A. Executive Summary

The below information was obtained through (1) Reference documents and ordinances found within the City of Longview Texas website (2) Harrison Central Appraisal District website (3) Conversations with Angela Choy (Longview Planning and Zoning) (4) Conversations with Derrick (General Manager Gum Springs Water Service Corporation) and (5) Conversations with Alton Bradley (Longview City Engineer).

The proposed residential development in Harrison County, TX consists of approximately 5.991 acres located within the City of Longview ETJ. As zoning is not applied to the City’s ETJ the proposed development is suitable. Upon annexation and rezoning into the City of Longview the subject parcel will need to adhere to the C-2 (Heavy Commercial) district. This site is currently located within Gum Spring’s CCN limits. The City of Longview will still allow annexation even if Gum Springs supplies the site with water. The overall development review and permitting process is estimated to take 3 to 4 months. The annexation process can take up to 3 to 4 months and the platting process generally take sixty (60) business days to complete. However, the platting and zoning processes can be done concurrently with annexation, but will not be filed until the site has officially been annexed. Offsite work associated with this project include the connection to public sewer which is approximately 1,425± linear feet southeast of the site, and the connection to public water which is approximately 620± linear feet southwest of the site.

B. Site Summary Items

I. Property Identification Number

Per Harrison Central Appraisal District:
http://iswdataclient.azurewebsites.net/webSearchID.aspx?dbkey=harrisoncad&stype=id&sdata=R000070846&time=201802091140044#top
- Hamilton Scott: R000070846

II. Millage Rates for all Taxing Jurisdictions

Per Harrison Central Appraisal District 2017 Tax Year:
- Hallsville Independent School District: 1.37
- HARR CO ESD #1: 0.097071
- Harrison County: 0.34980

III. Zoning requirements
Per correspondence with the City of Longview, the subject site lies outside of the Longview city limits, within the city’s ETJ and as zoning is not applied to the ETJ, the proposed development is suitable. As the adjacent parcels within the City Limits are zoned Heavy Commercial (C-2) the proposed site has been designed to conform to the C-2 zoning regulations such that annexation and rezoning into the City will not cause a change in the proposed plan of development. As requirements, approvals and permits for projects within the City Limits are more stringent than those within the ETJ, the following assumes the project will be annexed into the City of Longview.

For the annexation notices must be published 11-20 days before the hearing. The city council must hold two public hearings on the proposed annexation. Each hearing must be held 21-40 days before annexation.

Rezoning can run concurrently with annexation. Once application for rezoning has been made city staff prepares report and sends out hearing notifications. Planning and Zoning commission has the public hearing and make a recommendation. Notification is then sent out for the city council hearing. City council has a public hearing. Ruling will be made at the council hearing for approval or denial.

Per Table 8-101 (Primary Residential Uses), Multiple Family Dwelling or Apartment use is permitted in the C2 district. A site plan shall be required for all new structures or substantial improvements to existing structures prior to the issuance of a building permit. A Multi-Family Dwelling License is required along with the respective Application Fee and Annual License Fee. Each license, including without limitation any renewal of a license, issued under this article shall expire on April 1st immediately following the effective date of the license. Regulations for Multi-Family Dwellings (One to Three Stories) within the C2 district are listed below:

Regulations within C2 District – Multi-Family Dwelling (One to Three Stories)

- Minimum Lot Area: 7,500 square feet or 1,500 SF/unit
- Minimum Dwelling Unit Size: 525 square feet
- Minimum Lot Width: 60 ft.
- Minimum Lot Depth: 120 Ft.
- Minimum Front Yard: 25 ft.
- Minimum Rear Yard: 10 Ft.
- Minimum Side Yard: 15 ft.
- Max Height of Building: 20 ft. per story

IV. Subdivision requirements

Per Longview Subdivision Ordinance:

A plat of a subdivision is required to be approved by the Commission prior to the recording of such plat with the County Clerk. The Planning and Zoning Commission of the City of Longview shall not approve any plat of any subdivision within the city limits of the City of Longview until the area covered by the proposed plat is permanently zoned by the City Council of the City of Longview.

