SITE DESIGN AND DEVELOPMENT FEASIBILITY REPORT

APPROXIMATELY 10.15 ACRES
ON THE NORTH SIDE OF
E. COUNTY ROAD 109 EAST OF HWY 157
Venus, Texas

Prepared for:

CSH County Line Lofts, LTD
6333 East Mockingbird Lane, #147-509
Dallas, Texas 75214

Prepared by:

Wild Land Development Consulting, LLC
3899 Maple Avenue, Suite 300
Dallas, Texas 75219
Phone: (972) 742-8545

February 28, 2019
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</tbody>
</table>

**NOTE:** Wild Land Development Consulting, LLC has prepared this study based on information readily available and/or provided to us by others and a meeting with City Staff. The scope of our investigation is limited and we have made an effort to investigate the matters which may affect the development of the site. Issues may arise after the preparation of this report due to policy or rule changes by those entities involved. The information provided in this report is to the best of our knowledge as of February 2019.

All persons who have a property interest in this report hereby acknowledge that the Department may publish the full report on the Department’s website, release the report in response to a request for public information and make other use of the report as authorized by law.
## APPENDIX ITEMS

<table>
<thead>
<tr>
<th>EXHIBIT</th>
<th>ITEM DESCRIPTION</th>
</tr>
</thead>
</table>
| 1       | Site Plan  
Boundary Survey |
| 2       | Utility Exhibit  
Drainage Plan |
| 3       | Site Plan Checklist  
Plat Checklist  
Engineering Checklist  
Fee Schedule |
| 4       | Part of FEMA FIRM Panel 270 of 600 |
EXECUTIVE SUMMARY

This report has been prepared for the County Line Lofts project, for which CSH County Line Lofts, LTD is the Applicant, pursuant to Section 10.205(5) of the Uniform Multifamily Rules requiring that a Site Design and Development Feasibility Report be submitted with an application for competitive housing tax credits for a project that is a New Construction Development. The sources of the information used to prepare this report include consultation with City staff, City reference manuals, and site visits by Wild Land Development Consulting, L.L.C. (WLDC). A summary of our investigation follows:

- County Line Lofts is a proposed 120-unit new construction multi-family project to be developed on an approximately 10.15 acre site (the “Subject Property”) located on the north side of East County Road 109 (also called 8th Street) approximately 1,750 feet east of 7th Street in Venus, Texas. The Subject Property is currently part of a larger 17.354 Acre tract (the “Parent Tract”) from which the property will be subdivided.

- The Parent Tract can be referenced by Property ID 126.0379.00251 according to the Johnson County Appraisal District. Total millage rate for the Subject Property following annexation into the City of Venus would be 3.05 per $100 value.

- The site plan for development of the Subject Property indicates 120 residential dwelling units in a total of 4 residential buildings, a leasing center/clubhouse building and maintenance building. The site plan also indicates a total of 257 parking spaces provided which is in excess of the total parking required by zoning. This plan features a pool, clubhouse, and several passive open spaces. This plan materially conforms to all applicable zoning, subdivision, and land development ordinances.

- Please refer to Exhibit 1 of the Appendix for a Site Plan with topography pursuant to Section 10.205(5)(C) of the Uniform Multifamily Rules.

- The Subject Property is currently in Venus’ extra-territorial jurisdiction, and therefore, is not zoned. Development of the project will require an annexation request and zoning application to be submitted and approved by the City of Venus.

- There is an existing 12” water line on the south side of County Road 109. Connection to this line will require a bore under CR 109 to tap into the existing line. This line has capacity for the subject property.

- The site generally slopes from southwest to northeast. There is no sanitary sewer infrastructure on the north side of the site, however, there is a 6” sanitary sewer force main running along the northern right-of-way of CR 109. A pump station will be required near the northeast corner of the site in order to pump sanitary sewer effluent to the 6” force main.

- The Subject Property generally slopes from southwest to northeast. At the northeast corner of the site there is an existing drainage swale. Detention to pre-development flows will be required onsite before outfalling into this swale.

- County Road 109 is owned and operated by TxDOT - as such, a driveway permit will be required by TxDOT in order to construct an access drive to the subject property. 5th Street terminates about
300 feet west of the northwest corner of the subject property. The City of Venus has indicated that the dedication of right-of-way to facilitate the future construction of this road is required.

- The property has no area within the FEMA 100-year Floodplain limits as shown by FIRM (Flood Insurance Rate Map) Panel Map for Johnson County, number 48251C0250J.

An expanded discussion related to the above Executive Summary points and addressing applicable zoning requirements, subdivision requirements, development ordinances, fire department requirements, site ingress/egress requirements and impact/building permit fees with respect to the development and infrastructure requirements can be found in the following sections and appendix to this report.

I. SITE LOCATION AND CONDITIONS

The Subject Property is approximately 10.15 acres of land that is a part of an overall approximately 17 acre Parent Tract located north side of East County Road 109 (also called 8th Street) approximately 1,750 feet east of 7th Street in Venus, Texas. The Subject Property is currently part of a larger 17.354 Acre tract (the “Parent Tract”) from which the property will be subdivided. The Parent Tract can be referenced by Property ID 126.0379.00251 according to the Johnson County Appraisal District.

*Please refer to Exhibit 1 of the Appendix for a Boundary Survey of the Parent Tract pursuant to Section 10.205(5)(B) of the Uniform Multifamily Rules.*

II. ZONING AND DEVELOPMENT PERMIT PROCESS

Zoning Ordinance (Copy and Paste to URL Bar):
http://nebula.wsimg.com/843759f529c6fd1dc464df2bf79dce70eb?AccessKeyId=0FEE44C5941ABF689A9&disposition=0&alloworigin=1

Subdivision Ordinance (Copy and Paste to URL Bar):
http://nebula.wsimg.com/7d6c06da7f9e2eedab63b52b0ec7caee?AccessKeyId=0FEE44C5941ABF689A9&disposition=0&alloworigin=1

The Parent Tract, of which the Subject property is a part, is not annexed into the City of Venus or zoned. An annexation request and zoning request has been submitted to the City. The proposed development is consistent with the City’s “R-4 Multiple-Family Residential” zoning designation.

Outlined below are some of the major site development standards required by ordinance in the City of Venus which are considered critical design elements:

- Parking Regulations - A minimum of 1.5 spaces per one-bedroom unit, a minimum of 2.0 spaces per two-bedroom unit, and a minimum of 2.5 per three-bedroom unit are required to be provided on site.

- Fire lane and fire protection regulations - Venus fire lane requirements are as follows:
  - Twenty-six feet (26’) with a thirty foot (30’) radius
• Fire hydrants are to be placed with three-hundred feet (300’) spacing along fire lanes and public streets.

• Setbacks - The rezoning request that has been submitted to the City of Venus is for R-4 Multiple Family Residential. Should that rezoning request be approved, the following setbacks would apply to the Subject Property:
  o Front yard: minimum of twenty-five feet (25’) per the proposed rezoning request.
  o Side yard: minimum of eight feet (8’) per the proposed rezoning request.
  o Rear yard: minimum of twenty-five feet (25’) per the proposed rezoning request.

• Permit Processing
  o Site Plan – the Site Plan shows proposed building locations, amenities, fire lanes, streets, access drives, parking, landscaping, and other relevant information to confirm that development of the property is in accordance with the governing zoning ordinance. The Site Plan can be approved by city staff without any public hearings if no variances are requested. If any variances are requested, the Site Plan would be approved by City Council as a part of their regular agenda (held once per month).
  o Preliminary Plat – the Preliminary Plat shows the property boundaries of the overall Parent Tract and the subdivision of the Subject Property from the Parent Tract. The plat also shows the applicable easements on the Subject Property to be dedicated along with development of the Subject Property. The City Council approves the Preliminary Plat as a part of their regular agenda.
  o Final Plat – the Final Plat only shows the Subject Property and all proposed easements associated with development of the Subject Property. This is the document that is filed at the county. This item is approved by City Staff
  o Civil Construction Documents – the Civil Construction Documents include construction/design details for all civil infrastructure necessary for development of the Subject Property. The time necessary for approval of Civil Documents can vary greatly based upon the existing site features (i.e. creeks, significant city infrastructure, etc.), changes to the plans initiated by the Client or the Client’s architect, the City’s reviewing engineer, the necessity for approval from other municipalities, and other similar factors. Preparation of civil documents typically takes about 6 weeks and approval typically takes between 8 and 12 weeks. A development permit is contingent upon approval of Civil Construction Drawings by the City’s engineer.

Please refer to Exhibit 3 of the Appendix for the Site Plan, Plat and Engineering checklists and Fee Schedule.
III. WATER DISTRIBUTION

There is an existing 12” water line on the south side of County Road 109. Connection to this line will require a bore under CR 109 to tap into the existing line. Two connection points will be required to this line for redundancy. This line has capacity for the subject property.

