Site Design and Development Feasibility Report

Part 1: Executive Summary
The property is currently improved with parking areas and commercial buildings. The subject properties are located at 2017 and 2025 South Cooper Street (FM 157) in Arlington, Tarrant County, Texas 76010. The properties located north and east of the subject property are improved with a multi-family development. The property located to the south is developed as general commercial and subject property is bound by South Cooper Street to the west. The subject property is currently platted as Lot AR1 and Lot C of the Newbern Addition and both lots are currently zoned Community Commercial (CC) which does not allow for multi-family residential uses. Based on our extensive development and entitlement experience in Arlington, we recommend rezoning to a Planned Development (PD). The proposed vehicle access to the project site is from South Cooper Street and is consistent with the existing access points. The proposed drive locations along South Cooper Street (FM 157) will need to be submitted and approved by TxDOT. Off-site improvements will be required for these driveway connections. The existing water, sewer and storm facilities are as follows: along the west side of the property there is an existing 8" and 12" water line, a 6" sanitary sewer line, and a 24" storm drain within the Cooper Street right of way. To the east is Johnson Creek. The location and availability of the 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 utilities to the project site can be done through the City of Arlington Commercial Site Plan application process which will also include the associated public improvements. According to the Final Arlington Historic Resources Survey Update, dated September 2007, the buildings located on the lot addressed 2025 South Cooper Street are considered high priority historical properties. A Demolition Permit for structures older than 50 year will have to be submitted and the property will go through the Historic Review Process and must be approved by the City of Arlington Landmark Preservation Commission. 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 person signing this report acknowledges 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: 01864424, 42005246

II. **Millage rates for all taxing jurisdictions**
   - 2019 Tax Rate per $100:
     - City of Arlington $0.624
     - Tarrant County $0.234
     - Arlington ISD $1.29867
     - Tarrant County Hospital $0.224429
     - Tarrant County College $0.13017

III. **Zoning requirements**
    The site is currently zoned Community Commercial (CC). We recommend the subject property be rezoned to a Planned Development (PD) district.

   Rezoning requires the following items:
   - Application
   - Owner Certification and Disclosure of Interest Form
   - Fee – $2,000 + $100 per acre (4.75 acre lot) = $2,475
   - Metes and Bounds Description
   - Warranty Deed
   - Notes from the completed pre-application conference
   - Narrative description of the proposed development, including:
     - Description of what is to be achieved in the development proposal of the property
     - Explanation of how the proposal conforms to the criteria established in Section 10.4.3(G) of Article 10, Review Procedures, of the Unified Development Code
     - Character of the proposed development
     - Rational behind assumptions and choices made by the applicant
     - Use and ownership of open spaces
     - Drawings, photographs, company information and other relevant material
   - PD Development Plan (5 copies), showing:
     - Site Layout
       - Location map, north arrow, scale
- Existing zoning and land use of properties adjacent to the site
- Proposed site layout, indicating the size and dimensions of all lots
- Proposed land uses and building locations, indicating setbacks from property lines
- Square footage, acreage, and density of all proposed land uses and lots
- Gross area of streets, sidewalks, and other paved surfaces and its percentage of total property area
- Gross area of open space areas and recreational areas and its percentage of total property area
- Existing and proposed public and private rights-of-way, easements, and access points into the property
- Calculation and location of all off-street parking and loading facilities
- For residential uses, the number, type, and density of each type of dwelling unit (i.e., single-family, multifamily, townhouse, etc.)
  o Landscape Plan
    - Landscape plan per Article 5, Design and Development Standards, Section 5.2 Landscaping and Section 5.3 Screening, Buffering, and Fencing, and any other specific landscaping requirements, noting all required and proposed landscape setbacks, transitional buffers, parking, landscaping, screening, and fencing.
  o Building Elevations
    - Elevation drawings of all sides of all buildings, showing dimensions, height, building materials, color, texture, and design.

- Preliminary drainage analysis may be required by Zoning Administrator.
- Traffic impact analysis or traffic circulation analysis may be required by Zoning Administrator.

