

COUNTY OF WILSON, TEXAS



SUBDIVISION AND DEVELOPMENT RULES AND REGULATIONS

APPROVED BY COMMISSIONERS COURT

September 11, 2023

Change Number	Approval Date	Page	Item Number	Topic
001	9-11-2023	Multiple	Multiple	Permitting and Development Director as Commissioners Court designee
002	9-11-2023	Multiple	Multiple	Formatting, spelling and grammar corrections, process clarifications
003	9-11-2023	9	Article I.E.1.a.	Statement in case Development Review Committee is unable to convene
004	9-11-2023	11	Article II.C, Article II.H.4.	Removed extension of time requirement
005	9-11-2023	13	Article II.C.2, Article II.H.1.	30 day County review period
006	9-11-2023	13	Article II.G.2.	Master plan submittal
007	9-11-2023	15	Article II.J.	Pre-Construction Meeting
008	9-11-2023	15	Article II.K.3.	Minimum ROW adjoining public road
009	9-11-2023	15	Article II.L.5.	License to operate requirement
010	9-11-2023	16	Article II.Q.	Emergency Ingress/Egress
011	9-11-2023	17	Article IV.A.	Limiting Non-Standard Plats to create 2 tracts
012	9-11-2023	20	Article V.11.	Revision Block
013	9-11-2023	22	Article V.15., Article V.G., Article V.H.	ESD approval
014	9-11-2023	23	Article V.B.3	FFE
015	9-11-2023	23	Article V.B.6.	Off-site drainage

Change Number	Approval Date	Page	Item Number	Topic
016	9-11-2023	23	Article V.B.7.	Include culverts on plat
017	9-11-2023	24	Article V.B.10.a.6	Rainfall data
018	9-11-2023	25	Article V.B.10.b.4.	Scour analysis
019	9-11-2023	25	Article V.B.10.d.	Cross-hatching for drainage
020	9-11-2023	26	Article V.B.11.c.3.	25-year storm design
021	9-11-2023	32	Article VI.A.1.	Revision against covenants and restrictions will not be considered
022	9-11-2023	35	Article VI.D.4.	Reason for amendment requirement
023	9-11-2023	36	Article VII.A.	Referencing most recent TX DOT specifications
024	9-11-2023	37	Article VII.C.2.	Design for a 25-year storm event
025	9-11-2023	38	Article VII.D.1.	Options for pavement design
026	9-11-2023	38	Article VII.D.2.	Soil Investigation
027	9-11-2023	38	Article VII.D.3.	Field Investigation
028	9-11-2023	38	Article VII.D.4.	Residential street design criteria
029	9-11-2023	38	Article VII.D.5	QCP requirement
030	9-11-2023	40	Article VII.D.5.d	HMAC requirements
031	9-11-2023	42	Article VII.E.	Storm Water Controls replaced Right of Way Erosion Control and Vegetative Cover
032	9-11-2023	43	Article VII.G.	Added note
033	9-11-2023	43	Article VII.J.1.a.	Proposed speed limit requirement
034	9-11-2023	43	Article VII.K.	Sign post installation requirements
035	9-11-2023	43	Article VII.L.	Other Sign requirements
036	9-11-2023	46	Article VII.N.5	Deadline for defective work to be corrected
037	9-11-2023	46	Article VII.N.4	Re-seal roadways

Change Number	Approval Date	Page	Item Number	Topic
038	9-11-2023	46	Article VII.O.7.	Private road entrance requirements
039	9-11-2023	46	Article VII.O.9.	Privately maintained road sign
040	9-11-2023	47	Article VII.P.	HOA/POA Responsibilities
041	9-11-2023	48,49,50	Article VII.Q	Pavement Design Guide
042	9-11-2023	51	Article VIII.A.2.	Private water system requirements
043	9-11-2023	51	Article VIII.B.2.	First fire hydrant must be 250 feet from entrance
044	9-11-2023	58	Article IX.D.	Updated Typical Section of Roadway
044	9-11-2023	61,62	Article X	Added Definitions
045	9-11-2023	21,22	Article V.I	Remove Tax Certificate requirement for application
046	9-11-2023	48,49,50	Article VII.Q	Flexible Pavement Design Criteria
047	9-11-2023	59	Article IX.F	Temporary Driveway Detail

TABLE OF CONTENTS

I.	Rules and Regulations -----	8
	A. Authority -----	8
	B. Denial of Driveway Permits to Owners Not in Compliance -----	8
	C. Purpose and Priorities -----	8
	D. Codification and Revision of Prior Rules/Orders -----	9
	E. Administration -----	9
	F. Fees -----	10
	G. Technical Corrections, Revisions and Update -----	10
	H. Partial Invalidity -----	10
	I. Interoperability -----	10
II.	General Subdivision Requirements -----	11
	A. General Requirements -----	11
	B. Violation of Rules -----	11
	C. Subdivision Approval Process -----	11
	D. Transmittal Materials -----	11
	E. Communication with Precinct Commissioner -----	12
	F. Preliminary Meeting with Engineer -----	12
	G. Application Materials -----	12
	H. Review Procedure -----	12
	I. Record Plat -----	13
	J. Pre-Construction Meeting -----	14
	K. Proposed Subdivision Access -----	14
	L. Lot Restrictions -----	14
	M. Lot Size -----	14
	N. Disclosure of Who, If Anyone, Enforces Restrictive Covenants -----	15
	O. No Occupancy Without Septic Permit -----	15
	P. No Commonly Used Lands Without Homeowner/Property Owners Association with Mandatory Assessments -----	15
	Q. Emergency Ingress/Egress -----	16
III.	Exemptions -----	17
	A. What Is Exempt -----	17
	B. Procedure for Claiming Family Exemption from Platting Requirement -----	18
	C. Procedure for Claiming Agricultural Exemption from Platting Requirement --	18
IV.	Non-Standard Plats and Variances -----	19
	A. Non-Standard Plats -----	19
	B. Variances -----	19
	C. Procedures -----	19
V.	Requirements for Approval of Proposed Plat -----	21
	A. General Information -----	21
	B. Floodplain and Drainage Information -----	22
	C. Street and Right-Of-Way Information -----	27
	D. Financial Guarantee -----	28
	E. Sewage -----	29
	F. Utilities Information -----	31

	G. Disclaimer Regarding Emergency Services District, If Any -----	31
	H. Approval by Emergency Services District, If Any -----	31
	I. Payment of Ad Valorem Taxes -----	31
	J. Recommendation of Approval or Non-approval of Proposed Plat -----	31
VI.	Revision, Cancellation and Amendment of a Subdivision Plat-----	32
	A. Revision Process-----	32
	B. Cancellation Process for Subdivision -----	32
	C. Cancellation Process for Obsolete Subdivision -----	33
	D. Amendment Process-----	34
	E. Consolidation of Adjoining Lots in Platted Subdivision -----	35
VII.	Road Construction and Drainage Requirements -----	36
	A. General Requirements-----	36
	B. Minimum Requirements -----	37
	C. Drainage-----	37
	D. Road Regulations -----	38
	E. Storm Water Controls -----	42
	F. Traffic Signs-----	42
	G. Traffic Sign Requirements -----	42
	H. Street Name Signs -----	43
	I. Street Sign Requirements -----	43
	J. Speed Limit Signs -----	43
	K. 2-7/8" Sign Posts -----	43
	L. Other Signs -----	43
	M. Final Inspection and Acceptance -----	44
	N. Guarantee Against Defective Work -----	45
	O. Private Roads and Streets In A Subdivision-----	45
	P. HOA/POA Responsibility -----	47
	Q. Pavement Design Guide -----	48
VIII.	Water and Fire Suppression -----	51
	A. General Requirements-----	51
	B. Fire Suppression-----	51
IX.	Illustrations -----	54
	A. Utility Easement-----	55
	B. Setbacks, Drainage and Embankment/Back slope Easements-----	56
	C. TXDOT Riprap Headwall Diagram -----	57
	D. Roadway Construction Diagram (revised) -----	58
	E. Temporary Driveway Detail -----	59
X.	Cul-de-sac Diagram -----	60
	Definition of Terms -----	61
XI.	Attachments -----	63
	1. Subdivision Development Fees -----	64
	2. Subdivision Application Checklist-----	65
	3. Application for Subdivision Plat Consideration-----	67
	4. Additional Requirements to Ascertain Compliance -----	69
	5. Plat Physical Characteristics and Appearance -----	71
	6. Non-Standard Plat/Variance Application Checklist-----	74
	7. Non-Standard Plat/Variance Application -----	75
	8. 9-1-1 Addressing Road Name Verification -----	78

9.	Acknowledgment by U.S. Postmaster -----	79
10.	Water Storage Tank Approval and Inspection -----	80
11.	Wilson County Permitting and Development Department Approval -----	81
12.	Construction Costs Estimate Review and Acceptance -----	82
13.	Construction Bond or Alternative Financial Guarantee Review and Approval Form -----	83
14.	Signature Block for Final Approved Plat -----	84
15.	County Clerk Recording Acknowledgment -----	85
16.	County Road Construction and Inspection Certification Form -----	86
17.	Affidavit That Conveyance is to a Relative -----	87
18.	Dedication and Conveyance of Roads -----	89
19.	Request for Preliminary Meeting with County Engineer -----	92
20.	Application for Cancellation of a Subdivision -----	93
21.	Application to Amend a Subdivision Plat -----	94
22.	Application to Revise a Subdivision Plat -----	95
23.	Affidavit That Conveyance is for Agricultural Use -----	96

ARTICLE I RULES AND REGULATIONS

A. AUTHORITY

These rules and regulations are adopted by Order of the Commissioners Court acting in its capacity as the governing body of Wilson County, Texas pursuant to applicable statutes including, but not limited to:

1. **Texas Local Govt. Code** Chapter 232: County Regulation of Subdivisions, and Chapter 242: Authority of Municipality and County to Regulate Subdivisions in and outside Municipality's ETJ
2. **Texas Transportation Code** Chapter 251: County Authority Relating to Roads and Bridges
3. **Texas Property Code** Section 12.002: Subdivision Plat; Penalty
4. **Texas Water Code** Section 16.315: Political Subdivisions; Compliance with Federal Requirements

B. DENIAL OF DRIVEWAY PERMITS TO OWNERS NOT IN COMPLIANCE

1. The County shall issue no driveway permit for any tract created in violation of these regulations, unless the tract owner has received a variance or non-standard plat approval.
2. Any County employee or official who has a question as to whether a particular tract was created in violation of these regulations may delay actions on issuing a driveway permit and refer the question to the Wilson County Development Review Committee.
3. Issuance of a driveway permit by Wilson County does not constitute an acknowledgment by Wilson County that a tract was created in compliance with these regulations. Wilson County maintains the right to contend that any tract was created in violation of these regulations, unless; (1) the tract is an unaltered tract created prior to the adoption of these regulations, (2) the tract is an unaltered tract that was created by a subdivision platted under these regulations, or (3) a variance or non-standard plat approval has been obtained from the Wilson County Development Review Committee and approved by Commissioners Court.

C. PURPOSE AND PRIORITIES

1. The purpose of these Subdivision Rules is to regulate the filing for record of subdivision plats and to establish construction standards and other requirements pertinent thereto for all subdivisions outside the boundaries of any incorporated town or city in Wilson County, for the promotion of health, safety and general welfare of the community.
2. In the event a subdivision within the county falls within the extraterritorial jurisdiction (E.T.J.) of an incorporated municipality, the plat will be approved according to the interlocal agreement between that municipality and the County.

3. If any conflict exists between these rules and the Texas State Statutes and applicable regulations or Federal Statutes and their applicable regulations, the Texas State Statutes, Federal statutes and regulations shall take precedence.
4. Notwithstanding any Article of these Subdivision Rules, any layout(s) of a development that will cause unsatisfactory drainage conditions or that will complicate the maintenance of roads will not be approved.

D. CODIFICATION & REVISION OF PRIOR RULES/ORDERS:

1. These rules constitute a re-codification and revision of existing Wilson County Subdivision and Development Rules and Regulations, and shall supersede and replace any prior subdivision regulation wherein there exists any conflict.
2. The subdivision rules in place at the time these rules are adopted are continued in effect for any development required by state law to be regulated by the previous rules.

E. ADMINISTRATION

1. The Commissioners Court of Wilson County shall administer these rules and delegates the initial review process to the Wilson County Development Review Committee. The Commissioners Court of Wilson County appoints a seven (7) member committee to serve as an initial review committee for the purpose of reviewing each plat to ensure that all proposed subdivisions are in compliance with these regulations prior to recommendation to Commissioners Court.
 - a. If the Wilson County Development Review Committee is inactive or unable to convene, the Wilson County Permitting and Development Office will conduct the initial review process to ensure that all proposed subdivisions are in compliance with these regulations. The Permitting and Development Director will forward the results of the initial review and its recommendation with respect to the application to Commissioners Court.
2. The Wilson County Development Review Committee shall be composed of two Commissioners, the Permitting and Development Director, the County Engineer on staff and two (2) public members at large. A quorum shall consist of four (4) members, unless two or more seats are vacant, in which case a quorum shall be three members.
3. The Wilson County Development Review Committee is scheduled to meet monthly on an as needed basis. Agendas will be publicly posted with the County Clerk's Office in accordance with the Open Meetings Act. Copies of the agenda will be issued to the County Judge, each committee member, and to each potential developer scheduled for the review process.
4. The public members at large shall each be appointed to a two (2) year term by Commissioners Court. Said members shall be adult citizens of Wilson County and property owners who have no interest in any development that may come before the Wilson County Development Review Committee.
5. The public members at large may be removed by Commissioners Court for misconduct or neglect of duties.

When there is no County Engineer on the county payroll, as a salaried employee, the Commissioners Court shall appoint an additional public member. The public member appointed in lieu of the County Engineer shall be treated exactly the same as the other public members at large, except that if a County Engineer is hired, as a salaried employee, the public member appointed in lieu of the County Engineer is immediately removed as a member of the Wilson County Development Review Committee.

F. FEES

The applicant shall pay a non-refundable fee in the amount set forth in Attachment 1. These fees may be amended from time to time by the Commissioners Court without amending or affecting the remainder of these regulations. Any additional costs incurred by the County for review or subsequent review of the development plans shall be the responsibility of the Developer/Applicant.

G. TECHNICAL CORRECTIONS, REVISIONS AND UPDATES

The Commissioners Court may make technical revisions, corrections, and updates to the rules at any time.

H. PARTIAL INVALIDITY

It is hereby declared that if any clause, phrase, provision or section of these rules should be invalid or unconstitutional, that the Commissioners Court would have nevertheless passed the remaining portions of rules without including the phrase, clause, provision or section so declared invalid or unconstitutional.

I. INTEROPERABILITY

If any clause, phrase or section of these rules should be incompatible with any other clause, phrase or section of any other rules enacted within Wilson County, the most restrictive will apply.

ARTICLE II GENERAL SUBDIVISION REQUIREMENTS

A. GENERAL REQUIREMENTS

Any owner who subdivides a tract of land shall:

1. Comply in all respects with these regulations; and
2. Prepare and submit to the Wilson County Permitting and Development Office an application for approval of the proposed Subdivision in accordance with the terms and procedures set forth in these regulations.

B. VIOLATION OF RULES

1. No tract of land to which these rules apply, may be subdivided in violation of these rules.
2. Each tract created in violation of these rules is a separate offense.
3. Each day that a deed, or other instrument of conveyance, is on file with the Wilson County Clerk, creating one or more tracts in violation of these rules, is a separate offense.
4. Each violation of these rules, by a developer or land owner, is a Class C Misdemeanor punishable by a fine of \$500.00.
5. At the direction of the Commissioners Court, the County Attorney may seek an injunction prohibiting the violation of these rules and/or the use or occupation of a tract created in violation of these rules.

C. SUBDIVISION APPROVAL PROCESS

No Subdivision shall be permitted until the Owner has satisfied each of the following steps in the order indicated:

1. **Completed Application.** An application is completed when all fees have been paid, all data required by these rules have been submitted in writing, and all required attachments, with required data, and approvals from third parties, have been filed, and any deficiencies have been met.
2. **Approval of Final Plat** by the Commissioners Court with appropriate financial guarantee: The Commissioner's Court or the Court's designee shall approve, approve with conditions, or disapprove a plat application no later than the 30th day after the date the completed application is received by the Commissioner's Court or the Court's designee. Upon a conditional favorable recommendation by the Wilson County Development Review Committee, the Final Plat will be scheduled for Commissioners Court once all conditions are met.
3. **Filing of Record Plat** must be recorded within fifteen (15) working days of Commissioners Court approval or the approval is voided.

D. TRANSMITTAL MATERIALS

All submissions to the Wilson County Development Review Committee pursuant to these Regulations, including amendments or supplemental materials, shall be delivered

to the Wilson County Permitting and Development Office and shall be accompanied by a letter of transmittal indicating:

1. The name, address and phone number of the Owner and, if different, the Developer or Applicant.
2. The name, address and phone number of any person submitting the materials on behalf of the Owner.
3. The name of the proposed Subdivision.
4. The size and location of the original tract.
5. A detailed description of the requested actions.

E. COMMUNICATION WITH PRECINCT COMMISSIONER

The Owner or agent is required to contact the commissioner in whose precinct the proposed Subdivision is located prior to the submission of the initial application.

F. PRELIMINARY MEETING WITH ENGINEER

A developer may request, in writing, a preliminary meeting with the County Engineer to discuss the proposed development. When there is no County Engineer on the county payroll, as a salaried employee, all professional fees charged by the County Engineer for the requested meeting shall be borne by the developer. Developer will be invoiced directly by contracted County Engineer. A meeting shall be conducted within fifteen (15) working days of a request.

G. APPLICATION MATERIALS

Each application for Proposed Plat shall include the following:

1. Completed checklists in the current form promulgated by these Subdivision Regulations. (Attachments 2, 3, 4 and 5)
2. For master planned developments, a copy of the master plan must be submitted with the application for the initial phase of the development.
3. All other documents or reports required pursuant to these Regulations and any associated financial guarantee.
4. Appropriate application fees.
5. **ALL application materials must be submitted by appointment to the Wilson County Permitting and Development Office by the close of business on the first business day of the month for the initial review process and consideration for placement on the following month's scheduled Wilson County Development Review Committee meeting agenda.**

H. REVIEW PROCEDURE

1. The preliminary review period for an application for a Proposed Plat shall begin on the first business day after a completed application is submitted and shall end following the expiration of thirty (30) days thereafter.
2. An application for a Plat shall be deemed to be complete for this Section when all of the materials required under ARTICLE II.D and G are timely delivered to the Wilson

County Permitting and Development Office together with those items required in ARTICLE V.

3. In the event the Wilson County Permitting and Development Office determines that the Application is not complete, it shall provide the Applicant with written comments detailing the outstanding or deficient items, not later than ten (10) business days after receipt of the application.
4. Upon receipt of the County's written comments, the Applicant shall submit to the Wilson County Permitting and Development Office additional information or a revision to the application, together with a written response to each comment by the Wilson County Permitting and Development Office.
5. The Wilson County Permitting and Development Office may review any supplemental materials submitted by an Applicant for fifteen (15) business days after such supplemental materials were submitted to the Wilson County Permitting and Development Office.
6. The Wilson County Permitting and Development Office shall forward the results of its review to the Wilson County Development Review Committee for review and recommendations.
7. A representative of the proposed subdivision shall be present at the review meeting to answer any questions that may arise. During this meeting the committee will inform the developer or the representative of the subdivision of its findings. Should the committee require that the plat be amended in order to comply with these subdivision regulations, the developer shall submit a revised proposed plat to be reviewed by the committee for compliance with the regulations. The revised proposed plat must be submitted to the Wilson County Permitting and Development Office no later than the close of business on the fifteenth (15th) of the month for placement on the following month's scheduled Wilson County Development Review Committee meeting agenda.
8. Once the committee has approved the proposed plat and all requirements are met, the Wilson County Development Review Committee will refer the Final Plat to Commissioners Court for final approval.

