AMENDED AGENDA

NOTICE OF PUBLIC MEETING
WASHINGTON COUNTY COMMISSIONERS COURT
TUESDAY, MARCH 31, 2026 9:00 A.M.
WASHINGTON COUNTY COURTHOUSE
COMMISSIONERS COURT CHAMBERS #103
100 EAST MAIN STREET
BRENHAM, TEXAS

SPECIAL SESSION AGENDA

1. Invocation, Johnnie Williams, Mt. Zion. (Commissioner Corn)

2. Pledge of Allegiance. (Commissioner Corn)

3. **PUBLIC HEARING**
   Public Hearing, pursuant to Section 232.003 of the Texas Local Government Code, for public comments regarding adopting updates to the Washington County Subdivision and Development Regulations and Design and Construction Standards. (Wesley Stolz, County Engineer)

4. Discussion and possible action on the approval of the Order of Adoption for the Subdivision and Development Regulations & Design and Construction Standards Manual. (Wesley Stolz, County Engineer)

5. Discussion and possible action on the approval of the Engineering and Development Services Fee Schedule. (Wesley Stolz, County Engineer)

6. Discussion and possible action on the approval of pending Washington County Expo Rental Regulations Contracts. (Harrison Williams, EXPO Director)

7. Discussion and Presentation of the Tax Phase-In Compliance Review Committee Report for 2025 Regarding Current Tax Phase-In Agreements. (Teresa Rosales, Economic & Community Development Director)

8. Discussion and possible action on the designation of an additional courtroom location for Washington County District Court proceedings, specifically the Justice of the Peace, Precinct 1 conference room located on the west side of the building, pursuant to Texas Government Code § 24.030.

9. Presentation of Delinquent Tax and Fine and Fee Collection Report by Leslie Schkade with Perdue Brandon Fielder Collins & Mott, LLP.

10. Discussion and possible action on the acceptance of a donation, pursuant to Texas Government Code § 81.032, from the Washington County Democratic Club in the amount of $400 to Washington County 911 – Communications. (Raleigh Wellmann, Interim 911 Director)

11. Discussion and possible action on the acceptance of a donation, pursuant to Texas Government Code § 81.032, from Franke Automotive in the amount of $650 to Washington County 911 – Communications. (Raleigh Wellmann, Interim 911 Director)

12. Discussion and possible action on establishing a Special Donation Fund to receive and administer donations for the benefit of the Washington County 911 Department. (Raleigh Wellmann, Interim 911 Director)

13. Discussion and possible action on the approval of accounts payable. (Peggy Kramer, Treasurer)

14. Adjourn meeting.

Witness my hand this 25th day of March 2026.

John Durrenberger

John Durrenberger, County Judge

Came to my hand at 4:57 p.m. on the 25th day of March 2026 and executed at 4:57 p.m. on the 25th day of March, 2026 by posting a true copy on the bulletin board located on the first floor of the Washington County Courthouse and true copies at the main entrance doors of said courthouse, these being places convenient to the public in Brenham, Washington County, Texas.

Nicholas Prenzler, County Clerk

AGENDA ITEM #1

Invocation, Johnnie Williams, Mt. Zion (Commissioner Corn)

AGENDA ITEM #2

Pledge of Allegiance. (Commissioner Corn)

AGENDA ITEM

#3

PUBLIC HEARING

Public Hearing, pursuant to Section 232.003 of the Texas Local Government Code, for public comments regarding adopting updates to the Washington County Subdivision and Development Regulations and Design and Construction Standards. (Wesley Stolz, County Engineer)

AGENDA ITEM #4

Discussion and possible action on the approval of the Order of Adoption for the Subdivision and Development Regulations & Design and Construction Standards Manual. (Wesley Stolz, County Engineer)

ORDER OF ADOPTION

Rules, regulations, and requirements relating to the approval and acceptance of improvements in subdivisions and development

THE STATE OF TEXAS §

COUNTY OF WASHINGTON §

On this, the _____ day of _____, 2026, at a regular meeting of the Commissioners Court, sitting as the governing body of Washington County, came on to be considered the necessity of adopting rules, regulations and requirements providing for the supervision of the development of new subdivisions and development in Washington County, Texas, outside the legal limits of any incorporated city or town in Washington County in accordance with Chapter 232 of the Texas Local Government Code, Chapter 12 of the Property Code and VTCA.

Upon due consideration, the Court was of the opinion that there exists a necessity for establishing such rules, regulations and requirements and that these rules, regulations and requirements shall supersede all existing rules, regulations or requirements heretofore passed by the Commissioners Court;

NOW, THEREFORE, by and under the authority vested in the Commissioners Court, upon the motion of Commissioner _____ Seconded by Commissioner _____, duly put and carried, it is ordered, adjudged and decreed that the following rules, regulations, and requirements relating to the supervision of new subdivisions or re-subdivisions in Washington County and hereby adopted as conditions precedent to the approval, by the Commissioners Court, of plats or subdivisions or re-subdivisions for recording and shall be in full force and effect from _____, 2026 to wit:

1. Whenever the Court in its judgement deems it to be in the best interest of the public to change any part of these rules and regulations, said changes shall be published in a newspaper of general circulation in the county at least thirty days (30) in advance of formal consideration by the Court.

2. These rules, regulations and requirements, any and all future additions thereto and changes thereof, will be binding on all new subdivisions or re-subdivisions in Washington County. Said rules, regulations and requirements must be complied with before approval or acceptance of the roads, roads, storm sewers, drainage ditches and drainage easements of a subdivision or re-subdivision and shall be recorded with the County Clerk after same has been first approved by the Commissioners Court as set forth herein.

3. The roads in previously approved subdivisions which have not been taken into the County Road System shall be considered on individual merits. This policy shall not apply to any roads now being maintained by Washington County, Texas.

4. A final plat of each proposed subdivision or re-subdivision shall be submitted in compliance with the following sections hereof to the Commissioners Court of Washington County. All plans and plats shall be drawn to conform to the requirements set forth herein.

5. In all newly developed subdivisions, a final plat must be submitted and approved by the Commissioners Court of Washington County prior to the issuance of permits or authorization of inspection.

6. It shall be the duty of the developer to see that layout and construction, subject to inspection by the County Engineer or representative of the County Engineer follow the approved plans as presented with the final subdivision plat.

7. Access to all new subdivisions shall be from an adequate County maintained road or a state or federally maintained road.

8. All road construction specifications, regulations and bonding requirements shall apply to proposed private roads as well as proposed County and public roads.

Approved by the Commissioners Court of Washington County, Texas, this _____ day of _____, 2026.

_____
John Durrenberger
County Judge

_____
Misti Corn
Commissioner, Pct. 1

_____
Candice Bullock
Commissioner, Pct. 2

_____
Kirk Hanath
Commissioner, Pct. 3

_____
Dustin Majewski
Commissioner, Pct. 4

WASHINGTON COUNTY

SUBDIVISION AND DEVELOPMENT REGULATIONS

Approved by Commissioners Court on
March 31st 2026

Washington County
Engineering and Development Services

Table of Contents

Section 1 – General Provisions

1.01. Authority

These regulations are adopted under the authority of the Constitution and laws of the State of Texas, including particularly:

1. **Texas Local Government Code**
    a. **Chapter 212, Municipal Regulation of Subdivisions and Property Development**
    b. **Chapter 232, County Regulations of Subdivisions**
    c. **Chapter 242, Authority of Municipality and County to Regulate Subdivisions In and Outside Municipality's Extraterritorial Jurisdiction**
    d. **Chapter 245, Issuance of Local Permits**
2. **Texas Transportation Code**
    a. **Chapter 251, General County Authority Relating to Roads and Bridges**
    b. **Chapter 252, Systems of County Road Administration**
    c. **Chapter 253, County Improvements of Subdivision Roads**
    d. **Chapter 254, Drainage on Public Roads**
    e. **Chapter 255, County Regulation of Sight Distances**
3. **Commissioner Court Responsibilities**

Commissioners Court Responsibilities
Approving, Conditionally Approving, or Disapproving a Final Plat
Approving, Conditionally Approving, or Disapproving an Amending Plat
Approving, Conditionally Approving, or Disapproving Cancellation of a Subdivision
Approving, Conditionally Approving, or Disapproving a Revision of a Plat (Replat)
Approving or Denying a Construction Surety Release
Issuing an Order of the Commissioners Court for Final Acceptance
Accepting Right-of-Way and Roadways
Approving or Denying the Abandonment of Roadways
Approve or Disapprove an Appeal of the County Engineer's Disapproval of a Minor Plat
Approve or Disapprove a Variance Request

4. Engineering and Development Services Department (EDS) Responsibilities

Engineering and Development Services Department (EDS)
Reviewing Applications for Administrative Completeness
Recommending Approval, Conditional Approval, or Disapproval of a Final Plat
Reviewing the Minor Plat Conformance to Minor Plat Requirements
Approving, Conditional Approving, or Disapproving of a Minor Plat
Reviewing the Final Plat for Conformance to Final Plat Requirements
Reviewing the Amending Plat for Conformance to Amending Plat Requirements
Recommending Approval, Conditional Approval, or Disapproval of an Amending Plat
Reviewing Cancellation of a Subdivision
Recommending Approval, Conditional Approval, or Disapproval of Cancellation of a Subdivision
Recommending Approval, Conditional Approval, or Disapproval of a Revision of a Plat (Replat)
Recommending Approval or Denial of a Construction Surety Release
Recommending Approval or Denial of an Order of the Commissioners Court for Final Acceptance
Recommending Approval or Denial of Public and Private Roadways
Recommending Approval or Denial of Abandonment of Roadways
Approval or Denial of Site Development Authorization
Scheduling and Holding a Pre-Construction Meeting
Reviewing the Revision of a Plat (Replat)
Approval or Disapproval of Construction Plans
Approval or Denial of Construction Plan Extensions
Attending and Conducting a Pre-Construction Meeting
Approving Construction Bond Release for Private Infrastructure
Conducting a Preliminary Inspection of Public Improvements
Conducting a Final Inspection of Public Improvements
Reviewing the Cost for Construction

1.02. Purpose

These Regulations have been prepared in general to aid in the orderly Development of Washington County, Texas, and provide guidelines which will lead to a desirable environment. Specifically, they have been prepared for the following purposes:

1. To furnish the Owner with guidelines and assistance in the expedient preparation and approval of a plat.
2. To protect citizens of Washington County by providing subdivision and development guidelines within Washington County.
3. To provide for the ability to construct suburban subdivisions within the County and provide development guidance for the same.
4. To provide for the welfare of the public by providing guidelines for the location, design, and construction of roadways, roadway intersections, drainage improvements and other features that provide for the safety of the general public.
5. To ensure adequate access for emergency response vehicles.
6. To protect the citizens of Washington County from an unreasonable tax burden resulting from substandard design and construction of public infrastructure or inadequate funding for maintenance of public facilities.

1.03. Interpretation

In the interpretation and application of these regulations, it is in the intention of the Washington County Commissioner's Court that the requirements provided for herein shall be minimum requirements of the platting and developing of subdivisions outside the corporate limits of a municipality and within Washington County, and, where other court orders of the County are more restrictive in their requirements, such other court orders shall control.

Washington County Subdivision Regulations are derived from Texas Statutes (**Section 1 Authority**) and any interpretations shall be in accordance with those statutes.

1.04. Coordination with Other Jurisdictions

All authority specifically provided to Washington County, or agreed to between Washington County and other local, state and/or federal agencies, shall be applied to the fullest extent. Specific platting and permitting requirements are subject to inter-local agreements which may exist for governing the Extraterritorial Jurisdictions (ETJs) surrounding incorporated cities within Washington County. In the event no inter-local agreement exists, all Development must be approved by both the municipality and Washington County with final approval to be granted by the County. To the extent that other laws conflict, the more stringent provision shall prevail.

In addition to compliance with Subdivision Regulations of Washington County, and with municipalities having ETJ, the development and use of real property in Washington County may be subject to regulation by other jurisdictions including, but not limited to, the Texas Commission on Environmental Quality (TCEQ), the US Corps of Engineers (USACE), Federal Emergency Management Agency (FEMA), United States Environmental Protection Agency (EPA), United States Fish and Wildlife Service (USFW), and other County regulations.

1.05. Invalidity

In the event that any portion of these Regulations should be held unconstitutional, or invalid, other parts hereof shall not be affected thereby and they shall be held in affect unless and until otherwise changed by the Commissioner's Court of Washington County, Texas, and so recorded in its minutes.

1.06. Health Issues

Owners of properties in Washington County subdividing shall familiarize themselves with the rules of sanitation and avoidance of water, air or other types of pollution as established by Federal and State statute or regulation or by the Washington County Environmental Department. Special attention is called to regulations adopted by the Commissioner's Court of Washington County, Texas relating to on-site sewage facilities (OSSFs).

1.07. Effective Date

These regulations shall be in full force and effect immediately upon their adoption by the Washington County Commissioner's Court. Any subdivision for which the Commissioner's Court has received a preliminary plat prior to effective date of these Regulations shall be governed by those in effect at the time the plat was submitted for review.

1.08. Compliance Required

As per the **Texas Local Government Code Section 232.001**, the Owner of any tract of land located outside the boundaries of any incorporated town or city in Washington County, Texas that intends to subdivide a tract of land into two or more parts to lay out a Subdivision of the tract, including an addition, lots, roads, alleys, squares, parks or other parts of the tract intended to be dedicated to the public use or for the use of purchasers or owners of lots fronting on an adjacent to the roads, alleys, squares, parks, or other parts, shall prepare and submit a plat for approval by the Commissioner's Court of Washington County in accordance with **Section 3.01.**

A division of a tract shall include any division regardless of whether it is made by using a metes and bounds description in a deed of conveyance or in a contract for a deed, by using a contract of sale or other executory contract to convey, or by using any other method of conveyance of an interest in land.

Section 2 – General Subdivision Requirements and Exceptions

2.01. Subdivision of Property

The owner or owners of any tract of land outside the platting jurisdiction of any incorporated town or city in Washington County, Texas, who, subsequently to the effective date of these regulations, has divided or will divide the same in two (2) or more parts for the purpose of

1. laying out any subdivision of any such tract of land, or
2. for laying out lots, or
3. to lay out, roads, parks, alleys, or squares, including an addition, or other portion intended for public use, or for the use of the purchasers or owners of such lots fronting on or adjacent to the roads, alleys, squares, parks or other parts of such tract,

The owner or owners must comply with the rules and regulations adopted herein and as provided in **Texas Local Government Code Section 232**.

2.02. Exemption to Plat Requirements

In accordance with **Texas Local Government Code Section 232.0015**, a plat is not required if:

1. The owner's division of a tract of land into two (2) or more parts; and
2. The owner is not intending to lay out a part of the land for streets, alleys, squares, parks, or other parts to be dedicated for public use; and
3. Meets at least one of the exceptions on the Exception to Plat Requirements table.

An Exemption does not release the Subdivider from the responsibility to meet other requirements of these Subdivision Regulations, including the following:

1. Minimum lot frontage requirements;
2. Minimum setback requirements;
3. Minimum lot area requirements;

Although it is not a requirement, Washington County requests a courtesy notification letter from a land owner/developer who believes their division is an exception to the Platting requirements, a survey or sketch of the division would be helpful.

All landowners of daughter lots related to a subdivision utilizing an exemption listed under **TLGC Section 232.0015** shall plat the entirety of the area of the parent tract in the event that any or all daughter lots lose the exemption status or no longer qualify for the exemption originally utilized.

Exemption to the Requirement to Plat for the Subdivision of Land **TLGC Section 232.0015** exempts land from any requirement to Plat in one or more of the following scenarios.

EXEMPTION TO PLAT REQUIREMENTS Exemption to the Requirement to Plat for the Subdivision of Land **TLGC Section 232.0015** exempts land from any requirement to Plat in one or more of the following scenarios. **must meet at least one of the categories listed below**		
Texas Local Government Code	**Exemption**	**Scenario**
Section 232.0015 (D)	The land is used primarily for agricultural uses, or for farm, ranch, wildlife management, or timber production use.	The land is used primarily for agricultural, farm, ranch, wildlife management, or timber production uses.
Section 232.0015 (E)	The tract is divided into four or fewer parts and the parts are sold, given, or otherwise transferred to an individual who is related to the owner within the third consanguinity or affinity.	Each of the Lots is to be sold, given, or transferred to an individual who is related to the owner within the third (3rd) degree by consanguinity or affinity defined by Texas Government Code Section 573.022.
Section 232.0015 (F)	All of the lots of the subdivision are more than (10) acres in area.	Each Lot in the Subdivision is more than ten (10) acres in area.
Section 232.0015 (G)	All Lots Sold to Veterans.	All of the lots are sold to veterans through the Veterans' Land Board Program.
Section 232.0015 (H)	The tract owned by the State or other State agency, board, or commission, or owned by the permanent school fund, or any other dedicated funds of the State.	Land Owned by State or Permanent School Fund.
Section 232.0015 (I)	The owner of the land is a political subdivision of the State, the land is situated in a flood plain, and the lots are sold to adjacent landowners.	Land Owned by Political Subdivision of the state in a Floodplain and the Lots are sold to adjoining landowners.
Section 232.0015 (J)	Division of Land for Purpose of Selling Part to Subdivider.	The owner retains one new part, and the other new part is to be transferred to another Person who will further subdivide the land subject to the Plat requirements of these Subdivision Regulations.
Section 232.0015 (K)	Divisions of Tract Transferred to Existing Owners of Tract.	All parts of the tract are transferred to persons who owned an undivided interest in the original tract, and a plat is filed before any further development of any part of the tract.

Section 3 – Application Submittal and Processing

3.01. Pre – Application Meeting

A. Purpose

The Pre-Application Meeting is a meeting that allows for the exchange of non-binding information between the Applicant and the County, including requirements and timelines for Approval, before the Applicant submits a Plat Application.

The Pre-Application Meeting provides the Applicant and the County an opportunity to discuss major Development considerations such as utilities, roadways, and drainage concerns. This exchange of information is intended to promote an efficient and orderly review process.

B. Applicability

1. Pre-Application Meeting is required before an Applicant submits an Application for a Final Plat, Replat, or Cancellation of a Subdivision.
2. A Pre-Application Meeting is optional but recommended before an Applicant submits an Application for a Minor Plat or Amending Plat.

C. Pre-Application Meeting occurs before the Submission of Plans and Applications

1. At the Pre-Application Meeting, the Applicant may attend in person, by teleconference or video conference, or through a representative or development professional such as a land planner, Engineer, Licensed Surveyor, or other qualified professional.
2. A Pre-Application Meeting does not vest a Permit, Application, or other type of development Approval, defined under TLGC Chapter 245.

D. Sketch Plan

A Sketch Plan is required for a Pre-Application Meeting.

1. A Sketch Plan is an informal visual aid to assist the Subdivider and the County during the Pre-Application Meeting.
2. A Sketch Plan is an informal freehand sketch on paper or a computer-aided drawing depicting the following elements:
    a. The boundaries of the original property in its entirety alone with any pertinent historic information based on surveys, hydrological maps such as Rivers or wetlands, or geological studies;
    b. Significant environmental features such as bodies of water, Floodplain, springs or wells, groves or stands of trees, steep slopes, or other similar features.
    c. Proposed improvements, including grading, drainage, water, sewer, electricity, fiber, or pavement;
    d. Lots and roadway layout; and
    e. Development phasing, if applicable.

3.02. General Application Processing

Application Form

1. The County is authorized to create any Application Form necessary and impose requirements for Administrative Completeness through the use of checklists, plan specifications, standardized requirements for property description and Applicant contact information, and any other information necessary to determine compliance with County standards.

2. The EDS Department, maintains, and updates all Application Forms.
3. All submittal documents for review shall be submitted electronically in PDF form.

Application Fees

1. The county will not consider an application complete if the Applicant has not paid the applicable County approved application fees.
2. Fees are not refundable unless the County accepted the Application in error.
3. The Commissioners Court may amend the Fee Schedule at any time.

Payment of Indebtedness

The EDS Department will not issue a Determination of Completeness to anyone owing delinquent taxes, assessments, fees, or other debt to the County on any matter concerning the subject property until the Applicant provides evidence of full payment, or arranges for full payment to be made.

Initiation of Application

1. Required Plans and Documents

Before the EDS Department can review a Plat Application for administrative completeness, the Applicant must complete the following, as applicable:

a) **Application -** The property owner must initiate and sign the Application or designate an agent to act on the property owner's behalf.

i. If the Applicant is a designated agent, the Application must include a statement from the property owner authorizing the agent to initiate the Application on the owner's behalf.

ii. The statement must be signed by the property owner.

b) **Plat –** Plat size shall be (18"x24") and shall be submitted electronically in pdf form with all corresponding attachments via the electronic submittal instructions outlined below.

c) **Plans –** Plans shall meet all requirements outlined in **Section 3 of the Washington County Design and Construction Standards Manual**.

d) **Tax Certificate -** Provide an original Tax Certificate from the Washington County Tax Assessor-Collector certifying that the property carries no delinquent taxes.

e) **Title Information** - A certificate or letter from a title guaranty company or from an attorney duly licensed to practice law in Texas certifying to at least the following concerning the title to the land: A statement of records examined and date of examination within thirty (30) days of submittal. Name of the fee owner as of the date of examination and the date, file number, and volume and page or the recording of the deed involved; the name of any lien-holder together with the date of filing and volume and page of such lien and a general description of any easements or fee strips granted, along with the file number, date of filing, and volume and page of recording.

f) **Fees** - All fees as shown on the **Engineering and Development Services Department Fee Schedule** and in the amounts specified therein must accompany the final plat submittal. Recording fees shall be paid at the time of hard copy plat submitted and shall be per the **Washington County Clerk Fee Schedule.**

g) **A will-serve letter -** from utility provider who will serve the Subdivision with water /wastewater in the event that public water/wastewater is intended for use.

h) **OSSF Suitability Study -** If the subdivision will use On-Site Sewage Facility (OSSF), An OSSF Suitability Study must verify that proposed Lots will comply with the current Washington County

OSSF order. OSSF suitability report shall comply with specifications outlined in the **Floodplain and OSSF suitability report guidelines.**

i) **Variance Request -** If the subdivider requests a Subdivision Variance of any requirement under these subdivision Regulations, the Commissioners Court must approve the variance before Application processing **(see section 10.01 Subdivision Variance).**

j) **Development Agreement** - approved by Commissioners Court under **TLGC Section 232.105**, if the Court or the Applicant request an agreement under **Section 6.04 Subdivision Proportionality and Development Agreement** to construct Public Improvements.

k) **A Traffic Impact Analysis** - if required by the Washington County Design and Construction Standards.

l) **Flood Study** - If the property lies within the 100-year Floodplain as shown on Flood Insurance Rate Map (FIRM) published by FEMA, a Flood Study.

2. Official Submittal Date

a) An Application is complete when the EDS Department receives all documentation or other information required in **Section 3.02 General Application Processing** or requested by the Department.

b) The Application is filed under **TLGC Section 232.0025** when the Responsible Official issues a Determination of Completeness.

c) The date the Department issues a Determination of Completeness is the Official Submittal Date of the Plat Application for the purpose of calculating time under **TLGC Section 232.0025(d).**

d) Issuance of a Determination of Completeness does not imply Approval of a Plat or Subdivision.

3. Incomplete Applications

a) If an Application does not include all of the documentation or other information required in **Section 3.02 General Application Processing** or **Section 4 Plat/Plan Types**, the Responsible Official will notify the Applicant no later than the tenth (10^{th}) business day after the date the department receives the Application.

b) The Applicant must submit the missing documents or other information no later than the thirtieth (30^{th}) business day after the EDS Department issues the notice.

c) If the applicant fails to respond with thirty (30) business days, the Application will expire.

Action by the EDS Department

1. Circulate Plat and Compile Comments

a. Once the Application is complete (**Section 3.02**), the EDS Department will circulate the Application materials to the appropriate staff for review and comment.

b. All comments and the recommendation shall be compiled by the EDS Department once review has been completed.

2. Modifications Requested by the Applicant Restart Process

a. Revised Application Becomes New Application

If the Applicant chooses to submit a revised Application because of a change in development decisions, the EDS Department will treat the modified Application as a new Application.

b. Effect on Timeline for Approval

A revised Application submitted under **Section 3.02** will restart the entire review process under **Section 3.02**, including the Official Submittal Date, Determination of Completeness, and the 30-day Approval period.

3. **Hardcopy Submittal**

   a. **Final Plat Hardcopy Submission**

      i. Mylar Plat Copy (18”x24”)

      ii. 2 Paper Plat Copies (18”x24”)

      iii. Original Tax Certificate

      iv. County Clerk Recording Fees

      v. Plans (If Applicable)

      vi. Construction Surety (If Applicable)

   b. **Minor Plat Hardcopy Submission**

      i. 2 Original Metes and Bounds Copies (8.5”x11”)

      ii. Original Tax Certificate

      iii. County Clerk Recording Fees

4. **Approval or Disapproval**

   If the Application is a Minor Plat, as defined in **Section 4.01** the County Engineer will give their decision to the Applicant in writing within the time required under **Section 3.02**.

5. **Forward Application and Provide Notification**
   If the Commissioners Court is responsible for approving the Application **(Section 1.02)**, the EDS Department will forward the Application to the Court with the recommendation of the County Engineer **(Section 1.02).**

Action by the Commissioners Court

1. After the Applicant addresses the comments of the EDS Department, as applicable **(Section 3.02.F),** the EDS Department will prepare a report and schedule the Application for decision by the Commissioners Court within the time required under **Section 3.02.F.**
2. The Commissioners Court will consider the Application and approve, approve with conditions, or disapprove the Application.

3.03. Final Plat Submittal Requirements

All final plat submittals shall be in conformance with all applicable requirements found herein and the Washington County Design and Construction Standards. Before approval of a final plat by Commissioners Court, and before recording of the plat shall be permitted by Commissioners Court, compliance with the following requirements is mandatory; these documents are to be submitted with the final plat presentation.

1. **Plat** - Final plat size shall be (18”x24”) and shall be submitted electronically in pdf form with all corresponding attachments via the electronic submittal instructions outlined below. Final plat shall follow all specifications listed within the regulations found herein.
2. **Tax Certificates** - Original tax certificate (certified tax receipt) shall accompany the plat, indicating that all taxes have been paid, as required by **Texas Property Code 12.002**.

3. **Title Information** - A certificate or letter from a title guaranty company or from an attorney duly licensed to practice law in Texas certifying to at least the following concerning the title to the land: A statement of records examined and date of examination within thirty (30) days of submittal. Name of the fee owner as of the date of examination and the date, file number, and volume and page or the recording of the deed involved; the name of any lien-holder together with the date of filing and volume and page of such lien and a general description of any easements or fee strips granted, along with the file number, date of filing, and volume and page of recording.
4. **Restrictive Covenants (If Applicable**) - A general statement of the proposed uses of the land and a copy of the restrictive covenants, if any, to accompany the filing of the plat if approved. Subordinations to be filed separately shall accompany the final plat.
5. **Plans And Specifications (If Applicable)** - A complete set of plans and specifications prepared and sealed by a Professional Engineer, licensed by the State of Texas, for all roadway, drainage and utility improvements within or extending to the proposed subdivision shall be submitted electronically in pdf form. Plans and specifications shall adhere to all requirements listed in the Washington County Design and Construction Standards.
6. **Construction Surety (If Applicable)** -The owner or developer of the proposed subdivision shall file a construction/performance bond or a Letter of Credit as to form and surety and sureties on such bond guaranteeing the completion of such improvements (in addition to road construction cost, bridges and any other structures must be included in the security amount) and as are required to be constructed by the owner or developer under county policies in effect, and as required by this article. Such bond or letter of credit shall be in an amount equal to one hundred twenty percent (120%) of the estimated construction cost at the time of submittal, and the County Engineer shall approve the amount of the bond. Such bond shall be payable to the County and shall guarantee completion of all required improvements within two (2) years from the date of final approval of such plat.

   Where for good cause shown to the satisfaction of the Commissioners Court, the developer or owner has not completed the required site improvements within the two (2) years from the date of approval of the final plat, the Commissioners Court, upon a written request, may grant additional time, not to exceed a period of one (1) year, within which to complete said improvements. A written request for an extension must be requested prior to expiration of initial two-year construction term. No such extension shall be granted unless the developer or owner has filed new bond or letter of credit in conformance with the conditions applied to the original bond or letter of credit. Proposed bonds and/or letters of credit shall be reviewed and approved by the County Attorney prior to acceptance.
7. **OSSF Suitability Report –** If the subdivision will use On-Site Sewage Facility (OSSF), An OSSF Suitability Study must verify that proposed Lots will comply with the current Washington County OSSF order. OSSF suitability report shall comply with specifications outlined in the **Floodplain and OSSF suitability report guidelines.**
8. **Fees** - All fees as shown on the **Engineering and Development Services Department Fee Schedule** and in the amounts specified therein must accompany the final plat submittal. Recording fees shall be paid at the time of application and shall be per the **Washington County Clerk Fee Schedule.**

3.04. Process Following Commissioners Court Decision

Notification of Decision

1. **Application Approval**
   a. If the Commissioners Court grants Approval, the EDS Department will deliver the decision to the Applicant in writing.
   b. The Applicant has authorization to proceed to the next phase (see **Section** 4).

2. **Application Approval with Conditions**

   a. If the Commissioners Court grants a conditional Approval, the EDS Department will deliver the decision and the conditions to the Applicant in writing in accordance with **TLGC Section 232.0026**.

   b. The application is disapproved until the Applicant addresses each condition.

   c. Once the Applicant addresses the conditions, the Plat is automatically approved and the Applicant has authorization to proceed to the next phase (see Section 4**).**

3. **Application Disapproval and Applicant Response**

   a. If the Commissioners Court disapproves the Application, the EDS Department will deliver the decision and reasons for disapproval to the Applicant in writing in accordance with TLGC Section 232.0026**.**

   b. If the Applicant submits revisions and responds in writing to each reason for disapproval, the Commissioners Court will vote to approve, approve with conditions, or disapprove the revisions no later than fifteen (15) days after the Applicants submits the response in accordance with **TLGC Section 232.0028**.

Type of Notice

Notice shall be given by electronic mail (email) or by postal service.

Plat Recordation

Upon approval of the plat, the Washington County EDS Department shall deliver the signed mylar and two paper copies of the plat with the original tax certificates to the Washington County Clerk located at the Washington County Courthouse and proceed with recordation.

3.05. Amendments to and Expiration of Approved Applications

Amendment to an Approved Subdivision Application

The EDS Department will process a request to amend or revise an approved but unfiled and unexpired Application, under the procedures and standards in place at the time the Applicant files the new Application, unless otherwise provided in these Subdivision Regulations.

Expiration of an Approved Subdivision Application

1. Subdivision Application Expiration – Two (2) Years

   An approved Plat Application automatically expires two (2) years from the Application Approval date, unless the Applicant or Subdivider demonstrates Progress toward Completion under **TLGC Section 245.005**.

2. Applications with No Time Limit

   An Application approved administratively or by Court Order without a specified expiration date will expire two (2) years from the Application Approval date.

3. Applications with Vested Right

   An Application approved prior to the effective date of these Subdivision Regulations will expire according to the expiration date in effect at the Official Submittal Date.

4. Effect of Expiration

   If an approved Application expires without extension, the Applicant or Subdivider must submit a new Application to the EDS Department under this Section 3.

3.06. Procedure Summary

Any owner or developer of any lot, tract or parcel of land located outside the corporate limits of a city and within the County jurisdiction who creates a subdivision of land shall conform to the general procedure described as follows unless indicated otherwise herein:

3.07. Washington County Contacts

All Fees for Washington County Engineering and Development Services, Environmental, and Addressing can be paid to Washington County and be collected at the office of the Washington County Engineering and Development Services Building.

For additional information, please contact our offices listed below.

Washington County Engineering and Development Services	
Administrative and Development Supervisor **3650 SH 36 N** **Brenham, Texas 77833** **Phone: 979-277-6275**	• Receives Subdivision submittal and coordination
Washington County Engineer **3650 SH 36 N** **Brenham, Texas 77833** **Phone: 979-277-6275**	• Plat and plan review and inspections
Environmental Health Director **3650 SH 36 N** **Brenham, Texas 77833** **Phone: 979-277-6290**	• Floodplain review and inspections • On-site sewage facilities (OSSF) review and inspections
Addressing and Mapping Coordinator **3650 SH 36 N** **Brenham, Texas 77833** **Phone: 979-277-6279**	• Road naming review • 9-1-1 addressing

Section 4 – Plat/Plan Types

There are several types of plats that may be used to subdivide or alter boundaries of a property. A description and the proper use of each of these plats is described below.

4.01 Minor Plat

A minor plat may be used solely for the purpose of subdividing land that is undeveloped or used for single family residential development purposes into one (1) to four (4) lots.

A minor plat may be used to record such subdivision of property or to record the remainder of a tract created by the platting of a tract created by the minor platting of a portion of the property provided that the daughter lots are undeveloped or used for single family residential development or agricultural purposes and neither the parent tract nor daughter tract(s) of land or any portion thereof have been cumulatively subdivided into more than four separate daughter tracts after December, 31st 2009 (including any proposed subdivision).

Minor Plat Process:

The provisions of this section shall not apply to any subdivision in which a portion of the original tract is to be dedicated to public roads and the development involves the construction of private or public improvements, including roads and/or drainage improvements.

The following additional standards for approval apply to all minor plats:

- All tracts, parcels, lots, reserves or sites created by a minor plat shall have direct access to a public road.
- All regulations and requirements apply to minor plats as well as any other subdivision of land.
- No new roads shall be created on the minor plat.

A minor plat meeting all requirements of the County shall be approved by the County Engineer as the designated approval appointee per **Texas Local Government Code 232.0022.**

Minor plat approval and acceptance by the County does not relieve the owner from obligations, including fees, required by other section of this or other orders of the County pertaining to the improvement of the property or extension of services as required to make the property suitable for development.

Easement for access, utilities and drainage may be recorded on minor plats; however, this does not negate minimum right-of-way frontage requirements found herein.

A minor plat may be vacated, revised (replatted), or superseded in total or in part by compliance with the procedures and requirements of these regulations.

Per **Section 12.002 of the Texas Property Code**, the owner or applicant must provide an original tax certificate for the subdivision as furnished through the Washington County Tax Appraisal District office demonstrating that all taxes to the State, County, school district, and/or any other political subdivision have been paid in full to date.

Minor plats shall include information as stated on the application administered by the County Engineer.