The average time required to rezone a planned development is approximately 90-120 days. A zoning case must undergo the following review and actions:
- Pre-Application Meeting
- Zoning Application Submittal
  o Zoning application fee
  o Required Submittal Documents
City of Arlington does not have a submittal deadline calendar for zoning requests.

**Technical Review**

- City staff verify conformance with Unified Development Code, City Design Criteria, Comprehensive Plan, Thoroughfare Development Plan, and other adopted guidelines by the City.

**Resubmittal**

- Submittal documents are resubmitted to the City after revisions are made and comments addressed.
- There may be 2-3 resubmittals to the City.
- Staff formulates a report for the P&Z Commission based on their review.

**P&Z Actions**

- Notification of Planning and Zoning Commission and City Council public hearings to owners of real property within 200 feet of the proposed change and neighborhoods and HOAs within 1 mile of the property being rezoned by mail, newspaper, posted signs, and Nextdoor.
- P&Z public hearing (1st & 2nd Wednesday of the month-refer to P&Z Public Hearing Schedule)
- P&Z Commission may recommend approval, denial, or to table a zoning request.
  - If the Commission recommends approval the case is automatically scheduled for public hearing before the City Council.
  - If the Commission denies the request the applicant can appeal this decision to the City Council.

**City Council Actions**

- Notice of the public hearing is published in the newspaper at least 15 days in advance of the hearing.
- City Council will hold a public hearing and approve, deny, or table applicant's request (hearings are held at a minimum of two weeks after P&Z takes action during regular Council meetings-refer to City Council Meeting Schedule).
IV. Subdivision requirements
The average time for the platting process is 60-90 days. A plat is anticipated to redefine the property boundary. A platting case must undergo the following review actions:

- Mandatory Pre-Application Meeting
  - Submit pre-application meeting (PAM) request application
  - Fee – $200
  - Refer to the PAM 2020 calendar for available PAM dates and deadlines to submit the meeting request.
  - Prepare a list of specific questions regarding concerns that need to be addressed after having reviewed the Unified Development Code, City Design Criteria Manual, as-builts, FEMA maps and subject property platting history.
  - Present the Proposed Plat layout and preliminary engineering construction plans.

- Plat Application Submittal
  - Submit Plat and Construction Plans according to the Plat Submittal and Processing Calendar.
  - Plat Application Fee
    - Preliminary Plat –$550 + $40 per acre = $740
    - Final Plat –$550 + $45 per acre = $764

- Completeness Check
  - Plat and plan city comments are put on the Plat Agenda and go to Planning and Zoning for consideration.

- P&Z Actions
  - P&Z committee determines if the plat and plans are approved, approved with conditions, disapproved, or approve a 30-day extension (if requested by applicant).

- Resubmittal
  - Plat and plans are resubmitted to the City after revisions are made and comments addressed.
  - City has 15 days to act on the plans and plat.
  - Plat and plan city comments are put on the Plat Agenda and go to Planning and Zoning for consideration.

- P&Z Actions
  - P&Z committee determines if the plat and plans are approved, approved with conditions or disapproved.
  - If plat and plans are not approved submittal of a new application is required.
V. Development Ordinances based on RMF-22

- **Height**
  - Multi-family building located more than 50 feet away from property zoned or used for single-family residential are not subject to height restrictions.
  - The height of any part of a multi-family building shall not exceed 40 feet if the building is located within 50 feet of a property zoned or used for single-family residential.

- **Density**
  - 22 units/acre maximum
  - Proposing 19 units/acre (90 units/4.750 acres)

- **Open Space:**
  - For multi-family residential buildings with a gross floor area greater than 20,000 and up to 50,000 square feet: 5 percent of total gross site area.
  - For multi-family residential buildings with a gross floor area greater than 50,000 square feet: 8 percent of total gross site area.

- **Parking**
  - Required at – 1 space per studio, 1.5 spaces per 1 bedroom, 2 spaces per 2 bedrooms, 2.5 spaces per 3 bedrooms, 2.5+.5 for each bedroom more than 3
    - At least 50% of the required parking must be in a parking structure, enclosed garage, or carport
    - At least 20% of the required parking must be located in an enclosed garage
    - During rezoning, we will request a variance to provide a 25% covered parking and 0% enclosed garages
  - Total required based on the use – 189 spaces
  - The proposed parking is 155 standard spaces plus 9 accessible spaces.
  - Final parking to be determined during the rezoning process.

