

Draft

# Development Services Process Improvements Seminar for HB 3167

February 17, 2020



# MEDITATION TIME!!

Now before we start, let's all take a deep breath and remember not to end up like Panda.....





# Stormwater Development Services

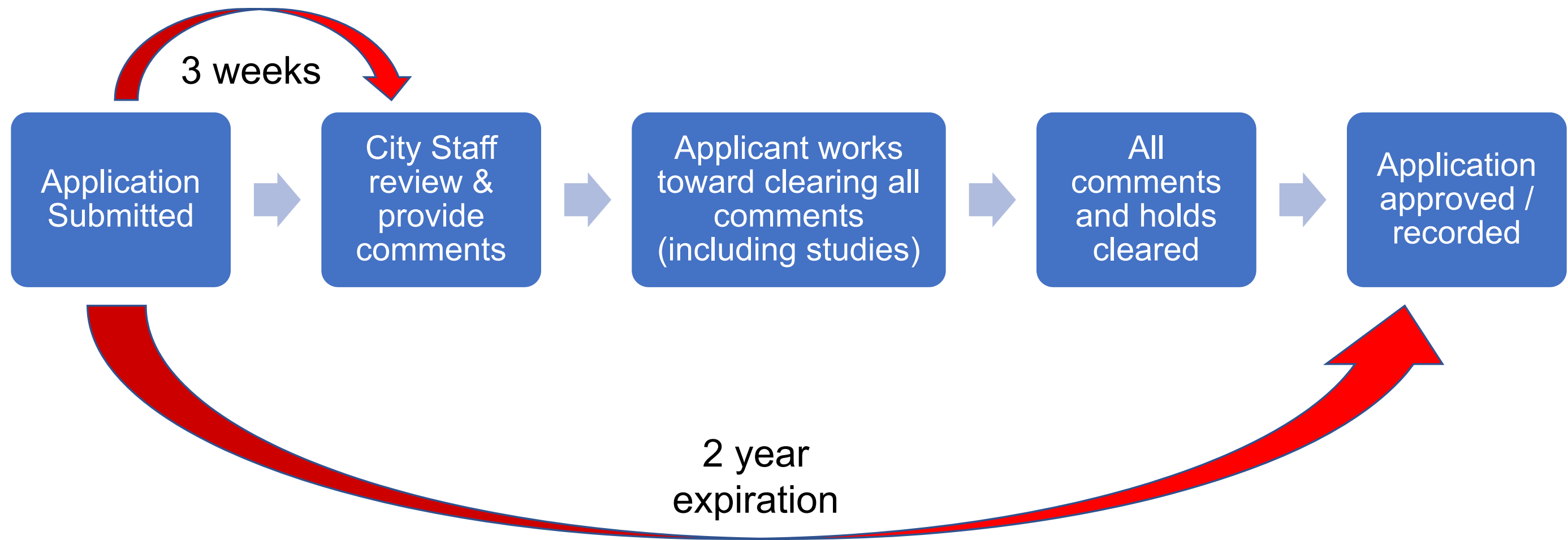
## Post-HB3167 Processes & Criteria



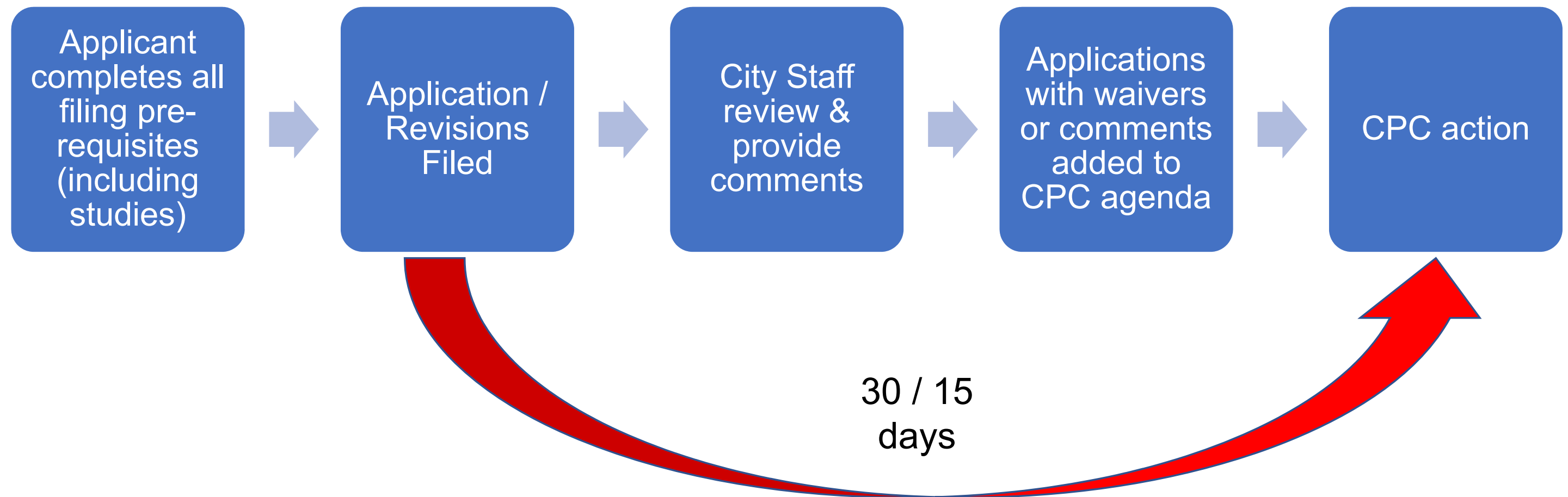
# HB 3167 Re-Cap (changes Ch. 212)

- CPC to act on construction plans and plats
  - Initial filing – 30 days
  - Revisions – 15 days
- All comments on first submission & reference code/criteria
- Filing pre-requisites – application form & fee, studies, etc.
- Meetings & informal reviews require a “not filing” letter
- Studies, permits, contracts, state agency items – not affected

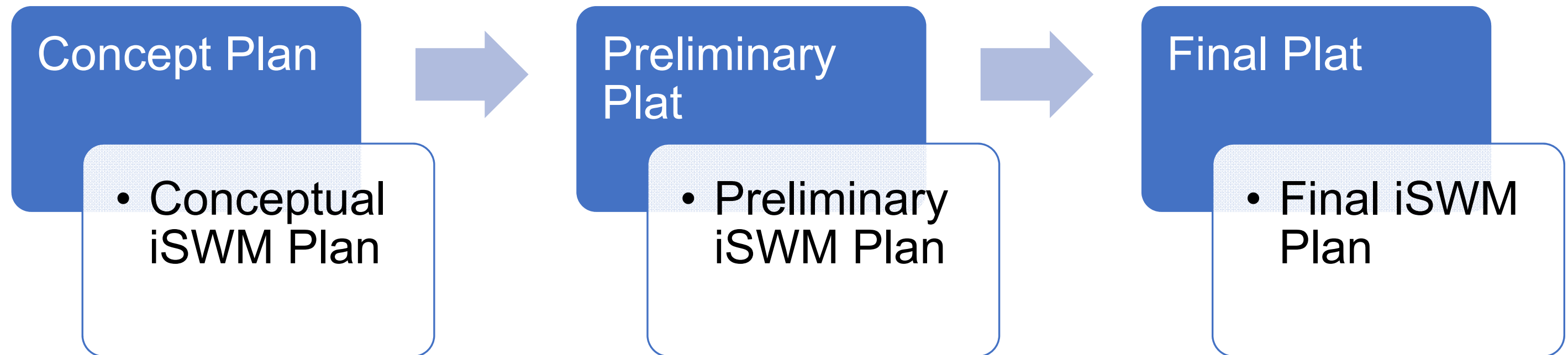
# Pre-HB3167 Process Example



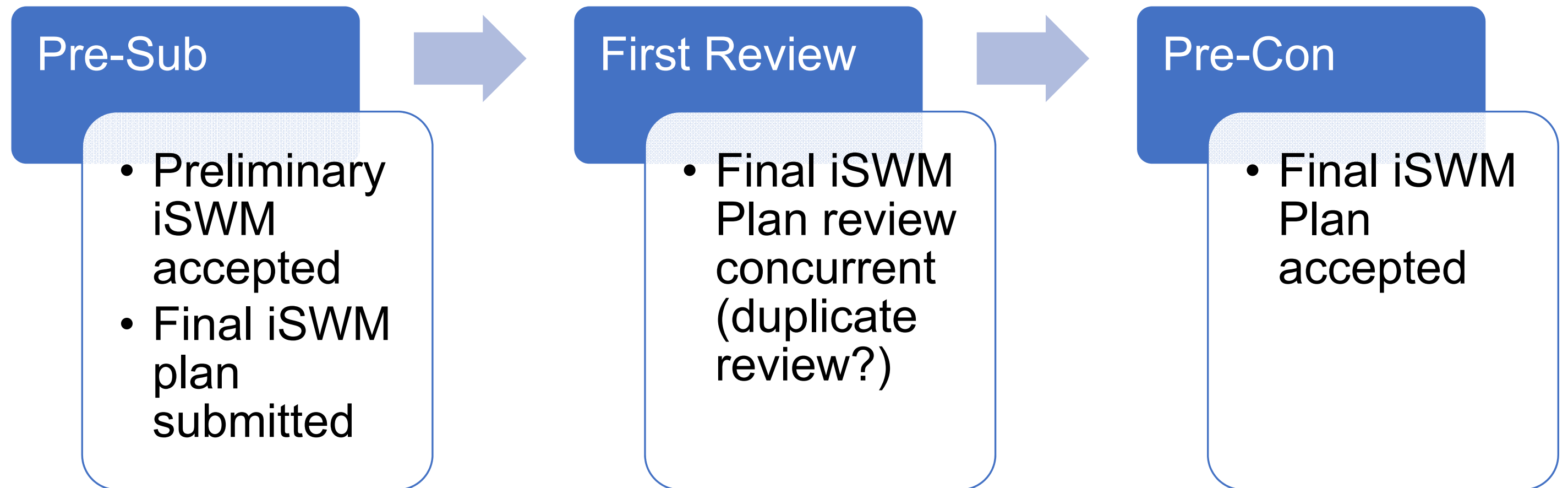
# Post-HB3167 Process Example



# Pre-HB3167 Stormwater & Plat Review



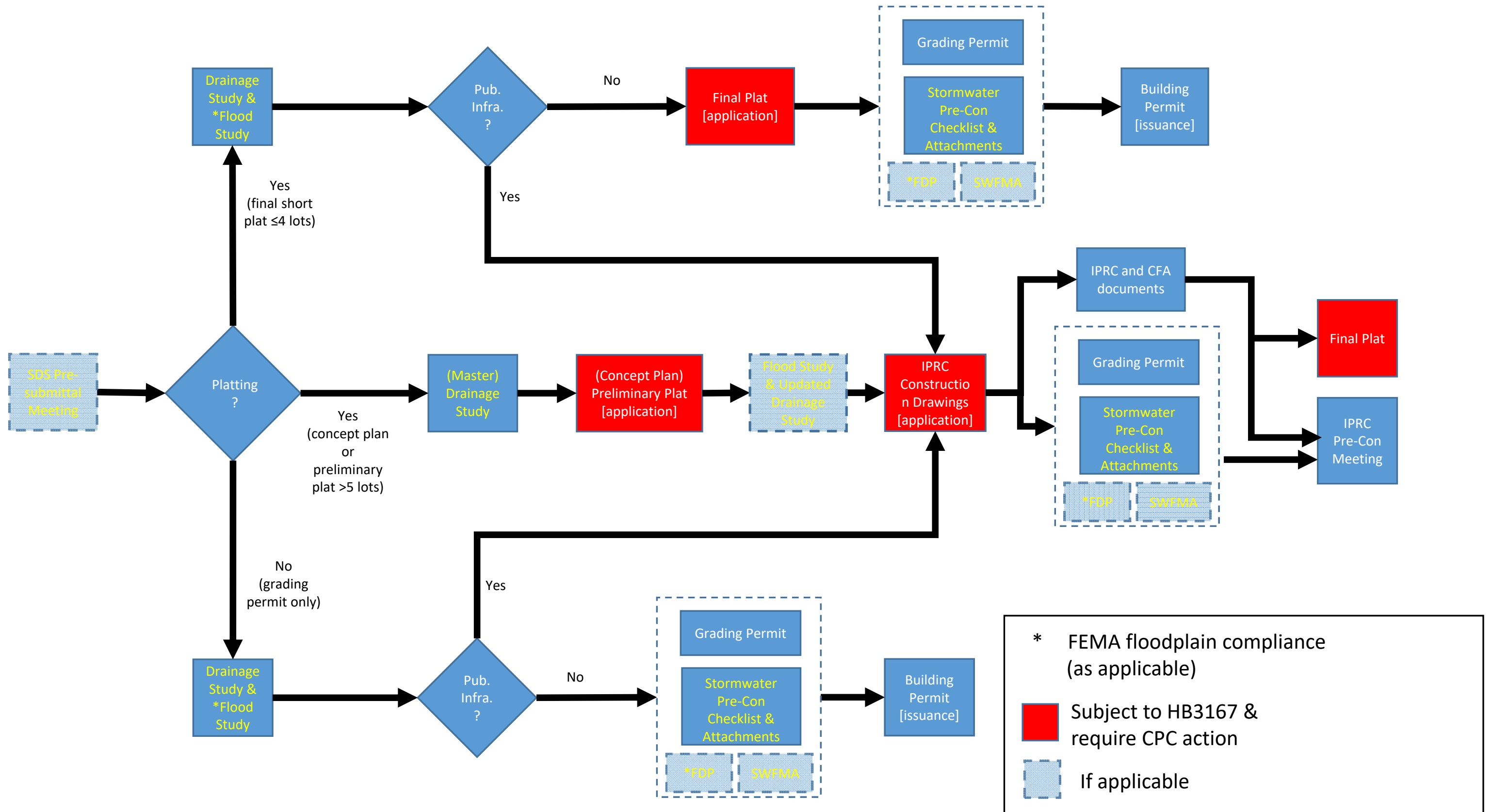
# Pre-HB3167 Stormwater & IPRC Review



# The Final iSWM Plan Issue & Solution

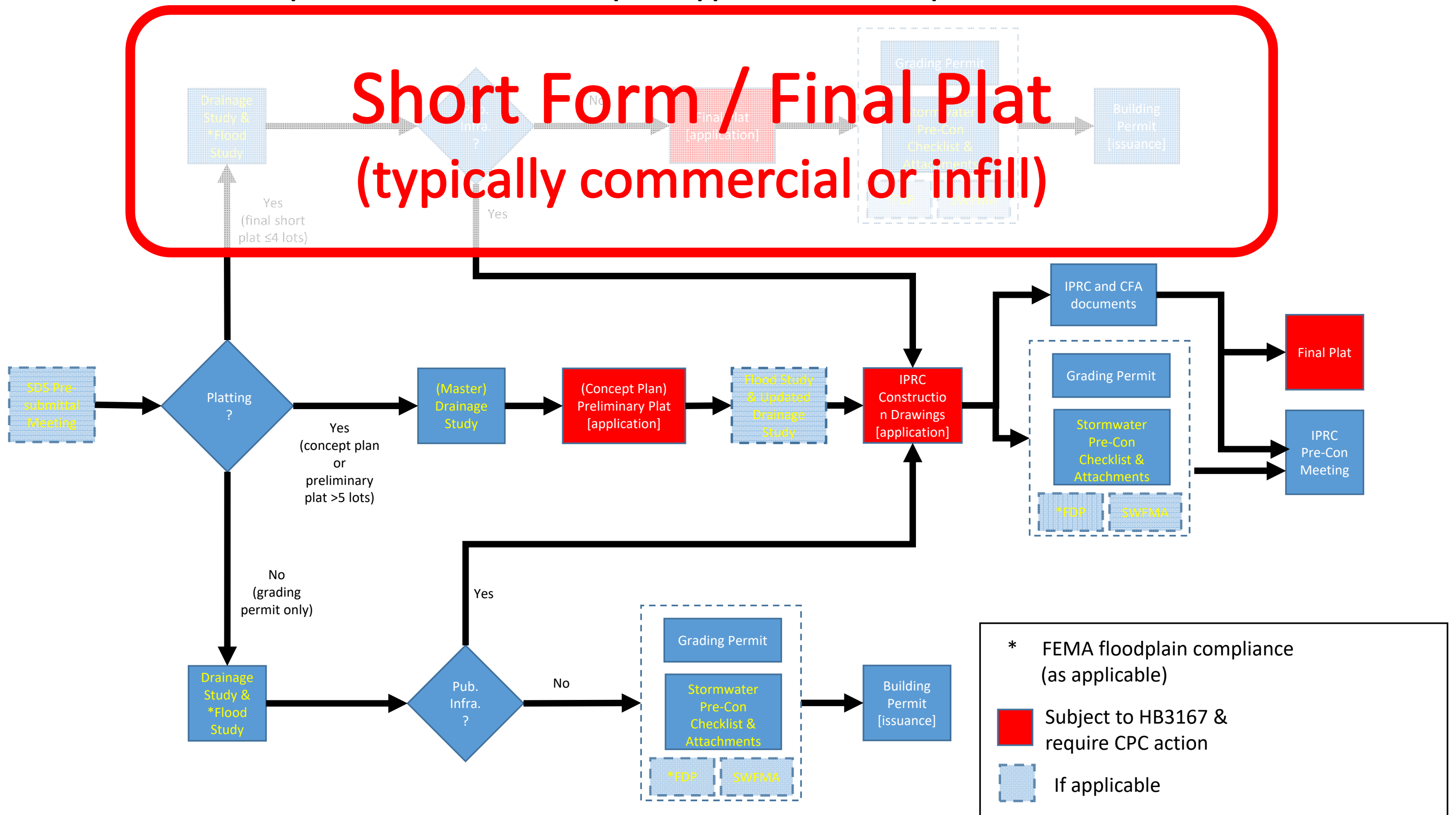
- The issue:
  - Submissions included construction plans
  - Accepted Final iSWM Plan was required for final plats
  - Construction plans associated with a plat require CPC action
- The solution:
  - Include sufficient detail in the drainage study to support plat/plan review
  - Keep all construction plan review with IPRC or grading permit
- Duplicated review effort minimized

# Prerequisite Stormwater & Floodplain Approvals for Development Process Milestones



# Prerequisite Stormwater & Floodplain Approvals for Development Process Milestones

**Short Form / Final Plat**  
(typically commercial or infill)



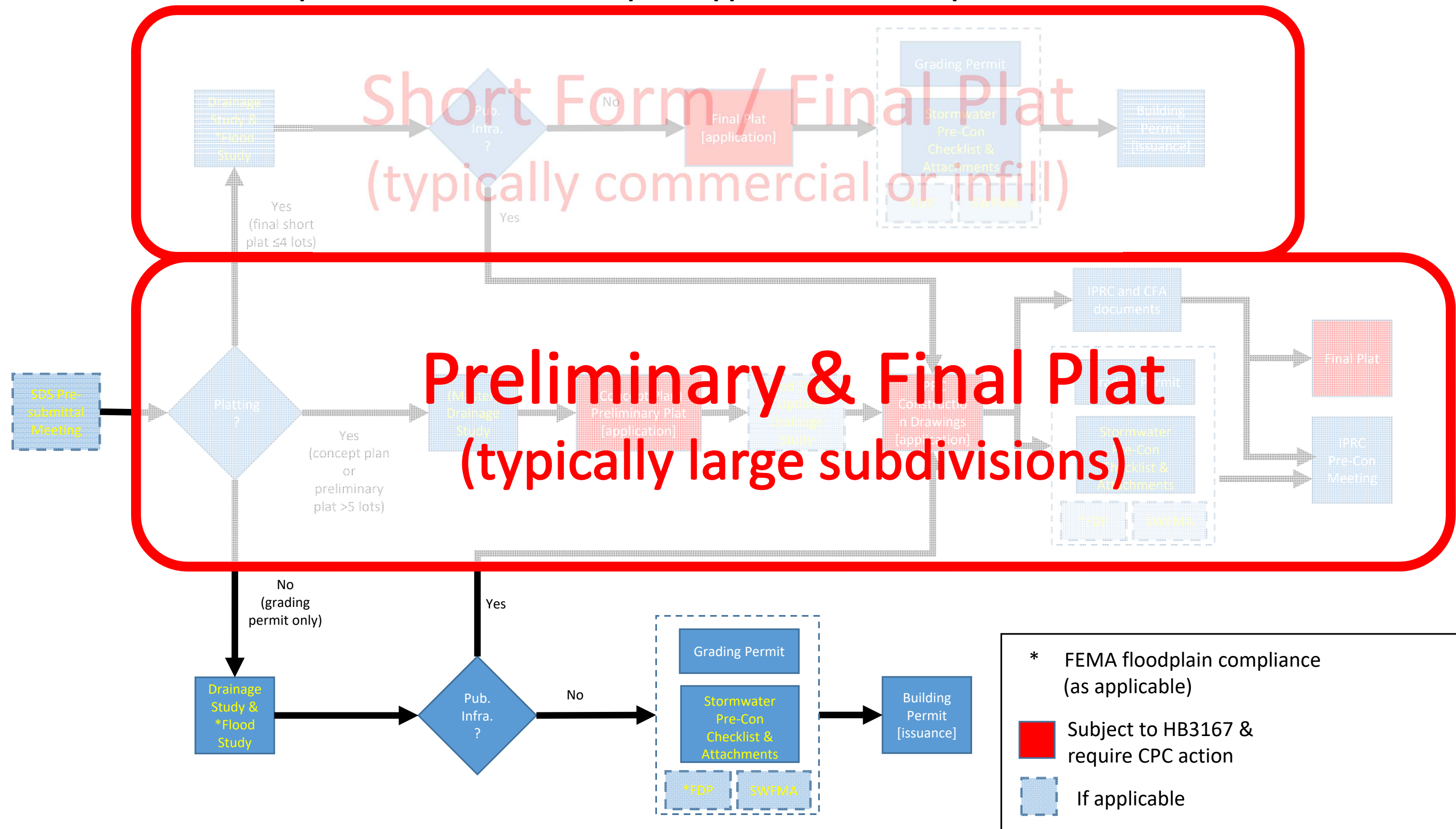
\* FEMA floodplain compliance (as applicable)