*Please reference the Utility Exhibit as a part of Exhibit #2 of the Appendix showing the sewer connection described in this section.*

IV. SANITARY SEWER SERVICE

The Subject Property slopes from southwest to northeast. There is no sanitary sewer infrastructure on the north side of the site, however, there is a 6” sanitary sewer force main running along the northern right-of-way of CR 109. The proposed design shows a gravity sanitary sewer system that will collect effluent from onsite buildings and route the effluent to the northeast corner of the site. A pump station and an associated 3” force main will be required near the northeast corner of the site in order to pump sanitary sewer effluent to the 6” force main.

*Please reference the Utility Exhibit as a part of Exhibit #2 of the Appendix showing the sewer connection described in this section.*

V. DRAINAGE / FLOODPLAIN

The property has no area within the FEMA 100-year Floodplain limits as shown by FIRM (Flood Insurance Rate Map) Panel Map for Johnson County, number 48251C0250J.

*Please reference the FEMA FIRM panel made a part of Exhibit #4 of the Appendix.*

The Subject Property generally slopes from southwest to northeast. There is an existing drainage swale at the northeast corner of the site. This swale was not engineered for fully developed flows, so detention to pre-development flows will be required onsite before outfalling into this swale.

*Please reference the Site Plan made a part of Exhibit #1 of the Appendix showing the onsite detention facility discussed in this section.*

VI. TRANSPORTATION

County Road 109 is owned and operated by TxDOT - as such, a driveway permit will be required by TxDOT in order to construct the access drives to the subject property. 5th Street terminates about 300 feet west of the northwest corner of the subject property. The City of Venus has indicated that the proposed development should dedicate fifty feet (50’) of right-of-way for the future extension of this road.

*The fire lanes applicable to the proposed development can be referenced on the Site Plan made a
part of Exhibit #1 of the Appendix.
EXHIBIT 1

SITE DESIGN AND DEVELOPMENT FEASIBILITY REPORT

COUNTY LINE LOFTS, LTD.
APPROXIMATELY 10.15 ACRES
ON THE NORTH SIDE OF
E. COUNTY ROAD 109 EAST OF HWY 157
Venus, Texas
SITE DATA

BUILDABLE ACRES  10.15
UNITS/ACRE  11.82
-KNOW EASEMENTS SHOWN
-NO KNOWN FLOODPLAIN
-ON SITE DETENTION SHOWN

UNIT TYPES

#UNITS | UNITS / SF | TOTAL / SF
---|---|---
A1 - ONE BEDROOM, ONE BATH | 48 | 750 | 36,000
B1 - TWO BEDROOM, TWO BATH | 60 | 1,000 | 60,000
C1 - THREE BEDROOM, TWO BATH | 12 | 1,240 | 14,880

PARKING TABULATION

PARKING REQUIRED
1.5 SPACE/1BR | 72
2.0 SPACE/2BR | 120
2.5 SPACE/3BR | 30
TOTAL REQUIRED | 222

ADA SPACES | 12

PARKING PROVIDED
UNCOVERED SPACES | 243
CLUB SPACES | 14
STANDARD ADA | 8
VAN ADA | 4
TOTAL PROVIDED | 257
EXHIBIT 2

SITE DESIGN AND DEVELOPMENT FEASIBILITY REPORT

COUNTY LINE LOFTS, LTD.
APPROXIMATELY 10.15 ACRES
ON THE NORTH SIDE OF
E. COUNTY ROAD 109 EAST OF HWY 157
Venus, Texas
EXHIBIT 3

SITE DESIGN AND DEVELOPMENT FEASIBILITY REPORT

COUNTY LINE LOFTS, LTD.
APPROXIMATELY 10.15 ACRES
ON THE NORTH SIDE OF
E. COUNTY ROAD 109 EAST OF HWY 157
Venus, Texas
<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Alarm Fees</strong></td>
<td></td>
</tr>
<tr>
<td>Annual Residential Alarm Registration</td>
<td>$50 Year</td>
</tr>
<tr>
<td>Annual Commercial Alarm Registration</td>
<td>$100 Year</td>
</tr>
<tr>
<td><strong>Permit Fees</strong></td>
<td></td>
</tr>
<tr>
<td>Application for Zoning Change (Residential)</td>
<td>$500</td>
</tr>
<tr>
<td>Application for Zoning Change (Commercial/Planned Development)</td>
<td>$1000</td>
</tr>
<tr>
<td>Bore Under City R.O.W.</td>
<td>$200.00 / Project</td>
</tr>
<tr>
<td>Certificate of Occupancy</td>
<td>$25</td>
</tr>
<tr>
<td>Demolition</td>
<td>$25</td>
</tr>
<tr>
<td><strong>Electrical</strong></td>
<td>$85</td>
</tr>
<tr>
<td><strong>Mechanical</strong></td>
<td>$85</td>
</tr>
<tr>
<td><strong>Plumbing</strong></td>
<td>$85</td>
</tr>
<tr>
<td><strong>Irrigation System</strong></td>
<td>$85</td>
</tr>
<tr>
<td>Water Heater</td>
<td>$45</td>
</tr>
<tr>
<td>Peddler</td>
<td>$30 / YR</td>
</tr>
<tr>
<td>Garage Sale (2 per year max. Must be 3 months apart)</td>
<td>$5</td>
</tr>
<tr>
<td>Gas Well Plan Review</td>
<td>Engineering, plan, and similar reviews shall bare actual cost, plus $50 administration fee</td>
</tr>
<tr>
<td>Gas Well Permit</td>
<td>$5,500</td>
</tr>
<tr>
<td>Park Fee (each new single family residence)</td>
<td>$100.00</td>
</tr>
<tr>
<td><strong>Residential Rental Property Registration</strong></td>
<td></td>
</tr>
<tr>
<td>Registration</td>
<td>$10</td>
</tr>
<tr>
<td>Renewal</td>
<td>$10</td>
</tr>
<tr>
<td><strong>Animal Registration</strong></td>
<td></td>
</tr>
<tr>
<td>Domestic Dog or Cat (Fee Waived for Senior Citizens over 65 and Service Animals)</td>
<td>$10</td>
</tr>
<tr>
<td>Renew every 2 years</td>
<td></td>
</tr>
<tr>
<td><strong>Contractor Registration Fees</strong></td>
<td></td>
</tr>
<tr>
<td>Master Plumber</td>
<td>$0 As of 2015</td>
</tr>
<tr>
<td>Master Electrician</td>
<td>$0 As of 2018</td>
</tr>
<tr>
<td>Licensed Irrigator</td>
<td>$60</td>
</tr>
<tr>
<td>Service</td>
<td>Fee</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Mechanical</td>
<td>$60</td>
</tr>
<tr>
<td>General Contractor</td>
<td>$60</td>
</tr>
<tr>
<td>Backflow Inspector</td>
<td>$40</td>
</tr>
<tr>
<td>Backflow Prevention and Cross-Connection Control Fees</td>
<td></td>
</tr>
<tr>
<td>Processing Fee (per assembly tested or inspected)</td>
<td>$35</td>
</tr>
<tr>
<td>Testing Fee for Backflow Devices on Residential Irrigation Systems</td>
<td>$0</td>
</tr>
<tr>
<td>Report Processing Fee for Backflow Devices *Due to City Contractor - 3rd Party Inspector</td>
<td>Waived Only by Showing Proof of City Notification Letter</td>
</tr>
<tr>
<td>Plumbing Permit for Backflow Device - Repaired, Replaced, or Installed to existing system * Due to City Contractor - 3rd Party Inspector</td>
<td>Waived Only by Showing Proof of City Notification Letter</td>
</tr>
<tr>
<td>Public Sidewalk Retail Displays</td>
<td></td>
</tr>
<tr>
<td>Sidewalk Retail Display Permit (Must meet liability and insurance requirements)</td>
<td>$40</td>
</tr>
<tr>
<td>Pavement Repair Costs</td>
<td></td>
</tr>
<tr>
<td>Sidewalk</td>
<td>$10.50 / Square Foot</td>
</tr>
<tr>
<td>Street</td>
<td>$25.00 / Square Foot</td>
</tr>
<tr>
<td>Miscellaneous Fees</td>
<td></td>
</tr>
<tr>
<td>Copies</td>
<td>$0.15 per page</td>
</tr>
<tr>
<td>Fax</td>
<td>$2.00 first page, $1.00 each additional page</td>
</tr>
<tr>
<td>Notary Stamp</td>
<td>$5.00 first stamp, $1.00 each additional stamp</td>
</tr>
<tr>
<td>Police Report</td>
<td>$10</td>
</tr>
<tr>
<td>Tall Grass Mowing Fee</td>
<td>$100.00</td>
</tr>
<tr>
<td>Brush Pick-up / Chipping</td>
<td>$25.00 (up to 8 cubic yards)</td>
</tr>
<tr>
<td>Bulk Water / Fire Hydrant Meter</td>
<td></td>
</tr>
<tr>
<td>Non-refundable Deposit</td>
<td>$135</td>
</tr>
<tr>
<td>Deposit</td>
<td>$1,350.00, $135 non-refundable</td>
</tr>
<tr>
<td>Per 1,000 gallons of water</td>
<td>$20</td>
</tr>
<tr>
<td>*One time bulk water purchase no deposit required, if paying on same day. **More than one day use of fire hydrant meter deposit is required and account to be set up.</td>
<td></td>
</tr>
<tr>
<td>Civic Center Rental</td>
<td></td>
</tr>
<tr>
<td>Non-refundable reservation fee (due at booking)</td>
<td>$20</td>
</tr>
<tr>
<td>Basic usage fee ($60.00 for the first two hours, $25.00 for each additional hour)</td>
<td>$60.00 for the first two hours, ($25.00 for each additional hour)</td>
</tr>
<tr>
<td>Deposit</td>
<td>$200</td>
</tr>
<tr>
<td>Lost Key Charge</td>
<td>$25</td>
</tr>
<tr>
<td>Set-up / take down hour overage fee</td>
<td>$100</td>
</tr>
<tr>
<td>Damage/Cleaning/Restoration Fee</td>
<td>Actual Cost + $25.00</td>
</tr>
<tr>
<td>Cancellation fee</td>
<td>$150</td>
</tr>
</tbody>
</table>
### Park Rental Fees