A pre-submission proposal is required. The pre-submission proposal is to show the general features of the proposed development. Prior to providing the pre-submission proposal required by Article II, Section 92-16 of the City of Longview Code of Ordinances, the subdivider shall confer with the City Engineer and City Planner to discuss the proposed subdivision and its conformity to the comprehensive plan and other related ordinances and its relationship to surrounding property and streets. After said conference and before submitting the proposed plat, the subdivider shall prove to the City Planner copies of a pre-submission proposal by the pre-submission review deadline. The purpose of the pre-submission proposal required under Chapter 92 of the city code of ordinances is to provide the city with certain information needed for proper enforcement of the provisions, including information that will not be shown on the plat, and to facilitate cooperation between city staff and the subdivider so that the plat ultimately submitted to the city by the subdivider is legally acceptable and in proper form. The pre-submission proposal not a plat.
There are three different approval procedures available for the subdivider: Track 1, Track 2, and Track 3. Track 1 is Post-Construction Plat Submission, Track 2 is Pre-Construction Plat Submission and Track 3 is Staff Approval of Minor Plat. Extension of municipal facilities will be required and thus excludes the option for Track 3. For this project, approval procedure options are limited to Track 1 and Track 2. The requirements for Track 1 and Track 2 Plat Approval Procedures are listed below:

- **Track 1: Post-Construction Plat Submission:**
  - Once the subdivider has the pre-submission proposal in final form, the subdivider shall complete an application for an infrastructure permit
  - After the approval of an infrastructure permit and before beginning the construction of any of the regulated improvements, the subdivider shall submit to the City Engineer plans and specifications, as per Section 92-24 of the City Code, for the section or sections of the tract intended for immediate development.
  - **Plat Submission:** After completion of all regulated improvements within the subdivision, a subdivider shall prepare and submit to the Commission a plat that complies with the requirements of Section 92-20 and the other applicable provisions of the city code.
  - **Commission Consideration of Plat:** The Commission shall take one of the following actions within 30 days from the date on which the plat was officially submitted to the city in accordance with Section 92-27 of the City Code:
    - approval of the plat;
    - disapproval of the plat;
    - or conditional approval of the plat
  If a plat is neither disapproved nor conditionally approved by the Commission within 30 days from the date on which the plat application was officially submitted to the city in accordance with Section 92-27 of the city code, it shall be deemed to have been approved by the Commission. Disapproval of a plat by the Commission shall be final and may not be appealed to the City Council.

- **Track 2: Pre-Construction Plat Submission**
  - **Plat Submission:** Once the subdivider has the pre-submission proposal in final form, the subdivider shall prepare and submit to the Commission a plat that complies with the requirements of Section 92-20 of the City Code
  - **Commission Consideration of Plat:** The Commission shall take one of the following actions within 30 days from the date on which the plat was officially submitted to the city in accordance with Section 92-27 of the City Code:
    - approval of the plat;
    - disapproval of the plat;
    - or conditional approval of the plat
  If a plat is neither disapproved nor conditionally approved by the Commission within 30 days from the date on which the plat application was officially submitted to the city in accordance with Section 92-27 of the city code, it shall be deemed to have been approved by the Commission. Disapproval of a plat by the Commission shall be final and may not be appealed to the City Council.
  - After the approval of a plat by the Commission and before beginning the construction of any of the regulated improvements, the subdivider shall submit to the City Engineer plans and specifications, as per Section 92-24 of the City Code.
  - No later than one year following the date on which a plat is approved by the Commission the subdivider shall complete the regulated improvements in accordance with the plans and specifications accepted by the City Engineer under Section 92-24 of the City Code. If the regulated improvements have not been completed one year from the date that the plat was approved, the city may take any of the actions described in Section 92-73 and/or in Article VIII of this chapter. The subdivider may apply to the City Planner in writing for a one-time, 12-month administrative extension prior to the expiration of one year from the date that the plat was approved, citing reasonable cause for an extension and...
demonstrating that the subdivider is actively pursuing the development of construction plans or is constructing the regulated improvements.