  Subject to HB3167 & require CPC action

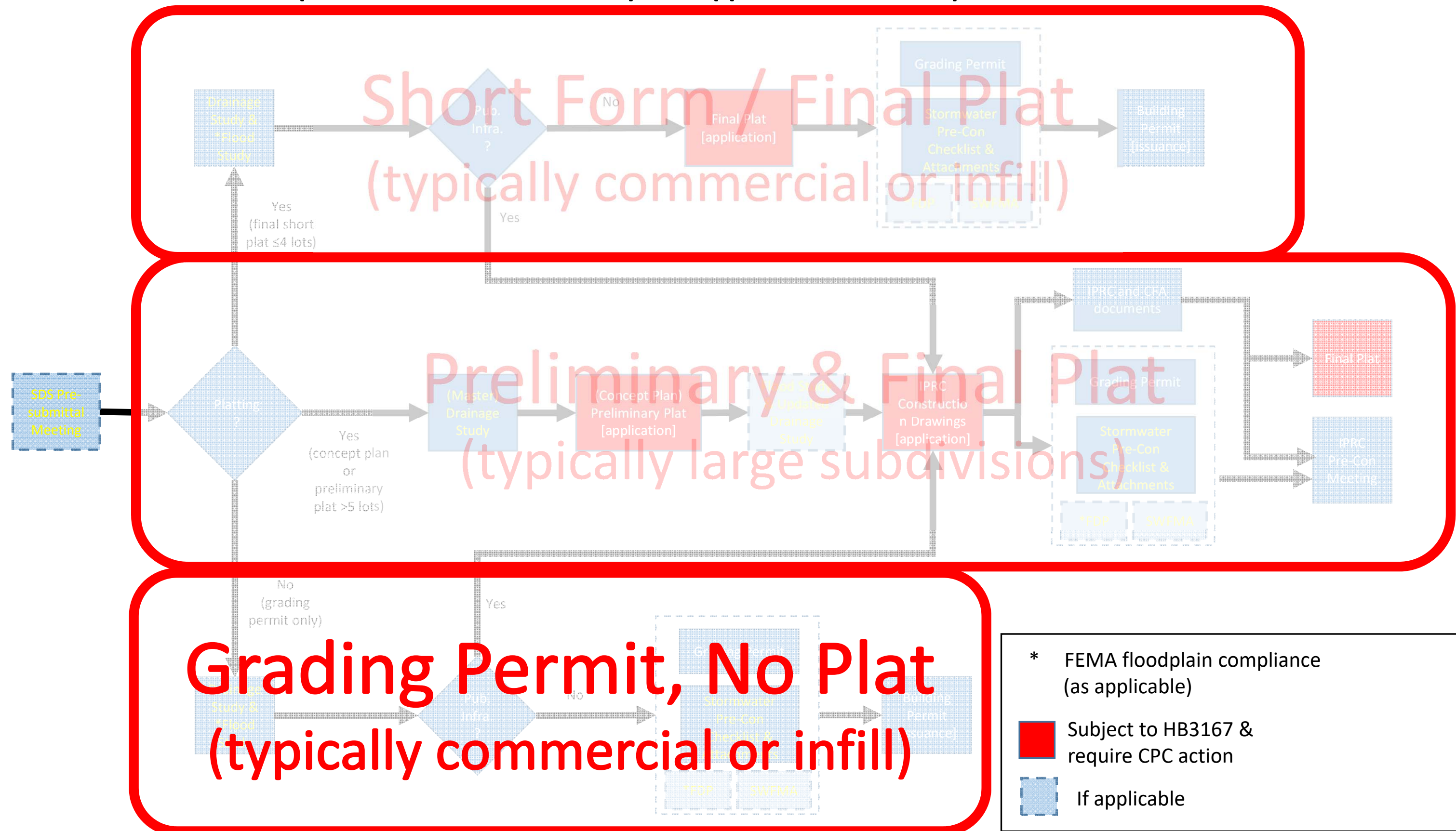
  If applicable



# Prerequisite Stormwater & Floodplain Approvals for Development Process Milestones



# Prerequisite Stormwater & Floodplain Approvals for Development Process Milestones

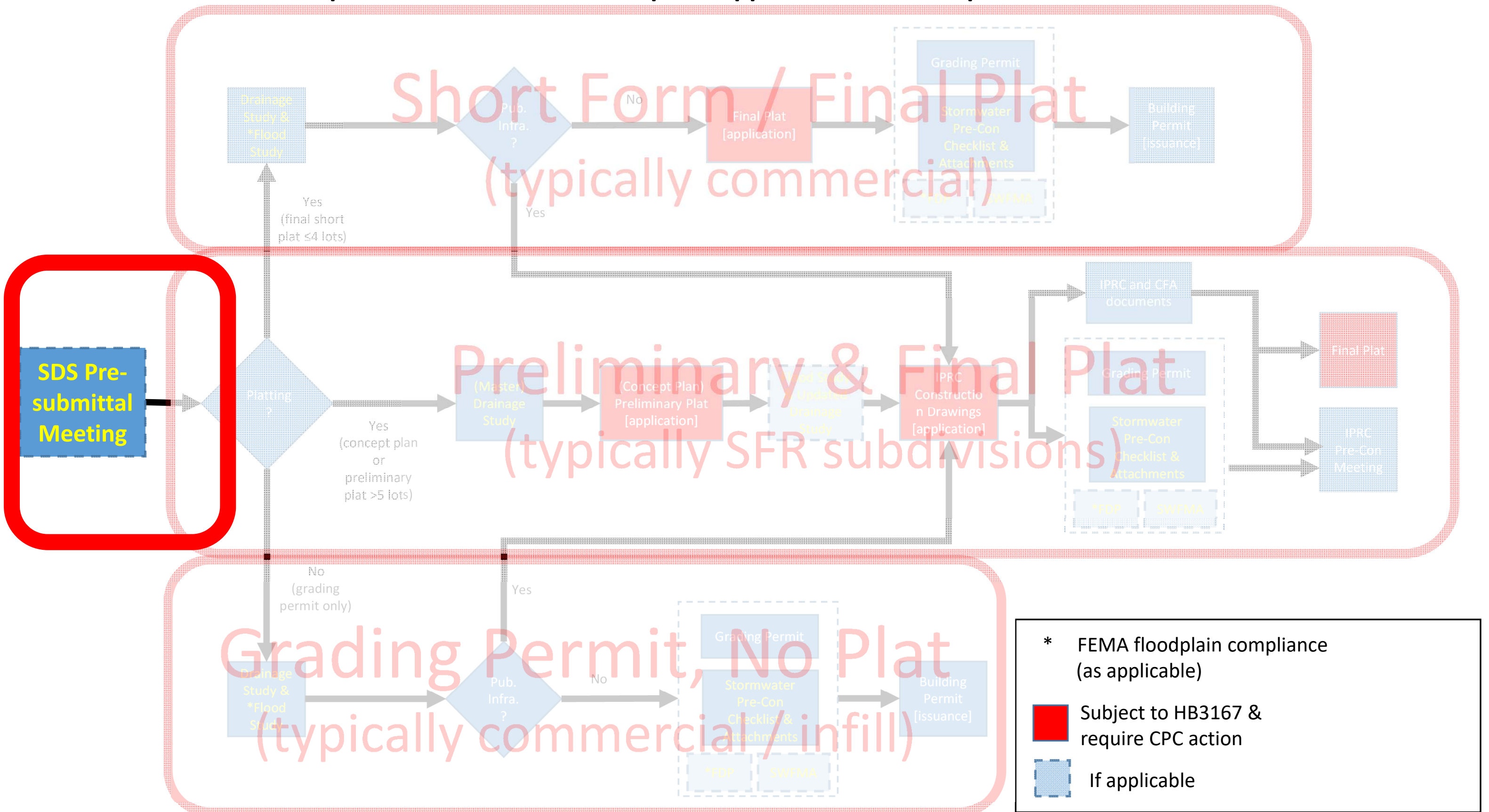


**Grading Permit, No Plat**  
(typically commercial or infill)

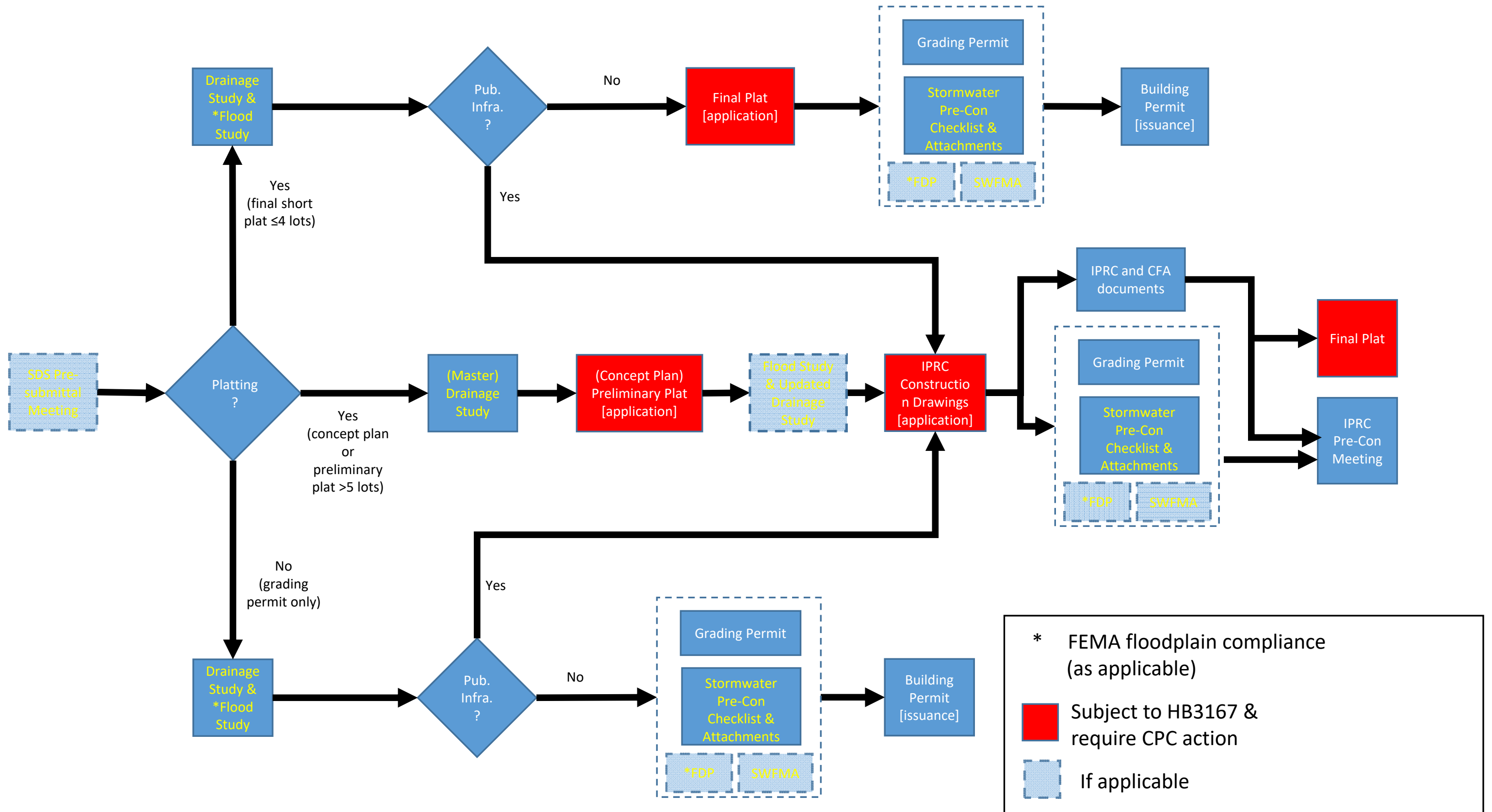
- \* FEMA floodplain compliance (as applicable)
- Subject to HB3167 & require CPC action
- If applicable



# Prerequisite Stormwater & Floodplain Approvals for Development Process Milestones



# Prerequisite Stormwater & Floodplain Approvals for Development Process Milestones



# SDS Pre-Submittal Meeting

- Tuesdays 1:30 – 3pm, Fridays 10am - 12pm
- Complete a form and email to [SDS@fortworthtexas.gov](mailto:SDS@fortworthtexas.gov)
- Think of it as conceptual level review
- Consensus on ZOI and limits of analysis, and types of analysis
- Prepare minutes and distribute for review





**Project Information:** Items in red are required before scheduling a meeting.

Name:  Date:   
 Location:  Site Area (ac):   
 Description:  Disturbance Area (ac):

**Owner Representative:** Name:   
 Company:   
 Phone:   
 Email:   
 Address:

**Engineers:** Name:   
 Firm:   
 Phone:   
 Email:   
 Address:

**Additional Attendees:** Name:   
 Company:   
 Phone:   
 Email:   
 Address:

Please ensure that all attendees are listed so that a suitably sized conference room may be reserved.

**Agenda items and time allocated to each:**

1.
2.
3.
4.
5.
6.
7.

Please provide specific agenda items to help us prepare to answer your questions and manage meeting time limitations.

**Attachments / Exhibits:**

Project boundary exhibit (required), topography, drainage area maps, site plans or other documents to aid discussion.

**Notes:**

I understand and agree that an optional pre-submittal meeting is voluntary and intended to be an informational meeting designed to help but not substitute for my own due diligence in determining all requirements that may apply to the construction plans for the development. I have provided the information requested in this form and understand that this meeting does not constitute a City review for the purposes of approval or permit issuance. Additionally, I understand and agree that no representation made during a pre-submittal meeting can modify the regulations that apply to my project. Furthermore, I agree that this request and everything that occurs during the pre-submittal meeting, including but without limitation any questions asked or answers given, shall not constitute a formal application for purposes of Chapter 212 of the Texas Local Government Code.

Developer / Engineer Name:  Signature:  Date:

**Project Information:**

Items in red are required before scheduling a meeting.

Name:  Date:   
 Location:  Site Area (ac):   
 Description:  Disturbance Area (ac):

**Owner Representative:**

**Engineers:**

Name: <input type="text"/>	Name: <input type="text"/>	Name: <input type="text"/>
Company: <input type="text"/>	Firm: <input type="text"/>	Firm: <input type="text"/>
Phone: <input type="text"/>	Phone: <input type="text"/>	Phone: <input type="text"/>
Email: <input type="text"/>	Email: <input type="text"/>	Email: <input type="text"/>
Address: <input type="text"/>	Address: <input type="text"/>	Address: <input type="text"/>

**Additional Attendees:**

Name: <input type="text"/>	Name: <input type="text"/>	Name: <input type="text"/>
Company: <input type="text"/>	Company: <input type="text"/>	Company: <input type="text"/>
Phone: <input type="text"/>	Phone: <input type="text"/>	Phone: <input type="text"/>
Email: <input type="text"/>	Email: <input type="text"/>	Email: <input type="text"/>
Address: <input type="text"/>	Address: <input type="text"/>	Address: <input type="text"/>

*Please ensure that all attendees are listed so that a suitably sized conference room may be reserved.*

**Agenda items and time allocated to each:**

1.
2.
3.



# Drainage Studies

- Living document, updatable through all stages of development
- Drainage studies are submitted in support of a development application (plats, permits, IPRC plans) – does the plan work?
- Most often includes a downstream assessment (>1ac)
- Technical memo / report
- Hydrologic analysis (DA map, Tc calcs, land use, models, etc.)
- Hydraulic analysis (work map, models, calculations)
- Other items relevant to the review of future submissions

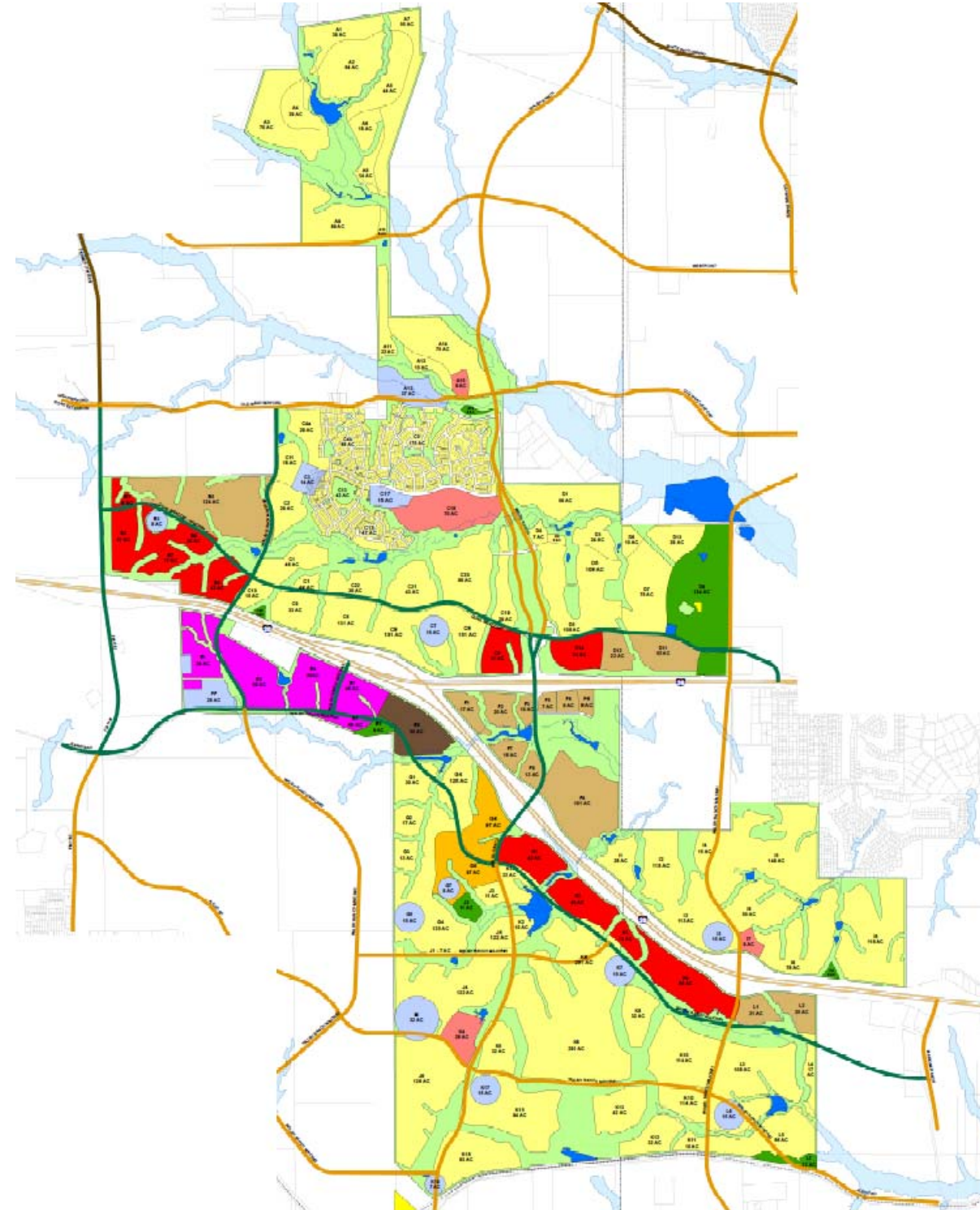
# Master Drainage Study

- Required for a Concept Plan
  - Required for developments of >640 ac
  - Present preliminary plats in phases
- Downstream assessment through ZOI
- Detention location & volume
- Sound analysis that provides a framework for future studies and development applications, established baseline for measuring impacts
- Level of detail commensurate with land use information

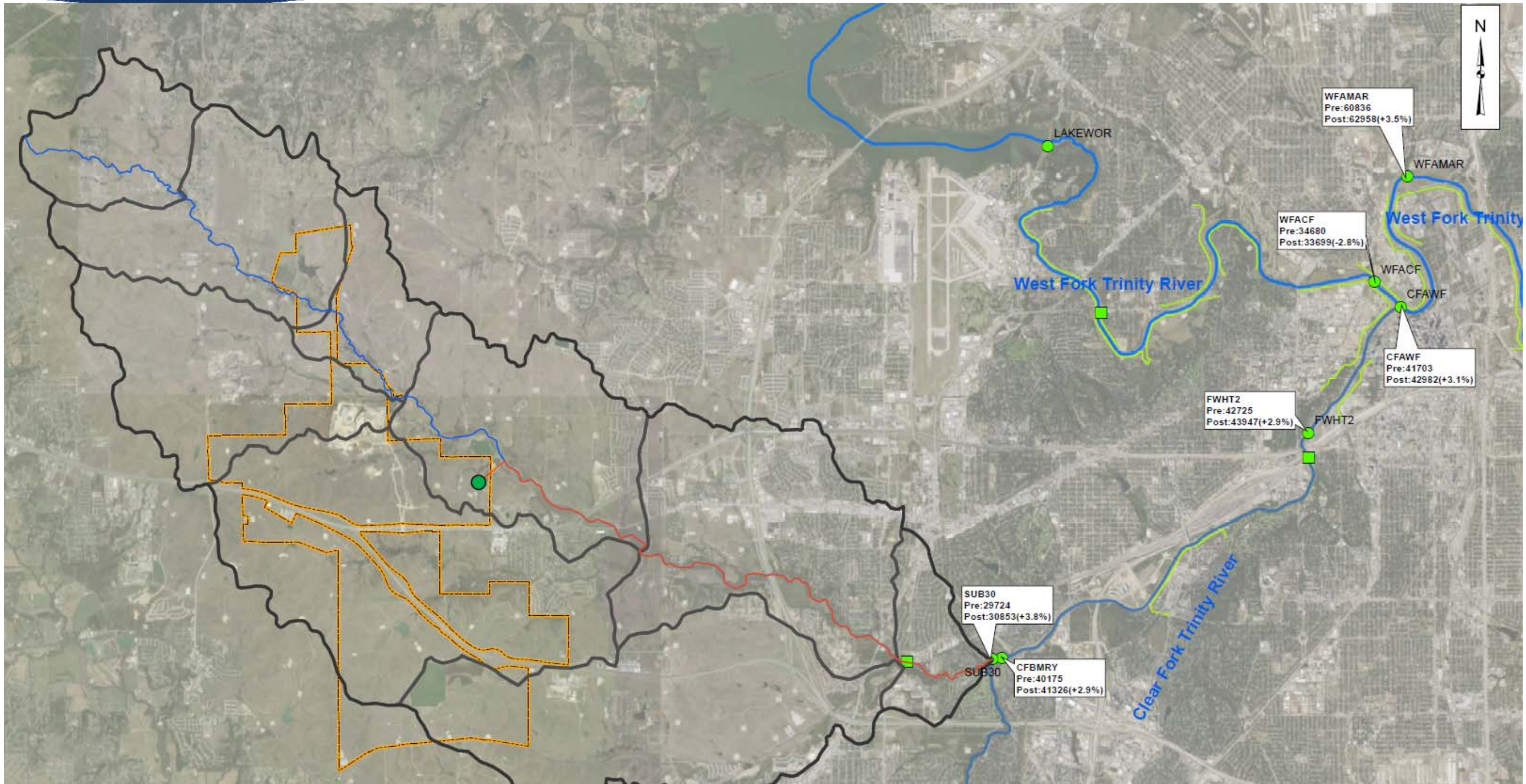


# Example

- Walsh Ranch CP



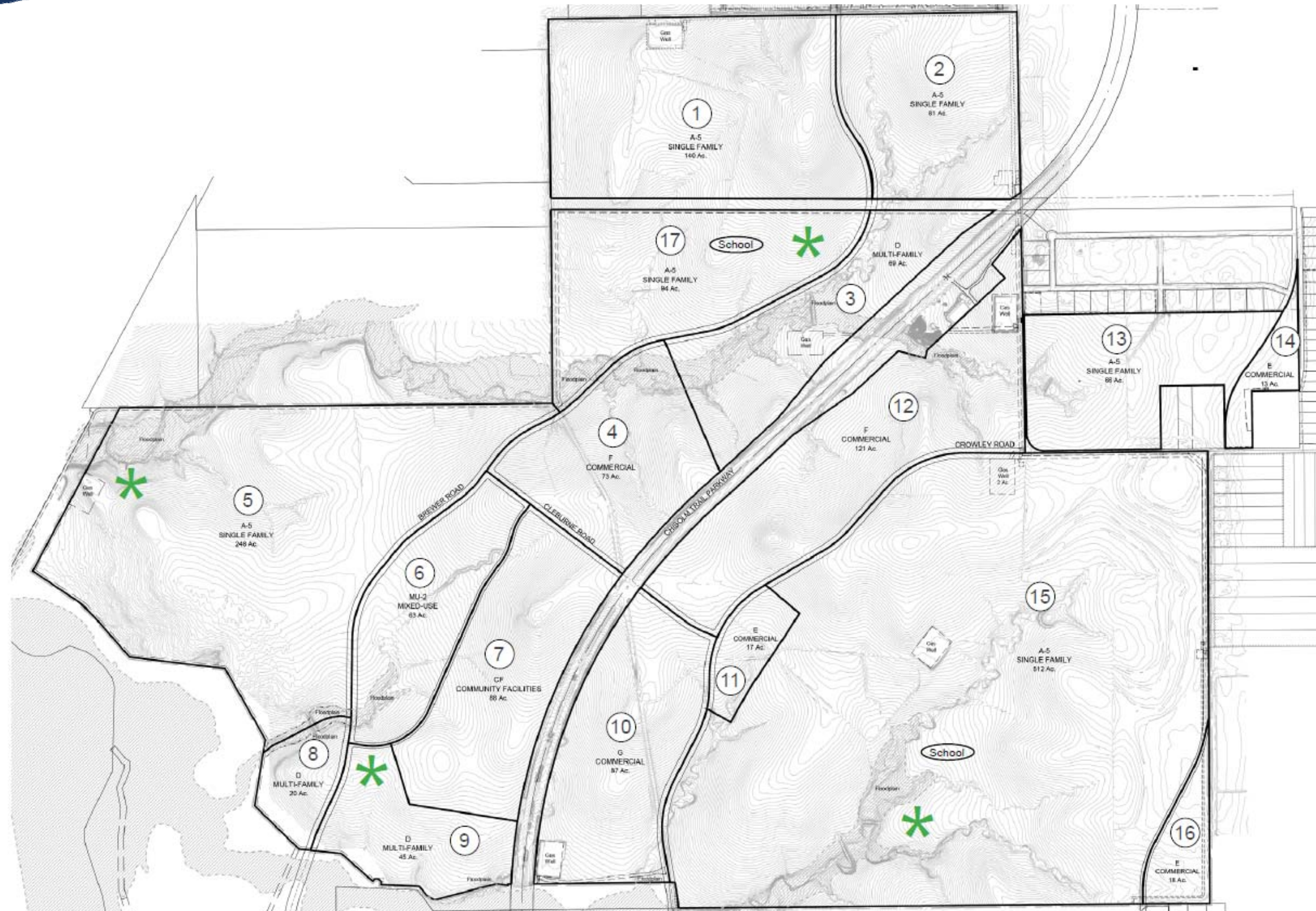




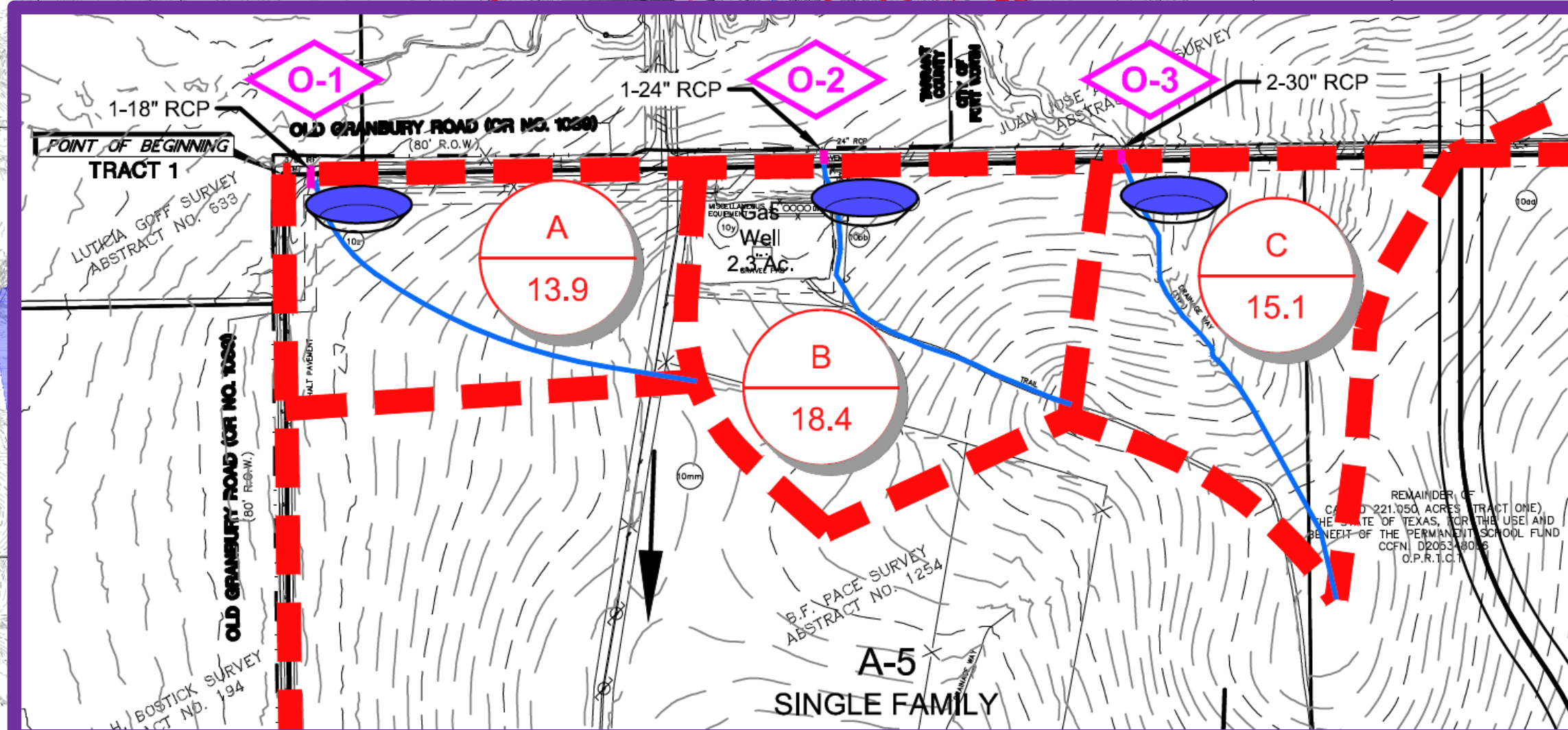
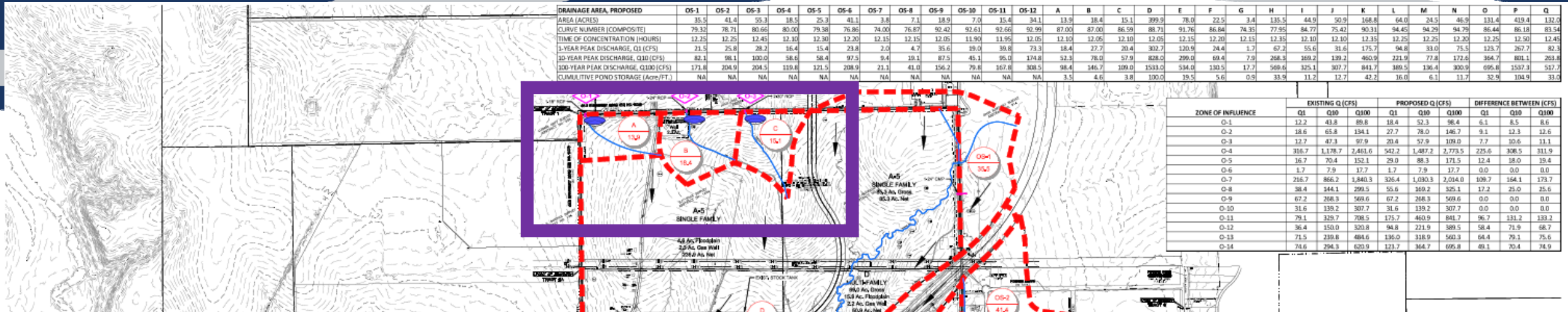