I. RECORD PLAT

1. Two (2) Duplicate 18" x 24" mylars of the Final Plat must be provided to the Wilson County Permitting and Development Office by 5:00 p.m. on the Tuesday prior to the Monday of a regularly scheduled Commissioners Court meeting for placement on the agenda. **The Final Plat must have all signatures executed except for those of the Wilson County Development Committee Chairman and Commissioners Court.**
2. The two (2) Duplicate 18" x 24" mylars of the Final Plat shall then be presented to the County Clerk for recording as the Record Plat upon final approval by Commissioners Court. All writing and drawings on the Final Plat must be large enough to be easily legible following recording, and legible at fifty percent (50%) photocopy reduction.

3. The Final Plat must be recorded within fifteen (15) working days of the Commissioners Court approval or the approval is voided.
4. Within ten (10) business days of the filing of the Final Plat, the developer shall provide ten (10) copies of the final recorded plat and two (2) digital copies (a pdf copy and a shape file or cad file) to the Wilson County Permitting and Development Office.

J. PRE-CONSTRUCTION MEETING

After the final plat is approved by Commissioners Court, a pre-construction meeting shall be held with the developer, developer's engineer, County engineer, County Commissioner, and Permitting and Development Director prior to construction of road and drainage improvements.

K. PROPOSED SUBDIVISION ACCESS

1. If a development fronts a State-maintained highway, the developer will comply with TX DOT rules and regulations for access. As part of the application for subdivision development, developer shall provide a letter of preliminary approval for subdivision access point from TXDOT.
2. When a proposed subdivision adjoins a platted development with street stub outs, the subdivision shall connect to those stubs.
3. The tract of land being developed shall have a minimum seventy-foot (70') frontage adjoining a public ROW.

L. LOT RESTRICTIONS

1. No homes are to be built or brought onto the lot until driveway and floodplain development permit have been approved and application for septic permit is submitted.
2. All lots shall have a twenty-five foot (25') building set-back from County ROW; a fifteen foot (15') side set-back; and a fifteen foot (15') rear set-back as required in ARTICLE IX.B
3. All lots shall have a minimum twenty-foot (20') drainage and embankment/back slope easement as required in ARTICLE IX.B.
4. Lots shall have a minimum of forty feet (40') of frontage on an existing or intended State or County road, and may not be narrower than 40 feet at any point between the 40 feet (or more) of road frontage, and the bulk of the lot.
5. No structure may be occupied until a septic permit is approved and a license to operate is issued by the Wilson County Permitting and Development Office/OSSF DR.

M. LOT SIZE

1. Standard Lot Spacing
 - a. Lots served with public water and public sewer – no minimum lot size.
 - b. Lots served with public water and conventional septic – 1.0 acre minimum lot size.

- c. Lots served by an individual private well and public sewer – 1.0-acre minimum lot size.
- d. Lots served by an individual private well and conventional septic – 2.0-acre minimum lot size.

2. Dense Lot Spacing

- a. Lots served with public water and public sewer – no minimum lot size
- b. Lots served with public water and conventional septic – 1/2 acre minimum lot size.
- c. Lots served by an individual private well and public sewer – 1/2 acre minimum lot size.
- d. Lots served by an individual private well and conventional septic – 1.0-acre minimum lot size.

NOTE: DENSE LOT SPACING MUST MEET ADDITIONAL SEWAGE AND WELL REQUIREMENTS UNDER ART. V. E.

N. DISCLOSURE OF WHO, IF ANYONE, ENFORCES RESTRICTIVE COVENANTS

Each plat will bear in at least twelve-(12) point type, one of the following disclosures as appropriate:

The lots in this Subdivision are subject to an assessment (fee payable by the lot owner) by a property owners association. The property owners association may use the assessments collected to enforce the restrictive covenants filed of record for this subdivision.

OR

The lots in this subdivision are not subject to an assessment (fee payable by the lot owner) by a property owners association. There is no property owners association, which may use assessments to enforce the restrictive covenants covering this subdivision. No state or local government enforces the restrictive covenants covering this subdivision. The duty to enforce the restrictive covenants is the responsibility of each lot owner.

O. NO OCCUPANCY WITHOUT SEPTIC PERMIT

Each plat will bear in at least twelve-(12) point type the following statement “No structure may be occupied, unless connected to a public sewage system, until a septic permit for the on-site sewage facility is obtained from the Wilson County Health and Public Safety Officer.”

P. NO COMMONLY USED LANDS WITHOUT HOMEOWNER/PROPERTY OWNERS ASSOCIATION WITH MANDATORY ASSESSMENTS

No land in a subdivision, except lands for cluster mail boxes, and lands dedicated to, and accepted by, Wilson County, may be designed for public use, or use in common by the property owners, or a portion of the property owners, unless the covenants of the subdivision establish a homeowner/property owners association with mandatory assessments, with a duty to maintain the commonly used lands, and title to the

commonly used lands is transferred to the homeowner/property owners association (hereinafter referred to as HOA/POA).

Q. EMERGENCYINGRESS/EGRESS

A residential subdivision, including a master planned community, that is or will be subdivided into 1,000 or more lots, or that potentially could expand into a subdivision of 1,000 or more lots through master planning, is required to have at least two (2) means of ingress and egress in the subdivision.

ARTICLE III EXEMPTIONS

Text of Local Government Code Section 232.001(a)

Sec. 232.001. PLAT REQUIRED. (a) The owner of a tract of land located outside the limits of a municipality must have a plat of the subdivision prepared if the owner divides the tract into two or more parts to lay out:

- (1) a subdivision of the tract, including an addition;*
- (2) lots; or*
- (3) streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts.*

A. WHAT IS EXEMPT

The subdivision of a tract of land outside the limits of a municipality shall be exempt from the platting requirements of ARTICLE II if:

1. The owner does not lay out a part of the tract described by Section 232.001(a)(3) Texas Local Government Code and the land is to be used primarily for agricultural use, as defined by Section 1-d, Article VIII, Texas Constitution, or for farm, ranch, wildlife management, or timber production use within the meaning of Section 1 -d-1, Article VIII, Texas Constitution; or
2. The owner of the tract divides the tract into four or fewer parts and does not lay out a part of the tract described by Section 232.001(a)(3) Texas Local Government Code and each of the lots is to be sold, given, or otherwise transferred to an individual who is related to the owner within the third degree by consanguinity or affinity, as determined under Chapter 573, Government Code; or
3. The owner of the tract divides the tract into two or more parts and all of the lots of the subdivision are more than ten (10) acres in area and the owner does not lay out a part of the tract described by Section 232.001(a)(3) Texas Local Government Code; or
4. The owner of the tract of land divides the tract into two or more parts and does not lay out a part of the tract as described by Section 232.001(a)(3) Texas Local Government Code if all of the lots are sold to veterans through the Veterans' Land Board program; or
5. The owner of the tract of land is a political subdivision of the state; the land is situated in the floodplain; and the lots are sold to adjoining landowners and the owner does not lay out a part of the tract described by Section 232.001(a)(3) Texas Local Government Code; or
6. The owner of the tract of land divides the tract into two parts and does not lay out a part of the tract described by Section 232.001(a)(3) Texas Local Government Code; and one new part is to be retained by the owner; and the other new part is to be transferred to another person who will further subdivide the tract subject to the plat approval requirements of ARTICLE II; or

7. The owner of the tract of land divides the tract into two or more parts and does not lay out a part of the tract described by Section 232.001(a)(3) Texas Local Government Code and all parts are transferred to persons who owned an undivided interest in the original tract and a plat is filed before any further development of any part of the tract; or
8. A subdivision of any tract of land belonging to the state or any state agency, board, or commission or owned by the permanent school fund or any other dedicated funds of the state unless the subdivision lays out a part of the tract described by Section 232.001(a)(3) Texas Local Government Code.
9. The owner of a tract of land divides the tract into no more than two parts in order to obtain a loan and comply with requirements of the lender and
 - a. each part consists of at least two (2) acres; and
 - b. each part has a minimum deeded access of forty feet (40') of road frontage on a county or state road; and
 - c. no part is conveyed to a third party; and
 - d. does not lay out a part of the tract described by Section 232.001(a)(3) Texas Local Government Code; or
10. The owner of a tract of land divides the tract into no more than two parts in order to sell to an adjoining landowner and
 - a. the remainder of the acreage is no less than two (2) acres; and
 - b. each tract has a minimum deeded access of forty feet (40') road frontage on a county or state road; and
 - c. does not lay out a part of the tract described by Section 232.001(a)(3) Texas Local Government Code.

B. PROCEDURE FOR CLAIMING FAMILY EXEMPTION FROM PLATTING REQUIREMENT

A land owner claiming an exemption from platting requirements under ART.III. A.2, the “family” exemption, shall complete and file with the Wilson County Clerk in the Official Public Records, contemporaneously with the Deed or other instrument conveying title, Attachment 17, demonstrating that they do fall within the exemption. A filed copy of Attachment 17 shall be provided to the Wilson County Permitting and Development Office.

C. PROCEDURE FOR CLAIMING AGRICULTURAL EXEMPTION FROM PLATTING REQUIREMENT

A land owner claiming an exemption from platting requirements under ART. III.A.1, the “agricultural” exemption, shall complete and file with the Wilson County Clerk in the Official Public Records, contemporaneously with the Deed or other instrument conveying title, Attachment 23, demonstrating that they do fall within the exemption. A filed copy of Attachment 23 shall be provided to the Wilson County Permitting and Development Office.

ARTICLE IV
NON-STANDARD PLATS AND VARIANCES

A. NONSTANDARDPLATS

A “non-standard plat” is a plat that does not conform to the Wilson County Subdivision and Development Rules and Regulations, and may be approved when a property owner wishes to do some act which would require platting under these rules, when the Commissioners Court finds that the imposition of the full platting requirements of these rules would unfairly burden the property owner, without promoting the public welfare. **A Non-Standard Plat application will not be considered for a subdivision of land creating more than 2 tracts.**

Wilson County will not approve a non-standard plat request that is in opposition to any covenants or deed restrictions.

B. VARIANCES

A “variance” is a departure from the Wilson County Subdivision and Development Rules and Regulations that is requested as a part of the standard platting process. A developer may, prior to submitting a standard plat, request in writing that Wilson County grant a variance as to any rule, except for fees and financial guarantees. The variance request must be resolved prior to submission of the plat application.

Wilson County will not approve a variance request that is in opposition to any covenants or deed restrictions.

C. PROCEDURES

1. An owner of property affected by the Wilson County Subdivision and Development Rules and Regulations may make written application for a Non-Standard Plat/Variance. Any such application for a Non-Standard Plat/Variance shall be deemed to be complete for this Section when Attachment 7 and all of the materials required on Attachment 6 along with the required fees are delivered to the Wilson County Permitting and Development Office by the fifteenth (15th) day of the month for the initial review process and consideration for placement on the next month’s scheduled Wilson County Development Review Committee meeting.
2. At a scheduled meeting of the Wilson County Development Review Committee, members will conduct a preliminary review of the Non-Standard Plat/Variance application. The applicant, or their designated representative, shall be present.
3. Non-Standard Plats/Variations will be considered as a part of the usual plat review process.
4. The committee will forward the Non-Standard Plat/Variance request to Commissioners Court for recommendation of approval or non-approval. The Commissioners Court shall endeavor to respond, in final writing to each Non-Standard Plat/Variance requested. It is incumbent upon the land owner to obtain a written response from the Commissioners Court to any non-standard plat requested.

5. The Non-Standard Plat/Variance Application, with attachments, reflecting the final action by the Commissioners Court shall be recorded in the Official Public Records.
6. When a Non-Standard Plat/Variance is approved by the Commissioners Court, the land owner must complete the action for which the Non-Standard Plat/Variance was granted within one calendar year from the date it is granted, or it will expire.

ARTICLE V
REQUIREMENTS FOR APPROVAL OF PROPOSED PLAT

A. GENERAL INFORMATION

1. Name of the proposed Subdivision, or any of the physical features (such as streets, roads, and alleys, etc.) shall not be so similar in spelling or pronunciation to the name of any similar features in Wilson County or in any incorporated town or city, unless the subdivision, or any of the physical features, is an extension of a pre-existing, contiguous subdivision. Roads which are a continuation of an existing road shall take the name of the existing road. All streets and roads within a subdivision, either county or private, must have a name. Developer must obtain approval of road names from the Wilson County 911 Addressing Office and provide proof of road name approval as part of the application (Attachment 8).
2. Reference must be made to:
 - a. an original corner of the original patented survey(s);
 - b. the number of acres in each survey with the abstract number of same; and
 - c. the recording information of the current deed, as filed in the Official Public Records of Wilson County, of the tract being subdivided.
3. Boundary lines and total acreage of the Original Tract and the Subdivision.
4. Total acreage of subdivision, and acreage and dimensions of each lot to two decimal places.
5. Location and acreage of any proposed parks, squares, greenbelts, schools, or other public use facilities and acreage of roads, private or public.
6. Names of adjoining subdivisions or owners of property contiguous to the proposed Subdivision.
7. Name, address and signature of the Surveyor and/or Engineer. (All names must be typed or printed directly under the executed signature.)
8. Name, address and signature of the Owner, and Developer or Applicant if not the Owner. (All names must be typed or printed directly under the executed signature.)
9. Area map showing general location of Subdivision in relation to major roads, towns, cities or topographic features.
10. North arrow, scale and date. The scale shall not exceed 1" = 200'.
11. Revision Block: Each time the plat is revised, the date must be entered into the revision block reflecting the most current date of revision.
12. GPS coordinates of at least two (2) corners of the subdivision.
13. Boundary lines of any incorporated city and the limit of the extraterritorial jurisdiction of any city.

14. Indicate the school district in which the Subdivision is located. In the event any lot lies within more than one school district, then the plat shall clearly state the number of acres within the lot that lies within each school district.
15. Indicate any ESD (Emergency Services District) with regulations in which the Subdivision is located, if applicable. In the event a development lies within more than one ESD, the boundary between them must be indicated on the plat. In the event any lot lies within more than one ESD, then the plat shall clearly state the number of acres within the lot that lies within each ESD.
16. Indicate location of any existing structures (wells, cemeteries, etc.) in the Subdivision on the plat.
17. Bearings and dimensions of the boundary of the Subdivision and all lots, parks, green belts, easements, or reserves. Dimensions shall be shown to the nearest one-hundredth of a foot (0.01') and bearings shall be shown to the nearest one second of angle (01"). The length of the radius and arc of all curves, with bearings and distances of all chords, shall be clearly indicated.
18. A description of monument used to mark all boundary, lot and block corners, and all points of curvature and the tangent on street right-of-ways.
19. Location of original survey line. The subdivision shall be located with respect to an original corner of the original survey of which it is a part.
20. Lot numbers are to be arranged in a systematic consecutive order, per each platted unit, and shown on the plat in distinct and legible figures. ``
21. The location of the water storage tank, if required under ART. VIII.B, must be shown on the plat.
22. If a water storage tank is required under ART. VIII.B., the statement: "Wilson County has no obligation to maintain, repair, replace or fill any fire suppression water storage tank in this subdivision."
23. The following statement must appear on the plat in not less than twelve (12) point type: "Wilson County is a beneficiary of each drainage easement, and has the right, but not the duty, to enforce drainage easements. No drainage easement may be utilized for any purpose detrimental to its intended use (i.e. no fences, shrubbery, structures, or on-site sewage facilities). Wilson County reserves the right of access to such easements."

B. FLOODPLAIN AND DRAINAGE INFORMATION

1. Elevation contours of no greater than ten-foot (10') intervals shall be shown on the plat. Flood prone areas, or areas as required by engineer, shall be shown at two-foot (2') intervals.
2. All Special Flood Hazard Areas (SFHA) identified by the most current Flood Insurance Rate Maps published by the Federal Emergency Management Agency (FEMA) or based on current San Antonio River Authority (SARA) floodplain mapping shall be shown on the plat. The distances from the block corners to the floodplain line shall be shown on the plat.

3. For subdivisions with existing 100-year floodplain, or 100-year floodplain resulting from the drainage analysis, required Finished Floor Elevations (FFE) of each lot affected by the 100-year floodplain shall be shown on the plat. The following note shall appear on the plat: *The FFE is calculated with a XX ft. freeboard in effect at the time the subdivision development was approved. It is the responsibility of the property owner to verify the current freeboard. No construction shall commence within a SFHA without an approved floodplain development permit.*
4. Benchmark elevations shall be established and certified by developer's engineer/surveyor near the flood zone, for each unit developed with the locations shown on the plat.
5. Each lot in the 100-year floodplain shall contain on the plat sufficient additional contours to identify and delineate the 100-year floodplain and regulatory floodway, if any. If base flood elevations have not been established, they shall be established by performing a detailed study as required in the Wilson County Flood Damage Prevention Order. It is the responsibility of the developer to submit the results of the detailed study to FEMA for approval. Each lot affected by the 100-year floodplain shall be identified in the notes section of the plat.
6. A drainage plan depicting the anticipated flow of all drainage onto and from the subdivision and showing all major topographic features on or adjacent to the property including all water courses, 100-year floodplain boundaries, ravines, bridges and culverts shall be submitted. The proposed development shall consider the impact of the development on surrounding properties. All drainage improvements shall be constructed within the boundary of the platted development.
7. The location and size of all proposed drainage structures, including culverts, shall be shown on the plat. A drainage easement shall be shown on each affected lot on the plat.
8. Depiction of all streams, rivers, ponds, lakes, other surface water features or any Sensitive Features (as defined by the Texas Commission On Environmental Quality in 30 Texas Administrative Code §213.3) and a statement certified by the developer's surveyor or engineer under his or her professional seal that, to the best of his or her knowledge, the plat accurately reflects the general location (or absence) of all such features in accordance with the terms of these Regulations.
9. All drainage facilities including ditches, drainage pipes, street curbs, gutter inlets, driveways, road culverts, and storm sewers shall be designed to intercept and transport runoff from 25-year frequency.
10. A drainage analysis which includes design calculations for all facilities within the subdivision including drainage culvert location and sizing, and an analysis of the upstream and downstream impact on adjacent properties showing that the development has no impact on the water discharged from the property, based on the 100-year flood, shall be submitted as follows:

Engineering Design of Storm Water Drainage and Management Plan

- a. 100-year Storm Event Inundation Analysis

1. Provide an engineering analysis showing those areas within the platted area that are subject to storm water inundation during the 100-year storm event. This analysis should be in the form of engineering calculations and an overall plan view of the subdivision showing the areas of 100-year inundation with the areas shaded or crosshatched. The analysis shall be based on the anticipated fully developed condition of the platted area, including any proposed building, paving, clearing, drainage, roadway, excavation, fill or other significant environmental modifications affecting peak flow rates of storm water runoff. The analysis shall only consider watersheds greater than ten (10) acres. A preliminary design and plan is required to be submitted to the Wilson County Engineer for review prior to the delivery of any proposed development submittal package. A preliminary design meeting with the Wilson County Engineer can be requested for additional discussions regarding the drainage analysis of the site.
 2. The analysis shall take into consideration all contributing watersheds to the extent that they affect or cause inundated areas within the platted area. A contributing watershed is a drainage area that drains storm water runoff to the platted area. Existing unplatted areas within contributing watersheds shall be analyzed considering their existing state of development. Existing platted areas within contributing watersheds shall be analyzed considering their fully built intended use and accounting for the effects of any existing drainage improvements. The analysis shall utilize all existing studies and information available.
 3. The 100-year Storm Event Inundation Analysis shall be prepared, sealed, and signed by a professional engineer, currently registered in the State of Texas, and shall be reviewed and accepted by the County Engineer.
 4. If the 100-year Storm Event Inundation Analysis results in any area inundated other than is reflected in the most current Flood Insurance Rate Maps published by FEMA for Wilson County, it is the responsibility of the developer to submit the results of the 100-year Storm Event Inundation Analysis to FEMA for approval.
 5. The subdivision plat shall have drainage easements containing all areas identified as being inundated by the 100-year storm event. A note shall be placed on the plat stating the following:

A drainage study has been completed for this plat and is available for review at the Wilson County Permitting and Development Office. Areas identified by the study as being inundated during certain storm events have been placed within drainage easements.
 6. The most currently available rainfall data from Atlas 14 must be used for all calculations.
- b. Downstream Impact Analysis
1. Provide an engineering analysis stating that the effect of modifying the platted area to the anticipated fully developed condition, including any proposed building, paving, clearing, drainage, roadway, excavation, fill or other

significant environmental modifications, will not increase the peak 100-year storm water discharge rate from the platted area to any contiguous property.

