THE LEX ON JESSAMINE
2260, 2274 HEMPHILL STREET
710 WEST JESSAMINE STREET
FORT WORTH, TEXAS
SITE DESIGN AND FEASIBILITY REPORT
February 21, 2020

Prepared for:
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Part 1: Executive Summary
The property is currently improved with parking areas and two commercial buildings. The subject properties are located at 2260 and 2274 Hemphill Street and 710 West Jessamine Street in Fort Worth, Tarrant County, Texas 76110. The properties located north of the subject property are improved with existing single-family homes and commercial development. The subject property is bound by Travis Avenue to the west, Jessamine Street to the south, and Hemphill Street to the east. The subject property is currently platted as Block A1; Lots C, D, E, F and G of the Powell Subdivision and all lots are zoned Neighborhood Commercial (E) which does not allow for multi-family residential uses. Based on the knowledge that this subject property is going to be incorporated into the Near Southside district MMA recommends rezoning the property into PD-NST4H, a Planned Development with Near Southside NS-T4H as a base district. The proposed vehicle access to the project site is from Hemphill Street and is not consistent with existing access points. There is a proposed emergency vehicle access from West Jessamine Street that is consistent with existing access points. The existing water, sewer, and storm facilities are as follows: along the south side of the property there is an existing 24” water line within the West Jessamine Street right-of-way, along the west side of the property there is an existing 8” sewer line within the Travis Avenue right-of-way. There is no storm drain infrastructure surrounding the property, therefore the property will have to surface drain to the adjacent right of ways. 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 to the project site can be done through the City of Fort Worth Miscellaneous Project submittal. The pedestrian streetlights, offsite sidewalks, will be installed through the City Infrastructure Plan Review Center. There is no anticipated seller contribution or reimbursement of any site development costs.

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.

Any persons signing this report acknowledge that the Department may publish the full report on the Department’s website, release the report in response to a request for public information and make other use of the report as authorized by law.
Part 2: Site Summary

I. Property Identification number for taxing jurisdictions.
   Tarrant County Appraisal District: 80166660, 80166644, 80166652

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

III. Zoning requirements
   The site is currently zoned Neighborhood Commercial (E). We recommend the subject property be rezoned to PD-NST4H, a Planned Development with Near Southside NS-T4H as a base district. The Planned Development process will be used to request that no commercial development be required.

   Rezoning requires the following items:
   • Pre-Development Conference
   • Application
     o Legal Description
     o “Letter of Authorization for Zoning Case Representation” from all owners
   • Fee – $1,500 (for 1-5 acres) plus $800 for site plan review if Planned Development (PD) is requested
   • Current boundary survey or plat of the property by legal addition.
   • Site Plan, showing:
     o Buildings and Structures
     o Streets, Parking, and Drives
     o Supplemental Surfaces (grass, gravel, walks, etc. Non driving surfaces)
     o Dumpster, Air Conditioners, and Compactors
     o Fences and Screening
     o Land Use and Zoning of site and adjacent properties
     o Area Lighting
     o Signs
     o Setbacks and Easements
     o Landscape Features
The average time required to rezone a planned 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 = $2,300
  - 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**
  - ZC votes to recommend to Council.
  - ZC votes to not recommend to Council.

- **City Council Hearing**
- The request is advertised in The Fort Worth Star Telegram at least 15 days prior to the City Council’s hearing.
- A public hearing is held for all zoning change requests whether recommended for approval or denial by the ZC.
- Public hearings are typically held the 1st Tuesday of the month following the date of the ZC hearing - refer to ZC Schedule.
- Provide 15 copies of revisions to site plan, if requested by ZC, a minimum of one week before scheduled hearing.
- City Council holds a public hearing and one reading.

  **City Council Actions**
  - Council votes to approve as recommended.
  - Council votes to deny without prejudice (the applicant does not have to wait one year before submitting another request for zoning change).
  - Continue hearing.
  - 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.
  - 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.
  - Return to ZC for rehearing.