- **Security for improvements:** Before filing a plat or selling any lots in a plat, the subdivider shall provide sufficient security to cover the completion of the regulated improvements in accordance with the standards set forth in the City Code. The security shall be in the form of a cash escrow, letter of credit or other security acceptable to the City Attorney. Security shall be in an amount equal to 100% of the estimated cost of completion of the regulated improvements. The issuer of any letter of credit or other security shall be subject to approval of the City Attorney and all letters of credit and other security shall be in a form acceptable to the City Attorney. As portions of the regulated improvements are completed in accordance with the plans and specifications accepted by the City Engineer and in accordance with the requirements of this chapter, the subdivider may make application to the City Engineer to reduce the amount of the original letter of credit. If the City Engineer is satisfied that such portion of the regulated improvements has been completed in accordance with city standards, the City Engineer may (but is not required to) cause the amount of the letter of credit to be reduced by such amount deemed appropriate, so that the remaining amount of the letter of credit adequately insures the completion of the remaining regulated improvements. Upon the issuance by the City Engineer of the letter required by Section 92-25 of the City Code and the receipt by the City Engineer of any signed compliance letter required under said section, the city shall authorize a reduction in the security to twenty (20) percent of the original amount of the security if the subdivider is not in violation of this chapter. The remaining security, if any, shall serve as security for the maintenance of the regulated improvements and the warrant that the regulated improvements are free from defect for one year thereafter. If the subdivider’s contractors or others provide the required security for maintenance and warranty, the city shall release the entire amount of the subdivider security. The failure to post the security required by Section 92-72 of the City Code (including without limitation the failure to post said security before the filing of the associated plat and/or the sale of any lots in said plat) is a violation of this chapter. No permit, license or certificate authorizing the construction, building or occupancy of any structure may be issued within a subdivision for which the security required by the City Code has not been posted.

**V. Development ordinances**

This project will require the extension of public water and sewer, private drive and parking area and associated infrastructure to support the proposed senior apartments.

**Parking:** 90-degree parking stalls shall be 9’x18’.

**Building:** Every bedroom in any dwelling unit located below the fourth story of a multi-family dwelling complex shall have at least one window or opening facing directly to the outdoors capable of being opened to the maximum size intended.

**Water:** Currently this site lies within Gum Springs Water Service Corporation’s area of Certificate of Convenience and Necessity (CCN). For this project we must apply for a Non Standard Service agreement with Gum Springs. Gum Springs Engineer will then evaluate the project and their respective ability to serve. If they decide they want to serve, City of Longview is acceptable of that. If they decide they do not want to serve, then the City of Longview is willing and able to serve the property. Either way a TxDOT utility permit will be required as the connection will be within TxDOT ROW.

**Sewer:** Gravity sewer is available south of this site. The offsite run to connect to said sewer will consists of approximately 1425± linear feet of 8” line and 5 Sanitary Sewer Manholes. It will be necessary for the route to run within TxDOT ROW so a utility permit from TxDOT will be required.
VI. Fire department requirements

Per conversation with Dennis Williams City of Longview Fire Plans Examiner:

A 12’ Wide all weather access fire lane shall be provided on the long side of the building. Fire Hydrant spacing is 500’ house lay length. Site access is sufficient as our number of units is below the 100 unit threshold.

VII. Site ingress and egress requirements

As mentioned above per conversation with City of Longview Fire Plans Examiner, access as shown is sufficient.

VIII. Building codes and local design requirements

All buildings are to comply with the IBC 2012 Codes.