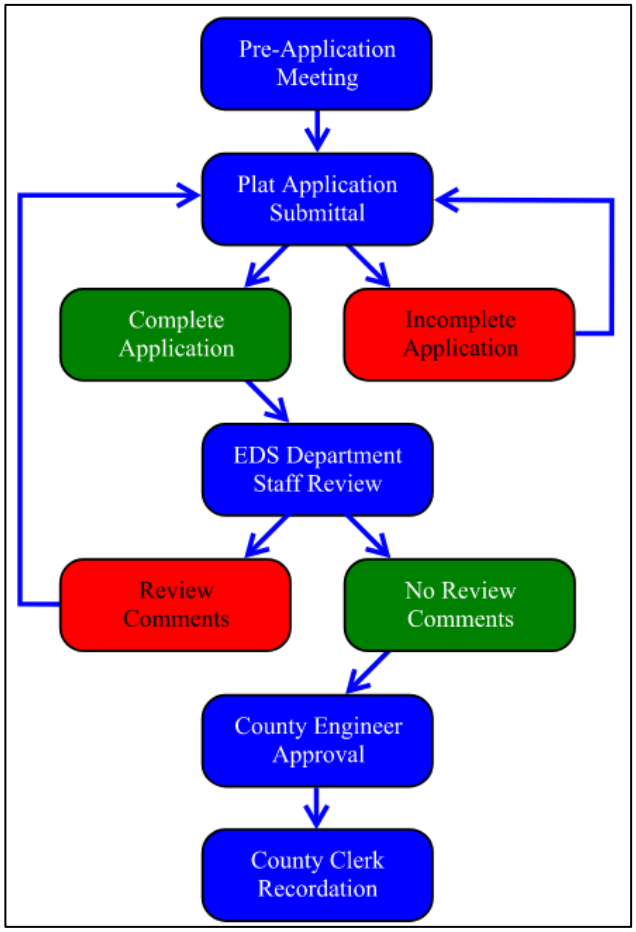


Figure 1 - Minor Plat Work Flow

4.02 Final Plat

The final plat is a legal document defining the physical configuration and rules governing development and operation of a subdivision. The final plat shall be approved and recorded prior to the sale of any lots in a subdivision, or commencement of any construction activities on the proposed lots created by the plat.

The final plat shall be submitted concurrently with applicable construction plans. The final plat shall not be recorded prior to posting with the County of fiscal surety for the construction of public improvements as specified in these regulations.

Per **Section 12.002 of the Texas Property Code**, the owner or applicant must provide an original tax certificate for the subdivision as furnished through the Washington County Tax Appraisal District office demonstrating that all taxes to the State, County, school district, and/or any other political subdivision have been paid in full to date.

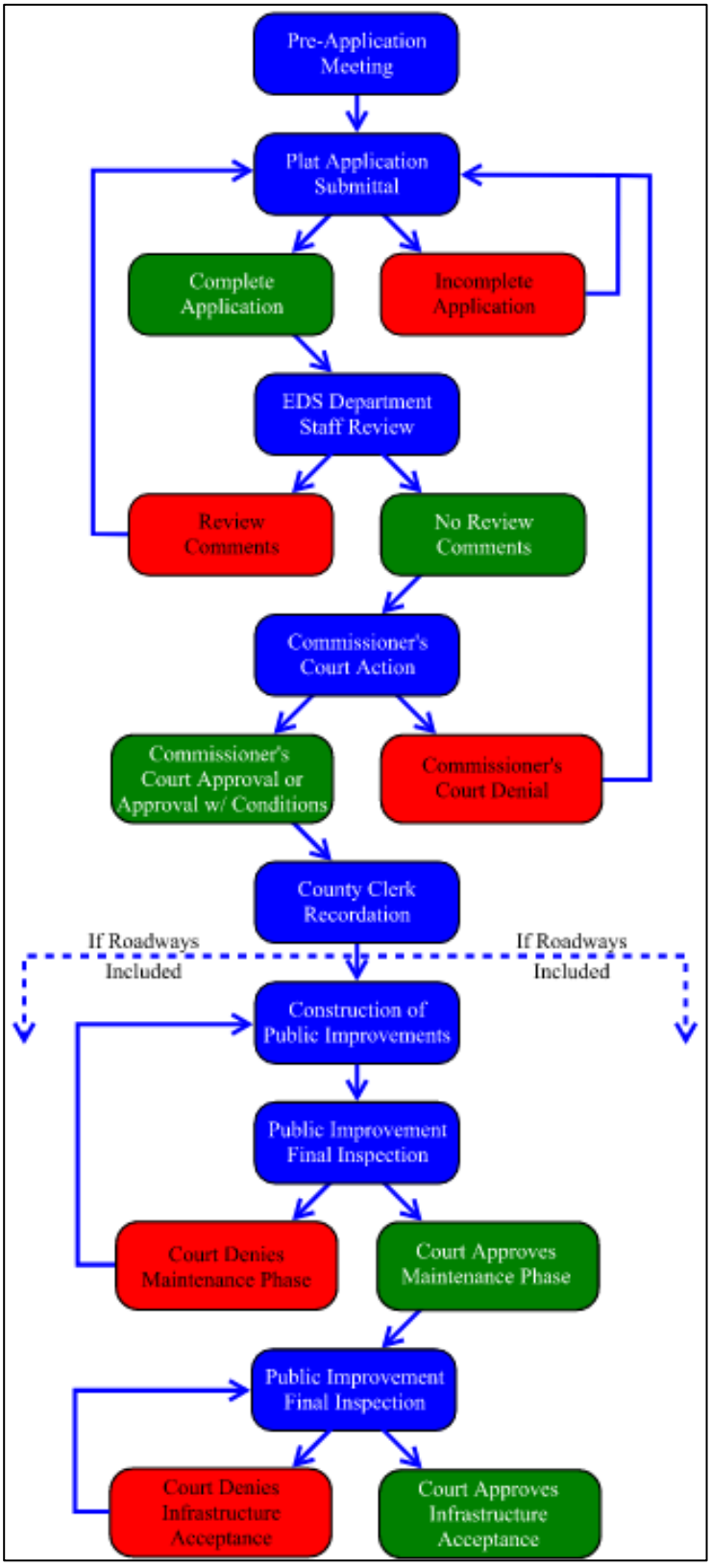


Figure 2 – Final Plat Work Flow

4.03 Replat

A replat is the process of creating a new land subdivision, thereby changing the number of lots or modifying the lot configuration, from a previously platted parcel. All restrictions which were applicable on the original subdivision shall apply to the replat.

1. **Notice Requirements**

   a. After the application is submitted, the County shall publish a notice of the application in a newspaper of general circulation in the county in accordance with **Texas Local Government Code 232.041**. The notice shall be published at least three times during the period that begins on the 30th day and ends on the seventh day before the date of the meeting. If all or part of the subdivided tract has been sold to nondeveloper owners, the court shall also give notice to each of those owners by mail, at the owner's address in the subdivided tract as indicated in the most recent records of the central appraisal district of the county.

   b. If the County determines that the revision to the subdivision plat does not affect a public interest or public property of any type, including, but not limited to, a park, school, or road, the notice requirements under subsection (i) above do not apply to the application and the County shall:

      i. provide written notice of the application to the owners of the lots that are within 200 feet of the subdivision plat to be revised, as indicated in the most recent records of the central appraisal district of the county in which the lots are located; and

      ii. post notice of the application continuously on the Washington County website for at least 30 days preceding the date of the meeting to consider the application until the day after the meeting.

2. **Replat of a Minor Plat**

In the event that a replat corresponds to a recorded minor plat, the approval procedure of the replat shall correspond to the requirements of a minor plat. The notice requirements in **Section 4.03. a.** above shall be required. In the event that the replat creates more than four (4) lots in relation to the original parent tract, a final plat shall be required for the additional lots affected.

Per **Section 12.002 of the Texas Property Code**, the owner or applicant must provide an original tax certificate for the subdivision as furnished through the Washington County Tax Appraisal District office demonstrating that all taxes to the State, County, school district, and/or any other political subdivision have been paid in full to date.

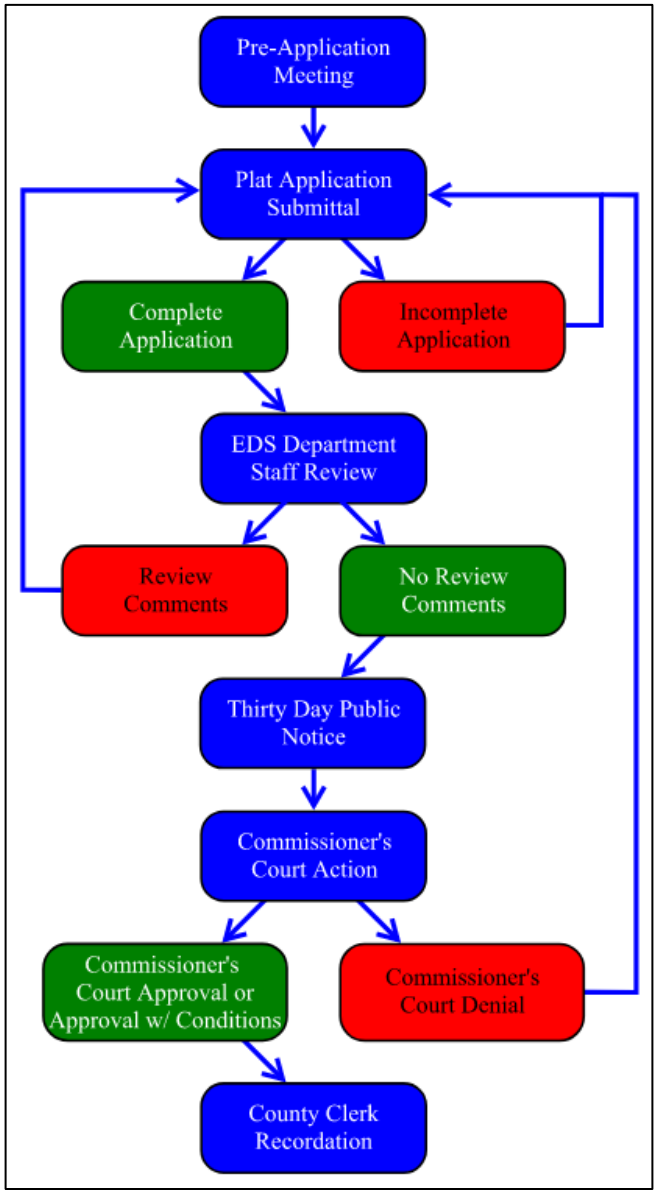


Figure 3 – Replat Work Flow

4.04 Amending Plat

An amending plat is a replat addressing minor changes, correction of clerical errors, or limited modifications affecting a limited number of property Owners or Lots.

It is commonly used to:

1. Correct errors and omissions in course or distance, real property descriptions, monuments, Lot numbers, acreage, road names, adjacent recorded plats, and other clerical error or omission.
2. Move a lot line between adjacent lots (with various limitations depending on the circumstances).

The Owner of a previously recorded lot may create an amending plat so long as;

3. the changes do not affect these regulations or any other applicable County regulations; and

4. the changes do not attempt to amend or remove any existing covenants or restrictions; and
5. all applicable requirements of **Section 232.011 of the Texas Local Government Code**, as amended, are met.

An amending plat meeting all requirements of the County shall be approved by the County Engineer as the designated approval appointee per Texas Local Government Code 232.0022.

Every amending plat shall include all required information as stated on the Application administered by the County.

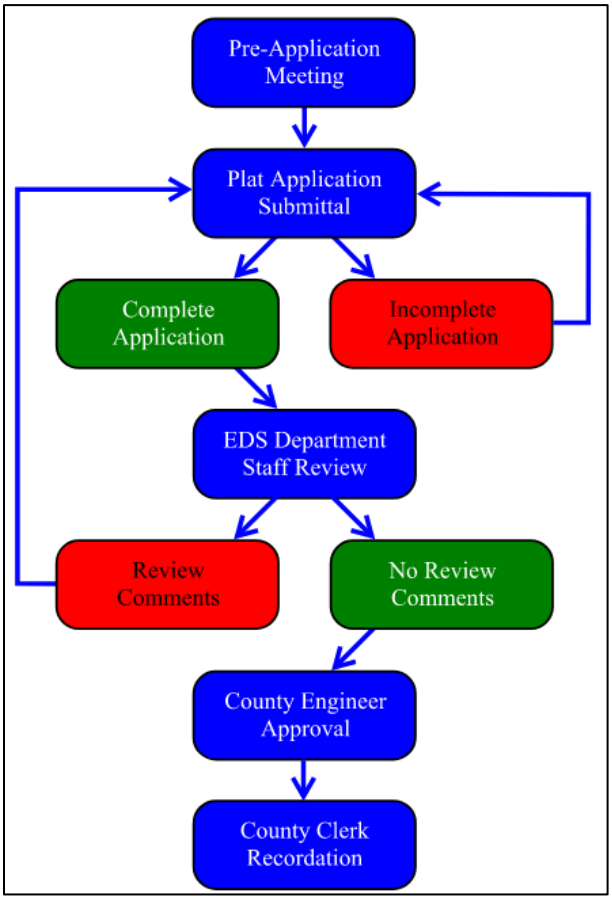


Figure 4 - Amending Plat Work Flow

4.05 Vacating / Cancellation Plats

A vacating or cancellation plat is a Replat to eliminate the subdivision of property reflected by a prior plat. Vacating plats shall not be used without the consent of all property owners in the plat, even if only a portion of the plat is to be vacated.

1. The vacation or cancellation of an existing plat shall be accomplished in accordance with the applicable provisions outlined in **Section 212.013, 232.008, 232.0083 and/or 232.0085 of the Texas Local Government Code**.

All plat certifications that must be provided on the plat can be found in **Appendix A, Certifications and Dedications**.

Section 5 – Subdivision Categories and Requirements

5.01. Subdivision Categories

All subdivisions in Washington County are classified into two categories. In coordination with other jurisdictions, refer to **Section 1.04, Coordination with Other Jurisdictions**.

1. Urban Subdivisions

Urban Subdivisions contain lots less than one (1) acre in size and infrastructure appropriate to an urban setting (community/public wastewater). Urban subdivisions shall incorporate a public or community water and wastewater system.

a. Lots

i. The building setback line on any TxDOT maintained road shall be fifty (50) feet from the edge of the right-of-way.

ii. The front building setback line on all other roads shall be twenty-five (25) feet from the edge of the right-of-way.

iii. The rear building setback line on all properties shall be twenty (20) feet.

iv. The side setback line on all properties shall be seven and a half (7.5) feet.

v. The side road building setback line on all properties shall be fifteen (15) feet.

vi. The more stringent setback in a given lot layout shall govern.

vii. Minimum lot depth shall be no less than 115 feet. Minimum lot depth shall be no less than 125 feet for lots facing or backing up to major thoroughfares or TxDOT maintained roads.

viii. Lots must have a minimum road frontage of sixty (60) feet except in the turnaround of a cul-de-sac where they must meet a minimum of forty (40) feet of frontage (arc length) at the right-of-way and sixty (60) feet of frontage (arc length) at the front setback line. Flag lot minimum frontage and flag pole width shall be no less than forty (60) feet with the full width flag width shall be no less than sixty (60) feet.

ix. Minimum lot area shall be no less than 7,000 square feet.

b. Utilities

i. A minimum of a fifteen (15) foot wide public utility easement must be provided for public utility use on each side of all road rights-of-way.

ii. No utilities (except drainage) shall be placed under any right-of-way. All utilities shall be within the designated utility easements.

iii. All existing utilities and pipelines which require relocation or adjustment in order to avoid conflict with proposed roads, utilities or other improvements shall be relocated, adjusted or modified at no expense to Washington County. Owner shall bear the responsibility for compliance with federal, state, and local regulations and requirements regarding such utilities and pipelines.

iv. All water and wastewater infrastructure shall meet the requirements of the **City of Brenham Public Infrastructure Design Manual Sections 3 and 4** respectively.

c. Drainage

i. Storm sewer installation shall be utilized for all urban subdivisions. No urban subdivision shall be permitted to utilize open ditch sections.

ii. All drainage requirements outlined in the latest Washington County Design and Construction Standards Manual shall apply and be adhered to.

2. Rural Subdivisions

Rural Subdivisions contain all lots equal to or greater than one (1) acre in size and infrastructure appropriate to a rural setting (private/individual lot on site sewer facility). Rural Subdivisions shall comply with Washington County regulations, will be reviewed by the County, infrastructure may be accepted, and maintained by the County or privately **(see Section 7, Private Subdivisions)** in accordance with these regulations.

a. Lots

i. Lots must have a minimum road frontage of sixty (60) feet.

ii. Lots must front on a public road unless the lot is within a private subdivision and fronts on a privately maintained road as defined in **Section 7,** Private Subdivisions.

iii. The building setback line on any TxDOT maintained road shall be fifty (50) feet from the edge of the right of way.

iv. The front building setback line on all other roads shall be twenty-five (25) feet from the edge of the right-of-way.

v. The rear building setback line on all properties shall be ten (10) feet.

vi. The side building setback line on all properties shall be ten (10) feet.

vii. The side road building setback line on all corner lot properties shall be twenty-five (25) feet.

b. Utilities

i. A fifteen (15) feet wide public utility easement must be provided for public use on each side of all roads. There shall also be a ten (10) foot wide utility easement along the sides and backs of all lots.

ii. All utility easements shall lie and be situated completely within the subdivision boundaries. The owner shall coordinate utility installations with all utility companies prior to submission of the final plat.

iii. No utilities shall be placed within any right-of-way within a subdivision except via County approved crossings within the boundaries of a subdivision. All utilities shall be within the designated utility easements.

iv. All existing utilities, and pipelines which require relocation or adjustment in order to avoid conflict with proposed roads, utilities, or other improvements shall be relocated, adjusted, or modified at no expense to Washington County. Owner shall bear the responsibility for compliance with federal, state, and local regulations and requirements regarding such utilities and pipelines.

c. Drainage

i. Storm sewer or open ditch sections shall be allowed for a rural subdivision.

ii. All drainage requirements outlined in the latest **Washington County Design and Construction Standards Manual** shall apply and be adhered to.

d. Fire Suppression

i. All rural subdivisions that include twenty (20) or more lots shall include a fire suppression system as detailed within the **Washington County Design and Construction Standards Manual.**

5.02. Easement and Dedications

Utility Easements

Utility easements contiguous with public rights of way must be at least twenty (20) feet wide for utility construction, service, and maintenance within private property or property the county does not maintain.

A Subdivider or utility provider may only place utilities within the Public right-of-way according to the approved Construction Plans (Washington County Design and Construction Standards).

The County may require wider easements along or across lots where engineering design or special conditions make it necessary.

5.03. Subdivision and Replats Within a City's ETJ

Subdivisions and replats within the ETJ of any city shall conform to the requirements as set forth in the latest inter-local agreement.

It shall be duty of the applicant filing the plat or replat to ascertain if the tract or subdivision falls within the ETJ of a city.

5.04. Phased Subdivisions

When a subdivision is to be platted as a phased and related development, a master plan shall be submitted with the first portion to be subdivided. The master plan is considered a non-binding planning tool and a source of planning information for the County. It shall include the following information:

1. The boundaries of the entire development with the locations of adjacent platted subdivisions and adjoining property including the names of the record owners of each tract.
2. The proposed phasing plan including the boundaries of each individual phase and the proposed sequential order for platting.
3. The location, width and names of all existing or platted roads or public rights-of-way and all existing easements within and adjacent to the development.
4. The layout and width of proposed arterials, thoroughfares and collector roads, and the general configuration of proposed roads and alleys.
5. The general arrangement and designations of land uses with specification of any sites designated for special use (e.g., for parks, open space, detention, or other public facilities).
6. The approximate location of the boundary of the existing and proposed 100-year floodplain and the location and width of drainage easements, channels, creeks and water courses within the development.
7. The location of proposed drainage courses and of any necessary off-site drainage improvements.
8. The location of all existing and proposed utilities and pipelines.
9. The overall detention plan that clearly indicates how each section shall operate independently and jointly.

When a subdivision is platted and developed in phases, each individual phase must stand alone and be capable of functioning independently with respect to utilities, drainage, flood detention and access.

Section 6 – Right-Of-Way Dedication

A subdivision located within the Washington County platting jurisdiction that dedicates new public roads or abuts/includes any portion of an existing road may be required to dedicate right-of-way via the plat under **Section 6.04.** The subdivision proportional dedication shall comply to the **Texas Local Government Code Section 232.110** and the following conditions:

6.01. New Roads; Proportional Dedication and Cost of Construction

1. Where there is no existing road, the subdivider must construct new roads within the subdivision so each platted lot has direct access to a roadway and maintains the required lot frontage (see **Section 5.01**)
2. When the proposed subdivision abuts a planned roadway as outlined in the approved Washington County Major Thoroughfare Plan:
    a. The subdivider must dedicate a proportional share of right-of-way on the plat to construct the road according to the Washington County Engineering Design and Construction Standards Manual; and
    b. The subdivider is responsible for a proportional share of the cost to construct the abutting road under **Section 6.04**. Subdivision Proportionality and Development Agreement and **TLGC Section 232.110**.

6.02. Existing Right-of-Way below Minimum Standards

1. If a proposed subdivision abuts an existing road and the right of way width is below the minimum required per the Washington County Design and Construction Standards Manual, the subdivider must dedicate right of way via the plat, or by separate instrument for future phases.
2. The following standards apply based on the relationship of the subdivision to the right of way.
    a. Both Sides of an Existing Road Within a Subdivision:
        i. The Subdivider must dedicate one hundred percent (100%) of the difference between the minimum right-of-way width required in the Washington County Design and Construction Standards Manual and the existing right-of-way width when the subdivision abuts both sides of the existing roadway.
    b. One Side of an Existing Road Abuts a Subdivision:
        i. The subdivider must dedicate fifty percent (50%) of the difference between the minimum right-of-way width required in the Washington County Design and Construction Standards Manual and the existing right-of-way width when the subdivision abuts only one side of the existing roadway.

6.03. Additional Right-of-Way Needed Above Minimum Standard

The County Engineer may issue a Determination of Proportionality requiring the subdivider to dedicate additional right-of-way if an existing roadway that abuts the proposed subdivision is inadequate.

1. The inadequacy may be due to unique physical or environmental factors related to topography or roadway geometry, or as the County Engineer determines for reasons of traffic or pedestrian safety.
2. Right of Way Adjacent to a platted subdivision:
    a. The basis for right-of-way dedication is the distance from the centerline of the roadway on the Plat to the proposed Subdivision boundary.
    b. The County Engineer may allow or request reasonable geometric adjustments to accommodate safe traffic movements, preserve existing topography, or provide for County maintenance of existing infrastructure.

3. Right of way by instrument, metes and bounds, or general written description:
    a. The County may allow or request reasonable geometric adjustments to accommodate safe traffic movements, preserve existing topography, or provide for County maintenance of existing infrastructure.
    b. Right-of-way dedication by plat supersedes right-of-way described by metes and bounds or description unless the Commissioners Court requires abandonment of the existing right-of-way before filing (see **Section 6.05. Abandonment Process for County Roads**).
    c. If the Commissioners Court requires right-of-way abandonment, the final plat must note the abandonment instrument.
    d. If the Commissioners Court does not require right-of-way abandonment, the County may require that the final plat note the recording instrument that dedicated the original right-of-way.
4. Prescriptive Right of Way:
    a. The basis for Right-of-Way dedication is the apparent centerline of the existing pavement, or of the travelled way if unpaved, to the proposed subdivision boundary.
    b. The County Engineer may allow or request reasonable geometric adjustments to accommodate safe traffic movements, preserve existing topography, or provide for County maintenance of existing infrastructure.
    c. The subdivider must identify the prescriptive right-of-way on the Plat using features such as fences, borrow ditches, utility lines, drainage improvements, limits of plowed or improved fields, or other similar features.
    d. The subdivider must convert existing prescriptive right-of-way dedications within the subdivision to a platted right-of-way on the final plat.
    e. The County may require that the final plat note the boundaries of the former prescriptive right-of-way.

6.04. Subdivision Proportionality and Development Agreement

1. The County may, under **TLGC Section 232.105** and **TLGC Section 232.110**, require a Subdivider to enter into a Development Agreement to divide the costs of Infrastructure by dedicating public Right-of-Way or Easements, paying fees, or participating in construction costs.
2. The Subdivider must request in writing a Determination of Proportionality to determine the appropriate cost participation for the Public Improvements.
    a. The County Engineer will make the determination of proportionality no more than thirty (30) days after the subdivider requests a determination in writing.
    b. The cost participation amount may not exceed the amount required for public improvements that are roughly proportionate to the proposed subdivision.
3. Appeal of Determination of Proportionality
    a. The Subdivider may appeal the decision of the Commissioners Court Engineering Representative.
        i. In making the appeal, the Subdivider may present evidence and testimony to the Commissioner's Court.
        ii. After hearing testimony and reviewing evidence, the Commissioner's Court will decide whether to uphold or modify the decision of the Commissioner's court Engineering Representative.

iii. The Court will decide no more than thirty (30) days after the Subdivider submits the appeal.

b. The subdivider may appeal the determination of the Commissioner's Court to district court of the County within 30 days of the final determination by the Commissioner's Court.

6.05. Abandonment Process for County Roads

1. Applicability
   a. A property owner abutting a portion of Public Roadway (the "Petitioner") may petition to the County to Abandon, vacate, or close a Public Roadway (collectively referred to in this section as "Petition to Abandon" and "Roadway Abandonment") that the County owns or maintains (see **Texas Transportation Code Section 251.058**).
   b. The Commissioners Court may not discontinue, close, or abandon any roadway that is utilized as the only roadway frontage to any existing tract of land.
2. Petition Submittal Requirements
   a. The Petitioner shall provide the following items for the request:
      i. A Washington County application associated with the abandonment request.
      ii. A no objection letter from all utilities or common carrier's actively utilizing the existing roadway to be abandoned as defined under **Texas Transportation Code, Section 251.058(f)**.
      iii. A legal survey of the right of way to be abandoned.
         a. In the event that multiple tracts of land abuts the right of way to be abandoned, there shall be a survey corresponding to each lot that indicates ownership of the portioned right of way.
3. Review by the EDS Department.
   a. The County Engineer shall review the petition and shall present their findings and the information included in the petition to the Commissioners Court for consideration.
4. Action by the Commissioners Court
   a. The Commissioners Court may approve the roadway and/or right-of-way abandonment only by unanimous vote per **Texas Transportation Code 251.051**.
5. Conveyance of a Public Road Abandoned, Closed and Vacated
   a. Quit Claim to a Public Road or portion of a Public Road vests on the date the County Judge signs the order **(see Texas Transportation Code Section 251.058(b)).**
   b. The County Clerk will file the court order in the deed records of the County as the official instrument of conveyance from the County to the property owner(s) abutting the public road.
   c. The County will index the court order in the deed records of the County in a manner that describes the County as "grantor" and the property owner(s) receiving the conveyance as "grantee."

Section 7 – Private Subdivisions

7.01. Private Subdivisions

All privately maintained roads in a rural subdivision shall be designed and constructed in accordance with the County's standards for publicly dedicated roads unless the subdivision in its entirety meets one of the exception requirements outlined in **TLGC 232.0015 and Section** 2.02.

If an owner wishes to utilize privately maintained roads or gate any portion of the subdivision, it shall be considered a private subdivision and must meet the following criteria:

1. Privately maintained roads shall be permitted only within a subdivision satisfying all of the following criteria:
    a. If the subdivision is gated, the roads to be restricted to private maintenance shall not include arterial roads or collector roads.
2. The subdivision property deeds and homeowners' association/property owners' association documents shall note that certain County services may not be provided for privately maintained roads. Among the services which may not be provided are: routine law enforcement patrols, enforcement of traffic and parking regulations, school bus services, mail delivery access and preparation of accident reports.
3. Homeowners' association/property owners' association documents or district by-laws, as applicable, shall reference **Section 7.02** of the regulations herein and shall contain provisions that describe how the homeowner's association/property owner's association or district may make application to the County to accept privately maintained roads.
4. A sign shall be placed at the entrance of the subdivision clearly stating that the roads in this subdivision are privately maintained roads. The location of this sign shall be shown in the construction plans.
5. Any development that gates the entrances to the subdivision shall provide a knox lock and a letter of approval from all of the affected emergency response agencies stating their approval of full-time access to and from the subdivision.
6. The County Commissioner's Court may deny, at its sole discretion, the creation of any privately maintained road if:
    a. the County determines the privately maintained road would negatively affect traffic circulation on public roads;
    b. would impair access to the subject or adjacent property;
    c. would impair access to or from public facilities including schools or parks; or
    d. would cause possible delays in the response time of emergency vehicles.
7. No privately maintained road shall be constructed as an extension of an existing private road. Proposed privately maintained roads must have access to a publicly maintained road.
    a. An exception to this requirement shall be if a private road extension is proposed for a subsequent subdivision phase that follows the same private restrictions and covenants as the existing subdivision phase.
8. The County shall not pay for any portion of the cost of constructing or maintaining a privately maintained road.

9. Applications for subdivisions with privately maintained roads must include the same plans and engineering information required for public roads and utilities. County requirements pertaining to review and approval of improvements shall apply, and fees charged for these services shall also apply.
10. A site plan showing the design and location of all proposed access restricted entrances shall be submitted for review by the County Engineer, along with the engineering plans for the subdivision, and must be approved by the County Commissioner's Court.

7.02. Procedures to Convert Private Roads to Public Roads

An individual or entity with privately maintained road(s) may request that the County convert the privately maintained road to a County maintained road via the following procedure:

1. An application is made which includes evidence that a minimum of ninety percent (90%) of the owners of the lots along the private road(s) are favorable to the request.
2. An inspection of all existing infrastructure that is included within the request has been completed to the satisfaction to the County Engineer which assesses the conditions of the privately maintained road(s) relative to the **Washington County Design and Construction Standards Manual** for road(s) at the time the application is made.
3. Upon receipt of the application, the County Commissioner's Court shall host a public hearing and will determine if the conversion is in the best interest of local residents and the citizens of the County and enter into a design/construction agreement to rectify any deficiencies found in the inspection.
4. After the County has determined that it is willing to accept the privately maintained road, the applicant will have a surveyor prepare the dedication documents as required by current codes.
5. The applicant shall commence construction that shall meet all requirements as set forth in the Washington County Design and Construction Standards Manual and the corresponding design/construction agreement approved through the Washington County Commissioner's Court.
6. An inspection of the public infrastructure shall be performed by the County Engineer or their designee to ensure all requirements have been completed to satisfactory standards.
7. Upon a successful inspection, the Washington County Commissioner's Court shall accept the private infrastructure into the County maintenance inventory and shall be classified as public right of way.

In no event shall the County be obligated to accept the privately maintained roads as public and any acceptance by the Commissioner's Court is at its sole discretion.

Section 8 – Financial Responsibilities and Guarantees

8.01. Fiscal Surety for Subdivision Improvements

1. Fiscal surety is a financial commitment provided to the County to ensure that the infrastructure required to support the associated subdivision will be constructed as outlined in **TLGC 232.004.** In approving the creation of new lots, the County will require that appropriate fiscal surety be posted prior to recordation of the plat unless the applicant elects to have the plat held in abeyance and to construct the improvement prior to recordation.
2. Construction bond – If the applicant elects to file the plat prior to construction, then in order to assure that the roads, drainageways and other public improvements are constructed in a timely manner and in accordance with these regulations, the owner of the subdivision shall file a construction/performance bond per the requirements listed in **Section 8.02.**
3. Maintenance Period Surety – In order to guarantee that roads, drainageways and other public improvements have been maintained in good condition for two (2) years following initial approval of the public infrastructure, the owner/developer shall deposit cash, file a maintenance bond.
4. If the construction surety option is used, then it must be filed with the County prior to approval of a subdivision plat for recording and must be maintained throughout the time of the construction of the improvements. Fiscal surety for the maintenance period must be filed with the County prior to commencement of the maintenance period and shall be maintained throughout the maintenance period (2 years). If any form of fiscal surety is scheduled to expire prior to the end of the activity it secures, the County will take any action required to get the fiscal term extended by the owner or the County will collect the funds from the surety per **Section 8.05** and hold them in trust until the activity being secured is completed. If the surety for a recorded subdivision should expire before construction of the improvements has been completed, it shall be re-posted by the party responsible for the construction of such improvements prior to construction continuance.
5. Construction and maintenance bonds shall provide that, should these bonds be unenforceable as a statutory bond, the obligees shall be bound by their contract as a common law obligation.
6. In approving a final plat, the Commissioner's Court may order that the plat be held in abeyance and not filed or recorded until the owner has:
    a. Submitted construction/performance bond or completed construction of the required improvements and provided a maintenance surety for the maintenance period; and
    b. Met any other prerequisites set by the Commissioner's Court.
7. The following forms of surety are considered acceptable for insuring a developer's promise to properly construct and maintain roads, drainage facilities and other public improvements in a subdivision in Washington County:
    a. Surety Bond
        i. Construction/Performance and maintenance bonds are considered to be the standard form of fiscal surety for subdivision improvements in Washington County and they shall meet the requirements of this section when used.
    b. Cash Deposit
        i. The offer of cash in lieu of bond shall be accompanied by a cash surety agreement signed by the Developer or their agent. On the date that the Commissioner's Court approves cash surety in lieu of bond, the County Judge shall sign the agreement and copies shall go to the Developer, to official records, and to the County Treasurer.

ii. The conditions of the cash surety agreement are as stated on the forms provided by the County. The general conditions of the cash surety agreement are the same as those stated for the construction and maintenance bonds.

iii. The cash surety agreement shall be provided in a form approved by the County.

c. Letter of Credit

i. The County, at its sole discretion, may accept a letter of credit as fiscal surety for the construction of improvements and/or the subsequent maintenance period.

ii. The offer of letter of credit in lieu of bond shall be accompanied by a letter of credit surety agreement signed by the developer or their agent. On the date that the Commissioner's Court approves a letter of credit surety in lieu of bond, the County Judge shall sign the agreement and copies shall go to the developer, to official records, and to the County Treasurer.

iii. The conditions of the letter of credit surety agreement are as stated on the forms provided by the County. The general conditions of the letter of credit surety agreement are the same as those stated for the construction/performance and maintenance bonds.

iv. The letter of credit surety agreement shall be provided in a form approved by the County.

8.02. Construction Surety

1. The owner shall provide a construction bond or letter of credit as guarantee of development improvements. The amount of the construction surety shall be in the amount of one hundred twenty percent (120%) of the estimated cost of construction of the roads, drainageways and other public improvements. The estimate will be based on construction plans which are acceptable to the County and current costs for such work which has been based on an estimate for the construction of all roads and drainage facilities prepared by a Texas Registered Professional Engineer and approved by the County Engineer.
2. Construction surety shall be submitted to the EDS Department, which will then be filed with the County Auditor. The construction surety shall be provided in a form approved by the County prior to the approval of a subdivision plat for recording.
3. The surety company underwriting the bond(s) will be acceptable if it is listed in the latest list of companies holding certificates of authority from the Secretary of the Treasury of the United States and if it is licensed to write such bonds in the State of Texas.
4. The construction surety shall require that the owner of the subdivision begin construction of roads, drainage ways and other public improvements shown on the subdivision plat, or otherwise located, as soon as possible after the date of approval of the plat by the Commissioner's Court, or as directed, and shall diligently complete such construction in accordance with County standards and specifications within a period agreed to between the owner and the County Engineer, not to exceed two (2) years.
5. The construction bond shall remain in full force and in effect until all roads, drainage ways, and other public improvements in the subdivision have been completed to the satisfaction of the County Engineer or their designee, and the obligation has been released by official action of the Commissioner's Court.
6. In the event any or all of the roads, drainage facilities or other public improvements are not completed, and if the contractor or owner refuses to correct defects called to their attention in writing by the County Engineer, the unfinished improvements shall be completed at the cost and expense of obliges.
7. The construction period may be extended by mutual agreement of the Commissioner's Court and Developer provided this extended agreement includes an increase in the bond amount to cover cost increases accrued since the date of the original agreement.

