

## Zoning and Platting Commission Question and Answer

B-2

Questions Commissioner King

Here are my requests to staff regarding this case:

1. Please provide a plat that shows the ingress and egress for both lots in the proposed resubdivision.
2. Please provide crash, traffic citations/tickets, and traffic volume data for the following intersections:
  - a. Westover Club Drive and Hyridge Drive.
  - b. Mountain Ridge Drive and Hyridge Drive.
  - c. Martindale Drive and Hyridge Drive.
  - d. Adirondack Trail and Hyridge Drive.
3. Please provide information about traffic and pedestrian safety features (traffic mirrors, speed bumps, etc.) for the proposed and existing ingress and egress for both lots in the proposed resubdivision.

Response from Applicant #1 and #3

Owner does not have a specific plan regarding the development of the second lot and is only interested in creating two lots out of one large residential lot. See exhibit (B-01 Aupperle Exhibit A ) schematic of a possible design concept at this time since they do not yet have a site plan.

Question Kiolbassa

1. What are the sight distance requirements for a driveway for the posted speed limit?
- 2.
3. What is the recommended maximum driveway density requirement for that speed limit?
4. What is the recommended angle of the proposed driveway intersecting with the road?
5. Will a variance for grade be required to build a driveway if the lot is subdivided?
6. Will heritage or protected trees need to be removed to build a new driveway?
7. Can ZAP recommend that a sidewalk be built as a condition of subdivision?

Staff Response:

4. Will a variance for grade be required to build a driveway if the lot is subdivided? Any variance needed for development on the lot would be processed at the Residential Review Permitting phase. Once the residential permitting application is filed, the application will include a residential site plan and review for any variance would be determined at this time.

5. Will heritage or protected trees need to be removed to build a new driveway? The subdivision application was reviewed by the City Arborist group and the group cleared the resubdivision application for approval. Comments for this application were cleared with an annotation that any future residential permitting for construction would be reviewed for tree requirements. Any removal of protected trees would be reviewed by the City Arborist Department, the applicant would address any requirements for tree removal during the Residential Permitting.
  
6. Can ZAP recommend that a sidewalk be built as a condition of subdivision? As part of platting, proposed lots should demonstrate sidewalks along the property line fronting the road, sidewalks are annotated by a dotted line on proposed plats. Review for construction of sidewalks would occur during the Residential Permitting phase. Subdivision application do not include the review of development or construction on lots, placing restrictions on the approval of the plat is not possible.

#### Question Kiolbassa:

I've attached a screenshot of a portion of Amber Mitchell's memo when ZAP voted to disapprove in 2010. In it she states that the applicant offered to grade the subdivision to improve sight lines although this would require removal of a then 24" live oak. I assume removal of the tree would still be required to provide driveway access to the lot. Where can I find the tree survey? I would be happy with one from 2010.

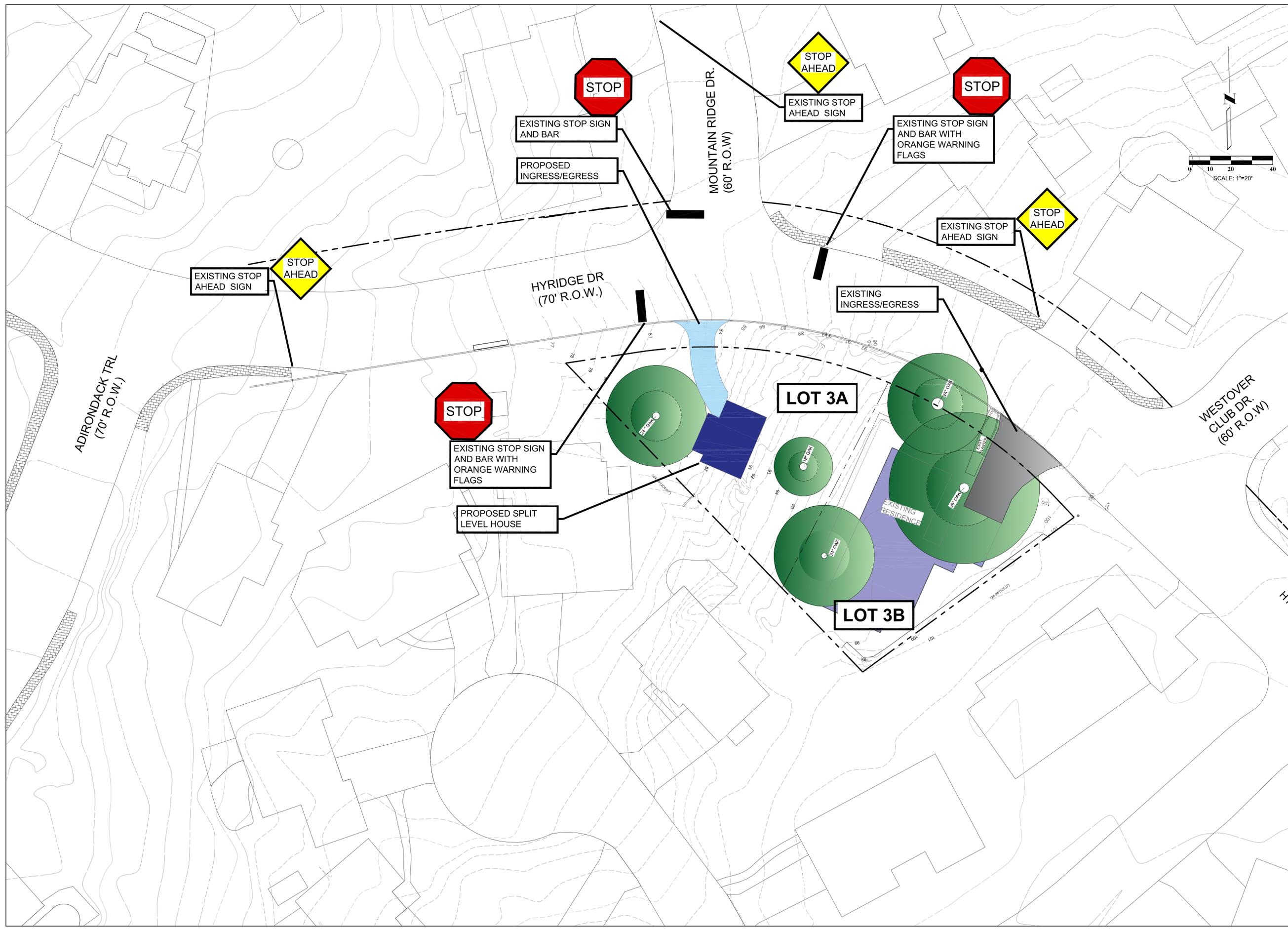
I assume we can include the same conditions Mitchell proposed in 2010, that is, require a hammerhead driveway so that drivers don't back into the street.