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baseball Field w/o Lights (Resident)</td>
<td>$15 per day</td>
</tr>
<tr>
<td>Baseball Field w/o Lights (Non-Resident)</td>
<td>$25 per day</td>
</tr>
<tr>
<td>Baseball Field with Lights (Resident)</td>
<td>$25 per day</td>
</tr>
<tr>
<td>Baseball Field with Lights (Non-Resident)</td>
<td>$50 per day</td>
</tr>
</tbody>
</table>

### Associations & Organizations

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per Youth (Resident) (Per Season)</td>
<td>$5</td>
</tr>
<tr>
<td>Per Youth (Non-Resident) (Per Season)</td>
<td>$10</td>
</tr>
<tr>
<td>Per Adult (Resident) (Per Season)</td>
<td>$10</td>
</tr>
<tr>
<td>Per Adult (Non-Resident) (Per Season)</td>
<td>$15</td>
</tr>
<tr>
<td>Concession Stand Rental for Associations &amp; Organizations</td>
<td>$50 per day</td>
</tr>
<tr>
<td>Deposit (for restroom/lights key)</td>
<td>$50</td>
</tr>
</tbody>
</table>

### Alcohol Permits

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mixed Beverage Permit (Bar)</td>
<td>$750 Per Year</td>
</tr>
<tr>
<td>Mixed Beverage with Food Permit (Bar, Restaurant, etc.)</td>
<td>$750 Per Year</td>
</tr>
<tr>
<td>Package Store Permit (Liquor)</td>
<td>$500 Per Year</td>
</tr>
<tr>
<td>Wine &amp; Beer Off Premise</td>
<td>$60.00 Per Year</td>
</tr>
</tbody>
</table>

### Food Establishments

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Permit</td>
<td>$50</td>
</tr>
<tr>
<td>Permit Renewal</td>
<td>$25</td>
</tr>
<tr>
<td>Inspection of food establishment plans fee</td>
<td>$100</td>
</tr>
</tbody>
</table>

### BUILDING INSPECTION FEE SCHEDULES

- **Residential valuation** shall be based upon a minimum $80.00 dollar per square foot construction cost, or the builder's valuation, whichever is greater. **Commercial and Multi-Family Valuation** shall be based on the builder's valuation. The valuation shall be the total value of all construction work, including architectural and structural, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning and mechanical work, and any other permanent equipment (excluding cost of land).

<table>
<thead>
<tr>
<th>VALUATION</th>
<th>PERMIT FEE COSTS</th>
<th>COST RANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1.00 - $500.00</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>$501.00 - $2,000.00</td>
<td>$25.00 for the first $500.00 plus $3.25 for each additional $100.00. or fraction thereof, to and including $2,000.00.</td>
<td>$25.00 - $73.75</td>
</tr>
<tr>
<td>$2,001.00 - $25,000.00</td>
<td>$73.75 for the first $2,000.00 plus $14.25 for each additional $1,000.00, or fraction thereof, to and including $25,000.00.</td>
<td>$73.75 - $401.50</td>
</tr>
<tr>
<td>$25,001.00 - $50,000.00</td>
<td>$401.50 for the first $25,000.00 plus $12.45 for each additional $1,000.00, or fraction thereof, to and including $50,000.00.</td>
<td>$401.50 - $712.75</td>
</tr>
<tr>
<td>$50,001.00 - $100,000.00</td>
<td>$712.75 for the first $50,000.00 plus $7.35 for each additional $1,000.00, or fraction thereof, to and including $100,000.00.</td>
<td>$712.75 - $1,080.25</td>
</tr>
<tr>
<td>$100,001.00 - $500,000.00</td>
<td>$1,080.25 for the first $100,000.00 plus $6.00 for each additional $1,000.00, or fraction thereof, to and including $500,000.00.</td>
<td>$1,080.25 - $3,480.25</td>
</tr>
<tr>
<td>$500,001.00 - $1,000,000.00</td>
<td>$3,480.25 for the first $500,000.00 plus $5.45 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00.</td>
<td>$3,480.25 - $6,205.25</td>
</tr>
<tr>
<td>$1,000,001.00 +</td>
<td>$6,205.25 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00, or fraction thereof.</td>
<td>$6,205.25 - $3.65 for each additional $1,000 or fraction thereof</td>
</tr>
</tbody>
</table>
### Commercial and Multi-Family Plan Review

Additional non-refundable fee of $2,500.00 for commercial and multi-family plan reviews with valuations up to $500,000 due at time of submittal. Valuations greater than $500,000 charge a fee equal to sixty-five percent (65%) of permit fee. (includes initial review and one review of the re-submittal)

**Each additional plan review**  
$1,000.00

**Extraordinary/Specialty Review**  
Actual Cost + 15%

---

### Sign / Pole Sign Permit (Total Valuation)

<table>
<thead>
<tr>
<th>Valuation Range</th>
<th>Standard Fee</th>
<th>Extra Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1.00 - $500.00</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>$501.00 - $2,000.00</td>
<td>$25.00 for the first $500.00 plus $3.25 for each additional $100.00, or fraction thereof, to and including $2,000.00.</td>
<td>$25.00 $73.75</td>
</tr>
<tr>
<td>$2,001.00 - $25,000.00</td>
<td>$75.00 for the first $2,000.00 plus $14.25 for each additional $1,000.00, or fraction thereof, to and including $25,000.00.</td>
<td>$75.00 $417.00</td>
</tr>
<tr>
<td>$25,001.00 - $50,000.00</td>
<td>$425.00 for the first $25,000.00 plus $12.45 for each additional $1,000.00, or fraction thereof, to and including $50,000.00.</td>
<td>$425.00 $736.25</td>
</tr>
<tr>
<td>$50,001.00 - $100,000.00</td>
<td>$736.25 for the first $50,000.00 plus $7.35 for each additional $1,000.00, or fraction thereof, to and including $100,000.00.</td>
<td>$736.25 $1,103.75</td>
</tr>
<tr>
<td>$100,001.00 - $500,000.00</td>
<td>$1,250.00 for the first $100,000.00 plus $6.00 for each additional $1,000.00, or fraction thereof, to and including $500,000.00.</td>
<td>$1,250.00 $3,650.00</td>
</tr>
<tr>
<td>$500,001.00 - Up</td>
<td>$3,650.00 for the first $500,000.00 plus $5.45 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00.</td>
<td>$3,480.25 Up</td>
</tr>
</tbody>
</table>

---

### Fence Permit (Total Valuation)

<table>
<thead>
<tr>
<th>Valuation Range</th>
<th>Standard Fee</th>
<th>Extra Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1.00 - $500.00</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>$501.00 - $2,000.00</td>
<td>$25.00 for the first $500.00 plus $3.25 for each additional $100.00, or fraction thereof, to and including $2,000.00.</td>
<td>$25.00 $73.75</td>
</tr>
<tr>
<td>$2,001.00 - $25,000.00</td>
<td>$75.00 for the first $2,000.00 plus $14.25 for each additional $1,000.00, or fraction thereof, to and including $25,000.00.</td>
<td>$75.00 $417.00</td>
</tr>
<tr>
<td>$25,001.00 - $50,000.00</td>
<td>$425.00 for the first $25,000.00 plus $12.45 for each additional $1,000.00, or fraction thereof, to and including $50,000.00.</td>
<td>$425.00 $736.25</td>
</tr>
<tr>
<td>$50,001.00 - $100,000.00</td>
<td>$736.25 for the first $50,000.00 plus $7.35 for each additional $1,000.00, or fraction thereof, to and including $100,000.00.</td>
<td>$736.25 $1,103.75</td>
</tr>
<tr>
<td>$100,001.00 - $500,000.00</td>
<td>$1,250.00 for the first $100,000.00 plus $6.00 for each additional $1,000.00, or fraction thereof, to and including $500,000.00.</td>
<td>$1,250.00 $3,650.00</td>
</tr>
<tr>
<td>$500,001.00 - Up</td>
<td>$3,650.00 for the first $500,000.00 plus $5.45 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00.</td>
<td>$3,480.25 Up</td>
</tr>
</tbody>
</table>