8.03. Maintenance Surety

1. The owner shall provide cash, a maintenance bond, or a letter of credit as surety against damages or defective work, which may occur or be identified during the two (2) year maintenance period which begins after approval by the Washington County Commissioner's Court of the public improvements. The maintenance surety will bind the owner or contractor to maintain the newly constructed facilities and to correct any defects in materials, workmanship (including utility backfills and driveway locations), or design inadequacies, or damages, which may be discovered within the two (2) year maintenance period. The maintenance surety shall be in an amount no less than fifty percent (50%) of the construction cost of the improvements.
2. If cash surety is elected by the owner, it shall remain as security for a period of twenty-four (24) months unless it is required longer as stated below. If a bond or letter of credit is elected by the owner, it shall remain as security for a period of twenty-four (24) months unless it is required longer as stated below.
3. The subdivision will not begin the required two (2) year maintenance period until such cash, bond or letter of credit are furnished and approved by the County. The surety company underwriting the bond(s) will be acceptable if it is listed in the latest list of companies holding certificates of authority from the Secretary of the Treasury of the United States and if it is licensed to write such bonds in the State of Texas.
4. The Developer must correct or cause the contractor to correct at their own expense, damages or defects due to improper construction or maintenance within forty-five (45) days after receiving written notice of such defects from the County. If the Developer fails or refuses to correct such defects within the forty-five (45) day period, or to provide acceptable assurance that such work will be completed within a reasonable time thereafter, Washington County may elect to correct or cause to be corrected any such damages or defects, charging any and all incurred expenses against the maintenance surety.
5. Surety shall be released by official action of the Commissioner's Court if the project exists in a good state of operation and repair which meets County standards for the period of two (2) years from the date of official release of construction surety. If repairs are expected to extend past the two (2) year term of the Surety, then the Developer shall extend the surety for an additional six (6) month period at their expense.
6. The Developer may request periodic inspections at six (6) month intervals of all infrastructure for which maintenance surety is held. The inspection shall be made by the County Engineer or their designee in concert with the developer during the period of liability covered by the maintenance surety; and, in the event any or all of the roads, drainage ways and other public improvements are not properly maintained, the Developer will be so advised in writing and if, after a forty five (45) day period, the Developer fails or refuses to perform proper maintenance of roads, drainage ways and other public improvements, they may then be maintained at the cost and expense of the obligee as provided below **(Section 8.04 Collection of Surety).**
7. Developers choosing to hold the plat filing in abeyance until construction is complete must still meet the maintenance surety requirements at the completion of construction of the infrastructure.

8.04. Collection of Surety

1. In the event any or all of the improvements fail to meet County standards and the Developer fails or refuses to correct defects or damage called to their attention in writing by the County, the County may collect the surety to complete the Improvements. The County Engineer is authorized to execute notices of intent to collect on posted surety without the necessity of Commissioner's Court action, but the Commissioner's Court must authorize the collection of the surety.
2. Recovery on construction and maintenance surety may be called via multiple collections so long as the sum of the collection is less than the total sum of the surety amount.

3. The County may draw upon any surety posted under this agreement upon the occurrence of one or more of the following events:
    a. The failure of the Developer to construct or complete the improvements to applicable County standards;
    b. The Developer's failure to renew or replace the surety at least forty-five (45) days prior to its expiration;
    c. The acquisition of the property or a portion of the property by the issuer of the surety or other creditor through foreclosure or an assignment or conveyance in lieu of foreclosure;
4. In the event of collection of surety, the Improvements shall not by default be deemed accepted for County maintenance. A separate vote by the Washington County Commissioner's Court shall be necessary to accept and maintain Improvements after successful construction completion.

8.05. Release of Construction Surety

1. Substantial completion shall be defined as the date ten (10) days prior to the date that, in the opinion of the Developer or their consulting Engineer, all work will be finished. On this date, the Developer will:
    a. notify the EDS department in writing that the work has been substantially completed;
    b. request a punch list of any unfinished work from the EDS Department to be completed in the (10) working days;
    c. provide a complete compilation of all testing reports associated with the project construction; and
    d. Submit a letter of substantial completion by the owner's consulting engineer, indicating their concurrence that all construction has been completed in compliance with the approved construction plan and specifications.
2. Within ten (10) working days after the Developer has given the EDS Department written notice that the work has been substantially completed, the County Engineer or their designee will review the work and provide a written punch list to the Developer and the Contractor. The punch list will include:
    a. Any remaining items discovered which do not comply with the construction documents;
    b. County requirements not completed; and
    c. Any other items required for the issuance of the approval of construction letter.
3. If needed, a construction approval meeting will be held at the site of the work and at a time agreed to by the EDS Department and the Developer. The Developer will invite contractors to the meeting as appropriate and will invite attendance by the Developer's consulting engineer. The Washington County Commissioner's Court shall approve the infrastructure acceptance if all items listed below are in order. Infrastructure acceptance will be issued contingent upon the following documents being supplied to the County Engineer:
    a. A construction and materials test report;
    b. Owner's consulting Engineer's letter of substantial completion;
    c. Construction Plans, certified as "As-Built Drawings" that adhere to the requirements listed in the **Washington County Design and Construction Standards Manual Section 2.06.**
    d. The cash, bond, or letter of credit for the two (2) year maintenance period for public improvements; and
    e. If applicable, a copy of the Conditional Letter of Map Amendment ("CLOMA") or Revision ("CLOMR") from FEMA and the completed application for a CLOMA or CLOMR.

4. After the Commissioner's Court infrastructure acceptance has been issued, the improvements will be monitored by the EDS Department during the two (2) year maintenance period. If failures or damages appear, the Developer will be notified to make corrections. Upon expiration of the two (2) year maintenance period, and if no damages or defects have been identified and reported to the Developer by the County Engineer, the County Commissioner's Court will release the maintenance surety.
5. The County Engineer shall notify the Commissioner's Court of the satisfactory construction and maintenance (during the maintenance period) of public improvements. The Commissioner's Court may then authorize accepting public improvements for permanent County maintenance. The County is under no obligation to accept the public improvements for permanent County maintenance. Upon final maintenance acceptance of the public improvements, the County will fully release all posted surety for public improvements.
6. Sections or phases of both private and publicly maintained subdivisions must be completed in their entirety. There will be no partial releases of surety with the exception of surety coverage from 120% to 50% in the construction to maintenance surety transition.

   Developers of private roads that will not be maintained by the County shall provide evidence of mechanisms for collecting dues from associated property owners; or property tax assessments established and sufficient to support annual maintenance costs and to support a sinking fund for road rehabilitation. It is recommended that a Developer of private roads that will not be maintained by the County obtain a contractor's two (2) year maintenance bond on construction and provide escrowed funds totaling, or insurance covering, ten percent (10%) of the construction cost for repairs and/or maintenance.

Surety Templates can be found in **Appendix C, Surety Templates**

Section 9 – Road Acceptance Procedure

9.01. Road Acceptance Procedure

All conditions of final plat approval must be met prior to roads being placed into the two (2) year maintenance period. All construction must be in accordance with approved plans and construction standards set forth herein, or as amended and adopted by Commissioners Court.

Acceptance Into Two (2) Year Maintenance Period –The Developer shall notify the County EDS Department in writing, prior to the completion of the road construction improvements. The Developer shall provide copies of the quality control test results performed by a certified testing laboratory (all at the developer's expense). The County Engineer or their designee shall then inspect the roads and improvements and give written notice of any observed deficiencies. Upon rectification of any deficiencies, the request to place the improved roads into the two (2) year maintenance period shall be forwarded to Commissioners Court for approval or denial. Upon acceptance into the two (2) year maintenance period, the security, bond or Letter of Credit shall then be reduced to an amount equal to 50% of total construction cost of improved roads.

Final Road Acceptance - Into County Road System – After the newly created roads have been maintained by the developer for a period of a minimum of 22 months, it is the duty of the developer or his/her representative to notify the EDS Department in writing that it is their request to have the county accept the road(s) into the County Maintenance Inventory.

The County will then perform an inspection and reply to the Developer such findings. If deficiencies are observed, they shall be forwarded to the developer for correction. Once the deficiencies have been corrected, the request will be placed on the Washington County Commissioner's Court Meeting agenda as required for the acceptance into the county maintenance inventory. Upon acceptance into the county maintenance inventory, the required security shall then be released.

Section 10 – Subdivision Variances

10.01. Variances

1. The Commissioner's Court of Washington County shall have the authority to grant variances from these regulations when unique situations of a development dictate a deviation from these regulations.
2. Any person who wishes to request a variance shall apply in writing to the EDS Department. The request must state the provisions to which a variance is being sought while illustrating the necessity for the variance. It must be further shown that the variance will not create adverse impacts to the public interest.
3. The decision of the Commissioner's Court whether to grant or deny a variance is at its complete discretion, and shall be final.
4. No variance shall be granted regarding surety requirements.
5. Financial hardship to the applicant shall not be deemed the primary reason to constitute the recommendation of a variance.

Section 11 – Penalties

11.01. Penalties

1. **Section 232.005 of the Texas Local Government Code** provides for the enforcement of the state subdivision laws and of these regulations.
2. A person commits an offense if the person knowingly or intentionally violates a requirement of these regulations and other appendices incorporated herein. Such offense is a Class B misdemeanor, as defined in the Texas Local Government Code as amended.
3. Under Texas Law, a person may be jointly responsible as a party to an offense if the person (acting with intent to promote or assist the commission of the offense) solicits, encourages, directs, aids, or attempts to aid another person to commit the offense. Thus, a real estate agent or broker, a lender, an attorney, a surveyor, an engineer, a title insurer, or any other person who assists in violating these regulations may also face criminal penalties.
4. Besides prosecuting a criminal complaint, the County Attorney or other prosecuting attorney for the County may file a civil action in a court of competent jurisdiction to enjoin any violation or threatened violation of these regulations, and to recover damages.
5. A tract that has been subdivided without compliance with these regulations may be deemed ineligible to obtain any permit through Washington County.

Section 12 – Definition of Terms

12.01. Definitions

For the purposes of these regulations, the following terms, phrases, words and their derivations shall have the meaning given in this article. When inconsistent with the context, words used in the present tense include the future, words used in the singular number include the plural number, and words used in the plural number include the singular number. Definitions not expressly prescribed herein are to be determined according to customary usage in municipal planning and engineering practices.

100-Year Floodplain – An area subject to inundation by a flood having a one percent (1%) probability of occurrence, in any given year, as determined by the Federal Emergency Management Agency and approved by the Flood Plain Administrator of Washington County. A flood having a one-percent probability of occurrence on the average would occur once every one hundred years.

500-Year Floodplain – An area subject to inundation by a flood having a two-tenths percent (0.2%) probability of occurrence, in any given year, as determined by the Federal Emergency Management Agency and approved by the Flood Plain Administrator of Washington County. A flood having a two-tenths percent probability of occurrence on the average would occur once every five hundred years.

AASHTO – American Association of State Highway and Transportation Officials.

Abandonment – The legal process by which land dedicated to public use may revert to private use.

Access Point – A location for vehicular traffic to enter and exit the proposed subdivision utilizing a connection to a public road.

Accredited Laboratory – An "Accredited Laboratory" is a laboratory that is accredited by the American Association for Laboratory Accreditation (A2LA) or American Association of State Highway and Transportation Officials (AASHTO) in the field of construction materials testing.

Amending Plat – A plat solely for the purpose of correcting an error, omission, descriptions, scriveners or clerical errors. The Amending Plat must be approved by the County Engineer, after which it shall be recorded and is controlling over the preceding plat without vacation of the plat.

Applicant – An individual seeking an action, a permit, or other approval under the provisions of these Regulations.

Application (Plat/Plan) – A submittal that includes a completed plat/plan application form along with all required attachments which shall be required as part of the submittal. These attachments may include, but are not limited to, drawings, drainage or geotechnical reports or electronic data files.

Base Flood Elevation (BFE) – A submittal that includes a completed plat/plan application form along with all required attachments which shall be required as part of the submittal. These attachments may include, but are not limited to, drawings, drainage or geotechnical reports or electronic data files.

Block – A tract of land bounded by actual or platted roads, waterways or other definite boundaries, or a combination thereof.

Building – Any structure having a roof supported by columns or walls and built for the support, shelter or enclosure of persons, animals or moveable property of any kind and which is affixed to the land.

Building Setback Line – A line which marks the minimum distance a structure must be located from the property line, and established the minimum required front, side, or rear yard space of a building plot.

Business Day – A day other than Saturday, Sunday or an official holiday as recognized by Washington County.

Cancellation Plat – A cancellation plat is a plat as defined in **Section 232.008 of the Texas Local Government Code** and is utilized outside a municipality or its extraterritorial jurisdiction (ETJ).

Civil Plans – See Engineering Plans

Commissioner's Court – The duly elected governing body of Washington County consisting of the County Judge and four (4) County Commissioners.

Common Area – A parcel or parcels of land or an area of water, or a combination of land and water within a development site provided and made legally available for the use and enjoyment of residents of a proposed project.

Construction Bond – A surety bond that guarantees the construction of subdivision improvements in a timely manner and according to the civil plans and all applicable local, state and federal regulations.

Construction Surety – A construction bond or letter of credit as surety of the timely construction obligation of subdivision improvements.

County – All references in these regulations to the "County" shall mean Washington County.

County Attorney – All references made in this document to "County Attorney" shall mean the Washington County Attorney's Office.

County Commissioner – A duly elected and serving County Commissioner of Washington County representing one of the four (4) County precincts.

County Engineer – All references in these regulations to the "County Engineer" shall be construed to refer to the Washington County Engineer or their designated representatives.

County Judge – The duly elected and serving County Judge of Washington County.

County Road – A public road which has been either: Dedicated to public use and accepted for maintenance by the County**.** Acquired by the County through prescription**.** Constructed by and maintained by the County.

Cul-De-Sac – A road having but one (1) outlet to another road and terminating on the other end in a vehicular turnaround.

Dead-End Road – A road, other than a Cul-De-Sac, with only one outlet.

Detention Pond – A reservoir which functions to reduce the peak flow of the stream or streams downstream from the reservoir by temporarily storing the runoff within the reservoir by means of a limited outflow structure.

Determination of Proportionality – A determination of the equitable cost to provide Public Improvements based on the calculated impact of a proposed subdivision. Payment of cost may come in the form of dedications, the payment of fees, or the payment of construction costs, or as agreed to by the Commissioners Court and the subdivider under the terms of a development agreement.

Developer – Any person or persons, firm or corporation subdividing a tract or parcel of land to be sold or otherwise handled for their own personal gain or use.

Development – Any manmade change to improved or unimproved real estate that requires a permit or approval from any agency of a city or the County, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation, clearing, drilling operations, storage of materials or the subdivision of property. Routine repair and maintenance activities are exempted.

Development Agreement – An agreement between the County and a subdivider under **TLGC Chapter 232.105** that includes a determination of proportionality and creates terms for the equitable share and participation in the cost of constructing public improvements.

Drainage Plan – A plan for collecting, controlling, transporting, and disposing of storm water falling upon, entering, flowing within, and exiting the subject property, to be developed based on drainage study prepared by a Licensed Engineer in the State of Texas.

Easement – A grant of reservation by the owner of land for the use of such land by others for specific purpose or purposes, and which must be included in the conveyance of land affected by such Easement.

Effective Date – An effective date is the date upon which these regulations were adopted with an order by Commissioner's Court.

Emergency Access – An access for emergency vehicles to enter and exit the proposed subdivision utilizing an all-weather surface.

Engineer – A person duly authorized under the provisions of the Texas Engineering Practice Act, as heretofore or hereafter amended, to practice the profession of engineering and who is specifically qualified to design and prepare construction plans and specifications for a subdivision development.

Engineering Plans – A set of drawings and/or specifications, which may include paving, water, wastewater, drainage or other required plans, submitted to the County for review in conjunction with a subdivision or a development that bear the seal and signature of a licensed engineer in the State of Texas. This person shall be designed as the engineer of record.

Extraterritorial Jurisdiction (ETJ) – The unincorporated area that is contiguous to the corporate boundaries of a City, as defined by that City, and within various distances of the municipality depending on the number of inhabitants of a municipality. Within an extraterritorial jurisdiction (ETJ), cities have statutory authority to adopt rules governing plats and subdivisions as described in Section **42.021 of the Texas Local Government Code.**

FEMA – The Federal Emergency Management Agency.

Final Acceptance – Maintenance acceptance by the Washington County Commissioner's Court of public infrastructure improvements constructed by the developer in conjunction with the development of land which may occur upon successful completion of the required maintenance period.

Final Plat – A map of a subdivision intended to be filed for record in the Washington County Clerk's Office Records showing the location and boundaries of individual parcels of land subdivided into lots that may contain, roads, alleys, easements, etc., drawn to scale; includes a final plat, replat, amending plat, minor plat, and vacating plat meeting the requirements of these regulations and **Section 232 of the Texas Local Government Code**.

Flood Insurance Rate Map (FIRM) – An official map of a community, on which the Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

Floodway – The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

Freeboard – An additional amount of height above the Base Flood Elevation used as a factor of safety (e.g., 1 foot above the Base Flood) in determining the level at which a structure's lowest floor must be elevated or flood-proofed to be in accordance with state or community floodplain management regulations.

Homeowner's Association (HOA) / Property Owner's Association (POA) – A legally formed nonprofit organization operating under recorded land agreements through which:

Each lot and/or homeowner in a specific residential area is automatically a member

Each lot or property interest is automatically subject to a charge for a proportionate share of the expense for the organization's activities, such as the maintenance of common areas

ITE – The Institute of Transportation Engineers.

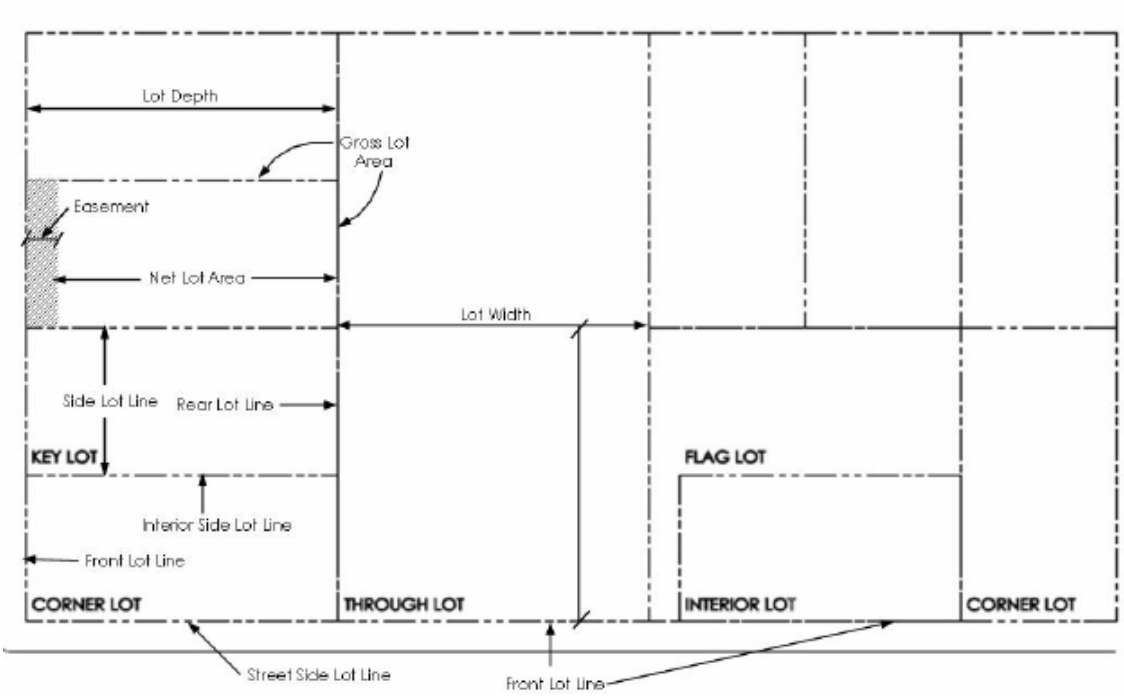
Improvements – Any and all road pavements, curbs and gutters, sidewalks, utilities, drainage facilities, topsoil, trees, grading, signs and crosswalk, and may also include walkways, road lights or any other items normally considered public improvements.

Joint Review – The review and approval of a subdivision plat and/or plans by both Washington County and the municipality that also has jurisdiction over the proposed subdivision.

Large Construction Activities – Construction activities including clearing, grading and excavating that results in land disturbance of equal to or greater than five (5) acres of land. Large construction activities also includes the disturbance of less than five (5) acres of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than five (5) acres of land. Large construction activities do not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of the site (for example, the routine grading of existing dirt roads, asphalt overlays of existing roads, the routine clearing of existing right-of-way, and similar maintenance activities.

Letter of Credit – A letter of credit is an agreement issued by a bank guaranteeing payment to the County in the event construction obligations of the developer or contractor are not met.

Lot – The physical and undivided tract or parcel of land as shown on a duly recorded plat. The following represents the various platted lot types:



Corner Lot – A lot located at the intersection of and abutting upon two (2) roads.

Through Lot – A lot, other than a corner lot, which has frontage on more than one (1) road on opposing ends of the lot.

Flag Lot – A key or flag shaped lot shall mean a lot having gross disparities in width between side lot lines, sometimes resembling a flag or flag pole, a key, or some other lot shape of comparable irregularity. Flag lots

shall not be prohibited if otherwise in compliance with the minimum lot size requirements of this and other applicable regulations of the County and, provided that no portion of any such lot is less than sixty (60) feet in width. Lot area minimums shall exclude area included within the pole section of the flag lot.

Interior Lot – A lot other than a corner Lot.

Maintenance Bond – A Maintenance Bond is a surety bond that guarantees completed work will be free of defects in workmanship and materials. The bond runs for a two-year period of time after the project has been completed. The bond guarantees that the construction work has been completed according to the civil plans and all applicable local, state and federal regulations.

Maintenance Surety – A cash, maintenance bond or letter of credit as surety against defects relating to materials, workmanship and/or design inadequacies.

Manufactured Home Rental Community – A plot or tract of land that is separated into two or more spaces or lots that are rented, leased or offered for rent or lease for a term of less than sixty (60) months without a purchase option, for the installation of manufactured homes for the use and occupancy as residences.

Master Plan – A plan for the overall utilization of a particular area, including its allocation for residential, commercial or manufacturing uses and corresponding impacts.

Minimum Requirements – Requirements when defined as minimum shall be the minimum acceptable requirements. Such requirements may be increased by the County due to unique issues pertaining to each project.

Minor Plat – A land subdivision prepared in a form suitable for recording or filing with complete metes and bounds descriptions of all lines defining the lot(s) and other dimensions of land and subdivision requirements of Washington County, Texas.

Multi-Unit Dwelling – A residential structure providing complete, independent living facilities for two (2) or more families or households living independently of each other and including permanent provisions for living, sleeping, cooking, eating, and/or sanitation in each unit. Condominiums are included in this definition.

Multi-Unit Residential Development – Any area developed for a structure or combination of structures intended for residential use and designated to purchase, lease or rent space in two or more units.

Non-Residential Development – Any area developed for a use other than Single-Family Residential Development or Multi-Unit Residential Development.

Notice of Intent (NOI) – A written application to TCEQ requesting coverage under a general permit to discharge storm water from a disturbed site.

Off-site – Located outside the boundary of a development.

On-site – Located within the boundary of a development.

On-site Sewage Facility (OSSF) – One or more systems of treatment devices and disposal facilities that are used only for disposal of sewage produced on the site where the system is located as permitted by the Washington County Environmental Department.

Owner – The person(s), developer, proprietor, subdivider, or their successors, possessing title and/or lien to the property to be subdivided. This can also refer to Owner's surveyor, engineer, lawyer, or planner who has been given authority to represent the Owner.

Parent Tract/Parent Parcel – The original tract/parcel owned by the owner prior to any division.

Peak Hour – Peak hours relate to times of day experiencing the greatest hourly traffic flow rates. Two (2) "peaks" are to be addressed by a TIA: The morning and afternoon peak hours (or projected peak hours) of

existing (or planned) roadways serving the proposed land development. Typically, roadway peak hours are between 7:00 and 9:00am and between 4:00 and 6:00 pm.

Phased subdivision / phased development – Any land subdivision that is developed with more than a single phase of construction.

Plans – Construction drawings, specifications, bidding forms and other documents required for construction.

Precinct Commissioner – The Washington County Commissioner in whose precinct the subdivision or development is located.

Private subdivision – A subdivision as defined by these regulations which by request of the developer is to be gated thereby limiting access by the public and will contain privately maintained roads. These subdivisions may be an urban subdivision or rural subdivision as defined herein.

Private Water Supply – A drinking water supply that is not a public source of drinking water.

Private Right-of-Way – The real property in which a private individual and/or organization has a dedicated or acquired interest for means of travel, utilities, drainage, etc. It shall include the area on, below or above the present and future alleys, avenues, roads, highways, parkways or boulevards dedicated or acquired as right-of-way.

Public Road – Any road that is under the jurisdiction of and maintained by a public authority and open to public travel.

Public Sanitary Sewer System – Any public or private wastewater system for the collection of sewage that flows into a treatment and disposal system that is regulated pursuant to the rules of the Texas Commission on Environmental Quality and Chapter 26 of the Texas Water Code.

Public Right-of-Way (ROW) – The real property in which the County has a dedicated or acquired public interest for means of travel, utilities, drainage, etc. It shall include the area on, below or above the present and future alleys, avenues, roads, highways, parkways or boulevards dedicated or acquired as right-of-way.

Public Water System – A public water system which provides the public piped water for human consumption, which includes all uses described under the definition of drinking water. Such a system must have a potential for at least fifteen (15) service connections or serve at least twenty-five (25) individuals at least sixty (60) days out of the year, or in accordance with the most recent TCEQ guidelines.

Registered Professional Land Surveyor (RPLS) – A person licensed, as of the date of the plan being presented, to practice land surveying by the Texas Board of Professional Engineers and Land Surveyors.

Regulations – The Washington County subdivision regulations (this document), as amended.

Replat – Any change to approved plat to reflect any change in road layout or other public improvement, lot line, amount of land reserved for public use or the common use of owners, or easements shown.

Residential Subdivision – A subdivision of property that is intended for single family dwelling use.

Road – The terms “road” or “street” are interchangeable and mean a vehicular way (including roadway cross culverts and bridges) and are used to describe all vehicular ways regardless of any other designation they may carry. All roads shall be categorized into one of the following functional classifications:

Arterial Roads – Arterial roads are those that are principally regional in nature and are sued for through or high-volume traffic and shall be divided into the following classifications:

Roads which may serve vehicular traffic beyond the limits of the subdivision; and/or connect one collector or arterial with one or more collectors or arterials.

Roads included as an arterial on a county thoroughfare plan.

Collector Roads – Collector roads are those which connect arterial roads with local roads.

Local Roads – Local roads are those which principally provide direct access to lots within a subdivision.

In addition to these functional classifications, all roads shall also be categorized as follows:

Urban Road – For the purpose of these regulations, an urban road is any road with concrete curb and gutter and an underground storm sewer system.

Rural Road – For the purpose of these regulations, a rural road is any road with any pavement surface and roadside ditch for drainage and all utilities constructed outside paved areas. Concrete curb and gutter may be used if utilized with a roadside ditch for drainage.

Setback – A line which establishes a point beyond which the foundation of a building shall not extend.

Shall and May – As used herein, the word shall is mandatory and the word may is permissive.

Should and Will – As used herein, the word should is a recommendation and is not mandatory. The word will is mandatory.

Single Family Dwelling – A residential unit providing complete, independent living facilities for one (1) family including permanent provisions for living, sleeping, cooking, eating and sanitation.

Single-Family Residential Development – An area developed or used for single-family dwellings intended for residential use contained on individually platted lots.

Site Generated Traffic – Vehicular trips attracted to or produced by the proposed development site.

Small Construction Activities – Construction activities including clearing, grading, and excavating that results in land disturbance of equal to or greater than one (1) acre and less than five (5) acres of land. Small construction activities also includes the disturbance of less than one (1) acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one (1) and less than five (5) acres of land. Small construction activities do not include routine maintenance that is performed to main the original line and grade, hydraulic capacity, and original purpose of a ditch, channel or other similar storm water conveyance system. Small construction activities do not include the routine grading of existing flexbase roads, asphalt overlays of existing roads, the routine clearing of existing right-of-way, and similar maintenance activities.

Street – See road.

Study Area Boundary – The limits of the area for which the analysis is to be conducted. This area shall be determined by the limits as outlined herein or as decided upon with consultation with the County Engineer.

Subdivider – See Developer.

Subdivision – The division of a tract of land into two or more parts to lay out: (1) a subdivision of the tract including an addition; (2) lots; or (3) roads, alleys, squares, parks, or (4) other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on, or adjacent to, the roads, alleys, squares, parks, or other parts (**Sec 232.001, Texas Local Government Code**). The Washington County Commissioner's Court has adopted guidelines and published them as the Washington County Subdivision Regulations, stating when owners are required to file a plat for a subdivision. A subdivision has the same meaning as an addition.

For the purpose of these regulations, subdivisions shall be classified as either urban or rural, as follows:

Rural Subdivision – Rural subdivisions are any subdivision with minimum lot sizes equal to or greater than one acre in size.

Urban Subdivision – Urban subdivisions are any subdivision with a minimum lot sizes less than one acre in size.

TCEQ – The Texas Commission on Environmental Quality and its successors.

Third Consanguinity – Relationships defined and determined under **Texas Government Code Chapter 573.023 (c)** An individual's relatives within the third degree by consanguinity are the individual's:

- Parent or child (relative of 1st degree)
- Brother, sister, grandparent, or grandchild (relative of 2nd degree)
- Great-grandparent, great-grandchild, aunt who is a sister of a parent of the individual, uncle who is a brother of a parent of the individual, nephew who is a child of a brother or sister of the individual, or niece who is a child of a brother or sister of the individual (relative of 3rd degree)

Thoroughfare Plan – Official long range planning document adopted by Washington County Commissioner's Court that establishes a future roadway network system that will accommodate projected growth and development.

Traffic Impact Analysis (TIA) – A traffic impact analysis (TIA) provides information on the projected traffic expected from a proposed development. A TIA also evaluates the impact of proposed development on the roadways in the immediate proximity of the proposed development. The TIA should identify any potential traffic operation problems or concerns and recommend appropriate mitigating actions to address such problems or concerns.

TMUTCD – The latest edition of the Texas Manual on Uniform Traffic Control Devices.

TxDOT – The Texas Department of Transportation

Utility Provider – All persons, firms, corporations, partnerships, municipalities or other private authorities providing gas, electric, water, sewer drainage facilities, telecommunications, cable television or other services of a similar nature for public consumption.

Vacating Plat – A vacating plat is a plat as defined in **Section 212.013 of the Texas Government Code** and is utilized within a municipality or its extraterritorial jurisdiction (ETJ).

Variance – A permit or approval that allows for a departure from the required standards of these regulations. Variances are intended to resolve practical difficulties and unnecessary physical hardships that may result from the size, shape or dimensions of a site, location of existing structures on the site, or geographic, topographic or other physical conditions on the site or in the immediate vicinity. Financial and/or economic hardships are not sufficient grounds for the granting of a variance.

APPENDIX A

CERTIFICATES AND DEDICATIONS

DEDICATIONS, CERTIFICATIONS, ACKNOWLEDGMENTS

**THE FOLLOWING IS THE FORM OF DEDICATION
TO BE UTILIZED ON SUBDIVISION AND RE-SUBDIVISION PLATS**

CHOOSE THE APPROPRIATE FORM FOR THE DEVELOPMENT PLATTED WHERE APPLICABLE.

I - OWNER DEDICATION

A. DEDICATION FOR INDIVIDUAL(S)

THE STATE OF TEXAS §
COUNTY OF _____ §

I (or We), (name of owner or names of owners), owner (or owners) of the property subdivided in the above and foregoing map of the (name of subdivision), do hereby make subdivision of said property, according to lines roads, lots, alleys, parks, building lines, and easements therein shown, and designate said subdivision as (name of subdivision) in the (name of survey), Washington County, Texas; and dedicate to public use, as such, the roads, alleys, parks and easements shown thereon forever and do hereby waive any claims for damages occasioned by the establishing of grades as approved for the roads and alleys dedicated, or occasioned by the alteration of the surface of any portion of roads or alleys to conform to such grades; and do hereby bind myself (or ourselves), my (or our) heirs and assigns to warrant and forever defend the title to the land so dedicated.

(The following paragraph is to be used when the subdivision is outside the corporate limits of any city and within Washington County:)
This is to certify that I (or we), (name(s) of owner(s)), have complied with or will comply with all regulations heretofore on file with the County and adopted by the Commissioners Court of Washington County."

(The following paragraph is required for overhead lines in easements:)
"There is also dedicated for utilities an unobstructed aerial easement five (5) feet wide for a plant twenty (20) feet above the ground upward, located adjacent to all easements shown hereon."

(The following paragraph is required for plats that include utility easements:)
Any public utility, including the County, shall have the right to move and keep moved all or part of any building, fence, tree, shrub, other growth or improvements that in any way endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of the easements or right-of-way shown on the plat (or filed by separate instrument that is associated with said property); and any public utility, including the County, shall have the right at all times of ingress and egress to and from and upon said easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone.

(The following paragraphs are to be used when the subdivision is outside the corporate limits of any city and in Washington County:)
"FURTHER, I (or we), do hereby dedicate forever to the public a strip of land a minimum of fifteen (15) feet wide on each side of the centerline of any and all gullies, ravines, draws, sloughs or other natural drainage courses located in said subdivision, as easements for drainage purposes, giving Washington County and/or any other public agency the right to enter upon said easement at any and all times for the purpose of construction and/or maintaining drainage work and/or
structure".

"FURTHER, all of the property subdivided in the above and foregoing map shall be restricted in its use, which restrictions shall run with the title of the property, and shall be enforceable, at the option of Washington County, by Washington County or any citizen thereof, by injunction as follows:
1.) The drainage of septic tanks into road, alley or other public ditches, either directly or indirectly, is strictly prohibited.
2.) Drainage structures under private driveways shall have a net drainage opening area of sufficient size to permit the free flow of water without backwater.

(The following paragraph is to be used when applicable for all residential subdivisions;)
"FURTHER, I (or we) do hereby declare that all parcels of land designated as lots on this plat are originally intended for the construction of residential dwelling units thereon (or the placement of manufactured housing subdivision) and shall be restricted for same under the terms and conditions of such restrictions filed separately, unless otherwise noted.

WITNESS my hand (or our hands) in _____, Washington County, Texas, this _____day of _____. 2_____.