Staff Response:

Attached is a survey of the property that show trees on the property.

The case reviewed in 2010 included a variance for which recommendation for the approval of the variance could be made by staff. The variance could then be approved with conditions placed by the commission as part of the recommendation. Other requirements or conditions can be placed on variance by a commission.

This case does not include a variance, and conditions could not be place on the plat.



DATE: 9/15/20		NO.:		DATE:		REVISION:		BY:	
<p><b>AVALON</b> ENGINEERING &amp; LAND DEVELOPMENT 511 EAGLE LAKEWAY, TX 78734 (512) 993-9537</p>									
<p>4201 HYRIDGE 4201 HYRIDGE DR AUSTIN, TX 78759 EXISTING TRAFFIC CONTROL DEVICES</p>									
DATE: 9/15/20	DRAWN BY: MT	DESIGNER: MJ	REVIEWER: BA	PROJECT No.: 4201 HYRIDGE					
SHEET									
1									
OF 1									

The applicant has offered to grade the subdivision and remove all trees and landscaping within the sight line to improve sight distance to the proposed lot. This will require the removal of a 24' multi-stem protected live oak tree and will only provide a maximum left turn sight distance of 235', 100' less than the City standard.

### Recommendation

The Transportation Review Section does not recommend this subdivision because vehicular access from the proposed lot will not meet the City's stopping sight distance standards.

If the Zoning & Platting Commission approves this subdivision, staff requests that the following requirements be added to the subdivision:

**B-02**

**33 of 48**

1. The driveway for Lot 3A shall be designed as a hammerhead, so that drivers leaving the lot are not required to back into the street.
2. The driveway for Lot 3A shall be located as far east as feasible on the lot, as depicted on the applicant's sight distance exhibit.
3. Both lots within the subdivision shall be graded and all fencing and all landscaping along and within the right of way and within the subdivision shall be removed so that as much sight distance as possible is provided.

Please note that due to the grading required to improve sight distance for the proposed lot, approval of the subdivision is considered approval for the removal of the 24" protected-size live oak tree. Mitigation in the form of payment into the tree fund will be required for this removal.