(a) Minimum inspection standards. At a minimum, any multi-family dwelling complex inspected under the authority of this article must comply with the standards set forth in the property maintenance code in order to pass inspection; provided, however, that the administrator may create or adopt a scoring system under which a multi-family dwelling complex may pass inspection by receiving a specific minimum score as defined by the administrator. If the administrator creates or adopts such a scoring system, a multi-family dwelling complex may pass inspection by receiving the minimum score or above even though the multi-family dwelling complex does not meet every single criterion set forth in this section.
(b) Bedroom window required. Every bedroom in a dwelling unit located below the fourth story of a multi-family dwelling complex shall have at least one window or opening facing directly to the outdoors capable of being opened to the maximum size intended.
(c) Screening required. Every window in any dwelling unit which is used for ventilation purposes directly to or from outdoor space shall be equipped with an insect-proof screen when central air conditioning is not provided to said unit.
(d) Boilers. All boilers must meet all state law requirements and have the inspection certification posted in accordance with Texas Department of Licensing and Regulation Boiler Division laws and regulations.
(e) Public safety. All multi-family dwelling complexes shall meet the following minimum requirements with regard to public safety:
(1) Security devices. Security devices must be installed and maintained in accordance with Subchapter D of Chapter 92 of the Texas Property Code, including keyless deadbolt locks, door viewers, window and door locks, and sliding glass door security.
(2) Lighting. Exterior illumination shall be provided at appropriate points adjacent to all building entrances, including individual dwelling units, stairwells, and hallways. Lighting shall be sufficient to illuminate area where hazards may reasonably exist, and shall be operable between a half hour after sunset and a half hour before sunrise. If control mechanisms for such lighting are not accessible by each tenant, such illumination shall be activated and deactivated by a photo cell or seasonally-adjusted timer switch, not operable by individual tenants of the multi-family dwelling complex. A landlord shall repair all inoperable exterior lighting fixtures within a reasonable period of time after being notified that the fixture is not working, in no instance shall a reasonable period of time be deemed to mean more than seven days.
(f) General maintenance; grounds and premises. The exterior and grounds of any multi-family dwelling complex must be maintained in compliance with all applicable provisions of the Longview City Code. In addition to any requirements of said code, the exterior and grounds of any multi-family dwelling complex must comply with the following minimum requirements:
(1) Graffiti. All buildings, structures, and grounds must be maintained free of graffiti.
(2) Extermination of insects, rodents, or other pests. Every multi-family dwelling complex must be properly inspected and exterminated for any observed pests a minimum of twice a year or more frequently as needed to maintain the premises free from rodents, insects, and vermin. All pest control must be performed by a properly licensed pest control operator in accordance with applicable state laws and regulations.
(3) **Garbage and refuse collection.** Except when placed curbside for collection in accordance with all applicable requirements of the city, any outside storage of garbage must be in a container that is constructed of durable, rodent-proof material and that has an intact lid. When placed outside for the purposes of curbside collection, all garbage and refuse must meet all applicable requirements of the city, including without limitation any applicable provisions of Chapter 49 of this code. Any commercial container must meet all applicable city requirements regarding enclosure and/or screening of the container.

(Ord. No. 3099, § 4, 2-14-02; Ord. No. 4045, §4, 3-24-16)

**IX. Atypical items that will materially impact costs**

Offsite Gravity Sewer run consisting of 1,425± linear feet of 8” line and 5 manholes.

Offsite Water run off 620± linear feet of 8” line and the respective bore across TxDOT ROW.

Baron Design & Associates did not make ADAMS aware of any building related items that would apply to this section.

**C. Overview of Process, Timing, and Costs**

**I. Overview of entitlement and site development permitting process and associated timing**

1. Annexation: Approximately 3-4 months.
2. Platting: Approximately 60 business days (This step can happen concurrently with Annexation)
3. Zoning: (This step can happen concurrently with Platting)
4. Site Plan Review (This step can happen concurrently with Platting)
5. Building Plan Review (This step can happen concurrently with Site Plan Review)
6. Total: Approximately 3-4 months

The above time frames are city review and approval times only. If Adams was released to design the entirety of the project at the same time the annexation process was begun the design time and approval time would be somewhere between 4 and 5 months. With exception of a CCN revision in respect to Longview serving the project with Water. This process could be lengthy however it is understood that construction could begin before the process is complete.

**II. Building permitting process and timing**

To obtain a permit, a person, firm, corporation, or other entity must submit a completed Commercial Building Permit Application. The application must accompany the plans and respective fees. Review times are typically between 10 and 20 business days.

**III. Cost itemization of all anticipated fees (anticipated impact, site development permit, building permit, and other required fees)**

- Pre-Submission Proposal: $307.00
- Final Plat: $307.00
- Filing Fee: $75.00
- Zoning Application: $307.00
- Annexation Application: $307.00
- Multi-Family Dwelling License Application: $307.00
- Multi-Family Dwelling Annual License Fee: $307.00
- Site Plan: $307.00
- Building Inspection: $1,704.25 for First $500,000 and $1.78 for each add thousand based on valuation of construction
- Fire Alarm: $0.0075 per sf of area protected
- Fire Protection Systems: $0.0075 per sf of area protected
<table>
<thead>
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<th>Permit Type</th>
<th>Fee Structure</th>
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<tbody>
<tr>
<td>Electric Permit</td>
<td>$30.00 min + $5 per ac unit, $5 per room + $2.50 for each central Heating unit, an electric range unit, and electric clothes dryer Or an electric hot water heater</td>
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<tr>
<td>Mechanical Permit</td>
<td>$30 of 1st $1,000 value + $2.00 for each additional thousand</td>
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<tr>
<td>Plumbing Permit</td>
<td>$40.00 min fee + $3.45 per water service + $1.75 per fixture + $1.75 Per grease trap + $3.45 for each sewer + $2.65 for each water heater or vent + $3.45 for installation of water piping</td>
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LOT INFORMATION

