewed for completeness after the next available deadline day (twice per month).
  o The construction plans will be reviewed by staff and sent to City Plan Commission for approval, approval with conditions, or disapproval. Comments on the construction plans will be provided by City staff 72 hour prior to the City Plan Commission.
  o If approved, the plans are accepted and are able to move to the Community Facility Agreement Phase.
  o If denied, plans are revised and resubmitted for staff review and sent back to City Plan Commission for approval.
  o It is anticipated that one denial will be issued and the plans will be approved on the 2nd submittal.
  o After approved the developer standard contract book is completed and executed by the developer and contractor.
  o The contractor is required to provide a 2 year maintenance, payment, and performance bond for the public improvements.
Community Facility Agreement (CFA)
  o A community facility agreement is required for all public improvements. Anticipated public improvements for this project
include offsite storm drain, drive connections, sidewalk, and pedestrian streetlights.
  
- The CFA is submitted after the IPRC plans have been approved by City Plan Commission.
- The CFA is an agreement between the developer and the City for funding the project. The CFA department will require a financial guarantee for the public improvements based on the contractor’s bid. The City will also require an inspection fee based on the number of days of work.

- Infrastructure
  
- This project is an urban infill project.
- Underground detention is anticipated.
- Storm drain extensions will be required to drain the detention pond to the existing storm drain infrastructure surrounding the property. An existing 24” storm drain system exists within Foch Street.
- existing 8” sewer line within an easement that runs along the north property line.
- There is an existing 8” sewer line and 12” water line within Carroll Street.
- There is an existing 8” sewer line and 8” water line within Azalea Avenue.

VI. Fire department requirements

- Fort Worth has adopted the 2015 International Fire Code and has its own amendments to the 2015 code available online.
  
  - Fire Lane Min. Width: 26 feet
  - Fire Lane unobstructed vertical clearance: 14 feet
  - Turning Radii: 25 feet minimum inside radius and 51 feet minimum outside radius

VII. Site ingress and egress requirement

- Proposed vehicle access to the project site is from Carroll Street and Azalea Avenue. Site access is not consistent with existing access points.
VIII. Building codes and local design requirements
- The City of Fort Worth has adopted the 2015 International Building Code with local amendment.
- The City of Fort Worth had adopted the 2017 National Electrical Code with local amendments.
- The City of Fort Worth has adopted the 2015 International Mechanical Code with local amendments.
- The City of Fort Worth has adopted the 2015 International Residential Code with Local amendments.
- The City of Fort Worth has adopted the 2015 International Energy Code with Local amendments.
- The City of Fort Worth has adopted the 2015 International Plumbing Code with Local amendments.
- The City of Fort Worth has adopted the 2015 International Existing Building Code with Local amendments.

IX. Atypical items
Demolition of existing structures on the property is required, it is unknown if abatement will be required.

Resources:
- Tarrant County Appraisal District: https://www.tad.org/
- City of Fort Worth Zoning Ordinance http://fortworthtexas.gov/zoning/ordinance/
- City of Fort Worth Subdivision Ordinance: https://fortworthtexas.gov/developmentservices/subdivision/
- City of Fort Worth Planning & Development http://fortworthtexas.gov/planninganddevelopment/
- City of Fort Worth Platting: https://fortworthtexas.gov/developmentservices/platting/
- Fort Worth Bureau of Fire Prevention: http://fortworthtexas.gov/fire/bureau/
- Fort Worth Construction Codes: https://fortworthtexas.gov/developmentservices/permits/construction-codes/
- City of Fort Worth Permits & Plans Exam: https://fortworthtexas.gov/developmentservices/permits/
- City of Fort Worth Pre-Development Information: https://fortworthtexas.gov/developmentservices/pre-development/
Part 3: Overview of Process, Timing, and Costs

I. Overview of entitlement and site development permitting process and associated timing

- Approximate time frame from zoning to start of construction is 12-15 months.
- Pre-Development Conference – Meeting with staff representative from each department (1-6 weeks)
  - Filled out request form and email to Projects@fortworthtexas.gov
  - Site plan is required
  - Location map required
  - Held on Mondays and Thursdays
- Submit zoning application
  - Approval of Zoning requires public hearing
  - Will require site plan
  - Application Process includes: Technical review by City staff, staff approval/recommendations, Planning and Zoning Commission Hearing, City Council Hearing.
- Submit Civil Engineering Plans to IPRC
- Submit and Execute CFA
- Prepare and submit plat

II. Building permitting process and timing

- Current first review of building permit plans by the building inspection department is estimated at 7 days for first review comments
III. Cost itemization of all anticipated fees (anticipated impact, site development permit, building permit, and other required fees)

- Zoning Application Fee – $2,350
- Zoning Verification Letter – $50
- Replat Application – $517.50
- TCEQ NOI - $400
- Meter Deposits – Unknown, City fee is estimate on previous 6 month usage of like apartment building
- Miscellaneous Project Fee for City to install water and sewer services to site – $45,000 estimated
- Transportation Impact Fee – Exempt (Inside Loop 820)
- Water/Sewer Impact Fee – $44,832 (assumes 2-2” meters)
- Park Fee – $65,600 ($820/unit)
- Building Permit – $17,500 (Based on New Construction R Use Groups)
- Building Official Approval – $170
- Developer Director – $200
- City Council – $500
- Grading Permit – $50
- Sign Permit – TBD
- Urban Forestry Fee – $250
- Parkway Permit – $175
- Multi-Family Development (MFD) Plan Fee – $900
- 6” Wastewater Lateral Tap Fee – $6,000
- 1” Irrigation Meter Tap Fee – $2,260
- 2” Domestic Water-Tap Fee – $4,520 (2-2” meters)
- Demolition Fee – TBD (square footage)
- IPRC Review Fee - $7,800
- Public Improvement Inspection Fee - $20,000
Attachment: Survey
Attachment: Preliminary Engineered Site Plan