# Example

- Rock Creek Ranch CP







# Drainage Study – Level of Documentation

- Narrow band of differences between preliminary plat and construction plan drainage studies
- When is hydraulic analysis required?
- Initial drainage study should provide sound basis for subsequent submissions – does the plan work?
- Downstream assessment - analysis through ZOI
- Detention location, volume, pond and OCS geometry assumptions

Items that the drainage study would include or determine (if applicable)	Concept Plan	Preliminary Plat	Final Plat	Infrastructure Plans	Grading Permit	Zone A FP	Final Plats <1ac disturbance
Offsite & Onsite DA & Hydrology	X	X	X	X	X	X	X
Downstream Assessment (>1ac)	X	X	X	X	X		
Mitigation analysis	X	X	X	X	X		
Detention pond locations & volume	X	X	X	X	X	X	
Detention pond & OCS geometry assumptions		X	X	X	X	X	
Easement size & location		X	X	X	X	X	X
Minimum FFE			X	X	X	X	X
Hydraulic work maps			X	X	X	X	X
Culvert/Bridge Checklists				X		X	
FEMA design storms						X	

# Drainage Study Checklist

- A communication and planning tool
- A guide to prompt or remind both applicant and reviewer
- Many items would be applicable to large subdivisions, fewer items applicable to a small commercial or infill site





**Project Information:**

Name:		Submittal Date:	
Location:		Site / Plat Area (ac):	
Description:		Disturbance Area (ac):	
Land Use:		Construction Start Date:	

**Owner Information:**

Name:

Company:

Phone:

Email:

Address:

**Engineer Information:**

Name:

Firm:

Phone:

Email:

Address:

PE No.:

Firm No.:

**Additional Design Contact:**

Name:

Phone:

Email:

This Drainage Study is submitted for the purpose of supporting the following development applications (check all that apply):

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> Single-Phase Preliminary Plat | <input type="checkbox"/> Multi-Phase Preliminary Plat | <input type="checkbox"/> Concept Plan (Multi-Phase) | <input type="checkbox"/> Infrastructure Plan Review                         |
| <input type="checkbox"/> Grading Permit                | <input type="checkbox"/> Final Plat                   | <input type="checkbox"/> Zone A (only) Flood Study  | <input type="checkbox"/> Update To Previous Study<br>_____ - 20____ - 0____ |

**Attachments:**

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> Sealed Report or Technical Memo | <input type="checkbox"/> Drainage Area Maps           | <input type="checkbox"/> Hydrologic Analysis                | <input type="checkbox"/> Hydrologic Model Files |
| <input type="checkbox"/> Pre & Post Project Maps         | <input type="checkbox"/> Offsite Drainage Area Map    | <input type="checkbox"/> Land Use Maps                      | <input type="checkbox"/> Soils Maps             |
| <input type="checkbox"/> Downstream Assessment           | <input type="checkbox"/> Hydraulic Analysis           | <input type="checkbox"/> Hydraulic Model Files              | <input type="checkbox"/> Hydraulic Work Maps    |
| <input type="checkbox"/> Detention Pond Checklist        | <input type="checkbox"/> Culvert Hydraulics Checklist | <input type="checkbox"/> Bridge Hydraulics Checklist        | <input type="checkbox"/> Dam Maintenance & EAP  |
| <input type="checkbox"/> Record Drawings                 | <input type="checkbox"/> Previous Applicable SWMP     | <input type="checkbox"/> Other (list): <input type="text"/> |   |



# Why submit a drainage study?

- What development application is the project seeking?
- Some bearing on level of detail of the study

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This Drainage Study is submitted for the purpose of supporting the following development applications (check all that apply):

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> Single-Phase Preliminary Plat | <input type="checkbox"/> Multi-Phase Preliminary Plat | <input type="checkbox"/> Concept Plan (Multi-Phase) | <input type="checkbox"/> Infrastructure Plan Review                    |
| <input type="checkbox"/> Grading Permit                | <input type="checkbox"/> Final Plat                   | <input type="checkbox"/> Zone A (only) Flood Study  | <input type="checkbox"/> Update To Previous Study<br>____ - 20__ - 0__ |
-

# What's include in a Drainage Study?

- Completeness checklist – reviewer guidance
- Drainage study checklist – applicant guidance

**Attachments:**

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> Sealed Report or Technical Memo | <input type="checkbox"/> Drainage Area Maps           | <input type="checkbox"/> Hydrologic Analysis         | <input type="checkbox"/> Hydrologic Model Files |
| <input type="checkbox"/> Pre & Post Project Maps         | <input type="checkbox"/> Offsite Drainage Area Map    | <input type="checkbox"/> Land Use Maps               | <input type="checkbox"/> Soils Maps             |
| <input type="checkbox"/> Downstream Assessment           | <input type="checkbox"/> Hydraulic Analysis           | <input type="checkbox"/> Hydraulic Model Files       | <input type="checkbox"/> Hydraulic Work Maps    |
| <input type="checkbox"/> Detention Pond Checklist        | <input type="checkbox"/> Culvert Hydraulics Checklist | <input type="checkbox"/> Bridge Hydraulics Checklist | <input type="checkbox"/> Dam Maintenance & EAP  |
| <input type="checkbox"/> Record Drawings                 | <input type="checkbox"/> Previous Applicable SWMP     | <input type="checkbox"/> Other (list):               | <input type="text"/>                            |

# Planning to start construction?

- What will it take to execute the plan presented in the drainage study?

The Project would require the following items before starting Construction:


- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> Recorded Maintenance Agreement | <input type="checkbox"/> Offsite Easements | <input type="checkbox"/> Floodplain Development Permit | <input type="checkbox"/> CLOMR                          |
| <input type="checkbox"/> Public Infrastructure Plans    | <input type="checkbox"/> Park Conversion   | <input type="checkbox"/> Nationwide Permit             | <input type="checkbox"/> 404 Permit                     |
| <input type="checkbox"/> Community Facilities Agreement | <input type="checkbox"/> TCEQ Water Rights | <input type="checkbox"/> Grading Permit                | <input type="checkbox"/> TxDOT Permit                   |
| <input type="checkbox"/> Future Improvements Agreement  | <input type="checkbox"/> TRWD Permit       | <input type="checkbox"/> Adjacent Property Letter      | <input type="checkbox"/> Utility Relocations            |
| <input type="checkbox"/> Encroachment Agreement         | <input type="checkbox"/> Parkway Permit    | <input type="checkbox"/> Other (list):                 | <input style="background-color: #e6f2ff;" type="text"/> |

# SDS Drainage Study Acceptance Letter

- Submitted with the drainage study application or requested from SDS in advance of filing a plat or plan
- Required document for filing a plat or construction plan (IPRC)
- Communication tool for City Staff
  - Is a study required, does the project have one?
  - Level of approval or supported development applications?
  - Platting and is a CFA required?

# SDS Drainage

# Letter



**DEVELOPMENT SERVICES  
INFRASTRUCTURE DEVELOPMENT**  
200 Texas St, Fort Worth, TX 76102

**DRAINAGE STUDY  
ACCEPTANCE LETTER**

STORMWATER DEVELOPMENT SERVICES (SDS)  
[SDS@fortworthtexas.gov](mailto:SDS@fortworthtexas.gov)

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**Project Information:**

Name: _____	Date: _____
Location: _____	Site / Plat Area (ac): _____
Description: _____	Disturbance Area (ac): _____

<b>Owner:</b>	<b>Engineer:</b>	<b>Surveyor:</b>
Name: _____	Name: _____	Name: _____
Company: _____	Firm: _____	Firm: _____
Phone: _____	Phone: _____	Phone: _____
Email: _____	Email: _____	Email: _____
Address: _____	Address: _____	Address: _____

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The project has an applicable and accepted **Drainage Study**: SWM – 20\_\_\_\_ – 0\_\_\_\_

If applicable, the project has an accepted **Flood Study**: FSR – 20\_\_\_\_ – 0\_\_\_\_

The project does not require a drainage study because acceptable documentation was provided to confirm that the work is limited to offsite linear underground utility installation, and all land disturbance shall be remediated and re-vegetated.

The project does not require a drainage study because acceptable documentation confirming all of the following items was provided to SDS staff:

- The total of onsite and offsite land disturbance associated with this project is less than 1 acre.
- The project is not part of a common plan of development.
- Offsite areas do not drain to or through the project or plat limits.
- There are no existing or proposed drainage facilities.
- There is no known, adjacent, suspected or regulated flood risk that impacts this project.

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**The accepted Drainage Study supports the following development applications (check all that apply):**

<input type="checkbox"/> Single-Phase Preliminary Plat	<input type="checkbox"/> Multi-Phase Preliminary Plat	<input type="checkbox"/> Concept Plan (Multi-Phase)	<input type="checkbox"/> Infrastructure Plan Review
<input type="checkbox"/> Grading Permit	<input type="checkbox"/> Final Plat	<input type="checkbox"/> Zone A (only) Flood Study	<input type="checkbox"/> Update To Previous Study _____ – 20____ – 0____

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**Proposed drainage improvements and mitigation (check all that apply):**

<input type="checkbox"/> Stormwater Detention Facility	<input type="checkbox"/> Low Impact Design (LID)	<input type="checkbox"/> Onsite Open Channels	<input type="checkbox"/> Drainage Infrastructure (CFA)
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**SDS Representative or Reviewer:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Notes

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**Instructions to the Applicant:**

1. Complete the Project Information details and attach a project boundary map (area that study applies to).
2. Submit the completed form and attachments with the drainage study submission, or email to SDS separately.
3. Include a copy of this signed form and attachments with applications for Plats and Infrastructure Plans.



# SDS Drainage Study Acceptance Letter

- 
- The project has an applicable and accepted **Drainage Study**: SWM – 20\_\_\_ – 0\_\_\_
- If applicable, the project has an accepted **Flood Study**: FSR – 20\_\_\_ – 0\_\_\_
- The project does not require a drainage study because acceptable documentation was provided to confirm that the work is limited to offsite linear underground utility installation, and all land disturbance shall be remediated and re-vegetated.
- The project does not require a drainage study because acceptable documentation confirming **all** of the following items was provided to SDS staff:
- The total of onsite and offsite land disturbance associated with this project is less than 1 acre.
  - The project is not part of a common plan of development.
  - Offsite areas do not drain to or through the project or plat limits.
  - There are no existing or proposed drainage facilities.
  - There is no known, adjacent, suspected or regulated flood risk that impacts this project.
-

# SDS Drainage Study Acceptance Letter

- Confirmation of acceptance supporting development application

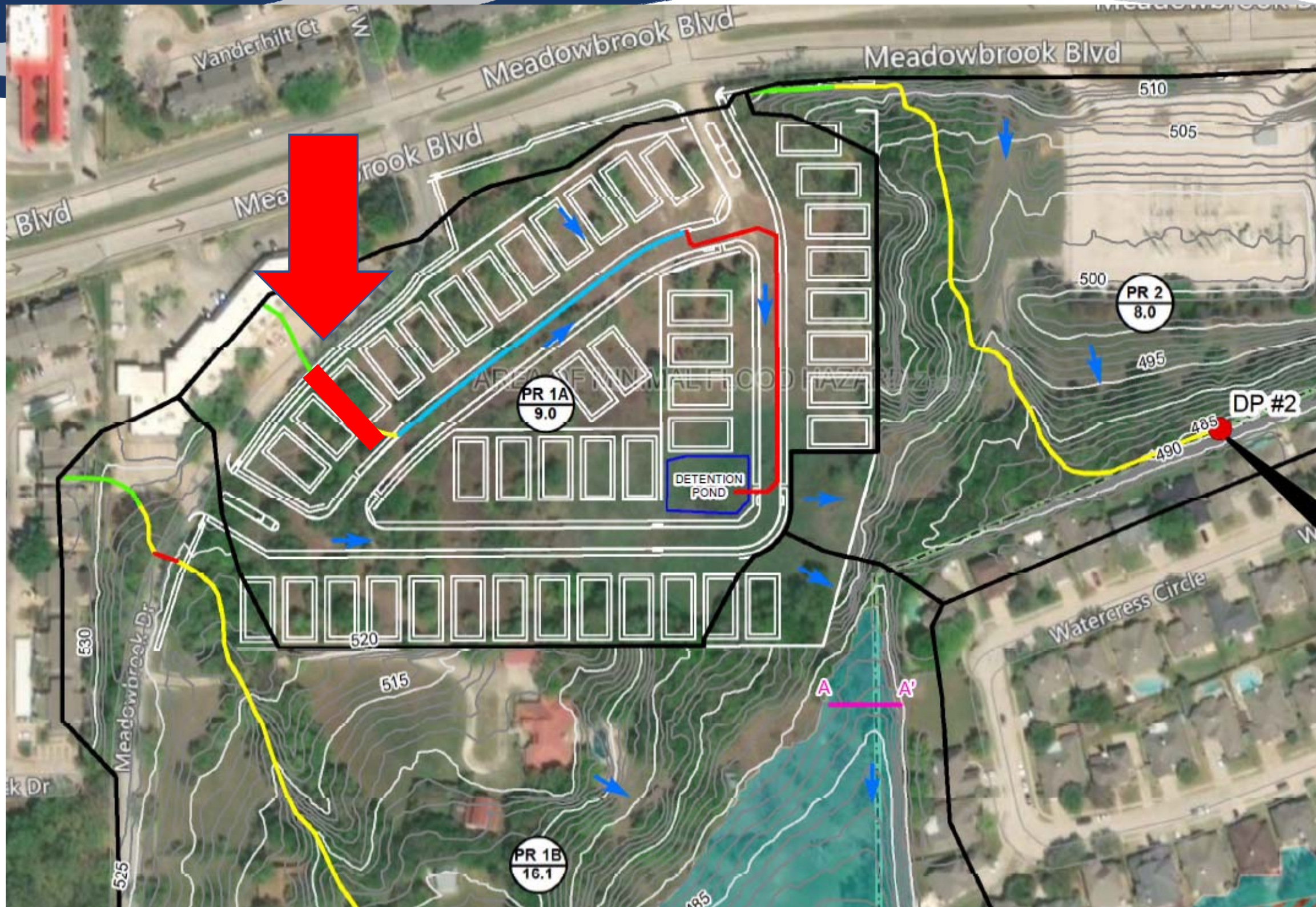
The accepted Drainage Study supports the following development applications (check all that apply):

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> Single-Phase Preliminary Plat | <input type="checkbox"/> Multi-Phase Preliminary Plat | <input type="checkbox"/> Concept Plan (Multi-Phase) | <input type="checkbox"/> Infrastructure Plan Review                    |
| <input type="checkbox"/> Grading Permit                | <input type="checkbox"/> Final Plat                   | <input type="checkbox"/> Zone A (only) Flood Study  | <input type="checkbox"/> Update To Previous Study<br>____ - 20__ - 0__ |

This Drainage Study is submitted for the purpose of supporting the following development applications (check all that apply):

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> Single-Phase Preliminary Plat | <input type="checkbox"/> Multi-Phase Preliminary Plat | <input type="checkbox"/> Concept Plan (Multi-Phase) | <input type="checkbox"/> Infrastructure Plan Review                    |
| <input type="checkbox"/> Grading Permit                | <input type="checkbox"/> Final Plat                   | <input type="checkbox"/> Zone A (only) Flood Study  | <input type="checkbox"/> Update To Previous Study<br>____ - 20__ - 0__ |

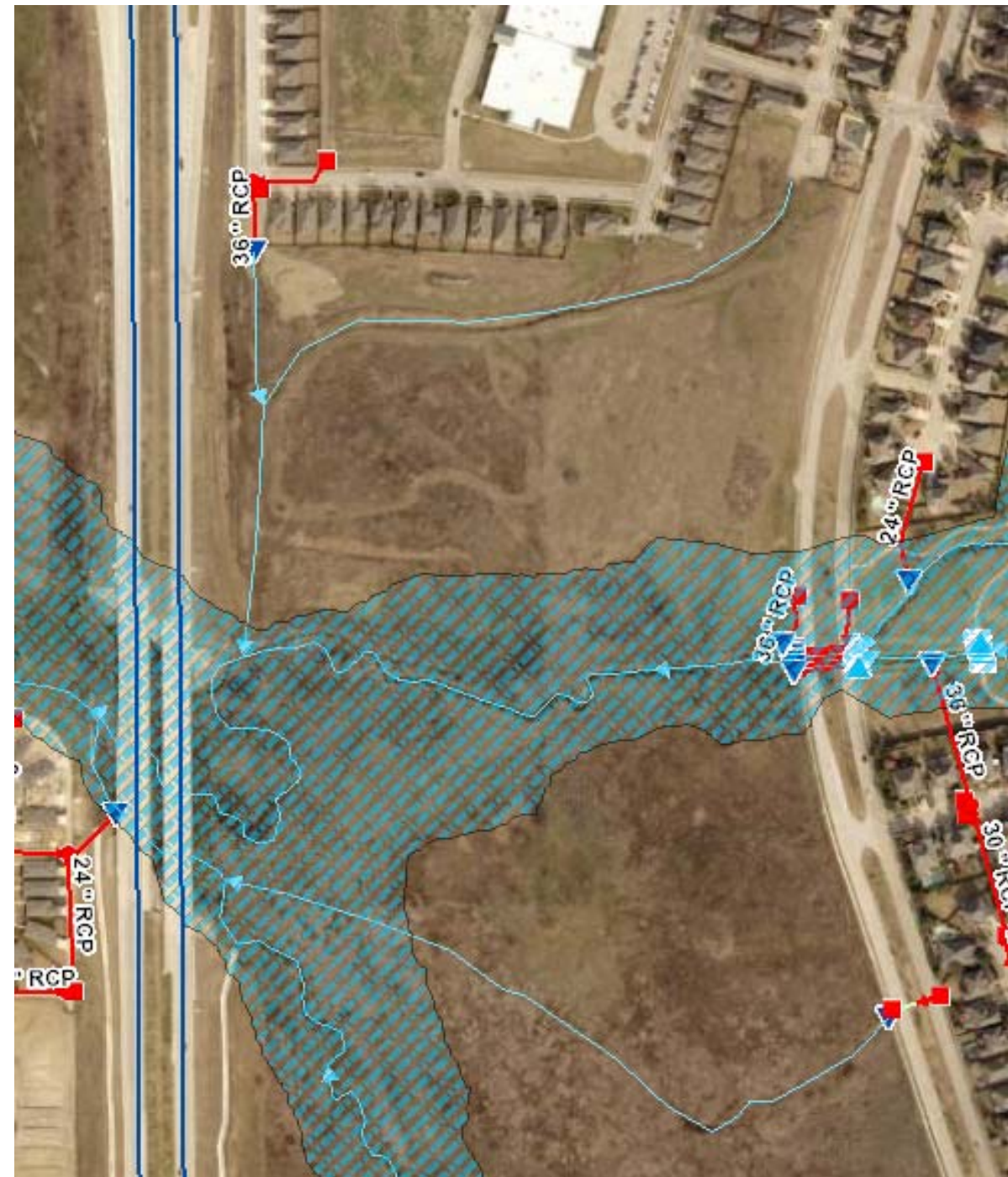
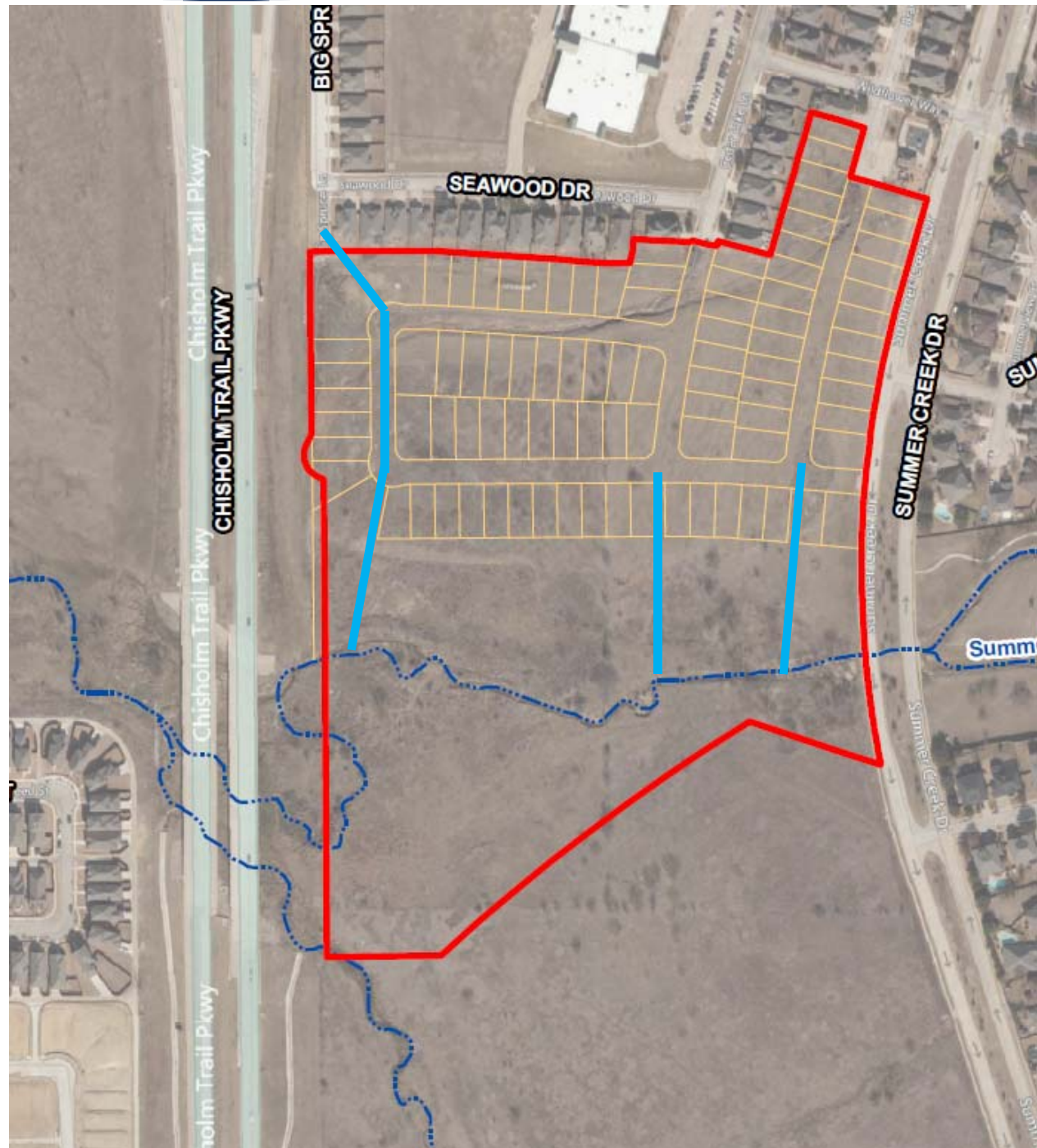