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<thead>
<tr>
<th>SPACE TYPE</th>
<th>REQUIRED</th>
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<td>Required Spaces</td>
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<td>100 Units</td>
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<tr>
<td>Accessory Parking Spaces</td>
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<td>Total</td>
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LOT INFORMATION

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<tr>
<th>LOT INFORMATION</th>
<th>MINIMUM LOT AREA</th>
<th>25,000 SF OR 1,500 SF/UNIT</th>
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<td>MINIMUM LOT DEPTH</td>
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<td>MINIMUM FRONT YARD</td>
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<tr>
<td>MINIMUM SIDE YARD</td>
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NOTES

1. THIS PLAN MATERIALLY ADHERES TO ALL APPLICABLE SITE DEVELOPMENT AND BUILDING CODE ORDINANCES.
2. PARKING SHOWN MEETS THE LOCAL REQUIREMENTS.
3. THE BUILDING FOOTPRINT AND USE SHOWN FIT WITHIN THE CITY ORDINANCES.
4. SEE DRAWING ELEMENTS, DETAILS, AND GENERAL NOTE FOR BUILDING SIZE, DESIGN, ETC., AS THAT SHOULD BE CERTIFIED BY ARCHITECT.

MATCH LINE A

MATCH LINE A

SITE LOCATION

MATCH LINE A

MATCH LINE A

VICTIM MAP

LEGEND

PROPOSED SITE

BOUNDARY

MONUMENT

SIGN

PROPOSED MONUMENT

FACE AND BACK OF CURB

PROPOSED SIGN

PROPOSED FIRE HYDRANT

PROPOSED SANITARY SEWER MANHOLE

PARKING COUNT

SITE INFORMATION

LAND AREA: 5.991 AC (TOTAL)
EXISTING USE: UNDEVELOPED PROPERTY
CURRENT ZONING: LONGVIEW ETJ
(NO CURRENT ZONING)
PROPOSED USE: SENIOR APARTMENTS
PROPOSED ZONING: HEAVY COMMERCIAL

PROJECT INFORMATION

1 BEDROOM/1 BATH (747 SF LIVING)
33 UNITS

2 BEDROOM/1 BATH (931 SF LIVING)
12 UNITS

TOTAL: 45 UNITS

REQUIRED SPACES

REGULAR PARKING SPACES: 70 SPACES
ACCESSIBLE PARKING SPACES: 5 SPACES
RECREATIONAL PARKING SPACES: 5 SPACES
TOTAL: 81 SPACES

REQUIRED ACCESSIBLE SPACES

5 SPACES

REQUIRED RECREATION SPACES

5 SPACES

TOTAL: 81 SPACES
NOTES


LEGEND

EXISTING TOPOGRAPHY
EXISTING UTILITIES IN THE VICINITY.
BY VACUUM EXCAVATION OR OTHER POTHOLE TECHNIQUES.

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PROJECT MGR.
SENIOR APARTMENT PROJECT TECH.

PROPOSED SITE BOUNDARY

APPROXIMATE LOCATION OF EXISTING 12" WATER LINE.
APPROXIMATE LOCATION OF EXISTING SANITARY SEWER MANHOLE.
APPROXIMATE LOCATION OF EXISTING 12" SANITARY SEWER MANHOLE.

MATCH LINE A

MATCH LINE A

MATCH LINE B

MATCH LINE A

CALL BEFORE YOU DIG.

BOUNDARY PROPOSED SITE

APPROXIMATE LOCATION OF EXISTING SANITARY SEWER MANHOLE
APPROXIMATE LOCATION OF EXISTING 12" WATER LINE

CONNECTION TO EXISTING SANITARY SEWER MANHOLE

APPROXIMATE LOCATION OF EXISTING 12" WATER LINE