**Effective Date of Zoning Amendment**
- 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.

The Near Southside District requires a Certificate of Appropriateness (COA) to be issued prior to new construction. The COA will be issued by either the planning and development director or urban design commission.

**Application for Certificate of Appropriateness** requires the following items:

- Application
- Site Plan showing:
  - Footprints of all existing structures
  - Proposed footprint of all new structures
  - Existing structures adjacent to the property
  - Building setbacks
Location of parking areas, parking islands, driveways, sidewalks, walkways, loading areas, walls or fences, utilities, lighting, signage, at-grade mechanical units, dumpsters and all other site improvements.

- Building Plans and Elevations
- Landscape Plan
- Material Specifications
- Plans and Specifications for Proposed Signs
- Description of Proposed Scope of Work
- Photographs of Site and Existing Conditions.

The average time required to receive the certificate of appropriateness is approximately 30 days. A COA application must undergo the following review and actions:

- Initial Application and required materials must be submitted at least 21 days before the meeting of the UDC at which the application for a COA will be considered.
  - At the time application materials are submitted, the applicant shall receive a sign provided by the planning and development department that shall be posted on the project site at street level in a location readily visible to the public no less than ten days prior to the meeting of the UDC.

- Technical Review
- Approval (two paths to approval)
  - Staff may approve the project administratively if it clearly complies with all design standards
  - Urban Design Commission

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. A platting case must undergo the following review actions:

- Pre-Submittal Meeting (optional)
  - 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.
  o 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 NS-T4H and Near Southside Development Standards and Guidelines

• Height:
  o New one-story buildings are strongly discouraged.
  o Minimum Height:
    1. 15 feet for buildings < 4,000 sq. ft
    2. 18 feet for buildings > 4,000 sq. ft
  o Maximum Height is three stories. Will allow up to 5-stories if one of the bonus provisions is met. Will allow 6-stories if 2 of 3 bonus provisions are met.

  Bonus Provisions:
  a. Mix of residential and non-residential uses – must include at least 20% residential and 10% office/restaurant, and/or retail uses, as measured by gross floor area. The Urban Design Commission (UDC) is authorized to reduce the required percentages by up to 50% for exceptional projects.
  b. Public space – publicly accessible, privately maintained park, plaza, or other usable outdoor public space with minimum 2,500 sq. Ft.
  c. Structured parking – project must provide at least 75% of off-street parking within a multilevel garage.

  o During the PD rezoning process, a height of 4 stories without a bonus will be requested.
  o Final setback and height limitations will be determined during the PD rezoning process.

• Density:
  o No restriction

• Open Space:
  o There is no minimum open space requirement for NS-T4H.

• Parking
  o The provided parking is 88 spaces.
  o Final parking will be determined through the PD rezoning process.

• Setbacks:
- Front Yard (min/max) - 0’/20’
- Rear Yard - 3’
- Side Yard – 0’
- Common Lot Line (min) – 0’
- Corner setback – 5’x5’ dedication for corner buildings at street and alley intersections that do not include all-way stop signs or traffic signals
- Dumpster – 20’ from one- or two-family districts
- Fairmount Transitional Height Plane: Properties that share a property line with a one- or two-family house in the Fairmount Historic District: Any portion of a building within 20 ft. of the property line shall not exceed 2 stories. A 45° transitional height plane shall apply to any portion of a building further than 20 ft. from the property line.