**OWNER:**  
STEPHEN YACKTMAN AND  
ELLYN YACKTMAN

*Waterloo Surveyors Inc.*  
**SURVEY EXHIBIT FOR PLAT**

J15568A

**ADDRESS:**  
4201 HYRIDGE DRIVE

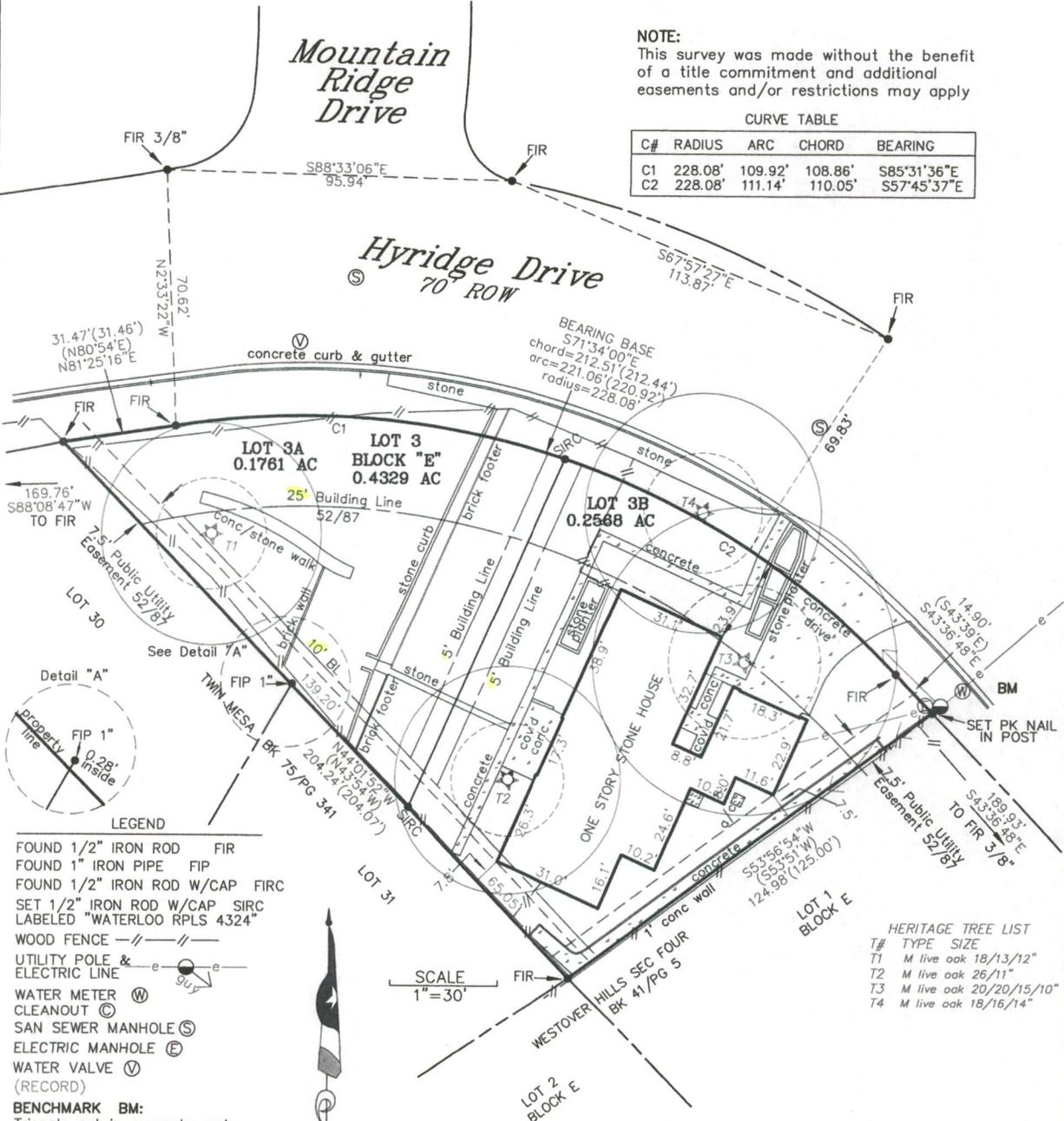
**LEGAL DESCRIPTION:**  
LOT 3, BLOCK "E", WESTOVER HILLS SECTION FOUR PHASE TWO, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 52, PAGE 87, PLAT RECORDS, TRAVIS COUNTY, TEXAS.

LOT 3 IS SUBJECT TO EASEMENT RIGHTS AND RESTRICTIVE COVENANTS OF RECORD.

*Mountain Ridge Drive*

**NOTE:**  
This survey was made without the benefit of a title commitment and additional easements and/or restrictions may apply

CURVE TABLE				
C#	RADIUS	ARC	CHORD	BEARING
C1	228.08'	109.92'	108.86'	S85°31'36"E
C2	228.08'	111.14'	110.05'	S57°45'37"E



- LEGEND**
- FOUND 1/2" IRON ROD FIR
  - FOUND 1" IRON PIPE FIP
  - FOUND 1/2" IRON ROD W/CAP FIRC
  - SET 1/2" IRON ROD W/CAP SIRC
  - LABELED "WATERLOO RPLS 4324"
  - WOOD FENCE
  - UTILITY POLE & ELECTRIC LINE
  - WATER METER
  - CLEANOUT
  - SAN SEWER MANHOLE
  - ELECTRIC MANHOLE
  - WATER VALVE
  - (RECORD)
  - BENCHMARK BM:**  
Triangle cut in concrete curb,  
Assumed Elevation 100.00'
  - TREE SYMBOL  
W/DRIP LINE
  - 1/2 ROOT ZONE

- HERITAGE TREE LIST**
- T# TYPE SIZE
  - T1 M live oak 18/13/12"
  - T2 M live oak 26/11"
  - T3 M live oak 20/20/15/10"
  - T4 M live oak 18/16/14"

State of Texas:  
County of Travis:

The undersigned does hereby certify that this survey was this day made on the property legally described hereon and is correct, and this survey substantially complies with the current Texas Society of Professional Surveyors Standards and Specifications for a Category 1B Condition II Survey.

And I certify that the property shown hereon IS NOT within a special flood hazard area as identified by the Federal Insurance Adm. Department of HUD flood hazard boundary map revised as per Map Number: 48453C0245J

Zone: X Dated: JANUARY 6, 2016

Survey Dated this the 25TH day of SEPTEMBER, 201 9.