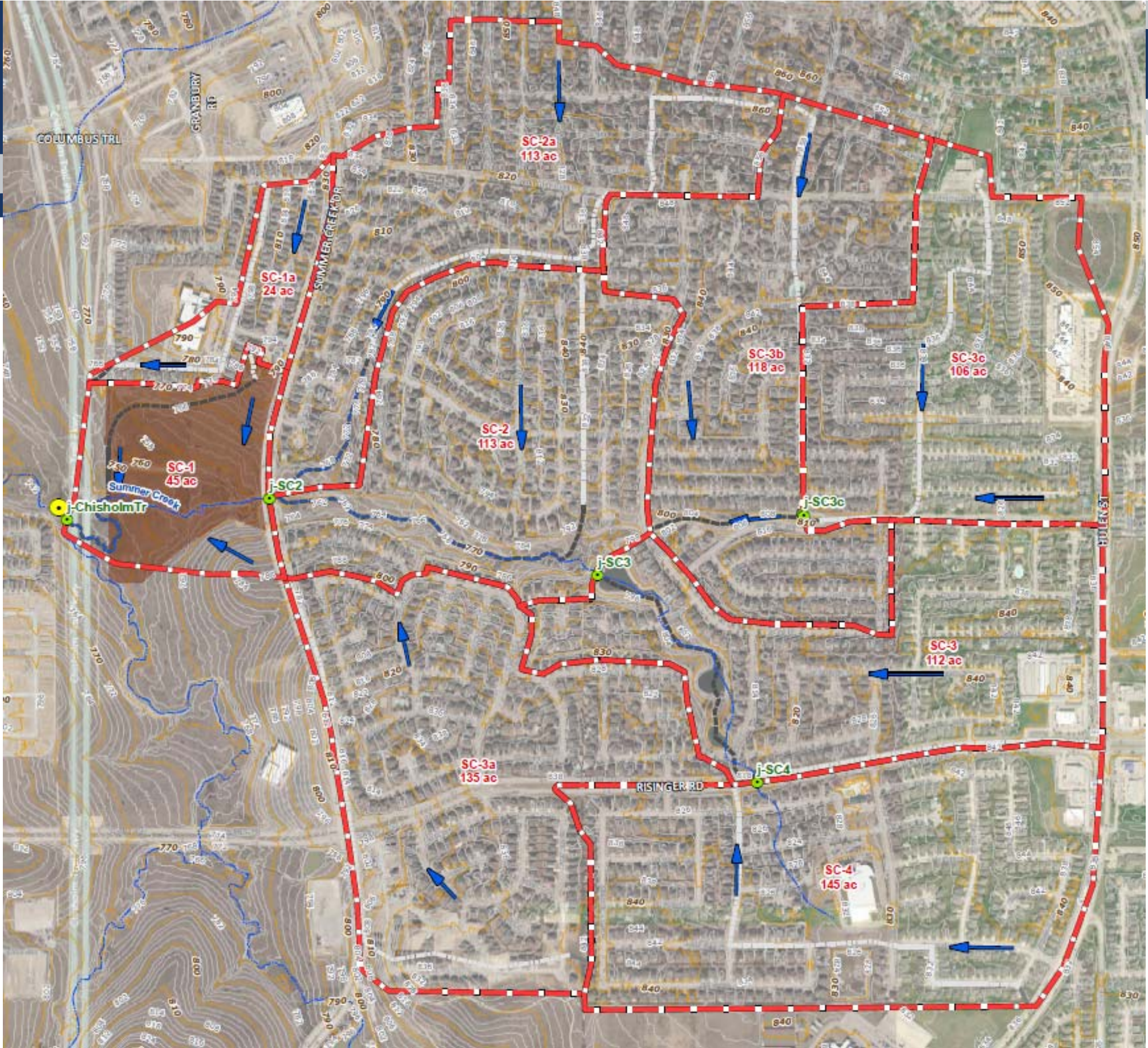




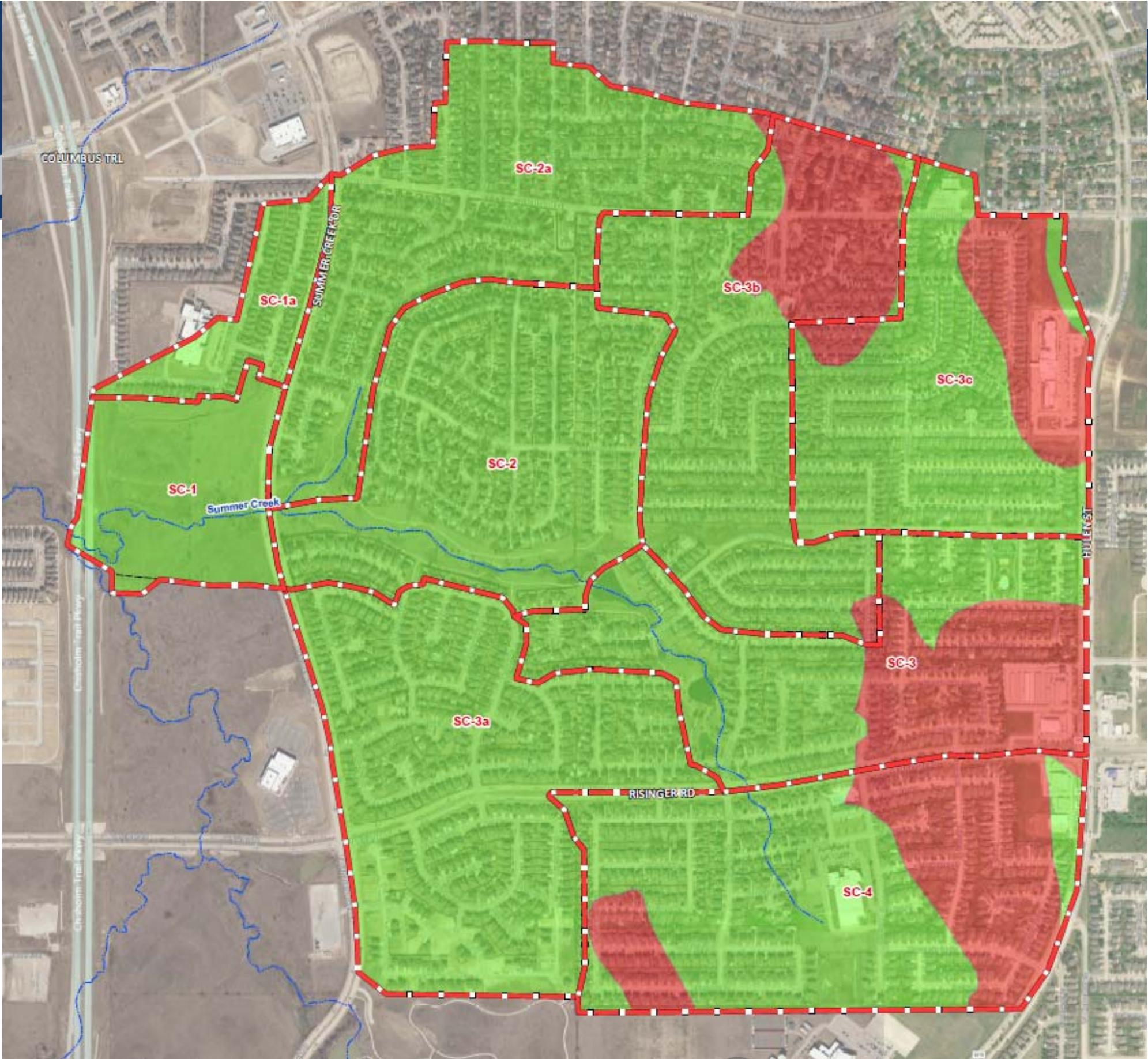




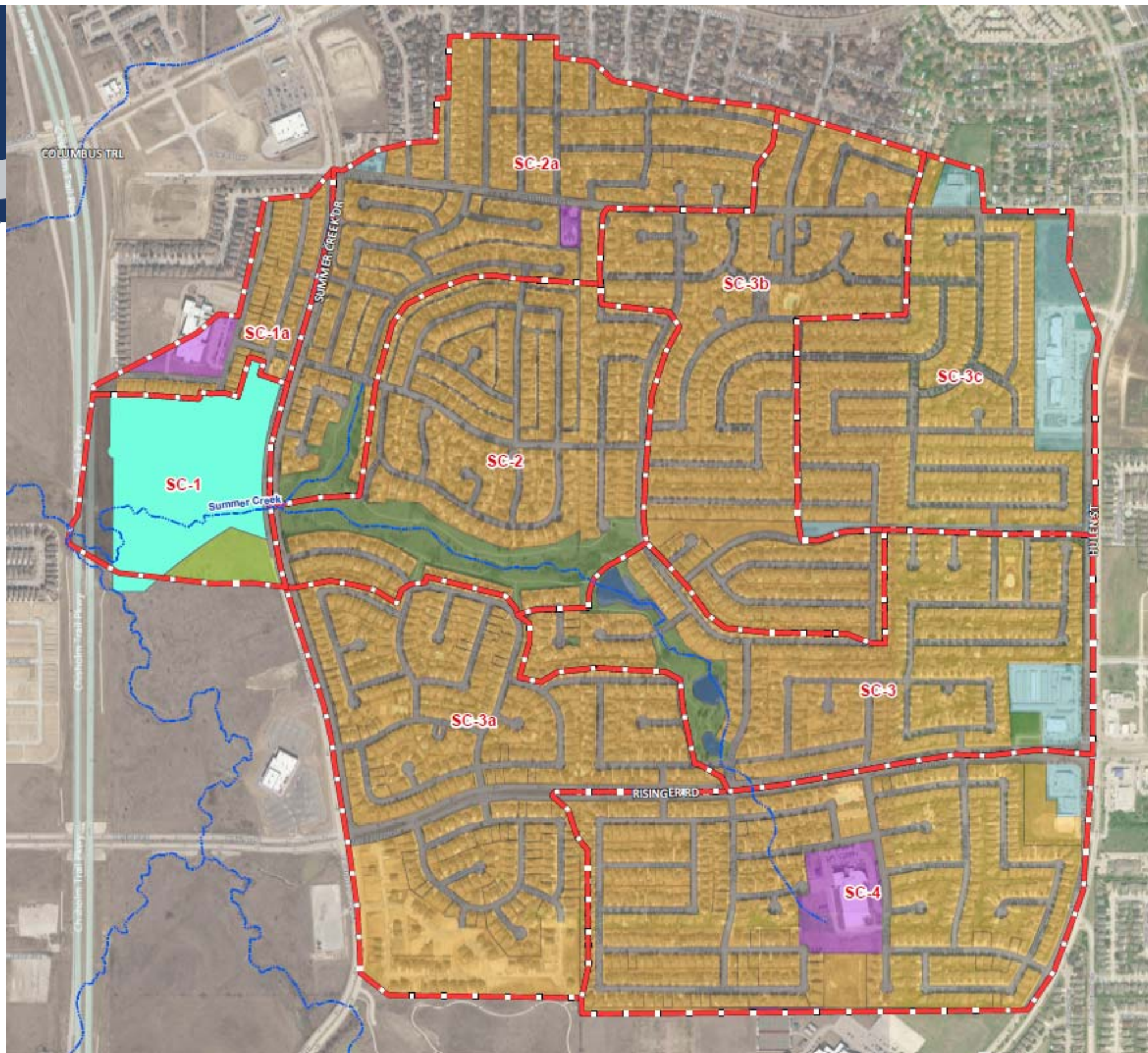




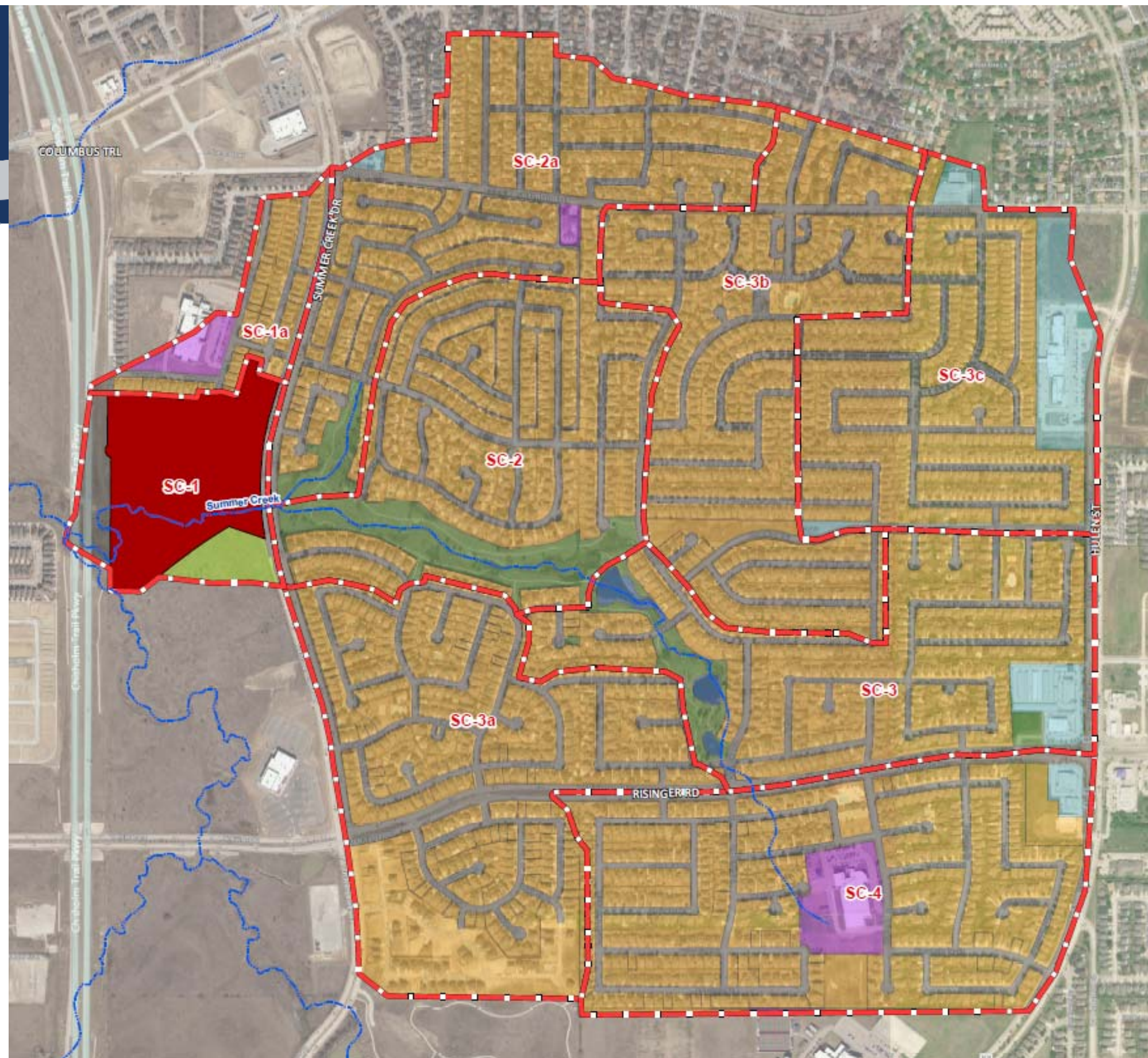




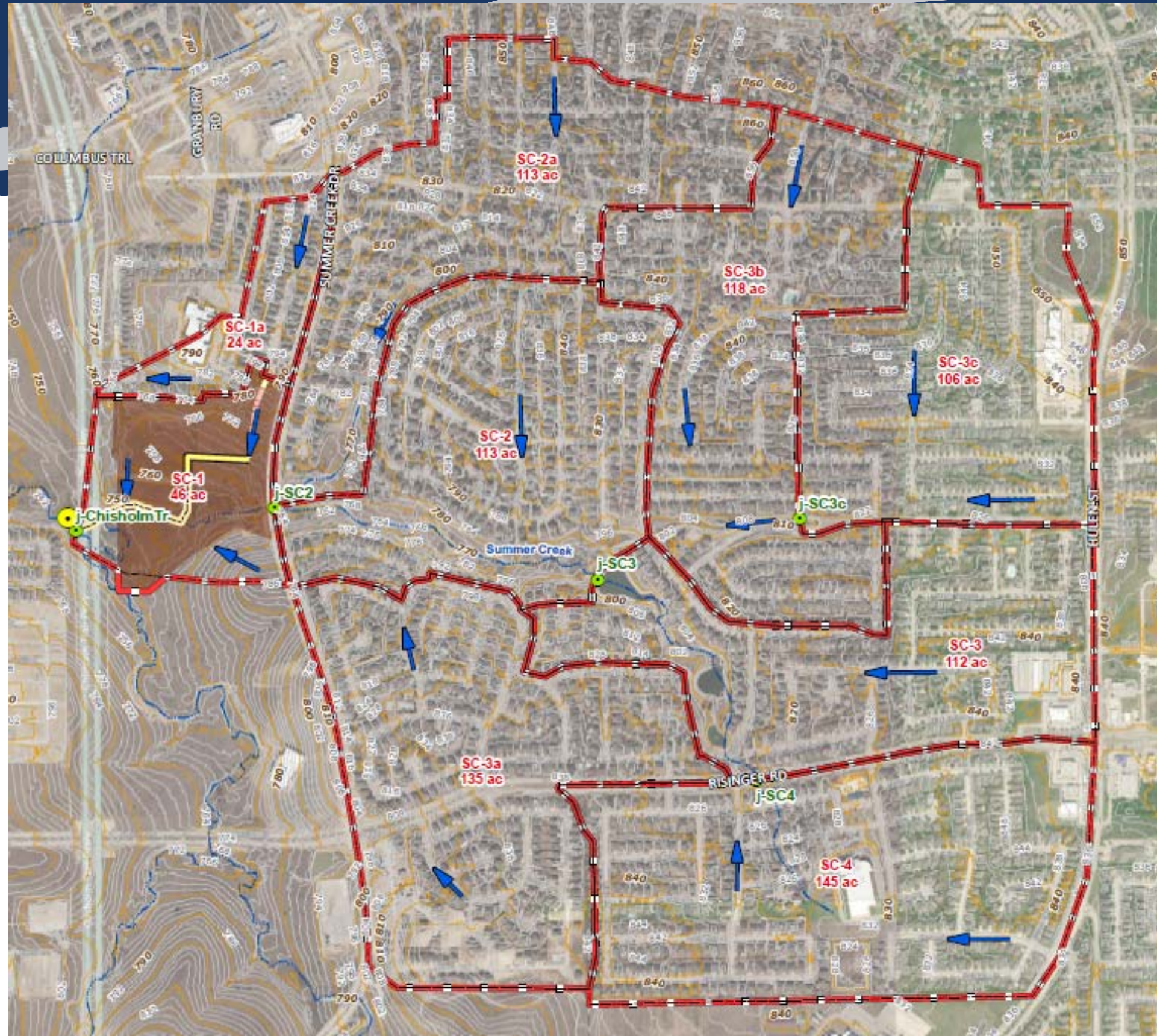




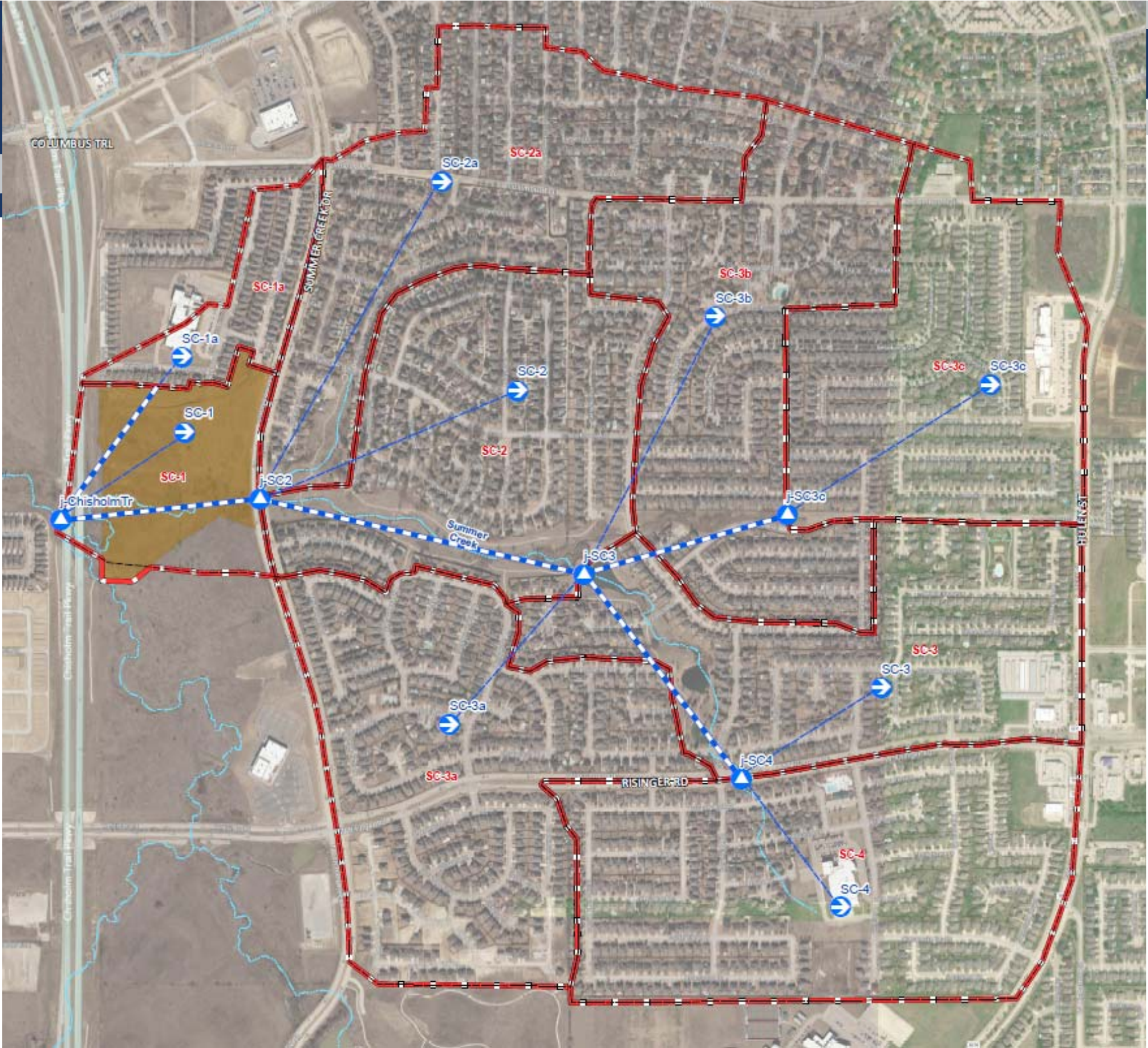




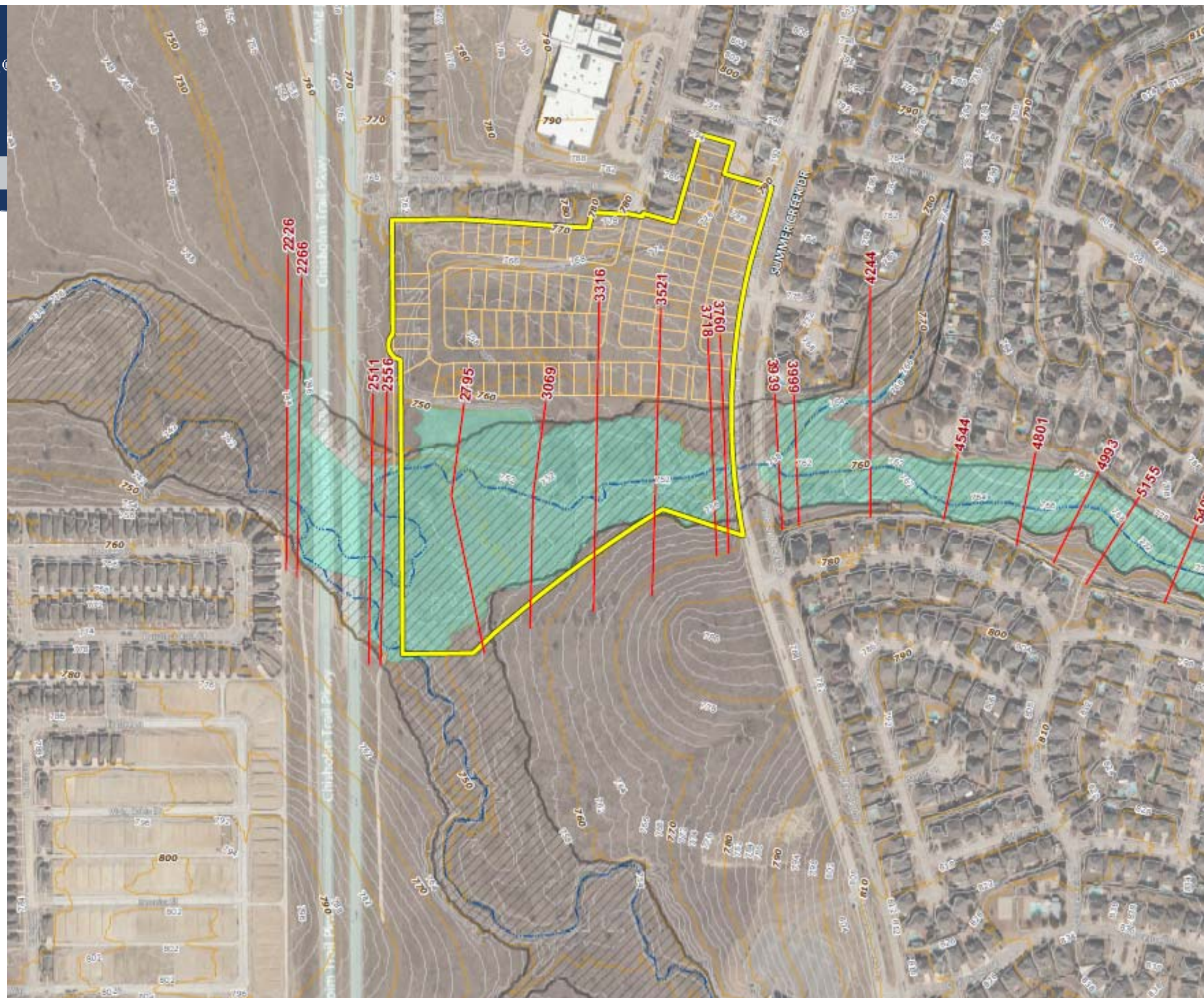








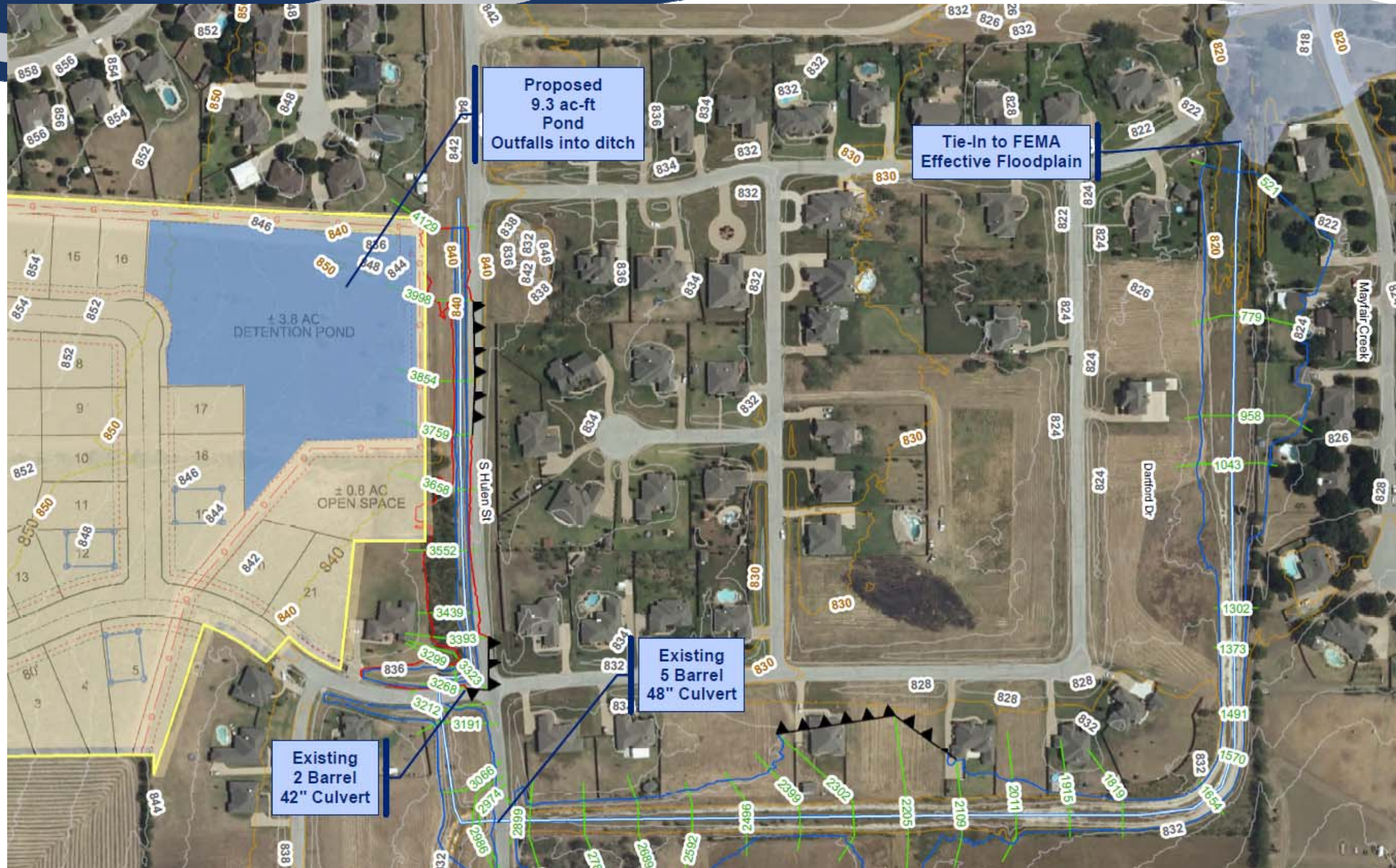




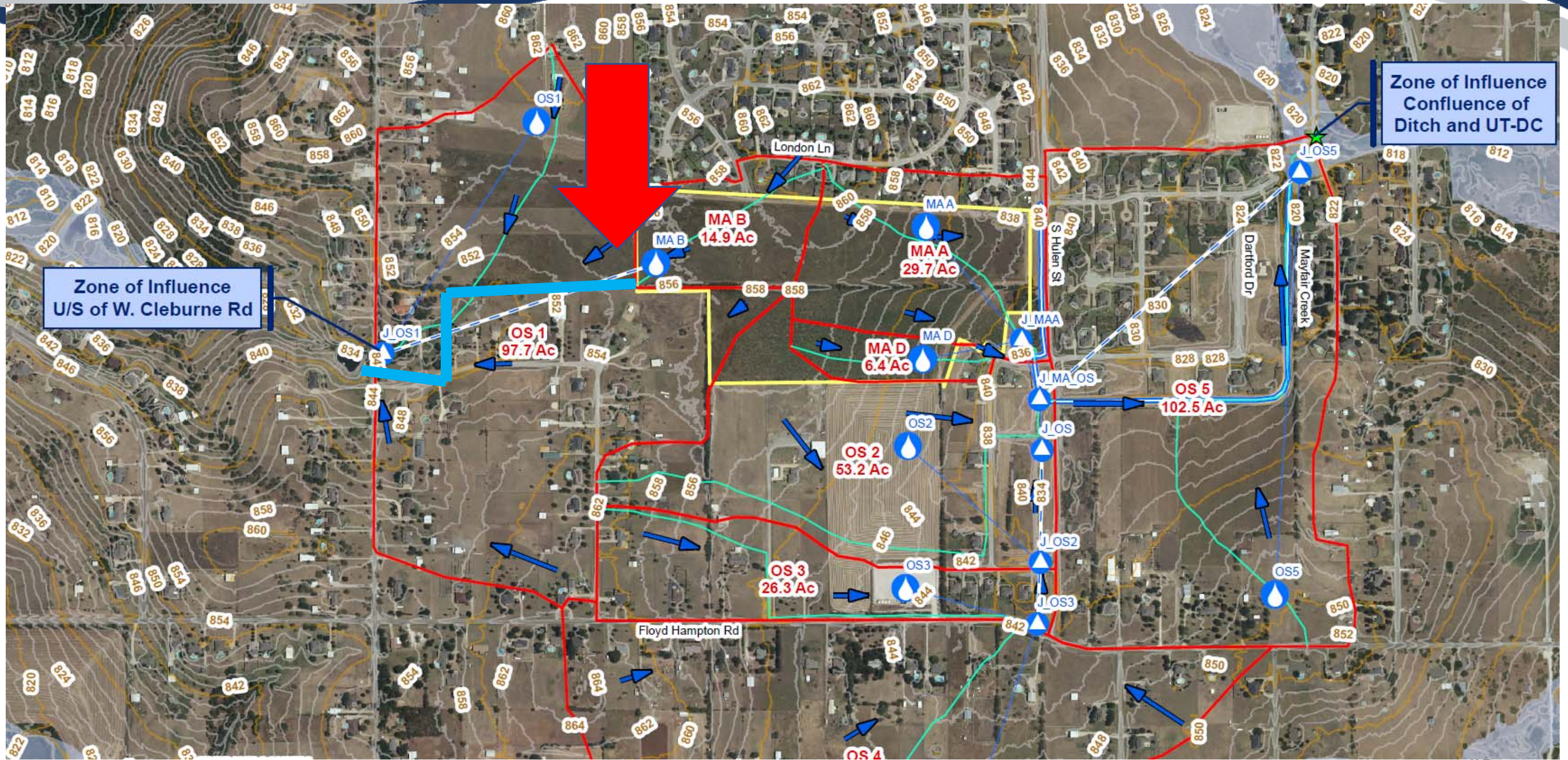












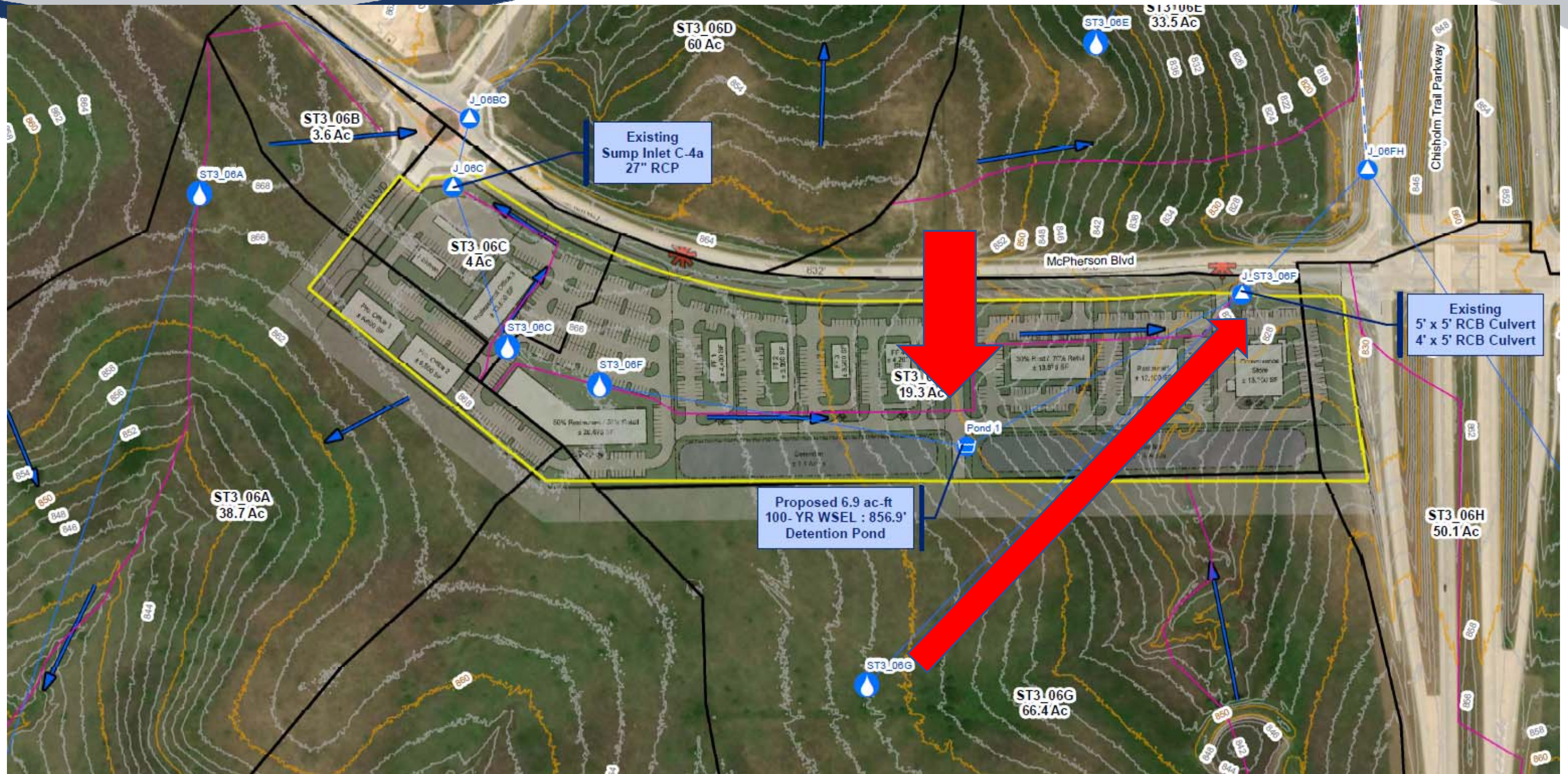




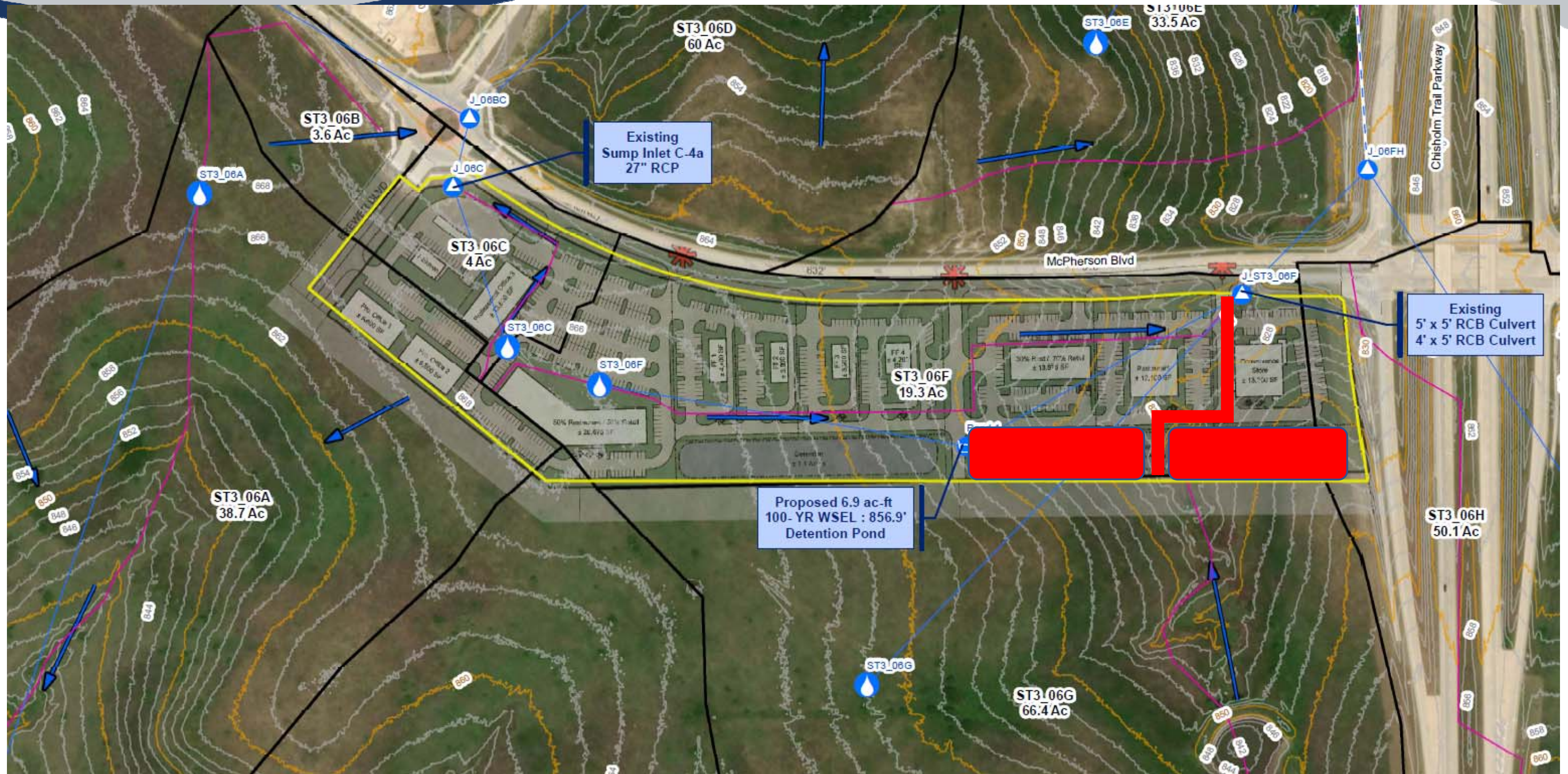
**This Drainage Study is submitted for the purpose of supporting the following development applications:**

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> Single-Phase Preliminary Plat | <input type="checkbox"/> Multi-Phase Preliminary Plat | <input checked="" type="checkbox"/> <b>Concept Plan (Multi-Phase)</b> | <input type="checkbox"/> Infrastructure Plan Review |
| <input type="checkbox"/> Single-Phase Final Plat       | <input type="checkbox"/> Multi-Phase Final Plat       | <input type="checkbox"/> Zone A (only) Flood Study                    | <input type="checkbox"/> Update To Previous Study   |













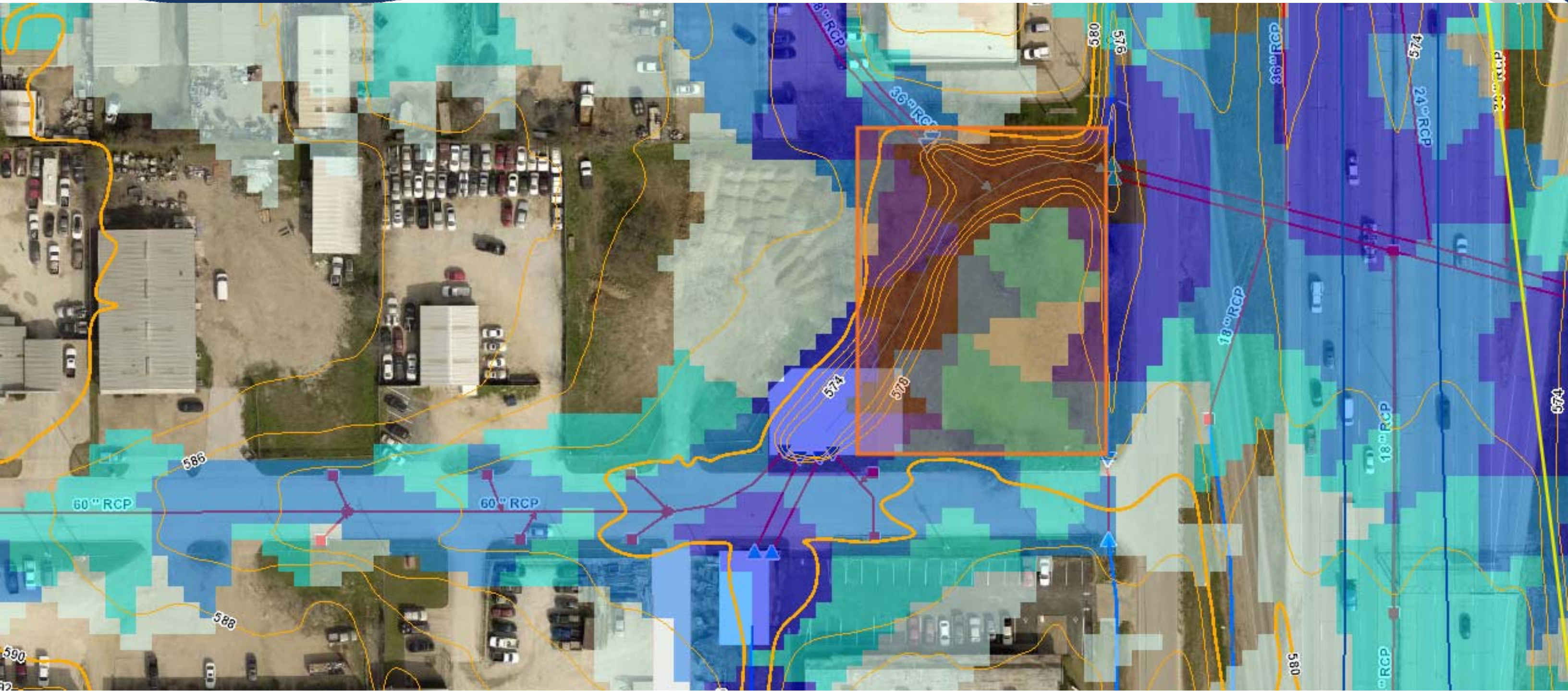














# Stormwater Pre-Con Checklist

- The drainage study checklist asks which other approvals would be needed
- The stormwater pre-con checklist asks the applicant to confirm that those other approvals were obtained before going to construction





**Project Information:**

Name:		Submission Date:	
Location:		Site / Plat Area (ac):	
Description:		Disturbance Area (ac):	
Land Use:		Construction Start Date:	

**Owner Information:**

Name:	
Company:	
Phone:	
Email:	
Address:	

**Engineer Information:**

Name:	
Firm:	
Phone:	
Email:	
Address:	

PE No.:	
Firm No.:	
<b>Additional Design Contact:</b>	
Name:	
Phone:	
Email:	

This Stormwater Pre-Construction Checklist and attachments was submitted for the purpose of supporting the following development applications:

IPRC Plan Review – Record No.: 
 Grading Permit – Record No.:

The Project would require the following items, and documentation confirming recorded, issued and approved items are attached:

<input type="checkbox"/> Recorded Maintenance Agreement	<input type="checkbox"/> Offsite Easements	<input type="checkbox"/> Floodplain Development Permit: FDP- <input type="text"/> - <input type="text"/>	<input type="checkbox"/> CLOMR