2. The analysis shall consider all contributing watersheds outside of the platted area to the extent that they affect the impact analysis. A contributing watershed is a drainage area that drains storm water runoff into the platted area. Existing unplatted areas within contributing watersheds shall be analyzed considering their existing state of development. Existing platted areas within contributing watersheds shall be analyzed considering their fully built intended use and accounting for the effects of any existing drainage improvements.
3. The Downstream Impact Analysis shall be prepared, sealed, and signed by a professional engineer, currently registered in the State of Texas, and shall be reviewed and accepted by the County Engineer.
4. When storm water leaves the development in a concentrated manner, a scour analysis shall be conducted downstream of the development using the USDA Technical Supplement 14B.

c. Plans and Specifications for Storm Water Drainage Improvements

1. Provide plans and specifications for all storm water drainage improvements proposed within the platted area. Storm Water Drainage Improvements are manmade facilities such as detentions ponds, channels, storm sewer piping systems, culverts, catch basins, inlets, roadways, ditches, or other related facilities, which are constructed to control or modify natural storm water drainage.
2. Plans and Specifications for Storm Water Drainage Improvements shall be prepared, sealed, and signed by a professional engineer, currently registered in the State of Texas, and shall be reviewed and accepted by the County contracted Engineer.

d. Drainage Easements and Right-of-Ways

Storm Water Drainage Improvements shall be placed within private drainage easements or public right-of-ways adequately configured to properly accommodate facility operation, maintenance, and access. Storm Water Drainage Improvements, other than ditches, will not be maintained by the County and must be contained within private drainage easements. All required drainage easements shall be presented to scale on the final plat. **All required drainage easements shall be shown using shading or cross-hatching.**

11. Storm Water Drainage Improvements within the Road Right-of-Way

- a. Provide an engineering analysis determining the 25-year storm water flow rate at all locations. Prepare plans and specifications for proposed drainage improvements showing that the proposed improvements will pass the 25-year storm water flow rate through the drainage improvements without over-topping the roadway surface. The engineering analysis, design, plans, and specifications shall be prepared, sealed, and signed by a professional engineer, currently registered in the State of Texas, and shall be reviewed and accepted by

the County Engineer.

- b. Provide an engineering analysis determining the 100-year storm water flow rate at all locations where storm water drainage is within a FEMA Special Flood Hazard Area, or in an area determined as being inundated in the 100 -year Storm Event Inundation Analysis, and is planned to cross a proposed roadway. Prepare plans and specifications for proposed drainage improvements showing that the proposed improvements will pass the 100-year storm water flow rate through the drainage improvements without over-topping the roadway surface. In addition, provide an engineering analysis determining the 100-year storm water flow rate and show that the effect of the proposed drainage and roadway improvements will not inundate areas outside of the FEMA Special Flood Hazard Area, or area determined as being inundated in the 100-year Storm Event Inundation Analysis. The engineering analysis, design, plans, and specifications shall be prepared, sealed, and signed by a professional engineer, currently registered in the State of Texas, and shall be reviewed and accepted by the County Engineer.
 - c. A proposed subdivision in which a road(s) being constructed crosses a FEMA Special Flood Hazard Area, or an area determined as being inundated in the 100-year Storm Event Inundation Analysis, shall abide by the following:
 1. Where there is only one entrance/exit, the developer shall design the roadway in such a manner that no water will overtop the roadway surface and unimpeded ingress/egress shall be possible during the 100-year storm event.
 2. Where there is more than one entrance/exit, the developer shall design at least one road in the subdivision in such a manner that no water will overtop the roadway surface and shall provide unimpeded ingress/egress from each lot during the 100-year storm event.
 3. Design for a 25-year storm and check 100-year storm to make sure entire roadway will remain free of water, including ponding.
 4. Documentation regarding the determination of the elevation and calculations demonstrating that the roadway(s) is of sufficient elevation to be passable under the 100-year storm event shall be submitted along with the plat.
12. Where drainage easements are centered along, or cross, lot and/or property lines, a statement shall be added to the plat that no fencing or structures that will interfere with adequate drainage flow will be allowed on or across such lines. Fencing may be allowed across drainage easements only in accordance with the following restrictions:
- a. Bottom of fence shall be a minimum of the flow depth, plus freeboard above design flow line of channel or drain as shown in the table below.

Drainage Freeboard for Channels

Design Depth of Flow	Required Freeboard
0 feet to 5 feet	0.5 foot
5 feet to 10 feet	1.0 foot
10 feet and over	10% of design depth

- b. A hinged gate, sufficient to pass debris from storm water, shall be placed across the entire width (if drainage easement is crossing property lines) or length (if drainage easement is centered along property lines) of the drainage easement.
- c. Fence posts located within the easement must be structurally designed to resist damage from the storm water flows and impact from debris.
- d. A floodplain development permit will be required to construct a fence within an easement within the 100-year floodplain.

C. STREET AND RIGHT-OF-WAY INFORMATION

- 1. Total length of all streets, to the nearest one-hundredth of a foot (0.01’).
- 2. Total acreage of all streets, public or private.
- 3. Total area of all common areas to be dedicated to the public/POA/HOA.
- 4. Location, length, and right-of-way widths of all proposed streets and depiction of how all proposed streets shall connect with previously dedicated, platted, or planned streets within the vicinity of the subdivision.
- 5. Location, size, and proposed uses of all proposed access easements, or shared access driveways, if any.
- 6. A proposed Plat shall contain a written certification from a Registered Professional Engineer that the location and dimensions of streets as set forth and laid out on the Proposed Plat or Survey are in accordance with these Regulations.
- 7. The following statement shall appear prominently on the Final Plat: “In order to promote safe use of roadways and preserve the conditions of public roadways, no driveway constructed on any lot within this subdivision shall be permitted access onto a publicly dedicated roadway unless a **Temporary/Permanent Driveway Permit** has been issued by Wilson County. The driveway shall be constructed according to specifications stated within the permit.”
- 8. The following statement shall appear prominently on the Final Plat: “No homes are to be built or brought onto the lot until driveway and floodplain development permits have been obtained and application for septic permit is submitted.”
- 9. A separate set of construction plans showing street plans, profiles, cross sections and drainage structures, including culverts and utilities at no greater than 100 foot (100’) intervals shall be submitted.

D. FINANCIAL GUARANTEE

Commissioners Court requires that the owner of the tract to be subdivided execute a good and sufficient bond (Texas Local Government Code Section 232.004). All developers, prior to the acceptance of any plats, must file a Construction Bond, Letter of Credit, or an Escrow Account with the County Judge in the following form and amount:

1. The financial guarantee must be payable to the county judge of the county in which the subdivision will be located or to the judge's successors in office. The financial guarantee must be in an amount determined by the Commissioners Court to be adequate to ensure proper construction of the roads, streets and drainage requirements for the subdivision, including storm water controls and vegetative cover, but not to exceed the estimated cost of construction of the roads, streets, and drainage requirements, including storm water controls and vegetative cover.
2. The financial guarantee must be executed with sureties as may be approved by the court; or be executed by a company authorized to do business as a surety in this state if the court requires a surety bond executed by a corporate surety and be conditioned that the roads, streets, easements and drainage structures for the subdivision will be constructed: (1) in accordance with the specifications adopted by the court, (2) within a reasonable time set by the court, and (3) shall be a guaranty against latent defects in the roads, streets, easements and drainage structures.
3. A Surety Bond issued by a licensed Surety Company in the State of Texas, to the County Judge or his successor for the purpose of providing bond for the construction of the roads, streets, and drainage improvements, including storm water controls and vegetative cover in said subdivision. Said financial guarantee to run for a period of two years from the final approval of the subdivision plat by the Court, and said financial guarantee to be in a form acceptable to Commissioners Court.
4. The Commissioners Court may waive bond and accept substitute collateral according to §232.0045 Texas Local Government Code.
5. The developer shall provide an estimate for the construction of any roads, streets, easements and drainage structures. The estimate is to include material, labor, quantities and unit costs and is subject to approval by the County Engineer and County Commissioner.
6. The condition of said financial guarantee shall be that the owner of said approved and accepted subdivision shall begin construction of such roads and drainage improvements as are shown on the subdivision plat within ninety (90) days from the date of approval of the plat by Commissioners Court. **Construction of said roads and drainage improvements shall be completed not more than one (1) year from the date of final approval of the plat by Commissioners Court.**
7. The financial guarantee shall remain in full force and effect until it expires, to insure the County against defects in design, materials and construction, in the roads and drainage improvements, including storm water controls and vegetative cover.

8. The Developer and County may, upon written request by the Developer, extend these deadlines, but any such extension must include an extension of the construction bond, or other financial guarantee.

E. SEWAGE

The Commissioners Court of Wilson County has heretofore adopted certain rules for the construction of private sewage facilities. These subdivision rules must be read in conjunction with the requirements of The Rules for Wilson County for Sewage Facilities. Specifically, the requirements of such rules shall be in addition to the requirements herein, and when in conflict, the requirements of such rules for private sewage facilities, if there is a reasonable construction, which shall avoid in conflict, such construction shall be adopted.

1. On-site sewage facilities on lots two (2) acres or less are required to be engineered by a registered professional engineer or registered sanitarian. In the event the study is not acceptable, corrective measures, as specified by the Wilson County OSSF DR are required.
2. If a state approved public sewage system is not provided, the owner of the proposed subdivision shall make site evaluations (location of the site evaluations shall be shown on the plat) in accordance with the Wilson County and Texas Commission on Environmental Quality (TCEQ) regulations in effect for installation of on-site sewage facilities. Representative soil samples of a minimum of ten percent (10%) of the proposed tracts or lots must be tested and results approved by the Wilson County OSSF DR. In the event the test are not acceptable, corrective measures as specified by the Wilson County OSSF DR are required.
3. Developers who plan to install a public sewer system that falls outside of the authority of the Wilson County OSSF DR must present proof of:
 - a. Design;
 - b. Approval of that design by TCEQ or other State body charged with regulating public sewer systems;
 - c. The cost of construction of an approved system;
 - d. The cost of maintenance and operation of an approved system; and
 - e. The existence of a financially secure organization to own and maintain the public sewer.
4. The developer must post a construction bond to secure the construction of the public sewer system as designed and engineered. A performance bond must be posted to insure that the public sewer system operates within compliance of TCEQ Rules and Regulations for one year from the date that it goes into normal operation. Finally, the developer must pay for any professional fees incurred by the County in relation to the proposed public sewer system.
5. An appropriate statement will be placed on the plat indicating the types of sewage disposal systems required for the subdivision.

6. Each plat will bear in at least twelve-(12) point type the following statement “No structure may be occupied, unless connected to a public sewage system, until a septic permit for the on-site sewage facility is obtained from the Wilson County Permitting and Development Office.”
7. Special Rules for Dense Lot Spacing Under ART. II.M.2.
 - a. Lots with an on-site sewage facility and water from a private well.
 - i. The Developer must have a registered sanitarian design an on-site sewage facility for each lot.
 - ii. The design must include either an aerobic (above ground drainage) system, or an anaerobic (below ground drainage) system, with a designated alternative anaerobic drainfield.
 - iii. The Developer must show, on the plat, the designated drain field areas for the on-site sewage facility for each lot.
 - iv. The Developer must show, on the plat, a designated private water well location, or area, for each lot.
 - v. If necessary, to comply with all State and Regional rules governing sewage facilities, and private water wells, the developer will designate, on each lot, areas where structures may be, or may not be constructed.
 - vi. That is, if required setback lines from existing, or designated, on-site sewage facilities, private water wells, and structures, extend beyond the lines of a lot, the Developer will, if necessary, restrict development on the adjoining lot the setback line extends across, so that development on the adjoining lot does not interfere with the existing, or designated, on-site sewage facilities, private water wells, and structures of the first lot.
 - vii. All such restrictions shall appear clearly on the plat, and shall be included in the covenants of the subdivision.
 - b. Lots with an on-site sewage facility and public water.
 - i. The Developer must have a registered sanitarian design an on-site sewage facility for each lot.
 - ii. The design must include either an aerobic (above ground drainage) system, or an anaerobic (below ground drainage) system, with a designated alternative anaerobic drainfield.
 - iii. The Developer must show, on the plat, the designated drain field areas for the on-site sewage facility for each lot.
 - iv. If necessary, to comply with all State and Regional rules governing sewage facilities, and private water wells, the developer will designate, on each lot, areas where structures may be, or may not be constructed.
 - v. That is, if required setback lines from existing, or designated, on-site sewage facilities, private water wells, and structures, extend beyond the lines of a lot,

the Developer will, if necessary, restrict development on the adjoining lot the setback line extends across, so that development on the adjoining lot does not interfere with the existing, or designated, on-site sewage facilities, private water wells, and structures of the first lot.

- vi. All such restrictions shall appear clearly on the plat, and shall be included in the covenants of the subdivision.

F. UTILITIES INFORMATION

1. A signed statement of each entity supplying utilities shall be displayed on the plat. All names must be typed or printed directly under the executed signature. Plats must have the approval of utility companies (water and electric) as to proper location of public easements and that utility company's intent to serve the subdivision.
2. The location of all proposed utility easements and/or infrastructure, including water well sanitary easements, if applicable, shall be shown on the plat.
3. Utility diagrams as depicted in ARTICLE IX.A must be shown on the plat.
4. Designation of the water and sewer utility provider for the subdivision, if known, and the source of the water intended to serve each lot within the subdivided area (i.e. surface water, ground water from a specified aquifer, etc.).
5. Refer to Article VI.E for consolidation of adjoining lots in a platted subdivision.

G. DISCLAIMER REGARDING EMERGENCY SERVICES DISTRICT, IF ANY

If any portion of the lots platted lies within the boundary of an Emergency Services District that enforces regulations, the Developer shall place the following disclaimer on the plat: "ALL (or LOTS if less than all) OF THIS SUBDIVISION LIES WITHIN (NAME OF ESD). PROPERTY WITHIN THE EMERGENCY SERVICES DISTRICT IS SUBJECT TO TAXATION AND REGULATION BY THE EMERGENCY SERVICES DISTRICT."

H. APPROVAL BY EMERGENCY SERVICES DISTRICT, IF ANY

1. If a disclaimer is required under ARTICLE V.G. of these rules, the Developer shall submit, with the proposed plat, a letter, or other written acknowledgement from the Emergency Services District that enforces regulations that the proposed development does not violate the rules of the Emergency Services District.
2. The following format is acceptable: "Wilson County Emergency Services District Number x has reviewed the proposed plat for the XYZ Subdivision, Unit y. The proposed development does not violate any rule or regulation of Wilson County Emergency Services District Number x."

I. PAYMENT OF AD VALOREM TAXES

The Developer shall provide proof of previous years' taxes, and any rollback taxes, paid to the county clerk's office when filing the final plat.

J. RECOMMENDATION OF APPROVAL OR NON-APPROVAL OF PROPOSED PLAT

After review, the Wilson County Development Review Committee shall recommend that the Commissioners Court either approve, conditionally approve or disapprove a completed Proposed Plat.

ARTICLE VI
REVISION, CANCELLATION AND AMENDMENT OF A SUBDIVISION PLAT

A. REVISIONPROCESS

The following procedures will need to be complied with in the event a re-plat is required.

1. Any person who owns property in a platted subdivision that is subject to the subdivision controls of the county may apply in writing to the Wilson County Commissioners Court, which designates the Wilson County Development Review Committee as its agent for receiving such applications, for permission to revise the subdivision plat filed for record with the County Clerk. **A revision to a subdivision plat that is in opposition to the covenants and restrictions of the subdivision will not be considered.**
2. After the application is filed with the Wilson County Permitting and Development Office, the applicant shall provide, for the County to Publish, the notice required for publication under §232.009 Texas Local Government Code, a notice of the application in a newspaper of general circulation in the county. The notice must include a statement of the time and place at which the court will meet to consider the application and to hear protests to the revision of the plat. The notice must be published at least three times during the period that begins on the thirtieth (30th) day and ends on the seventh (7th) day before the date of the meeting. The published notice must direct any person who is interested in the property and who wishes to protest the proposed revision to appear at the time specified in the notice.
3. If all or part of the subdivided tract has been sold to non-developer owners, the court shall also give notice to each of those owners by certified or registered mail, return receipt requested, at the owner's address in the subdivided tract. This section is not applicable if the revision consists solely of combining existing tracts.
4. It shall be the Applicant(s)' responsibility to pay the costs of the County.
5. Commissioners Court shall adopt an order to permit the revision of the subdivision plat if it is shown to the court that:
 - a. the revision will not interfere with the established rights of any owner of a part of the subdivided land; or
 - b. each owner whose rights may be interfered with has agreed to the revision.
6. If the Commissioners Court allows the revision, the Applicant may make the revision by filing for record with the County Clerk a revised plat or part of a plat that indicates the changes made to the original plat.

B. CANCELLATION PROCESS FORSUBDIVISION

The following procedures will need to be complied with in the event a cancellation is required.

1. Any person who owns property in a platted subdivision that is subject to the subdivision controls of the county may apply in writing to the Wilson County Commissioners Court, which designates the Wilson County Development Review

Committee as its agent for receiving such applications, for permission to Cancel all, or part, of the subdivision plat filed for record with the County Clerk.

2. After the application is filed with the Wilson County Permitting and Development Office, the applicant shall provide, for the County to Publish, the notice required for publication under §232.008 Texas Local Government Code, a notice of the application in a newspaper of general circulation in the county. The notice must include a statement of the time and place at which the court will meet to consider the application and to hear protests to the cancellation of the plat. The notice must be published at least three consecutive weeks before the date of the Commissioners Court meeting at which the cancellation will be considered. The published notice must direct any person who is interested in the property and who wishes to protest the proposed cancellation to appear at the time specified in the notice.
3. On application for cancellation of a subdivision or any phase or identifiable part of a subdivision, including a dedicated easement or roadway, by the owners of seventy-five percent (75%) of the property included in the subdivision, phase, or identifiable part, the Commissioners Court by order shall authorize the cancellation in the manner and after notice and a hearing as provided by this ART. VI.B. However, if the owners of at least ten percent (10%) of the property affected by the proposed cancellation file written objections to the cancellation with the court, the grant of an order of cancellation is at the discretion of the Commissioners Court.
4. It shall be the Applicant(s)' responsibility to pay the costs of the County.
5. Commissioners Court shall adopt an order to permit the cancellation of the subdivision plat if it is shown to the court that:
 - a. The cancellation of all or part of the subdivision does not interfere with the established rights of any purchaser who owns any part of the subdivision, or
 - b. It is shown that the purchaser agrees to the cancellation.
6. The Applicant shall, after action by Commissioners Court, file a suitable instrument in the real property records, notifying the public that the subdivision has been cancelled.

C. CANCELLATION PROCESS FOR OBSOLETE SUBDIVISION

1. This section applies only to a subdivision for which:
 - a. a plat has been filed for 75 years or more;
 - b. the most recent plat describes at least a portion of the property as acreage tracts;
 - c. a previous plat described at least a portion of the property as lots and blocks; and
 - d. the county tax assessor-collector lists the property in the subdivision on the tax rolls based on the description in the previous plat and assesses taxes on the basis of that description.

2. Any person who owns property in an obsolete platted subdivision that is subject to the subdivision controls of the county may apply in writing to the Wilson County Commissioners Court, which designates the Wilson County Development Review Committee as its agent for receiving such applications, for permission to Cancel all, or part, of the subdivision plat filed for record with the County Clerk.
3. After the application is filed with the Wilson County Permitting and Development Office, the applicant shall provide, for the County to Publish, the notice required for publication under §232.0083 Texas Local Government Code, a notice of the application in a newspaper of general circulation in the county. The notice must include a statement of the time and place at which the court will meet to consider the application and to hear protests to the cancellation of the plat. The notice must be published at least three consecutive weeks before the date of the Commissioners Court meeting at which the cancellation will be considered. The published notice must direct any person who is interested in the property and who wishes to protest the proposed cancellation to appear at the time specified in the notice.
4. Commissioners Court may adopt an order to permit the cancellation of the subdivision plat if it is shown to the court that:
 - a. the cancellation and reestablishment does not interfere with the established rights of:
 - i. any owner of a part of the subdivision; or
 - ii. a utility company with a right to use a public easement in the subdivision; or
 - b. each owner or utility whose rights may be interfered with has agreed to the cancellation.
5. It shall be the Applicant(s)' responsibility to pay the costs of the County.

