



PLANNING DEPARTMENT

COUNTY OF HIDALGO

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Raul E. Sesin, P.E., CFM
PLANNING ADMINISTRATOR

MEMORANDUM

To: Judge Juan D. Salinas, III
Hidalgo County Commissioner's Court

From: Raul E. Sesin, P.E., CFM
Planning Administrator

Date: September 19, 2007

Re: Hidalgo County Subdivision Rules

Enclosed please find some proposed amendments to the County Subdivision Rules as previously discussed. The proposed amendments are in line with the feedback received from the Subdivision Advisory Board. The amendments are the same for both Title A & B. Therefore I am going to give a brief description on the amendments for Title B which also apply to Title A. Below is a description of the proposed amendments:

Title B

- Page 2** Adding the definition for "Building"
- Page 7** **General Principles:** This statement is being added to support our rules and proposed amendments
- Page 9** **Min. R.O.W. Widths:** This item needs to be added to comply with the Hidalgo County Thoroughfare Plan, which is currently being enforced by the City or County.
- Page 10** **Cul-De-Sac Streets:** The cul-de-sac requirement has been increased to 660 feet and a cross street may be required to facilitate the circulation of traffic to neighboring land, which will promote pedestrian traffic as well.
- Page 11** **Street & Paving Standards:** Added the same note as the Drainage Standards, which provides the design engineer options to design the development following other accepted roadway standards.
- Page 12** **Easements for Utilities and Irrigation Facilities:** Currently the rules do not allow the reduction of a utility easement. Minimum size is 15 feet. The proposed amendment will allow for a reduction with feedback from the utility provider.
- Page 12** **Block & Lots:** We are proposing the amendment to accommodate both sanitary sewer collection system lots and OSSF lots. The width of the lot can be regulated to provide a minimum frontage on a County Roadway. These minimum widths are the average lot widths we typically see from these types of developments. The minimum lot sizes being incorporated into this section are in accordance with County and TCEQ requirements based on the form of water supply. Multi-family and Commercial lots are required to comply with Planning, Health & Fire Marshall requirements. We want to make sure the lots are adequate for the type of use.
- Page 13** **Survey Monuments & Benchmark Monuments:** The County is currently working towards creating a base map to identify all the developments located within the County. This information will be helpful in making sure that all developments are on the same datum, which will also assist with flood studies that may be conducted in the future.

- Page 15** **General Procedures:** Proposed amendments will assist the owner and plat engineer in determining whether or not the land is suitable for development. It also outlines the procedure for preliminary and final plat approval.
- Page 16** **Application for Plat Approval & Log Items Submitted:** The County has developed its own form to review and provide comments to the owner and the plat engineer. This form helps expedite the review process by providing a detail explanation as to what is lacking for approval.
Preliminary Plat Processing: Currently the County cannot approve a plat that is located with the City ETJ until the City approves it. We want to incorporate this requirement into our rules and advise the owner or plat engineer of this procedure.
- Page 17** **Preliminary Plat Submission Requirements:** In order to avoid odd scales (for example 1"=80') we are delineating the acceptable scales that may be used on a subdivision plat.
Quantity: This proposed amendment describes the procedure we have in place that has been working well for the owner, plat engineer, and various county departments.
- Page 18** **Location with respect to any municipal ETJ line:** This helps in determining which precinct the development is located.
- Page 19** **Item 9:** This revision is linked to the proposed revision on Page 13.
- Page 20** **Item 12:** 911 has requested that we work with them on the labeling of new streets. They would like to label new streets that are in alignment with existing streets with the same name.
Item 13: The setbacks traditionally are labeled on the plat and not shown on each lot. We have added some setbacks to be in line with the City standards. This is a safety issue that we are trying to address.
- Page 21** **Item 14:** The gross area is typically shown on the plat.
Item 15 & 16: The finish floor elevation is very important when building within a flood zone. The description given on these items address current County requirements for development located within a designated flood zone.
Final Plat Processing: The proposed revision clarifies what type of information and when it is required for final plat with letter of credit.
- Page 22** **Final Plat Submissions Requirements:** Same proposed revisions as previously stated under Page 17.
General Content: This proposed amendment describes the type of information the plat may have if it is approved with a letter of credit.
- Page 23** **Quantity:** States the size of the plat required.
- Page 24** **Item 14:** This is linked to the previously mentioned items 15 & 16 on page 21.
- Page 24-25** **Item 19 & 20:** As previously mentioned we are working on developing a County base map that will be available to the public. These as-built documents will help with the development of this map and we can confirm that the plat engineer has constructed the development as stated.
- Page 25** **Item 21:** We have standardized our plat notes to make it more efficient to prepare and review the plat. Most engineers that conduct subdivision work in the County have these notes. We want to incorporate them into our rules.

Thank you in advance for your time and effort in reviewing these proposed amendments. If you should have any questions or require additional information, please advise.

* * * **END OF MEMORANDUM** * * *