<input type="checkbox"/> Public Infrastructure Plans	<input type="checkbox"/> Park Conversion	<input type="checkbox"/> Nationwide Permit	<input type="checkbox"/> 404 Permit
<input type="checkbox"/> Community Facilities Agreement	<input type="checkbox"/> TCEQ Water Rights	<input type="checkbox"/> Grading Permit	<input type="checkbox"/> TxDOT Permit
<input type="checkbox"/> Future Improvements Agreement	<input type="checkbox"/> TRWD Permit	<input type="checkbox"/> Adjacent Property Letter	<input type="checkbox"/> Utility Relocations
<input type="checkbox"/> Encroachment Agreement	<input type="checkbox"/> Parkway Permit	<input type="checkbox"/> Other (list): <input type="text"/>	

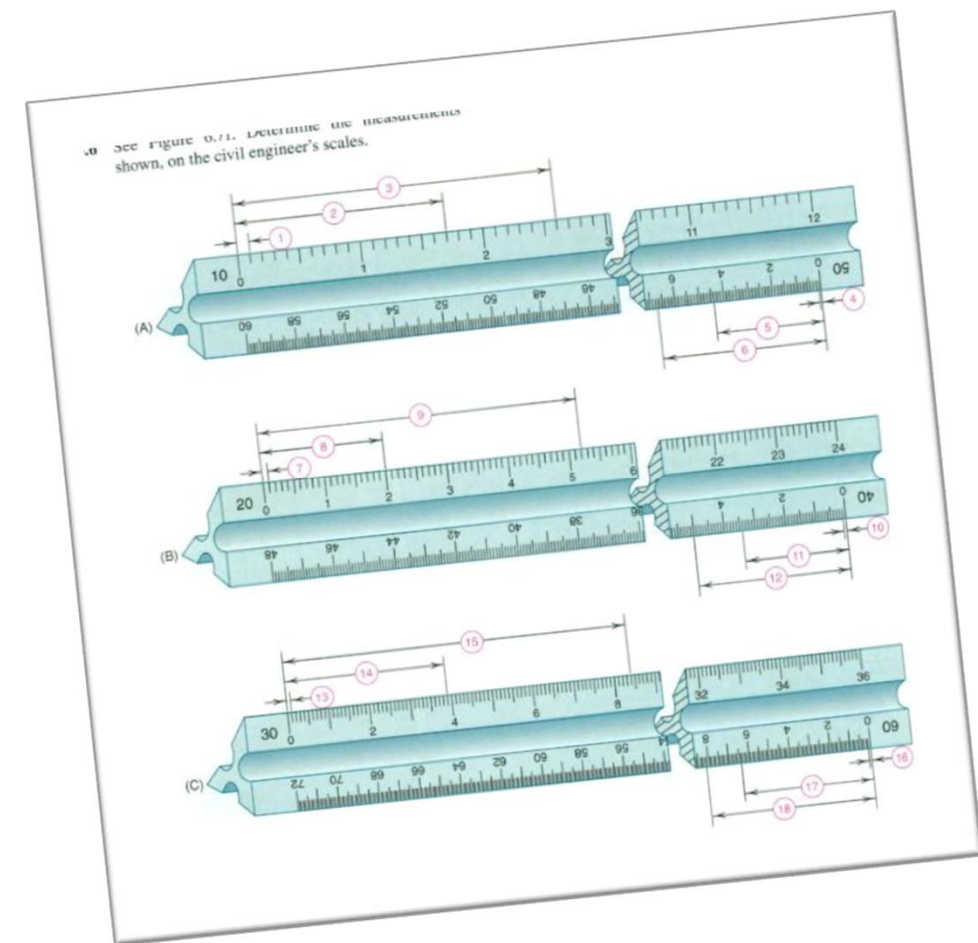


# Questions?





# Infrastructure Plan Review Center (IPRC)





# Agenda

- Accela Updates
  - Types of Forms
  - ACA Browser Compatibility
  - Applications (Records)
  - H.B. 3167 Process
  - Notifications
  - Release Date
- Construction Plan Requirements
  - Updated Design Manuals & Ordinances
  - Sealing Requirements
  - Flattening PDF's
  - Definition of 100% Construction Plan Set
  - Draft Horizontal Control Plan
  - Private Streets/Alleys
  - Waivers
  - Extra-Territorial Jurisdictional Projects
- Miscellaneous Items
  - Easements
  - CFA Exhibits
  - Inspection & Testing Fees
  - Buzzsaw Access
- Live Demonstration
  - Access Related Records
  - Processing Applications





# ACCELA UPDATES

# Form Types

- Generic
  - Consultation Meeting Waiver
- IPRC
  - Pre-Submittal Conference Request
  - Construction Plan Application
  - Response to Disapproval or Conditional Approval Application
  - Post-Submittal Meeting Request
  - Amendment Form
- Construction Office
  - Material Testing & Inspection
  - Testing Firm Selection
- Water
  - Water/Sewer Approved Alignment Walk
  - Water/Sewer Acceptance Study
- SDS
  - Drainage Study Checklist
  - Drainage Study Acceptance Letter
  - Stormwater Pre-Construction Checklist
- Transportation
  - TIA Approved Study
  - TIA Worksheet
- Planning
  - Platting IPRC Acceptance Letter



# Accele Civic Platform Browser Compatibility

## Browsers

For full details, see the [Civic Platform Browser Support Policy](#) on Community.