_____
(Signature of owner)

_____
(Printed name of owner)

_____
(Signature of owner(s))

_____
(Printed name of owner(s))

* * * * * Note: All owner(s) signature(s) shall be acknowledged by a Notary Public. * * * * *

B. DEDICATION FOR CORPORATIONS

THE STATE OF TEXAS §
COUNTY OF _____ §

We, (name of President) and (name of Secretary), President and Secretary, respectively of (name of company), owner of the property subdivided in the above and foregoing map of *(name of subdivision)*, do hereby make subdivision of said property for and on behalf of said (name of company) according to the lines, roads, lots, alleys, parks, building lines and easements thereon shown and designate said subdivision as (name of subdivision), located in the (name of survey), Washington County, Texas, and on behalf of said (name of company) and dedicate to public use, as such, the roads, alleys, parks and easements shown

thereon forever, and do hereby waive any claims for damages occasioned by the establishing of grades as approved for the roads and alleys dedicated, or occasioned by the alteration of the surface of any portion of roads or alleys to conform to such grades; and do hereby bind ourselves, our successors and assigns to warrant and forever defend the title to the land so dedicated.

(The following paragraph is to be used when the subdivision is outside the corporate limits of any city and within Washington County :)

"This is to certify that we, (name of President) and (name of Secretary), president and secretary, respectively of (name of company) owner of the property subdivided in the above and foregoing map of (name of subdivision) have complied or will comply with all regulations heretofore on file with the County and adopted by the Commissioners Court of Washington County, Texas."

(The following paragraph is required for overhead lines in easements:)
"There is also dedicated for utilities an obstructed aerial easement five (5) feet wide from a plane twenty (20) feet above the ground upward, located adjacent to all easements shown hereon."

(The following paragraphs are to be used when the subdivision is outside the city limits of any city and within Washington County:)

"FURTHER we, (name of company), do hereby dedicate forever to
the public a strip, a minimum of land fifteen (15) feet wide on each side of the centerline of any and all gullies, ravines, draws, sloughs or other natural drainage courses located in the said subdivision, as easements for drainage purposes, giving Washington County and/or any other public agency the right to enter upon said easements at any and all times for the purpose of constructing and/or maintaining drainage work and/or structures."
"FURTHER, all of the property subdivided in the above and foregoing map shall be restricted in its uses, which restrictions shall run with the title to the property, and shall be enforceable, at the option of Washington County, by Washington County or any citizen thereof, by injunction, as follows:
1. That drainage of septic tanks into road, alley or other public ditches, either directly or indirectly, is strictly prohibited.
2. Drainage structures under Private driveways shall have a net drainage opening area of sufficient size to permit the free flow of water without backwater.

(The following paragraph is to be used when applicable for all residential subdivisions;)

"FURTHER, I (or we) do hereby declare that all parcels of land designated as lots on this plat are originally intended for the construction of residential dwelling units thereon (or the placement of manufactured housing subdivision) and shall be restricted for same under the terms and conditions of such restrictions filed separately, unless otherwise noted."

IN TESTIMONY WHEREOF, the (name of company) has caused these presents to be signed by (name of President) its President, thereunto authorized, attested by its Secretary, (name of Secretary), and its common seal hereunto affixed this _____day of _____ __20__.

_____
(Name of Company)

By: _____
(Signature of Company President)

_____
(Printed name of Company President)

ATTEST:_____
(Signature of Company Secretary)

_____
(Printed name of Company Secretary)

*** * * * * Note: All owner(s) signature(s) shall be acknowledged by a Notary Public * * * * ***

C. ALTERNATIVE PARAGRAPHS TO BE USED AS APPROPRIATE AND AS FOLLOWS:

1. When private roads are established within the plat.

FURTHER, ((or we) do hereby covenant and agree that those roads located within the boundaries of this plat specifically noted as private roads, shall be hereby established and maintained as private roads by the owners, heirs and assigns to property located within the boundaries of this plat and always available for the general use of said owners and to the public for fireman, firefighting equipment, police and other emergency vehicles of whatever nature at all times and do hereby bind myself (or ourselves), (or our) heirs and assigns to warrant and forever defend the title to the land so designed and established as private roads.

2. When plat indicates building setback lines and public utility easements are to be established in adjacent acreage owned by the developer.

FURTHER, I (or we) do hereby certify that I am (or we are) the owners of all property immediately adjacent to the boundaries of the above and foregoing plat of (name of subdivision) where building setback lines or public utility easements are to be established outside the boundaries of the above and foregoing plat and do hereby make and establish all building setback lines and dedicate to the use of the public forever all public utility easements shown in said adjacent acreage.

II - LIEN HOLDER ACKNOWLEDGMENT AND SUBORDINATION STATEMENT

Holders of all liens against the property being platted must be made a part of the final plat or prepared as separate instruments which shall be filed for record with the plat.

I (or we), (name(s) of mortgager(s)) owner(s) and holder(s) of a lien(s) against the property described in the plat known as (name of plat) said lien(s) being evidenced by instrument of record in Volume ____ Page _____, of the Official Records of Washington County, Texas, do hereby in all things subordinate to said plat said lien(s), and I (or we) hereby confirm that I am (or we are) the present owner(s) of said lien(s), and have not assigned the same nor any part thereof. .

By:_____
(Signature of Lien Holder)

_____
(Printed name of Lien Holder)

*** * * * * Note: All lien holder(s) signature(s) shall be acknowledged by a Notary Public * * * * ***

III – NOTARY PUBLIC ACKNOWLEDGMENT

A. ACKNOWLEDGMENT FOR INDIVIDUAL(S)

The STATE OF TEXAS §
COUNTY OF _____ §

This instrument was acknowledged before me on the _____ day
of _____, 20____ by _____.

NOTARY PUBLIC, STATE OF TEXAS

(Seal)

_____
Notary Signature

_____
Notary Printed name

_____
Notary Commission Expiration

B. ACKNOWLEDGMENT FOR CORPORATIONS

The STATE OF TEXAS §
COUNTY OF _____ §
This instrument was acknowledged before me on the _____ day
of _____, 20____ by _____.

NOTARY PUBLIC, STATE OF TEXAS

_____
Notary Signature

(Seal)

_____
Notary Printed Name

_____
Notary Commission Expiration

IV - SURVEYOR'S ACKNOWLEDGMENT

This is to certify that I, (name of surveyor) a Registered Professional Land Surveyor of the State of Texas, Registration No._____ have platted the above subdivision from an actual survey on the ground meeting all minimum standards as set forth by the TBPLS; and that all easements as appear of record in the office of the County Clerk of Washington County, Texas, are depicted thereon and that all lot corners, angle points and points of curve are properly marked with iron rods of minimum 5/8 inch diameter and thirty (30) inches long, and that this plat correctly represents that survey made by me.

_____
(Surveyor Signature)

(Seal)

_____
(Texas Registration No).

V - INCORPORATED CITY ACKNOWLEDGMENT

(The following paragraph is to be used when the subdivision is inside the corporate limits of any city or within any city's extraterritorial jurisdiction. Any specific city's declaration may vary somewhat:)

"This is to certify that the City Commission (or Council) of the City of _____Texas, has approved this plat and subdivision of (name of subdivision) as shown hereon."

"IN TESTIMONY WHEREOF, witness the official signature of the Mayor and Secretary of the City Commission (of Council of the City of _____ Texas, this _____ day of _____20____".

_____ _____
City Secretary City Mayor

_____ _____
Printed name Printed name

VI - COMMISSIONERS COURT ACKNOWLEDGMENT

The following paragraph is to be used when the subdivision is outside any city limits and within Washington County:

"APPROVED by the Commissioners Court of Washington County, Texas, this _____ day of _____, 20_____."

_____
County Judge

_____ _____
Commissioner, Precinct 1 Commissioner, Precinct 3

_____ _____
Commissioner, Precinct 2 Commissioner, Precinct 4

VII - COUNTY CLERK FILING ACKNOWLEDGMENT STATEMENT

THE STATE OF TEXAS §
COUNTY OF WASHINGTON §

I, _____, Clerk of the County Court of Washington County, Texas, do hereby certify that the within instrument with its certificate of authentication was filed for registration in my office on the _____ day of _____, 2_____, at _____ o'clock. __.M, and duly recorded on the _____ day of _____, 2_____, at _____ o'clock. __.M, in plat cabinet _____ sheet _____of record in the Plat Records of Washington County, Texas.

WITNESS MY HAND AND SEAL OF OFFICE, at Brenham, Washington County, Texas, the day and date last above written.

_____

Clerk of the County Court
Washington County, Texas

VIII - DIRECTIONS FOR PROPER DEDICATION EXECUTION

All plats submitted for approval, and recording, shall have original signatures in black ink. Each signature shall have, immediately under it in legible lettering or typing in black ink, the name corresponding to the original signature. All corporate, legal, license and registration seals shall be affixed and darkened in such as manner as to be legible.

APPENDIX B

PLAT NOTES

Minimum Plat Note Requirements

The following notes will be required on all plats:

Public Easements:

PUBLIC EASEMENTS DENOTED ON THIS PLAT ARE HEREBY DEDICATED TO THE PUBLIC FOREVER. ANY PUBLIC UTILITY SHALL HAVE THE RIGHT AT ALL TIMES, OF INGRESS AND EGRESS TO AND FROM AND UPON SAID EASEMENTS FOR THE PURPOSE OF CONSTRUCTION, RECONSTRUCTION, INSPECTION, PATROLLING, MAINTAINING AND ADDING TO OR REMOVING ALL OR PART OF ITS RESPECTIVE SYSTEMS WITHOUT THE NECESSITY OF ANY TIME OF PROCURING THE PERMISSION OF THE PROPERTY OWNER. ANY PUBLIC UTILITY SHALL HAVE THE RIGHT TO MOVE AND KEEP MOVED ALL OR PART OF ANY BUILDING, FENCES, TREES, SHRUBS, OTHER GROWTHS OR IMPROVEMENTS THAT IN ANY WAY ENDANGER OR INTERFERE WITH THE CONSTRUCTION, MAINTENANCE OR EFFICIENCY OF IT'S RESPECTIVE SYSTEMS ON ANY OF THE EASEMENTS SHOWN ON THIS PLAT. NO PUBLIC UTILITY PROVIDER SHALL BE RESPONSIBLE FOR ANY DAMAGES TO PROPERTY WITHIN AN EASEMENT ARISING OUT OF THE REMOVAL OR RELOCATION OF ANY OBSTRUCTION IN THE PUBLIC EASEMENT.

Roadway Acceptance:

NO ROAD OR PASSAGEWAY SET ASIDE IN THIS PLAT SHALL BE MAINTAINED BY WASHINGTON COUNTY, TEXAS IN THE ABSENCE OF AN EXPRESS ORDER OF THE COMMISSIONERS COURT ENTERED OF RECORD IN THE MINUTES OF THE COMMISSIONERS COURT OF WASHINGTON COUNTY, TEXAS SPECIFICALLY ACCEPTING SUCH ROAD OR PASSAGEWAY FOR COUNTY MAINTENANCE.

Private Roadways (as applicable):

IT IS UNDERSTOOD THAT ON APPROVAL OF THIS PLAT BY THE COMMISSIONER'S COURT OF WASHINGTON COUNTY, TEXAS, THE BUILDING OF ALL ROADS AND OTHER PUBLIC THOROUGHFARES DELINEATED AND SHOWN ON THIS PLAT AS PRIVATELY MAINTAINED, AND ALL BRIDGES AND CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACED IN SUCH ROADS OTHER THAN PUBLIC THOROUGHFARES, OR IN CONNECTION THEREWITH, SHALL REMAIN THE RESPONSIBILITY OF THE OWNER, HOMEOWNERS ASSOCIATION/PROPERTY OWNERS ASSOCIATION, OR OTHER MAINTENANCE ENTITY AND/OR APPLICANT OF THE TRACT OF LAND COVERED BY THIS PLAT, IN ACCORDANCE WITH PLANS AND SPECIFICATIONS PRESCRIBED BY THE COMMISSIONER'S COURT OF WASHINGTON COUNTY, TEXAS. THE COMMISSIONER'S COURT ASSUMES NO OBLIGATION TO BUILD THE ROADS AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT, OR OF CONSTRUCTING ANY BRIDGES OR CULVERTS IN CONNECTION THEREWITH. THE PRIVATE ROADS AND OTHER PUBLIC THOROUGHFARES WITHIN THIS SUBDIVISION, AS SHOWN ON THIS PLAT, SHALL BE MAINTAINED TO A STANDARD THAT ENSURES SAFE AND UNRESTRICTED ACCESS FOR ALL EMERGENCY VEHICLES, INCLUDING POLICE, FIRE, AND AMBULANCE SERVICES, AT THE DESIGN SPEED FOR THE ROADWAYS.

COUNTY SERVICES MAY NOT BE PROVIDED FOR PRIVATELY MAINTAINED ROADS. AMONG THE SERVICES WHICH MAY NOT BE PROVIDED ARE: ROUTINE LAW ENFORCEMENT

PATROLS, ENFORCEMENT OF TRAFFIC AND PARKING REGULATIONS, SCHOOL BUS SERVICES, MAIL DELIVERY ACCESS AND PREPARATION OF ACCIDENT REPORTS.

THE OWNER OF THE PRIVATELY MAINTAINED ROADS, AGREES TO RELEASE, INDEMNIFY, DEFEND AND HOLD HARMLESS THE COUNTY, ANY OTHER GOVERNMENTAL ENTITY, AND ANY PUBLIC UTILITY ENTITY FOR DAMAGES TO PRIVATELY MAINTAINED ROADS THAT MAY BE OCCASIONED BY THE REASONABLE USE OF THE PRIVATELY MAINTAINED ROADS BY SAME, OR FOR DAMAGES AND INJURY (INCLUDING DEATH) ARISING FROM THE CONDITION OF THE PRIVATELY MAINTAINED ROADS, USE OF ACCESS GATES OR CROSS-ARMS, OR USE OF THE SUBDIVISION BY THE COUNTY OR ANY OTHER GOVERNMENTAL OR UTILITY ENTITY.

Floodplain:

ACCORDING TO FEMA FIRM PANEL NO. _____ (EFFECTIVE DATE), THIS PROPERTY IS IN ZONE "X"

Or

ACCORDING TO FEMA FIRM PANEL NO. (EFFECTIVE DATE), THIS PROPERTY IS IN ZONE " " AND WITHIN THE 1% ANNUAL CHANCE FLOOD PLAIN.

Note 1:

THIS PLAT WAS PREPARED IN CONJUNCTION WITH TITLE COMMITMENT NO. _____, EFFECITIVE DATE _____.

Note 2:

THIS PLAT DOES NOT ATTEMPT TO AMEND OR REMOVE ANY VALID COVENANTS OR RESTRICTIONS.

APPENDIX C

SURETY TEMPLATES

CONSTRUCTION AND MAINTENANCE BOND
(CORPORATE)

NO._____

STATE OF TEXAS §
§ KNOW ALL BY THESE PRESENTS:
COUNTY OF WASHINGTON §

That_____, a Texas_____ _____with offices and principal place of business in_____County, Texas, hereinafter called the PRINCIPAL, and_____, a Corporation existing under and by virtue of the laws of the State of_____and authorized to do business as a surety in the State of Texas, and whose principal office is located in the City of _____, State of_____, whose officer residing in the State of Texas authorized to accept service in all suits and actions brought within said State, is_____ _____, residing in the City of_____, hereinafter called the SURETY, are held and firmly bound unto County Judge of Washington County, Texas, and their successors in office in the full sum of_____DOLLARS ($_____ _____) current, lawful money of the United States of America, to be paid to the County Judge of Washington County, Texas, or their successors in office, to which payment well and truly to be made and done, we, the undersigned, bind ourselves and each of us, our heirs, executors, administrators, successors, assigns, and legal representatives, jointly and severally, by these presents.

WHEREAS the said PRINCIPAL is the owner of the following Subdivision: _____, located in Washington County, Texas.

WHEREAS, the Commissioners' Court of Washington County, Texas, has promulgated certain rules, regulations and requirements relating to Subdivisions in Washington County, Texas. The owner of the Subdivision will construct the roads and the drainage requirements for the Subdivision as depicted on the Plat and associated plans, in accordance with the specifications and within the time set out therein, and maintain such roads and the drainage requirements for a period of not less than one (1) year following the completion thereof.

It is further stipulated and understood that the approval of the Plat of the above-named Subdivision is conditioned upon and subject to the strict compliance by the PRINCIPAL herein with

the aforesaid specifications, and that the terms of said specifications, including all deletions, additions, changes, or modifications of any kind or character, constitute a contract between the County of Washington and PRINCIPAL; and it is understood by the PRINCIPAL that the approval of said Plat of the above Subdivision(s) was obtained only by the undertaking of the PRINCIPAL to so comply with the said regulations and specifications, and that without such undertaking such approval would have not been granted.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above bonded PRINCIPAL, their, or its heirs, executors, administrators, successors, assigns, and legal representatives, and each and every one of them to do in all things well and truly observe, perform, fulfill, keep and comply with, all and singular, the rules, regulations, requirements, and specifications above referred to, including any deletions, additions, changes, or modifications of any kind or character, in the construction and maintenance of all roads in and the drainage requirements for the above-named Subdivision, and that upon approval of the construction of said roads and the drainage requirements by the County Engineer or Inspector, the amount held under this bond shall automatically be reduced to _____DOLLARS ($____) and upon the expiration of one (1) year thereafter, the time required for proper maintenance by the above bonded PRINCIPAL thereof, and the approval of such maintenance by the County, then this obligation is to be void and of no force and effect.

The PRINCIPAL and the SURETY hereon each agrees, binds, and obligates itself and themselves to pay to the County Judge of Washington County, State of Texas, for the use and benefit of Washington County, an amount, not to exceed the then principal sum of this bond, adequate for Washington County to undertake any construction or other activity necessary to bring about compliance with each and every provision contained in the rules, regulations, requirements, and specifications above referred to relating to the construction of the roads in and the drainage requirements for the above named Subdivision, and further agree, bind and obligate themselves to save and keep harmless the County of Washington from any and all damages, expenses, and claims of every kind and character which the County of Washington may suffer, directly or indirectly, as a result of the PRINCIPAL'S failure to comply with the rules, regulations, and specifications relating to the construction and maintenance of the roads, and drainage requirements in the above named Subdivision. Washington County reserves the right to require PRINCIPAL to provide a bond from a different surety should Washington County deem itself insecure in the current SURETY'S ability to perform the obligations under the bond.

The word *PRINCIPAL* when used herein means PRINCIPAL or PRINCIPALS, whether an

individual, individuals, partnership, corporation, or other legal entity having the capacity to contract. The words *ROADS* as used herein mean each and every road in said subdivision according to the plat. The words *DRAINAGE REQUIREMENTS* as used herein mean each and every improvement necessary for the proper drainage of the Subdivision, including but not limited to ditches, detention ponds, drainage channels, swales, and drainage easements, as depicted on the drainage plans approved and signed by the Washington County Engineer. The word *MAINTENANCE* as used herein means all needful, necessary, and proper care and repair by the PRINCIPAL for a period of one (1) year from the completion of the roads in and the drainage requirements for the Subdivision and the approval thereof by the County Engineer or Inspector. The word *SURETY* when used herein means surety or sureties and it is understood by the parties that any and all liabilities of any kind or character assumed or imposed upon the PRINCIPAL by the terms hereof extends in full force and vigor to each and every SURETY jointly and severally.

In the event of suit hereunder, such suit shall be brought in Washington County, Texas.

EXECUTED this_____day of_____, _____.

_____	_____
PRINCIPAL	SURETY
_____	_____
SIGNATURE	SIGNATURE
_____	_____
PRINTED NAME & TITLE	PRINTED NAME & TITLE
ADDRESS:	ADDRESS:
_____	_____
_____	_____
_____	_____
PHONE:_____	PHONE:_____

CONSTRUCTION AND MAINTENANCE BOND
(INDIVIDUAL)

NO._____

STATE OF TEXAS §
§ KNOW ALL BY THESE PRESENTS:
COUNTY OF WASHINGTON §

That_____, hereinafter called the PRINCIPAL, and _____, a Corporation existing under and by virtue of the laws of the State of_____and authorized to do business as a surety in the State of Texas, and whose principal office is located in the City of_____, State of_____, whose officer residing in the State of Texas authorized to accept service in all suits and actions brought within said State, is_____, residing in the City of _____, hereinafter called the SURETY, are held and firmly bound unto the County Judge of Washington County, Texas, and their successors in office in the full sum of _____DOLLARS ($_____) current, lawful money of the United States of America, to be paid to the County Judge of Washington County, Texas, or their successors in office, to which payment well and truly to be made and done, we, the undersigned, bind ourselves and each of us, our heirs, executors, administrators, successors, assigns, and legal representatives, jointly and severally, by these presents.

WHEREAS the said PRINCIPAL is the owner of the following Subdivision: _____, located in Washington County, Texas.

WHEREAS, the Commissioners' Court of Washington County, Texas, has promulgated certain rules, regulations and requirements relating to Subdivisions in Washington County, Texas. The owner of a Subdivision will construct the roads and the drainage requirements for the Subdivision as depicted on the Plat and associated plans, in accordance with the specifications and within the time set out therein, and maintain such roads and the drainage requirements for a period of not less than one (1) year following the completion thereof.

It is further stipulated and understood that the approval of the Plat of the above-named Subdivision is conditioned upon and subject to the strict compliance by the PRINCIPAL herein with the aforesaid specifications, and that the terms of said specifications, including all deletions, additions, changes, or modifications of any kind or character, constitute a contract between the

County of Washington and PRINCIPAL; and it is understood by the PRINCIPAL that the approval of said Plat of the above Subdivision(s) was obtained only by the undertaking of the PRINCIPAL to so comply with the said regulations and specifications, and that without such undertaking such approval would have not been granted.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above bonded PRINCIPAL, their, or its heirs, executors, administrators, successors, assigns, and legal representatives, and each and every one of them to do in all things well and truly observe, perform, fulfill, keep and comply with, all and singular, the rules, regulations, requirements, and specifications above referred to, including any deletions, additions, changes, or modifications of any kind or character, in the construction and maintenance of all roads in and the drainage requirements for the above-named Subdivision, and that upon approval of the construction of said roads and the drainage requirements by the County Engineer or Inspector, the amount held under this bond shall automatically be reduced to _____DOLLARS ($_____) and upon the expiration of one (1) year thereafter, the time required for proper maintenance by the above bonded PRINCIPAL thereof, and the approval of such maintenance by the County Engineer or Inspector, then this obligation is to be void and of no force and effect.

The PRINCIPAL and the SURETY hereon each agrees, binds, and obligates itself and themselves to pay to the County Judge of Washington County, State of Texas, for the use and benefit of Washington County, an amount, not to exceed the then principal sum of this bond, adequate for Washington County to undertake any construction or other activity necessary to bring about compliance with each and every provision contained in the rules, regulations, requirements, and specifications above referred to relating to the construction of the roads in and the drainage requirements for the above named Subdivision, and further agree, bind and obligate themselves to save and keep harmless the County of Washington from any and all damages, expenses, and claims of every kind and character which the County of Washington may suffer, directly or indirectly, as a result of the PRINCIPAL'S failure to comply with the rules, regulations, and specifications relating to the construction and maintenance of the roads and drainage requirements in the above named subdivision. Washington County reserves the right to require PRINCIPAL to provide a bond from a different surety should Washington County deem itself insecure in the current SURETY'S ability to perform the obligations under the bond.

The word *PRINCIPAL* when used herein means PRINCIPAL or PRINCIPALS, whether an individual, individuals, partnership, corporation, or other legal entity having the capacity to contract.

The words *ROADS* as used herein mean each and every road in said Subdivision according to the Plat. The words *DRAINAGE REQUIREMENTS* as used herein mean each and every improvement necessary for the proper drainage of the Subdivision, including but not limited to ditches, detention ponds, drainage channels, swales, and drainage easements, as depicted on the drainage plans approved and signed by the Washington County Engineer. The word *MAINTENANCE* as used herein means all needful, necessary, and proper care and repair by the PRINCIPAL for a period of one (1) year from the completion of the roads in and the drainage requirements for the Subdivision and the approval thereof by the County Engineer or Inspector. The word *SURETY* when used herein means surety or sureties and it is understood by the parties that any and all liabilities of any kind or character assumed or imposed upon the PRINCIPAL by the terms hereof extends in full force and vigor to each and every SURETY jointly and severally.

In the event of suit hereunder, such suit shall be brought in Washington County, Texas.

EXECUTED this_____day of_____, _____.

_____	_____
PRINCIPAL	SURETY
_____	_____
SIGNATURE	SIGNATURE
_____	_____
PRINTED NAME	PRINTED NAME & TITLE
ADDRESS:	ADDRESS:
_____	_____
_____	_____
_____	_____
PHONE:_____	PHONE:_____

WASHINGTON COUNTY

DESIGN AND CONSTRUCTION STANDARDS MANUAL

Approved by Commissioners Court on

March 31st 2026

Washington County
Engineering and Development Services

Table of Contents

Section 1 – General Provisions

1.01 Authority

These design standards are adopted under the authority of the Constitution and laws of the State of Texas, including particularly:

1. Texas Local Government Code
    a. **Chapter 232, County Regulations of Subdivisions**
    b. **Chapter 242, Authority of Municipality and County to Regulate Subdivisions In and Outside Municipality's Extraterritorial Jurisdiction**
    c. **Chapter 245, Issuance of Local Permits**
2. Texas Transportation Code
    a. **Chapter 251, General County Authority Relating to Roads and Bridges**
    b. **Chapter 252, Systems of County Road Administration**
    c. **Chapter 253, County Improvements of Subdivision Roads**
    d. **Chapter 254, Drainage on Public Roads**
    e. **Chapter 255, County Regulation of Sight Distances**

1.02 Purpose

It is the intent of these general Design and Construction Guidelines of Washington County, Texas, to state the requirements for subdividers, developers, engineers, surveyors, realtors, and other persons interested and involved in the development of land. Furthermore, it is the intent, purpose, and scope of these Design and Construction Standards to promote and protect the health, safety, and general welfare of the public.

Presented herewith are the general requirements of the Engineering and Development Services Department for designing drainage facilities, paving, water lines, and wastewater lines within Washington County. These requirements are the standards to inform the design engineers and contractors performing work in Washington County of the Department's policies and procedures. In no way does the following information provide all answers to design and construction questions or situations; however, it does provide a means to initiate the design and construction of facilities in the manner utilized by the Washington County Engineering and Development Services Department.

The design of any public utility or paving must be approved by the respective Utility Provider and/or the County Engineer prior to construction authorization. The construction of all public utilities and street paving shall be approved by the respective Utility Provider and/or the County Engineer before final acceptance and maintenance.

1.03 Control of Work

Many new road, drainage and utility construction projects within Washington County are performed by commercial and residential property developers. These constructed roadway, drainage and utility networks are intended to be conveyed to the County at the time of acceptance and turned over to the County for operation and maintenance. These facilities frequently represent significant additions to Washington County's maintenance and operational responsibilities. The establishment of adequate quality control procedures for these types of projects is extremely important because the County is not able to exercise day-to-day control of the work.

1. Authority and Duties of Engineer of Record

The Engineer of Record shall provide for inspection, sampling and testing necessary for day-to-day job control. The Engineer of Record or their representative shall inspect all work performed and all materials furnished to the project and bring any deficiencies in work or materials to the attention of both the Contractor and the County. The Engineer of Record shall see that all sampling and testing required by specifications or job site conditions are performed by an independent Material Testing Laboratory. The Engineer of Record shall also issue a letter of certification, at the completion of the work, acknowledging that the project was constructed in accordance with County approved plans, specifications, and special provisions.

2. Authority of Washington County Engineering and Development Services Department

The Engineering and Development Services Department representative will decide all questions which may arise as to the quality or acceptability of materials furnished and work performed, the manner of performance, the interpretation of the County's construction requirements, and the acceptable fulfillment of the Developer/Contractor's obligations.

3. Authority and Duties of County Inspector

County inspectors will be authorized to inspect the work done and all materials furnished. A County Inspector will be assigned to the work by the County Engineering and Development Services Department and will report to the County as to the progress of the work and the manner in which it is being performed, also to report whenever it appears that the material furnished and the work performed by the Developer/Contractor fail to fulfill the requirements of the specifications and to call attention of the Contractor to any such failure or other infringement. Such inspection will not relieve the Developer/Contractor from any obligations to perform the work in accordance with the requirements of the specifications. In case of any dispute arising between the Developer/Contractor and the County Inspector as to materials furnished or the manner of performing the work, the Inspector will have the authority to reject materials or suspend work until the question at issue can be referred to and decided by the Engineering and Development Services Department. The County Inspector will not be authorized to approve or accept any portion of work. They will in no case act as foreman or perform other duties for the Developer/Contractor. The place, frequency and thoroughness of inspection will vary depending of the construction activity and the quality of work exhibited by the construction organization. The presence of a County Inspector does not relieve the Engineer of Record of their inspection responsibilities.

4. Cooperation of Contractor

The Contractor shall give the work his constant attention to facilitate the progress thereof and shall cooperate with the County and the Engineer of Record in every way possible. The Contractor shall have at all times a satisfactory and competent superintendent on the work site.

1.04 Control of Materials

1. Quality of Materials

All materials shall be new and of a quality conforming to the requirements of these specifications. Whenever the quality or kind of materials is not particularly specified, the materials shall be of the best grade in quality and workmanship obtainable in the market from firms of established good reputation.

2. Samples and Test

All properly installed materials, before being incorporated in the work, shall be inspected, tested, and approved. Subject to the approval of the Engineering and Development Services Department, pre-tested sampling and testing will be provided at the developer's expense, by a materials-testing firm approved by the Engineering and Development Services Department. All tests of materials shall be made in accordance with the County specifications and recognized practices.

3. Storage of Materials

Materials shall be stored and protected in accordance with manufacturer's recommendations to insure the preservation of their quality and fitness for the work.

4. Defective Materials

All materials which do not conform to the requirements of the County specifications shall be considered as defective, and all such materials, whether in place or not, shall be rejected and immediately be removed from the site of work, unless otherwise permitted by the Engineering and Development Services Department. Rejected materials, the defects of which have been subsequently corrected, shall have the status of new materials, as approved by the Engineering and Development Services Department.

5. Hauling of Materials

Any vehicle, truck, truck-tractor, trailer or semi-trailer or combination of such vehicles, when used to deliver materials to a project shall comply with the State and County laws concerning gross weight and load limits. Special haul routes for construction traffic may be designated by the Engineering and Development Services Department within the unincorporated portions of Washington County. The Developer/Contractor is responsible for the protection of all existing roads and small structures traveled by his material haulers. Any damage by the use of construction equipment shall be restored to its original condition or replaced at the Contractors/Developers sole expense.

1.05 Legal Relations and Responsibilities to the Public

1. Laws to be observed

The Developer/Contractor shall make themselves familiar with and at all times shall observe and comply with all Federal, State, and Local laws, ordinances, and regulations which in any manner affect the conduct of the work and shall indemnify and save harmless the County and its representatives against any claim arising from the violation of any such law, ordinance, or regulations, whether by himself or by his employees.

2. Permits, Licenses, and Taxes

The Developer/Contractor shall procure all permits and licenses, pay all charges, fees, and taxes, and give all notices necessary and incidental to the due and lawful prosecution of the work.

3. Sanitary Provisions

The Developer/Contractor shall, at their entire expense, provide and maintain in neat, sanitary conditions such accommodations for the use of his employees as necessary to comply with the requirements and regulations of the State Department of Health or of other authorities having jurisdiction.

4. Public Safety and Convenience

The safety of the public and the convenience of traffic shall be of primary importance. Unless approval has been given by the Engineering and Development Services Department, all portions of a roadway shall be kept open to traffic. It shall be the Contractor's entire responsibility to maintain and/or provide ingress and egress to adjacent private property. The Contractor shall plan and execute their operations in a manner that will cause minimum interference with traffic. The Contractor shall secure the Engineering and Development Services Department's approval of their proposed plan of operation, sequence of work, and methods of providing for the safe passage of traffic before it is placed into operation. If at any time during construction, the approved plan does not accomplish the intended purpose due to weather or other conditions affecting the safe handling of traffic, the Contractor shall immediately make necessary changes therein to correct the unsatisfactory conditions. All equipment and materials shall be stored in such a manner and at such locations so as not to interfere with the safe passage of traffic. If in the opinion of the Engineering and Development Services Department the above

requirements are not complied with, the Engineering and Development Services Department may direct such work as he may consider necessary, however, this shall not change the legal responsibilities. The expense for such work performed by the County will be borne by the Developer/Contractor.

5. Barricades and Danger, Warning, Detour Signs, and Traffic Handling

The Contractor shall have the sole responsibility for providing, installing, moving, replacing, maintaining, cleaning, and removing upon completion of the work all barricades, warning signs, barriers, cones, lights, signals, and other such type devices, and the handling of traffic. All barricades, warning signs, barriers, cones, lights, signals, and other such type devices shall conform to the Texas Manual of Uniform Traffic Control Devices for Streets and Highways, as amended.

6. Protection of Property

The Developer/Contractor shall take proper measures to protect private and public property which might be injured or damaged by any process of construction; and in case of any injury or damage resulting from any act or omission on the part of or on behalf of the Developer/Contractor, they shall restore, at their own expense, the damaged property to a condition equal to or better to that existing before such injury or damage was done, or they shall make good such injury or damage in an acceptable manner.

7. Responsibility for Damage Claims

The Developer/Contractor agrees to indemnify and be responsible for all damages or injury to property of any character occurring during the prosecution of the work resulting from any act, omission, neglect, or misconduct on his or his agents part in the manner or method of executing the work; or from failure to properly execute the work; or from defective work or materials. The Developer/Contractor's attention is directed to the fact that the location of pipelines and other underground installations are not always exact. The Developer/Contractor shall save and hold harmless the County from any and all claims resulting from these responsibilities.

Section 2 - General Design Procedures

2.01 Preliminary Research Requirements

Step one in the Preliminary Research Process is to contact all applicable County offices and discuss concepts outlining what is to be proposed and its usage. Depending on the location and size of development, the initial contact may be handled by phone or a meeting at the Engineering and Development Services Department. The Developer/Engineer should verify that no restrictions are existing that will deny the approval of the concept. The Developer/Engineer should research all existing utilities and right-of-way and easement information with the ETJ Authority (Respective City), State, County and other authorities whose approval will be necessary for the proper use of the development. The Developer/Engineer shall research all laws, ordinances, rules and regulations that may pertain to the development.

2.02 Preliminary Design Requirements

The Developer/Engineer shall provide the Engineering and Development Services Department with all maps, plans, and calculations to support the proposed design. These exhibits will not be considered unless they have been prepared under the direction of a Licensed Professional Engineer in the State of Texas. Sealed final plans by the Engineer of Record are required. All developments shall follow proper filing procedures through the County and comply with current regulations. A preliminary report proposing processes, methods or procedures not covered by these Design Standards or a request for an exception to any portion of the Design Guidelines, shall be submitted during preliminary design. Concurrence, at this point, between the Developer/Engineer and the Engineering and Development Services Department regarding the essential design data is desired to eliminate delay or inconvenience and to avoid the likelihood of having to re-design the detailed final plans.

2.03 Final Design Requirements

Final design requirements involve the review of detailed construction drawings to ensure that all proposed facilities are designed in accordance with all applicable regulations. All plans and specifications submitted for final review must be sealed and dated by a Licensed Professional Engineer in the State of Texas. Developer/Engineer shall submit adequate, complete plans for feasibility, preliminary and final review to the Washington County Engineer. Planning material submitted shall in all instances be in such detail as to permit a comprehensive review.