*Thomas P. Dixon*  
Thomas P. Dixon R.P.L.S. 4324  
FIRM#10124400

**From:** [Naranjo, Ivan](#)  
**To:** [Kiolbassa, Jolene - BC](#); [Denkler, Ann - BC](#)  
**Cc:** [Duncan, Jim - BC](#); [Zavala, Cesar](#); [Rivera, Andrew](#); [Boswell, Elizabeth](#); [Yanez, Chris](#); [Linseisen, Andrew](#)  
**Subject:** RE: Hyridge subdivision [C8-2019-0100.0A] Re-subdivision of Lot 3, Block E, Westover Hills Section Four Phase Two  
**Date:** Monday, October 5, 2020 7:55:19 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Hello Commissioner Kiolbassa,

Good morning and thank you for your email. In response to your question, the subdivision re-plat will meet sight-distance requirements via Note #27 because it legally requires stopping sight-distance calculations and various other documents at the construction stage to ensure safe access to Hyridge Drive. Please keep in mind that Note #27 also requires that driveway access must be designed by a professional engineer and must demonstrate compliance with all applicable regulations so that building permits can be issued. Since the city code does not require driveway access for single-family residential projects to be designed by a professional engineer nor the submittal of a completed residential site plan design at the platting stage, Note #27 is highly effective as it specifies strict legally-binding requirements which must be met during building permit review; otherwise, construction permits will not be issued by the City of Austin. Thanks again and please feel free to contact me if you should need any additional information.

Kind regards,

**Ivan J. Naranjo**, MBA, CNU-A  
Planning Officer | Land Use Review | Transportation  
[City of Austin Development Services Department](#)  
6310 Wilhelmina Delco Dr., Austin, Texas 78752  
Office: 512-974-7649 | Mobile: 512-915-5797



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**From:** Kiolbassa, Jolene - BC  
**Sent:** Sunday, October 04, 2020 3:47 PM  
**To:** Naranjo, Ivan <Ivan.Naranjo@austintexas.gov>; Denkler, Ann - BC <bc-Ann.Denkler@austintexas.gov>  
**Cc:** Duncan, Jim - BC <BC-Jim.Duncan@austintexas.gov>; Zavala, Cesar <Cesar.Zavala@austintexas.gov>; Rivera, Andrew <Andrew.Rivera@austintexas.gov>; Boswell, Elizabeth <Elizabeth.Boswell@austintexas.gov>; Yanez, Chris <Chris.Yanez@austintexas.gov>; Linseisen, Andrew <Andrew.Linseisen@austintexas.gov>  
**Subject:** Re: Hyridge subdivision [C8-2019-0100.0A] Re-subdivision of Lot 3, Block E, Westover Hills Section Four Phase Two

Hi Ivan --

Thanks. How will the subdivision be able to meet sight-distance requirements? I don't want to approve a subdivision and then find out it doesn't work out.

Thanks,  
Jolene

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**From:** Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>  
**Sent:** Friday, October 2, 2020 7:23 PM  
**To:** Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>; Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>; Boswell, Elizabeth <[Elizabeth.Boswell@austintexas.gov](mailto:Elizabeth.Boswell@austintexas.gov)>; Yanez, Chris <[Chris.Yanez@austintexas.gov](mailto:Chris.Yanez@austintexas.gov)>; Linseisen, Andrew <[Andrew.Linseisen@austintexas.gov](mailto:Andrew.Linseisen@austintexas.gov)>  
**Subject:** RE: Hyridge subdivision [C8-2019-0100.0A] Re-subdivision of Lot 3, Block E, Westover Hills Section Four Phase Two

Hello Commissioner Denkler,

Greetings and thanks for your email. In response, please see that the revised plat note #27 now reads as follows:

**“Due to unique site features of Lot 3A & 3B, requirements for driveway access for both lots shall be determined through building permit review prior to development and must include submittal of site design drawings, stop sight-distance calculations, and other information required by the Director. Access shall be designed by a professional engineer to demonstrate compliance with all applicable regulations, including requirements for driveway approaches, and to ensure safe access to Hyridge Drive.”**

Based on the revised plat note which is for ensuring safe access to Hyridge Drive, the applicant must comply with stopping sight-distance requirements plus other pertinent requirements when an application for building permits is submitted to the City of Austin. Since at this time the case is in the subdivision stage and the applicant does not have an actual design plan for constructing in Lot 3A, the most appropriate time to address the access for this lot is during the construction stage when an application for building permits is submitted and an actual design plan is available for city staff to review. I hope this information is of assistance to address your concerns but please feel free to contact me if you should have any further questions.

Kind regards,

**Ivan J. Naranjo, MBA, CNU-A**

Planning Officer | Land Use Review | Transportation  
[City of Austin Development Services Department](#)  
6310 Wilhelmina Delco Dr., Austin, Texas 78752  
Office: 512-974-7649 | Mobile: 512-915-5797



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**From:** Denkler, Ann - BC  
**Sent:** Friday, October 02, 2020 6:19 PM  
**To:** Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>; Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>; Boswell, Elizabeth <[Elizabeth.Boswell@austintexas.gov](mailto:Elizabeth.Boswell@austintexas.gov)>; Yanez, Chris <[Chris.Yanez@austintexas.gov](mailto:Chris.Yanez@austintexas.gov)>; Linseisen, Andrew <[Andrew.Linseisen@austintexas.gov](mailto:Andrew.Linseisen@austintexas.gov)>  
**Subject:** Re: Hyridge subdivision [C8-2019-0100.0A] Re-subdivision of Lot 3, Block E, Westover Hills Section Four Phase Two

Mr. Naranjo,

Thanks for the teams work on this. I appreciate the involvement of both legal and the engineer.