Third-party Products	CP Client	ACA <sup>3</sup>
Google Chrome 73	✓	✓
Firefox 61		✓
Microsoft Edge 38	✓	✓
Microsoft Internet Explorer 11	✓ <sup>5, 14</sup>	✓
Opera 54		✓
Safari 11		✓

# Accele Applications (Records)

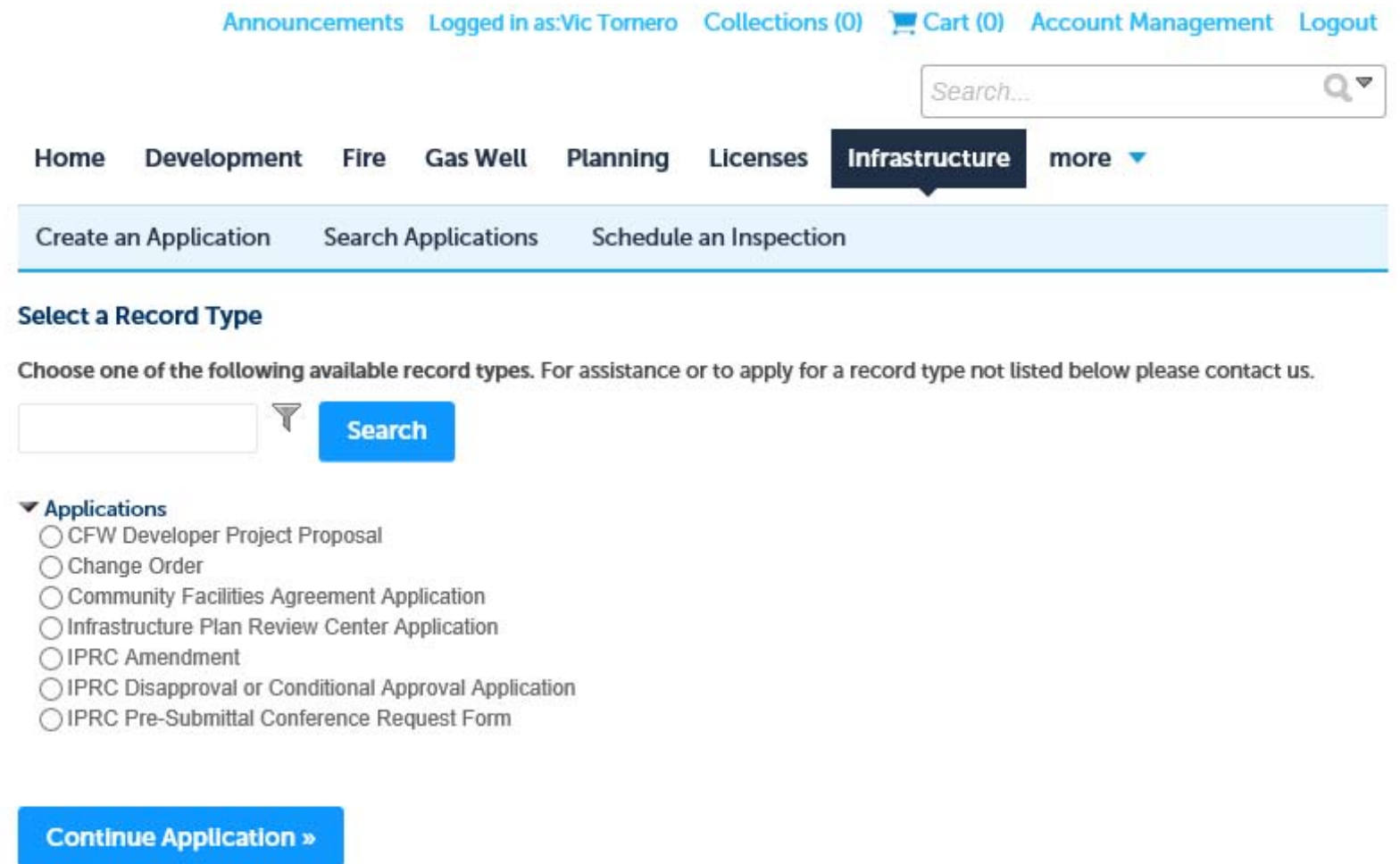
- Consultant will need to go through the ACA portal to access all application types.
- 8 different application types for CFA process

\* 6 - Active

- Community Facilities Agreement  
(Record ID: CFA20-0001)
- Infrastructure Plan Review Center (aka Construction Plan Application)  
(Record ID: IPRC20-0001)
- IPRC Amendment  
(Record ID: AMND20-0001)
- IPRC Response to Disapproval or Conditional Approval Application  
(Record ID: IPRC20—0001R1)
- IPRC Pre-Submittal Conference Request Form  
(Record ID: PIPRC20-0001)
- Construction **\*\*Not Shown in ACA Portal\*\***  
(Record ID: CON20-0001)

\* 2 – Under Development

- Change Order  
(Record ID: C.O.18-0001 Record)
- CFW Developer Project Proposal Tool  
(Record ID: PROP18-0001 Record)



The screenshot shows the top navigation bar with links for Announcements, Logged in as: Vic Tornero, Collections (0), Cart (0), Account Management, and Logout. A search bar is present. Below the navigation is a menu with Home, Development, Fire, Gas Well, Planning, Licenses, Infrastructure (highlighted), and more. A secondary navigation bar contains Create an Application, Search Applications, and Schedule an Inspection. The main content area is titled 'Select a Record Type' and includes a search box and a 'Search' button. A dropdown menu for 'Applications' lists several record types with radio buttons: CFW Developer Project Proposal, Change Order, Community Facilities Agreement Application, Infrastructure Plan Review Center Application, IPRC Amendment, IPRC Disapproval or Conditional Approval Application, and IPRC Pre-Submittal Conference Request Form. A 'Continue Application »' button is located at the bottom of the application list.

\*Note: An Application converts to a Record once the application has been submitted and accepted.\*



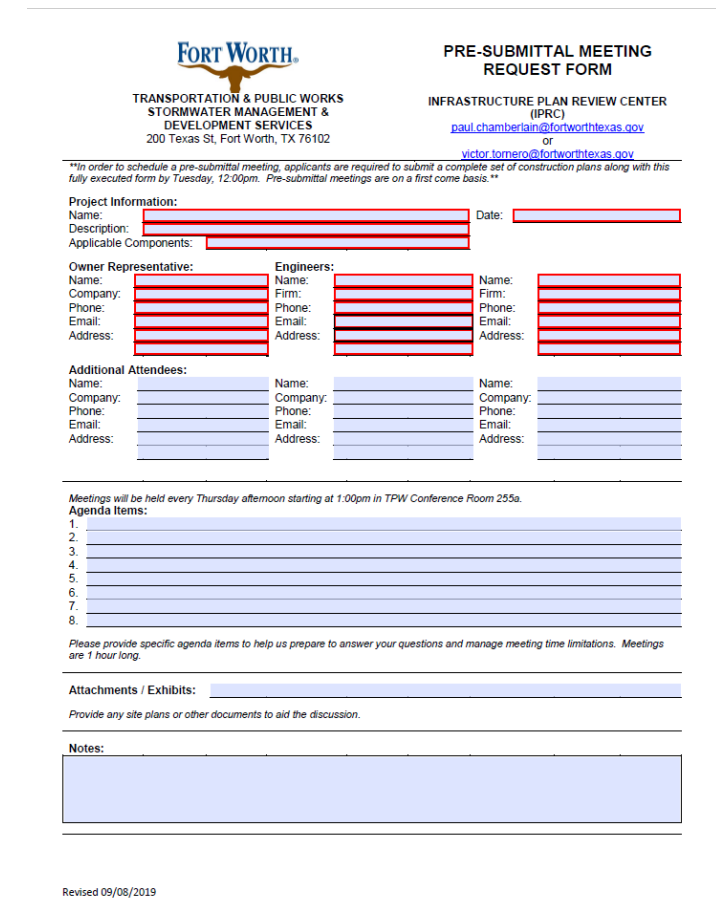
# Pre-Submittal Conference Requests

- Purpose

- An optional meeting to allow consultants to submit construction plans for review prior to filing their application in an attempt to seek approval on the 30-Day Shot Clock.
- All applications are on a first come, first serve basis.
- All requests must be submitted before 12:00pm, Tuesday.

- New Submittal Requirements\*

- Pre-Submittal Request Form (Online Form)
- Detailed Checklist (Once all Design Manuals are Updated)
- Approved Preliminary Plat (If applicable)
- Construction Plans (Preliminary Seal Information)
- Draft Horizontal Control Plan or Recorded Plat (Included in Construction Plans)
- All Study Approved Forms
- All Alignment Walk Forms
- Offsite Construction Plans



**FORT WORTH**  
TRANSPORTATION & PUBLIC WORKS  
STORMWATER MANAGEMENT &  
DEVELOPMENT SERVICES  
200 Texas St, Fort Worth, TX 76102

**PRE-SUBMITTAL MEETING  
REQUEST FORM**  
INFRASTRUCTURE PLAN REVIEW CENTER  
(IPRC)  
paul.chamberlain@fortworthtexas.gov  
or  
victor.somero@fortworthtexas.gov

\*\*In order to schedule a pre-submittal meeting, applicants are required to submit a complete set of construction plans along with this fully executed form by Tuesday, 12:00pm. Pre-submittal meetings are on a first come basis.\*\*

Project Information:  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Description: \_\_\_\_\_  
Applicable Components: \_\_\_\_\_

Owner Representative:  
Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_

Engineers:  
Name: \_\_\_\_\_  
Firm: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_

Additional Attendees:  
Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_

Meetings will be held every Thursday afternoon starting at 1:00pm in TPW Conference Room 255a.

Agenda Items:  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_  
7. \_\_\_\_\_  
8. \_\_\_\_\_

Please provide specific agenda items to help us prepare to answer your questions and manage meeting time limitations. Meetings are 1 hour long.

Attachments / Exhibits: \_\_\_\_\_  
Provide any site plans or other documents to aid the discussion.

Notes:  
\_\_\_\_\_  
\_\_\_\_\_

Revised 09/08/2019

- **Old Submittal Requirements**

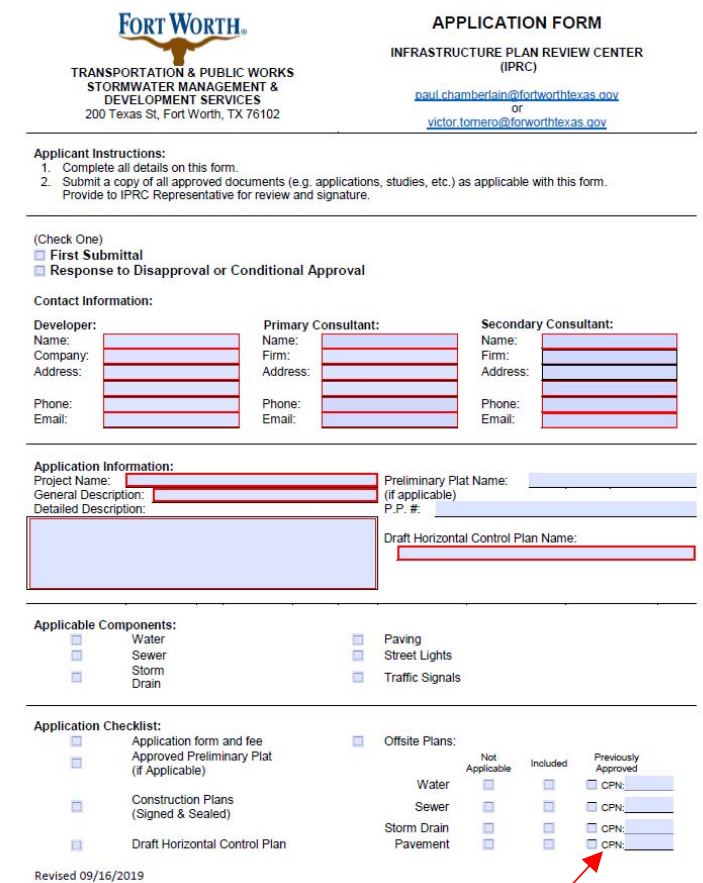
- Pre-Submittal Request Form (Paper Copy)
- Construction Plans (Preliminary Seal Information)
- Site Plans (If applicable)

\* A transitional period will be required to implement new submittal requirements\*

# Infrastructure Plan Review Center Application (30-Day Shot Clock)

## • New Submittal Requirements\*

- Infrastructure Plan Review Center Application (Online Application)
- Approved Preliminary Plat (If applicable)
- Construction Plans (Signed & Sealed)
- Draft Horizontal Control Plan or Recorded Plat (Included in Construction Plans)
- Offsite Construction Plans
- Construction Standards Dated: ##/##/##
- Geotechnical Report (If applicable)
- All Study Acceptance Forms
- All Alignment Walk Forms
- Approvals (Construction Plan Waivers, MTP, Zoning, etc.)
- Plan Review Fee



- **Old Submittal Requirements**
  - Application Form (Paper Copy)
  - Construction Plans (Signed & Sealed)
  - Draft Horizontal Control Plan
  - Etc.....



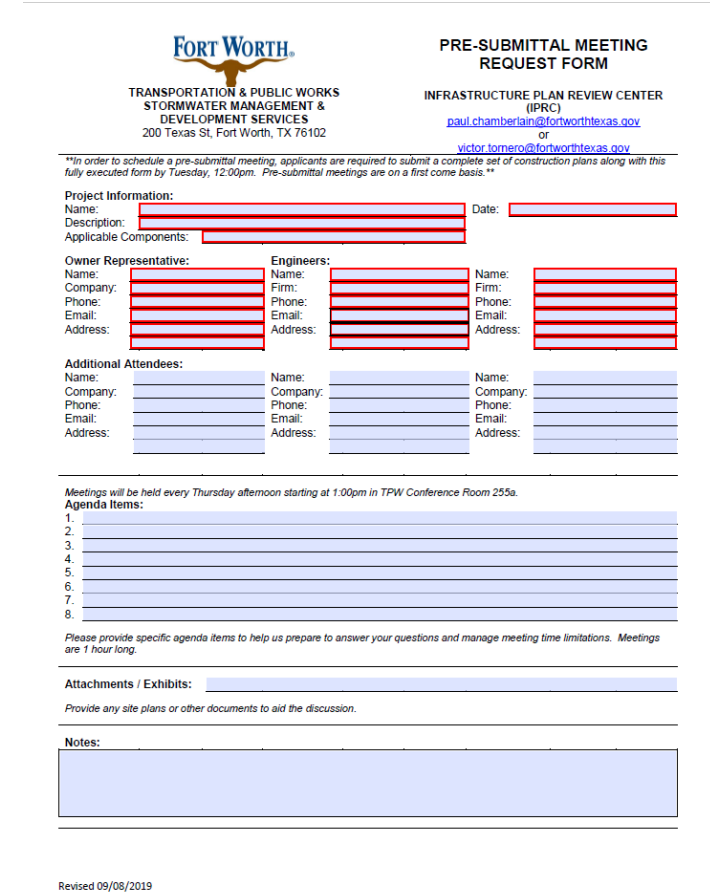
# Post Submittal Meeting Requests

- Purpose

- An optional meeting to allow consultants to discuss construction plans with City Staff that were disapproved at City Plan Commission before filing their Response to Disapproval or Conditional Approval Application in a attempt to seek approval on the 15-Day Shot Clock review.
- All requests must be submitted before 12:00pm, Tuesday.
- Pre-Submittal Conference Requests are given top priority.

- New Submittal Requirements (No Changes)

- Post-Submittal Request Form (Signed Paper Copy Form)
- Redesigned Construction Plans or Redline Comments received after City Plan Commission Hearing
- Consultants are required to contact assigned IPRC Project Manager



**FORT WORTH**  
TRANSPORTATION & PUBLIC WORKS  
STORMWATER MANAGEMENT & DEVELOPMENT SERVICES  
200 Texas St, Fort Worth, TX 76102

**PRE-SUBMITTAL MEETING REQUEST FORM**  
INFRASTRUCTURE PLAN REVIEW CENTER (IPRC)  
[paul.chamberlain@fortworthtexas.gov](mailto:paul.chamberlain@fortworthtexas.gov) or [victor.tornero@fortworthtexas.gov](mailto:victor.tornero@fortworthtexas.gov)

\*\*In order to schedule a pre-submittal meeting, applicants are required to submit a complete set of construction plans along with this fully executed form by Tuesday, 12:00pm. Pre-submittal meetings are on a first come basis.\*\*

Project Information:  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Description: \_\_\_\_\_  
Applicable Components: \_\_\_\_\_

Owner Representative:  
Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_

Engineers:  
Name: \_\_\_\_\_ Firm: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_

Additional Attendees:  
Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_

Meetings will be held every Thursday afternoon starting at 1:00pm in TPW Conference Room 255a.

Agenda Items:  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_  
7. \_\_\_\_\_  
8. \_\_\_\_\_

Please provide specific agenda items to help us prepare to answer your questions and manage meeting time limitations. Meetings are 1 hour long.

Attachments / Exhibits: \_\_\_\_\_  
Provide any site plans or other documents to aid the discussion.

Notes:  
\_\_\_\_\_

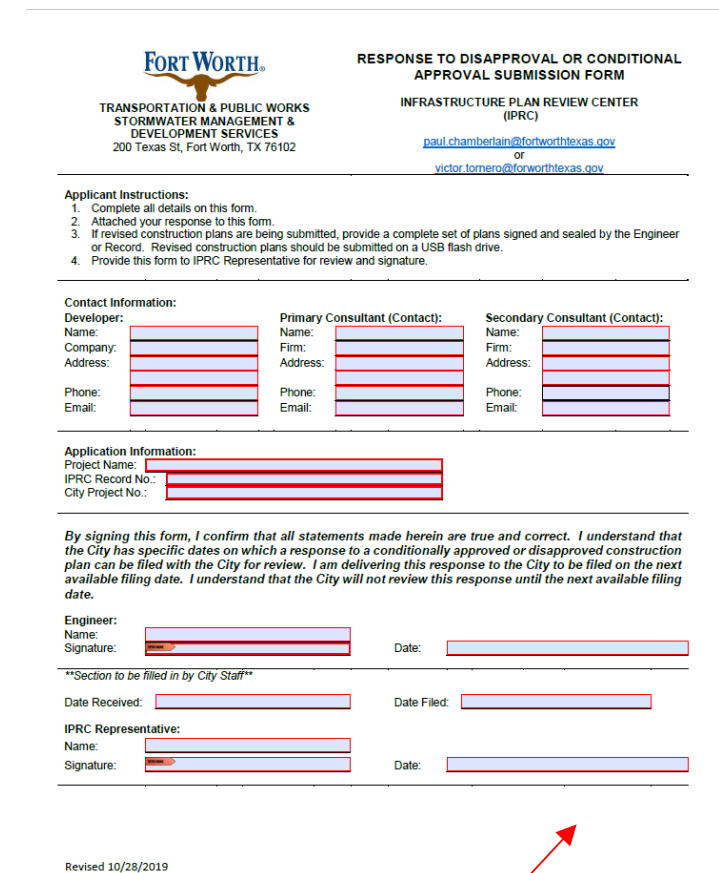
Revised 09/08/2019

- **Old Submittal Requirements**

- Pre-Submittal Request Form (Paper Copy)
- Redesigned Construction Plans or Redline Comments received after C.P.C. Hearing

# Response to Disapproval or Conditional Approval Application (15-Day Shot Clock)

- New Submittal Requirements (No Changes)
  - Response to Disapproval or Conditional Approval Application (Online Application)
  - Revised Construction Plan Set (Signed and Sealed)
  - Response Construction Plan Set
  - Revised Geotechnical Report (If required)
  - Additional Plan Review Fees (If required)



**FORT WORTH**  
TRANSPORTATION & PUBLIC WORKS  
STORMWATER MANAGEMENT & DEVELOPMENT SERVICES  
200 Texas St, Fort Worth, TX 76102

**RESPONSE TO DISAPPROVAL OR CONDITIONAL APPROVAL SUBMISSION FORM**  
INFRASTRUCTURE PLAN REVIEW CENTER (IPRC)  
[paul.chamberlain@fortworthtexas.gov](mailto:paul.chamberlain@fortworthtexas.gov)  
or  
[victor.tornero@fortworthtexas.gov](mailto:victor.tornero@fortworthtexas.gov)

**Applicant Instructions:**  
1. Complete all details on this form.  
2. Attached your response to this form.  
3. If revised construction plans are being submitted, provide a complete set of plans signed and sealed by the Engineer or Record. Revised construction plans should be submitted on a USB flash drive.  
4. Provide this form to IPRC Representative for review and signature.

**Contact Information:**

<b>Developer:</b>	<b>Primary Consultant (Contact):</b>	<b>Secondary Consultant (Contact):</b>
Name: <input type="text"/>	Name: <input type="text"/>	Name: <input type="text"/>
Company: <input type="text"/>	Firm: <input type="text"/>	Firm: <input type="text"/>
Address: <input type="text"/>	Address: <input type="text"/>	Address: <input type="text"/>
Phone: <input type="text"/>	Phone: <input type="text"/>	Phone: <input type="text"/>
Email: <input type="text"/>	Email: <input type="text"/>	Email: <input type="text"/>

**Application Information:**

Project Name:   
IPRC Record No.:   
City Project No.:

*By signing this form, I confirm that all statements made herein are true and correct. I understand that the City has specific dates on which a response to a conditionally approved or disapproved construction plan can be filed with the City for review. I am delivering this response to the City to be filed on the next available filing date. I understand that the City will not review this response until the next available filing date.*

**Engineer:**  
Name:   
Signature:  Date:

**\*\*Section to be filled in by City Staff\*\***

Date Received:  Date Filed:

**IPRC Representative:**  
Name:   
Signature:  Date:

Revised 10/28/2019

- **Old Submittal Requirements**
  - Application Form (Paper Copy)
  - Construction Plans Set (Signed & Sealed)
  - Response to Construction Plans Set




# Amendment Application

- Purpose

- Allow either the developer or consultant to modify the contact list in the IPRC Record. IPRC staff will only modify contact list when the form has been signed and uploaded in the Amendment Record Application.

- New Submittal Requirements (No Changes)

- Amendment Application (Online Application)
- Upload Amendment Form



**DEVELOPMENT SERVICES**  
INFRASTRUCTURE DEVELOPMENT  
200 Texas St, Fort Worth, TX 76102

**AMENDMENT FORM**  
INFRASTRUCTURE PLAN REVIEW CENTER (IPRC)

[paul.chamberlain@fortworthtexas.gov](mailto:paul.chamberlain@fortworthtexas.gov)  
or  
[victor.tornero@fortworthtexas.gov](mailto:victor.tornero@fortworthtexas.gov)

---

**Instructions:**

- 1) Fill in all appropriate information listed under the Project Information section.
- 2) Please list the current contacts listed in the IPRC Record under the Original Contact Information section.
- 3) Please provide all new contacts to be added to the IPRC record under the New Contact Information section.
- 4) Provide a brief explanation for modifying contacts in the IPRC record. In addition, please list the individual who will be removed from the contact list.

---

**Project Information:**

IPRC Record No.:  Date:

City Project No.:

Name:

Description:

---

<b>Original Contact Information:</b>		
<b>Developer:</b>	<b>Primary Consultant (Contact):</b>	<b>Secondary Consultant (Contact):</b>
Name: <input type="text"/>	Name: <input type="text"/>	Name: <input type="text"/>
Company: <input type="text"/>	Firm: <input type="text"/>	Firm: <input type="text"/>
Phone: <input type="text"/>	Phone: <input type="text"/>	Phone: <input type="text"/>
Email: <input type="text"/>	Email: <input type="text"/>	Email: <input type="text"/>
Address: <input type="text"/>	Address: <input type="text"/>	Address: <input type="text"/>

---

<b>New Contact Information:</b>		
<b>Developer:</b>	<b>Primary Consultant (Contact):</b>	<b>Secondary Consultant (Contact):</b>
Name: <input type="text"/>	Name: <input type="text"/>	Name: <input type="text"/>
Company: <input type="text"/>	Company: <input type="text"/>	Company: <input type="text"/>
Phone: <input type="text"/>	Phone: <input type="text"/>	Phone: <input type="text"/>
Email: <input type="text"/>	Email: <input type="text"/>	Email: <input type="text"/>
Address: <input type="text"/>	Address: <input type="text"/>	Address: <input type="text"/>

---

Provide a brief explanation for modifying your contacts:

---

*I understand and agree the information provided in this form is accurate to my knowledge. Furthermore, I authorize the Infrastructure Plan Review Center (IPRC) staff permission to modify the contacts listed under the IPRC Record.*

<b>ENGINEER:</b>	<b>DEVELOPER:</b>
Name: <input type="text"/>	Name: <input type="text"/>
Signature: <input type="text"/>	Signature: <input type="text"/>
Date: <input type="text"/>	Date: <input type="text"/>

02/14/2020

## Submittal Inquiries

- If I under estimated my plan review fee, can I use a personal check to supplement the difference?

Yes. A personal check can be utilized.

- Do I need to pay additional fees if I include additional sheets after each review?

Yes. Any engineering sheets added to the construction plans after Plan Commission has disapproved the construction plans will be assessed a fee and will require payment before the next filing date. If payment is not received, the plans will not be filed on that filing date.