- **Setbacks**
  - Street front– Cooper Street –25’ min.
  - Street side – 20’ min. all roadways or 10’ min. for private access easement or alley
  - Street rear – 20’ min. all roadways or 10’ min. for private access easement or alley
  - Interior side – 10’ min.
  - Interior rear – 10’ min.
Multi-family adjacent to single family (side and/or rear) – 40’ min.
- Dumpster – There is no minimum setback requirement.

- Landscaping
  - Final landscaping to be determined during the rezoning process.
  - 15’ perimeter landscape setback along entire right-of-way adjacent to public street right-of-way

- Infrastructure
  - This project is an urban infill project.
  - Stormwater quality measure to be provided.
  - There is an existing 8” and 12” water line and 6” sewer line within Cooper Street.

VI. Fire department requirements
- Arlington has adopted the 2015 International Fire Code and has its own amendments to the 2015 code available online.
  - Fire Lane Min. Width: 24 feet
  - Fire Lane min. unobstructed vertical clearance: 14 feet
  - Turning Radii: 30 feet minimum inside radius and 54 feet minimum outside radius
  - Maximum dead end: 150 feet

VII. Site ingress and egress requirement
- Site access to public right of way is shown on the site plan at Cooper Street (FM 157), a divided 6 lane road, and is consistent with an existing access point.

VIII. Building codes and local design requirements
- The City of Arlington has adopted the 2015 International Building Code with local amendments.
- The City of Arlington has adopted the 2017 National Electrical Code with local amendments.
- The City of Arlington has adopted the 2015 International Mechanical Code with local amendments.
- The City of Arlington has adopted the 2015 International Residential Code with local amendments.
- The City of Arlington has adopted the 2015 International Energy Conservation Code with local amendments.
- The City of Arlington has adopted the 2015 International Plumbing Code with local amendments.
• The City of Arlington has adopted the 2015 International Fuel Gas Code with local amendments.

IX. Atypical items
Demolition of existing buildings on the property is required, it is unknown if abatement will be required.
A Demolition Permit may be required. Anticipate an additional 60 days in project time frame.

City of Arlington Historical review process
• Application Submittal
  o Submit a Demolition Permit application included in the Commercial Building Permit to the Plans Examiners in Development Services
  o Submit required documentation including:
    ▪ Aerial site plan showing the limits of demolition
    ▪ SWPP plan (sites over 1 acre)
  o Building official directs the applicant to submit an application for a Certificate of Demolition or Relocation to the Landmark Preservation Commission (LPC) for review and consideration.

• LPC Actions
  o Automatic stay of 30 days from date of application to allow LPC to determine if building is historically significant.
    ▪ If determined historically significant the LPC will provide notice and hold a public hearing on the permit application.
    ▪ If determined not to be historically significant the LPC will notify the applicant and the Building Official as soon as reasonably possible.
  o Public Hearing
    ▪ LPC will hold a public hearing within 30 days of receipt of completed application for a Certificate of Demolition or Relocation.
    ▪ Notice of public hearing will be published in the newspaper at least 7 days prior to schedule hearing.
  o If the LPC fails to act within 30 days of receipt of the completed application, a Certificate of Demolition or Relocation shall be issued by the LPC.

• Review
o The LPC determines the building should be demolished or removed and the Building Official issues a demolition permit if all other requirements of the Code are met.

o The LPC determines the building should not be demolished and may extend the stay period an additional 30 days (the automatic stay and extended stay may not exceed a total of 60 days from date of application for a permit).

o With the LPCs recommendation the City Council may impose extensions of the stay, after notice to the applicant and a public hearing, in such increments of time as the City Council deems reasonable without exceeding a total of 150 days from the date of application.

o If the City Council takes no action on the LPCs request for extension within the automatic stay period or any extension period, a Certificate of Demolition or Relocation will be issued at the expiration of such stay period.

- Appeals
  - Appeals from a decision of the LPC shall be to the City Council and shall be filed with the Historic Preservation Officer within 10 days after the decision is made by the LPC. Appeals shall be heard by the City Council on the next available agenda.