---

### Fire Permit Fees

- **Installation of grass pavers for use in a fire lane:** (first two-hundred (200) feet or portion thereof).  
  $175
- **Installation of grass pavers for use in a fire lane:** (every additional four-hundred (400) feet).  
  $350
- **All permits required by the 2015 International Fire Code Section 5601.2 as adopted and published by the International Code Council relative to explosive materials.**  
  $125
- **To conduct authorized burning operations.**  
  $1,000
- **Direction of fireworks displays – per display date.** The Venus Fire Chief or authorized representative may waive this fee for civic or nonprofit organizations if for a valid public purpose.  
  $200
- **Pyrotechnic special or theatrical effects – per event.**  
  $75
- **Pyrotechnic special or theatrical effects – annual.**  
  $700
- **Flame effects (only required if not used in conjunction with either fireworks display or pyrotechnic permit) – per event.**  
  $75
- **Flame effects (only required if not used in conjunction with either fireworks display or pyrotechnic permit) – annual.**  
  $700
- **Installation or testing of underground flammable liquid storage tank systems – per location.**  
  $400
- **Testing of underground flammable liquid storage tank system lines only – per location.**  
  $125
- **Testing of underground flammable liquid storage tank system equipment installation – per location.**  
  $125
- **Removal of underground flammable liquid storage tanks – per tank.**  
  $75
- **Abandonment of underground tank/lines – per tank.**  
  $250
<table>
<thead>
<tr>
<th>Service Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Above ground waste oil tank inspection.</td>
<td>$75</td>
</tr>
<tr>
<td>Above ground protected tank inspection.</td>
<td>$125</td>
</tr>
<tr>
<td>Mobile fueling inspection – per year per site.</td>
<td>$250</td>
</tr>
<tr>
<td>Installation of automatic sprinkler systems and the testing thereof: Underground</td>
<td>$165</td>
</tr>
<tr>
<td>(including backflow prevention device).</td>
<td></td>
</tr>
<tr>
<td>Installation of dry chemical, wet agent, carbon dioxide or other fire extinguishing</td>
<td>$150</td>
</tr>
<tr>
<td>systems or standpipe systems and the testing thereof to include underground piping</td>
<td></td>
</tr>
<tr>
<td>– per system</td>
<td></td>
</tr>
<tr>
<td>Installation of fire alarm systems (1-10 devices).</td>
<td>$150</td>
</tr>
<tr>
<td>Installation of fire alarm systems (11-25 devices).</td>
<td>$200</td>
</tr>
<tr>
<td>Installation of fire alarm systems (26-100 devices).</td>
<td>$300</td>
</tr>
<tr>
<td>Installation of fire alarm systems (101-200 devices).</td>
<td>$400</td>
</tr>
<tr>
<td>Installation of fire alarm systems (201-500 devices).</td>
<td>$600</td>
</tr>
<tr>
<td>Installation of fire alarm systems (per device for each device over five-hundred</td>
<td>$1</td>
</tr>
<tr>
<td>(500)).</td>
<td></td>
</tr>
<tr>
<td>Installation/repair of special egress door locking system (per location).</td>
<td>$250</td>
</tr>
<tr>
<td>Installation of any LP gas container larger than one hundred-twenty (120) gallons</td>
<td>$100</td>
</tr>
<tr>
<td>water capacity – per container.</td>
<td></td>
</tr>
<tr>
<td>Installation of automatic sprinkler systems and the testing thereof: Aboveground</td>
<td>$125</td>
</tr>
<tr>
<td>(1-19 heads).</td>
<td></td>
</tr>
<tr>
<td>Installation of automatic sprinkler systems and the testing thereof: Aboveground</td>
<td>$200</td>
</tr>
<tr>
<td>(20-100 heads).</td>
<td></td>
</tr>
<tr>
<td>Installation of automatic sprinkler systems and the testing thereof: Aboveground</td>
<td>$300</td>
</tr>
<tr>
<td>(101-300 heads).</td>
<td></td>
</tr>
<tr>
<td>Installation of automatic sprinkler systems and the testing thereof: Aboveground</td>
<td>$550</td>
</tr>
<tr>
<td>(301-1,000 heads).</td>
<td></td>
</tr>
<tr>
<td>Installation of automatic sprinkler systems and the testing thereof: Aboveground</td>
<td>$1</td>
</tr>
<tr>
<td>(per head for each head over one-thousand (1,000)).</td>
<td></td>
</tr>
<tr>
<td>Installation of automatic sprinkler systems and the testing thereof: Fire pump.</td>
<td>$300</td>
</tr>
<tr>
<td>Residential automatic sprinkler system inspection.</td>
<td>$125</td>
</tr>
<tr>
<td>Installation of a smoke control system – per system.</td>
<td>$300</td>
</tr>
<tr>
<td>Installation of underground piping and private fire hydrants (first two hundred</td>
<td>$175</td>
</tr>
<tr>
<td>(200) feet or portion thereof) including any fire hydrants.</td>
<td></td>
</tr>
<tr>
<td>Installation of underground piping and private fire hydrants (first four-hundred</td>
<td>$350</td>
</tr>
<tr>
<td>(400) feet or portion thereof) including any fire hydrants.</td>
<td></td>
</tr>
<tr>
<td>Resubmittal fee for plans that have been resubmitted more than two times and for</td>
<td>$85</td>
</tr>
<tr>
<td>each time thereafter</td>
<td></td>
</tr>
<tr>
<td>Certificate of occupancy – initial fire code compliance inspection and establishment</td>
<td>$50</td>
</tr>
<tr>
<td>of an inspection file</td>
<td></td>
</tr>
</tbody>
</table>

**Water Fees**

**Connection (service at property line)**

<table>
<thead>
<tr>
<th>Meter Size</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/4&quot;</td>
<td>$475</td>
</tr>
<tr>
<td>1&quot;</td>
<td>$525</td>
</tr>
<tr>
<td>2&quot;</td>
<td>$950</td>
</tr>
<tr>
<td>Larger than 2&quot;</td>
<td>Cost plus 10%</td>
</tr>
</tbody>
</table>

(All meter connections include meter box/vault)

**Tap (Service to be installed to property line)**

<table>
<thead>
<tr>
<th>Tap Size</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/4&quot;</td>
<td>$1000</td>
</tr>
<tr>
<td>1&quot;</td>
<td>$1250</td>
</tr>
<tr>
<td>2&quot;</td>
<td>$1500</td>
</tr>
<tr>
<td>Larger than 2&quot;</td>
<td>Cost plus 10%</td>
</tr>
</tbody>
</table>

(All taps include material for service from main to property)
### Wastewater Fees

**Connection (service lateral at property line)**

<table>
<thead>
<tr>
<th>Wastewater</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>4” Wastewater</td>
<td>$400</td>
</tr>
<tr>
<td>6” Wastewater</td>
<td>$500</td>
</tr>
<tr>
<td>8” Wastewater</td>
<td>$800</td>
</tr>
</tbody>
</table>

**Tap (service lateral to be installed to property line)**

<table>
<thead>
<tr>
<th>Wastewater</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>4” Wastewater (plus pavement repair)</td>
<td>$1,000</td>
</tr>
<tr>
<td>6” Wastewater (plus pavement repair)</td>
<td>$1,250</td>
</tr>
<tr>
<td>8” or Larger Wastewater (performed by contractor/developer)</td>
<td>$45 / LF</td>
</tr>
</tbody>
</table>

(All wastewater taps include the first 15 linear feet)

Additional linear foot of service (plus pavement repair) $45 / LF

### Planning and Development Fees

#### Plats

<table>
<thead>
<tr>
<th>Plats</th>
<th>Cost 1-5 Lots</th>
<th>Cost 6-20 Lots</th>
<th>Cost 21+ Lots</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary Plan/Plat Review</td>
<td>$400 (+$50 per lot/acre)</td>
<td>$800 (+$50 per lot/acre)</td>
<td>$1,200 (+$50 per lot/acre)</td>
</tr>
<tr>
<td>Each Additional Review with Developer on Preliminary Plan/Plat Review</td>
<td>$500</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>Final Plan/Plat Review</td>
<td>$400 (+$50 per lot/acre)</td>
<td>$800 (+$50 per lot/acre)</td>
<td>$1,200 (+$50 per lot/acre)</td>
</tr>
<tr>
<td>Each Additional Review with Developer on Final Plan/Plat Review</td>
<td>$500</td>
<td>$500</td>
<td>$500</td>
</tr>
</tbody>
</table>

Residential Replat $2000

Commercial Replat $2000

Vacating Plat, Amending Plat, and Minor Plat $600

#### Development Plans

| Site Plan less than 2,000 Acres | $1000 |
| Site Plan More than 2,000 Acres | $1000 + $50.00/acre (150 acre max) |
| Amendments to Approved Site Plan | $200 |
| Floodplain Study Review | Actual Cost + 15% |

#### Miscellaneous Plan Review

| Extraordinary Review/ Expert Consultation | Actual Cost + 15% |
| Pre-Application/Design Conference (Plats, Zoning, & Development Plans) | First meeting free. Additional meetings will be $250/meeting |
| Civil Inspection Fee | 4% of Total Civil Construction Costs |

### Engineering Review Fees

| Engineering Fees | Fee = $2500 to cover anticipated engineer review costs shall be made with each clearing and grading, engineering construction plan, or parking lot application. This fee covers an initial review and one additional review to ensure that the review comments have been adequately addressed. Should additional reviews be required, it will be considered Extraordinary Review and will incur additional fees. No application may be approved, issued, or recorded until all outstanding fees have been paid. |
| Extraordinary Review / City Engineer | Actual Cost + 15% |
APPLICANT'S CHECKLIST FOR PLATS

Preliminary Plats:

All fees are due and payable at time of service.
Personal checks are not accepted.
Business checks are accepted with company information on check.
Credit cards are accepted with a small fee.