Does the language below mean the applicant will have to comply with stopping site distance requirements, yes or no?

**"Access shall be designed by a professional engineer to demonstrate compliance with all applicable regulations, including requirements for driveway approaches, and to ensure safe access to Hyridge Drive."**

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**From:** Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>  
**Sent:** Friday, October 2, 2020 5:10 PM  
**To:** Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>; Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>; Boswell, Elizabeth <[Elizabeth.Boswell@austintexas.gov](mailto:Elizabeth.Boswell@austintexas.gov)>; Yanez, Chris <[Chris.Yanez@austintexas.gov](mailto:Chris.Yanez@austintexas.gov)>; Linseisen, Andrew <[Andrew.Linseisen@austintexas.gov](mailto:Andrew.Linseisen@austintexas.gov)>  
**Subject:** RE: Hyridge subdivision [C8-2019-0100.0A] Re-subdivision of Lot 3, Block E, Westover Hills

## Section Four Phase Two

Dear Commissioners,

Good afternoon and I hope you're all doing well. As a follow-up, we have been working on this case with the assistance from various city staff, including legal, and have achieved the best solution to appropriately address the access concerns for the proposed Re-subdivision of Lot 3, Block E, Westover Hills Section Four Phase Two. Based on the research and work conducted by city staff with the engineering consultant, please find the attached document containing a new Page 2 of the plat to replace the previous document (please see the second attachment).

Concerning the future development of lot 3A, the consultant has not provided an actual design plan for this site because the project is not yet at the construction stage and therefore this information is not available at this time. However, at this stage of re-subdivision, the applicant has agreed to provide safe access and sight-distance parameters as they work towards the design plans for Lot 3A. In addition, please note that the same requirements will apply to the existing site if it is ever redeveloped in the future. For your assistance, the new Page 2 of the plat includes Note # 27 which has been revised to read as follows:

From:

**"The driveway for the site shall be located in a position that maximizes the visibility of a vehicle to the adjacent intersection."**

To:

**"Due to unique site features of Lot 3A & 3B, requirements for driveway access for both lots shall be determined through building permit review prior to development and must include submittal of site design drawings, stop sight-distance calculations, and other information required by the Director. Access shall be designed by a professional engineer to demonstrate compliance with all applicable regulations, including requirements for driveway approaches, and to ensure safe access to Hyridge Drive."**

Thank you all very much for your assistance and please reach out to me directly if you should have any questions or need additional information.

Best regards,

**Ivan J. Naranjo**, MBA, CNU-A  
Planning Officer | Land Use Review | Transportation  
[City of Austin Development Services Department](#)  
6310 Wilhelmina Delco Dr., Austin, Texas 78752  
Office: 512-974-7649 | Mobile: 512-915-5797



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**From:** Denkler, Ann - BC  
**Sent:** Thursday, October 01, 2020 3:48 PM  
**To:** Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>; Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>  
**Subject:** Re: Hyridge subdivision questions

All,

Thanks for your attention to this issue.

Can I get a copy of the buildability study the City Arborist asked the agent for and a copy of the warrant study that placed the 2 stop signs on Hyridge and the 1 sign on Mountain Ridge Drive by close of day tomorrow?

Thanks  
Ann

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**From:** Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>  
**Sent:** Tuesday, September 29, 2020 3:51 PM  
**To:** Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>; Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>  
**Subject:** RE: Hyridge subdivision questions

Commissioner Kiolbassa,

Greetings and I hope you're doing well. In addition to the responses provided by the case manager, Cesar Gonzalez, please find the following answers for Questions 1-3:

1. What are the sight distance requirements for a driveway for the posted speed limit?

**A:** The stopping sight-distance for a 30 MPH street is 200 ft.

2. What is the recommended maximum driveway density requirement for that speed limit?

**A:** TCM, Table 5-1 limits one Type I driveway per property. Semicircular driveways are acceptable with a minimum spacing between driveway entrance and exit of 35 feet. (measured from inside edge to inside edge of driveway approach at the property line).

3. What is the recommended angle of the proposed driveway intersecting with the road?

**A:** Per TCM, 5.3.1(C): The angle of driveway approach shall be approximately 90 degrees for

two (2) way driveways, 45-90 degrees for one (1) way driveways (+ or – 10-degrees is allowed).

Best regards,

**Ivan J. Naranjo**, MBA, CNU-A  
Planning Officer | Land Use Review | Transportation  
[City of Austin Development Services Department](#)  
6310 Wilhelmina Delco Dr., Austin, Texas 78752  
Office: 512-974-7649 | Mobile: 512-915-5797



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**From:** Kiolbassa, Jolene - BC  
**Sent:** Tuesday, September 15, 2020 11:05 AM  
**To:** Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>; Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>  
**Subject:** Re: Hyridge subdivision questions

Hi Ivan and Cesar,

Thanks!

I've attached a screenshot of a portion of Amber Mitchell's memo when ZAP voted to disapprove in 2010. In it she states that the applicant offered to grade the subdivision to improve sight lines although this would require removal of a then 24" live oak. I assume removal of the tree would still be required to provide driveway access to the lot. Where can I find the tree survey? I would be happy with one from 2010.

I assume we can include the same conditions Mitchell proposed in 2010, that is, require a hammerhead driveway so that drivers don't back into the street.