D. AMENDMENT PROCESS

1. Any person who owns property in a platted subdivision that is subject to the subdivision controls of the county may apply in writing to the Wilson County Commissioners Court, which designates the Wilson County Development Review Committee as its agent for receiving such applications, for permission to file, with the county clerk, an amended plat, for one or more of the following purposes:
 - a. to correct an error in a course or distance shown on the preceding plat;
 - b. to add a course or distance that was omitted on the preceding plat;
 - c. to correct an error in a real property description shown on the preceding plat;
 - d. to show the location or character of a monument that has been changed in location or character or that is shown incorrectly as to location or character on the preceding plat;
 - e. to correct any other type of scrivener or clerical error or omission of the previously approved plat, including lot numbers, acreage, street names, and identification of adjacent recorded plats; or

- f. to correct an error in courses and distances of lot lines between two adjacent lots if:
 - i. both lot owners join in the application for amending the plat;
 - ii. neither lot is abolished;
 - iii. the amendment does not attempt to remove recorded covenants or restrictions; and
 - iv. the amendment does not have a material adverse effect on the property rights of the other owners of the property that is the subject of the plat.
- 2. The amended plat controls over the preceding plat without the vacation, revision, or cancellation of the preceding plat.
- 3. Notice, a hearing, and the approval of other lot owners are not required for the filing, recording, or approval of an amended plat.
- 4. The amended plat must state the reason for the amendment and identify the location of the corrections being made.

E. CONSOLIDATION OF ADJOINING LOTS IN PLATTED SUBDIVISION

Any person owning two (2) or more adjoining lots may consolidate such lots into a single lot for a building site. Said lots shall be considered as one (1) lot for county regulations. All utility easements shall remain in effect for the exterior boundaries of the new consolidated lot. Interior easements may be vacated with the written consent from each utility company. It is the responsibility of the lot owner to obtain consent.

**ARTICLE VII
ROAD CONSTRUCTION AND DRAINAGE REQUIREMENTS**

A. GENERAL REQUIREMENTS

All references to TX DOT specifications and test procedures shall be in accordance with the latest edition of standards.

1. Roads and streets to be constructed shall have a minimum right-of-way of seventy feet (70'), and a cleared right-of-way, centered on road to accommodate public utility easements as required.
2. Streets that are curbed shall have a minimum right-of-way of sixty feet (60') with thirty feet (30') of asphalt pavement and sixteen inch (16") wide curb and gutter on both sides so as to provide unhampered circulation through the subdivision.
3. The County does not accept curbs, gutters, streetlights or sidewalks for maintenance.
4. Where a dead-end street and/or road is designed, a turn-around (cul-de-sac), as shown in ARTICLE IX.E, shall be provided at the closed end. The turn-around shall have an outside finished paved roadway diameter of ninety feet (90') and road right-of-way of 130 feet (130').
5. All roads and streets shall intersect at 90° angles, and flare corners will be provided at all corners. All flare corners shall have a minimum twenty-five foot (25') radius.
6. In cases where new roads as platted intersect with established roads, the new roads shall be, if practical, a continuation without offset of any intersecting road on the opposite side of the established road.
7. No roads or streets shall have any abrupt offset(s).
8. No decorative squares, trees, islands, ornamental entrances or any other obstruction to traffic shall be constructed or preserved within the right-of-way of a road dedicated to the public.
9. Driveways shall be provided by the Developer or any Owner of the lot to be so accessed. A driveway permit as required in accordance with the Driveway Regulations must be obtained from Wilson County.
10. Casing will be installed under streets/roads at a minimum depth of twenty four inches (24") below ditch grade and extend from edge of right-of-way to edge of right-of-way. The casing will be installed prior to applying base material and in a sufficient number and size to accommodate utilities needs for all anticipated development. All backfill shall be select fill (TX DOT Item 274-A-2) approved by the County Engineer, and compacted to 95% density as established in TEX-113E.
11. No water meters or fire hydrants shall be placed more than two feet (2') inside of the county right-of-way.
12. The developer shall provide culvert size for driveways for each lot prepared, sealed and signed by a professional engineer. The developer shall include, as a table made

part of the Plat, the size culvert required for the driveway of each lot. If a culvert is not required, it shall be indicated as such in the table.

B. MINIMUM REQUIREMENTS

1. Minimum right-of-way	70'
2. Minimum Sub-grade Crown	36'
3. Minimum Sub-base Crown	30'
4. Minimum width Base Crown	26'
5. Usual compacted depth of sub-base material	6"
6. Usual compacted depth of top-base material	20"
7. Minimum ditch depth (below shoulder of sub-grade)	12"
8. Minimum pavement width	24'
9. Maximum allowable grade	9%
10. Minimum diameter of Cul-de-sac ROW	130'
11. Minimum outside finished paved Cul-de-sac diameter	90'

C. DRAINAGE

1. All drains, drainage structures, and appurtenances shall be designed by a person authorized to practice the profession of engineering under the provisions of the Texas Engineering Act, and amendments thereto.
2. Drainage calculations shall be made using the Rational Method or by other accepted methods. Drainage for streets and roads shall be designed for a 25 -year storm frequency, and shall be subject to the approval of the County Engineer.
3. All roads or streets shall have ditches, which are a minimum depth of twelve inches (12") below the shoulder of the sub-grade. Greater depths shall be provided as required to accommodate the design flow. All street widths and grades shall be indicated.
4. Drainage structures shall be backfilled in accordance with Item 400 of the TXDOT Standard Specifications. Concrete slabs may be required as directed by the County Engineer. Pipe ends will be protected by headwalls. Rip Rap or other concrete structures shall be approved by the County Engineer. Culvert crossings that are greater than 4 feet deep or where culvert size does not have sufficient room to install the culverts at a 4:1 slope will require a guardrail. The guardrail shall be designed using accepted engineering practices, installed according to TxDOT standard details and submitted for review by the County Engineer.
4. All required drainage easements shall be represented to scale on the final plat.
5. All data and calculations shall be presented to the County Engineer upon request.
6. Before final acceptance for a subdivision is given by the County for street and drainage work, the Engineer responsible for the design of said work shall issue a letter to the County stating that he has inspected such improvements and recommends their acceptance by the County.
7. No detention/retention ponds, detention/retention tanks, or other drainage

structures, other than bar ditches, may be utilized, unless the developer creates a mandatory HOA/POA, with mandatory assessments. The HOA/POA must own the detention /retention ponds, detention/retention tanks, or other drainage structures, other than bar ditches, outright. The HOA/POA must have the duty to maintain the detention/retention ponds, detention/retention tanks, or other drainage structures, other than bar ditches.

D. ROADREGULATIONS

1. The developer has the following options for pavement designs used within the development:

- a. They may provide pavement designs which is detailed in Article VII.Q.

A geotechnical work plan shall be submitted to the County a minimum of two (2) weeks prior to commencing field operations.

For master planned developments, the road design must include all phases of the development.

2. Roadway Construction

- a. All material sources constructed in the roadway and a contractor's construction Quality Control Plan (QCP) for each material shall be submitted to the County for review and approval 2 weeks prior to commencing construction. The QCP shall be specific to the project. Sources include lime, cement, flexible base, prime and tack coats, seal coat aggregate and asphalt, and hot mix designs.

- b. Sub-Grade Material:

- i. All unstable or otherwise objectionable material (trees, brush, stumps and unstable sub-base) of the sub-grade shall be removed and replaced with approved material. All holes, ruts, and depressions shall be filled with approved material and, if required, the sub-grade shall be thoroughly moisture conditioned with water, reshaped, and rolled to the extent directed in order to place the sub- grade in an acceptable condition to receive the base material.
- ii. When a fill is required to achieve the prescribed sub-grade elevation, fill as described in the QCP shall be placed in uniform lifts covering the entire width of the cross section. Prior to compaction, the lifts shall not exceed a six-inch (6") depth.
- iii. Flat bottom ditches, grass retards, rock filter dams, and silt screens shall be utilized as needed to control soil erosion on road grades greater than two percent (2%).
- iv. The maximum allowable road grade shall be no more than nine percent (9%).
- v. The surface road area shall be constructed as shown in ARTICLE IX.D. All ditches and bank slopes shall be cut to grade, shaped, and approved before any utility poles, water lines, or other permanent infrastructures are installed. Culvert locations shall be marked in the right-of-way to accommodate road balancing. A super elevated road section, in lieu of a

crowned road section, may be appropriate for certain sections of the road due to elevations and field conditions.

- vi. Blue-tops are required on the sub-grade for balancing, with a minimum ditch depth of twelve inches (12"). Blue-tops are set on centerline with a four (4) tenths (equivalent to five inches) crown and sixteen feet (16') on both sides of the centerline. A control station marker is utilized outside of the right-of-way when resetting blue-tops are necessary during road construction. Blue-tops are to be set for the sub-grade on centerline, both edges of sub-grade and a control station marker outside of right-of-way, at intervals not to exceed one hundred feet (100'). After balancing the road, the culverts shall be installed at the designated locations in accordance with ARTICLE IX.C. Culvert pipe ends shall have a minimum of a 4:1 slope. After installing the culverts, the roadway shall be bladed again in accordance with the blue-tops.
 - vi. The sub-grade material shall be proof rolled, moisture conditioned, bladed, and compacted to the required density. The "Density Control" method of compaction will be required in the top six inches (6") of sub-grade material. Not less than ninety-five percent (95%) of the density, as determined by TEX 113-E will be required. Maintain moisture content within +/- 3% as determined by TEX 113-E or in accordance with the geotechnical report's recommendations. Density tests will be performed (1) test per five hundred feet (500') of roadway, with a minimum of two (2) tests for each roadway regardless of its length of less than one thousand feet (1000') for each lift. Review of the density testing shall be done at a time convenient to the County. The County may waive the requirement for density testing in sandy sub-grade areas.
 - vi. Upon inspection of the sub-grade, the County Commissioner and/or County Engineer shall evidence approval by signing the County Road Construction and Inspection Certification Form, as shown in ATTACHMENT 16. This inspection form must also be signed by the Developer/Owner and Road Contractor. The fully executed inspection form must be received by the Wilson County Permitting and Development Office prior to placement of any base material.
- c. Flexible-Base:
- i. The flexible base shall conform with TxDOT's Item 247, Type A, Grades 1 or 2 or as shown in ARTICLE IX.D.
 - ii. The top-base material shall be constructed as shown in ARTICLE IX.D. The sub-grade shall be wetted before the first course of base materials is placed which shall not exceed six inches (6"), loose measure, and will be equal increments of the total depth. Material deposited upon the sub-grade shall be spread and shaped as soon as practicable. After the first lift of base material is applied, scarify and moisture condition the material with sufficient penetration to thoroughly wet the base material. The base material shall then be bladed and moisture conditioned with a pneumatic roller for compaction. After the base material has dried sufficiently to apply the second and final lifts, the final lift shall be applied in the same manner as the first lift to establish compaction of base material. Blue-tops are set on centerline with a thirty-three (33) hundreds (equivalent to 4 inches) crown and thirteen feet

(13') on both sides of the centerline with two feet (2') tapered to ground zero on each side of the outer blue-tops. The control station markers shall be used to reset the roadway blue- tops adjusting for the sub-grade to base grade blue-tops on the roadway. After the appropriate time of base material curing, the roadway shall be bladed to the blue-tops. Any excess or deficiency of base material is addressed in accordance with the blue-top requirements. After the roadway is balanced to the blue-tops, the roadway shall again be watered and rolled for compaction.

- iii. The top base material shall be moisture conditioned, bladed and compacted to the required density. The "Density Control" method of compaction will be required in the entire cross section of the top base material. Not less than ninety-five percent (95%) of the density as determined by TEX 113-E will be required. Maintain moisture content within +/- 3% as determined by TEX 113-E. Density tests and top base depth tests shall be performed at the rate of one (1) test per five hundred feet (500') of roadway, with a minimum of two (2) tests for each roadway regardless of length per lift. The County may witness the tests. Provide copies of the density and moisture tests to the County.
 - iv. Review of the density testing shall be done at a time convenient to the County. Upon inspection of the base material, the County shall evidence approval by signing the County Road Construction and Inspection Certification Form, as shown in ATTACHMENT 16. This inspection form must also be signed by the Developer/Owner and Road Contractor. The fully executed inspection form must be received by the Wilson County Permitting and Development Office prior to paving the road.
- d. Hot Mix Asphaltic Concrete(HMAC)
- i. The HMAC shall be a TX DOT Item 340 or most current specification used by TX DOT. The Surface mix shall be a Type D with a PG 64-22 asphalt and no Recycled Shingles Asphalt (RAS) will be allowed in the mix.
 - ii. If a more current TX DOT specification is submitted and placed, there will be no allowance for bonus/penalty.
 - iii. The test frequency shall be every 500 tons placed or day's production/placement. The producer is required to submit Quality Control test results to the County within 48-hours of production of the mix.
- e. TESTTOLERANCES:
- i. In the event a base density test fails to meet the 95% requirement, that particular identified area will be reworked by removal, scarified, and re-compaction.
 - ii. The base shall be constructed as herein specified in one or more courses in conformity with the geotechnical recommendations and specifications and to the line and grades approved by the County and should be slush rolled. The Developer shall furnish an analysis of the proposed base material made by an approved Engineering Laboratory if so directed. The Developer's contractor will be required to set blue tops for the flexible base on centerline and crown-line at intervals not to exceed one hundred feet (100').
 - iii. All roads constructed in any subdivision, unless a variance is given by

Commissioners Court, must be paved to a width of at least twenty-four feet (24') with a HMAC Surface, Type D or concrete paving.

- iv. Concrete paving must be of a grade equivalent or longer durability as the asphalt paving required above and shall be evaluated and utilized only upon consultation and approval by the Commissioners Court of Wilson County. All drainage culverts shall utilize riprap or concrete headwalls as approved by the County (ARTICLE IX.C). Culvert pipe ends shall have a minimum of a 4:1 slope.

After installing the culverts, the roadway shall be bladed again in accordance with the blue tops. Upon completion of road construction, the fully executed inspection form must be received by the Wilson County Permitting and Development Office prior to acceptance of the roads by Commissioners Court (Attachment 16 – County Road Construction and Inspection Certification Form).

f. SUMMARY OF WILSON COUNTY ROAD CONSTRUCTION AND 4 INSPECTIONS:

Inspection #1- Sub-base inspection:

Pct. Commissioner and/or County Engineer shall inspect the sub-base before crushed base is applied. There should be 100' stations and appropriate road crowning. Density tests are not required for sand sub-base. Density tests are required for clay or similar hard surfaces as sub-base. After the sub-base inspection, the road contractor can proceed with applying base installed in lifts not to exceed 6 inches in approximate equal portions as indicated in the road design.

Inspection #2- Finished base inspection:

Pct. Commissioner and/or county engineer observe the finished base test being completed and that the finished base passes the testing requirements. The finished base must have a minimum density of 95% test within the moisture allowance for the material installed and recommended and minimum depth of finished base as shown in the road design.

Inspection #3- Paving Inspection:

Pct. Commissioner and/or county engineer shall inspect the road construction for the following: Roadway culverts and detention pond culverts are clear of debris, proper road right of way drainage, street signs installed, completion of detention pond area, and completion of road paving, chipped and fog sealed, etc.

Inspection #4- Final Inspection prior to release of bond or letter of credit:

Pct. Commissioner and/or county engineer shall complete the final Maintenance inspection for any paving repairs, adequate grass coverage in the road right of ways, street signs are in place, and roadway culverts and detention pond culverts are clear of debris. After approval of the final maintenance inspection,

Commissioner’s Court will release the bond or letter of credit back to the subdivision developer.

All potholes, road damage and cracks shall be repaired prior to requesting this inspection. Potholes and road damage are to be repaired using TX DOT Items 330, 351, and 700 and as recommended by the County Engineer.

Potholes and road damage are to be saw cut a minimum of 6-inches larger in all directions than the damaged area in a uniform square for damage less than 6 -inches in diameter. For damage larger than 6-inches in diameter, the patch shall be a minimum of 12-inches larger than the damage. In areas where there is less than 12-inches between patches, the entire area shall be saw cut to encompass all the damage with a minimum of 12 -inches in all directions.

All cracks in the road surface shall be repaired as follows: 1) for cracks less than 1/16”, fog seal the area using TX DOT Item 315; for cracks larger than 1/16”, shall be repaired using TX DOT Item 300 Table 18 and Item 712.4.

E. STORM WATER CONTROLS

The developer is to provide a copy of the Storm water Pollution Prevention Plan (SWPPP) for review by the County Engineer. Before construction begins, the developer shall install storm water controls, post notices, and submit a Notice of Intent (NOI) and provide a copy of the NOI to the Wilson County Permitting and Development Office.

The Developer is reminded that it is their responsibility to install, inspect and maintain the storm water plan during the entire construction period of the development, not just during road construction. This includes but is not limited to storm water controls, bar ditches and detention ponds. Vegetation shall be installed per TX DOT Item 164, San Antonio District 15, Table 2. Once vegetation is established and the development is 70% completed, the Developer shall call for an inspection. It is the developer’s responsibility to water seeded areas to establish vegetation. Once vegetation is confirmed, the Developer shall submit a Notice of Termination and provide a copy to the Wilson County Permitting and Development Office.

F. TRAFFIC SIGNS

Traffic signs are to be provided by the Developer to establish the required traffic safety standards in the Subdivision. The Developer shall indicate the location of all (regulatory, warning and caution) signs within the Subdivision on the plans for the safety of the traveling public for review by the County Engineer. All signs must be installed at the time the road is opened for use. The installation of signs shall comply with the Texas Manual on Uniform Traffic Control Devices, most recent edition.

G. TRAFFIC SIGN REQUIREMENTS

1. Engineer Grade Reflective Sheeting on .080 Aluminum as follows:

- | | | |
|-------------|--------------------|-----------------|
| a. Octagon | (Stop) | 30” x 30” |
| b. Triangle | (Yield) | 36” x 36” x 36” |
| c. Square | (Regulatory Signs) | 24” x 24” |

d. Rectangle	(Speed Limit)	24" x 30"
e. Rectangle	(Large Arrows)	48" x 24"
f. Chevrons		18" x 24"

Note: For signs not listed above, use a minimum dimension of 24" or confer with the County Engineer for requirements. Sign mounting heights shall be in conformance with the Texas Manual on Uniform Traffic Control Devices, latest edition.

H. STREET NAMESIGNS

1. Engineer Grade Reflective Sheeting on Flat Blade Aluminum
 - a. White lettering on Green Background for County Roads
 - b. White lettering on Blue Background for Private Roads
 - c. Use 4" Series C (or B) upper-case Letters on 6" Street Name Sign Blank (Flat Blade)

I. STREET SIGNREQUIREMENTS

1. Reflective street signs shall be installed by the Developer at all intersections and at other points where appropriate within or abutting the subdivision.
2. Street signs shall be placed in a uniform manner throughout the subdivision.

J. SPEED LIMIT SIGNS

Speed limits shall be posted as needed throughout subdivision.

1. Speed limits within subdivisions are 30 MPH unless approved by Commissioners Court. If the Developer wants to propose speed limits other than 30 MPH, it is the Developers responsibility to perform an analysis for review by the County Engineer. If the proposed speed limit is recommended by the County Engineer, it is the Developers responsibility to contact the County Commissioner in that Precinct to be placed on the agenda for the next Commissioners Court meeting. Once approval is granted by the Court, the Developer may install the speed limit signs. If this approval is not granted by the time the Developer opens the road for public use, 30 MPH speed limits signs must be posted.
2. Install signs in compliance with ArtVII.K.