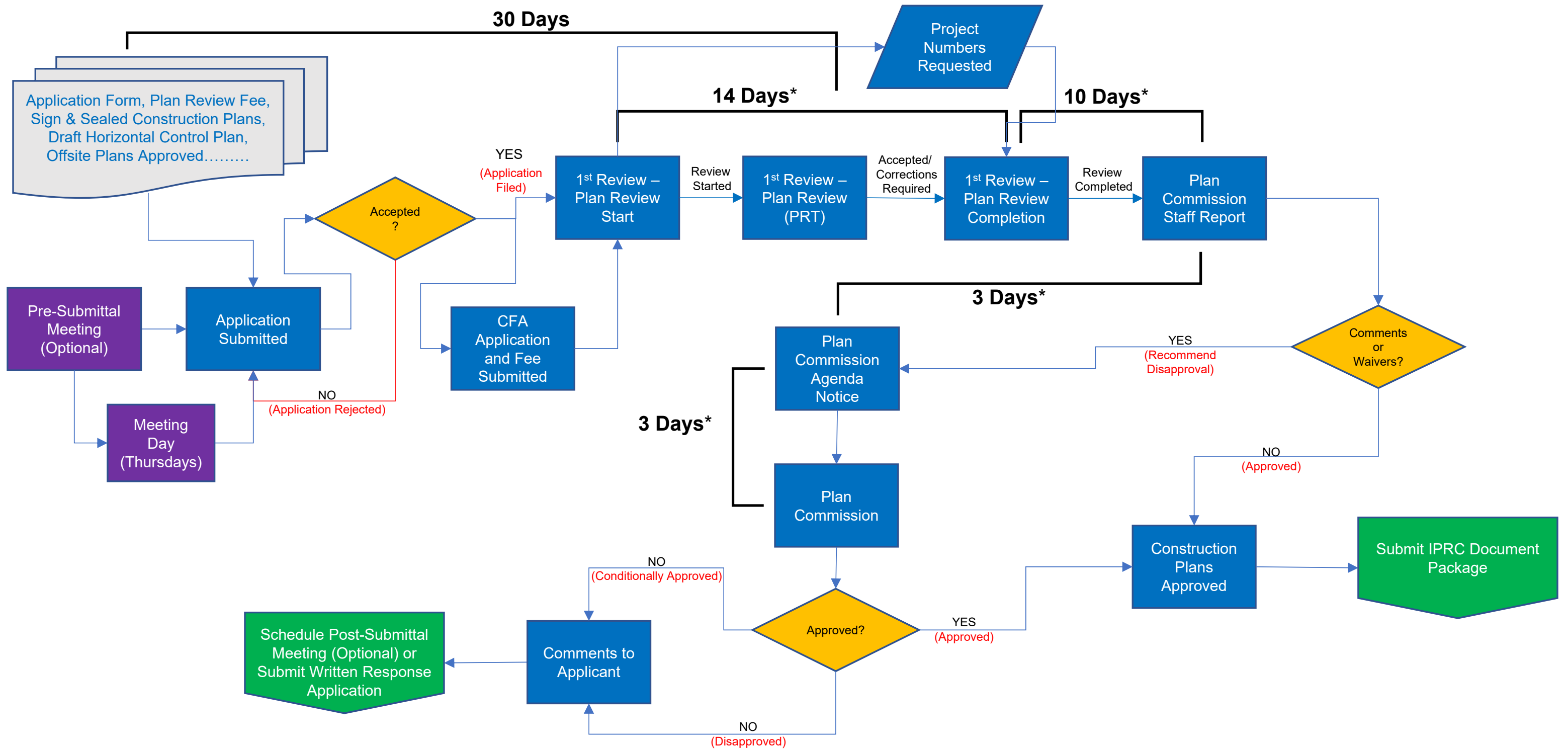
- Can I file a written response to the Plan Commission's disapproval of construction plans before the Plan Commission has acted to disapprove the construction plans during either the 30-Day or 15-Day shot clock reviews?

No. Under Section 212.0093 of the Local Government Code, state law appears to authorize an applicant to submit a written response only after the plans have been conditionally approved or disapproved.



# H.B. 3167 IPRC Process

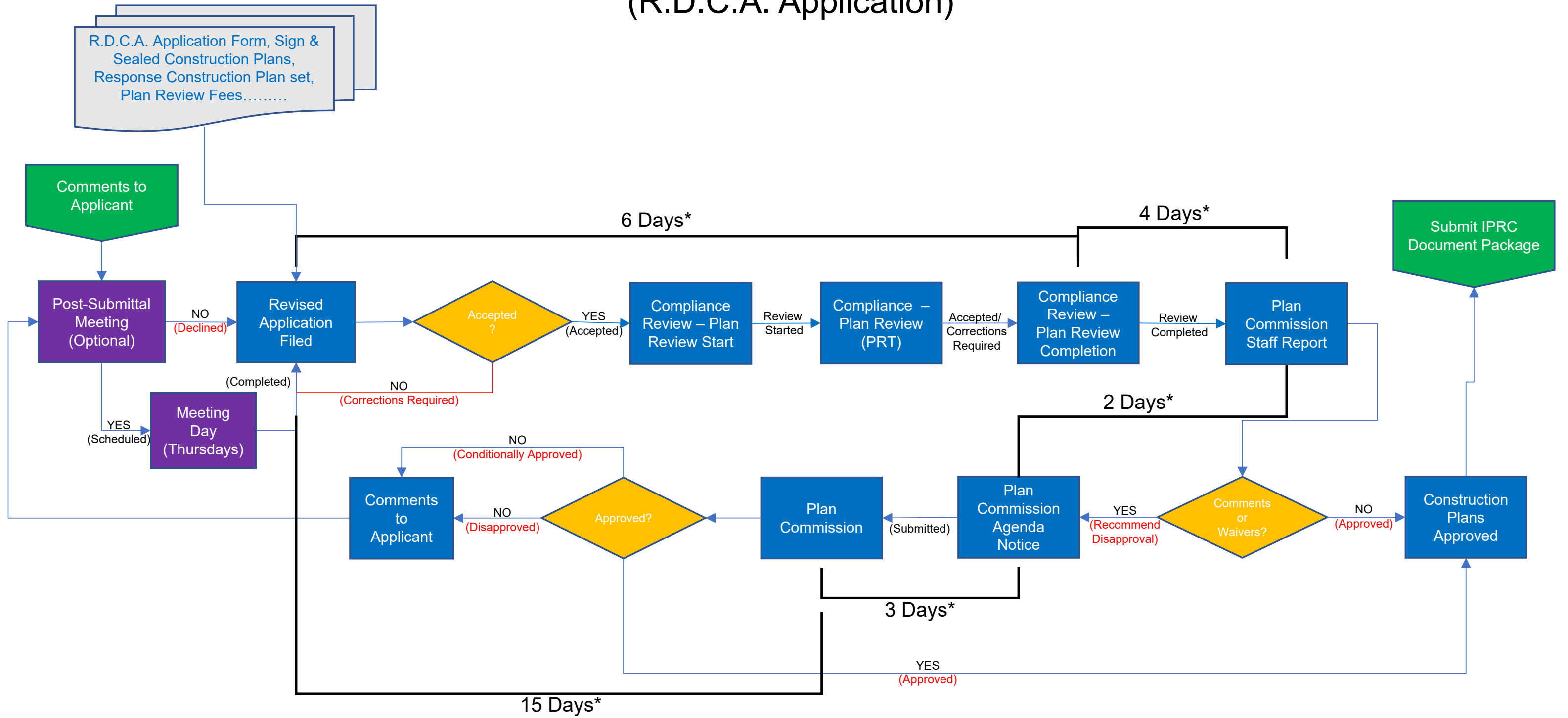
# IIRC Review Process – Infrastructure Plan Review Center Application



\*Estimated Number of Calendar Days

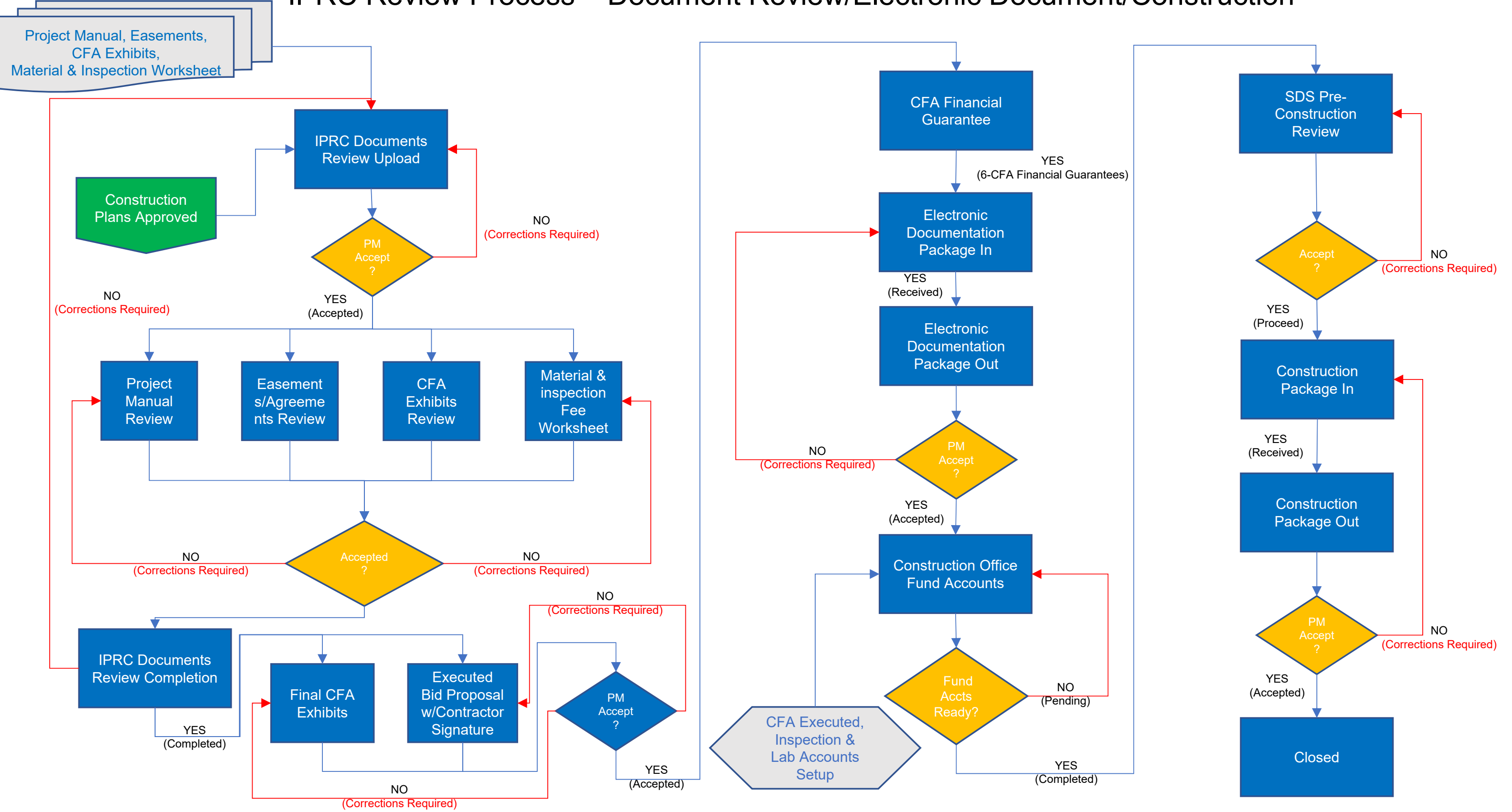


# IPRC Review Process – Response to Disapproval or Conditional Approval Application (R.D.C.A. Application)



\*Estimated Number of Calendar Days

# IPRC Review Process – Document Review/Electronic Document/Construction



Project Manual, Easements, CFA Exhibits, Material & Inspection Worksheet

Construction Plans Approved

IPRC Documents Review Upload

PM Accept?

NO (Corrections Required)

YES (Accepted)

Project Manual Review

Easements/Agreements Review

CFA Exhibits Review

Material & Inspection Fee Worksheet

Accepted?

NO (Corrections Required)

IPRC Documents Review Completion

YES (Completed)

Final CFA Exhibits

Executed Bid Proposal w/Contractor Signature

PM Accept?

NO (Corrections Required)

YES (Accepted)

NO (Corrections Required)

CFA Executed, Inspection & Lab Accounts Setup

CFA Financial Guarantee

YES (6-CFA Financial Guarantees)

Electronic Documentation Package In

YES (Received)

Electronic Documentation Package Out

PM Accept?

NO (Corrections Required)

YES (Accepted)

Construction Office Fund Accounts

Fund Accts Ready?

NO (Pending)

YES (Completed)

SDS Pre-Construction Review

Accept?

NO (Corrections Required)

YES (Proceed)

Construction Package In

YES (Received)

Construction Package Out

PM Accept?

NO (Corrections Required)

YES (Accepted)

Closed



## Notifications

- Consultants will no longer have to coordinate with IPRC Project Managers for file numbers. A notification with an attachment will be sent from Accela to consultants on the 14<sup>th</sup> day of the 30 Day Shot Clock review.
- Developers/Consultants are required to select a pre-qualified lab for developer projects. If a lab is not selected prior to submitting the “Electronic Documentation Package”, a pre-construction meeting will not be scheduled until a firm is selected and confirmed.

## Release Date – February 24, 2020

- What does this Mean?
  - No more flash drive submittals.
  - All application submittals will now be handled via Accela, which includes Pre-Submittal Conference Requests.
  - IPRC Staff will no longer be creating Applications.
  - No more dropbox communications.
  - Application fees will still required to be paid in person.





# CONSTRUCTION PLAN REQUIREMENTS

## Updated Design Manuals & Ordinances

- On May 07, 2019 and June 04, 2019, City Council approved the following design manuals and ordinances:
  - Installation Policy and Design Criteria for Water, Wastewater and Reclaimed Water Infrastructure
  - Utility Construction Policy
  - Transportation Engineering Manual (TEM)
  - Community Facilities Agreements Ordinance
  - Unit Price Ordinance
  - City Code Chapter 30 Streets and Sidewalks
- Staff is currently working on updating the following design manuals:
  - Installation Policy and Design Criteria for Water, Wastewater and Reclaimed Water Infrastructure
  - Transportation Engineering Manual (TEM)
  - Community Facilities Agreements Ordinance
- A release date for these updates has not been determined.
- Design Manuals and Ordinances are located at: <http://fortworthtexas.gov/standards>



# Engineer of Record Sealing Requirements

- Per CFW Ordinance No. 23932-11-2019, all construction plans shall be signed and sealed by engineer of record at the time of filing.
- Under the Texas Engineering Practice Act and Rules §137.31 Sealing Specifications, the following items shall be complied with:
  - (b) Physical and electronic seals shall be of the design illustrated in this section and shall be no larger than two inches. Regardless of seal size the engineer's name and number must be clearly legible.
- Under the Texas Engineering Practice Act and Rules §137.33 Sealing Procedures, the following items shall be complied with:
  - (c) When a license holder reviews and elects to use standards or general guideline specifications, those items shall be clearly labeled as such, shall bear the identity of the publishing entity, and shall be:
    - (1) individually sealed by the license holder; or
    - (2) specified on an integral design/title/contents sheet that bears the engineer's seal, signature, and the date with a statement authorizing its use.

## Definition of 100% Construction Plan Set

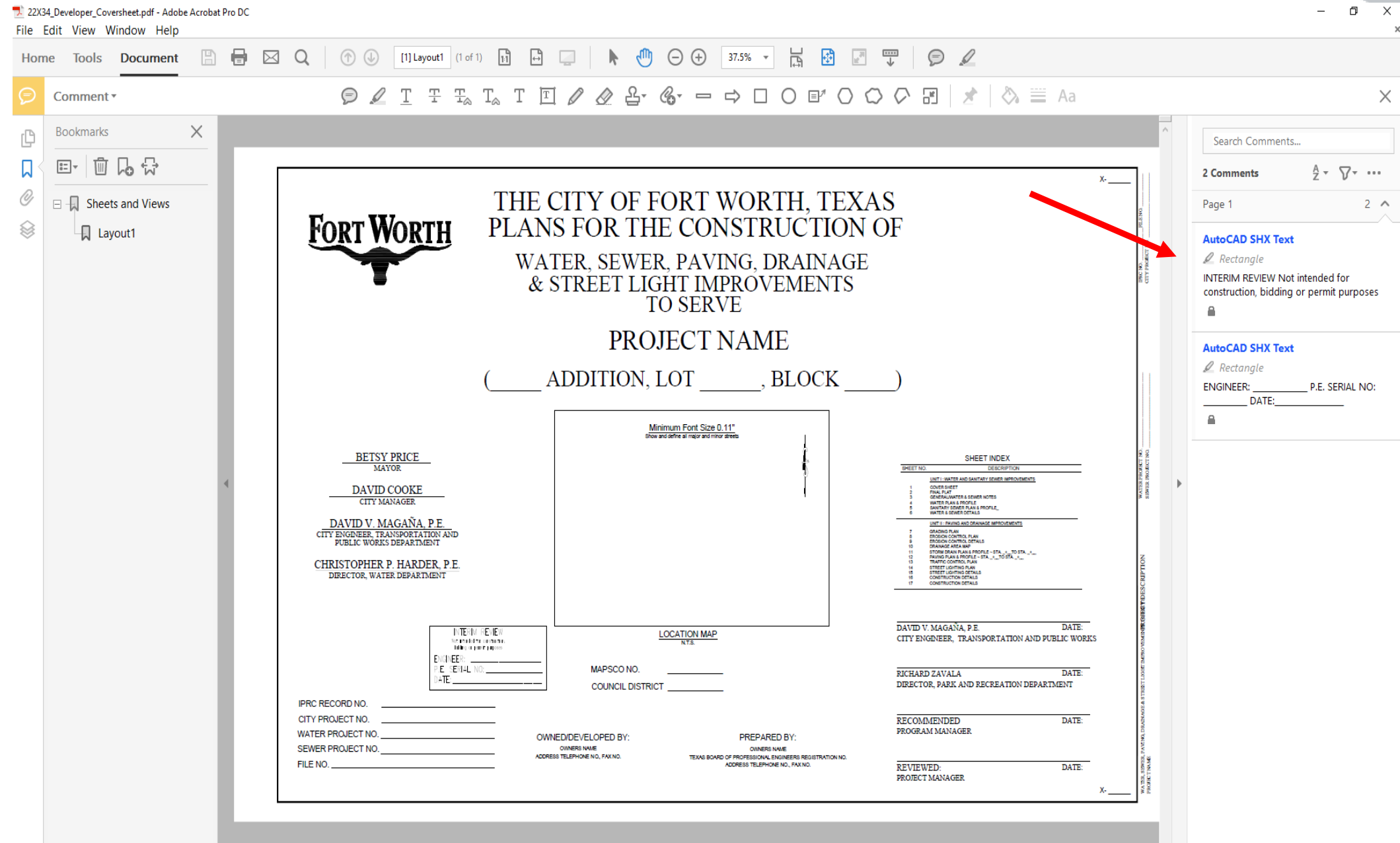
- IPRC defines a 100% construction plan set as having all the required components in a set of plans for review.
- Basic required components in a plan set are a cover sheet, draft horizontal control plan, general notes (CFW), water, sanitary sewer, grading, erosion control, drainage, pavement, street light plans, traffic control and construction details (whichever is applicable for the project).
- All Construction plans submitted for review shall comply with all recent design manuals and ordinances approved May 07, 2019 and June 04, 2019.
- Only include public improvements in the construction plan set. If there are private utilities that are crossing public infrastructure, those items need to be shown in the construction plans and an encroachment agreement will need to be executed.
- Residential developments that contain private streets, alleys and streets lights shall be included in the construction plans for reference.





# Flattening PDF Files

- Flattening files combines all the layers into a single background layer and reduces the file size.
- All pdf files such as construction plans, CFA exhibits, and project manuals must be flattened. If files are not flattened, submittals will not be accepted.
- IPRC Staff has provided links in Accela Citizen Access (ACA) to assist consultants troubleshoot flattening issues.



## Draft Horizontal Control Plan

- A Draft Horizontal Control Plan is simply a final plat, just renamed.
- All information required on a final plat must be present on the draft horizontal control plan with the exception of providing a final plat number (eg. FP-20-0001).
- A Preliminary Plat Number (PP-20-0001) should be shown on the draft horizontal control plan. If the draft horizontal control plan does not comply with the approved preliminary plat, staff will have no choice but to recommend disapproval to the City Plan Commission.
- All offsite easements must be shown and noted on the draft horizontal control plan.



## Private Streets, Alleys & Street Lights

- Under Chapter 31: Subdivision Ordinance § 31-106 Street Design Standards, private streets and alleys:
  - Are defined as private vehicular access ways shared by and serving three or more lots, which are not otherwise dedicated to the public nor publicly maintained.
  - Shall be designed, platted and constructed in conformance with the standards for limited local residential or urban local residential streets or alleys based on the type, density and intensity of development to be served.
  - Shall be identified by separate lot and block numbers on the plat (and “draft horizontal control plan”) and accompanied by a standard plat note stating that the maintenance and upkeep shall be by a property owners association or other such legal entity by deed empowered by deed restrictions to own and maintain such streets or alleys.
- If street lights are included with the construction plans, the street light plans shall indicate the location of the power source required to illuminate the private street lights.
- All private streets, alleys and street lights will not be assessed a plan review fee.

## Waiver Requests

- Construction Plan design standards, MTP Amendment, Street Vacation, Zoning or Other Entity Approval(s) are all various types of waivers.
- If a Consultant requests a waiver to the construction design standards, he/she must be notify either the Project Manager or PRT member.
- Coordination must occur between City staff and consultants when waivers arise before the consultant files their application.
- A consultant must provide all waiver requests when his/her project is filed for either a 30-Day or 15-Day Shot Clock process.
- Waiver requests must be incorporated in the City Plan Commission Staff Report and acted on by City Plan Commission.



## Extra-Territorial Jurisdiction (ETJ) Projects

- For projects located inside the City of Fort Worth Extra-Territorial Jurisdiction, design standards shall comply with City of Fort Worth and corresponding County requirements.
- Consultants shall notify city staff if improvements are located in a county.
- For projects located in Tarrant County, the following criteria applies:
  - Only submit CFA exhibits for water and sanitary sewer improvements.
  - All paving and drainage improvements will be inspected by the county.
  - Separate bonds for paving and drainage will be required for Tarrant County ETJ projects.
  - Consultants shall determine who will install, construct and maintain all street lights in the County. The City of Fort Worth nor Tarrant County will not be responsible for any street light maintenance.
- Further discussions will be required for other Counties such as Parker, Johnson & Wise.

# MISCELLANEOUS ITEMS



## Easements By Separate Instrument (w/Assigned IPRC Record)

- Consultants **are required** to submit all easements to their appropriate IPRC Project Manager.
- Consultants are required to submit the following:
  - Two original copies for each easement.
  - Easement closure report.
  - Secretary of State Signature Authority or
    - Delegation of Authority
    - Corporate Resolution
    - Vesting Deed
- Consultants **shall not** submit easements directly to the Property Management Department (PMD).

# Easements By Separate Instrument

## (w/No Assigned IPRC Record)

- Consultants **are required** to submit all easements to the IPRC Engineering Manager.
- Consultants are required to submit the following:
  - Processing Fee
  - Two original copies for each easement.
  - Easement closure report.
  - Secretary of State Signature Authority or
    - Delegation of Authority
    - Corporate Resolution
    - Vesting Deed
- Consultants **shall not** submit easements directly to the Property Management Department (PMD).

**Proposed Process for Developer Easements by Separate Instrument**

Applications for easements to be recorded by separate instrument will be submitted to the platting applications desk in Planning and Development. Easements will be reviewed on a case by case basis prior to being transmitted to the Infrastructure Plan Review Center (IPRC) in Transportation and Public Works and then to the Real Property Division in the Property Management Department.

The Planning and Development Department has determined that easements will be required to be dedicated by plat when:

- Any structure will be addressed off of a proposed access easement; and
- The proposed easement represents new right-of-way or a new alignment of an existing right-of-way.

If dedication of an easement by separate instrument is approved/ authorized by Planning and Development, the Developer will take to the IPRC:

- A copy of the approval form/letter from Planning and Development
- A copy of the construction plans for the project;
- The City's Standard Easement (executed by the authorized signor)
- A copy of all adjacent recorded easements
- A certified or cashier's check for the appropriate processing fee:
  - First Parcel- \$126.00
  - Each Additional Parcel- \$61.00
  - Recording Fees- \$16.00 for the first page, \$4.00 for each additional page.

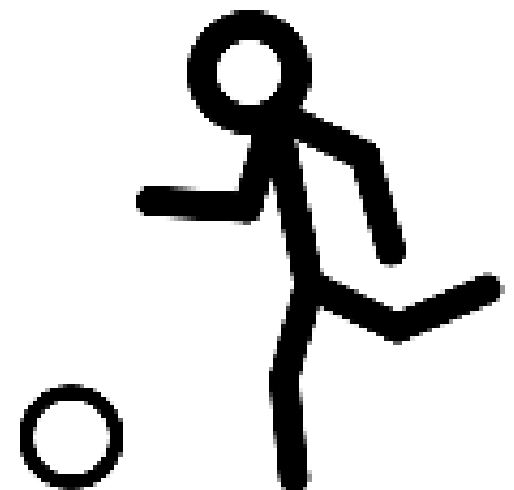
The IPRC Engineer will review the easement exhibits to coordinate POB's and to ensure that they connect to existing easements and that that they do not overlap previously dedicated easements.

If appropriate, the complete package (items listed above) will then be forwarded to the Real Property office for City acceptance and recording.