- Landscaping
  - Buffer yard: 5’.
  - Significant trees at least 30 inches in diameter can only be removed by permit of the City Forester. Criteria for the permit will be one of the following conditions:
    - Retention of other existing trees on the same site with a canopy area 1 ½ times the area of the specific tree’s canopy.
    - Removal will be granted if planting of new trees at five (5) times greater canopy area than the removed specific tree canopy.
    - Payment into the tree fund based upon the total diameter of the specific tree times $200 per diameter inch.
    - Urban Forestry Board approved plan that mitigates the removal of the large tree.
  - The City of Fort Worth Near Southside parking requirements include:
    - All new construction projects shall provide at least 40% tree canopy coverage of surface parking lots.
    - No front yard landscape setback is required

- 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
- Pre-Submittal Meeting (optional but recommended)
- 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
- 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).
- 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.
- If approved, the plans are accepted and can move to the Community Facility Agreement Phase.
- If denied, plans are revised and resubmitted for staff review and sent back to City Plan Commission for approval.
- It is anticipated that one denial will be issued and the plans will be approved on the 2nd submittal.
- After approved the developer standard contract book is completed and executed by the developer and contractor.
- The contractor is required to provide a 2 year maintenance, payment, and performance bond for the public improvements.
- Community Facility Agreement (CFA)
  - 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 average time for the CFA process is 60-90 days
  - 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, no detention is anticipated.
  - There are no adjacent storm drain improvements to the site.
  - There is an existing 24" water line within West Jessamine Street.
  - There is an existing 8" sewer line within Travis Avenue.
  - There is an existing 8" water line and 6" sewer line within Hemphill Street.

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 Hemphill Street, an undivided four lane road. A proposed emergency access to the project site is from West Jessamine Street, an undivided 2 lane road. 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 buildings on the property is required, it is unknown if abatement will be required.

Resources:

- Tarrant County Appraisal District: [https://www.tad.org/](https://www.tad.org/)
- City of Fort Worth Subdivision Ordinance: [https://fortworthtexas.gov/developmentservices/subdivision/](https://fortworthtexas.gov/developmentservices/subdivision/)
- City of Fort Worth Platting: [https://fortworthtexas.gov/developmentservices/platting/](https://fortworthtexas.gov/developmentservices/platting/)
- Fort Worth Construction Codes: [https://fortworthtexas.gov/developmentservices/permits/construction-codes/](https://fortworthtexas.gov/developmentservices/permits/construction-codes/)
- City of Fort Worth Permits & Plans Exam: [https://fortworthtexas.gov/developmentservices/permits/](https://fortworthtexas.gov/developmentservices/permits/)
- City of Fort Worth Pre-Development Information: [https://fortworthtexas.gov/developmentservices/pre-development/](https://fortworthtexas.gov/developmentservices/pre-development/)
- City of Fort Worth Zoning [https://fortworthtexas.gov/zoning/](https://fortworthtexas.gov/zoning/)
- City of Fort Worth Zoning Application and Fees [https://fortworthtexas.gov/zoning/fees/](https://fortworthtexas.gov/zoning/fees/)

City Contacts:

- Ann Zadeh – City Council Member District 9 (817) 392-8809
- Korrie Becht – Senior Planner (817) 392-7944
- M. Lynn Jordan – Zoning Planner (817) 392-2495
- Dana Burghdoff – Assistant City Manager (817)-392-8018
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)
     o Filled out request form and email to Projects@fortworthtexas.gov
     o Site plan is required
     o Location map required
     o Held on Mondays and Thursdays
   • Submit zoning application
     o Approval of Zoning requires public hearing
     o Will require site plan
     o Application Process includes: Technical review by City staff, staff approval/recommendations, Planning and Zoning Commission Hearing, City Council Hearing.
   • Submit Certificate of Appropriateness (COA) Application
   • Submit Civil Engineering Plans to IPRC
   • Submit and Execute CFA
   • Prepare and submit plat

II. Building permitting process and timing
   • Building permit may be submitted following approved zoning, concurrent with platting process.
   • 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)
   • UDC Application for Certificate of Appropriateness
   • Zoning Application Fee (PD) – $2,300
   • 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
• 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 – $82,000
• Building Permit – $17,500 (Based on New Construction R Use Group 101,885 square feet)
• Building Official Approval – $170
• Developer Director – $200
• City Council – $500
• Grading Permit – $50
• Sign Permit – TBD
• 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