K. "2-7/8" SIGN POSTS

1. Posts for all signs shall be 2-7/8" Schedule 10 break-a-way sign posts with stub and appropriate mounting hardware.
2. Posts shall be installed and plumb in all directions in accordance with the manufacturer's recommendations.
3. Posts shall be installed with a height in conformance with the Texas Manual on Uniform Traffic Control Devices, latest edition.

L. OTHER SIGNS

1. Object Markers – Object markers shall be installed in accordance with the MUTCD manual. Markers shall be round, flexible type and shall be mounted on concrete surfaces when available.
2. Children at Play Sign - A Children at Play sign shall be installed at any entrance to the subdivision. Sign required as per Article VII.O.10 when roads are to remain private.

M. FINAL INSPECTION AND ACCEPTANCE

1. Construction on all roads and drainage improvements must commence as soon as practical, but not later than ninety (90) days, after the approval of the final plat by Commissioners Court. **All roads and drainage improvements must be completed within one (1) year of the date of plat approval.** Commissioners Court, upon written request, may grant extensions of time by the applicant for good cause shown. Good cause expressly includes, but is not limited to delays caused by weather conditions. Good cause does not include difficulties by the applicant in obtaining financing for the construction of the roads when the amount of financing was reasonably foreseeable at the time the subdivision plat was submitted for approval. If the roads are not completed within the time period required herein the Commissioners Court and/or the County Attorney will draft collection on the letter of credit or bond herein or pursue their other remedies hereunder.
2. **The Developer, upon completion of drainage improvements, roads, streets, and other facilities intended for the use of the public, shall provide as built plans and any drainage improvements and submit them along with a request, in writing, that the County Engineer conduct a final inspection.** Upon completion of inspection of the roads, driveways and drainage improvements, the fully executed inspection form must be received by the Wilson County Permitting and Development Office prior to scheduling the acceptance of the roads by Commissioners Court (Attachment 16 – County Road Construction and Inspection Certification Form). The as built survey plans shall be provided as follows: one (1) hard copy in full size format (D or E size) and one (1) electronic copy in PDF format.
3. The County Engineer, within fifteen (15) days, shall inspect the completed work for compliance.
4. The Developer will be notified, in writing, of any work not found in compliance with the Subdivision Rules. The County Engineer will establish a reasonable time for correction of the defective work and the Developer shall make the necessary corrections within the time set or such corrections will be made by action taken upon the performance bond or financial guarantee.
5. If all the work is found to be in compliance, the County Engineer's written recommendation to accept the construction will institute the process of acceptance of the roads by Commissioners Court.
6. Prior to presentation of the roads for acceptance by the Commissioners Court, the Developer shall provide a tax certificate or certificates or statement of account indicating that all taxes are paid in full and current. The developer shall also provide a signed and dated statement that the taxes for the roads of the subdivision will be paid upon notice from the Wilson County Tax Office.

7. Upon final approval, title to all streets' right-of-way and roads shall be conveyed to the County, subject to the warranty requirements, by execution of Attachment 18, Dedication and Conveyance of Roads. Accompanying such deed shall be an adequate description of all streets and roads, either by reference to approved subdivision plat or by field note description prepared by a registered professional engineer or registered professional land surveyor of a survey on the ground.

N. GUARANTEE AGAINST DEFECTIVE WORK

1. The owner shall warrant the work until the expiration of the 2-year financial guarantee.
2. Said warranty shall bind the Owner to correct any defects in:
 - a. materials;
 - b. workmanship (including utility backfills); or
 - c. design inadequacies, which may be discovered within the said two (2) year period.
3. The Commissioner may require the owner to re-seal the roads before the warranty expires.
4. The Owner shall correct or cause his Contractor to correct, at his own expense, such defects within **thirty (30) days** after receiving written notice of such defects from the County Engineer. Should the Owner fail or refuse to correct such defects within the said **thirty (30) day** period or to provide acceptable assurances that such work will be completed within a reasonable time thereafter, the County may correct or cause to be corrected any such defects at the expense of the Owner or his bond or alternative financial guarantee.
5. If within seven (7) business days prior to financial guarantee expiration any noted issues have not been corrected it will be cause for cashing the financial guarantee.

O. PRIVATE ROADS AND STREETS IN A SUBDIVISION

1. In accordance with the variance procedure under ARTICLE IV.C, a developer can request that the roads and streets in a subdivision not be dedicated to the use and benefit of the public.
2. If such roads and streets are not to be so dedicated, the plat must clearly state that such roads and streets are not to become public roads and will not be maintained by Wilson County or any other governmental entity unless and until:
 - a. The roads and streets are constructed in accordance with the requirements and current specifications of Wilson County and any municipality into whose E.T.J. the subdivision may lie concerning subdivision road construction;
 - b. A letter of final inspection has been issued by the County Engineer;
 - c. If so approved, such roads and streets are conveyed to Wilson County by the rightful owner thereof by a warranty deed in form and substance acceptable to Wilson County.

3. Roads and streets that are platted to remain private shall be constructed in the same manner as required in the Wilson County Subdivision and Development Rules and Regulations.
4. In consideration for granting a variance by allowing the construction of private roads in the subdivision, the developer shall, on the final plat, grant to Wilson County a one-foot (1') wide non-access easement around all private roads in the subdivision.
5. When the developer shall have demonstrated to Wilson County, in the same manner as a developer constructing subdivision roads that are to be dedicated to Wilson County, that all roads and drainage structures shown on the plat have been constructed to the standards of these rules, the Commissioners Court shall release, in writing, the non-access easement.
6. The developer shall place the following disclaimer on the final plat: THERE IS DEDICATED TO WILSON COUNTY, TEXAS, A ONE-FOOT NON-ACCESS EASEMENT AROUND THE RIGHT-OF-WAY OF ANY ROAD ON THIS PLAT THAT IS NOT DEDICATED TO WILSON COUNTY. THE NON-ACCESS EASEMENT MAY NOT BE CROSSED FOR THE PURPOSE OF CONSTRUCTING ANY BUILDING. WHEN THE ROADS AND DRAINAGE STRUCTURES SHOWN ON THIS PLAT HAVE BEEN CONSTRUCTED IN ACCORDANCE WITH THE WILSON COUNTY SUBDIVISION REGULATIONS, THE WILSON COUNTY COMMISSIONERS COURT SHALL RELEASE THE NON-ACCESS EASEMENT, AND NOTE SUCH RELEASE IN ITS MINUTES.
7. If entrances to private roads are gated, then each such gate must be equipped with both an automatic gate opener, which automatically opens the gate when an emergency vehicle approaches with its siren and emergency lights on, and a lock box that provides keys to the gate or a remotely operated key switch for emergency personnel. Such a lock box must be approved by the Fire Department having jurisdiction. A letter shall be provided by that Fire Department indicating approval of the lock box. Any gates shall not be located closer than 30 ft. from an intersection and shall open in the direction of emergency vehicle traffic unless other provisions are made for safe personnel operation, or the entryway, including the paved surface area lying between the road providing access to the subdivision and the gates, shall include a turning radius of not less than forty (40) feet to facilitate a turnaround in front of the gates in the area outside of the gated property. The clear opening through the gates shall have a usable width at least 2 feet wider than the means of access it controls.
8. No private roads may be built unless the subdivision has a HOA/POA, which collects mandatory assessments sufficient to maintain the private roads, the automatic gate sensors, and the lockbox.
9. The HOA/POA must also be required by its bylaws to maintain the private roads, the automatic gate sensors, and the lockbox.
10. The developer shall erect a clearly visible and legible sign at the entrance to the subdivision, which states, "The roads in this subdivision are private. These roads are maintained by the *XYZ Subdivision* HOA/POA". The sign font shall be a minimum of three inches (3") tall and in all capital letters.

P. HOA/POA RESPONSIBILITY

1. In accordance with Article II.P. All common use land within the subdivision must be deeded to the HOA/POA. Proof of conveyance must be provided to County prior to acceptance of the roads. If roads are to remain private, proof of conveyance must be provided prior to release of the non-access easement.
2. In accordance with Article VII.C.8, all detention/retention ponds, detention/retention tanks, or other drainage structure, other than bar ditches, must be deeded to the HOA/POA. Proof of conveyance must be provided to County prior to acceptance of the roads. If roads are to remain private, proof of conveyance must be provided prior to release of the non-access easement.
3. As part of the application for subdivision development, a Developer shall provide a recommended maintenance plan with estimated costs for use by the HOA/POA in determining assessments. The plan and estimated costs shall take into consideration all common use land, drainage structures, and roads, if applicable, to be maintained by the HOA/POA.
4. If a HOA/POA dissolves or becomes inactive, the maintenance of detention ponds and drainage easement will be the responsibility of property owners directly adjacent to the detention ponds and drainage easements. Any property owners that own a lot which contains a detention pond or drainage easement are responsible for the maintenance of that detention pond or drainage easement.

Q. Pavement Design Guide



WILSON COUNTY, TEXAS

800 Tenth Street, Bldg.
Floresville, Texas 77114
(830) 317-1747

FLEXIBLE PAVEMENT DESIGN CRITERIA SEPTEMBER 11, 2023

SUBSURFACE EXPLORATION

A soil investigation must be performed for the design of pavement structures. The number of borings and locations shall be sufficient to accurately determine the stratum along the proposed street(s) and roadway(s) infrastructure. The geotechnical engineering firm providing the service must present a copy of the current, official accreditation by the American Association for Laboratory Accreditation (A2LA) or the American Association of State Highway and Transportation Officials (AASHTO – through the AASHTO Materials Reference Laboratory (AMRL)).

Borings

Prior to performing geotechnical field investigations, the geotechnical engineer or representative should identify the soil series in the NRCS Soil Survey that may be encountered in the field investigation and coordinate with the design engineer to identify areas of cuts and fills. Additionally, field reconnaissance to determine site access should be performed along with identifying existing pavement conditions and traffic conditions where applicable prior to conducting the field sampling.

- At least one bore shall be made within each soil series identified in the NRCS Soil Survey. Additional bores shall be located in areas where proposed roads are crossing or in close proximity to drainage pathways, creek beds, stock ponds, or natural lows. Bore spacing will be determined by the project geotechnical engineer, but in no cases will the spacing exceed 1,000 linear feet.
- Depth of Sampling:
Record the coordinates of the location and the surface elevation where the soil boring is being taken. Identify soils at 2.5 foot intervals or at every change in the physical characteristics of the soil to a depth of at least 10 feet. Where cuts are required that exceed the minimum bore depth, bores will be continued to a depth of 5 feet below proposed roadway subgrade.
- Backfilling of Test Borings
Bore holes must be filled or plugged to prevent injury to livestock or people in the area and to minimize the entry of surface water into the bore hole. If surface contamination of lower aquifers or cross contamination is a concern, the backfill material will be bentonite pellets or grout. Backfill of all borings drilled over any aquifer must conform to 30 TAC §213.7. Where borings penetrate asphalt and/or concrete, the borings must be patched with similar materials.

Fill

In areas where fill is required to establish the street/roadway subgrade, specifications and testing information must be developed to address the existing soil interface between the fill materials that is brought in or the existing soils on the site. Additional testing must be performed on fill material to confirm the assumed Soil Modulus value and plasticity index.

DESIGN PARAMETERS

The design of pavement structures shall be in accordance with the American Association of State Highway and Transportation officials (AASHTO) Guide for Design of Pavement Structures, 1993 or latest approved edition. The pavement design report must be signed by a professional engineer registered in the State of Texas. However, the report may be prepared under the supervision of a professional engineer registered in the State of Texas. The following design requirements shall be used for flexible pavement design:

- Equivalent Single Axle Loading (ESAL)
 - Local A Residential – A minimum of 100,000 ESALs shall be used in the design.
 - Local B and Collector– A minimum of 2,000,000 ESALs shall be used in the design. If the street will have more than 152 daily truck trips, an ESAL calculation for the expected truck traffic must be submitted.
 - Arterial– A minimum of 3,000,000 ESALs shall be used in the design. If the street will have more than 228 daily truck trips, an ESAL calculation for the expected truck traffic must be submitted.
 - For further information and reference, see Wilson County’s Typical Section of Roadway Construction.
- Service Life – Twenty (20) years
- Standard Deviation (S_o) – 0.45
- Serviceability
 - Initial Serviceability (p_o) – 4.2 (flexible pavements); 4.5 (Rigid Pavements)
 - Terminal Serviceability (p_t) – 2.0 (Local A & Local B Streets)
– 2.5 (Collector and Arterial Streets)
- Reliability Level
 - 70 (Local A Streets)
 - 90 (Local B and Collector Streets)
 - 95 (Arterial Streets)

Minimum Section – Street structural sections shall be designed to carry the calculated ESAL loading relative to the soil modulus of subgrade reaction of the roadbed soil (subgrade). The soil modulus of subgrade reaction shall be determined by Resilient Modulus (M_R) testing or multiplying the CBR of the roadbed soil by 1,500. The structural section shall be determined by the design engineer and/or the geotechnical engineer. At no time shall the street structural layers be less than the following:

Minimum HMAC Thickness ($S_c=0.44$)	Local A: 2" Local B/Collector: 3" Arterial: 4"
Two Course Surface Treatment ($S_c=0.00$)	Expected traffic volume <500 vehicles per day for the street and County Road Section (without standard or header curb) is used
Aggregate Base Course ($S_c=0.14$)	8" Layer (6" if existing subgrade is limestone, CBR ≥ 7.9)
Asphalt Treated Base Course ($S_c=0.38$)	6" Layer
Cement Stabilized Base Course ($S_c=0.23$)	6" Layer
Mechanically Stabilized Layer (S_c see below)	8" Layer
Subbase Course (S_c varies by material)	6" Layer
Subgrade Treatment/Stabilization (S_c see below)	6" Depth

Subgrade Treatment/Stabilization

Subgrade treatment or stabilization is required when the subgrade (regardless if the soil is in-situ or fill material) has a plasticity index (PI) greater than 20. If only treatment (unconfined compressive strength (UCS) less than 160 psi for lime; or UCC less than 250 psi for cement) is provided, no structural credit will be given to the treated layer. A layer stabilized using lime or cement can be calculated with a structural coefficient (S_c) of 0.08 for lime or 0.11 for cement following the testing and sampling requirements listed on page 3.

Mechanically Stabilized Layers

Mechanically stabilized layers may be used, however, if the subgrade’s PI is greater than 20, lime treatment is still required (see above). No structural credit will be given to bi-axial geogrid material. Uni-axial geogrid is not allowed. A structural credit may be given to the aggregate base course that is mechanically stabilized with tri-axial geogrid material. The structural credit will only be given to the aggregate material layer above the geogrid material at a value determined using AASHTO’s mechanistic-empirical modeling methods.

Lime Stabilization

To include a lime stabilized layer as part of the structural pavement system, the application rate of lime shall be determined based on laboratory testing and shall be the lowest percentage of lime that provides:

- a pH of 12.4 or the highest pH achieved in accordance with ASTM D6276 *Standard Test Method for Using pH to Estimate the Soil-Lime Proportion Requirement for Soil Stabilization*,
- a PI of less than 20 in accordance with ASTM D4318 *Standard Test Methods for Liquid Limit, Plastic Limit, and Plasticity Index of Soils*,
- an unconfined compressive strength (UCS) at 7-days of at least 160 psi in accordance with ASTM D5102 *Standard Test Methods for Unconfined Compressive Strength of Compacted Soil-Lime Mixtures (Procedure B)* (In addition, curing should occur for 7 days at 40°C and specimens should be subjected to 24-hr capillary soak prior to testing), and
- [For Expansive Soils] a three dimensional expansion of less than 1%.

For construction verification the following shall be conducted in the field:

- After initial mixing the soil-lime mixture shall mellow for a minimum period of two to three (2 – 3) days. Maintain moisture during curing (mellowing);
- After curing (mellowing) and final mixing, the pulverization shall be checked using the following criteria (remove non-slaking aggregates retained on the ¾ inch sieve from the sample):
 - Minimum passing 1 ¾" sieve 100
 - Minimum passing ¾" sieve 85
 - Minimum passing No. 4 sieve 60
- Additionally, after curing (mellowing), the PI of the mix shall be verified.
- Sample soil-lime mixture for determination of Maximum Dry Density (MDD). In the laboratory, mold specimens to 95% of MDD at optimum moisture content and verify UCS to be at least 160 psi in accordance with procedure outlined above for mixture design.
- Compact and check field density (minimum of 95% of MDD required);
- Cure for an additional 2 to 5 days (total curing (mellowing) time should total at least 5 days).
- Verify depth of lime stabilized layer to depth as noted on plan to within +/- 1.0 inch.

Cement Stabilization

To include a cement stabilized layer as part of the structural pavement system, the application rate of cement shall be determined based on laboratory testing and shall be the lowest percentage of cement that provides:

- a PI of less than 25 in accordance with ASTM D4318 *Standard Test Methods for Liquid Limit, Plastic Limit, and Plasticity Index of Soils*,
- an unconfined compressive strength (UCS) at 7-days of at least 250 psi in accordance with ASTM D1633 *Compressive Strength of Molded Soil-Cement Cylinders*. (Curing should occur for 7 days in a damp room and without capillary soaking), and
- [For Expansive Soils] a three dimensional expansion of less than 1%.

For construction verification the following shall be conducted in the field:

- After mixing, the pulverization should be checked using the following criteria:
 - Minimum passing 1 ¾" sieve 100
 - Minimum passing ¾" sieve 85
 - Minimum passing No. 4 sieve 60
- Sample soil-cement mixture for determination of MDD. In the laboratory, mold specimens to 95% of MDD at optimum moisture content and verify UCS to be at least 250 psi in accordance with procedure outlined above for mixture design.
- After mixing, compact the soil-cement mixture and cure for a period of three (3) days. Maintain moisture during curing;
- Additionally, after curing, the PI of the mix shall be verified.
- Compact and check field density (minimum of 95% of MDD required);
- Run three (3) passes of a 12 ton roller after the three (3) day curing time to create micro cracks, if UCS at 7-days exceeds 500 psi.
- Verify depth of cement stabilized layer to depth as noted on plan to within +/- 1/8 inches using TxDOT Test Method TEX-140-E *Measuring Thickness of Pavement Layer*.

**ARTICLE VIII
WATER AND FIRE
SUPPRESSION**

A. GENERAL REQUIREMENTS

1. No subdivision lots may be sold or otherwise conveyed unless either a public or approved private water system is available or unless water of adequate quality to meet State and County Health requirements is available.
2. If no public water system is available and the proposed development is not within the CCN of a public water system, the Developer shall cause a test well(s) to be drilled in accordance with the applicable Wilson County and Texas Commission on Environmental Quality regulations to show evidence potable water is available in quality and quantity for the proposed development. In lieu of drilling the test well(s), the Developer may provide copies of well logs of a minimum of three (3) wells on contiguous properties. A current water sample from each well shall be taken and analyzed for drinking water constituents by a TCEQ certified laboratory to demonstrate water quality. If groundwater is the source of water supply for the Development, the Developer is required to obtain certification, by a licensed professional engineer (or other professional designated by State law) registered to practice in Texas, that adequate groundwater is available for the Development, according to the certificate form and content as promulgated by the Texas Commission on Environmental Quality (TCEQ).
3. If a developer contracts with a public water provider to provide water, the subdivision water distribution system will be engineered to meet the requirements of Title 30, Chapter 290 of the Texas Administrative Code.
4. If a developer contracts with a public water provider to provide water, the developer shall furnish a letter from the public water provider stating that water is available in quantity and quality to meet minimum state standards, and shall be available to the point of delivery to all lots.