2.04 Plan Submittal Requirements

The following is a guideline of requirements for plan submittals to Washington County; plans shall be submitted digitally in pdf form:

1. Single pdf of the complete construction plans as described in **Section 3.02**
2. Accompanying documents:
    a. TxDOT approvals for driveway and drainage into their jurisdiction (if applicable);
    b. Pipeline company approvals on pipeline letterhead (if applicable);
    c. Engineer's Cost Estimate;
    d. An Engineer's Summary Letter shall be submitted outlining the nature of the project and any requests for the use of any deviations from the design standards with justification for such applications.
    e. Traffic Impact Assessment (if applicable)

2.05 Final Plan Approval

Approval from all governmental agencies, all utility providers, and applicable City with ETJ Authority must be obtained prior to final plan approval. All developments shall conform to the Washington County's current regulations. All easements and rights-of-way required for the construction of a proposed project must be accepted and approved by all applicable governing entities, and filed for record with Washington County.

2.06 "As Built" Requirements

When the work provided for in the approved plans and specifications has been satisfactorily completed, "As Built" plans will be required to replace the approved plans that are on file at the Washington County Engineering and Development Services Department office. These plans shall be labeled "As Built" and certified and dated by the Contractor.

Contractor As-Built Set Certification:

I, _____, General Contractor for _____, certify that the improvements shown on this sheet were actually built, and that said improvements are shown substantially hereon. I hereby certify that to the best of my knowledge, that the materials of construction and sizes of manufactured items, if any, are stated correctly hereon. _____ (General Contractor)

Engineer As-Built Drainage Certification:

"I hereby attest that I am familiar with the approved drainage plan and associated construction drawings and, furthermore, attest that the drainage facilities have been constructed in accordance with the Washington County Design Standards and in accordance with the approved construction plans or amendments thereto approved by Washington County Engineering and Development Services. Furthermore, we attest that any public or private detention pond constructed with the project is built within dimensional tolerances specified in the Washington County Design Standards and in accordance with the approved construction plan or amendments thereto."

_____

Licensed Professional Engineer

State of Texas No._____

An electronic set of the final as-built plans will be required to be submitted to the Washington County Engineering and Development Services office for future reference. All public facilities shall be shown to be located within public rights-of-ways or appropriate easement.

Section 3 - General Design and Plan Requirements

3.01 Survey Requirements

The following guidelines are suggested for use by Engineers in the development of plans. The intention of these requirements is to provide all the evidence available for the proper location of improvements within functional and legal boundaries. All survey activity shall be performed under the direction of a qualified professional and in accordance with **Texas Society of Professional Surveyors Manual of Practice** and **TxDOT Survey Manual.**

1. Field Work Required for Plans Field Work Required for plans

The transit or base line shall be monumented at its beginning, end, and at all angle points with markers of a permanent nature. Monuments shall be set on long lines at intervals not to exceed 1000 feet.

The existing right-of-way monuments or property corners that are found must be plainly shown on the plans and located by station and distance, “Right” or “Left” from the transit line or construction center line. Those monuments that were used to determine the construction center line, must be identified as “control points”, and their relationship to the construction center line and to proposed or existing right-of-way lines must also be shown.

NAVD 88 vertical datum must be used for elevations, and the complete numerical designation of the monuments must be identified on the plans, as well as the year of the datum of the monuments must also be identified on the plans. NAD 83 horizontal datum must be used on all projects.

Plans must show centerline angles of intersections of side roads with the main roadway and the centerline station on the main roadway. Where bearings are used, care should be taken so that bearings are shown on both base line and constructions center line. The source of the bearings shall be clearly stated.

All topographic features within the right-of-way must be shown. The topography on intersecting roads shall be shown twenty feet beyond the intersection of the right-of-way lines.

Where plans identify proposed utility lines, the location of manholes, service connections, angle points, valves, fire hydrants, bends, etc. must be identified by station and distance from transit or base-line with relationship to the right-of-way lines.

All existing pipelines, utilities, and other features that may conflict with design shall be field verified for actual location.

All cross sections taken will be made at intervals not to exceed 50 feet. Elevation shots shall be taken on the centerline of all driveways at approximately the existing or proposed right-of-way line.

2. Right-of-Way Maps

All maps shall be sealed, dated and signed by a Texas Registered Professional Land Surveyor.

3.02 Construction Plan Set Requirements

1. All construction plan sets shall consist of the following sheets, if applicable:
    a. Cover sheet with vicinity map, sheet index, signature block and preconstruction meeting note.
    b. Construction and or general notes;
    c. Overall project or site plan layout sheet;
    d. Topographic survey sheet(s);
    e. Final Plat;
    f. Typical Road Sections;
    g. Road Plan & Profiles (w/horizontal and vertical curve data);
    h. Paving Plan;

i. Striping and Signage Plans;
j. Traffic Control Plan;
k. Overall Drainage and Grading Plan Layout;
l. Culvert Plan and Profiles;
m. Stormwater Pollution Prevention Plan;
n. Utility Layouts, if applicable;
o. Utility Plan and Profiles (water, sanitary, storm, gas), if applicable;
p. Detail Sheets;
q. Specialty Sheets as needed; and
r. All plans shall show a Project Benchmark.

3.03 Graphic Requirements

1. All plans shall be prepared using AutoCAD. Plans shall be prepared on a standard sheet size of 24”x36”.
2. The seal, date, and original signature of a Licensed Professional Engineer in the State of Texas are required on each sheet.
3. Name, address, telephone number and email address of the Engineer of Record or firm responsible for the preparation of the plans.
4. County boundaries, city limits, and subdivision section and/or phase boundaries.
5. A cover sheet shall be required for all projects involving three or more sheets. All plan sheet numbers should be included on the cover sheet or area key map. A vicinity map should always be included to show the project location. For Public projects, add the note:

   “A PRECONSTRUCTION MEETING WITH WASHINGTON COUNTY ENGINEERING AND DEVELOPMENT SERVICES DEPARTMENT IS REQUIRED AT LEAST FIVE (5) WORKING DAYS PRIOR TO ON SITE CONSTRUCTION ACTIVITIES. CALL (979) 277-6275 FOR A MEETING DATE AND TIME. A PRE-CONSTRUCTION MEETING FOR THIS PROJECT MAY NOT BE SCHEDULED AND CONSTRUCTION OF THE PROJECT MAY NOT COMMENCE PRIOR TO WRITTEN APPROVAL OF THESE PLANS BY THE WASHINGTON COUNTY ENGINEERING AND DEVELOPMENT SERVICES DEPARTMENT.”
6. Key overall layouts may be drawn at a scale of 1” = 100’. Major thoroughfares or special intersections/situations plan and profile should be drawn at a scale of 1” = 2’ vertical; 1” = 20’ horizontal and plan. Local roads and easements plan and profile should be drawn at a scale of 1” = 5’ vertical; 1” = 50’ horizontal and plan, or 1” = 4’ vertical; 1” = 40’ horizontal and plan.
7. Details of special structures and standard details, such as stream and gully crossings, special manholes, etc., should be drawn with the vertical and horizontal scales equal to each other.
8. Temporary benchmarks and project datum shall be described on each sheet.
9. The construction plans shall indicate the location of the 100-year floodplain (as determined by the results of an engineering study or as established by FEMA if available).
10. A benchmark shall be established and indicated on the construction plans. The location, description and elevation of the benchmark are required to be identified within the construction plans. The elevation of this benchmark shall utilize the same vertical datum as that used in the engineering study or FEMA as applicable.
11. Label each plan sheet with road names, road widths, right-of-way widths, pavement width and thickness, type of roadway materials, curbs, intersection radii, curve data, stationing, existing utilities type, location, etc.

12. Stationing must run from left to right, except for short roads or lines originating from a major intersection where the full length can be shown on one single plan and profile sheet.
13. A north arrow is required on all sheets and should be oriented either upward or to the right. It is the intent of this requirement that all stationing should start from cardinal points of the compass and proceed in the direction of construction.
14. Show all lot lines, property lines, right-or-way lines, and easement lines.
15. If a roadway exists where plans are being proposed to improve or construct new pavement or to construct a utility, this roadway should be labeled as to its existing width, type of surface, and base thickness.
16. All utility lines within the right-of-way or construction area should be shown in the profile view. All utility lines, regardless of size, should be shown in the plan view.
17. Show flow line elevations and direction of flow of all existing ditches.
18. Show natural ground profiles and proposed ditch flowline at each ditch centerline.
19. The diameter and length for each culvert shall be labeled on the construction plans. A plan and profile for each culvert shall be provided.
20. Resolve all construction conflicts of proposed utilities and facilities with existing or future utilities or facilities.
21. If the roads within the subdivision will be private, a sign shall be placed at the entrance of the subdivision clearly stating that the roads in the subdivision are privately maintained roads. The location of this sign shall be shown on the construction plans.
22. All road alignments shall be shown on plans. Plans shall be drawn to accurate scale, showing proposed pavement typical cross section and details, lines and grades, and all existing topography within the road right-of-way; and at intersections, the cross road shall be shown at sufficient distance in each direction along the cross road for designing adequate road crossings.
23. Centerline grades are acceptable for paving without curbs and gutters. Curb return elevation for deceleration/acceleration lanes shall show in the profile. Grades should be labeled for the top of the curb.
24. Centerline length of each road in the proposed subdivision and its design speed shall be indicated on the construction plans.
25. The surface elevation at the property line of all existing driveways should be shown in the profile.
26. The design of both roadways is required on all pavement sections with a median. Station all median noses, both existing and proposed.
27. Station all P.C.'s, P.T.'s, radius returns, and grade change P.I.'s in the profile with their respective elevations.

3.04 General Utility Locations

All other utilities; electric, gas, communications, and cable TV should be located in perimeter lot easements and back-to-back lot easements wherever possible. These utilities shall not be located in a public right-of-way or a specified easement, prohibiting its use, without the approval of the Washington County Engineering and Development Services Department. The locations of these utilities within general utility easements shall be in accordance with the guidelines stated below.

For all new developments that have less than one-hundred (100) feet of right-of-way, all utilities shall be installed within a public utility easement located outside of the dedicated right-of-way.

If approved by the County Engineer, utilities in all new developments that have 100 feet or greater of right of way shall be installed within designated locations based upon the type of utility. The location shall be as follows: (measured from back of right-of-way, and accommodated within the right-of-way).

- Power – 0-2 feet, nominally 1'
- Phone/Cable/Internet/Fiber – 2-4 feet, nominally 3'
- Gas – 4-6 feet, nominally 5'

3.05 Easement Requirements

Easements shall be provided for all drainage and utilities per the easement requirements outlined in the most current **Washington County Subdivision Regulations, Section 6.**

1. Slope Easements

   In the case where a road is constructed with significant cut or fill wherein the required slope or safety end treatments extends beyond the dedicated right-of-way then a slope easement shall be required. This slope easement shall span from the right-of-way to a minimum of two (2) feet past the ditch. Fencing and other structures shall not be permitted within the slope easement.

Section 4 - Road Design (Pavements and Geometrics)

4.01 General

Standards established by Washington County for the design and construction of its roads shall provide for pavements with long service life and low maintenance. Excess maintenance of inadequate pavements is an unnecessary drain on tax dollars. An investment in adequately designed and constructed roads needing little maintenance over a long service life frees more dollars for capital improvements necessary to serve the community.

Pavements are designed for both economy and long service. The Engineer of Record shall take into consideration the road classification and traffic which will include the axle weights and volumes, thickness design, surface material quality, base material quality, sub-grade material quality, geometric design, and jointing.

Standards of this publication shall be considered minimum for any specific location and the Engineer of Record should base his design upon the actual conditions which exist within the development under consideration for design.

Provisions must be made for the uninterrupted extension of main thoroughfares. In the case of disagreement between the plans, the County Engineer shall provide clarification. Roads must provide for free circulation within developments and interconnectivity to adjacent developments.

4.02 County Engineer Review Authority

The County Engineer will review all plans for construction or upgrading of roads in the County Road System to include, but not limited to:

1. New construction
2. Staged development of roadways (overlays)
3. Roadway widening
4. Appurtenant roadway improvements such as storm drains and curb and gutter
5. Encroachments

To be eligible for acceptance into the County Road System, a road must be designed and constructed in accordance with these standards and approved by the County Engineer. In general, roadways should be designed for the anticipated traffic volume twenty (20) years from the proposed date of construction. Special conditions such as long-range planning studies, industrial parks, proposed interstate facilities, etc. should be considered in the design.

4.03 Roadway Design Standards

1. Design Standards

Design standards, unless specifically identified, shall be standards that are found in common usage by the Texas Department of Transportation. Design guidelines shall conform to the formulae, principles, and guidelines set forth in A Policy on Geometric Design of Highways and Streets, latest edition, as developed by the American Association of State Highway and Transportation Officials (AASHTO). All references to "mountainous terrain" shall not apply to the County.

Roadway Classifications

Roadways shall be classified based on the criteria established in A Policy on Geometric Design of Highways and Streets. For the purposes of these Regulations, roadways shall be designed to handle the average daily traffic (ADT) estimated to occur for a period of twenty (20) years following completion

of construction of the roadway, with the pavement sections and widths required to accommodate the design ADT at the applicable speed limits adopted by the County.

At a minimum, pavement sections and widths shall conform to the suggested minimum requirements established by AASHTO for the specified classification of roadway or to those shown in Table 1 for the specified classification of roadway.

i. Major Arterials provide a high degree of mobility by serving travel between major destinations or activity centers, as well as long distance travel that goes through or bypasses an area. They are designed to minimize travel time by providing high posted speed limit, offering physical separation from other roadways and limiting access points. Major Arterials shall meet the following requirements.

   (1) In order to promote the movement of traffic on arterial roads, the spacing of signalized road intersections on major roads shall not be less than 2,600-feet unless approved by the Commissioners Court. In general, the spacing of road intersections along an arterial shall not be less than 1,300-feet, unless sight -distance or topography dictates a lesser road spacing. Medians may be required along major roads where intersection spacing is less than 1,300-feet, or driveway spacing is less than 200- feet. Median breaks shall be located at intersections with arterials, collectors, industrial roads, and driveways to major traffic generators.

   (2) Required right-of-way and pavement widths shall be Washington County regulations or based on projected traffic volumes and road capacity as detailed in a traffic study prepared by a qualified traffic engineer, or as shown on Table 1. All rights-of-way and pavement width shall be approved by the Commissioners Court.

   (3) Geometric design shall conform to the formulas, principals, and guidelines of A Policy on Geometric Design of Highways and Streets. All elements including geometric layouts and cross-sections shall be approved by the County Engineer on a case by case basis.

ii. Minor Arterials are intended to connect traffic into and between the principal arterial system and serve trips of moderate length by connecting smaller geographic areas. While they provide slightly less mobility than Major Arterials, overall they are characterized by relatively high travel speeds and low interference from cross traffic. Minor Arterials shall be extended to adjacent undeveloped property as approved by the Commissioners Court upon consideration of future circulation needs of the area.

iii. Collectors provide a balance between mobility and access, primarily serving to collect traffic from local roads and provide connections to Arterials. Collectors usually serve moderate traffic volumes. There are typically few discernible differences between collectors and local roads within a neighborhood because they provide access to adjacent residential and nonresidential lots. Collectors should be designed with the most favorable alignment and cross section practical. Collectors shall be extended to adjacent undeveloped property as approved by the Commissioners Court upon consideration of future circulation roads of the area.

iv. Local roads are any public road not designated as a major thoroughfare, freeway, or highway and not situated within the existing and/or planned pattern of roads in a manner to cause it to function as a collector. A local road should provide access to adjacent land over short distances. A local road primarily serves traffic within a neighborhood or limited residential district and is not continuous through several residential districts. The layout of residential roads shall consider the natural topography and deliberately discourage through traffic in neighborhoods. Local roads make up the bulk of the transportation system in terms of mileage. The Commissioners Court may require that residential roads be stubbed out to adjacent

undeveloped property in order to provide adequate circulation to adjacent tracts and ensure emergency ingress/egress.

v. Urban and Rural Subdivisions shall be as defined in **Section 5 of the Washington County Subdivision and Development Regulations.**

2. Design Requirements

Table 1 below summarizes roadway design requirements based on the roadway classification.

Table 1 – Summary of Washington County Roadway Design Standards

SUMMARY OF WASHINGTON COUNTY ROADWAY DESIGN STANDARDS					
Average Daily Traffic (one-way trips)	0-1,200	0-1,200	1,201-3,000	3,001-15,000	>15,000
Functional Classification	Local Road Rural Subdivision	Local Road Urban Subdivision	Collector	Minor Arterial	Major Arterial
Design Speed*	30 mph	30 mph	30 mph	45 mph	All elements including geometric layout and cross-section approved by the County Engineer on a case-by-case basis. No requirement shall be less stringent than requirement of minor arterial.
Number of Lanes	2	2	2	4	
Minimum ROW Width	60’	60’	80’	100’	
Width of Travel Lanes	11’	14’	12’	12’	
Width of Shoulders	N/A	N/A	3’ Paved	4’ Paved	
Minimum Centerline Radius	300’	300’	465’	940’	
Minimum Radius for EOP at Intersections	25'	25’	30’	35’	
Intersection Angle	75-105	75-105	75-105	80-100	
Minimum Grade	0.5%	0.5%	0.5%	0.5%	
Maximum Grade	10%	10%	6%	5%	
Minimum Stopping Sight Distance	200’	200’	250’	360’	
Minimum Intersection Sight Distance	Refer to the latest edition of AASHTO’s “Geometric Design of Highways and Streets”				
Ditch Front Slope	4:1 Max	4:1 Max	4:1 Max	6:1	
Ditch Back Slope	3:1 Max	3:1 Max	3:1 Max	6:1	
Min. Driveway Spacing (Approach Side)	25’	25’	75’	100’	

Min. Driveway Spacing (Departure Side)	25’	25’	50’	75’	
Minimum Cul-De-Sac ROW Radius	60’	60’	N/A	N/A	N/A
Minimum Cul-De-Sac Pavement Radius	45’	45’	N/A	N/A	N/A
Minimum Height Clearance	16’	16’	16’	20’	20’
Notes:					
Occasional short runs between intersections may exceed the amounts shown with County Engineer Approval, but maximum grade through intersections may not exceed grades shown.					
The entire side ditch shall be totally contained within the roadway ROW.					
Driveway spacing shall be measured from closest edge of driveway to edge of pavement.					
* Speed Limits may be altered from design speed where irregular geometric, pedestrian and/or other factors apply.					

a. Road Grades

i. Minimum cross slope grade of normally crowned roadways shall be 2% with a maximum slope of 3%.

ii. Approach grades on an intersecting road should be limited to 3% for at least fifty (50) feet unless sight distances are in excess of the AASHTO design guideline minimum for stopping on a grade level, in which case the approach grades should not be greater than those shown in Table 1.

b. Roadside Drainage

i. Roadside Design Details

(1) Roadside design details shall include rock riprap, safety end treatments for culverts, special design roadside ditches, retaining walls, etc.

(2) Rock riprap shall be used to control the erosive characteristics of drainage in roadside ditches. The rock riprap shall be designed to reduce drainage water velocity to an acceptable level and to prevent drainage water from encroaching on the driving surface. Rock riprap shall not project onto shoulder surfaces and shall blend into ditch lines so that normal roadside ditch maintenance is possible.

(3) Headwalls, catch basins or other culvert structures shall be designed in accordance with the drainage requirements of these specifications using TxDOT’s Typical Construction Details. No headwall, wing-wall or other structural member shall protrude above the surface of the traveled roadway. Safety End Treatments shall comply with TxDOT standard safety end treatment details.

(4) All special design of roadside ditches, retaining wall, etc., requires the specific approval of the County.

(5) Intersections of Curbed Streets/Driveways with Uncurbed Roads Curbed to uncurbed street/driveway intersections shall be designed with appropriate concern for the interfacing of the differing drainage systems.

(a) Where a curbed street/driveway intersects a continuing uncurbed street, standard curb and gutter shall terminate at the property line or as necessary to allow drainage from the curbed street/driveway to enter the uncurbed street bar ditch without erosion to shoulder areas. Concrete riprap or mortared rock riprap may be required to protect the shoulder area.

(b) Where an uncurbed street intersects a continuing curbed street, the curb line shall be cut and removed and a standard urban curb return shall be designed into the uncurbed street with the curb face at the ditch centerline of the uncurbed street. A concrete riprap transition shall be constructed to convey drainage out of or into the uncurbed ditch line.

(c) Care shall be taken in the installation to match existing pavement. Curbed street crown will be full crown (unless cross spilling) to at least fifty (50) feet from curb end to assure flow of drainage enters bar ditch.

c. Road Design Characteristics

i. Design Speed

Design speeds are shown in Table 1. by roadway classification for use with the design guidelines.

A proposed speed may be submitted to the County Engineer where unique roadway characteristics are present.

ii. Vertical Alignment

(1) Changes in grades of over 0.8% shall be connected by vertical curves.

(2) Vertical Curves

Minimum length (L) of vertical curves shall be one hundred (100) feet or shall conform to the formula:

L = KA , whichever is greater

where A is the algebraic difference in the tangent approach grades expressed as a whole number, and K is established in accordance with AASHTO's A Policy on Geometric Design of Highways and Streets, for sag and crest vertical curves, with credit given to the use of proper street lighting.

(3) Special consideration shall be given to streets where the horizontal alignment, overhead obstructions, or the presence of cross traffic or other natural or man-made conditions exist such that stopping sight distance would become the controlling parameter as it relates to the determination of a minimum length of vertical curve.

iii. Horizontal Alignment

(1) Minimum centerline radii and minimum tangents between reverse curves are shown in Table 1.

(2) Increased radius may be required where the street grades, street cuts, or other natural or man-made obstacles limit stopping sight distance on the curve to below that required by the design speed.

(3) Superelevation may be used to control surface drainage and centrifugal forces, but not to reduce the minimum centerline radius.

(4) Superelevation of roadways will only be required for Collector and Arterial type roadways requiring design speeds of forty (40) mph or greater. It will not be required for other roadway classifications unless otherwise directed by County Engineer.

(5) Design for horizontal curves including stopping sight distance and superelevation shall conform to the formula, principles, and guidelines of AASHTO's A Policy on Geometric Design of Highways and Streets.

iv. Islands

Natural or planted islands may not be used in the center of cul-de-sacs on urban and rural subdivisions.

v. Cul-De-Sacs and Dead-End Streets

All permanent dead-end streets are to terminate in a paved turnaround with a minimum paved radius and right-of-way radius as shown in Table 1.

vi. Intersections

(1) The centerlines of no more than two (2) streets shall intersect at any one (1) point. All angles and distances are measure relative to the intersection of the roadway centerlines.

(2) All intersecting roads should intersect at 90-degree angles. Where this is not possible, an adjustment up to the angles shown in Table 1 may be allowed if the right-of-way area located on the acute angle side of the intersection is fully cleared of all trees, brush and other obstructions for a distance of at least twenty-five (25) feet from both intersecting roadways. A right-of-way corner clip shall be further provided on the acute angle side.

(3) Intersections within a horizontal curve are permitted provided that the intersecting road has a one hundred and fifty (150) feet minimum tangent at the intersection and the required corner sight distance is maintained. Whenever possible, the tangent of the intersecting road is to be radial to the curve but in no case will it be vary from radial more than the intersecting road angles shown in Table 1.

vii. Curb radius shall be in accordance with those shown in Table 1.

d. Secondary Ingress and Egress

i. Subdivisions containing more than 30 lots shall have a platted and constructed secondary ingress and egress to a public road. Multi-family developments of 100 dwelling units or more shall have a platted and constructed secondary ingress and egress to a public road.

a. When there are more than thirty (30), but less than fifty (50) lots to be served by external street connections, the Commissioner's Court may allow at their discretion an improved all weather remote emergency access where development phasing or constraints of the land prevent the provision of a second street connection.

ii. A minimum of one (1) external street connection shall not be located over a creek where the one-hundred (100) year floodplain overtops the road.

4.04 Pavement Design and Construction

1. Flexible Pavement and Pavement Design

Competent design of flexible pavements provides a system that is stable, durable and cost effective. The primary principle that forms the basis for flexible pavements is that the vehicular loads can be dissipated through successive layers of properly engineered materials. The success of such design is based upon:

a. an evaluation of the subgrade soil;

b. the relative load support value of pavement components; and

c. the magnitude and repetitions of traffic loads.

The pavement values outlined in Tables 2 and 3 below are minimum standards of pavement design.

Table 2 – Flexible Pavement Standards

FLEXIBLE PAVEMENTS - HMAC			
STREET CLASSIFICATION	MINIMUM SUBGRADE TREAMENT	MINIMUM BASE MATERIAL	SURFACE TREATMENT
LOCAL ROAD	6” Subgrade Layer	6” Base Layer	2” HMAC
COLLECTOR	8” Subgrade Layer	8” Base Layer	2.5” HMAC
MINOR ARTERIAL	10” Subgrade Layer	10” Base Layer	3” HMAC
MAJOR ARTERIAL	Design based upon geotechnical report, but not less than minor arterial minimum standards.		

Table 3 – Rigid Pavement Standards

RIGID PAVEMENTS - CONCRETE			
STREET CLASSIFICATION	MINIMUM SUBGRADE TREAMENT	CONCRETE PAVEMENT	REINFORCEMENT
LOCAL ROAD	6” Subgrade Layer	6”	#4 Bars @ 24” C-C (Both)
COLLECTOR	8” Subgrade Layer	7”	#4 Bars @ 18” C-C (Both)
MINOR ARTERIAL	8” Subgrade Layer	8”	#4 Bars @ 18” C-C (Both)
MAJOR ARTERIAL	Design based upon geotechnical report, but not less than minor arterial minimum standards.		

2. Pavement Structure

a. Clearing and Grubbing

i. Remove stumps, main root ball, and root system to a depth of eighteen (18) inches below finished subgrade elevation in area bounded by lines two (2) feet behind edge of pavement.

ii. Clear undergrowth and deadwood without disturbing subsoil.

iii. Remove top six (6) inches of top soil.

b. Subgrade

i. The subgrade shall extend one (1) foot past the edge of pavement.

ii. The preparation of the subgrade shall follow good engineering practices as directed by the County Engineer in conjunction with recommendations outlined in the geotechnical report that is conducted after clearing and grubbing of the site is complete. When the Plasticity Index (PI) is greater than fifteen (>15), a sufficient amount of lime shall be added as described in Item 260 of the current edition of the TxDOT Standard Specifications for Construction until the PI

is less than fifteen (<15). If the addition of lime as described in Item 260 is not feasible, an alternate stabilizing design shall be proposed and submitted to the County Engineer for approval. The subgrade shall be prepared and compacted to achieve a density per TxDOT Item 132. In addition, proof rolling shall be scheduled with the County Inspector prior to application of base and/or surface treatment.

iii. The subgrade shall be inspected and approved by an independent testing laboratory and a certified copy of all inspection reports furnished to the County Engineer, who must approve the report prior to application of the base material. All density test reports shall include a copy of the work sheet showing the percentage of the maximum dry (Proctor) density.

iv. All subgrades shall be compacted to ninety-five percent (95%) standard proctor density prior to installation of flexible base material. The maximum lift shall not exceed six (6) inches. Compaction shall be accomplished by use of mixing and rolling equipment and construction methods approved by the County Engineer.

v. Testing iteration shall be performed on each lift a maximum of every three hundred (300) linear feet of roadway. Testing shall be performed approximately five (5) feet from edge of subgrade. Edge of subgrade shall oscillate to other side of roadway every testing iteration.

c. Base Material

i. The base material shall extend one (1) foot past the edge of pavement.

ii. The base material shall conform to Item 247, Flexible Base, of the current edition of the TxDOT Standard Specifications for Construction. The base material shall be Type A Grade 1/2, or as approved by the County Engineer.

iii. Each lift of base course shall be tested for in-place density and measured for compacted thickness. Testing iteration shall be performed a maximum of three hundred (300) linear feet of roadway. Testing shall be performed approximately five (5) feet from edge of subgrade. Edge of subgrade shall oscillate to other side of roadway every testing iteration.

iv. The base shall be prepared and compacted to achieve a minimum of 95% of the maximum (proctor) dry density. The maximum lift shall not exceed six (6) inches. The base must be inspected and approved by an Independent Testing Laboratory and a certified copy of the test results furnished to the County Engineer for approval. Prior to the placement of the first lift of base, the stockpile shall be tested for the specifications found in Item 247 of the current edition of the TxDOT Standard Specifications for Construction and the result furnished to the County Engineer for approval.

d. Bituminous Material

i. Subdivision roads may utilize a wearing surface of HMAC Type D as shown in Table 2. The mix shall be from a TxDOT certified plant. The mix design shall be submitted to the County Engineer for approval prior to placement of the material. Contractor's Quality Control (CQC) test reports shall be submitted to the County Engineer on a daily basis. As a minimum, daily CQC testing on the produced mix shall include:

(1) Sieve Analysis TEX-200-F;

(2) Asphalt Content TEX-210-F;

ii. The number and location of all HMAC tests shall be determined by the County Engineer with a minimum of three (3), four-inch (4") diameter field cores secured and tested by the contractor from each day's paving. Each HMAC course shall be tested for in-place density, bituminous content and aggregate gradation, and shall be measured for compacted thickness. The number and location of all HMAC test samples shall be determined by the County inspector.

e. Concrete Pavement

i. In lieu of bituminous pavement, portland cement concrete pavement may be used. In such cases, the pavement thickness shall be as indicated in Table 3. The mix shall be from a TxDOT certified plant. The mix design shall be submitted to the County Engineer for approval prior to placement of the material.

ii. Minimum compressive strength shall be 2,400 pounds per square inch at 7 days and 3,500 pounds per square inch at 28 days.

iii. All reinforcing steel shall be a minimum Grade 60, ASTM A615 and shall be placed as indicated in Table 3.

iv. All concrete shall be tested for compressive strength in accordance with ASTM C31. One (1) set of three (3) concrete test cylinders shall be molded for every two hundred and fifty (250) cubic yards of concrete or less placed for each class of concrete per day, or at any other interval as determined by the County Engineer. A slump test shall be required with each set of test cylinders. One (1) cylinder shall be tested for compressive strength at an age of seven (7) days and the remaining two (2) cylinders shall be tested at twenty-eight (28) days of age.

v. If the average compressive strength of two consecutive specimens falls below the minimum strengths specified above, or if the compressive strength of any single specimen falls more than 500 psi below the minimum strengths specified above; the Engineer may require the following:

(1) Change in mix design for the remaining portion of the work.

(2) Additional curing of the affected concrete followed by cores taken in accordance with the latest editions of ASTM C42 and ACI 318, all at the expense of the Contractor.

(3) If additional curing does not bring two average compressive strength of three cores taken in the affected area to at least the minimum strength specified, the Engineer may require that the contractor strengthen the structure by means of additional concrete and steel or may require that the contractor replace the affected portions.

(4) The cost of all such changes in mix designs and any modifications to or replacement of deficient concrete shall be borne by the Developer or Contractor at no cost to the County.

f. Concrete – General

i. Unless otherwise specified, concrete shall be in accordance with Item 421, Hydraulic Cement Concrete and Item 360, Concrete Pavement, of the current edition of the TxDOT Standard Specifications for Construction and be placed in accordance with the applicable item.

ii. All reinforcement shall meet Item 440, Reinforcement for Concrete, of the current edition of the TxDOT Standard Specifications for Construction.

iii. All concrete shall be tested for compressive strength. One (1) set of three (3) concrete test cylinders shall be molded for every two hundred and fifty (250) cubic yards of concrete placed for each class of concrete per day, or at any other interval as determined by the County Engineer. A slump test shall be required with each set of test cylinders. One (1) cylinder shall be tested for compressive strength at an age of seven (7) days and the remaining two (2) cylinders shall be tested at twenty-eight (28) days of age.

4.05 Roadway Culverts

1. Capacity

Culverts crossing roadways shall be sized for the ten (10) year design storm or eighteen (18) inches (whichever is greater).

2. Velocity

Culverts crossing roadways shall have a design velocity of not less than 2.0 feet per second (fps) nor more than 8.0 feet per second (fps) utilizing ten (10) year design flow.

3. Materials

Acceptable material for culverts crossing roadways shall be reinforced concrete pipe or box (Class III or greater).

4.06 Major Structures and Bridges

1. Design of structures shall be designed by a Licensed Structural Engineer in the State of Texas. All structures shall be designed per TxDOT standards and shall conform to the TxDOT's Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges, latest edition. Bridge design loading and widths for roads shall conform to TxDOT design, or as directed by the County. Structures of this nature require the specific approval of the County.

4.07 Construction Requirements

1. Preconstruction Meeting

A preconstruction meeting shall be scheduled prior to the start of construction. The Design Engineer, Owner, Contractor, Subcontractors, County Inspector and County Engineer shall attend this meeting.

2. Inspections

a. All elements of roadway and storm drain system construction must be inspected and approved by the Washington County Engineering and Development Services Department as a prerequisite for acceptance by Washington County. This will include, but is not limited to:

   i. Right-of-way surface and subgrade after clearing and grubbing;

   ii. Storm drain system, culverts and all related structures;

   iii. Detention/retention ponds;

   iv. Embankments;

   v. Utilities relocated within the structural zone;

   vi. Subgrade for roads;

   vii. Base course;

   viii. Asphalt paving/concrete paving forms;

   ix. Finished grade of road right-of-way; and

   x. Permanent vegetation establishment

b. It is the contractor's responsibility to ensure the County Engineering and Development Services Department is notified upon completion of each phase of construction and has the opportunity to make their inspections before proceeding to the next phase. It should be understood that the inspections conducted by the County are for the protection of Washington County only. They are not intended to certify the contractor's satisfactory discharge of his obligation to the owner, nor do they relieve the project engineer from any of their responsibilities with regard to inspection and contract administration.

3. General Instructions to Contractors

The following procedures for implementation of the County's inspections and final approval shall be followed. It is recommended that these instructions be included in the contract documents for the construction contract.

a. Applicability

As a prerequisite to County approval and acceptance of new streets, all phases of construction must be inspected and approved by the County Engineer's office. This applies to all subdivision streets constructed under the jurisdiction of Washington County Subdivision Regulations whether they are to be dedicated to Washington County or not.

b. Specifications

All construction and materials shall comply with the latest edition of the TxDOT Standard Specifications for Highway Construction unless specifically noted otherwise herein. These requirements and TxDOT specifications shall supersede the engineer's specifications in the event of a discrepancy.

c. Testing

The contractor is responsible for providing all geotechnical and materials testing and the accompanying documentation at no cost to the County.

i. All materials shall be sampled and tested by an independent testing laboratory in accordance with the construction documents approved by the County Engineer. The Owner shall pay for all testing services and shall furnish the County Engineer with certified copies of these test results. All testing is to be identified on forms as to the exact location (Street name, Sta. No.'s, lifts and elevation in regards to finished grade).

ii. The County Inspector must approve the test results prior to constructing the next course of the roadway pavement structure. Unless otherwise stated herein, the proctor densities required under these procedures are standard proctor densities.

iii. Any material which does not meet the minimum required test specifications shall be removed and recompacted or replaced unless alternative remedial action is approved in writing from the County Engineer.

d. Notifications

After receiving approval of street, storm drainage and sediment and erosion control plans, the contractor or engineer must contact the County Engineering and Development Services Department with a start date for construction at least forty-eight (48) hours in advance. Upon completion of site clearing and grubbing and erosion control installation, the preconstruction meeting shall be held.

e. Erosion Control

Before starting any grading work, install sediment and erosion control measures per the approved plans to protect any downstream water bodies. The contractor is responsible for implementation and weekly monitoring of the sediment and erosion control plan in accordance with TCEQ regulations in order to ensure that silt and sediment do not leave the site.

f. Inspections

Requests for any inspection must be arranged with the County Engineering and Development Services Department office twenty-four (24) hours in advance.

g. Other Regulations

The developer and contractor are also responsible for compliance with all applicable regulations administered by other agencies, such as:

i. **Texas Commission On Environmental Quality (TCEQ)**

ii. **U.S. Army Corps of Engineers**

iii. **Texas Department of Transportation (TxDot)**

iv. **City of Brenham**

The County Engineer's office may withhold approval at any stage of construction, including final approval, for failure to comply with these regulations.