The filing fee along with written application for conditional approval at least ten days prior to the council meeting at which it is to be considered.

An original tax certificate from each taxing unit with jurisdiction of the real property indicating that no delinquent ad valorem taxes are owed on the real property. If the plat, replat, or amended plat is filed after September 1 of a year, it must also have attached to it a tax receipt issued by the collector for each taxing unit with jurisdiction of the property indicating that the taxes imposed by the taxing unit for the current year have been paid.

All preliminary plats submitted shall show the following information on 10 copies of good grade blue or black line paper drawn on sheets a maximum size of 18 inches by 24 inches.

1. Boundary lines, bearings, distances sufficient to locate area;

2. Name and location of all adjoining subdivisions or large tracts drawn to the same scale and shown in dashed lines in sufficient detail to accurately show existing streets, alleys, lots and other features that may influence the development. Adjacent unplatted land is to show property lines, owners of record and all existing conditions and features, such as drainage channels, which may influence the development;

3. Location and width of all streets, alleys and easements, existing or proposed. A written statement as to the easement use is to be included on the plat. Existing easements should be shown with volume and page number;

4. Primary control points, or descriptions and ties to such control points, to which all dimensions, angles, bearings, block numbers, similar data are referred;

5. Location of property lines, buildings, storm drainage facilities, water and sanitary sewer mains, gas mains, electrical power lines, telephone lines, survey lines or any other features within area;

6. Proposed subdivision of property, including lot and block numbers;

7. Proposed building lines;

8. Title of subdivision, name and address of owner, name and address of Registered Land Surveyor;

9. Sites for parks, playgrounds, schools or other public uses;

10. Scale, north arrow, date and other pertinent data. The scale of the plat should be one inch equals 100 feet (1” = 100 ’);
11. Topographical map showing contours at intervals not greater than five feet. Any subdivision
which, in the opinion of the City Engineer, would be affected by topographical features of the
terrain shall show contours at two-foot intervals;

12. Physical features, including location and size of all water courses, ravines, bridges, culverts,
existing structures, drainage area in acres or areas draining into property, and other features
pertinent to the property;

13. Vicinity map showing location and relationship of property with other developments in the area.
This map should be of sufficient scale and detail to adequately display all major vicinity
considerations including such things as proposed or existing streets, major easements, drainage
features, etc.; and

14. The following notice is to be placed on each plat: “Preliminary Plat - For Review Purposes Only”.

15. The plat must be tied to two Global Positioning System (GPS) reference points. The GPS points
must be in grid coordinates, North American Datum (NAD) 83, Texas State Plane, North Central
FIPS Zone 4202. Information on the two GPS reference points is required at the time the
preliminary plat is submitted.

16. The plat must hold grid bearings. Bearings may not be from an assumed North direction.
Distances on the plat will be surface distances. Grid coordinate values for at least one boundary
corner must be shown on the plat.

17. An electronic version of the final plat is required at the time the recorded plat is returned to the
City. The electronic file must be a “.dwg” file composed in any version of AutoCAD. The electronic
version must be submitted on CD-ROM. If any revisions are made to the final plat, an updated
electronic copy of the final plat must be forwarded.

18. North must be referenced to Grid North. Bearings may not be from an assumed north.

19. If your property is within or adjacent to the 100-year flood plain, the preliminary plat must show
accurate flood plain and floodway boundaries and any proposed filling of the flood plain fringe
must be discussed with the City Engineer.

Final Plats:

1. All final plats shall be submitted on sheets 18 inches by 24 inches and to a scale of not less than
100 feet to the inch or longer. When more than one sheet is required to encompass the
subdivision, an index sheet (24 inches by 36 inches) shall be filed showing the entire subdivision
together with the complete dedication, attests, dates, titles and seals on one sheet.

2. The exterior boundary of the subdivision shall be indicated by a distinctive dashed line and
corner markers by individual symbols.

3. The length and bearing of all straight lines, radii, arc lengths, tangent lengths and central angles
of all curves shall be indicated along the boundary line of the subdivision and each block. All
dimensions along the lines of each lot shall be shown. The curve data pertaining to block or lot
boundary may be placed in a curve table at the base of the plat and prepared in the following
manner:
4. The names of all adjoining subdivisions, the dimensions of all abutting lots, lot and block numbers and accurate reference ties to courses and distances of at least two recognized land corners shall be shown if no existing legally platted subdivision is adjacent to the subject property.

5. The names and accurate location of all streets adjoining, abutting or within not more than 500 feet of the subdivision shall be shown unless a platted subdivision exists adjacent to the property under consideration.

6. The location and dimension of any utility easement adjoining or abutting the subdivision or proposed within the subdivision shall be shown.

7. The final plat shall show a title including the name of the addition or subdivision, the name of the owner and engineer or surveyor, scale and location of subdivision regarding original land grant or survey and abstract number and a north point with true and magnetic north.

8. A certificate of ownership, giving a metes and bounds description of the property, dedication of all streets, alleys, easements, parkways and parks where dedicated to the City and dedication or reservation of all easements and drainage ways to the public use, signed and acknowledged before a Notary Public by the owner of the land, shall appear on the face of the plat or index sheet of the plats where two or more sheets are required.
DECLARATION OF COVENANTS

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That ________________ and ______________________, do hereby adopt this plat designating the herein-described property as __________, an addition to the City of Venus, Texas, and do hereby dedicate to the public use forever the streets and alleys shown thereon. The easements shown thereon are hereby reserved for the purposes as indicated and shall be open to fire, police and all public and private utilities for each use. The maintenance of paving on all easements is the responsibility of the property owner. No buildings, fences, trees, shrubs or other improvements shall be constructed, reconstructed or placed upon, over or across the easements as shown. Said easements being hereby reserved for the mutual use and accommodation of all public utilities using, or desiring to use same. All and any public utility shall have the full right to remove and keep removed all or parts of any buildings, fences, trees, shrubs or other improvements or growths which in any way may endanger or interfere with the construction, maintenance and efficiency of its respective system on the easements and all public utilities shall at all times have the full right of ingress and egress to or from and upon said easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and addition to or removing all or parts of its respective system without the necessity at any time of procuring the permission of anyone. Any public utility shall have the right of ingress and egress to private property for reading meters and any maintenance and service required or ordinarily performed by that utility.

All utility easements shall also include additional area of working space for construction and maintenance of the public water and sanitary sewer systems. Additional easement area is also conveyed for installation and maintenance of manholes, cleanouts, fire hydrants, water services from the main to and including the meters and boxes, sewer laterals from the main to the curb or pavement line, and the descriptions of such additional easements herein granted shall be determined by their locations as installed.

[INCLUDE THE FOLLOWING PARAGRAPH IF THE PLAT CONTAINS ACCESS EASEMENTS]
The undersigned does covenant and agree that the access easement(s) dedicated on this plat may be utilized by any person, including the public, for ingress and egress to other real property, for both vehicular and pedestrian use and access, in, along, upon and across the premises containing the access easement(s).

This plat approved subject to all platting ordinances, rules, and regulations of the City of Venus, Texas.

WITNESS OUR HAND at ________________, Texas, this the ____________ ________________, 20__.
RECORDING REQUIREMENTS

Johnson County:  

Effective 1/1/14 - Filing Fees 18"x24" - $46.00; 24"x36" - $71.00; each additional page $25.00. Plat copies $1-$5 (depending on size); Certified Stamp $5.00.

Requirements for recording - Original tax certificate from each taxing unit with jurisdiction of the real property indicating that no delinquent ad valorem taxes are owed on the real property. If the plat, replat, or amended plat is filed after September 1 of a year, it must also have attached to it a tax receipt issued by the collector for each taxing unit with jurisdiction of the property indicating that the taxes imposed by the taxing unit for the current year have been paid.

Tax certificate info must match property description on plat and signatures must be notarized.

Mylar or similar media required for preservation purposes. Plat image must be legible for reproduction.

Plats are recorded at the Historic Courthouse 2 N Main St. Rm. B15 (South hallway at basement level) Cleburne TX 76033 (817-202-4000 x 1625).

Ellis County:  
[http://www.co.ellis.tx.us/](http://www.co.ellis.tx.us/)
ENGINEERING PLAN REVIEW
REQUIREMENTS

Pre-Submittal Requirements:

The City of Venus must review and approve all new construction and reconstruction projects within the City limits, as well as the City’s ETJ, prior to commencement of construction. The City will assist developers and design engineers to ensure that all public improvements for construction are designed to meet current City standards. Before Engineering plans are submitted to the City for review, the following steps should be taken.