B. FIRE SUPPRESSION

1. Where a water line of six-inch (6") diameter or greater is along the roadway adjacent to or across from the proposed subdivision, and is available for service to the proposed subdivision, the Developer shall place fire hydrants to the specifications of the State Board of Insurance Standards or to the standard of any city with extraterritorial jurisdiction. Fire hydrants placed in the subdivision shall have at least two (2) two and one-half inch (2.5") outlets with National Standard Treads (N.S.T.) and one (1) larger outlet for local fire department. (Wilson County Fire Departments utilize a four and one-half inch (4.5") steamer connection.)
2. In a subdivision that is served by fire hydrants as part of a centralized water system certified by TCEQ as meeting minimum standards for water utility services, fire hydrants shall be located on road right-of-ways, one per 1,000 feet (1000') of road frontage, and no road frontage of any lot shall be more than 500

road feet (500') from an approved fire hydrant. The first fire hydrant must be located within 250 feet (250') of the entrance. The fire hydrants shall be on a minimum six inch (6") main and flow at 250 GPM for two (2) hours sustained.

The fire protection system

shall be designed and certified by a professional engineer certifying that these requirements have been met. The design and certification shall be provided as part of the application for subdivision development. A signed statement by a registered professional engineer certifying that these requirements have been met shall be on the plat.

3. In a subdivision that IS NOT SERVED BY FIRE HYDRANTS as part of a centralized water system certified by TCEQ as meeting minimum standards for water utility services, the developer shall provide 30,000 gallons of water storage for every 50 homes.
4. In a subdivision that IS NOT SERVED BY FIRE HYDRANTS, and IS NOT PART OF a CENTRALIZED WATER SYSTEM certified by TCEQ as meeting minimum standards for water utility services, the developer shall provide water storage as follows:
 - a. For a subdivision of fewer than 50 houses, one 30,000-gallon water storage tank for fire suppression meeting NFPA 22 standards shall be installed. Placement shall be approved by the fire department having jurisdiction and be as close to the entrance of the neighborhood as possible.; or
 - b. For a subdivision of 50 or more homes, a water source with 6-inch mains and hydrants must be provided.
 - c. The subdivision must enter into an agreement with the contracted water company to allow a minimum of a 2" line piped directly into the tank for purposes of filling the tank. The fire department having jurisdiction will have the sole responsibility to ensure the tank is filled after use or from evaporation.
 - d. Water must be available at no expense to the county or fire department having jurisdiction.
 - e. The fire department or Wilson County will inspect the tank annually and any deficiencies will be the responsibility of the HOA.
 - f. Storage tanks may be used for fire suppression purposes in other areas as deemed necessary by the County and fire department.
 - g. A turn around with a radius of (insert county regulation for cul-de-sac radius here) shall be provided at the location of the storage tank in order to allow fire apparatus to turn around with minimal backing required.
5. The water storage tank shall comply with the latest addition of NFPA 22 Standard for Water Tanks for Private Fire Protection and
 - a. Hold the minimum amount of water storage as required;
 - b. Be vented;
 - c. Be on a foundation that will support the tank at full storage capacity;

- d. Be adjacent to a public road in the subdivision, and the land on which it rests must be burdened with an easement allowing Wilson County, or its agents, access to the water storage tank for purposes of maintaining it, repairing it, replacing it, filling it, or draining it;
 - e. Have a common large diameter coupling of the type used for fire hoses that must be approved by the fire department having jurisdiction; and
 - f. Have signage displayed, on its side visible to the roadway, indicating that it contains non-potable water to be used for official use only
6. The location(s) of the water storage tank must be approved by the Wilson County Permitting office prior to submission of plat application (Attachment 10). The location(s) of the water storage tank and access easement shall be shown on the plat.
 7. The developer will, upon installing the water storage tank, fill it with water to demonstrate that it will hold water. The developer may not remove the water, but has no further obligation to keep the water storage tank filled.
 8. The developer shall submit a written request to the Wilson County Permitting office for inspection and approval of the water storage tank as meeting the requirements of these regulations. Inspection shall be conducted within fifteen (15) business days of receipt of the request.
 9. Wilson County has no obligation to maintain, repair, replace or fill the water storage tank, and the developer will so note that fact on its Plat. See ART.V.A.21.
 10. The water storage tank must be installed, filled and pass inspection prior to the acceptance of the roads, or prior to any homes being constructed.

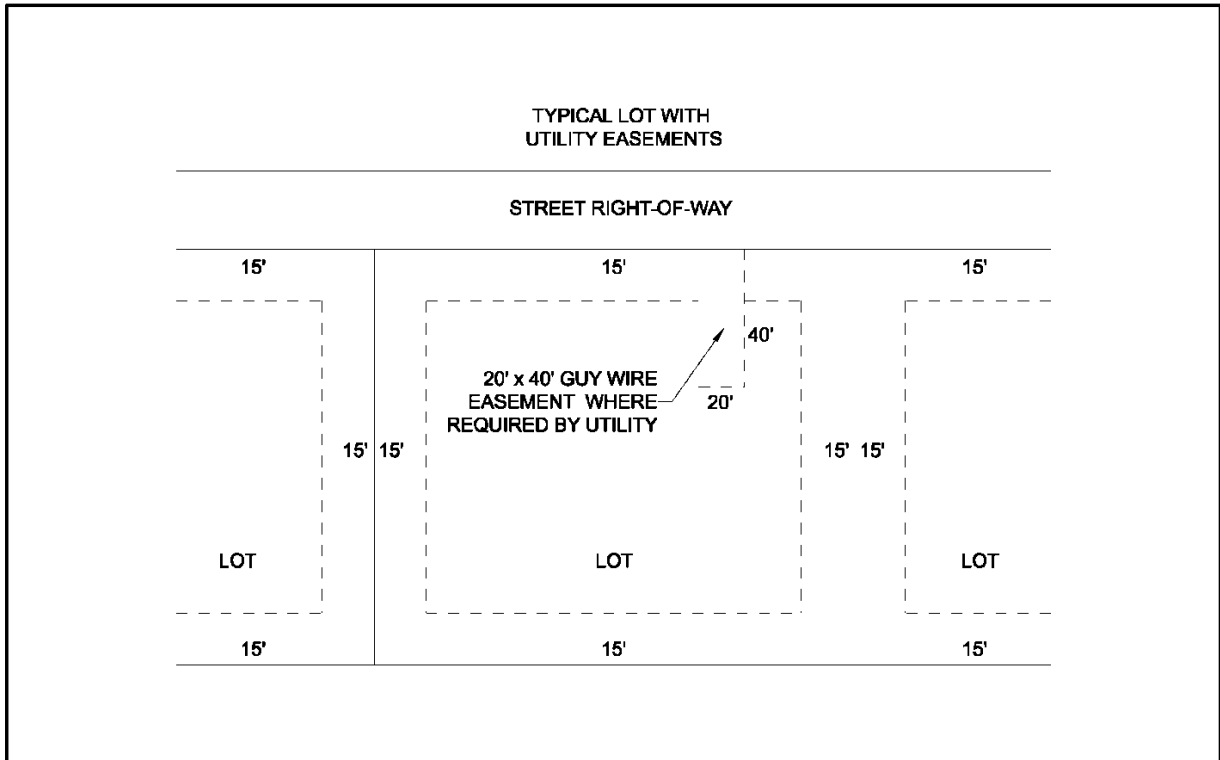
ARTICLE IX

ILLUSTRATIONS

A. UTILITY EASEMENT

Items required on plat for electric service to subdivisions

1. Utility Easement Diagram



2. Signature Block

This plat of (*name of subdivision*) has been submitted to and approved by (*name of utility company*) for easements. _____

Agent for (*name of utility company*)

3. Notes on plat:

Electric service is to be provided by: (*name of utility company*)

There is hereby dedicated a fifteen foot (15') wide electric distribution line easement along all front, side and rear lot property lines. There is hereby dedicated a thirty-foot (30') easement centered on all existing lines.

Each lot is also subject to a floating twenty foot (20') wide by forty foot (40') long electric guy wire easement as required by the electric utility.

All electric utility easements are for the construction, maintenance (including but not limited to removal of trees and other obstructions), reading of meters and repair of all overhead and underground electric utilities.

No buildings or other obstructions or well of any kind shall be placed on any electric easements, nor shall any trees be planted thereon.

C TxDOT RIPRAP HEADWALL DIAGRAM

**LONGITUDINAL SECTION FOR
CIRCULAR & ARCH PIPES**

**DIMENSIONS FOR CIRCULAR (CMP and RCP)
PIPE CULVERTS**

10' INSIDE PIPE	1'		10'		W	
	CSM	RCP	SINGLE	DOUBLE	TRIPLE	QUADRUUPLE
18"	2'-0"	1'-2"	0'-5 1/2"	0'-5 1/2"	4'-6"	7'-2"
24"	2'-6"	1'-3"	0'-10 1/2"	0'-10 1/2"	5'-3"	8'-4"
30"	3'-0"	1'-5"	0'-11"	0'-11"	6'-0"	9'-5"
36"	3'-6"	1'-7"	0'-11"	0'-11"	7'-6"	11'-8"
42"	4'-0"	1'-9"	0'-11"	0'-11"	9'-0"	13'-11"
48"	4'-6"	2'-2"	1'-5"	0'-5"	10'-5"	16'-2"
54"	5'-0"	2'-5"	1'-7"	0'-7"	12'-0"	18'-5"
60"	5'-6"	2'-10"	1'-11"	1'-5"	13'-6"	20'-10"
					15'-0"	23'-2"
					16'-6"	25'-6"

* IS MEASURED BETWEEN THE OUTER SURFACES OF THE PIPES.

**SINGLE CIRCULAR PIPE CULVERT
(CMP or RCP)**

**MULTIPLE CIRCULAR PIPE CULVERT
(CMP or RCP)**

SINGLE C.M.P. ARCH PIPE CULVERT

MULTIPLE C.M.P. ARCH PIPE CULVERT

NOTES:

- FOR RIPRAP QUANTITIES AND SLOPES, SEE CULVERT LAYOUT SHEET. PAVEMENT SHALL BE CLASS B UNLESS OTHERWISE SHOWN IN THE PLANS.
- ALL METAL PIPES (CIRCULAR AND/OR ARCH) SHALL HAVE 6" X 6" GALVANIZED BOLTS WITH 2 HEX NUTS AT 24" CENTERS TO ANCHOR THE PIPE TO THE CONCRETE. THIS WORK WILL BE SUBSIDIARY TO THE RIPRAP HEADWALL.
- FOR CONCRETE ARCH PIPES, THE CMP ARCH PIPE CULVERT DIMENSIONS WILL HAVE TO BE ADJUSTED FOR THE PIPE WALL THICKNESS.
- FOR PIPES LARGER THAN SHOWN, USE THE CLEAR DISTANCE BETWEEN PIPES SHOWN IN ITEMS #60 AND/OR #64.
- IF THE SIDES OF THE HEADWALL IS ADJACENT TO A RIPRAP SLOPE AND IF THE TOP OF THE HEADWALL IS ADJACENT TO THE ROADWAY, THE RIPRAP SHALL BE ADJACENT TO THE TOP-TOE WALLS MAY BE ELIMINATED IF APPROVED BY THE ENGINEER.

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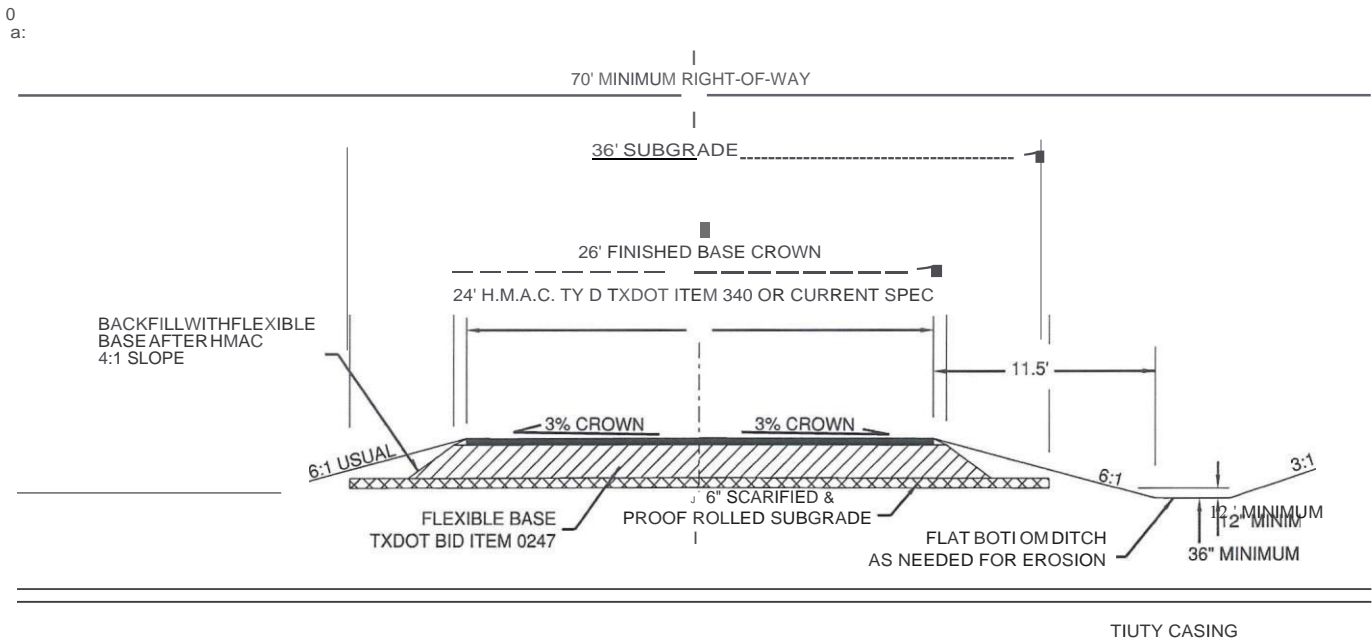
PROJECT NO.	DATE
TEAMS	SCALE
DATE	BY
DATE	BY
DATE	BY

8/02

**SAN ANTONIO
DISTRICT STANDARD
RIPRAP HEADWALL**

STRUCTURE DESIGN
7/10/02/STDS/DIV/ENR/MS/SPN

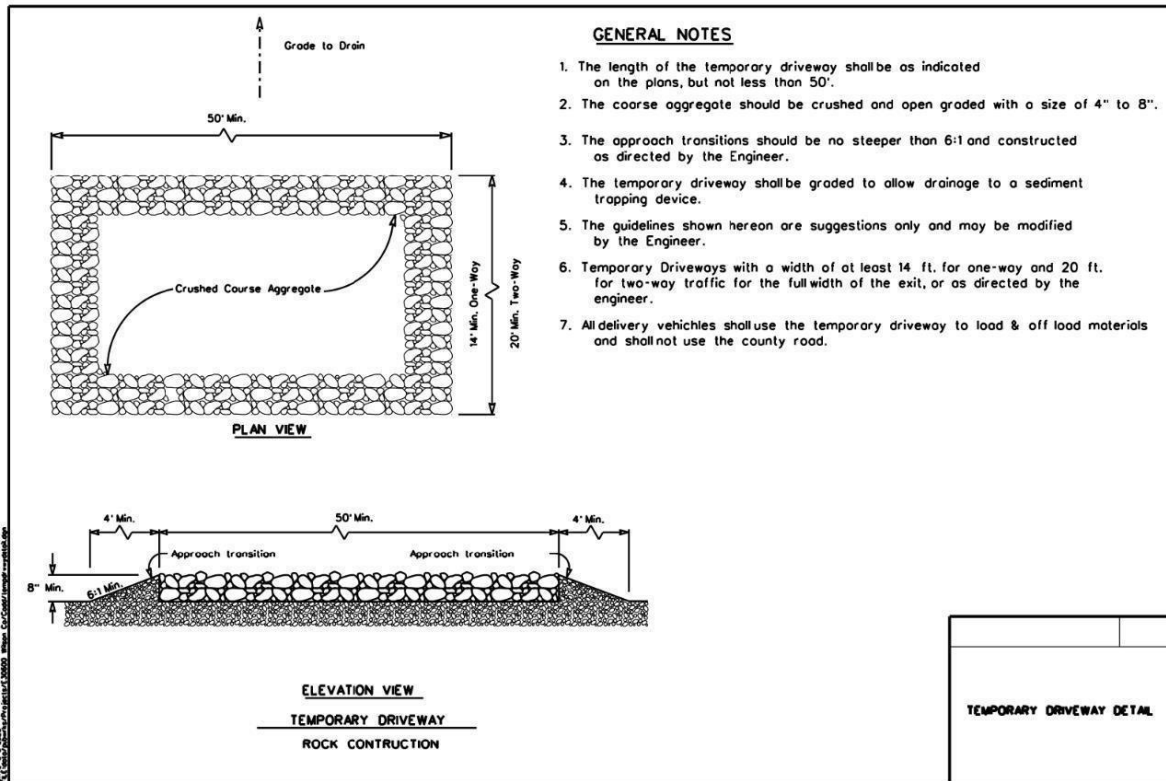
D. ROADWAY CONSTRUCTION DIAGRAM (REVISED)



TYPICAL SECTION OF ROADWAY CONSTRUCTION
WILSON COUNTY
SUBDIVISION REGULATIONS

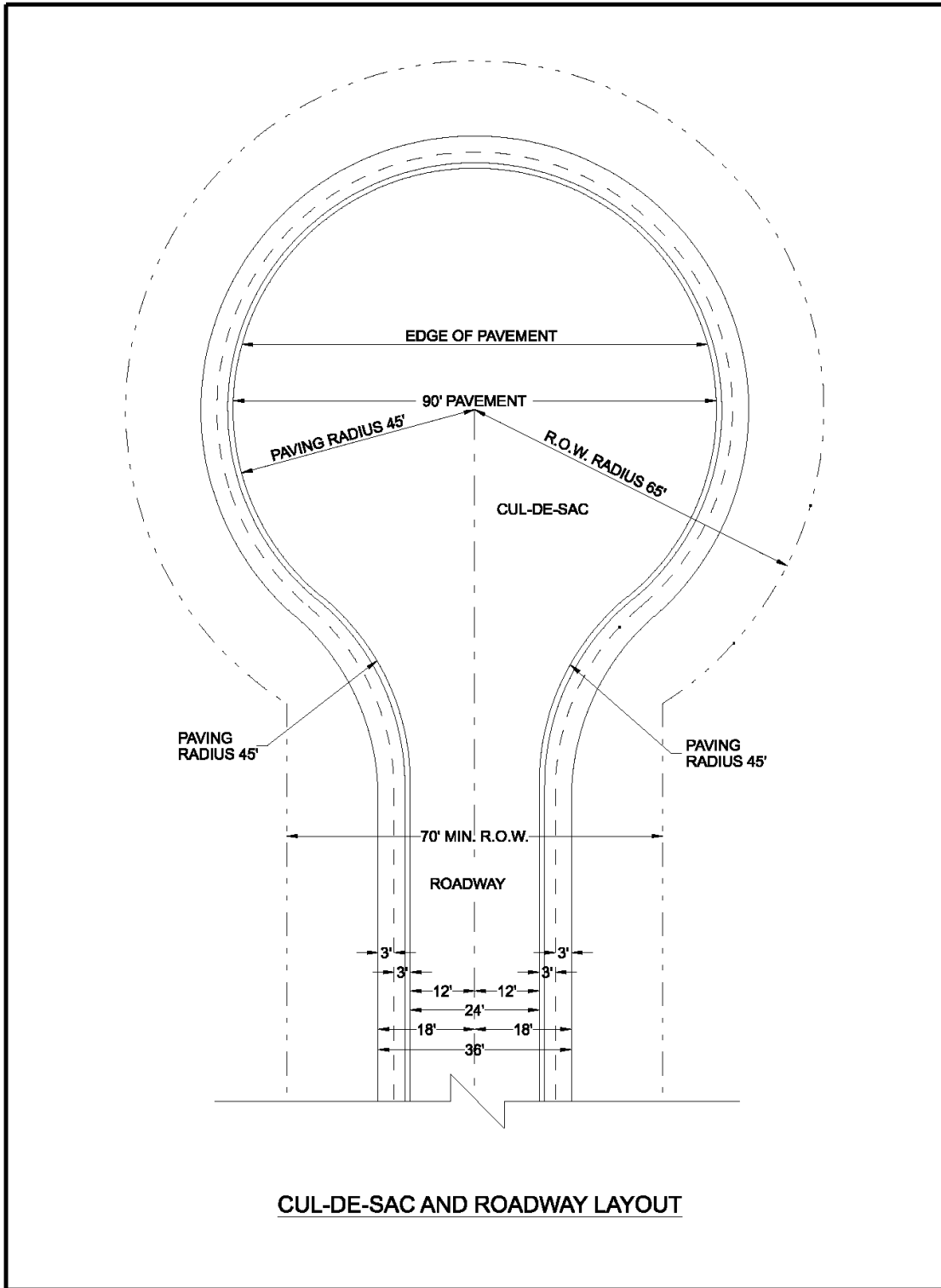
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E. TEMPORARY DRIVEWAY DETAIL



X.ROADWAY CONSTRUCTIONDIAGRAM

CUL-DE-SAC DIAGRAM



Article X

DEFINITION OF TERMS

100-Year Floodplain (Zone) – that area subject to inundation by a flood having a one-percent probability of occurrence in any given year based on existing conditions of development within the watershed area, as determined by the Federal Emergency Management Agency and approved by the Flood Plain Administrator of Comal County. A flood having a one-percent probability of occurrence on the average would occur once every one hundred years.