4. Required Geotechnical Testing and County Inspections

a. Mandatory Initial Subgrade Surface Inspection

After clearing and rough grading of streets but prior to placement of any storm drain or fill for road way embankments, a mandatory subgrade surface inspection is required.

The developer, contractor, project engineer, geotechnical engineer, any utilities that may be working within a structural zone and the County Engineer's office should be present. This inspection shall be set up by the contractor or the project engineer.

A backhoe, excavator, skid steer or motor grader is needed for this inspection in order to confirm that all stumps, roots and unacceptable soils have been removed. A proof-roll may be conducted during this inspection at the discretion of the County Engineers' office or geotechnical engineer. All deficiencies identified during this inspection must be corrected by the contractor before the next inspection is requested. The consulting engineer or geotechnical engineer as well as the County Engineer's office and contractor should be represented. This inspection shall be set up by the contractor or the consulting engineer.

b. Underground Utilities

Except for electrical lines, all underground nonferrous utilities within a right-of-way or easement must be accompanied by ferrous metal lines to aid in tracing the location of said utilities through the use of a metal detector.

c. Detention/Retention Ponds

Such areas to be considered Structural Zones. Pond dikes are to be constructed with fill approved by and signed off on by the geotechnical engineer; absolutely No Organics are permitted in dikes. Fill material is to be tested every foot (1-FT) in elevation and every one hundred (100) linear feet, with a minimum of two (2) tests per lift. Trenches through a pond dike are to be considered a Structural Zone and should be tested accordingly. All fill must be compacted to at least ninety percent (90%) of maximum proctor density.

d. Trenching and Backfilling

Storm drain or utility trench bedding and backfill must be a county approved material, be visually inspected, and signed off on by the geotechnical inspector and a copy of the inspection must be sent the Washington County. The contractor shall notify the County Engineer's office when backfilling of storm drainage or utility excavations within a Structural Zone is to take place. Backfill in these excavations shall be cement stabilized sand. County Engineer is to be copied on all testing. If not properly notified, or if the test results are unsatisfactory, the County Engineer's office may require excavation and re-compaction of the backfill. No proof-roll of the subgrade will be scheduled until the cement stabilized backfill compaction and strength has been documented.

e. Erosion Control

Install sediment and erosion control measures around storm drain inlets as they are constructed. Sediment basins and detention ponds must be in place(s) at this time. All erosion control shall be in accordance with the approved Erosion Control Plan.

f. Storm Drain Boxes

All boxes must be backfilled with cement stabilized sand.

g. Embankments

All stumps and large roots must be removed from the roadbed prior to placement to fill for embankments regardless of fill height. All roadway embankment and embankment fill must be approved by and signed off on by the geotechnical engineer. Roadway embankment fill to placed and compacted in lifts not exceeding eight inches (8”). The contractor is responsible for providing geotechnical testing and documentation that the embankment material has been compacted to ninety-five percent (95%) of maximum proctor density. Density testing of embankment fills to be performed every foot (1-FT) of fill every two hundred and fifty (250) feet alternating lanes with a minimum of two (2) tests per road, per foot (1 FT) of fill. County Engineer’s office is to be copied on all testing. No proof-roll of the subgrade will be scheduled until the compaction has been documented.

h. Embankment Modifications

Any roadway embankment modifications (extra stone, soil, cement, lime treatment, geo grid, etc.) must be approved by the geotechnical engineer and the County Engineer notified of such modifications.

i. Curb and Gutter Proof-Roll

Curb and gutter must be placed on compacted and approved subgrade or base material. Prior to scheduling a curb and gutter proof-roll the County Engineer’s office must be in receipt of all density testing data required to be completed at this stage of construction. The geotechnical inspector, contractor, project engineer and County Engineer shall be present for the proof-roll.

j. Subgrade Proof-Roll

Prior to scheduling a subgrade proof-roll, the County Engineer’s office must be in receipt of all density testing data (subgrade should have been tested every two hundred and fifty (250) feet, alternating lanes testing to be completed on cut or fill), required to be completed at this stage of construction. It is the responsibility of the contractor to provide independent density verification prior to proof-rolling and at no cost to Washington County. After fine grading of subgrade, but prior to placing base material, the subgrade must be proof rolled with a loaded tandem axle dump truck or pan. The contractor shall schedule this inspection. The geotechnical engineer, County Engineer’s office and contractor shall be represented. The County Engineer’s office reserves the right to conduct or require additional testing at any time. The minimum acceptable subgrade density is ninety-five percent (95%) of maximum proctor density.

No base course material or curbs should be placed prior to written approval of the subgrade from the County Engineer’s office.

Any completed and approved subgrade left exposed for over two (2) weeks or damaged by inclement weather must be re-inspected and approved by the County Engineer’s office. This may include another proof-roll if necessary in the judgment of the County Engineer’s office.

Any excavation within a tested and county approved subgrade shall be treated as new excavation and complete density testing and proof-rolling requirements must be met.

k. Catch Basins

The location and orientation of the catch basins relative to the curb and gutter, as well as the roadway width, should be confirmed at this time. Catch basins improperly placed must be relocated and/or reconstructed. All catch basins must have a temporary drain by which standing water can be drained from the surface of the subgrade and base during construction. These drains must be properly plugged before the final inspection is required.

l. Base Course

Placement of base course material is only permitted on a County approved subgrade. Flexible Base course material meeting TxDOT Item 247 Specifications or other alternatives as approved by the County Engineer (cement stabilized, geo grid, etc.). All base course materials are to be density tested every three hundred (300) feet in alternating lanes with a minimum of two (2) tests on any road no matter the length. Thickness of base of course material must be verified at each density test location. It is the responsibility of the contactor to provide independent density verification at no cost to Washington County.

m. Graded Aggregate Base Course

If base course is thicker than eight-inches (8") it shall be placed and compacted in equal lifts. If base course is less than twelve–inches (<12") it can be tested (not placed) as one (1) lift. If base course is twelve-inches or greater (≥12") it must be placed, compacted and density tested in equal lifts. Example: thickness is twelve-inches (12"), place, compact and test at six-inches (6") and place, compact and test at twelve-inches (12").

n. Base Course Proof-roll

Prior to scheduling a Base Court Proof-Roll the County must be in receipt of all base course density testing and thickness verification reports. If the average base course thickness is found to be deficient by more than one-half inch (½") or any individual measurement deficient by more than one inch (>1"), the deficiency will be corrected by scarifying, adding base material, re-compacting and density testing. Upon completion of the curbing and base course, the contractor shall schedule an inspection to proof-roll the base with a loaded tandem axle dump truck. The geotechnical engineer, County Inspector and contractor shall be represented. The contractor will provide proctor and gradation information on the base material from an independent testing firm as well as verification that all applicable compaction and depth requirements have been satisfied.

Any completed and approved stone base left exposed for over one week or damage by inclement weather must be re-inspected and approved by the County Engineering and Development Services Department. This may include another proof-roll if necessary in the judgment of the County Inspector.

o. Asphalt Prime

Asphalt Prime meeting TxDOT Item 300 (generally MC-30, SS-1 or A-EP) must be placed in accordance with TxDOT Item 310 applied as directed with sprayer at the rate of 0.20 gallons minimum per square yard of surface. Prime shall be allowed to cure for five (5) to seven (7) days prior to placement of Hot Mix Surface.

p. Proof-Roll of Roadway Right-of-Way

Right-of-Way should be properly graded and compacted according to plans. All water is to drain away from the roadway. A proof-roll will be conducted by the County Inspector. Proof-Roll is to be scheduled by the contractor prior to grassing. Proof roll shall be performed by a loaded dump truck. A maximum of one-inch (1") deflection is permitted during this proof-roll.

5. Paving

a. Asphalt Requirements

Unless another type has been approved in advance, by the County Engineer for a specific project, hot mix asphalt pavements shall meet: TxDOT Item 340, Dense-Graded Hot-Mix Asphalt.

b. Coordination

After approval of asphalt prime application to the base course, there must be coordination between the paving contractor and the County inspector with regard to the schedule for paving. If possible, a County inspector will be present during paving operations but it is not mandatory unless so designated by the County Engineer or their designee.

i. Asphalt is only to be placed on a county approved base.

ii. If more than two (2) weeks passed or there is one-quarter-inch (1/4") or more rain prior to paving and approved base, the base must be re-inspected by the County inspector visually, and possibly proof-rolled at the County inspector's discretion.

iii. Minimum asphalt thickness for initial/ first lift is two-inches (2"). If pavement thickness is greater than 2.5" it shall be placed in two stages.

iv. Placement of hot mix asphalt will not be authorized when surface temperatures are less than sixty degrees Fahrenheit (60°F).

v. The County inspector is to visually inspect pavement and review asphalt core test data at all phases of paving, binding, intermediate and surface course.

vi. Asphalt tack coat to be placed between all courses (no exceptions).

c. Final Surface Course

An existing asphalt concrete binder or vase course must be inspected and approved prior to placement of the asphalt surface course. Verification of in-place density and thickness of the binder or base course must be provided as a prerequisite to this approval. Failure to obtain this approval will make the street ineligible for final approval and acceptance by the County.

d. Asphalt Requirements

Asphalt verification testing will be conducted in accordance with TxDOT Standard Specifications for Highway Construction, 2014 Edition. The contractor shall be responsible for providing verification for the asphalt type, asphalt binder content, gradation and the average laboratory bulk specific gravity (BSG) for all asphalt mixes used on Washington County projects as well as the in-place asphalt density and thickness. The asphalt contractor must have an asphalt laboratory certified by TxDOT.

For each day's production, the contractor's asphalt lab must provide:

i. Asphalt binder content

ii. Gradation

iii. Mix type

The in-place density and thickness determination of asphalt surface and binder courses will be based on the core data for day's production. A minimum of three (3), four-inch (4") diameter field cores secured and tested by the contractor from each day's paving. Immediately after completion and the holes patched with hot asphalt from the same day's production. The cores will be taken and evaluated by either the asphalt contractor or an independent materials testing firm certified by TxDOT for state highway projects.

The pavement will be rejected, removed and replaced if the average in-place core density does not meet the requirements of TxDOT Item 340, Dense-Graded Hot-Mix Asphalt.

The average pavement thickness must be equal to or greater than the plan thickness with no individual core varying by more than 0.25". Pavements that are deficient with regard to thickness will either be removed and replaced or overlaid at the discretion of the County Engineer.

Documentation of the asphalt verification testing must be provided prior to requesting a final inspection. The Washington County Engineering and Development Services Department reserves the right to conduct or require additional verification testing at any time.

6. Final Approval

a. Final Inspection

Final Inspection may be requested once all the paving and all utility, storm drainage and associated work is completed as well as the following items:

i. Hydomulch application on road shoulders; cut and fill slopes and easements; ditches;

ii. Fence around detention ponds with side slopes steeper than 3:1;

iii. Street name signs (County Standard or an approved alternate);

iv. Traffic control signs (per Texas MUTCD); and

v. As-built or record drawings.

b. Documentation

As a prerequisite to conducting the final inspection, the following must be provided:

i. Digital submission of as-built or record drawings;

ii. Any outstanding right of way deeds or easements for roads and/or drainage system;

iii. Two (2) year maintenance bond for road and drainage systems; and

iv. Documentation of construction materials testing.

c. Punch List

A written punch list of deficiencies found during the final inspection will be provided. All items should be completed before requesting a re-inspection.

d. Final Approval

Upon satisfactory completion of all punch list items, a construction approval letter of the streets and drainage system will be issued by the County Engineer to the Washington County Commissioner's Court. Construction approval does not convey intent of Washington County to provide maintenance acceptance. Construction approval initiates the two (2) year warranty period as described in Washington County Subdivision Regulations Section 9.

Failure to comply with any of the above listed requirements could render the streets and storm drainage systems ineligible for acceptance by Washington County.

4.08 Signage

All signage shall meet the latest edition of the **Texas Manual on Uniform Traffic Control Devices (TMUTCD).**

1. Sign pole shall be 2"x2" (14 gauge) square galvanized post.
2. Sign pole shall be inserted into a 2 ¼" x 2 ¼" (12 gauge) square galvanized base.
   a. Base shall be 36" in length inserted 30" into natural ground.
   b. Base shall be encased in concrete.

3. All signs shall be extruded aluminum with high intensity prismatic reflective sheeting.

Section 5 - Traffic Impact Analysis

5.01 Traffic Worksheet

1. The purpose of this Section shall be to establish policies governing traffic flow and safety on Street facilities within the Washington County limits, in accordance with the Texas Transportation Code governing traffic flow. The purpose of these policies is to protect the general health, safety and welfare of the public by reducing traffic congestion, improving traffic safety and flow, and ensuring that Site Generated Traffic can be adequately and safely served by the existing and future Street system.
2. All proposed single-family residential developments (100 lots or greater), multi-unit residential developments (100 units or greater), or non-residential developments (10 acres or greater) are required to submit the Washington County Trip Generation Threshold Analysis Worksheet provided below, prepared by a licensed professional engineer in the State of Texas, with experience in transportation engineering, to determine if the development is expected to generate:
    a. 1,000 or more vehicle trips per day; OR
    b. Add 100 or more parking spaces; OR
    c. Generate 150 or more vehicle trips in the peak direction (i.e. inbound or outbound) during the site's peak traffic hour (typically AM, PM or Saturday peak); all developments must utilize their "total" buildout, including any future phases, to determine if they fall below the one-hundred (100) lot threshold.
3. The threshold analysis worksheet shall be submitted for review concurrently with the submittal of the final plat and plans.

Washington County, Texas – Trip Generation Threshold Analysis Worksheet

This form is to be completed to determine if a Traffic Impact Analysis is required.

Development Name: _____

Submittal Date: _____ Location: _____

Applicant: _____ Contact Phone #: _____ Contact email: _____

Proposed Land Use and Trip Generation Date for Buildout of Development

Trips shall be calculated using the most recent version of the ITE Trip Generation Manual

Proposed Land Use Type	Units *	ITE Code	Daily Total (Weekday)	AM Peak Hour			PM Peak Hour			Sat Peak Hour		
				In	Out	Total	In	Out	Total	In	Out	Total
		TOTALS										

Seal/signature/date

Notes:

#1 – A Traffic Impact Analysis ("TIA") will be required when the Development is expected to generate one thousand (1,000) or more vehicle trips per day OR one hundred (100) or more vehicle trips in the peak direction (i.e. inbound or outbound) during the site's peak traffic hour.

#2 – The County Engineer may require a TIA at any stage of a Development whether it meets this criteria or not if special circumstances exist that may warrant a TIA.

#3 – If a TIA is needed based on this Threshold Worksheet, the Developer shall contact the County Engineer to determine the actual study requirements regarding time periods, Study Area intersections, Study Area Boundary, etc.

* Units should be based on what is used for the trip generation rate (ie. Gross Floor Area, Acreage, etc), be sure to specify in the box.

Applicant Signature: _____ Date: _____

5.02 Traffic Impact Analyses

If a Traffic Impact Analysis ("TIA") is required based upon criteria determined through completion of the Threshold Analysis Worksheet, the TIA shall be prepared and sealed by a licensed professional Engineer in the State of Texas with experience in Transportation Engineering.

If required, a digital copy shall be submitted along with the plat and plan submittal package.

This section establishes requirements and procedures pertaining to traffic impact analyses ("TIAs"). This section is intended to inform the applicant of the County's expectations to ensure safe and adequate access to the development and adequate traffic flow on existing and proposed Roads.

The TIA is intended to form the basis for design of any proposed access/road system to ensure coordination of the proposed development with the transportation needs resulting there from. The County and the developer share responsibility to identify and solve transportation issues arising from land development.

1. Purpose

The goal of a TIA submitted is twofold: to assess the adequacy and safety of proposed access to adjacent existing or planned Roads (or designs proposed for such access or Roads); and to determine effects the Development may have on current Road systems in its study area. Generally, the TIA uses current and anticipated near-term traffic volumes and Road configurations for the analysis. The process should ensure that the Road system is, or will be, adequate to accommodate the proposed Development and that safe and adequate access will be provided for travel between the Development and the public roadway system.

Where the TIA shows levels of service falling below acceptable minimums on road systems in its study area the TIA will recommend appropriate mitigation measures and demonstrate their effectiveness. Example mitigation techniques may include adding/lengthening deceleration/turn lanes, improving driveway access, providing connectivity, and modifying traffic control devices. Combinations of these techniques and other techniques can be considered. A TIA for a development should not recommend mitigation measures that are inconsistent with any traffic or road provisions of the County's thoroughfare plan. The Washington County Commissioner's Court shall consider the findings of the TIA in approving or disapproving plats to the extent allowed by law.

2. Definitions

a. Trip Generation Rates

Trip Generation Rates are used to estimate the amount of vehicular traffic generated by proposed Development. TIAs shall use rates set forth in the latest edition of the Trip Generation Report published by the Institute of Transportation Engineers ("ITE"), unless the Report does not adequately address the type or intensity of the proposed Development. In this event the Applicant or his agent shall submit projected vehicle trips to the County Engineer for approval.

b. Design Year

The design year is the point in time upon which assumptions pertaining to land use, population, employment, and transportation facilities are based. All TIAs shall use a design year based on the expected date of development occupancy, and shall include consideration of nearby development that has been approved and will contribute traffic volume to the proposed project's study area.

c. Peak Periods

Peak periods relate to times of day experiencing the greatest hourly traffic flow rates. Two (2) "peaks" are to be addressed by a TIA: The morning and afternoon peak hours (or projected peak hours) of existing (or planned) Roads serving the proposed Development. Typically, road peak periods are between 7:00 and 9:00 a.m. and between 4:00 and 6:00 p.m.

d. Base Volumes

Base volumes shall be based on current traffic counts adjusted to the expected date of Development occupancy plus volumes generated by nearby future development (all phases) that has been approved by the County or city. In all cases where traffic counts are needed and are not available, the developer or his agent shall be required to collect such data according to guidelines approved by the County Engineer.

e. Level of Service (LOS)

Level of service is a measure of the extent of congestion experienced on roadways. It is measured through analysis of traffic operating conditions on Road links and at intersections, using techniques presented in the latest edition of the Transportation Research Board's Highway Capacity Manual.

3. Methodology

a. TIA Scope of Work Determination Meeting

A TIA scope of work consultation with the County Engineer is required to discuss whether a TIA is required and, if so, the relevant aspects thereof. The study area will be defined to include nearby land developments (existing or approved), the street network to be examined (the "study network"), and the minimum extent of analysis. In addition, details of the procedures, assumptions, data collection, and analysis methodology(ies) will be determined at this meeting. Traffic from other nearby developments that have been approved but not yet constructed will be accounted for in the TIA as determined by the County Engineer. The County Engineer may require other specific assumptions such as the percent of trucks to match local conditions.

a. TIA Content

Submittals of TIAs for Development shall include the following:

i. Study Area

A map(s) delineating the TIA study area, including land areas to be considered and all existing/planned Roads therein, and the "study network" (those Roads and intersections requiring specific analyses).The study area will be determined by identifying the geographical area most affected by the proposed development as determined by the County Engineer after conferring with the Applicant. In general the study area will cover all intersections through which at least ten (10) percent of the proposed development's site traffic passes, and shall extend to and include at least the first traffic signal in all directions if within one (1) mile of any portion of the site. Existing Roads and intersection capacities shall be shown.

ii. Existing Development

A description of existing development including land area (gross and net), square footage, density of hotel rooms, dwelling units, etc.

iii. Thoroughfare Network

A description of existing thoroughfares, signals, signal phasing and traffic volumes within the study area;

iv. Proposed Development

A description of the proposed development including land area (gross and net), square footage, density of hotel rooms, dwelling units, etc. Also a description of anticipated Road conditions expected by the date of occupancy of the proposed development shall be included.

v. Proposed Access

Identification of the proposed access driveways for the development. This shall include the location and number of lanes, proposed traffic controls, and relationship to on-site circulation features for each proposed point of access. It must also include any proposed modifications to adjacent Roads. Once the TIA and an access plan has been approved, the final location and design of all access points shall meet or exceed the current access management and Road design policies of the entity responsible for the condition of that portion of adjacent Road.

vi. Impact Determination

A determination of the level of service for all Roads and intersections in the study area shall be included and motor vehicle safety conditions along all the Road frontage of the Development. The analysis shall contain the following minimum information:

(1) Proposed Trip Generation

A calculation of the total trip generation by use within the study area assuming full development and occupancy, including both peak hour and twenty-four-hour information show any reductions attributed to passers-by, mixed use, etc. show trip generation by use in tabular form with land use trip generation rates and trips generated.

(2) Trip Distribution and Assignment

A calculation of trips generated by the proposed development as added to the base volumes projected for the design year. Peak hour volumes must be calculated. Distribution assumptions (and the bases therefore) and assignment calculations must be provided.

(3) Level of Service Analysis

A depiction shown in tabular form, twenty-four-hour and peak hour volume/capacity ratios for links and intersections within the study area. This analysis should be done for the following traffic conditions: existing traffic, existing traffic plus projected traffic. Capacity analyzes must be shown for all points of ingress and egress, median breaks, and turn lanes associated with the proposed site.

(4) Neighborhood Traffic Analysis

If the TIA calculations show that a proposed site project increases traffic on a minor collector or local residential roadway (street) by at least ten (10) percent, a neighborhood traffic analysis shall be performed. This analysis will include an evaluation of existing and projected traffic on the affected roadways. Mitigation to lower this traffic may be required.

(5) Conclusions

A summary of findings must be reported. It must show all adjacent Roads and intersections noting those that fail to provide level of service D or better, and the percent increase in total traffic produced by the proposed Development. In addition the report must demonstrate that the proposed access design will provide safe and adequate access to the Development. It also must identify any safety and operational problems (e.g., driveways, sight distances, median openings, and signalization) within the study.

vii. Mitigation

A description of the mitigation measures proposed for meeting acceptable traffic service thresholds shall be shown. Where the development is contributing five (5) percent or more of the traffic at locations failing to meet level of service D or better the total trips should be mitigated by the applicant to low enough levels to achieve the required standard (or to pre-development levels, whichever is greater). Acceptable measures for mitigating negative traffic impacts include any one (1), or a combination of, those listed below.

(1) Modifying the density or intensity of the Development, such as a reduction in square footage or the percentage of commercial use to result in traffic levels meeting level of service D or better;

(2) Phasing approval and construction of a development until additional road capacity becomes available;

(3) Improving the access plan by dealing with features such as overall site arrangement, the placement and design features of access points, provision of additional access points to Roads not immediately adjacent to the property, provision of alternate controls, or adjustments in the development's circulation system;

(4) Making off-site improvements including the construction of additional lanes, increases in storage lane capacities, or modification of signalization, to list some examples.

viii. Costs of Mitigation

Mitigation improvements which are attributable to the proposed development shall be funded at the developer's expense. Any other improvements shown which are consistent with the County Thoroughfare Plan may request reimbursement by the County in accordance with its cost sharing policies.

4. Criteria for Approval

The County shall consider the following standards in determining whether a proposed Development meets an acceptable level of service:

a. **Design Requirement**

The proposed Development is consistent with the County's Thoroughfare Plan and is consistent with the design requirements of the Texas Department of Transportation on Roads maintained by such agency.

b. **Level of Service D**

The desirable minimum level of service for the County is a level of service D as that term is described in the Transportation Research Board's Highway Capacity Manual.

c. **Determination of Adequate Mitigation**

Notwithstanding anything to the contrary herein, the County Engineer and the Washington County Commissioner's Court, shall, based on recommendations by a qualified traffic engineer, determine whether adequate mitigation has occurred to meet an acceptable level of service utilizing the requirements set forth herein.

Section 6 – Drainage

6.01 Hydrology

Hydrology is the study of precipitation. Policy makers and engineers must study and understand hydrology because they are interested in designing and building structures and systems to safely convey and discharge precipitation runoff while minimizing the potential of flooding. They must determine how much water should be collected and conveyed or stored, how fast this process must take place, how much can be safely discharged without adversely impacting surrounding properties, and what are other effects of the development being considered. The following sections discuss specific parameters and methods to be used in analyzing proposed developments in the unincorporated areas of Washington County.

1. Storm Frequency

All drainage improvements shall, at the minimum, be designed for the following storm frequencies. The return intervals listed here are minimums, and the individual design engineer or Washington County may choose to exceed these minimums given site specific requirements or constraints.

Table 4 – Minimum Design Storm Frequency

MINIMUM DESIGN STORM FREQUENCY	
Facility Type	**Storm Frequency**
Closed Conduit Storm System	2 Year
County Ditches, Channels and Culverts (Serving less than 100 acres)	10 Year
County Ditches, Channels and Culverts (Serving 100 to 500 acres)	25 Year
County Ditches, Channels and Culverts (Serving more than 500 acres)	100 Year
Bridges crossing County Ditches, Channels or Mapped Waterways	100 Year
Detention Facilities	100 Year

2. Peak Storm Runoff Rates

a. The Rational Method

The Rational Method can be used for determining peak runoff flow rate for both existing and proposed conditions. These peak runoff rates are used to estimate the impact of development and the conveyance requirements for drainage improvements. This method is applicable for small to medium drainage areas (generally less than 640 acres) where the flow domain is typically overland sheet flow or shallow surface ditch flow. Other methods should be used to estimate peak runoff rates for larger areas or those served by well-defined channels where flow routing in defined channels may be significant. The Rational Method takes the following form:

THE RATIONAL METHOD

Q = (C * I * A)			
Q = Peak Runoff Flow Rate (cfs)	C = Runoff Coefficient, See Table 5	A = Area of drainage basin being studied (acres)	I = Rainfall Intensity of the design storm (inches/hour)

Table 5 – Rational Method Coefficient "C" Values

RATIONAL METHOD COEFFICIENT "C"	
LAND USE OR LAND COVER	**RATIONAL COEFFICIENT "C"**
Raw, undeveloped acreage (Wooded)	0.25
Raw, undeveloped acreage (Pasture)	0.28
Improved, underdeveloped acreage (mowed, graded, etc.)	0.30
Residential	
Lots greater than 1 ½ acres	0.35
Lots 1 – 1 ½ acres	0.45
Lots less than 1 acre	0.55
Multifamily	0.75
Commercial/Industrial	0.85

b. HEC-HMS / HEC-RAS Computer Modeling

For basins over 640 acres in size, Washington County will require a HEC-HMS hydrograph analysis covering the site and the adjacent parts of the watershed utilizing Atlas 14 rates. This analysis should verify that the proposed improvements will not increase runoff rates anywhere in the system and therefore will have no negative impacts on adjacent properties. The engineer must submit a complete design report with sufficient detail (program input, program output and discussion of methods and assumptions used) for Washington County engineer to review.

3. Basin Time of Concentration (Tc)

The storm rainfall Intensity used in Rational Method will be selected based upon the return interval of the storm to be used (specified in the Storm Frequency Table above), and the duration of the storm to be used (based on the study basin's time of concentration). Time of Concentration (Tc) is defined as the length of time it takes a drop of water to travel from the most hydraulically remote portion of the drainage basin to its outlet. Tc is a property of the drainage basin reflective of its area, shape, surface gradient, land use, land cover, and soil type. Tc (in minutes) shall be estimated using the Kerby-Kirpich equation:

KERBY - KIRPICH EQUATION		
$T_c = T_{ov} + T_{ch}$		
T_c = Time of Concentration	T_{ov} = Overland Flow Time	T_{ch} = Channel Flow Time

a. Overland Flow Time (Kerby Method)

The overland flow time can be calculated utilizing the Kerby Equation:

KERBY EQUATION			
$T_{ov} = 0.828\ (L \times N)^{0.467} / S^{-0.235}$			
T_{ov} = Overland Flow Time	L = Overland Flow Length (in feet	N = Dimensionless Retardance Coefficient	S = Slope of Terrain conveying the overland flow (ft/ft)

Table 6 - Kerby Equation Retardance Coefficient Values (N)

KERBY EQUATION RETARDANCE COEFFICIENT VALUES "N"	
GENERALIZED TERRAIN DESCRIPTION	**RETARDANCE COEFFICIENT (N)**
Pavement	0.02
Smooth, bare, packed soil	0.10
Poor grass, cultivated row crops, or moderately rough packed surfaces	0.20
Pasture, average grass	0.40
Deciduous forest	0.60
Dense grass, coniferous forest, or deciduous forest with deep litter	0.80

b. Channel Flow Time (Kirpich Method)

The channel flow time can be calculated utilizing the Kirpich Equation:

KIRPICH EQUATION		
$T_{ch} = 0.0078 \times L^{0.770} \times S^{-0.385}$		
T_{ch} = Channel Flow Time, in minutes	L = the channel flow length, in feet	S =the dimensionless main-channel slope

Alternative methods for estimating the basin's time of concentration will be accepted for review by the County Engineer, and may be allowed for use if the method's applicability to a specific situation warrants its use over the Kerby-Kirpich Method.

4. Storm Intensity (I)

For small watersheds and individual developments, the storm intensity should be based upon the time of concentration of the basin being analyzed. For example, in the design of a detention facility serving a basin with a 2-hour time of concentration, an Intensity for a 100-year, 2-hour storm should be selected for use in the analysis. For large watersheds and regional studies, use a 24-hour duration storm for the analysis and design. Appropriate intensity-duration-frequency (IDF) coefficients relative to storm frequency are shown in Table 7 below.

Table 7 – NOAA Atlas 14 IDF Coefficients for Washington County

NOAA ATLAS 14 IDF COEFFICIENTS FOR WASHINGTON COUNTY			
$I = b/(T_c + d)^e$			
STORM FREQUENCY	**b**	**d**	**e**
2 Year	61.7232	12.7293	0.8177
5 Year	69.1487	12.1277	0.7838
10 Year	73.2181	11.6223	0.7603
25 Year	76.8759	10.9639	0.7307
50 Year	76.8675	10.1845	0.7054
100 Year	77.8660	9.7969	0.6832
500 Year	95.1482	12.1098	0.6623

6.02 Hydraulics

Hydraulics is the study of fluid flow behavior. Policy makers and engineers must study and understand hydraulics because they are responsible for designing and constructing conveyance and storage facilities capable of managing storm water runoff in a safe and effective manner while reducing the potential for flooding. The following sections discuss specific methods and parameters to be used in analyzing proposed developments in Washington County's service area.

1. Open Channel Flow

The vast majority of conveyance capacity within Washington County's service area is located in the network of open channels that Washington County builds and maintains. The Chezy-Manning equation will be used to estimate a ditch's conveyance capacity. This equation is in the following form:

CHEZY-MANNING EQUATION			
$Q = 1.486/n \times A \times R^{2/3} \times S^{1/2}$			
n = Manning's Roughness Coefficient (unitless)	A = Flow Cross-sectional area (sf)	R = Hydraulic Radius (ft)	S = Slope of the Hydraulic Grade Line (ft/ft)

Typical values for Manning's 'n' are included in Table 8 below. The flow area (A) is estimated from the ditch cross-section, and is the area that will be conveying water (also called the wet area). The hydraulic radius is calculated as the wetted area divided by the wetted perimeter. The wetted perimeter is defined as the length of water/surface interface around the perimeter of the wetted area (does not include the water/air interface length). For open channels, the slope of the hydraulic grade line is estimated to be the same as the ditch slope.

Table 8 – Manning's Coefficient "n" Values for Open Channel Flow

MANNING COEFFICIENT "N" VALUES FOR OPEN CHANNEL FLOW	
SURFACE/CHANNEL	**MANNING COEFFICIENT "n"**
Concrete Lined	0.013
Earth Channel, smooth	0.018
Earth Channel, Clean Maintained Vegetation	0.022
Earth Channel, Gravel Lined	0.025
Earth Channel, Pasture Maintained	0.030
Earth Channel, Riprap/Stone Lined	0.035
Floodplains – Pasture, Farmland	0.035
Floodplains – Light Brush	0.050
Floodplains – Heavy Brush	0.075

2. Closed Conduit (Pipe/Culvert) Flow

The Chezy-Manning equation presented earlier is also applicable for estimating flow capacity for closed conduits (i.e., pipes). There are some important distinctions to remember, including:

a. Manning's 'n' for pipe materials are significantly different (i.e., smaller) than those for bare earth or vegetative surfaces. See Table 8 above for appropriate 'n' values.

b. The assumption of hydraulic grade line slope being approximately equal to the pipe slope is only valid under free flow conditions. Once the pipe is full and experiences surcharge conditions, the hydraulic grade line slope will increase as flow increases.

Table 9 - Manning's Coefficient "N" Values for Closed Conduit Flow

MANNING'S COEFFICIENT "N" VALUES FOR CLOSED CONDUIT FLOW	
PIPE/CULVERT MATERIAL	**MANNING COEFFICIENT "n"**
Smooth Inner Wall Plastic Pipe (PVC & HDPE)	0.013
Concrete	0.013
Steel Riveted	0.019
Corrugated Inner Wall Plastic Pipe (PVC & HDPE)	0.022
Corrugated Metal	0.025

6.03 Outfall Restrictor Design

To comply with Washington County policy to avoid increasing flood risks or flood hazards, maximum allowable outflow rates from detention basins are restricted to the pre-development flows from the 100-year, 25-year and 10-year Storm, 24-hour events. If a downstream channel has less capacity than a 10 year event, also restrict the outflow to the amount the pre-development project site contributes to the channel when it is flowing full or at its flooding threshold. When detention basin modifications are necessary to accommodate a proposed storm sewer outfall or a proposed development, design the modifications such that the 100-year, 25-year and 10-year Storm, 24-hour events water surface profiles in the detention basin and downstream channels are not increased above existing conditions. If the outflow is into a roadside ditch or storm sewer, restrict the maximum allowable outflow to the rate allowed from the proposed site development using criteria adopted by the jurisdiction responsible for the roadside ditch or storm sewer.