Thanks,  
Jolene

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**From:** Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>  
**Sent:** Tuesday, September 15, 2020 10:40 AM  
**To:** Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>; Rivera, Andrew

<[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>

**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>

**Subject:** RE: Hyridge subdivision questions

Hello Commissioners,

Hope all is well,

Please see below for responses to the three last question provided by Commissioner Kiobassa. Ivan Naranjo, the Transportation Reviewer, will provide responses to the questions related to transportation.

4. Will a variance for grade be required to build a driveway if the lot is subdivided?  
*Any variance needed for development on the lot would be processed at the Residential Review Permitting phase. Once the residential permitting application is filed, the application will include a residential site plan and review for any variance would be determined at this time.*
  
5. Will heritage or protected trees need to be removed to build a new driveway? The subdivision application was reviewed by the City Arborist group and the group cleared the resubdivision application for approval. Comments for this application were cleared with an annotation that any future residential permitting for construction would be reviewed for tree requirements.  
*Any removal of protected trees would be reviewed by the City Arborist Department, the applicant would address any requirements for tree removal during the Residential Permitting.*
  
6. Can ZAP recommend that a sidewalk be built as a condition of subdivision? As part of platting, proposed lots should demonstrate sidewalks along the property line fronting the road, sidewalks are annotated by a dotted line on proposed plats. Review for construction of sidewalks would occur during the Residential Permitting phase.  
*Subdivision application do not include the review of development or construction on lots, placing restrictions on the approval of the plat is not possible.*

Thank you,

**Cesar Zavala**

*Senior Planner, Land Use Review*

City of Austin Development Services Department

P.O. Box 1088, Austin, Texas 78767-1088

**Office:** 512-974-3404



[Land Use Review](#)

[City of Austin Development Services Department](#)

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**PER CITY ORDINANCE:** All individuals scheduling or accepting a meeting invitation with a City Official are requested to provide responses to the questions at the following link: [DSD Visitor Log](#).

*Please note that all information provided is subject to public disclosure via DSD's open data portal. For more information please visit: [City of Austin Ordinance 2016-0922-005](#) | [City Clerk's website](#) | [City Clerk's FAQ's](#)*

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**From:** Kiolbassa, Jolene - BC

**Sent:** Monday, September 14, 2020 11:32 AM

**To:** Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew

<[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>

**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Denkler, Ann - BC <[bc-](mailto:bc-Ann.Denkler@austintexas.gov)

[Ann.Denkler@austintexas.gov](mailto:Ann.Denkler@austintexas.gov)>

**Subject:** Hyridge subdivision questions

Hi Cesar --

1. What are the sight distance requirements for a driveway for the posted speed limit?
2. What is the recommended maximum driveway density requirement for that speed limit?
3. What is the recommended angle of the proposed driveway intersecting with the road?
4. Will a variance for grade be required to build a driveway if the lot is subdivided?
5. Will heritage or protected trees need to be removed to build a new driveway?
6. Can ZAP recommend that a sidewalk be built as a condition of subdivision?

Thanks,

Jolene

Jolene Kiolbassa  
Boards and Commissions

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Scheduled Meeting Disclosure Information: Written disclosure is required by visitors when attending a scheduled meeting with a City Official regarding a municipal question for compensation on behalf of another person. Anyone scheduling or accepting a meeting invitation with a City Official must either acknowledge that the disclosure requirement does not apply or respond to the following survey: <https://www.surveymonkey.com/r/BCVisitorLog>

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**IMPORTANT NOTICE:** The City of Austin provides e-mail addresses for members of its boards and commissions for their use as board members. This address should not be used for private or personal messages. The views expressed in e-mail messages reflect the views of the authors

alone, and do not necessarily reflect the views of any board or commission of which the author may be a member. In particular, the views expressed here do not necessarily reflect those of the City of Austin, or any of its departments, employees or officials. E-mail messages may be subject to required public disclosure under the Texas Public Information Act.

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Jolene Kiolbassa  
Boards and Commissions

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Ann Denkler  
Boards and Commissions

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Ann Denkler  
Boards and Commissions

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Jolene Kiolbassa  
Boards and Commissions

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**From:** [Naranjo, Ivan](#)  
**To:** [Denkler, Ann - BC](#); [Kiolbassa, Jolene - BC](#)  
**Cc:** [Duncan, Jim - BC](#); [Zavala, Cesar](#); [Rivera, Andrew](#); [Boswell, Elizabeth](#); [Yanez, Chris](#); [Linseisen, Andrew](#)  
**Subject:** RE: Hyridge subdivision [C8-2019-0100.0A] Re-subdivision of Lot 3, Block E, Westover Hills Section Four Phase Two  
**Date:** Friday, October 2, 2020 7:23:45 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Hello Commissioner Denkler,

Greetings and thanks for your email. In response, please see that the revised plat note #27 now reads as follows:

**“Due to unique site features of Lot 3A & 3B, requirements for driveway access for both lots shall be determined through building permit review prior to development and must include submittal of site design drawings, stop sight-distance calculations, and other information required by the Director. Access shall be designed by a professional engineer to demonstrate compliance with all applicable regulations, including requirements for driveway approaches, and to ensure safe access to Hyridge Drive.”**

Based on the revised plat note which is for ensuring safe access to Hyridge Drive, the applicant must comply with stopping sight-distance requirements plus other pertinent requirements when an application for building permits is submitted to the City of Austin. Since at this time the case is in the subdivision stage and the applicant does not have an actual design plan for constructing in Lot 3A, the most appropriate time to address the access for this lot is during the construction stage when an application for building permits is submitted and an actual design plan is available for city staff to review. I hope this information is of assistance to address your concerns but please feel free to contact me if you should have any further questions.