Building Set-Back Lines – the lines within a property defining the minimum horizontal distance between a building and the adjacent property line or street.

Contour Lines – elevation lines drawn upon the plat illustrating general topography and drainage flow.

County – shall refer to the Commissioner, Development and Permitting Director, and/or the County Engineer, unless otherwise stated

County Engineer- The person employed by the county or in the absence of a full-time employee, the person/firm the county has engaged to perform this work. Update the regulations to match the definition.

Dedication - the transfer of property from private to public ownership.

Detention Pond - an artificially formed structure designed to hold storm water runoff, detaining it for a period of time before ultimately slowly discharging the water

Extraterritorial Jurisdiction (ETJ) - authority granted to municipalities to exercise subdivision development regulations for a specific distance outside their boundaries in unincorporated areas.

Home-Owners Association (HOA)/Property Owners Association - an organization that makes and enforces rules and guidelines for a subdivision

Lot - an undivided tract or parcel of land having frontage on a public or private street and which is, or in the future may be, offered for sale, conveyance, transfer, or improvement, which is designated as a distinct and separate tract and/or which is identified by a tract or lot number or symbol in a duly approved subdivision plat which has been properly filed of record.

Non-Standard Plat – a plat that does not conform to the Wilson County Subdivision and Development Rules and Regulations

Pavement Width- the portion of a street available for vehicular traffic.

Plat - a subdivision plan submitted for preliminary or final approval to the Commissioners Court in conformity with the provisions of these regulations and which, if given final approval, will be submitted to the County Clerk of Wilson County for recording. A replat or re-subdivision will be considered a plat as defined herein.

Public Sewage System - any publicly or privately owned system for the collection, treatment, and disposal of sewage that is operated in accordance with the terms and conditions of a valid waste discharge permit issued by the Texas Commission on Environmental Quality.

Public Water System – a system, approved by the Texas Commission on Environmental Quality, for the provision to the public of water for human consumption through pipes or other constructed conveyances.

Residential Use - shall be construed to include single-family residential, two-family, and multi-family residential, i.e., apartments, townhouses, or condominiums.

Right-of-Way - that portion of the subdivision dedicated to public use for streets and roads.

Road or Street - a public or private thoroughfare which provides vehicular access to adjacent land.

Shall and May - in these regulations, use of the word “shall” indicates a mandatory provision, and use of the word “may” indicates a permissive provision.

Will and Should - in these regulations, use of the word “will” indicates a mandatory provision, and use of the word “should” indicates a recommendation.

Surveyor - a Registered Public Land Surveyor as authorized by the State Statutes to practice the profession of surveying.

Utility Easement – easement dedicated by the owner of the proposed subdivision in perpetuity for the installation and maintenance of public utilities and all the necessary appurtenances thereto installed above, on, or below the surface of the ground; with the following requirements:

Nothing shall be placed or permitted to remain within the dedicated easement limits that may damage or interfere with the proper installation and/or maintenance of utilities. Utility companies, their agents and assigns, shall have all of the rights and benefits necessary for the full enjoyment of the rights herein granted, including but not limited to the free right of ingress to and egress from the utility easement, and the right to, periodically, cut and/or remove all trees, brush, and other obstructions that may injure, endanger, or interfere with the operation and/or maintenance of utility installations.

Variance - a departure from the Wilson County Subdivision and Development Rules and Regulations that is requested as a part of the standard platting process

Water Distribution Facility - A system or network of pipes and valves designed to deliver potable water to users.

Water Production Facility – A collection of pumps, treatment equipment, tanks and other devices designed to extract water from a source, provide necessary treatment to purify and disinfect, pressurize, pump, and store potable water.

ARTICLE XI

ATTACHMENTS

(These attachments may be amended from time to time without amending or affecting the remainder of these regulations)

ATTACHMENT 1

SUBDIVISION DEVELOPMENT FEES

Geotechnical Work Plan Review Fee, if applicable	\$250.00
Application for Plat without roads	\$100.00/lot
• Plus Drainage Review fee, if applicable	\$500.00
• Minimum fee for all new subdivisions	\$500.00
Application for Plat with roads	\$3,000 + \$100.00/lot
• Plus Drainage Review fee	\$500.00
Application to Amend a Plat	\$200.00
Application to Revise a Plat	\$100.00/lot created (plus all publication costs)
• Plus Drainage Review fee, if applicable	\$500.00
Application fee to Cancel a Plat	\$100.00/lot (plus all publication costs)
 (Fees do not include the County Clerk plat recording fees. Those will be paid with the County Clerk's Office at the time of recording.)	
Application fee for non-standard plat or variance	\$500.00
• Plus Drainage Review fee, if applicable	\$500.00
Hard Copy of Subdivision Regulations	\$25.00

These fees are subject to change. It is the responsibility of the holder of the copy of these regulations to maintain a current copy.

ATTACHMENT 2

SUBDIVISION APPLICATION CHECKLIST

******Appointments must be scheduled to submit plat applications.******

Date of appointment: _____ Appointment time: _____

The following items MUST BE included as part of your application for subdivision development:

- 10 copies of proposed plat (18x24) – *contour lines MUST BE indicated or application will not be accepted.*
- Electronic copy of proposed plat
- Copy of deed indicating ownership of property
- Letter from public water utility company or TCEQ Certification of Groundwater Availability for Platting Form
- Letter from electric utility company
- Letter from telephone provider
- Letter from TxDOT – *if applicable* N/A
- Letter from Emergency Services District (ESD) – *if applicable* N/A
(If roads are to remain private, the letter from the Fire Dept. must include approval of the lock box)
- Waiver approval from City for development occurring in the ETJ – *if applicable*
- Draft of Construction Bond, Letter of Credit or Escrow Agreement
- Copy of Covenants and Restrictions for proposed subdivision
- Floodplain application, including Drainage Review Fee
- Drainage Analysis to include all maps and calculations to support the study
- Downstream Impact Analysis
- Electronic copy of Drainage Analysis/Study
- Traffic Impact Analysis
- Storm Water Pollution Prevention Plan
- Soil Evaluation of site for proposed subdivision
- Road Design and Construction Drawings
- Proof of review and approval of geotechnical work plan, if applicable N/A
- Electronic copy of Road Design and Construction Drawings
- Engineer certification letter regarding fire protection system - *if applicable* N/A

- Master Plan – *if applicable* N/A

- Copy of document establishing HOA/POA – *if applicable* N/A
- Maintenance plan, including estimated costs, for use by HOA/POA N/A
- Attachment 2 – Subdivision Application Checklist
- Attachment 3 – Application for Subdivision Plat Consideration
- Attachment 4 – Additional Requirements to Ascertain Compliance

- Attachment 5 – Plat Physical Characteristics and Appearance
- Attachment 8 – 9-1-1 Addressing Road Name Verification
- Attachment 9 – Acknowledgment by U S Postmaster
- Attachment 10 – Water Storage Tank Approval – *if applicable* N/A
- Attachment 11 – Health Department Approval
- Attachment 12 – Construction Costs Estimate Review and Acceptance, N/A
including cost breakdown and calculations – *if applicable*
- Subdivision Application fee

***** Incomplete applications will not be accepted. *****

ATTACHMENT 3

APPLICATION FOR SUBDIVISION PLAT CONSIDERATION

Date Received: _____ Commissioner Pct. #: _____

Check #: _____ Receipt #: _____

Owner:

Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

Signature: _____

Developer (If not same as Owner):

Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

Signature: _____

Contact Person (If not same as Owner):

Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

Name of Proposed Subdivision: _____

Size and Location of Original Tract: _____

Name of Nearest Public Road/Street to Subdivision: _____

Commissioner Precinct No: _____ School District(s): _____

Water Service Provider: _____

Electric Utility Provider: _____

Engineer

Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

Surveyor

Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

ATTACHMENT 4

ADDITIONAL REQUIREMENTS TO ASCERTAIN COMPLIANCE

(This attachment shall be completed in its entirety and submitted as part of the application)

The following checklist is for the use of a Developer in ascertaining initial compliance with the Wilson County Subdivision and Development Rules and Regulations and assisting the Wilson County Permitting and Development Office in processing an application under the Rules. This list does not supersede or replace the Subdivision Rules, and each applicant must comply with the Subdivision Rules, as they are amended from time to time. The General Criteria established throughout this document establish minimum criteria. If the requested subdivision deviates in any substantive way from these criteria established herein, a variance is required. The variance request must be resolved prior to submission of the plat application. This completed list should be presented to the Wilson County Permitting and Development Office with each preliminary plat. **Check the appropriate response.**

1. Is any part of the proposed subdivision in the extraterritorial jurisdiction (ETJ) of an incorporated municipality? YES NO N/A
If so:
 - a. Which city _____
 - b. Does the city control its own ETJ territory for platting? YES NO
 - c. If any part of the proposed subdivision is in the extraterritorial jurisdiction of an incorporated municipality, have you presented the plat to that municipality for approval? YES NO
2. Did you obtain approval from Commissioners Court for any variances from the platting requirements of Wilson County? YES NO
 - a. If so, is a copy of the approval of the variance attached? YES NO
3. Will the roads, streets and alleys of the subdivision be dedicated to the public?
 YES NO N/A
4. Will the roads, streets and alleys remain private? YES NO N/A
 - a. If the roads, streets and alleys, and other common elements are to remain private, will title to them be transferred to a POA/HOA or other entity with the responsibility to maintain them? YES NO
 - b. Will a gate or other device to control access barricade the entrance to the subdivision? YES NO
 - c. If the subdivision is to be a controlled access (gated) community, have you provided for a siren-operated automatic gate opener, and a Lock Box and Emergency Response Key, and letters from EMS, Law Enforcement, and Fire Departments? YES NO
5. If the subdivision fronts a TxDOT controlled highway, have you provided a letter from TxDOT for highway access? YES NO N/A

6. Is detention utilized in the drainage study? YES NO N/A

If so, an HOA/POA is required. Have you provided a copy of the document forming the HOA/POA? YES NO N/A

7. Will a Home Owners Association be created? YES NO N/A

If so, is the appropriate statement regarding a Home Owners Association included on the plat? YES NO N/A

8. Will the proposed subdivision be served by: (check one)

a. A public water system?

b. Private water wells? If so, have you obtained the necessary evidence that potable water is available for each tract? YES NO N/A

9. Will the proposed subdivision be served by: (check one)

a. On-Site Sewage Facilities (OSSF)? If so, have you attached the required site evaluations? YES NO N/A

b. A municipal sewage disposal system?

c. A quasi-municipal sewage disposal system?

d. A central sewage disposal system?

If b, c, or d applies, have you included Drawings to include engineered plans for sewage installation? YES NO

10. If each lot is to be served by private water well AND OSSF, is each lot at least two (2) acres? YES NO N/A

If No, have you complied with the Dense Lot requirements of ART. V.E.7?

YES NO N/A

Have you provided proof? YES NO N/A

11. If each lot is to be served by a public water system and OSSF, is each lot at least one (1) acre? YES NO N/A

If No, have you complied with the Dense Lot requirements of ART V.E.7?

YES NO N/A

Have you provided proof? YES NO N/A

12. Is the proposed development within an Emergency Services District(ESD)?

YES NO

If so, have you provided a letter from the ESD indicating the proposed development will be in compliance with their rules and regulations? YES NO

ATTACHMENT 5

PLAT PHYSICAL CHARACTERISTICS AND APPEARANCE

All writing and drawings on the Record Plat must be large enough to be easily legible following recording, and legible at 50% photocopy reduction.

The following information must be indicated on the plat

- 1. The original patented survey(s)
- 2. The number of acres in each survey with the abstract number of same
- 3. The volume and page of the current deed, as filed in the Official Public Records of Wilson County, of the tract being subdivided
- 4. Boundary lines and total acreage of the Original Tract and the Subdivision
- 5. Total number of lots in the subdivision unit
- 6. Total acreage and dimensions of each lot. The area of each lot must be shown in acres to two (2) decimal places.
- 7. Location and acreage of any proposed parks, squares, greenbelts, schools, or other public use facilities
- 8. Names of adjoining subdivisions or owners of property contiguous to the proposed Subdivision
- 9. Area map showing general location of Subdivision in relation to major roads, towns, cities or topographic features
- 10. North arrow, scale and date. The scale shall not exceed 1" = 200'.
- 11. GPS coordinates of at least two (2) corners of the subdivision
- 12. Boundary lines of any incorporated city and the limit of the extraterritorial jurisdiction (ETJ) of any city
- 13. Indicate the school district in which the Subdivision is located. *In the event any lot lies within more than one school district, then the plat shall clearly state the number of acres within the lot that lies within each school district.*
- 14. Indicate the Emergency Services District (ESD) in which the Subdivision is located, if applicable. *In the event a development lies within more than one ESD, the boundary between them must be indicated on the plat. In the event any lot lies within more than one ESD, then the plat shall clearly state the number of acres within the lot that lies within each ESD.*
- 15. Indicate location of any existing structures (wells, cemeteries, etc.) in the subdivision on the plat.
- 16. Bearings and dimensions of the boundary of the Subdivision and all lots, parks, green belts, easements, or reserves. Dimensions shall be shown to the nearest one-hundredth of a foot (0.01') and bearings shall be shown to the nearest one second of angle (01"). The length of the radius and arc of all curves, with bearings and distances of all chords, shall be clearly indicated.
- 17. A description of monument used to mark all boundary, lot and block corners, and all points of curvature and the tangent on street right-of-ways
- 18. Location of original survey line. The subdivision shall be located with respect to an original corner of the original survey of which it is apart.

- 19. Lot numbers are to be arranged in a systematic order and shown on the plat in distinct and legible figures.
- 20. Elevation contours of no greater than ten foot (10') intervals, or two foot (2') if applicable, shall be shown on the plat.
- 21. All Special Flood Hazard Areas identified by the most current Flood Insurance Rate Maps published by the Federal Emergency Management Agency, including distances from block corners to flood plain line.
- 22. For subdivisions containing 100-year floodplain, benchmarks and required finished floor elevations of each lot shall be shown. Update to include additional monument language.
- 23. Each lot in the 100-year floodplain shall contain on the plat sufficient additional contours to identify and delineate the 100-year floodplain and regulatory floodway, if any. If base flood elevations have not been established, they shall be established by a method satisfactory to the Wilson County Flood Damage Prevention Order.
- 24. The location and size of all proposed drainage structures, including on-site retention or detention ponds and easements, and the impact of lot and street layouts on drainage
- 25. Depiction of all streams, rivers, ponds, lakes, other surface water features or any Sensitive Features (as defined by the Texas Commission On Environmental Quality in CFR 30 Texas Administrative Code 213.3)
- 26. Total length of all streets, to the nearest one-hundredth of a foot (0.01')
- 27. Total acreage of all streets, public or private
- 28. Total area of all common areas to be dedicated to the public/POA/HOA
- 29. Location, length, and right-of-way widths of all proposed streets and depiction of how all proposed streets shall connect with previously dedicated, platted, or planned streets within the vicinity of the subdivision
- 30. Location, size, and proposed uses of all proposed access easements, or shared access driveways, if any
- 31. The location of all proposed utility easements and/or infrastructure, including water well sanitary easements, if applicable
- 32. All required drainage easements shall be represented to scale on the final plat
- 33. Location of water storage tank and access easement, if required by ART. VIII.B
- 34. Dense lot requirements, if applicable. ART V.E.7
- 35. Table indicating culvert sizing's per lot. ART.VII.A.12
- 36. Lots affected by Special Flood Hazard Area (SFHA) must be listed in the notes section. ART V.B.3
- 37. Utility easement diagrams and plat notes as shown in ART. IX.A and IX.B
- 38. Name, address and signature of the Owner, and Developer or Applicant if not the Owner. (All names must be typed or printed directly under the executed signature.) ART. V.A.8
- 39. Name, address and signature of the Surveyor and/or Engineer. (All names must be typed or printed directly under the executed signature.) ART. V.A.7
- 40. A signed statement of each entity supplying electric and water utilities shall be displayed on the plat. All names must be typed or printed directly under the executed signature. ART.V.F.1

- 41. Signature block for Wilson County Development Review Committee Chairman
- 42. Signature block for Commissioners Court approval
- 43. County Clerk recording acknowledgment
- 44. A written certification from a Registered Professional Engineer that the location and dimensions of streets as set forth and laid out on the Proposed Plat or Survey are in accordance with these Regulations ART.V.C.6
- 45. A statement certified by the surveyor or engineer under his or her professional seal that, to the best of his or her knowledge, the plat accurately reflects the general location (or absence) of all streams, rivers, ponds, lakes, other surface water features or any Sensitive Features in accordance with the terms of these Regulations. ART.V.B.8
- 46. A signed statement by a registered professional engineer certifying that fire suppression requirements of these Regulations have been met. ART.VIII.B
- 47. The appropriate statement regarding a Home Owners Association as required by ART. II. N
- 48. The following statement shall appear prominently on the Final Plat: “In order to promote safe use of roadways and preserve the conditions of public roadways, no driveway constructed on any lot within this subdivision shall be permitted access onto a publicly dedicated roadway unless a **Driveway Permit** has been issued by the Wilson County. The driveway shall be constructed according to specifications stated within the permit.” ART. V.C.7
- 49. The following statement shall appear prominently on the Final Plat: “No homes are to be built or brought onto the lot until driveway and floodplain permits have been obtained and application for septic permit is submitted.” ART. V.C.9
- 50. An appropriate statement indicating the types of sewage disposal systems required for the subdivision. ART. V.E.5
- 51. Each plat will bear in at least twelve (12) point type the following statement “No structure may be occupied, unless connected to a public sewage system, until a septic permit for the on-site sewage facility is obtained from the Wilson County Health and Public Safety Officer.” ART. II.O
- 52. Statement regarding drainage study required by ART. V.B.10. a.5.
- 53. Drainage easement statement as required by ART.V.A.23
- 54. Drainage easement and fencing statement required by ART. V.B.12, if applicable.
- 55. Statement regarding water storage tank, if required by ART.V.A.22.
- 56. Statement regarding private roads and streets required by ART. VII.O.2, if applicable
- 57. Statement regarding non-access easement around private roads, required by ART. VII.O.6, if applicable.
- 58. Statement regarding Emergency Services District, if applicable. ART. V.G.
- 59. Statement regarding “freeboard” ART V. B. 3

ATTACHMENT 6

NON-STANDARD PLAT/VARIANCE APPLICATION CHECKLIST

The following checklist is for the use of the applicant in ascertaining initial compliance with the Non-Standard Plat/Variance Procedures of the Wilson County Subdivision and Development Rules and Regulations and assisting the Wilson County Permitting and Development Office in processing an application under the Rules. This completed list should be presented to the Wilson County Permitting and Development Office with each Application for Non-Standard Plat/Variance consideration.

If the tract of land that is the subject of this proposed Non-Standard Plat/Variance Application is within the ETJ of a City, have you verified that County has regulatory authority?

The following documents shall be submitted as part of the application.