1. Orifice Design

An orifice is a two-dimensional flow structure (i.e., a drilled hole in a concrete wall, a hole in plate steel or a very short section of pipe) with an estimated conveyance capacity dependent upon the difference in water elevations from one side of the orifice to the other and the orifice opening area. The general equation for estimating flow through an orifice is as follows:

ORIFICE FLOW CAPACITY				
$Q = C \times A \times (2 \times g \times H)^{1/2}$				
Q = Orifice flow capacity (cfs)	C = Orifice coefficient (unitless) [use 0.8]	Orifice coefficient (unitless) [use 0.8]	G =Gravitational acceleration constant (32.2 ft/s2)	H = Differential head across the orifice (ft)

For the design head differential (H) use the 100-year water surface elevation in the detention facility minus the 25-year water surface elevation in the receiving ditch (if known). If discharging directly into a roadside ditch or a storm sewer, use the difference between the 100-year water surface elevation at the entrance and the centroid of the orifice in feet when orifice is partially submerged. The orifice should generally be greater than 6" diameter to reduce problems with clogging and blockage.

2. Outfall Pipe

The engineer may use one or more a pipe sections as flow control devices. The conveyance capacity of the pipe(s) can be estimated using the Chezy-Manning equation. In using this method, the slope of the hydraulic grade line is equal to the head differential across the structure divided by the length of the pipe section. For the design head differential use the 100-year water surface elevation in the detention facility minus the 25-year water surface elevation in the receiving ditch (if known). If discharging directly into a roadside ditch or a storm sewer, use the difference between the 100-year water surface elevation at the entrance and the centroid of the orifice in feet when orifice is partially submerged. The restrictor pipe shall not be less than 6" in diameter.

3. Overflow Weir

An overflow weir can be used on an outfall structure to restrict and regulate outflow. One of the biggest advantages of this outfall structure is that they do not have a finite conveyance capacity, and can therefore be used for emergency overflows to control larger than 100-year flows. There are many types of weir designs to choose from when designing an outfall structure, and each has a slightly different equation for estimating flow capacity. One of the simplest to design and construct is a Cipoletti weir consisting of a horizontal weir (of width B) with triangular weirs on either side (at 4:1 slopes) and a depth of flow of H feet. Capacity of a Cipoletti weir can be estimate by the following equation:

Table 10 - Capacity of a Cipoletti Weir

CAPACITY OF A CIPOLETTI WEIR		
$Q = 3.367 \times B \times H^{3/2}$		
Q = Weir capacity (cfs)	*B = Weir length (ft)*	*H = Depth of flow across weir (ft)*

6.04 Detention Facilities

To meet Washington County's requirements for zero net increase in runoff rates and no negative impacts due to new development, most projects will need to provide on-site detention facilities. Each detention facility should be designed based upon site specific parameters and constraints using accepted engineering methods. Washington County will not allow in-line storage within County ditches, channels, or streams. Additionally, the use of hydrograph timing as a substitution for detention on any project is prohibited. No approvals will be given by Washington County for any proposed development until the County Engineer has been satisfied that the proposed design meet Washington County's requirements. The following paragraphs describe general design requirements and allowable methods for generating appropriate designs. The characteristics of an individual development may be such that additional calculations, plans, and details may be required both for proper review and for construction. The County Engineer shall notify the Developer or the Engineer or record as this need becomes evident.

1. General Requirements

As shown in Table 4, detention facilities will be designed to provide enough storage to accommodate a 100-year event for the sub-area it is intended to serve. Detention facilities may be designed to be wet (constant level ponds) or may be designed to drain completely. They must be designed and constructed with stable slopes (minimum 3:1), they must provide adequate access and maintenance berms around the entire perimeter (30' minimum), and they must have erosion control elements (i.e., backslope swales, drop pipes, slope pavement, etc.) as necessary to ensure a stable, low maintenance facility. All detention facilities must provide one (1) foot of freeboard. Outfall structures must be designed to restrict outflow from the detention facility at a rate not to exceed the pre-developed conditions, and must include a controlled release mechanism to safely discharge runoff from storm events in excess of the 100- year design storm.

Detention storage may not be placed in road-side ditches or in curb-and-gutter streets in public or private easements and rights-of-way.

2. Volume Requirements

The following paragraphs describe allowable methods for use in determining storage volume requirements. This is not an exhaustive discussion of all methods, but will provide developers and engineers with a variety of tools for use in the unincorporated area of Washington County.

a. Coefficient Method

For small developments (less than 5 acres for commercial or 10 acres for residential), the developer may choose to use this simplified method for detention volume estimation. Using this method, the developer would provide detention storage using the following equation:

Table 11 – Detention Coefficient Method

Coefficient Method	
Storage = 0.55 * A_{dev}	
Storage = Detention volume required (ac-ft)	A_{dev} = The area of the site that will include modified cover (acres).

Using this method, storage is only provided for the portion of the site that is being developed. For example, on a 4 acre commercial tract with 2.5 acres of building, parking, detention facilities and landscape areas, the developer would be required to provide (2.5 acres)*(0.55 ac-ft/ac) = 1.375 ac-ft of detention storage. This method will not be allowed where the total developed area (either proposed or in the future) will exceed 5 acres for commercial or 10 acres for residential developments.

b. Modified Rational Method

For drainage areas of less than 200 acres, a modification of the Rational Method can be used for the estimation or design of storage volumes for detention calculations. The Modified Rational Method uses the peak flow calculating capability of the Rational Method paired with assumptions about the inflow and outflow hydrographs to compute an approximation of storage volumes for simple detention calculations.

c. Natural Resource Conservation Service (NRCS) Methods

Technical Release No. 55 Methods are for use in determining stormwater discharges and hydrographs in the Secondary Drainage System only and for drainage areas not exceeding 2000 acres. For purposes of these standards these methods are applicable to drainage areas of 100 to 2000 acres. In the event a drainage area exceeding 2000 acres is to be analyzed, it must receive approval of the County Engineer.

6.05 Maintenance Responsibility

1. Private and Public Stormwater Maintenance

a. The County will not provide maintenance for drainage or Stormwater Facilities.

2. Maintenance of Detention and Retention Ponds

a. A Homeowner's Association (HOA) or Property Owners' Association (POA) shall provide a maintenance agreement for all Detention Pond(s) and Retention Pond(s) unless the Commissioner's court approves an alternative maintenance arrangement.

b. If a Detention Pond or Retention Pond fails to operate due to lack of maintenance, the County may hold the Landowner, Homeowners' Association (HOA) or Property Owners' Association (POA) in violation of the Washington County Subdivision Regulations.

Section 7 – Drainage System Design

7.01 Streets

1. **Road Capacity Requirements**

   Roads may be used in combination with roadside ditches to convey the runoff resulting from the 100-year storm and to meet the street drainage criteria outlined in Table 12. The allowable flow depth and spread requirements outlined in Table 12 shall be applied at the edge of pavement.

Table 12 – Roadway Allowable Flow Depth

Type of Street	Allowable Spread	Maximum Water Surface Elevation
Major/Minor Thoroughfare	One traffic lane in each direction to remain open	6”
Collector	One moving traffic lane to remain open	6”
Minor Road	n/a	6”

Roadside ditches shall be included in the street right-of-way section. Curb and gutter systems with storm sewer inlets and storm drain pipe may also be approved in lieu of parallel ditches by the County’s engineering representative or their designee, provided the other design requirements of this manual are met.

Additional street drainage considerations are listed below:

a. The maximum allowable spread shall not exceed the limits of the public right-of-way or drainage easement.

b. The maximum allowable concentrated flow to a street including flow from driveways and flumes is 3 cfs. Discharges of point flows exceeding 3 cfs are allowed into the side drainage features of the street but may require permanent erosion control mechanisms at the discretion of the County’s engineering representative or their designee.

c. At any intersection, only one street shall be crossed with surface drainage, and this shall be the lower classified street.

2. **Street and Gutter Flow Calculations**

Surface drainage along streets is a function of transverse and longitudinal pavement slope, pavement roughness, inlet spacing, and inlet capacity. The design of these elements is dependent on storm frequency and the allowable spread of stormwater. Flow in streets and gutters is governed by Manning’s equation for open channel flow:

Table 13 – Manning’s Equation

Manning’s equation				
$Q = 1.486/n * A R^{2/3} S^{1/2}$				
Q=average velocity (fps)	A=cross-sectional flowarea (ft2)	R=hydraulic radius (ft)	S=longitudinal slope (ft/ft)	N=Manning’s roughness coefficient

The iSWM Technical Manual for Hydraulics provides alternate forms of the Manning's equation with tables and nomographs to be used in the calculation of drainage capacities of streets with triangular, composite, and parabolic sections, as well as streets with curb splits.

7.02 Inlets

1. **Inlet Design Considerations**

   Inlets must be spaced to serve the runoff calculated using the appropriate hydrologic method. Curb inlets shall be spaced so that the maximum travel distance of water in the gutter will not exceed 700 feet one way for residential streets and 300 feet one way on major thoroughfares and streets within commercial developments. It is preferable that curb inlets be located on intersecting side streets instead of major thoroughfares on all original designs or developments. Do not place inlets in circular portion of cul-de-sac streets unless special conditions warrant otherwise. Place inlets at the end of proposed pavement, if drainage will enter or leave pavement. Special conditions warranting other locations of curb inlets shall be determined on a case by case basis by the County's engineering representative or their designee.

2. **Roadway Inlets**

   Inlets are drainage structures used to collect surface drainage and to convey this water to storm drains or direct outlet to culverts. The capacity of an inlet depends upon its geometry and the cross slope, longitudinal slope, total gutter flow, depth of flow, and pavement roughness. Inlets servicing roadway drainage can be divided into three major classes:

   a. Curb Inlets

   b. Grate Inlets

   c. Combination (Grate and Curb-Opening) Inlets

   Inlets may be classified as being on a continuous grade or in a sump. The term "on grade" refers to an inlet located on the street with a continuous slope past the inlet with water entering from one direction. The "sump" condition exists when the inlet is located at a low point and water enters from both directions.

   Artificial low points created by "seesaw" of street grades will not be permitted. All low point inlets shall be designed in accordance with additional standards outlined in **Section 4.2.4**.

   The procedures and technical criteria outlined in the iSWM hydraulic manual shall be used for the hydraulic design of stormwater inlets. Additional criteria for various inlet types are summarized in the following sections. Refer to the **Texas Department of Transportation (TxDOT)** ***Bridge Standards*** for inlet construction and material requirements.

3. **Drop Inlets**

   The County allows for the installation of drop inlets to collect water in nonpaved areas, such as ditches and swales. If used, grading plans to direct flow into drop inlets shall be included in the construction plans. Drainage interceptor swales or berms shall be used, as required, to direct runoff to the drop inlets. Where swales or other means of collecting and directing runoff into drop inlets are needed, they shall be contained in drainage easements according to the requirements outlined in Section 1.6.1.

   Drop inlet capacity shall be designed using a 50% clogging factor due to the tendency of these inlets to collect debris. Flow into drop inlets shall be calculated using either the weir flow formula for an unsubmerged inlet or the orifice flow formula when depth of flow exceeds the depth of the opening.

Table 14 - Unsubmerged Inlet Capacity Operating as a Weir

Unsubmerged Inlet Capacity Operating as a Weir			
$Q/P = 2.5y^{3/2}$			
Q = Flow Capacity (cfs)	2.5 = weir coefficient (3.1) adjusted for 50% clogged inlet throat	P = Perimeter of opening (ft)	Y= head/depth (ft)

Table 15 - Submerged Inlet Operating as an Orifice

Submerged Inlet Operating as an Orifice				
$Q = 0.6(2gH)^{0.5}$				
Q = Flow Capacity (cfs)	0.6 = orifice discharge coefficient	A = Area of inlet opening (ft^2)	G = acceleration due to gravity = 32.2 (ft/s^2)	H = Head above centerline of inlet opening (ft)

Both conditions should be evaluated, and the capacity shall be determined from the condition that produces the more conservative value. The capacity calculations for drop inlets will be limited to a maximum head of 1 foot above the flowline of the inlet throat.

4. **Positive Overflow Requirements**
   Inlets are required at all low points in the gutter profile. Additionally, the drainage system shall provide for positive overflow at all low points. The term "positive overflow" means that when the inlets do not function properly, or when the design capacity of the conduit is exceeded, the excess flow can be conveyed overland along an open course. Generally, positive overflow is provided along a street, but certain circumstances may require the dedication of drainage easement and construction of a concrete flume sized to carry the overflow. Reasonable judgment should be used to limit the easements on private property to a minimum.
   In areas where positive overflow is not feasible, flanking inlets are required on each side of the low point inlet to act in relief of the inlet at the low point if it should become clogged. Flanking inlets shall be located to function before water spread exceeds the allowable spread at the sump location and shall be designed with a combined capacity to match the capacity of the primary sump inlet.

7.03 Storm Drains (Closed Systems)

Flow in Storm Drains

1. **Hydraulic Grade Line**
   Storm sewers shall be constructed to flow in subcritical hydraulic conditions unless otherwise approved by the County's engineering representative or their designee. A plan and profile sheet and calculations of the hydraulic gradient shall be furnished by the design engineer.
   The hydraulic gradient shall be calculated assuming the top of the outfall pipe as the starting water surface. At drops in pipe invert, should the upstream pipe be higher than the hydraulic grade line, then the hydraulic grade line shall be recalculated assuming the starting water surface to be at the top of pipe at that point. For the design storm, the hydraulic gradient shall be below the gutter line for all newly developed areas. For approved streets with ditch sections, the hydraulic gradient shall be 0.5 feet below the edge of pavement or natural ground elevation, whichever is lower.
2. **Velocities**

Storm sewers shall be designed to have a minimum velocity of 3 feet/second when flowing full. Maximum velocities shall not exceed 15 feet/second. Maximum discharge velocities shall not exceed 6 feet/second without use of energy dissipation downstream.

3. **Head Losses**

   Head losses at structures shall be determined for manholes, junction boxes, wye branches, bends, curves, and changes in pipe sizes in the design of closed conduits. Head losses must be incorporated into the gradient profile. Minimum head loss used at any structure shall be one-tenth (0.10) foot. Refer to the iSWM hydraulic manual for the equations to calculate energy losses at pipe junctions, bends, manholes, inlets, and other situations.
   Pipe direction changes will be curves using radius pipe unless approved by the County's engineering representative or their designee. Ninety-degree turns on storm sewers or outfalls are prohibited. Laterals shall intersect the trunk line at 60 degrees.

4. **Pipe Size and Material**

   The pipe size shall be a minimum of 15 inches for all public systems. Storm sewers shall be constructed with Class III reinforced concrete pipe, either precast pipe, box conduits or cast in place pipe. Refer to the pipe manufacturer specifications for cover requirements. Higher classes of pipe shall be required where the ultimate D-load of Class III pipe is exceeded, and in other situations as required by the County's engineering representative or their designee.

   The use of High-Density Polyethylene Pipe (HDPE) is allowed in unpaved areas. The use of corrugated galvanized metal pipe or HDPE may be approved at the storm sewer outfall into unlined channels

5. **Storm Drain Alignments**

   Match crowns of pipe at any size change unless severe depth constraints prohibit. Pipe size shall generally increase downstream except in the following specific cases or where otherwise allowed by the County's engineering representative or their designee:

   a. Where construction constraints prohibit the use of a larger pipe downstream;

   b. Where the improvements are outfalling into an existing system; or,

   c. Where the upstream system is intended for use in detention.

   Headwalls or sloped end treatments shall be constructed at the pipe ends of all storm drain systems. Sloped end treatments are required along streets when the drainage feature is adjacent and parallel to traffic flow. The sloped end treatment shall be a minimum 6:1 (horizontal to vertical) end section.

   Storm drain systems that outfall to a stream, natural channel, or pond shall conform to the existing side slope of the channel and be connected to a headwall. Discharge flowlines of storm sewers are to be 6 inches above the flowline of creeks and channels, unless channel lining is present. Hard armor protection and energy dissipation shall be provided when discharge velocities exceed the maximum allowable velocity in Table 3 and when specified by the County's engineering representative or their designee.

7.04 Channels and Ditches

1. **Hydraulic Evaluation**

   The County requires a hydraulic analysis for any proposed open channels or ditches. Normal depth (uniform flow) calculations using the Manning's equation are to be used only for initial sizing. Exceptions for small outfall channels and ditches will be made at the discretion of the County's engineering representative or their designee.

The hydraulic analysis shall generally be performed using HEC-RAS. The analysis will be used to determine the headwater and tailwater elevations, head losses, capacity, freeboard, and floodplain impacts. For systems discharging into natural creeks, channels, or ponds, the tailwater shall be assumed to be the 100- year water surface elevation. If an approved flood hydrograph is available to provide a coincident flow elevation for the system's peak, the table of coincident design frequencies in the iSWM hydraulic manual can be used to assist with tailwater determination. Alternatively, a detailed hydrologic and hydraulic study may be provided.

For channels that require a flood study, a hydrologic routing model and hydraulic analysis will be required to determine impacts on existing floodplains and/or adjacent properties. If a stream or channel has an effective FEMA model and/or a County-adopted watershed model, the engineer will be required to use those models for the analysis.

Supercritical flow will not be allowed for designed channels. However, for lined channels, the HEC-RAS analysis shall include a mixed-flow regime analysis, to make sure no supercritical flow occurs for the designed channel. Mixed or supercritical flow may be allowed for analysis of existing conditions when required.

Upstream or downstream transitions from natural to modified channels along with channel outfalls will require a design based on a hydraulic study and will provide a non-erosive environment. Refer to the iSWM hydraulic manual for design of channel transitions and energy dissipation.

2. Allowable Depth and Freeboard

The 50-year hydraulic gradient shall be shown for each drainage ditch section and shall be below the edge of pavement or natural ground elevation, whichever is lower. The 100-year hydraulic gradient shall also be shown on the plans to confirm that flows are contained within the right-of-way and/or drainage easement. Freeboard must also be provided to meet the requirements for minimum finished floor elevations outlined in **Section 2.4.3**.

3. Setbacks

The minimum distance between the edge of the roadway shoulder and the adjacent edge of ditch bank shall be as shown on the County's Typical Roadway Sections.

4. Geometry

The following standards for the geometry of constructed channels and ditches shall apply:

a. The minimum bottom width for roadside ditches shall be 3 feet.

b. The minimum grade or slope of roadside ditches shall be 0.50%. In situations where the minimum slope cannot be achieved, concrete lining may be required by the Count's engineering representative or their designee. For grass lined sections, the maximum design velocity shall be 6 feet per second.

c. The minimum preferred unlined or unimproved roadside ditch section shall have a side slope no steeper than 3:1 (horizontal to vertical) configuration. Steeper slopes may be approved by the County's engineering representative or their designee when the existing right-of-way is limited or other construction features dictate the design.

d. Bank stabilization may be required at the discretion of the County's engineering representative or their designee.

7.05 Bridges and Culverts

1. Bridge and Culvert Capacity

The hydraulic design of bridges and culverts for roadway crossings of drainage feature shall conform to the methodology outlined in the TxDOT Hydraulic Design Manual. The minimum design frequencies of bridge and culvert facilities shall conform to the recommended design flood and check flood standards presented in the manual. Driveway culverts in roadside ditch sections shall be provided to allow sufficient cross drainage to meet the ditch capacity and freeboard requirements.

All bridge and culvert facilities must be evaluated to the 100-year storm, to ensure conformance with the County's downstream impacts and floodplain development criteria. Bridge and culvert design must meet the no adverse impacts standards outlined in **Section 2.3.1.**

2. Bridge Design Considerations

A hydrologic and hydraulic analysis using HEC-RAS is required for designing all new bridges, bridge widening, bridge replacement, and roadway profile modifications that may adversely affect the floodplain, even if no structural modifications are necessary.

3. Bridge Scour Analysis

A scour analysis shall be submitted with bridge design plans. Scour analysis shall be performed in accordance with the latest edition of the TxDOT Geotechnical Manual, based on the guidelines and procedures outlined in HEC-18 Evaluating Scour at Bridges (5th Ed.). The HEC-RAS scour routines shall generally be used to perform bridge scour computations.

Scour revetment shall be provided as needed and shall be designed using the methodology outlined in ***HEC-23 Bridge Scour and Stream Instability Countermeasures: Experience, Selection, and Guidance.*** Alternative methodologies for scour analysis and revetment may be approved at the discretion of the County's engineering representative or their designee.

4. Culvert Design Considerations

Culverts with headwalls will be placed at all driveway and roadway crossings, and other locations where appropriate. All driveways crossing open drainage ditches are required to be serviced by culverts; no paved dips will be permitted.

Culverts will be designed assuming inlet control. For safety reasons, headwater depth/culvert diameter ratio (HW/D) for road crossings shall not exceed 1.5 for the 100-year event peak flow. Variance to this criteria may be permitted by the County if justification is provided and sufficient measures are taken to reasonably avoid any safety impacts. Assessment of the impacts caused by exceeding the design headwater depth should account for:

a. Hazard to human life and safety.

b. Potential damage to the culvert, embankment stability and roadway.

c. Traffic interruption in the event of roadway overtopping.

d. Anticipated upstream and downstream flood risks, for a range of return frequencies.

If the culvert outlet is operating with a free outfall, the critical depth and equivalent hydraulic grade line shall be determined. If an upstream culvert outlet is located near a downstream culvert inlet, the headwater elevation of the downstream culvert will establish the design tailwater depth for the upstream culvert. For culverts discharging into natural creeks, channels, or ponds, the tailwater shall be assumed to be the 100-year water surface elevation. If an approved flood hydrograph is available to provide a coincident flow elevation for the system's peak, the table of coincident design frequencies in the iSWM hydraulic manual can be used to establish the tailwater elevation. Alternatively, a detailed hydrologic and hydraulic study can be performed to establish the tailwater elevation.

5. Roadway Culvert Size and Material

The minimum size culvert shall have a cross-sectional area equal to or greater than an eighteen (18) inch inside diameter pipe. Roadside culverts are to be sized based on drainage area. Calculations are to be provided for each block based on drainage calculations. All proposed and reasonably expected future culverts shall be included in the hydraulic profile. The size of culvert used shall not create an additional head loss of more than 0.2 feet greater than the normal water surface profile prior to placement of the culvert. Pipe culverts shall conform to ASTM Specifications C-76, Class III, for reinforced concrete pipe. Higher classes of pipe shall be required where the ultimate D-load of Class III pipe is exceeded, and in other situations as required by the County's engineering representative or their designee.

7.06 Storm water Storage Facilities

1. Storage Volume Calculation

The modified rational method is allowed only for detention facilities serving watersheds of 100 acres and less. The modified rational method is not acceptable for basins in series. Detention basins draining watersheds over 100 acres shall be designed using unit hydrograph methodology. The unit hydrograph method is also allowed for basins with watersheds less than 100 acres and may be required at the discretion of the County's engineering representative or their designee.

A calculation summary shall be provided on construction plans. For detailed calculations of unit hydrograph studies, a separate report shall be provided to the County for review and referenced with date, engineer, and title on the construction plans. Stage-storage-discharge values shall be tabulated, and flow calculations for discharge structures shall be shown on the construction plans. Reservoir routing calculations must be used to demonstrate that the storage volume and outlet structure configuration are adequate.

2. Pond and Spillway Geometry

The following criteria shall apply:

a. Detention basin embankments shall have a 10-foot crown width. For access to the pond bottom, provide a maintenance ramp of at least 10 feet wide with a maximum slope of 15%. Twelve (12) feet in width is required next to vertical walls.

b. Detention basins shall be designed with at least one 10-foot-wide maintenance access location, with a 15% maximum grade.

c. A freeboard of 1 foot based on the 100-year design depth will be required for all detention ponds.

d. Grassed side slopes shall be 4:1 or flatter and less than 20 feet in height. Slopes protected with concrete riprap shall be no steeper than 2:1. A detailed geotechnical investigation and slope stability analysis is required for grass and concrete slope pavement slopes greater than 12 feet in height. A concrete-lined or structural embankment can be steeper with County approval.

e. An emergency spillway shall be provided at the 100-year maximum storage elevation with sufficient capacity to convey the 100-year storm assuming blockage of the closed conduit portion of the outlet works with 6 inches of freeboard. Spillway requirements must also meet all appropriate state and federal criteria. Design calculations will be provided for all spillways.

f. Dry detention basins are sized to temporarily store the volume of runoff required to provide flood protection up to the 100-year storm, if required. Dry detention basin design should consider multiple uses, such as recreation. As such, pilot channels should follow the edges of the basin to the extent practical. The bottom of the basin shall have a minimum grade of 1%,

although swales may have minimum grades of 0.5%. Concrete flumes shall be provided for slopes less than 0.5% and may have slopes as shallow as 0.2%. They shall be at least 6 feet wide.

g. Safety fencing is required around the detention area if any of the following criteria are met:

   i. Where side slopes of the facility are steeper than 4:1.

   ii. Where the 100-year design depth of the facility exceeds 4 feet.

   iii. Where the facility is likely to experience significant exposure to children or the elderly (i.e. adjacent to schools, parks, or adult care facilities)

   iv. In other instances, as directed by the County's engineering representative or their designee.

h. Safety fencing shall be a minimum of 6-feet in height and shall be chain link. Maintenance access must be provided. Alternative materials or other means of preventing public egress (i.e. decorative fencing or privacy hedges) may be approved by the County's engineering representative or their designee.

3. Permitting and Dam Safety Requirements

All federal, state, and local laws pertaining to the impoundment of surface water relating to the design, construction, and safety of the impounding structure shall apply. Criteria established by the State of Texas for dam safety (TAC Title 30, Part 1, Chapter 299) and impoundment of state waters (Texas Water Code Chapter 11) shall apply where required by the state. The engineer is responsible for coordinating with the appropriate regulatory agencies to ensure compliance with these requirements.

Section 8 – Driveways

8.01 Driveway Culvert Requirements

1. Permit Required for All Driveway Culverts

No Person may construct a driveway culvert in the Public Right-of-Way or other County property listed in Section 12.01.B without first obtaining a Permit from the County under this Section 12.

2. Culvert Diameter

The minimum size for a culvert in the Right-of-Way is 18" in diameter.

3. Culvert Length

a. Residential Use:

i. Minimum length is 24'

ii. Maximum length is 40'

b. Commercial Use:

i. Minimum length is 24'

ii. Maximum length is 80'

1. Any culvert over 40' in length shall include a junction box with an incorporated inlet.

4. Culvert Material

The only acceptable driveway culvert materials shall be corrugated metal pipe (CMP) or reinforced concrete pipe (RCP).

5. Existing Culverts

The County will issue notice to any property owner with an existing culvert in poor condition. The owner will be given enough time to repair or replace the culvert before the County begins referral for enforcement proceedings.

6. Driveway Surface Maintenance

Driveway surface maintenance shall be the sole responsibility of the respective landowner.

7. Temporary Construction Entrance

a. Temporary Construction Entrances shall be utilized for no longer than one (1) year.

i. An extension may be granted for no more than six (6) months

b. High Density Polyethylene (HDPE) culverts may be utilized for a temporary construction entrance.

8. Corrective Culvert Measures by the County

The County reserves the right to remove and replace any substandard or blocked culverts; The County further reserves the right to take any necessary corrective measures within the Public Right of-Way to address a drainage issue in the Right-of-Way or on an Abutting property.

Public Nuisance and Abatement A Violation of this Section 12 is a public nuisance subject to abatement procedures, criminal and civil penalties, injunctions, liens, and cost assessments to repay the County the cost of abating or correcting the nuisance.

Section 9 – On Site Sanitary Sewer (OSSF)

9.01 OSSF Design and Construction Standard

Washington County adopted an **O**rder for On Site Sewage Facilities (OSSF). Commissioners Court has assigned the responsibility to the Washington County Engineering and Development Services Department to ensure each development adheres to the most recent up to date laws as regulated by the Texas Commission of Environmental Quality.

All developments or subdivisions, which include the use of on-site sewage facilities (OSSF), shall comply with the latest editions of 30 Texas Administrative Code (TAC) Chapter 285 On-site Sewage Facilities and the Rules of Washington County, Texas for Private Sewage Facilities. This reference shall be construed to include the most current edition, latest revisions, additions or amendments thereof.

All developers, landowners and developments must be in compliance with State laws regarding on-site sewage facility (OSSF) laws as regulated by the Texas Commission of Environmental Quality (TCEQ). Upon compliance, the Washington County Environmental Department will issue a statement of compliance, which must accompany the Final Plat when presented before Commissioners Court for approval.

Section 10 – Public Water and Wastewater Requirements

10.01 Public Water Design and Construction Criteria

All public water utility design and construction proposed within any platted subdivision shall comply with the latest edition of the Texas Commission on Environmental Quality (TCEQ) Water Quality Standards and **Chapter 3 of the City of Brenham Public Infrastructure Design Manual.**

10.02 Public Wastewater Design and Construction Criteria

All public wastewater utility design and construction proposed within any platted subdivision shall comply with the latest edition of the Texas Commission on Environmental Quality (TCEQ) Wastewater Quality Standards and **Chapter 4 of the City of Brenham Public Infrastructure Design Manual**.

Section 11 – Fire Suppression Requirements

11.01 Fire Suppression Pond Requirements for Subdivisions

Each subdivision that includes twenty (20) or more lots (which include subsequent phases) that does not include a potable water system with incorporated fire hydrants shall include adequately sized fire suppression pond(s) to ensure sufficient fire protection coverage and to meet local fire code requirements.

1. **Design and Capacity**

   Fire suppression ponds shall be designed to provide a minimum of four thousand (4,000) cubic feet of water for a subdivision up to fifty (50) lots. An additional fifty (50) cubic feet shall be provided for each additional lot.

   The pond shall maintain a usable volume that accounts for sedimentation, evaporation, and annual maintenance.

   Stormwater detention volume may not be utilized as fire suppression pond volume.

2. **Location and Accessibility**

   Ponds must be strategically located to ensure rapid and safe access for firefighting vehicles and personnel.

3. **Construction Standards**

   Ponds shall be constructed in accordance with county and state standards, including appropriate lining, overflow precautions, and erosion control measures.

   The pond shall have a stable spillway or overflow outlet designed to prevent flooding or erosion.

4. **Maintenance and Inspection**

   A maintenance plan shall be prepared and approved by the county, detailing procedures for regular inspection, sediment removal, and repair.

   The homeowner’s association or designated entity shall be responsible for ongoing maintenance.

5. **Standpipe Requirements**

   A standpipe shall be installed at each fire suppression pond or at strategic locations within the subdivision as approved by the County Engineer or their designee.

   a. **Specifications**

      All proposed piping from the standpipe to the inlet shall be no smaller than six (6) inches in diameter and composed of ductile iron pipe (AWWA C151) or stainless steel pipe (AWWA C220)

      The standpipe shall be capable of delivering a flow rate of at least 250 GPM when connected to firefighting hoses.

      The standpipe shall be equipped with appropriate caps, orifices, and fittings to facilitate firefighting operations.

   b. **Access and Signage**

      Standpipes shall be clearly marked and accessible to emergency personnel at all times.

      Signage shall indicate flow capacity, connection points, and required protocols for use.

   c. **Location**

      Standpipes shall be located in visible areas that are accessible to the local fire department.

6. Strainer

All fire suppression systems shall include a strainer located at the inlet.

a. Specifications

Strainers shall either be a perforated horizontal or vertical barrel design.

Strainer material shall be either stainless steel or PVC.

Strainer shall include a flush cover check valve.

b. Location

Strainer shall be installed with a vertical support that maintains the depth of the inlet strainer no less than two (2) feet from the bottom of the pond.

7. Additional Considerations

Incorporate signage indicating the presence of fire suppression ponds.

Section 12 – Floodplain Management

12.01 Floodplain Management

Washington County Commissioners Court adopted an order for Floodplain Management and has assigned the responsibility to the Washington County Environmental Department to ensure each development adheres to the most recent up to date laws as regulated by **FEMA, Federal Emergency Management Agency.** [Code of Federal Regulations]

Each developer must contact the Floodplain Administrator of the Washington County Engineering and Development Services Department to be certain all requirements are met. Upon compliance the Washington County Environmental Department will issue a statement of compliance, which must accompany the Final Plat when presented before Commissioners Court for approval.

ANY development showing any property which lies within the floodplain, as determined by the flood insurance rate map (FIRM), previously known as the flood hazard boundary map (FHBM), has specifications which are in addition to the subdivision platting requirements, and these specifications must be shown on the preliminary and final plat. To obtain these specifications and requirements the developer must contact the Floodplain Administrator of Washington County.

Section 13 – Addressing

13.01 Addressing Standards and Procedures

Washington County adopted an order for Addressing Standards and Procedures. Commissioners Court has assigned the responsibility to the Washington County Engineering and Development Services Department to ensure each development adheres to the most recent regulations by **Chapter 258 of the Texas Transportation Code**.

All developers, landowners and developments must comply with the current **Washington County Addressing Standards and Procedures.**

Subdivision infrastructure shall be deemed substantially complete by the Engineering and Development Services Department prior to addressing of lots within the development.

Subdivision and Road Name Approval Process

Washington County Addressing Department will issue a statement of compliance, which must accompany the Final Plat when presented before Commissioners Court for approval.

Section 14 – Variances

14.01 Variances

1. The Commissioner's Court of Washington County shall have the authority to grant variances from these regulations when the public interest or the requirements of justice demands relaxation of the strict requirements of the rules.
2. Any person who wishes to receive a variance shall apply to the County Engineer. All variance requests shall be submitted in writing to the County Engineer. The request must state the provisions to which a variance is being sought while illustrating the necessity for the variance. It must be further shown that the variance will not create adverse impacts to the public interest.
3. The decision of the Commissioner's Court whether to grant or deny a variance is at its complete discretion, and shall be final.
4. No variance shall be granted regarding bonding.

   Financial hardship to the applicant shall not be deemed sufficient reason to constitute the recommendation of a variance.

Section 15 – Penalties

15.01 Penalties

1. **Section 232.005 of the Texas Local Government Code** provides for the enforcement of the state subdivision laws and of these regulations.
2. A person commits an offense if the person knowingly or intentionally violates a requirement of these regulations and other appendices incorporated herein. Such offense is a Class B misdemeanor, as defined in the Texas Local Government Code as amended.
3. Under Texas Law, a person may be jointly responsible as a party to an offense if the person (acting with intent to promote or assist the commission of the offense) solicits, encourages, directs, aids, or attempts to aid another person to commit the offense. Thus, a real estate agent or broker, a lender, an attorney, a surveyor, an Engineer, a title insurer, or any other person who assists in violating these regulations may also face criminal penalties.
4. Besides prosecuting a criminal complaint, the County Attorney or other prosecuting attorney for the County may file a civil action in a court of competent jurisdiction to enjoin any violation or threatened violation of these regulations, and to recover damages.
5. A tract that has been subdivided without compliance with these regulations will be ineligible to obtain a permit for the construction or modification of a private sewage facility located on the tract.

Engineering and Development Services
Subdivision Application

3650 HWY 36 N Brenham, Texas 77833 |Wcrboffice@washingtoncountytx.gov| 979.277.6275

Type of Application

☐ Minor Plat ☐ Final Plat ☐ Replat
☐ Amending Plat ☐ Vacant/Cancellation of Plat ☐ Variance Request

Property Owner(s) Information

Name: _____

Address: _____

Phone Number: _____Email: _____

Subdivision Information

Name of Subdivision: _____
Property Location/Address: _____

Property ID #: _____ Located in a City ETJ: _____

Total Acreage:		Community water availability	
Number of Sections:		Private Water System	
Number of Blocks/Lots:		Private Sewage Facilities	
Average Lot Size:		Property Taxes Current	
Reserve acreage:		Covenants/Restrictions	
Number of Roadways:		Infrastructure Development Plan	
Total Road length:		Located Floodplain	

Surveyor/Engineer Contact Information

Business Name: _____

Representative Name: _____

Phone Number: _____Email: _____

I acknowledge, by my signature below, that I have the legal authority to make this application, have read, and understand the Subdivision Rules and Regulations of Washington County and all that apply. I understand and agree I am responsible for all fees associated with this application and with this development. I understand this is only an application and does not constitute an approval until notice of approval has been given by County Engineer or Commissioners Court.