1. **Schedule a Pre-Development Meeting** – A pre-development meeting is highly encouraged for all projects, particularly for developers who have not worked in the City of Venus before or who are working on a complex development. A pre-development meeting will be scheduled with representatives from all City departments and the design review team. Pre-development meetings can be scheduled by contacting Michael Boese at 972-366-3348 or mboese@venuspolice.org.

2. **Obtain Record Drawings** – The design engineer is responsible for obtaining and reviewing record drawings of all existing infrastructure. The design engineer shall verify information related to paving and underground utilities within or adjacent to the project. Verification can be done by visiting the subject property or by contacting the Public Works and Water/Sewer Department at 972-366-3435.

3. **Site Plan Submittal** – The Site Plan application must be submitted before engineering plans are submitted for review. The engineering plans may be submitted at the same time as the Site Plan application, but will not be approved until the Site Plan application has been approved.

4. **Obtain and Review Standard Design Documents** – The design engineer is responsible for obtaining and reviewing all City of Venus specifications, as well as all federal, state, regional and local project specific associated documents.
   a. City Standard Construction Details
   b. Zoning Ordinance
   c. Subdivision Ordinance
   d. Drainage Ordinance

Civil Engineering Plan Submittal and Review:

1. **Civil Engineering Plan Contents** – All civil engineering plans and related reports submitted for review and approval must be prepared under the direct supervision of a licensed Professional Engineer registered in the State of Texas and shall bear the seal of the Engineer of Record. All plans shall include minimum of the following sheets (in addition to the mandatory plan sheets):
   a. Cover Sheet
   b. Plat (recorded or pending version)
   c. Site Plan (commercial only)
   d. General Notes
   e. City of Venus Construction Details

Should a construction project require the interruption of traffic on any existing roadway, a detailed traffic control plan shall be included in accordance with the Texas Manual on Uniform Traffic Control Devices (TMUTCD).

All work and materials shall be in accordance with the City of Venus’s Construction Standards and
ENGINEERING PLAN REVIEW
REQUIREMENTS

Specifications and the North Central Texas Council of Governments (NCTCOG) Public Works Construction Standards. Should a conflict be found between the publications, the City of Venus standards and specifications shall take precedence. In the event that the item is not covered by the City of Venus’s standards, the most current version of the NCTCOG Public Works Construction Standards shall apply with concurring notification by the contractor to the City and Consulting Engineer for review and approval. Reference to any other standards in the project specifications shall be made to the latest version of that publication.

Every attempt by the design engineer shall be made to ensure that all civil engineering plans are complete and comprehensive.

2. Plan Submittals – One electronic pdf set of the civil engineering plans shall be submitted to the City for review and approval. The submittal shall contain all items listed in the Civil Engineering Plan Review Development Checklist, included as an Appendix to this document. If the item is not included, an explanation must be included in a cover letter accompanying the plans. Subsequent submittals will be required until all comments have been addressed.

3. Additional Submittal Requirements
   a. Submit an electronic copy of any study and/or report completed in support of the project. These include, but are not limited to: Traffic Impact Analyses, Flood Studies, Geotechnical Reports, Utility Studies, etc.
   b. If routing software is used to design any detention basin (i.e. HEC-HMS), provide the original files with the civil plan submittal
   c. Note that if civil plans are submitted for review prior to site plan/plat approval, changes to the plans may be required as a result of site plan/plat approval conditions. If a site plan/plat has not been conditionally approved by the City, the City reserves the right to stop the review of the civil plans until that has occurred.
   d. Easements by Separate Instrument (offsite easements) – All easements by separate instrument as necessary for the completion of all improvements shown in the construction drawings must be submitted to the City for review prior to filing with the County. All offsite easements must be executed prior to the release of a construction permit.

4. Civil Engineering Plan Review & Resubmittals – The City of Venus will review plans in the order they were received. Initial review time will be 10 business days. If the project is particularly complex or if the City has received an unusually large case load, additional review time may be needed. Applicant will be notified electronically via email when review is complete, with review comments attached.

Subsequent submittals shall include a complete set of drawings. Applicant shall provide written responses and/or explanations to any comments that need further clarification or are unable to be addressed. This can be done directly on a copy of the plans containing the City’s comments, or via a
formal letter.

Communication with the City via email or phone is encouraged to help provide clarifications and address any questions throughout the review process.

5. Civil Engineering Plan Approval – Once all of the City’s comments have been addressed and approved, the applicant will be asked to submit a signature set to the City (two full size hard copies and one electronic copy). Applicant will also be responsible for making a sufficient number of copies of the plans for all necessary contractors, sub-contractors, construction staking surveyors and private consultants.

After Approval of Civil Engineering Plans:

1. Prior to Construction – A Pre-Construction meeting with the City is required before the construction commences. The applicant shall contact Michael Boese at 972-366-3348 or mboese@venuspolice.org to schedule the Pre-Construction meeting. Once a date has been set, the applicant is responsible for contacting all subcontractors and consultants to inform them of the meeting time and location. All required inspection fees will be due at the time of the pre-construction meeting. Applicant is encouraged to provide the City with a detailed breakdown of the public infrastructure construction costs prior to the meeting so that the City can determine the fees owed prior to the meeting.

All erosion control and tree preservation fencing shall be installed and approved prior to any site work commencing. Contractor shall notify the City 48 hours prior to any weekend work and 72 hours for work on a City holiday. Weekend and holiday work is not guaranteed and contingent on inspector’s availability.

2. Onsite during Construction – Each contractor or subcontractor must possess a copy of the approved Civil Engineering plans at the project site at all times. At least one copy of the SWPPP, the NOI, and TxDOT permits (if required) shall also be onsite at all times.

3. Revisions during Construction – All changes to the plans and specifications must be routed through the City of Venus. The design engineer shall provide a sealed drawing of the requested change for review. Work shall not commence on the revision until the revision has been approved by the City.

4. Requirements for Final Acceptance – When the project nears 95% completion, a Pre-Final walk through shall be scheduled by the applicant with the City inspector to review the project and discuss final acceptance requirements. Upon project completion, the applicant shall schedule a Final walk through for the public improvements with the City. Applicant must give the City 72 hour notice and is responsible for contacting all relevant non-City personnel.
5. Record Drawings – In order to receive final acceptance, the design engineer must submit final record drawings including revisions per comments made during the final walk through to the City of Venus Inspector for review and approval.
APPENDIX A: CIVIL ENGINEERING CHECKLIST
ENGINEERING PLAN REVIEW
REQUIREMENTS

First Plan Submittal Requirements
☐ Submit one electronic plan set for review
☐ In addition to site specific civil sheets, the following sheets are required in all plan sets:
   • Cover Sheet
   • Plat (recorded or proposed version)
   • Approved “stamped” Site Plan
   • General Notes

Requirements for all Civil Plan Sheets
☐ Title block with engineering firm information, registration number, engineer’s seal, sheet title, and page numbers clearly shown
☐ A minimum of two benchmarks are required on all pertinent sheets
☐ North Arrow and scale clearly shown on each plan sheet
☐ Legend (relevant to each sheet) showing all special symbols, line types and hatch used
☐ Street names labeled on all existing, proposed, and future streets
☐ Lot & Block numbers and/or ownership info shown for all lots
☐ Caution notes shown when working next to any existing utilities (public and franchise)

Dimensional Control Plan (Non-residential projects)
☐ Dimensions for all buildings, pavement and hardscape areas (i.e. parking areas, driveways, fire lanes, turn lanes, sidewalks, radii, throat depths, etc.) measured to the nearest 0.0’
☐ Control points to structures (i.e. inlets, etc.) based on dimension from property corner or known feature (not from an arbitrary point parallel to property line)
☐ Verification of public right-of-way widths. Dimension each property corner adjacent to public right-of-way to a perpendicular point on opposite side right-of-way line (do not label “variable width” only)
☐ Dimension along right-of-way to nearest cross-street and/or driveway measured from edge of drive to edge of drive.