Kind regards,

**Ivan J. Naranjo**, MBA, CNU-A  
Planning Officer | Land Use Review | Transportation  
[City of Austin Development Services Department](#)  
6310 Wilhelmina Delco Dr., Austin, Texas 78752  
Office: 512-974-7649 | Mobile: 512-915-5797



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**From:** Denkler, Ann - BC  
**Sent:** Friday, October 02, 2020 6:19 PM  
**To:** Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>; Kiolbassa, Jolene - BC <[bc-](mailto:bc-)

Jolene.Kiolbassa@austintexas.gov>

**Cc:** Duncan, Jim - BC <BC-Jim.Duncan@austintexas.gov>; Zavala, Cesar <Cesar.Zavala@austintexas.gov>; Rivera, Andrew <Andrew.Rivera@austintexas.gov>; Boswell, Elizabeth <Elizabeth.Boswell@austintexas.gov>; Yanez, Chris <Chris.Yanez@austintexas.gov>; Linseisen, Andrew <Andrew.Linseisen@austintexas.gov>

**Subject:** Re: Hyridge subdivision [C8-2019-0100.0A] Re-subdivision of Lot 3, Block E, Westover Hills Section Four Phase Two

Mr. Naranjo,

Thanks for the teams work on this. I appreciate the involvement of both legal and the engineer.

Does the language below mean the applicant will have to comply with stopping site distance requirements, yes or no?

**"Access shall be designed by a professional engineer to demonstrate compliance with all applicable regulations, including requirements for driveway approaches, and to ensure safe access to Hyridge Drive."**

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**From:** Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>

**Sent:** Friday, October 2, 2020 5:10 PM

**To:** Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>; Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>

**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>; Boswell, Elizabeth <[Elizabeth.Boswell@austintexas.gov](mailto:Elizabeth.Boswell@austintexas.gov)>; Yanez, Chris <[Chris.Yanez@austintexas.gov](mailto:Chris.Yanez@austintexas.gov)>; Linseisen, Andrew <[Andrew.Linseisen@austintexas.gov](mailto:Andrew.Linseisen@austintexas.gov)>

**Subject:** RE: Hyridge subdivision [C8-2019-0100.0A] Re-subdivision of Lot 3, Block E, Westover Hills Section Four Phase Two

Dear Commissioners,

Good afternoon and I hope you're all doing well. As a follow-up, we have been working on this case with the assistance from various city staff, including legal, and have achieved the best solution to appropriately address the access concerns for the proposed Re-subdivision of Lot 3, Block E, Westover Hills Section Four Phase Two. Based on the research and work conducted by city staff with the engineering consultant, please find the attached document containing a new Page 2 of the plat to replace the previous document (please see the second attachment).

Concerning the future development of lot 3A, the consultant has not provided an actual design plan for this site because the project is not yet at the construction stage and therefore this information is not available at this time. However, at this stage of re-subdivision, the applicant has agreed to provide safe access and sight-distance parameters as they work towards the design plans for Lot 3A.

In addition, please note that the same requirements will apply to the existing site if it is ever redeveloped in the future. For your assistance, the new Page 2 of the plat includes Note # 27 which has been revised to read as follows:

From:

**“The driveway for the site shall be located in a position that maximizes the visibility of a vehicle to the adjacent intersection.”**

To:

**“Due to unique site features of Lot 3A & 3B, requirements for driveway access for both lots shall be determined through building permit review prior to development and must include submittal of site design drawings, stop sight-distance calculations, and other information required by the Director. Access shall be designed by a professional engineer to demonstrate compliance with all applicable regulations, including requirements for driveway approaches, and to ensure safe access to Hyridge Drive.”**

Thank you all very much for your assistance and please reach out to me directly if you should have any questions or need additional information.

Best regards,

**Ivan J. Naranjo**, MBA, CNU-A  
Planning Officer | Land Use Review | Transportation  
[City of Austin Development Services Department](#)  
6310 Wilhelmina Delco Dr., Austin, Texas 78752  
Office: 512-974-7649 | Mobile: 512-915-5797



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**From:** Denkler, Ann - BC  
**Sent:** Thursday, October 01, 2020 3:48 PM  
**To:** Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>; Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>  
**Subject:** Re: Hyridge subdivision questions

All,

Thanks for your attention to this issue.

Can I get a copy of the buildability study the City Arborist asked the agent for and a copy of the

warrant study that placed the 2 stop signs on Hyridge and the 1 sign on Mountain Ridge Drive by close of day tomorrow?

Thanks  
Ann

---

**From:** Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>  
**Sent:** Tuesday, September 29, 2020 3:51 PM  
**To:** Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>; Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>  
**Subject:** RE: Hyridge subdivision questions

Commissioner Kiolbassa,

Greetings and I hope you're doing well. In addition to the responses provided by the case manager, Cesar Gonzalez, please find the following answers for Questions 1-3:

1. What are the sight distance requirements for a driveway for the posted speed limit?

A: The stopping sight-distance for a 30 MPH street is 200 ft.