- Attachment 7, Non-Standard Plat/Variance Application – must be filled out in its entirety.
- A complete copy of deed indicating applicant’s ownership of the property.
- A survey plat indicating the parent tract and the tracts being created by the proposed Non-Standard Plat/Variance.
- Letter from the appropriate electric utility supplier.
Name of Company: _____
- Letter from the appropriate water utility supplier.
Name of Company: _____
- If the tract being created by the proposed Non-Standard Plat/Variance has frontage on a state-maintained road, a statement from TxDOT indicating availability of access to property.
- If the property is within a subdivision, a copy of the Subdivision Covenants, Conditions and Restrictions.
- If the property is within a subdivision, but Subdivision Covenants, Conditions and Restrictions do not exist, a signed and dated statement from the applicant stating that they do not exist.
- If the property is within a subdivision, a statement from the Home Owners Association indicating the division of the tract is not in violation of the Subdivision Covenants and Restrictions.
- If the property is within a subdivision, but a Home Owners Association (HOA) does not exist, a signed and dated statement from the applicant stating that an HOA does not exist.

*****Incomplete applications WILL NOT be accepted. *****

ATTACHMENT 7

NON-STANDARD PLAT/VARIANCE APPLICATION

Non-Standard Plat/Variance approval is to be obtained by the owner of the property to be subdivided prior to selling. Therefore, the applicant is the owner of the property to be subdivided.

Date Received: _____ Commissioner Precinct #: _____

Check #: _____ Receipt #: _____

Owner Contact Information:

Name: _____

Address of Property to be subdivided: _____

Mailing Address of Owner: _____

Phone Number: _____

E-mail Address: _____

Alternate Contact Information:

Name: _____ Phone Number: _____

Mailing Address: _____

1. Relief Requested (Reference the specific Section/Paragraph of the current Wilson County Subdivision and Development Rules and Regulations):

2. Reason for Requesting Relief

- a. What special circumstances or conditions affect the land involved such that the strict interpretation of the provisions of these regulations would deprive you of the reasonable use of this land?

- b. Why is relief necessary for the preservation and enjoyment of a substantial property right of yours?

- c Will the granting of relief not be detrimental to the public's health, safety, and welfare? Please explain.

- d Will the granting of relief not have the effect of preventing the orderly subdivisions of other land in the area? Please explain.

By signing this application and remitting the required fee, I am certifying that this request is being made for the purposes I have represented herein and that I understand that the Wilson County Commissioner's Court reserves the right to deny my request at its discretion, if the Commissioner's Court determines that the grounds I have made the request based upon are not subject to a variance of the existing subdivision regulations or are not in the best interest of the County of Wilson overall.

Applicant Signature: _____ Date: _____

(For office use only. Do not write below this line)

Wilson County Development Review Committee

Review Date: _____ Committee Recommendation: Favorable
 Unfavorable

This Non-Standard Plat/Variance Request was heard as Agenda Item No. ____ by the Wilson County Development Review Committee on _____, __, _____. The minutes reflect the following:

(INSERT THE MINUTES FROM THE MEETING)

Development Review Committee Chairman

Wilson County Commissioners Court

Review Date: _____ Commissioners Court: Approved
 Rejected

Henry L Whitman, Jr., County Judge

, County Judge

Attest:

Genevieve Martinez, County Clerk

, County Clerk

STATE OF TEXAS §
COUNTY OF WILSON §

This instrument was acknowledged before me on this the _____ day of _____, _____, by Henry L. Whitman Jr., County Judge of the County of Wilson, Texas.

Notary Public in and for the State of Texas

My commission expires: _____

ATTACHMENT 8

9-1-1 ADDRESSING ROAD NAME VERIFICATION

Name of Proposed Subdivision: _____

Developer Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

Road Names

Length in Linear Ft.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Submitted by: _____

Date: _____

Printed Name _____

Signature _____

(DO NOT WRITE BELOW THIS LINE)

Approved by: _____

Date: _____

Wilson County 911 Addressing

ESN: _____ Fire: _____

EMS: _____

Law Enforcement: _____

911 Addresses will be issued upon presentation of approved and filed Final Plat.

ATTACHMENT 9

ACKNOWLEDGMENT BY U.S. POSTMASTER

To be filled out by developer:

Name of Proposed Subdivision: _____

Developer Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

To be filled out by Postmaster:

I have been provided a copy of the Plat and Master Plan (if it is a multi-unit/phase development). I have discussed the requirements with the developer for postal delivery to the subdivision.

The developer is required to install centralized mailboxes

OR

Individual mailboxes for each lot are allowed

Special Requirements (if any): _____

Postmaster Printed Name

Date

Postmaster Signature

U.S. Postmaster, _____ Post Office

City/Town

ATTACHMENT 10

WATER STORAGE TANK APPROVAL AND INSPECTION

Date Received: _____

Name of Proposed Subdivision: _____

Developer Name: _____

Address: _____

Phone(Office): _____ (Cell): _____ Fax: _____

E-mail: _____

- 1. Total No. of Lots in subdivision _____
- 2. Centralized Water System **OR** Private Water Wells
- 3. Water storage required: 30,000 gallons per 50 homes
- 4. If more than 50 homes, No. of water storage tanks: _____

To be completed and submitted along with plat application.

The location(s) of the water storage tank(s) has been reviewed and approved. The location(s) of the water storage tank(s) and its access easement(s) are shown on the plat.

Wilson County Designated Fire Department

Date

To be completed after installation is complete.

The installed water storage tank(s) meets the requirements of the Wilson County Subdivision and Development Rules and Regulations.

ATTACHMENT 11

WILSON COUNTY PERMITTING & DEVELOPMENT DEPARTMENT

WILSON COUNTY PERMITTING & DEVELOPMENT DEPARTMENT
Courthouse Annex II
800 Tenth St., Bldg. B
Floresville, Texas 78114
830.393.8503

Wilson County
Permitting & Development Department

SUBDIVISION NAME: _____

DATE OF REVIEW: _____

The above stated subdivision has met the requirements of Wilson County for On-Site Sewage Facilities.

DESIGNATED REPRESENTATIVE

DATE

ATTACHMENT 12

CONSTRUCTION COSTS ESTIMATE REVIEW and ACCEPTANCE
--

Date Received: _____

Subdivision Name: _____

Construction costs estimate for roads and drainage structures, including storm water controls and vegetative cover: _____

Construction costs estimate for sewage facility, if applicable: _____

Construction costs breakdown and calculations must be attached.

Reviewed and Submitted by: (Must provide signatures of BOTH the developer/owner and Engineer)

Developer/Owner

Date

Engineer for Developer

Date

THE ESTIMATES PROVIDED HAVE BEEN REVIEWED AND ACCEPTED BY:

(Signatures of BOTH the Engineer and appropriate Commissioner must be provided)

County Engineer

Date

Commissioner Pct. # _____

Date

ATTACHMENT 13

**CONSTRUCTION BOND OR ALTERNATIVE FINANCIAL GUARANTEE
REVIEW and APPROVAL FORM**

Date Submitted: _____

Name of Proposed Subdivision: _____

Developer Name: _____

Address: _____

Phone (Office): _____ Cell: _____

Fax: _____ E-mail: _____



The following is attached:

Construction Bond Amount: _____

Letter of Credit Amount: _____

Alternative Financial Guarantee Amount: _____



DRAFT REVIEWED AND APPROVED AS TO FORM BY:

Tom Caldwell
County Attorney

Date

ORIGINAL RECEIVED BY:

Christina Mutz
County Treasurer

Date

ATTACHMENT 14

SIGNATURE BLOCK FOR FINAL APPROVED PLAT

This is the signature block to be shown on the plat:

STATE OF TEXAS §
COUNTY OF WILSON §

Chairperson, Wilson Co Development Review Committee

Date

Approved by the Commissioners Court of the County of Wilson, Texas this the _____
day of _____, 20_____.

Henry L Whitman Jr., County Judge

Gary Martin, Commissioner, Pct. No. 1

Russel King, Commissioner, Pct. No. 2

Jeffery Pierdolla, Commissioner, Pct. No. 3

John " Scott" Akin, Commissioner, Pct. No. 4

ATTACHMENT 15

COUNTY CLERK RECORDING ACKNOWLEDGMENT

This is the recording acknowledgment to be shown on the plat:

I, _____, COUNTY CLERK OF WILSON COUNTY, TEXAS, DO
HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN MY OFFICE ON THE _____
DAY OF _____, _____ A.D. AT _____ O'CLOCK ___ M AND DULY
RECORDED IN CABINET _____, PAGE(S) _____, PLAT RECORDS OF WILSON
COUNTY, TEXAS.

IN TESTIMONY WHEREOF, WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE THIS _____
DAY OF _____, _____ A.D.

COUNTY CLERK, WILSON COUNTY, TEXAS

ATTACHMENT 16

COUNTY ROAD CONSTRUCTION & INSPECTION CERTIFICATION FORM

Subdivision Name: _____ UNIT: _____

Platted Linear Feet: _____ Financial Guarantee Amount: \$ _____

CHECK APPLICABLE INSPECTION:

- Sub-Base Inspection Depth and Density
- test Finished Base Inspection
- Paving and Drainage Improvements Inspection
- Final Inspection prior to release of bond
- Vegetation inspection prior to SWPPP Notice of Termination

Contractor has completed _____ (lf) linear feet, which represents _____ % of the total linear footage.

Contractor Signature

Date

INSPECTED AND APPROVED BY

Wilson County Engineer

Date

and/or

Wilson County Commissioner, Precinct # _

Date

ACKNOWLEDGED BY DEVELOPER/OWNER

Developer Signature

Date

This form is to be fully executed at the end of each phase of road construction and provided to the Wilson County Permitting and Development Office prior to commencing with the next phase.

ATTACHMENT 17

AFFIDAVIT THAT CONVEYANCE IS TO A RELATIVE

STATE OF TEXAS §
COUNTY OF WILSON §

BEFORE ME, the undersigned authority, personally appeared _____
and _____, each being duly sworn by me, who state the
following:

“I/We own the following tract of land: all of that certain _____acre tract of
land conveyed to me/us in a Deed (or other instrument), dated _____, of
record at Volume _____, Page _____, Official Public Records of Wilson County, Texas.

“I/We are conveying, by a separate Deed, _____acre(s) of land, described in a
Plat and/or Metes and Bounds attached as Exhibit A, to _____
_____and _____. The relationship between me/us and the
persons(s) the land is being conveyed to is _____
_____, and I/we swear or affirm
that at least one of us is related to at least one of them within the third degree of affinity or
consanguinity, including step relationships.

“Further Affiant(s) Sayeth not.”

(Signature of Affiant/Grantor)

(Signature of Affiant/Grantor)

STATE OF TEXAS §
COUNTY OF WILSON §

BEFORE ME, the undersigned authority, on the day of _____,
personally, appeared _____and _____
_____and state upon their oath that the facts stated above are true and correct.

Notary Public – State of Texas

ATTACHMENT 17 (cont.)

Table for Determining Degree of Relationship

Note: "Step" relationships, from a current marriage or a marriage terminated by the death of a spouse, are included within the meaning of each definition.

Degree of Nepotism	Consanguinity (Blood) Land Owner	Affinity (Marriage) Land Owner's Spouse
First Degree	Father Mother Son Daughter	Father in Law Mother in Law Son in Law Daughter in Law
Second Degree	Brother /Sister Grandfather/ Grandmother Grandson/Granddaughter	Brother/Sister in Law Grandfather / Grandmother in Law Grandson/ Granddaughter in Law
Third Degree	Great Grandfather/Great Grandmother Uncle/Aunt Nephew/Niece Great Grandson/Great Granddaughter	Spouse's Great Grandfather/Great Grandmother Spouse's Uncle/Aunt Spouse's Nephew/Niece Spouse's Great Grandson/Great Granddaughter

ATTACHMENT 18
DEDICATION AND CONVEYANCE OF ROADS

(Owner of Development)
TO
COUNTY OF WILSON, TEXAS

STATE OF TEXAS §
COUNTY OF WILSON §

WHEREAS, _____, the undersigned, is the developer of _____ Subdivision, as shown by plat of record of Volume _____ Page _____ of the plat records of the County of Wilson, Texas; and

WHEREAS, it is the desire of such developer to dedicate and convey all of the roads shown on such plat to the County of Wilson; and

WHEREAS, the County of Wilson, finding the public interest has been established, desires to accept such dedication as is evidenced by the signature of the County Judge, and attestation by the County Clerk attached hereto;

NOW THEREFORE, the undersigned does hereby dedicate and convey, in accordance with the provisions of Chapter 281, Texas Transportation Code, all of the following roads, streets, highways, alleys and right-of-ways to wit: all roads, streets, highways, alleys as shown or delineated on the plat of the _____
_____ Subdivision filed for record in Volume _____ Page _____ of the plat records of the County of Wilson, Texas.

This dedication shall be effective only upon acceptance by the County of Wilson, as evidenced by the signature of the County Judge and the attestation by the County Clerk attached hereto.

Notwithstanding the terms of this instrument, however, nothing contained herein shall in any way waive or alter the obligation upon the developer to maintain and comply with the bonding requirements contained in the Wilson County Subdivision and Development Rules and Regulations, nor shall it in any manner excuse any violation of such subdivision regulations, but rather, as a portion of the consideration for the acceptance of this dedication, the grantor agrees and binds himself to comply with all the regulations of the subdivision regulations of the Commissioners Court of the County of Wilson, Texas, as the same or currently in force as of the date of this Acceptance, including the obligation to reimburse the County for ad valorem taxes due, or to become due, for this road right-of-way. However, nothing contained herein shall in any manner make additional requirements nor obligations of the grantor other than or as expressly stated in the date hereof.

(INDIVIDUAL ACKNOWLEDGMENT)

STATE OF TEXAS §
COUNTY OF WILSON §

This instrument was acknowledged before me on this the _____ day of _____, _____, by _____.

Notary Public in and for the State of Texas

My commission expires: _____

ACCEPTANCE:

This dedication is hereby accepted by the Commissioners Court of the County of Wilson, Texas, on this the _____ day of _____, _____.

Henry L. Whitman Jr., County Judge

ATTEST:

Genevieve Martinez, County Clerk

STATE OF TEXAS §
COUNTY OF WILSON §

This instrument was acknowledged before me on this the _____ day of _____, _____, by Henry L. Whitman Jr., County Judge of the County of Wilson, Texas.

Notary Public in and for the State of Texas

My commission expires: _____

ATTACHMENT 19

REQUEST FOR PRELIMINARY MEETING

This form is to be used to request a preliminary meeting with the County Engineer prior to submission of the subdivision development application.

Name of Proposed Subdivision: _____

Developer Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

I request a preliminary meeting with the County Engineer. I understand that when there is no County Engineer on the county payroll, as a salaried employee, all professional fees charged by the County Engineer for the requested meeting shall be my responsibility for payment.

Signature

Date

ATTACHMENT 20

APPLICATION FOR CANCELLATION OF A SUBDIVISION

******Appointments must be scheduled to submit plat applications. ******

Date of appointment: _____ **Appointment time:** _____

Date Received: _____ Cancellation Fee: _____

Check #: _____ Receipt #: _____

Name of Subdivision: _____

Plat Recording Information:

Date: _____ Volume: _____ Page: _____ Map and Plat Records

Developer Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

Total # of Lots: _____ How many lots have been sold? _____

Reason for Cancellation: _____

Applicant Signature

Wilson County Development Review Committee

Review Date: _____ Committee Recommendation: Favorable
 Unfavorable

Development Review Committee Chairman

ATTACHMENT 21

APPLICATION TO AMEND A SUBDIVISION PLAT

****Appointments must be scheduled to submit plat applications.****

Date of appointment: _____ Appointment time: _____

Date Received: _____

Amendment Fee: _____

Check #: _____

Receipt #: _____

Name of Subdivision: _____

Plat Recording Information:

Date: _____ Volume: _____ Page: _____ Map and Plat Records

Developer Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

Fax: _____ E-mail: _____

Reason for Amending the plat: _____

Applicant Signature

Wilson County Development Review Committee

Review Date: _____ Committee Recommendation: Favorable

Unfavorable

ATTACHMENT 22

APPLICATION TO REVISE A SUBDIVISION PLAT

****Appointments must be scheduled to submit plat applications. ****

Date of appointment: _____ Appointment time: _____

Date Received: _____ Revision Fee: _____

Check #: _____ Receipt #: _____

Name of Subdivision: _____

Plat Recording Information:

Date: _____ Volume: _____ Page: _____ Map and Plat Records

Developer Name: _____

Address: _____

Phone (Office): _____ (Cell): _____ Fax: _____

E-mail: _____

No. of lots being revised: _____ No. of lots being created: _____

Reason for Revising the plat: _____

Drainage Analysis required and submitted: Yes N/A

Applicant Signature

Wilson County Development Review Committee

Review Date: _____ Committee Recommendation: Favorable
 Unfavorable

ATTACHMENT 23

AFFIDAVIT THAT CONVEYANCE IS FOR AGRICULTURAL USE

STATE OF TEXAS §
COUNTY OF WILSON §

BEFORE ME, the undersigned authority, personally appeared _____ and _____, each

"I/We own the following tract of land: all of that certain _____ acre tract of land conveyed to me/us in a Deed (or other instrument) dated _____

"I/We are conveying, by a separate Deed, _____ acre(s) of land, described in a Plat and/or Metes and Bounds attached as Exhibit A, to _____ and _____.

I/we swear or affirm that the tract of land to be conveyed is to be used primarily for agricultural use, as defined by Section 1 - d, Article VIII, Texas Constitution, or for farm, ranch, wildlife management, or timber production use within the meaning of Section 1-d-1, Article VIII, Texas Constitution. If this tract of land ceases to be used primarily for agricultural use or for farm, ranch, wildlife management, or timber production use, the platting requirements of Chapter 232, Subchapter A of the Texas Local Government Code apply.

"Further Affiant(s) Sayeth not."

(Name of Affiant/Grantor)

(Name of Affiant/Grantor)

STATE OF TEXAS §
COUNTY OF WILSON §

BEFORE ME, the undersigned authority, on the _____ day of _____, _____, personally appeared _____ and _____ and state upon their oath that the facts stated above are true and correct.

Notary Public - State of Texas

STATE OF TEXAS *
COUNTY OF WILSON *

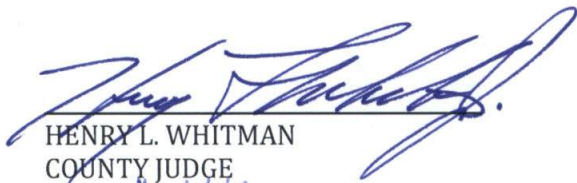
The Commissioners' Court of Wilson County, Texas, convened in Regular Session, sitting as the governing body of Wilson County, Texas, at the Wilson County Courthouse in the City of Floresville, Texas, on the 11th day of September, 2023, with the following members Present, to-wit: Commissioner Gary Martin, Precinct 1; Russell King, Precinct 2; Jeffrey Pierdolla, Precinct 3; John S. Akin, Precinct 4; County Judge Henry L. Whitman, Jr., with the following business transacted:

Commissioner King introduced an order and made a motion that this Same be adopted. Commissioner Pierdolla seconded the motion for the adoption of the order, prevailed by the following vote:

HENRY L. WHITMAN, JR.
GARY MARTIN
RUSSELL KING

JEFFERY PIERDOLLA
JOHN "SCOTT" AKIN

The County Judge there upon announced that the order had been duly and lawfully adopted. The Order thus follows:

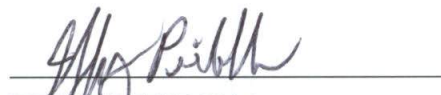

HENRY L. WHITMAN
COUNTY JUDGE



GARY MARTIN
COMMISSIONER, PRECINCT 1



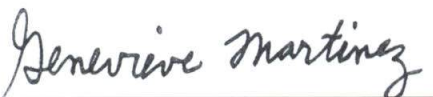
RUSSELL KING
COMMISSIONER, PRECINCT 2



JEFFERY PIERDOLLA
COMMISSIONER, PRECINCT 3



JOHN "SCOTT" AKIN
COMMISSIONER, PRECINCT 4



GENEVIEVE MARTINEZ
COUNTY CLERK