Tree Survey
☐ Property lines, right-of-way and easements shown and dimensioned
☐ All buildings, structures, and utilities (existing and proposed) shown
☐ FEMA and fully developed floodplains, NRCS lake tree preservation zone shown
☐ Show existing grading contours
☐ List in table format, the species and size of all trees at least 6” in caliper measured at 4.5’ trunk height from ground
☐ Show surveyed location of trees

Erosion Control Plan
☐ Existing and proposed contours clearly shown/labeled
☐ Existing and proposed storm lines and inlets shown
☐ List the total disturbed acreage including offsite and delineate limits of construction
☐ Sedimentation basin provided for disturbed basins 10 acres or greater
☐ FEMA 100-yr floodplain and Fully Developed 100-yr floodplain delineated
☐ Flow arrows for surface drainage shown
☐ Appropriate BMP’s used and identified
☐ Phasing of BMP’s with construction activities listed/described
☐ BMP details provided, should be per current NCTCOG/iSWM standards dated April 2010 or later
☐ Stockpile area and batch plant areas shown and labeled
☐ Areas to be sodded or seeded shown and specified with permanent perennial vegetation
☐ Areas of permanent erosion control (other than vegetation) clearly shown
☐ Proposed non-structural and structural post-construction (permanent) BMPs to address post construction run-off identified
ENGINEERING PLAN REVIEW
REQUIREMENTS

- Wetlands delineated where applicable
- Description of long-term operation and maintenance of BMPs

Grading Plan
- Both onsite and offsite existing/proposed contours shown clearly labeled
- Date and name of firm who prepared geotechnical report with corresponding note stating: “Work shall be done in accordance with the Geotechnical Report by ______, dated ______.”
- Drainage clarified by flow arrows, high points, sags, ridges, and valley gutters
- Show driveway locations for all lots adjacent to storm inlets
- Show drop grade beams and elevations as needed
- Positive overflow provided at all low points, easements dedicated as needed
- Finished pad and/or floor elevations shown
- Minimum finished floor elevations shown adjacent to floodplains, ponds, creeks/channels, etc.
- Clearly show all walls and label top/bottom elevations of wall at key locations
- FEMA 100-yr floodplain and Fully Developed 100-yr floodplain delineated easements (show both pre project Floodplain and post project Floodplain)
- Cross-sections and flow data for all swales and open channels provided
- Spot shots, including northings, eastings and elevations shown to ensure proper drainage and adequate ADA/TAS routing where applicable

Drainage Area Map
- Existing contours clearly shown for entire drainage basin, both onsite and offsite. Aerial topography or similar is acceptable for offsite areas with major contour labels shown
- Drainage areas and sub areas delineated and labeled
- Flow arrows for surface drainage shown
- Existing and proposed storm lines and open channels shown
- Inlet designation labels shown
- Detention pond shown and labeled
- Drainage easements shown and labeled
- Zoning indicated for all offsite areas and/or land use assumptions specified
- Rational Method Peak Runoff Rate Computation Table shown (Q=KClA)
- Time of concentration and weighted runoff coefficient calculations shown as needed
- List the total site impervious area (ft2 of all paving, roof areas, etc.) – Commercial Projects
- FEMA 100-yr floodplain and Fully Developed 100-yr floodplain delineated

Hydraulic Calculations
- Street Flow Computation Table provided for all public streets for 10-yr and 100-yr events
- Inlet Interception Computation Table provided for all public inlets for 10-yr and 100-yr events
- Pipe Hydraulics Computation Table provided for all public lines for 10-yr and 100-yr events

Detention Pond Design and Hydraulic Calculations
- Detention pond design calculations shown, method used specified
- Provide detention pond volume sizing calculations and/or computation table
- Provide stage-discharge table and/or curve information
- Provide weir and/or orifice sizing calculations for outfall structure
- Provide electronic copies of all hydraulic computations or data files (HMS, RAS, StormCAD, PondPack, etc.) on CD or digital media
- Existing and proposed contours shown and labeled.
- Cross-section of pond including side slopes, normal pool elevation (if applicable), show 100-yr WSE, 10-yr WSE, and 1-yr, 24 hour WSE
- Detail of pond outfall structure showing all elevations as necessary
- Trash rack (and detail) provided for smaller orifice openings
- Overflow spillway location and design information provided
ENGINEERING PLAN REVIEW
REQUIREMENTS

- 100-yr floodplain(s) shown where applicable
- Show and label all existing/proposed utilities and easements
- Access/maintenance ramp provided (max slope 6:1)

**Storm Drain Plan**

**Plan View**
- Show and label all existing and proposed utilities
- Dimension location/spacing of utilities
- Label inlet type, inlet block-outs, size, paving station, and top of curb elevation at a minimum
- Label type and size of existing/proposed structures (i.e. headwalls, manholes/junction boxes)
- Label type, size and dimensions of all permanent outfall erosion protection.
- Show centerline stationing for pipe with PC & PT stations and curve data
- Label centerline stations for lateral connections, manhole & junction box locations, pipe size changes, headwalls, and future stub out connections
- 100-yr gutter flows and bypass shown at each inlet along public streets and firelanes
- FEMA 100-yr floodplain and Fully Developed 100-yr floodplain shown
- Provide applicable construction details for all drainage structures

**Profile View**
- Existing and proposed ground line at centerline of pipe shown and labeled correctly
- Show all hydraulic data including design flow, full flow capacity, friction slope, velocity, and velocity head. For partial flow conditions show design flow, full flow capacity, normal depth, normal velocity, and velocity head.
- Label station and flowline elevation information for all structures, crossings, laterals, etc.
- Label flowlines at every 50 foot station
- Indicate length, type/class, slope and size of all storm pipes
- Show and label 100-yr and/or 10-yr HGL, label HGL elevations at all junctions
- All utility crossings and parallel sewer lines shown in profile
- 100-yr WSE shown at outfall for ponds, creeks and channels
- Open channels shall also include a typical cross section with all hydraulic data

**Water Plan**

**Plan View**
- Show and label all existing and proposed utilities
- Show and label water line leading to fire sprinkler systems as “fire line” where applicable
- Label size, type and pressure class for all proposed water mains
- Show location for all water services and meters
- Show and label all easements
- Dimension location of all mains, services, meters, and spacing from other utilities
- Curve data and stationing provided as necessary
- Show and label all fire hydrants, valves, fittings, FDC locations, and back-flow prevention
- Label valves with paving station near barrier free ramps or ADA routes

**Profile View**
- Profile all water mains 12” and larger, or where a potential conflict may arise
- Existing and proposed ground line at centerline of pipe shown and labeled correctly
- Label station and flowline elevations at 100’ intervals, and for all fittings, laterals, and crossings
- Indicate length, type/class, slope and size of all lines
- All utility crossings and parallel sewer/storm lines shown in profile
- Indicate length, type and size of encasement as needed
ENGINEERING PLAN REVIEW
REQUIREMENTS

Sanitary Sewer Plan

Plan View
- Show and label all existing and proposed utilities
- Dimension location of all mains from other utilities
- Label line name, size, thickness, and type of all proposed sanitary sewer lines
- Stub-outs labeled with size, slope, length, and flowline elevations (if not profiled)
- Show and label all easements
- Show centerline stationing for sanitary sewer
- Show and label all manholes with rim elevations, as well as cleanouts
- Indicate type and size of encasement where needed
- Show flow direction arrows for sewer main
- Topographic contours shown to delineate sewer basins

Profile View
- Existing and proposed ground line at centerline of pipe shown and labeled
- Label station and flowline elevation information for all manholes, cleanouts, crossings, laterals
- Label flowlines at every 50 foot station
- Manhole inflow and outflow elevations to be designed with a minimum of 0.1’ drop
- Indicate the type and diameter for all manholes
- Indicate length, type/class, slope and size of all sanitary sewer pipe between manholes
- All utility crossings and parallel storm lines shown in profile
- Indicate length, type and size of encasement as needed

Paving Plan

Plan View
- For all new streets, a site specific geotechnical evaluation and pavement design submitted with plans
- Typical Pavement Section details shown (firelane, parking areas, streets, subgrade, etc.)
- For streets, centerline stationing at every 100’, PC’s, PT’s, and curve data labeled
- Intersection, driveway and island curb radii labeled
- All sidewalks and barrier free ramps shown, labeled and dimensioned
- Existing, proposed, future streets and drives shown and labeled
- Right-of-way corner clips and sight visibility easements provided
- Storm inlets identified with paving stations and top of curb elevations at center of inlet.
- Drainage clarified by flow arrows at crests, sags, ridges, intersections, and valley gutters
- Show driveway locations for all lots adjacent to storm inlets and intersections

Profile View
- Existing ground line for left, right, and center of right-of-way shown
- Proposed top of curb line shown for all public streets, proposed invert line shown for all alleys
- Show right and left top of curbs at intersections where split grade occurs
- Top of curb/pavement elevations labeled at every 50 foot stations
- Vertical Curve stationing and elevations including PVC, PVI, PVT, crest/sag location, curve length, algebraic grade difference, and “K” values shown at a minimum
- Street grades shown to the nearest 0.01’.
- Show “compacted fill” callout/note for all areas of fill

Sidewalk Layout Plan (Residential Subdivisions)
- Provide a single scalable sheet showing all sidewalks to be installed with the development
- Distinguish between developer installed sidewalks and homebuilder installed sidewalks.
- Show actual layout locations and sizes of all proposed sidewalks and barrier free ramps
ENGINEERING PLAN REVIEW
REQUIREMENTS

☐ Specify the Type (based on City or current TxDOT PED detail) of Barrier Free Ramps used at all locations
☐ Confirm sidewalk layout and grades (show in grading plan) meet ADA and TDLR standards

Street Light and Signage Plan (Arterial Streets and Residential Subdivisions)
Show all street light locations, consideration should be given to electrical layout from utility company
☐ Show all stop signs and traffic related signage locations
☐ Street lights located on opposite side of street from Stop Sign
☐ Verification of fire hydrant placement relative to street lights and stop signs (3’ clear zone)
☐ If symbols used in plan, include appropriate legend for clarification