2. What is the recommended maximum driveway density requirement for that speed limit?

A: TCM, Table 5-1 limits one Type I driveway per property. Semicircular driveways are acceptable with a minimum spacing between driveway entrance and exit of 35 feet. (measured from inside edge to inside edge of driveway approach at the property line).

3. What is the recommended angle of the proposed driveway intersecting with the road?

A: Per TCM, 5.3.1(C): The angle of driveway approach shall be approximately 90 degrees for two (2) way driveways, 45-90 degrees for one (1) way driveways (+ or – 10-degrees is allowed).

Best regards,

**Ivan J. Naranjo**, MBA, CNU-A  
Planning Officer | Land Use Review | Transportation  
[City of Austin Development Services Department](#)  
6310 Wilhelmina Delco Dr., Austin, Texas 78752  
Office: 512-974-7649 | Mobile: 512-915-5797



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**From:** Kiolbassa, Jolene - BC  
**Sent:** Tuesday, September 15, 2020 11:05 AM  
**To:** Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>; Naranjo, Ivan <[Ivan.Naranjo@austintexas.gov](mailto:Ivan.Naranjo@austintexas.gov)>  
**Subject:** Re: Hyridge subdivision questions

Hi Ivan and Cesar,

Thanks!

I've attached a screenshot of a portion of Amber Mitchell's memo when ZAP voted to disapprove in 2010. In it she states that the applicant offered to grade the subdivision to improve sight lines although this would require removal of a then 24" live oak. I assume removal of the tree would still be required to provide driveway access to the lot. Where can I find the tree survey? I would be happy with one from 2010.

I assume we can include the same conditions Mitchell proposed in 2010, that is, require a hammerhead driveway so that drivers don't back into the street.

Thanks,  
Jolene

---

**From:** Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>  
**Sent:** Tuesday, September 15, 2020 10:40 AM  
**To:** Kiolbassa, Jolene - BC <[bc-Jolene.Kiolbassa@austintexas.gov](mailto:bc-Jolene.Kiolbassa@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>  
**Subject:** RE: Hyridge subdivision questions

Hello Commissioners,  
Hope all is well,  
Please see below for responses to the three last question provided by Commissioner Kiolbassa. Ivan Naranjo, the Transportation Reviewer, will provide responses to the questions related to transportation.

4. Will a variance for grade be required to build a driveway if the lot is subdivided?  
*Any variance needed for development on the lot would be processed at the Residential Review Permitting phase. Once the residential permitting application is filed, the application will include a residential site plan and review for any variance would be determined at this time.*
  
5. Will heritage or protected trees need to be removed to build a new driveway? The subdivision application was reviewed by the City Arborist group and the group cleared the resubdivision application for approval. Comments for this application were cleared with an annotation that any future residential permitting for construction would be reviewed for tree requirements.  
*Any removal of protected trees would be reviewed by the City Arborist Department, the applicant would address any requirements for tree removal during the Residential Permitting.*
  
6. Can ZAP recommend that a sidewalk be built as a condition of subdivision? As part of platting, proposed lots should demonstrate sidewalks along the property line fronting the road, sidewalks are annotated by a dotted line on proposed plats. Review for construction of sidewalks would occur during the Residential Permitting phase.  
*Subdivision application do not include the review of development or construction on lots, placing restrictions on the approval of the plat is not possible.*

Thank you,

**Cesar Zavala**

*Senior Planner, Land Use Review*

City of Austin Development Services Department

P.O. Box 1088, Austin, Texas 78767-1088

Office: 512-974-3404



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*Please note that all information provided is subject to public disclosure via DSD's open data portal. For more information please visit: [City of Austin Ordinance 2016-0922-005](#) | [City Clerk's website](#) | [City Clerk's FAQ's](#)*

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**From:** Kiolbassa, Jolene - BC  
**Sent:** Monday, September 14, 2020 11:32 AM  
**To:** Zavala, Cesar <[Cesar.Zavala@austintexas.gov](mailto:Cesar.Zavala@austintexas.gov)>; Rivera, Andrew <[Andrew.Rivera@austintexas.gov](mailto:Andrew.Rivera@austintexas.gov)>  
**Cc:** Duncan, Jim - BC <[BC-Jim.Duncan@austintexas.gov](mailto:BC-Jim.Duncan@austintexas.gov)>; Denkler, Ann - BC <[bc-Ann.Denkler@austintexas.gov](mailto:bc-Ann.Denkler@austintexas.gov)>  
**Subject:** Hyridge subdivision questions

Hi Cesar --

1. What are the sight distance requirements for a driveway for the posted speed limit?
2. What is the recommended maximum driveway density requirement for that speed limit?
3. What is the recommended angle of the proposed driveway intersecting with the road?
4. Will a variance for grade be required to build a driveway if the lot is subdivided?
5. Will heritage or protected trees need to be removed to build a new driveway?
6. Can ZAP recommend that a sidewalk be built as a condition of subdivision?

Thanks,  
Jolene

Jolene Kiolbassa  
Boards and Commissions

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Boards and Commissions

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Ann Denkler  
Boards and Commissions

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Ann Denkler  
Boards and Commissions

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