- Permit Issuance
  - At the end of the stay period or any extension, or upon the City Council’s granting an appeal to the LPC’s determination, the Building Official shall issue a demolition permit if all other requirements are met.

**TxDOT Access Permit Review Process**
The proposed drive locations along Cooper Street (FM 157) will need to be submitted and approved by TxDOT. Offsite improvements will be required for this driveway connection. Average time for the TxDOT submittal process is 6-9 months.

- Concept Plan Submittal
  - Submit Concept Plan
  - Submit Access Request Form for each proposed access

- Review
  - Concept plan is reviewed for conformance with TxDOT standards
  - Comments are made and returned for revisions
• Resubmittal
  o Comments are addressed and revised plans are resubmitted along with a comment response letter.
  o May require multiple resubmittals.
• Access Permit Plans Submittal
  o Submit access permit plan set
  o Submit Form 1058
  o Submit TxDOT Fort Worth District Permit Drainage Checklist
• Review
  o Permit plan is reviewed for conformance with TxDOT standards
  o Comments are made and returned for revisions
• Resubmittal
  o Comments are addressed and revised plans are resubmitted along with a comment response letter.
  o May require multiple resubmittals.

Resources:
• Tarrant County Appraisal District: https://www.tad.org/
• City of Arlington Permit Applications and Forms: https://www.arlingtontx.gov/city_hall/departments/planning_development_services/permitting_and_inspections/permit_applications_forms
• City of Arlington Building Codes: https://www.arlingtontx.gov/city_hall/departments/planning_development_services/permitting_and_inspections/building_codes
• City of Arlington Platting: https://www.arlingtontx.gov/city_hall/departments/planning_development_services/land_development/platting
• Landmark Preservation Commission: https://www.arlingtontx.gov/cms/One.aspx?portalId=14481146&pageId=14984407

City Contacts:
• Ignacio Nuñez – City Council Member District 5 (817) 459-6141
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-Application Meeting with staff representatives (1-6 weeks)
     - Submit pre-application meeting request form
     - Site plan is required
   - Submit zoning application
     - Approval of Zoning requires public hearing
     - Will require site plan, landscape plan, building elevations
     - Application Process includes: Technical review by City staff, staff approval/recommendations, Planning and Zoning Commission Hearing, City Council Hearing.
   - Prepare and submit plat
   - Submit Civil Engineering Plans

II. Building permitting process and timing
   - Building permit may be submitted after public improvement plans are approved
   - First review of building permit plans by the building inspection department is estimated at 7 days for first review comments.
   - Permit Submittal
     - Written authorization from property owner
     - Building Permit Application
     - Fee - $31,273 (includes MEP, based on 10M value)
     - Two complete sets of plans and specifications

III. Cost itemization of all anticipated fees (anticipated impact, site development permit, building permit, and other required fees)
   - Zoning Application Fee (PD) - $2,475
   - Zoning Verification Letter - $50
- Staff Placement of Zoning Signs - $100
- Landscape/Tree Preservation Plan Review - $400
- Preliminary Plat Fee - $740
- Final Plat Fee - $764
- Pre-Application Meeting Request - $200
- Demolition Permit Fee - $700
- Plan Review 35% of building permit fee - $10,946
- Building Permit, includes MEP (based on $10M project value) - $31,273
- Irrigation Fee - $300
- Business Registration - $175
- Early Grading Permit - $100
- Fire Line at 1 inch assessed rate - $1,654
- Fire Alarms (based on 26-100 installed devices) - $300
- Sprinkler Systems (based 301-1000 sprinkler heads) - $550
- Fire Pump - $300
- C/O - $50
- Park Development Impact Fee ($1,450/unit) - $130,500
- Roadway Impact Fee - $64,375
- Water & Sewer Impact Fee - $14,110
- Pool Permit (based on value)-Includes plan review fee -TBD
- Fence - $50
- Pool Barrier - $25
- Public Improvement Inspection Fee - $10,000
- Activation Fee- $1,937
- Meter Fee (1.5" and 2") - $14,110
- Sign Fee - $250
- TCEQ NOI - $400
Attachment: Survey
Attachment: Preliminary Engineered Site Plan