Traffic Control Plan (Site specific)
Design site specific traffic control plan, TxDOT standard alone is inadequate
☐ Indicate posted speed limit or design speed
☐ Show all sign designation, sign graphic, and sign size
☐ Show channelization device type, locations, and spacing
☐ Show all traffic barricades and indicate type
☐ Show all detour routes and detour signage
☐ Show flagger locations where applicable
☐ Show message boards with text for two phases
☐ Show flashing arrow boards where applicable
☐ If symbols used in plan, include appropriate legend for clarification

Screening & Buffering Plans (Residential Subdivisions)
Included with all residential subdivision projects:
☐ Location of proposed and existing berms, fencing, walls or landscaping
☐ Sidewalks
☐ Location of streets and property lines
☐ Location of the screening and buffering area within the open space common area
☐ Location of existing and proposed utilities and easements
☐ Construction details of the fencing or walls
☐ Structural stamp for wall and fencing details
☐ Planting details
☐ Berm details
☐ Irrigation plan
There are two ways for Site Plans to be approved:

- **Staff Approval** - Staff can approve the Site Plan if no variances are requested (non-commercial projects only). Staff review time will be two weeks or 10 working days per submittal.
- **City Council** - All commercial projects and non-commercial projects seeking variance require City Council approval. Council meetings are held on the second Monday of the month. All applications receiving staff approval within 5 days prior to the Council meeting will be put on that Council agenda.

### Site Plan Approval Process

<table>
<thead>
<tr>
<th>Step</th>
<th>Staff Approval Process</th>
<th>City Council Approval Process</th>
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<tbody>
<tr>
<td>Step 1</td>
<td><strong>Site Plan Submittal</strong> - See page 2 for plan submittal requirements.</td>
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<tr>
<td>Step 2</td>
<td><strong>Development Review Committee (DRC)</strong> - Once the plans are distributed, various City departments will meet to discuss the details of the plans</td>
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<tr>
<td>Step 3</td>
<td><strong>Staff Comments</strong> - All plan comments from the DRC will be consolidated and sent back to the applicant to be addressed</td>
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<tr>
<td>Step 4</td>
<td><strong>Applicant Submits Revisions</strong> - The applicant is responsible for revised and resubmitting the plans. Steps 3 and 4 will repeat until all comments are addressed and City standards are met</td>
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<td>Step 5</td>
<td><strong>Site Plan Approved by Staff</strong> (all non-commercial projects seeking no variances)</td>
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<td>Step 6</td>
<td>Legal Notice - Staff will post notice of public hearing</td>
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<td>Step 7</td>
<td>Public Hearing - Council will hold a public hearing</td>
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<tr>
<td>Step 8</td>
<td>Site Plan Approved by City Council</td>
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</tbody>
</table>
SITE PLAN
APPLICATION REQUIREMENTS

INITIAL SUBMITTAL REQUIREMENTS (Submit as PDFs or on Compact Disc):

Refer to City of Venus Subdivision Ordinance No. 243-2001 (amendment ordinance 297-2005) and Zoning Ordinance #242-2001 (amendment ordinance #344-2008) for all applicable requirements and design standards. City of Venus building specifications can be found online at: http://cityofvenus.net/services/permits-and-registration/. All Plan sheets should be formatted and scaled to either a 22”x34” or a 24”x36” page size.

1. Letter signed by the property owner(s) indicating their intent and consent for application: If the property owner information does not match the Johnson County Appraisal District record, then information verifying the change in ownership (purchase of the property) must be provided.
2. Site Plan
3. Preliminary Utility Plans
4. Preliminary Drainage Plans: Drainage plans include Drainage Area Maps, stormwater detention areas, preliminary runoff calculations, and layout of proposed storm lines, inlets, culverts and/or bridges. Drainage plans should be formatted and scaled to a 22”x34” or 24”x36” page size.
5. Tree Survey/Tree Preservation Plan
6. Landscape Plan
7. Application Fees: No fee is due with submission, but applicant will be billed for City’s review time.

DETAILS FOR REQUIRED PLANS:

1. Letter signed by the property owner(s) indicating their intent and consent for application

The letter of intent should include the following:
- Acreage of the property
- Location of the property (include subdivision, lot number, and address)
- Existing zoning for the property
- Existing and proposed uses for the property
- Square footage of proposed building (include break down by Phase, if applicable)
- Special considerations or variances requested

2. Site Plan

Site Plan shall contain the following components:
- Vicinity map
- North arrow and scale
- Title Block, including:
  - Name of project
  - Name and contact info for applicant (physical address and phone number)
  - Owner name and contact info (physical address and phone number)
  - Legal description of the lot
- Site Data Table, including:
  - Existing zoning
  - Proposed use
  - Building area (separated by use)
  - Building height
  - Lot coverage
  - Floor area ratio
SITE PLAN
APPLICATION REQUIREMENTS

- Impervious area
- Parking requirements
- Parking provided, including handicapped parking spaces

- Plan view, including:
  - Building footprint
  - Adjacent land uses within 200’ of property
  - Existing and proposed easements
  - Location of all existing structures that will remain onsite
  - Distance between driveways and intersecting streets
  - Drive approach radii and width dimensions
  - Delineation and width of fire lane (shade fire lane)
  - Required handicapped ramps
  - Building entrances
  - Sidewalk dimensions
  - Medians, islands or other channelization
  - Location and dimension of delivery truck or other loading areas, if applicable
  - Location of bay doors, if applicable
  - Width of adjacent streets
  - Length, width and taper lengths of turn bays
  - Directional signage/pavement marking, if applicable
  - Proposed dumpster location and screening
  - Locations of hazardous chemical storage, if applicable
  - Sign locations, if applicable
  - Location and type of all existing and proposed screening
  - Required landscape areas

3. Preliminary Utility Plans:

Utility Plans should contain the following components:
- Existing and proposed water main alignment, including size and valve locations. No main profiles will be required until Engineering submittal, but may be submitted at this time if desired.
- Water meter size and location
- Existing and proposed sanitary sewer main alignment, including size and manhole/cleanout locations. No main profiles will be required until Engineering submittal, but may be submitted at this time if desired.
- Sanitary sewer service size
- Existing and proposed easements including associated utility line (public or private) and its size
- Existing and proposed fire hydrants. Show offsite fire hydrants within 200’ of site.
- Existing and proposed fire lines, fire sprinkler connections, and appurtenances
- Location and size of grease and sand traps

4. Preliminary Drainage Plans:

Drainage plans should contain the following components:
- Existing and proposed elevations at critical points
- Drainage area map
- On-site detention areas
- 100-year flood elevation and limits of FEMA flood zones shown, if applicable
SITE PLAN
APPLICATION REQUIREMENTS

- Existing and proposed 2-foot contours
- Existing and proposed drainage structures, including size and material
- Flow arrows indicating direction of surface drainage

5. Tree Survey/Tree Preservation Plan:

Tree Survey should contain the following components:
- Applicant’s name and contact info (physical address and phone number)
- Location map
- North arrow and scale bar
- Property lines, with dimensions
- Existing and proposed right-of-way and easements
- Existing and proposed structures, pavement, utilities, or other improvements
- Land use and zoning of adjacent properties
- Existing and proposed creeks, lakes or water features
- Location of FEMA 100-yr floodplain or NRCS lake tree preservation zone
- Location, species and size of all existing trees that are six-inches caliper or greater

Tree Preservation Plan should contain the following components:
- Major site construction features, existing trees to remain, trees being removed, and replacement trees (including type, location, number and size indicated)
- Existing and proposed contours
- Identification of caliper, species, and location of trees that are to remain
- Identification of caliper, species, and location of trees to be removed
- Tree protection

6. Landscape Plan:

For Landscaping requirements, reference the City of Venus Zoning Ordinance, Section 26. Landscape Plan should be prepared by a licensed Landscape Architect and contain the following components:
- Location, size and species of all trees to be preserved.
- Location of all plant and landscaping material to be used, including plants, paving, benches, screens, fountains, statues, or other landscape features.
- Species, size, spacing, and quantities of all plant material to be used in a tabular form.
- Affidavit on the plan stating that all required landscape areas shall be provided with an automatic underground irrigation system with rain and freeze sensors and evapotranspiration (ET) weather based controllers and said irrigation system shall be designed by a qualified professional and installed by a licensed irrigator. (Irrigation plans not required to be submitted for Site Plan application)
- Planting details
- Percentage of total site in permanent landscaping
- Percentage of street yard in permanent landscaping
- Number of required trees
- Number of trees provided
- Location of all existing and planned overhead and underground utilities

7. Application Fees: No fee is due with submission, but applicant will be billed for City’s review time.
EXHIBIT 4

SITE DESIGN AND DEVELOPMENT FEASIBILITY REPORT

COUNTY LINE LOFTS, LTD.
APPROXIMATELY 10.15 ACRES
ON THE NORTH SIDE OF
E. COUNTY ROAD 109 EAST OF HWY 157
Venus, Texas