## BASIC CONCEPT FOR CFA EXHIBITS

- After several discussions between City Staff, Consultants and Developers, it was agreed that the CFA Exhibits would be a basic “Stick Figure” exhibit and any further design questions would be answered by referring back to the final construction plans.
- CFA Exhibits will still require project information, legend, scales, and line work.
- Additional items such as pressure plane boundaries, pipe abandonment/removal, various pavement widths/thicknesses, pavement markings, etc. not typically depicted on example CFA exhibits may be required when applicable.
- Previously, CFA Exhibits required that you show all appurtenances such as existing/proposed gate valves, fire hydrants, manholes, etc. Now they do not.
- Please note that for all infrastructure that you are connecting to that is not constructed, provide a label stating “NOT EXISTING INFRASTRUCTURE, Development Phase Name and CPN” on exhibit.



# STANDARD CFA EXHIBITS

Per the Standard Community Facilities Agreement, the standard exhibits are as follows:

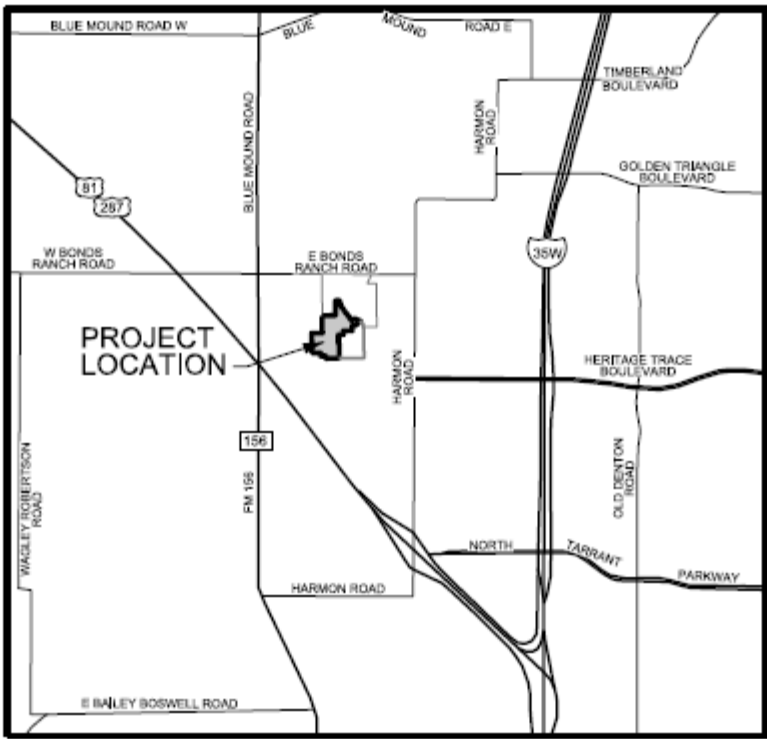
- Location Map
- Exhibit A – Water Improvements
- Exhibit A1- Sewer Improvements
- Exhibit B – Paving Improvements
- Exhibit B1- Storm Drain Improvements
- Exhibit C1- Street Lights and Sign Improvements

Use these **standard designations** for each exhibit submitted to IPRC for review.




# LOCATION MAP

- Provide a vicinity map
- Need to include City Project Number (CPN)
- Include Mapsco No.



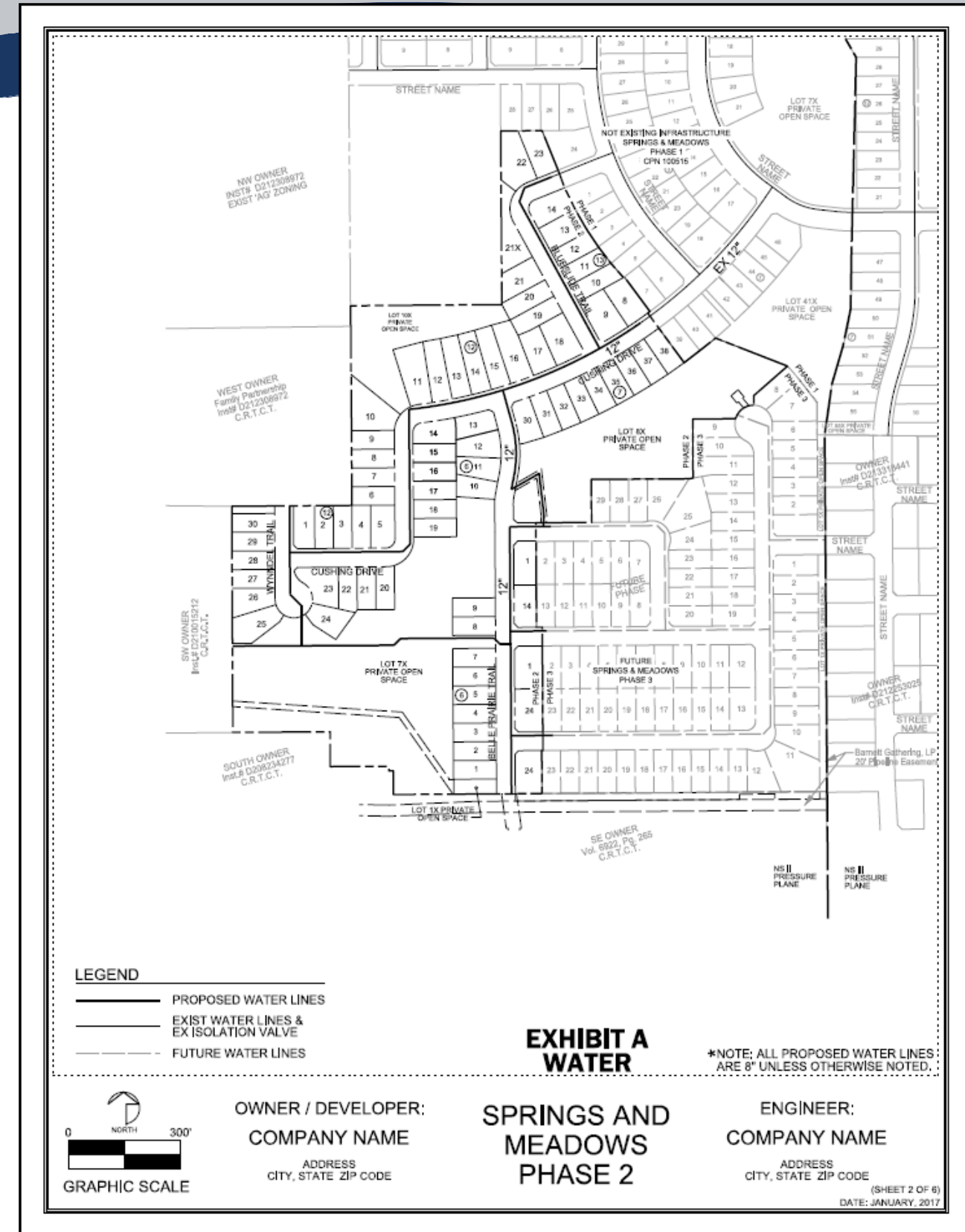
CPN 000000  
MAPSCO NO.

DISCLAIMER NOTE:  
THIS IS A BASIC EXAMPLE FOR CONSULTANTS TO FOLLOW. ADDITIONAL ITEMS ON CFA EXHIBITS SUCH AS PRESSURE PLANE BOUNDARIES, PIPE ABANDONMENT/REMOVAL, VARIOUS PAVEMENT WIDTHS/THICKNESSES, PAVEMENT MARKINGS, ETC. NOT DEPICTED ON EXAMPLE EXHIBITS MAY BE REQUIRED WHEN APPLICABLE.

 GRAPHIC SCALE	OWNER / DEVELOPER: <b>COMPANY NAME</b> <small>ADDRESS CITY, STATE ZIP CODE</small>	<b>SPRINGS AND MEADOWS PHASE 2</b>	ENGINEER: <b>COMPANY NAME</b> <small>ADDRESS CITY, STATE ZIP CODE</small> <small>(SHEET 1 OF 6) DATE: JANUARY, 2017</small>
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# EXHIBIT A WATER IMPROVEMENTS

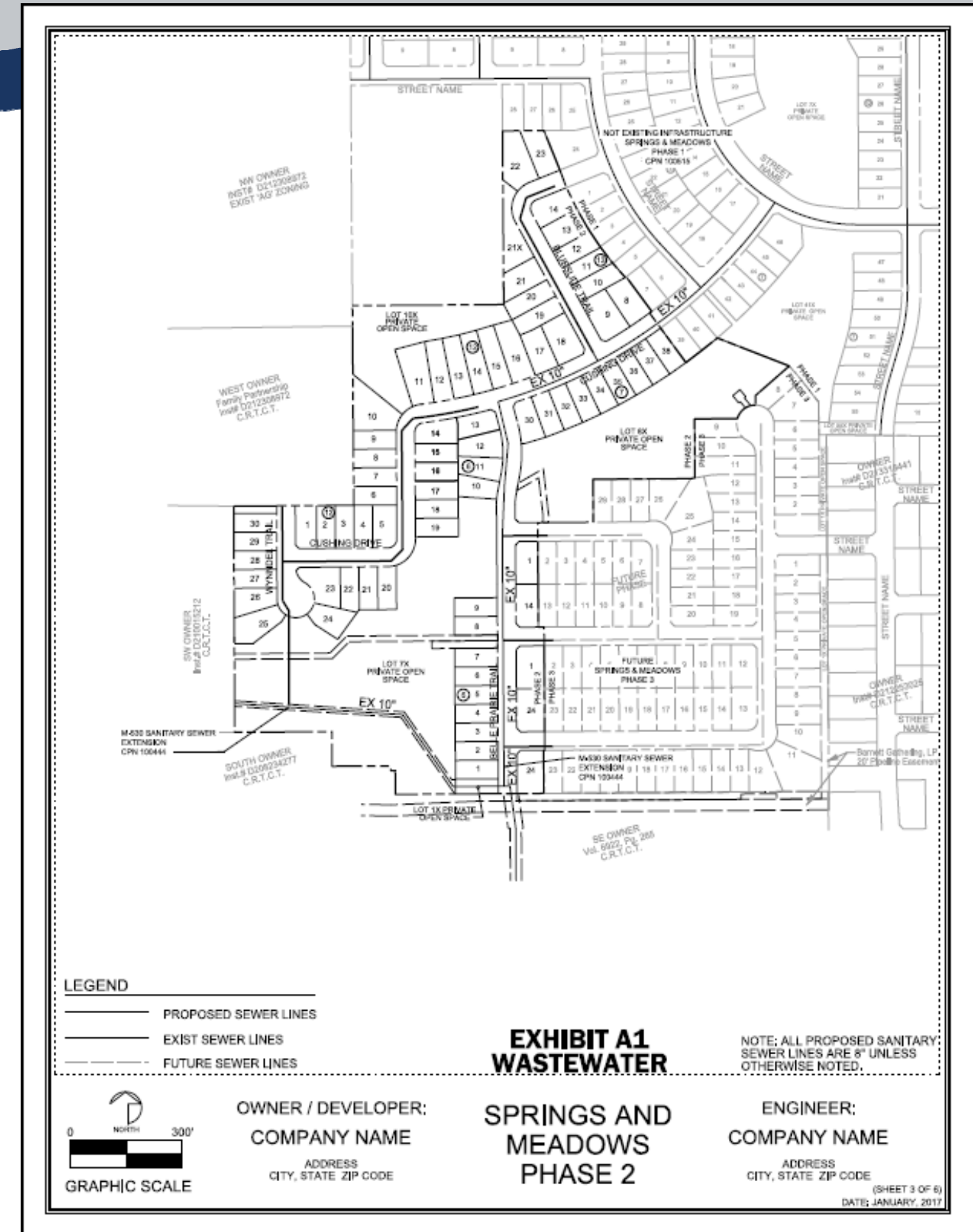
- Provide a legend and scale
- Show existing/proposed lines. Make sure you label pipe sizes greater than 8-inches.
- No longer required to show existing/proposed valves, fire hydrants, etc.
- For infrastructure that you are connecting to that is not constructed as of yet, provide label stating “NOT EXISTING INFRASTRUCTURE”, Development Phase Name and CPN on exhibit.





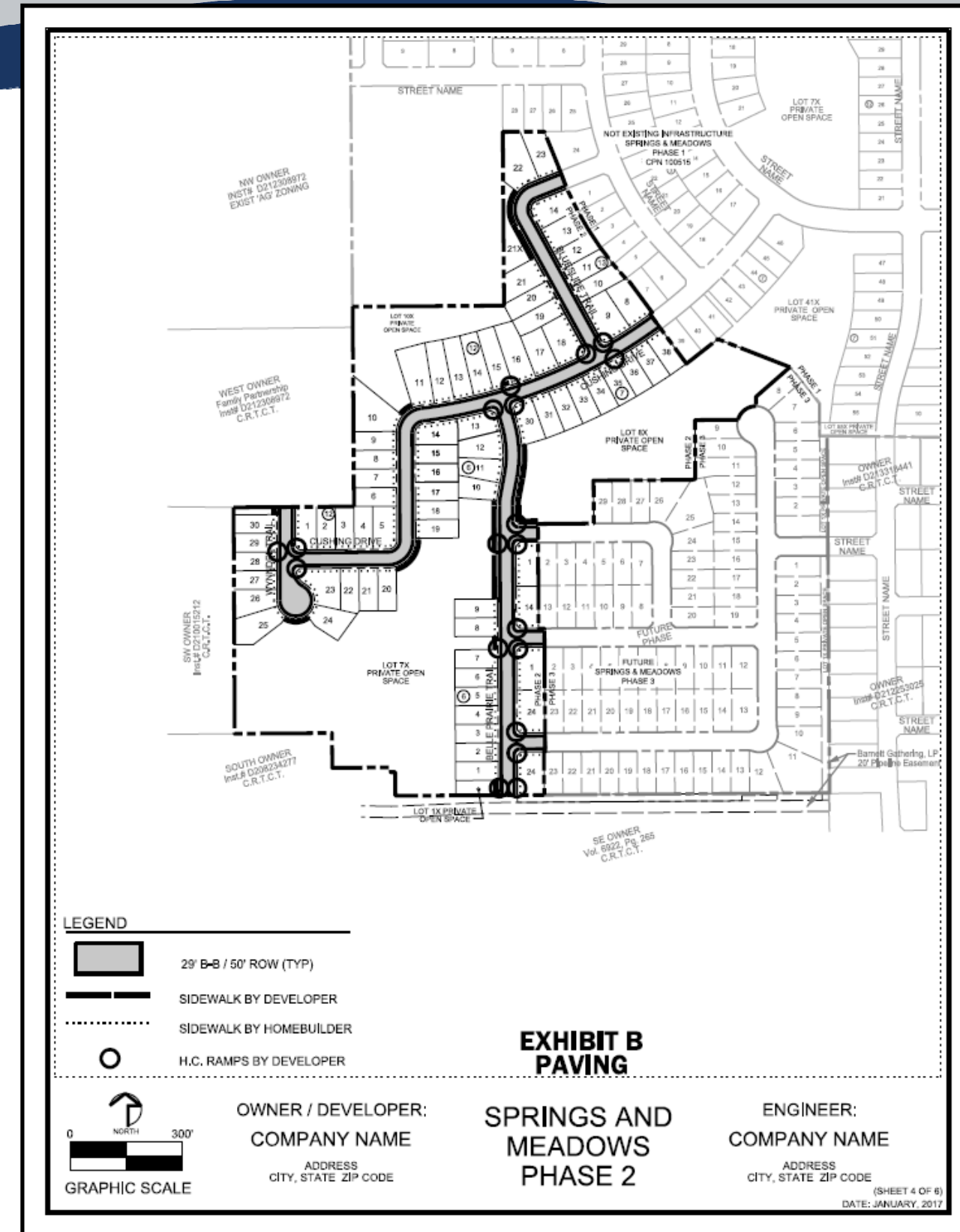
# EXHIBIT A1 SEWER IMPROVEMENTS

- Provide a legend and scale
- Show existing/proposed lines. Make sure you label pipe sizes greater than 8-inches.
- No longer required to show existing/proposed manholes.
- For infrastructure that you are connecting to that is not constructed as of yet, provide label stating “NOT EXISTING INFRASTRUCTURE, Development Phase Name and CPN” on exhibit.



# EXHIBIT B PAVING IMPROVEMENTS

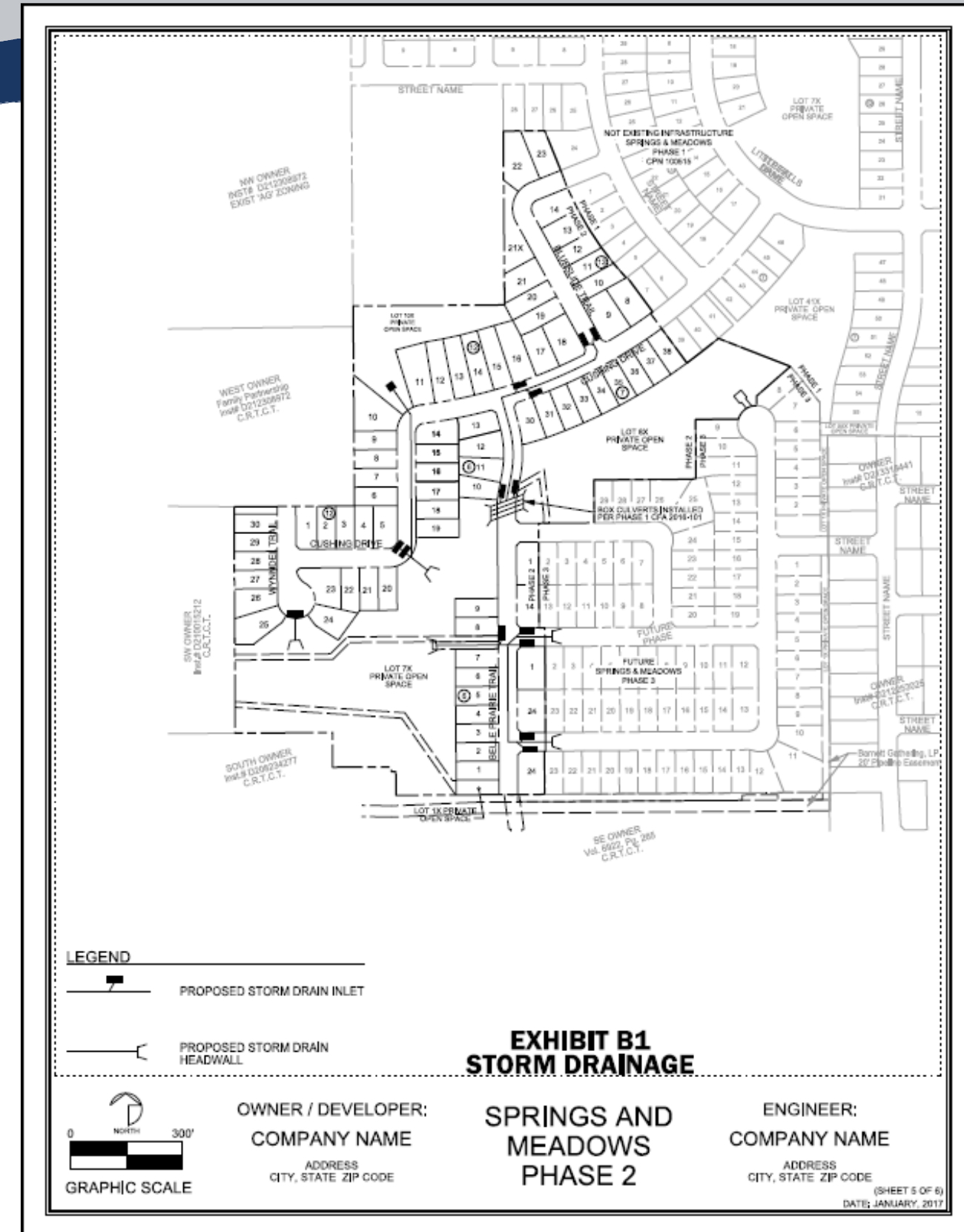
- Provide a legend and scale
- Show sidewalk to be constructed by developer and builder.
- Show ADA ramps to be constructed by developer.
- For infrastructure that you are connecting to that is not constructed as of yet, provide label stating “NOT EXISTING INFRASTRUCTURE, Development Phase Name and CPN” on exhibit.





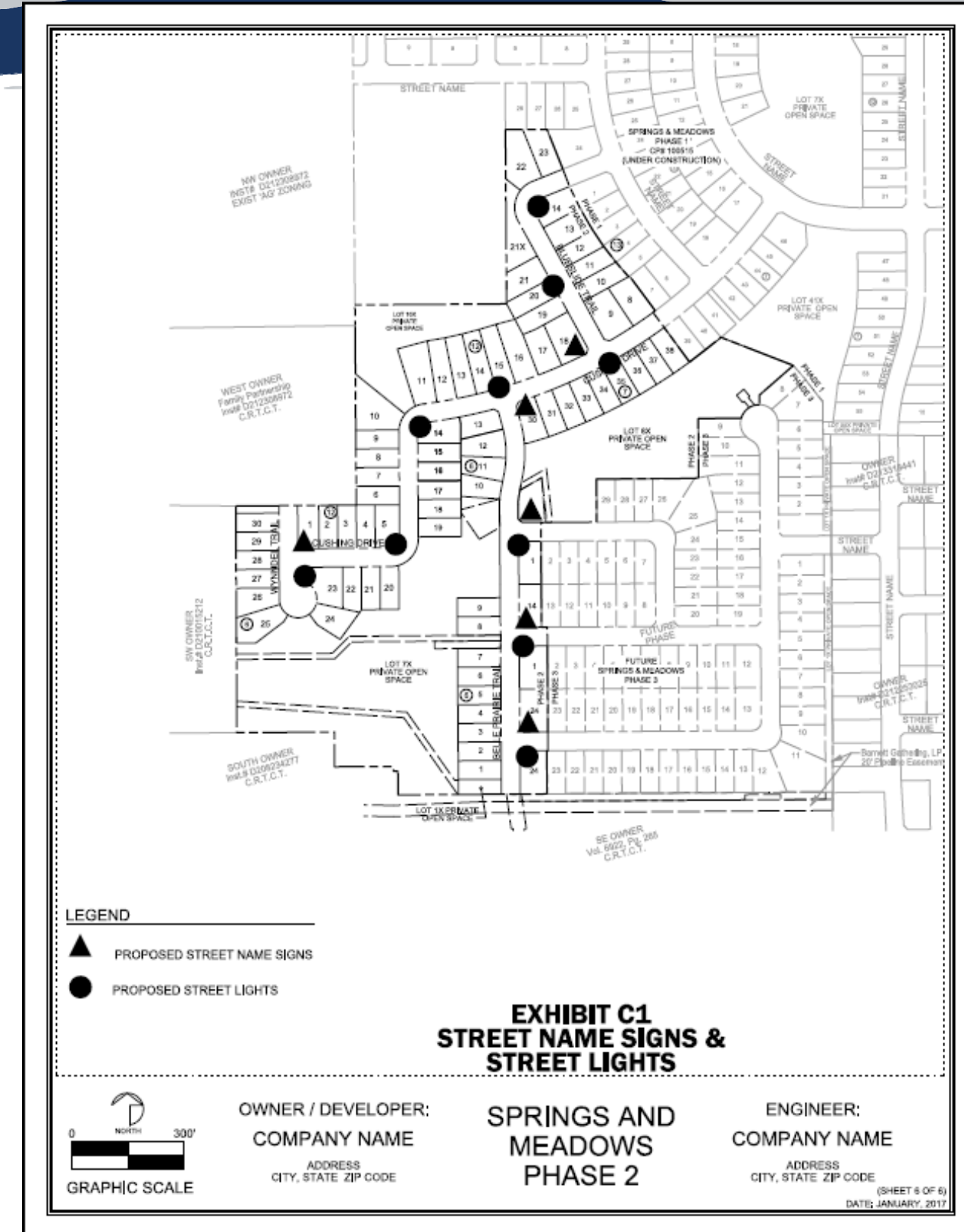
# EXHIBIT B1 STORM DRAIN IMPROVEMENTS

- Provide a legend and scale
- Show existing/proposed lines and inlets.
- For infrastructure that you are connecting to that is not constructed as of yet, provide label stating “NOT EXISTING INFRASTRUCTURE, Development Phase Name and CPN” on exhibit.



# EXHIBIT C1 – STREET NAME SIGNS & STREET LIGHT IMPROVEMENTS

- Provide a legend and scale
- Street lights and Signs need to be shown on one exhibit, not two.
- Show existing/proposed street lights and signs.
- For infrastructure that you are connecting to that is not constructed as of yet, provide label stating “NOT EXISTING INFRASTRUCTURE, Development Phase Name and CPN” on exhibit.





## Inspection and Testing Fees

- Effective June 01, 2020, if a CFA has not be executed, the developer will be required to follow the new Inspection and Testing Fee schedule for all remaining legacy projects.
- City will no longer be assessing 2% & 4% for Inspection and Testing fees for projects.
- Per Ordinance No. 23656-05-2019, § 9-304 Calculation and Payment of Estimated Inspection and Testing Fees, the City will now estimate inspection and testing fees.
- Consultants are required to provide the number of working days in the bid proposal section of the project manual. Calendar days are not acceptable.

## Buzzsaw Access

- Moving forward, to access buzzsaw, please use the following link:  
<http://fortworthtexas.gov/tpw/contractors/>
- Scroll down to “Standards and Detail Drawings” and select  
<https://projectpoint.buzzsaw.com/fortworthgov/Resources?public>
- All development documents related to IPRC are located under the Resources folder in the following subfolders:
  - 02 – Construction Documents
  - 30 – New Development Resources
  - 40 – Real Property Documents



# LIVE DEMONSTRATION

Let's CHILL for  
a moment  
and have a

Q & A



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