Signature: _____ Date: _____

Engineering and Development Services
Subdivision Development Submittal

3650 HWY 36 N Brenham, Texas 77833 |Wcrboffice@washingtoncountytx.gov| 979.277.6275

1. **Pre-Application Meeting –** The Pre-Application Meeting provides the Applicant and the County an opportunity to discuss major Development considerations such as utilities, roadways, and drainage concerns.
2. **Electronic Submittal –** An Application is complete when the EDS Department receives all documentation or other information required.

- ✓ Subdivision Development Application
- ✓ Fees
- ✓ Title Information
- ✓ Tax Certificate
- ✓ Metes and bounds and/or Plat
- ✓ Plans And Specifications (If applicable)
- ✓ A will- serve letter (If applicable)
- ✓ OSSF Suitability Study (If applicable)
- ✓ Variance Request (If applicable)
- ✓ Development Agreement (If applicable)
- ✓ A traffic Impact Analysis (If applicable)

3. **Plat Review –** Engineering, Addressing, and Environmental and/or County Attorney staff will compile comments and send back to the applicant.
4. **Applicant Addresses Comments –** Correct and address all comments, resubmit to EDS Department.
5. **Hard Copy Submittal -**

Minor Plat	Final Plat	
✓ 2 Original Metes and Bounds Copies (8.5”x11”)	✓ Mylar Plat (18”x24”)	✓ County Clerk Recording Fees
✓ Original Tax Certificate	✓ 2 Paper Plat Copies (18”x24”)	✓ Plans (If Applicable)
✓ County Clerk Recording Fees	✓ Original Tax Certificate	✓ Construction Surety (If Applicable)

6. **Approval –** ***Minor Plats*** – The Engineer will give approval or disapproval to applicant. ***Final Plat*** **–** The commissioners court will grant Approve, approve with conditions or disapprove.
7. **Plat Recordation –** ***Minor Plats*** – Washington County EDS Department will record Metes and Bounds with Washington County Clerk. ***Final Plats*** – Upon Commissioners Court approval of the plat, the EDS Department shall deliver the signed Mylar plat and the original tax certificates to the Washington County Clerk for recordation.
8. **Notice –** Notice given by electronic mail (email) or by postal service.

Engineering and Development Services
Infrastructure Construction

3650 HWY 36 N Brenham, Texas 77833 |Wcrboffice@washingtoncountytx.gov | 979.277.6275

1. **Pre-Construction Meeting –** The Pre-Construction Meeting provides the Developer and the County an opportunity to discuss major Development considerations such as utilities, roadways, and drainage concerns.
2. **Construction Completion Notification –** Developer or landowner is responsible for scheduling final inspection
3. **Final Construction Inspection –** County will conduct a final inspection developer will be responsible for remedial work if required and scheduling a Re-Inspect.
4. **Initial Acceptance by Commissioners Court –** to begin (2) Two year maintenance period and approval of Surety Reduction
5. **2 Year Final Inspection Notification –** Developer or landowner is responsible for scheduling final inspection
6. **Final Inspection –** County will conduct a final inspection developer will be responsible for remedial work if required and scheduling a Re-Inspect.
7. **Final Acceptance -** Commissioners Court approval of accepting infrastructure into the Washington County Maintained Infrastructure.
8. **Release of Surety Bond**

AGENDA ITEM

#5

Discussion and possible action on the approval of the Engineering and Development Services Fee Schedule. (Wesley Stolz, County Engineer)

Engineering and Development Services
Fee Schedule

3650 HWY 36 N Brenham, Texas 77833 |Wcrboffice@washingtoncountytx.gov| 979.277.6275

Addressing		
Addressing Application		No Fee
Addressing Sign		$5.00
Driveway Permit		
Residential Driveway	20-30 Feet Wide	$625.00
Residential Driveway	31- 40 Feet Wide	$875.00
Culvert Extension	Up to 40 Feet Wide	$50 per linear foot
Commercial Driveway	> 40 Feet Wide	$150.00
Inspection Fee	No Culvert Required	$50.00
Ditch Waiver	Excess Dirt Request	No Fee
On- Site Sewage Facility (OSSF/Septic) Permit		
Single-Family Residential		$325.00
Non-Profit		$425.00
Multi-Unit /Non-Residential		$525.00
Re-Inspection		$150.00
Floodplain Determination Permit		
Single-Family Residential		$325.00
Non-Profit		$425.00
Multi-Unit /Non-Residential		$525.00
Benchmark Disc		$75.00
Subdivision Development Permit		
Minor Plat Application Fee		$100.00
Final Plat Application Fee		$1,250.00 + ($50.00/Lot)
Infrastructure Review Fee		$750.00 + ($5.00/Acre)
Variance Request		$100.00
Manufactured Home Infrastructure Development Plan		$100.00 + $10 per rental space
Recording Fee		Please see Washington County Clerk Fee Schedule
Utility Within Right-of-Way Permit		
Oil/Gas Pipeline ROW Crossings		$300.00
Sanitary Sewer		$300.00
Violations –per violation, per occurrence		$100.00
Other Permits		
Prescribed Burn Application		$100.00

We accept Cash, Checks, Money Orders and Credit/Debit Cards

WE DO NOT ACCEPT AMERICAN EXPRESS CREDIT CARDS

Please make Checks and Money Orders payable to Washington County

A processing fee will be charged to all credit/debit card payments and paid directly to Certified Payments.

AGENDA ITEM

#6

Discussion and possible action on the approval of pending Washington County Expo Rental Regulations Contracts. (Harrison Williams, EXPO Director)

Washington County Expo

"AT THE CENTER OF IT ALL"

March 24th, 2026

To: Judge John Durrenberger & Commissioners Court

There are (3) contracts this week:

REF#2848: Texas Parks and Wildlife Department – Workshop– EVENT CENTER - August 2026

REF#2847: BHS Cubette Soccer – Banquet – VIP BUILDING – April 2026

REF#2824: 21-Mens Club – Western Dance– EVENT CENTER – February 2027

Thank you,

Harrison Williams - Director
Washington County Expo

1305 East Blue Bell Rd. ● Brenham, Texas 77833 ● (979) 836-2299 ext.1 ● e-mail: info@washingtoncountyexpo.com
https://www.washingtoncountyexpo.com

AGENDA ITEM

#7

Discussion and Presentation of the Tax Phase-In Compliance Review Committee Report for 2025 Regarding Current Tax Phase-In Agreements. (Teresa Rosales, Economic & Community Development Director)

Brenham | Washington County
Economic Development

MEMORANDUM

To: **Washington County Judge and County Commissioners**

From: **Teresa Rosales, Economic & Community Development Director**

Subject: **2025 Tax Phase-In Compliance**

Date: **March 31, 2026**

The Joint Compliance Committee for Tax Phase-In, comprised of representatives appointed by both the City of Brenham and Washington County, convened in February of 2026 to review compliance on each company that has an active tax phase-in agreement.

Committee members are Roger Chambers, Sharlie Douglass, Myron Dippel and Tieman Dippel. I was present at this meeting along with Washington County Chief Appraiser Dyann White.

The following companies applied for abatement in 2025:

- Blue Bell Creameries
- Del Sol
- Double R Brand Foods
- Quest Specialty
- 209 S. Market
- Stan Pac

Contact was made with each company to provide documentation evidencing employment numbers and salary. In addition, companies were all required to complete, sign and notarize an Affidavit Supporting Employment and Certificate of Compliance form. This documentation was provided to the Compliance Committee and deemed acceptable.

It was determined that all companies listed above are in compliance with their respective Tax Phase-In Agreements.

AGENDA ITEM

#8

Discussion and possible action on the designation of an additional courtroom location for Washington County District Court proceedings, specifically the Justice of the Peace, Precinct 1 conference room located on the west side of the building, pursuant to Texas Government Code § 24.030.

Washington County District Court- Designation of Additional Courtroom Location for court proceedings.

Consider and take appropriate action to designate the Justice of the Peace, Precinct 1 conference room, located on the west side of the building, as an authorized location for court proceedings, as needed. The room does not have a designated suite number .

Referenced Statute: Texas Government Code 24.030 (Location of the Court) , 2025 Texas Statutes, Title 2- Judicial Branch, Subtitle A- Courts, Chapter 24- District Courts, Subchapter A- General Provisions

The District Court respectfully requests approval of this designation. This request is submitted for consideration without the necessity of in-person presentation.

AGENDA ITEM

#9

Presentation of Delinquent Tax and Fine and Fee Collection Report by Leslie Schkade with Perdue Brandon Fielder Collins & Mott, LLP.

WHEN EXPERIENCE, REPUTATION AND PERFORMANCE MATTER

PERDUE BRANDON FIELDER COLLINS & MOTT LLP

ATTORNEYS AT LAW

COLLECTION REPORT TO WASHINGTON COUNTY

Submitted by: *Leslie Schkade*

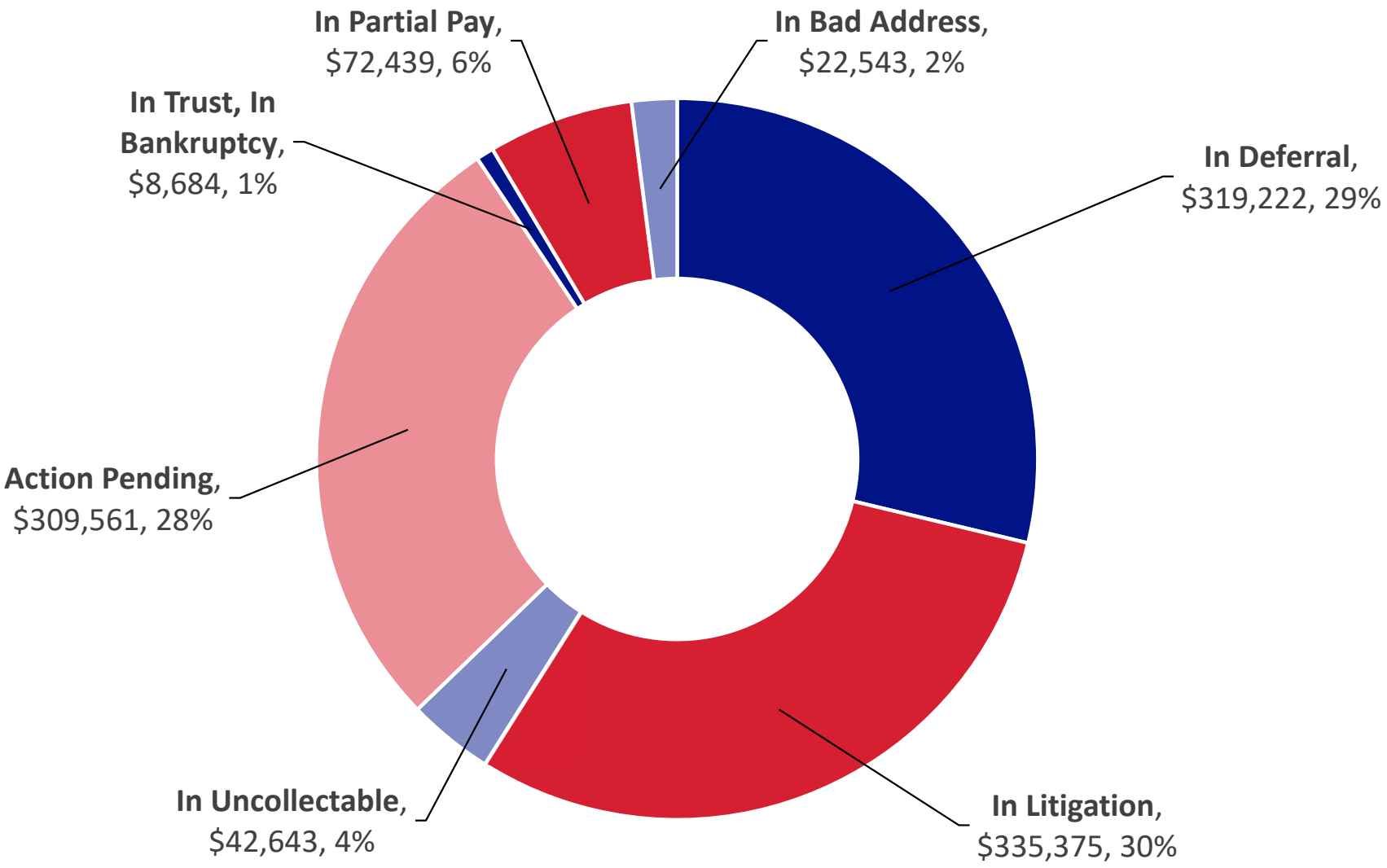
March 2026

www.pbfcm.com

ACCOUNT BREAKDOWN CHART

FOR WASHINGTON COUNTY

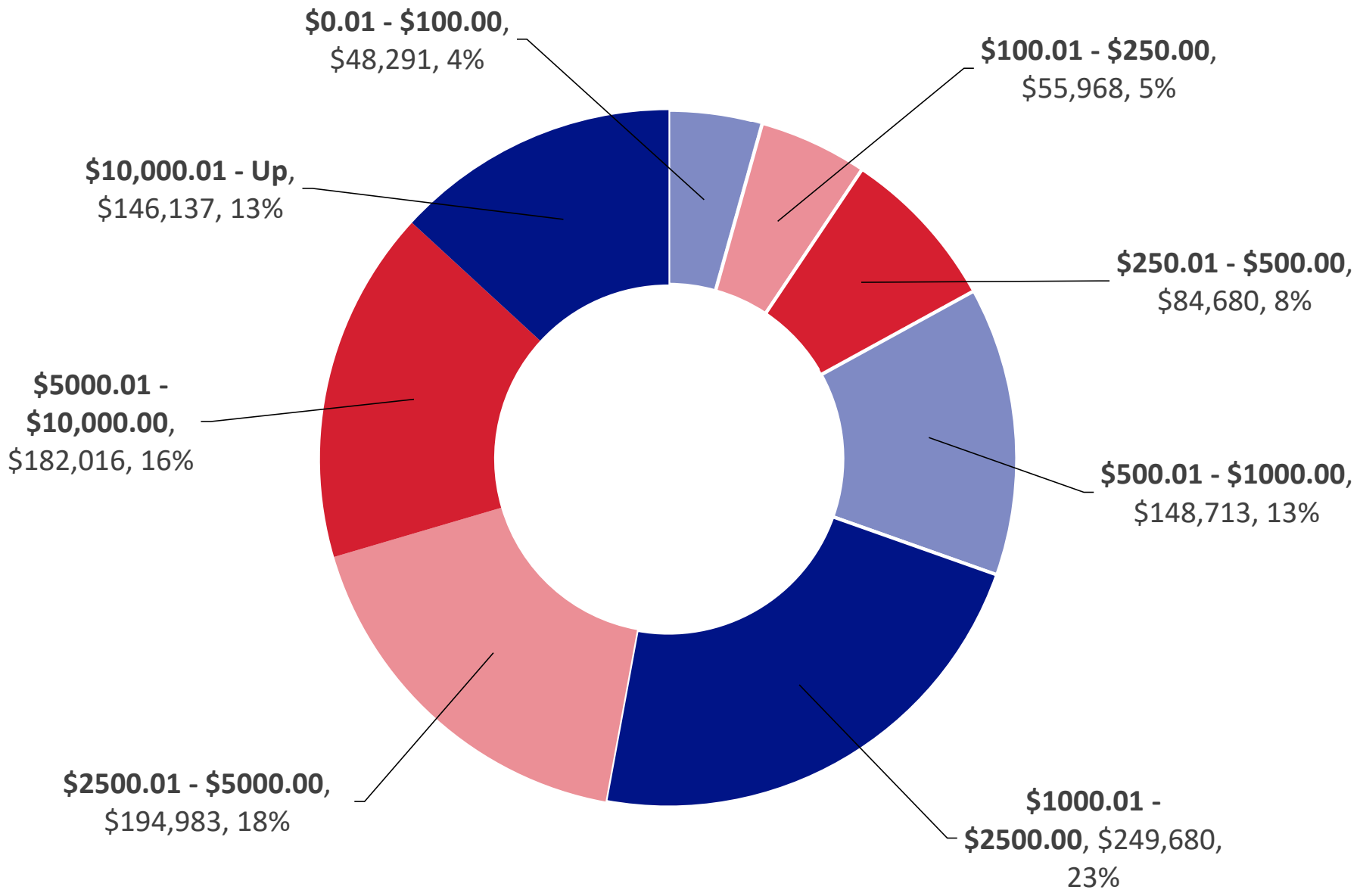
As of 3/23/2026 - Total Base Tax: $1,110,468



DOLLAR RANGE CHART

FOR WASHINGTON COUNTY

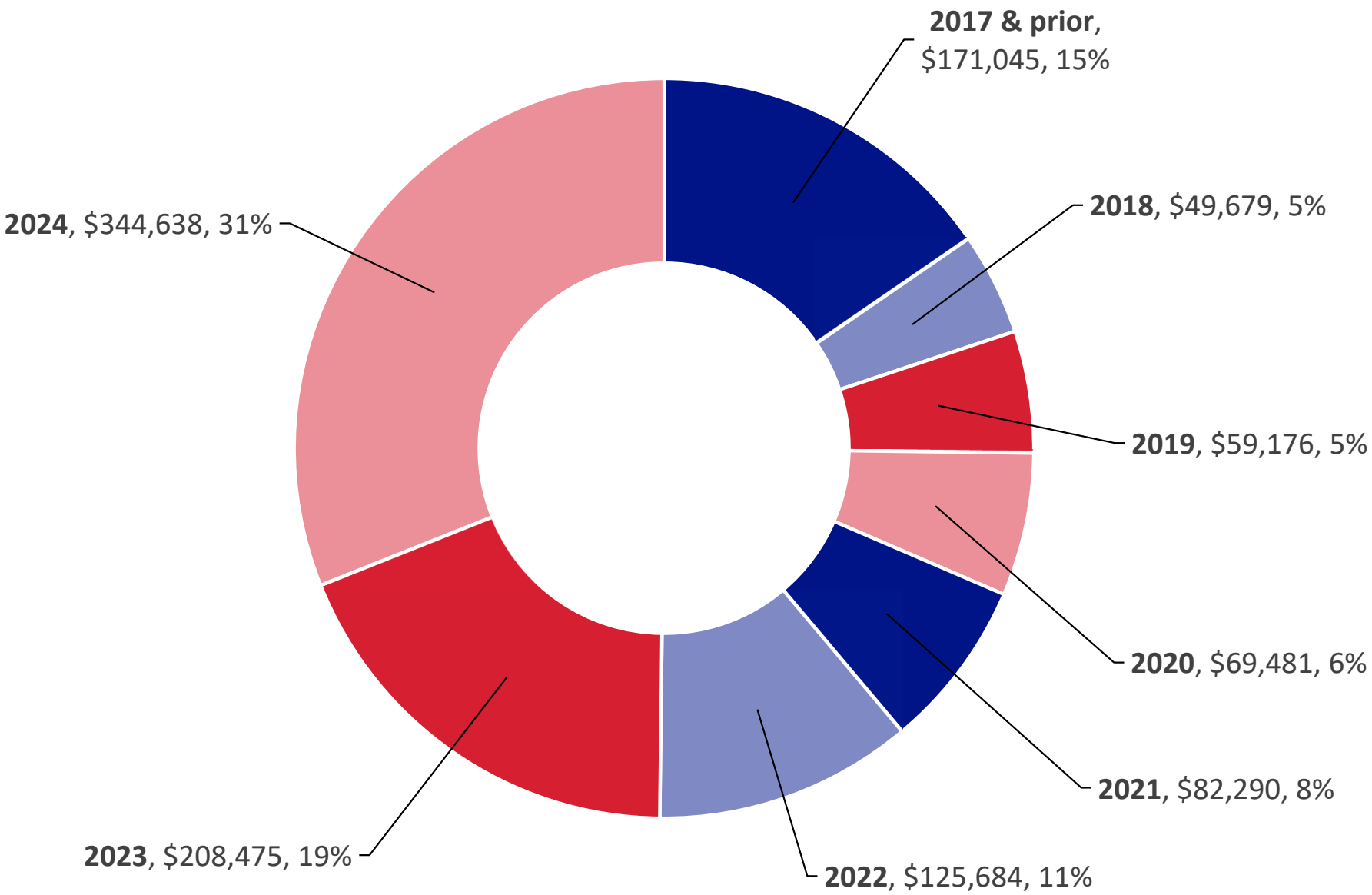
As of 3/23/2026 - Total Base Tax: $1,110,468



TAX YEAR CHART

FOR WASHINGTON COUNTY

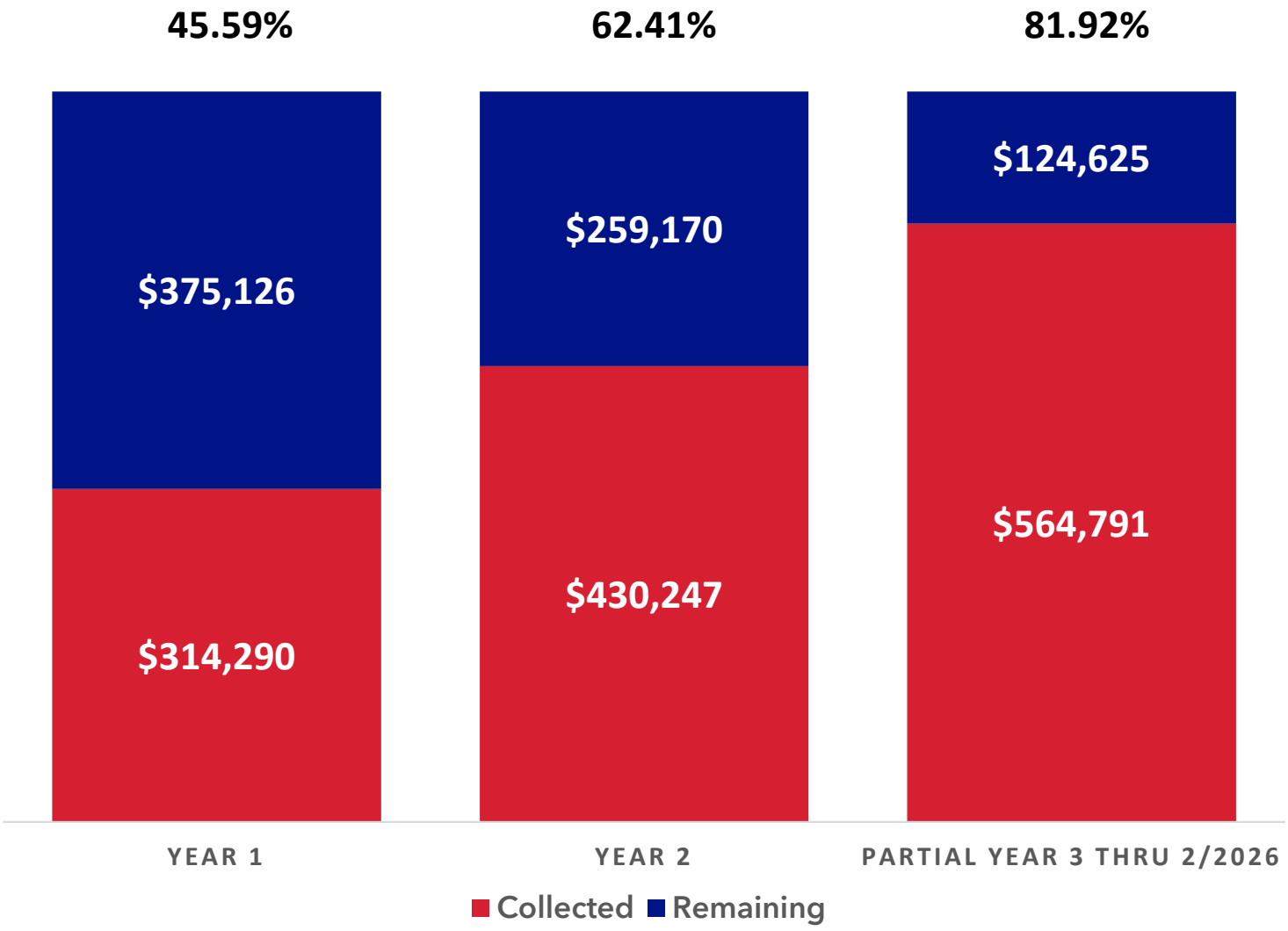
As of 3/23/2026 - Total Base Tax: $1,110,468



2022 PERCENTAGE OF COLLECTION

FOR WASHINGTON COUNTY

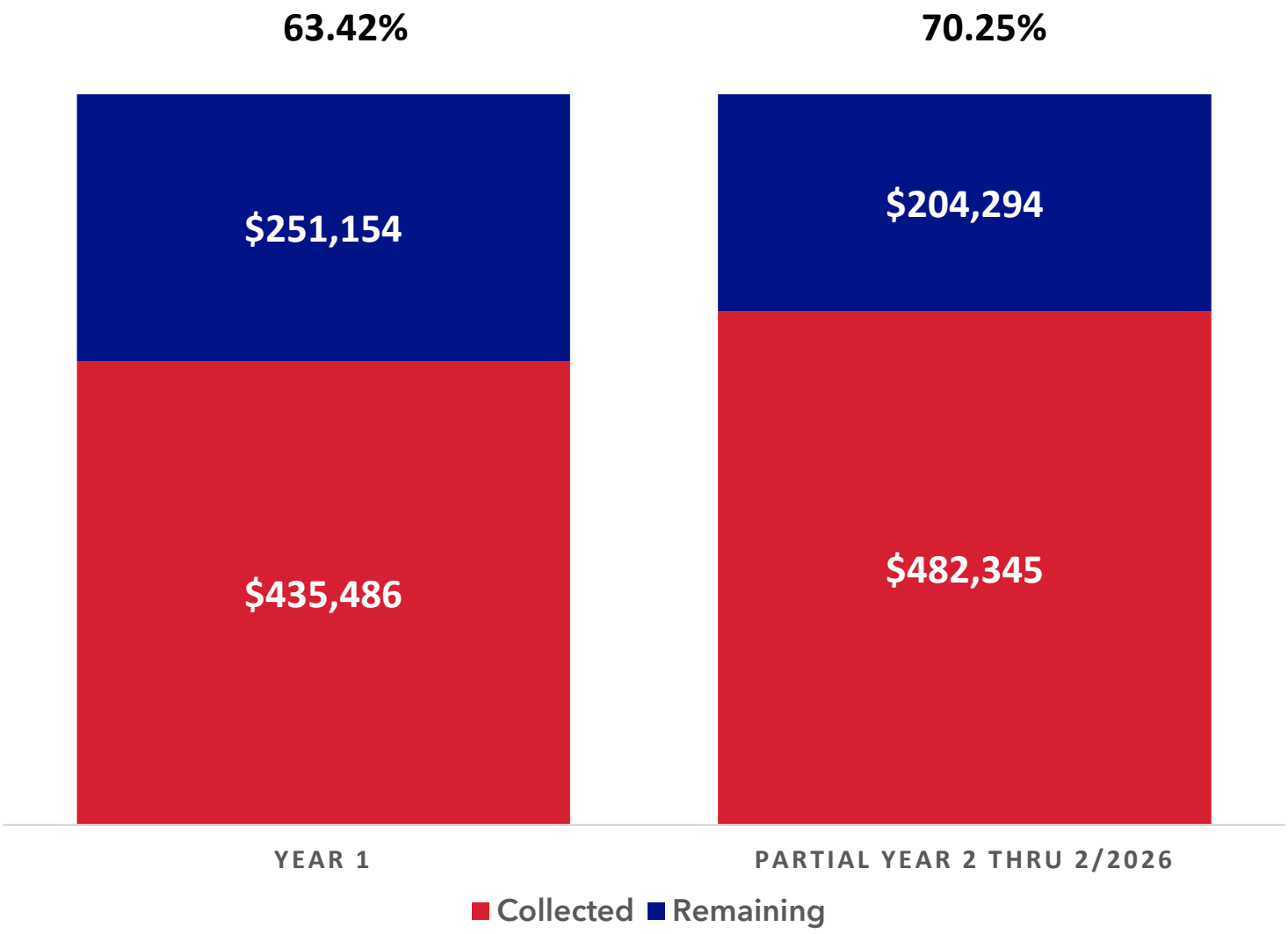
As of 07/01 – 6/30 for each year - Initial Outstanding Base Tax $689,416



2023 PERCENTAGE OF COLLECTION

FOR WASHINGTON COUNTY

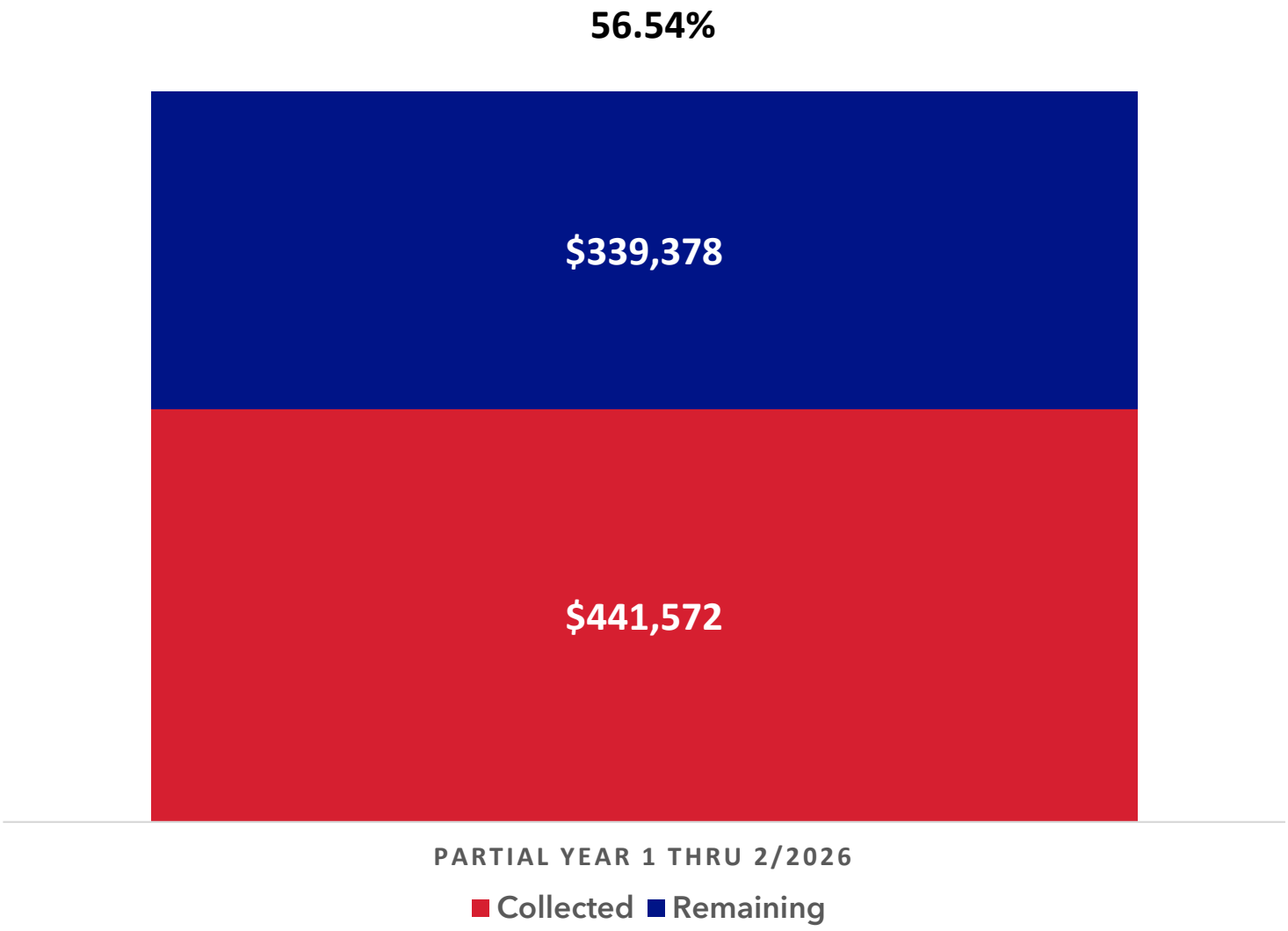
As of 07/01 – 6/30 for each year - Initial Outstanding Base Tax $686,639



2024 PERCENTAGE OF COLLECTION

FOR WASHINGTON COUNTY

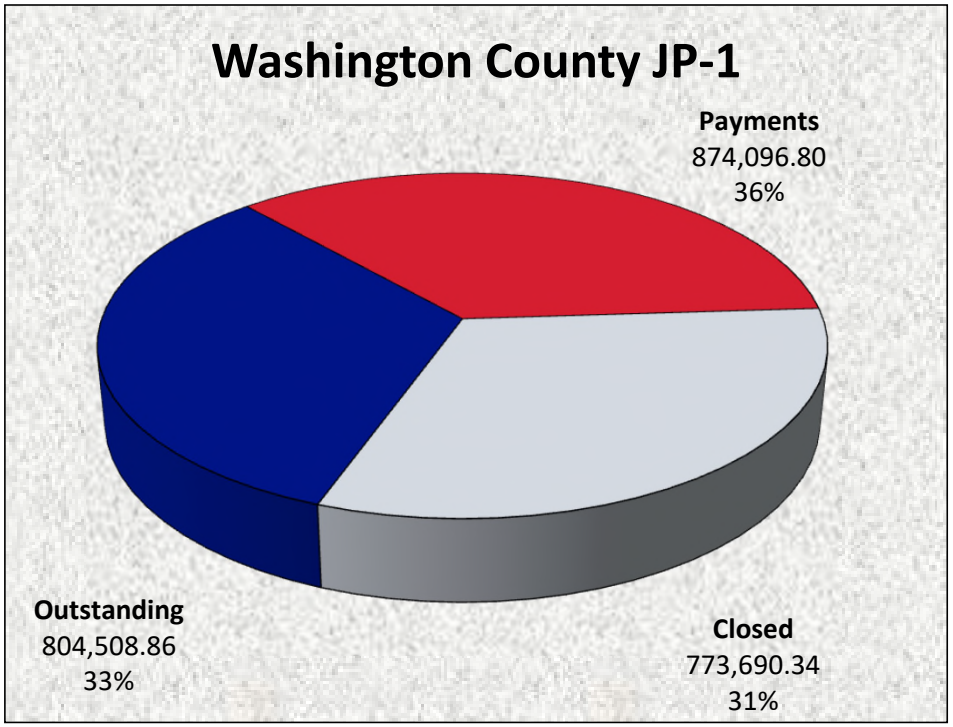
As of 07/01 – 6/30 for each year - Initial Outstanding Base Tax $780,950

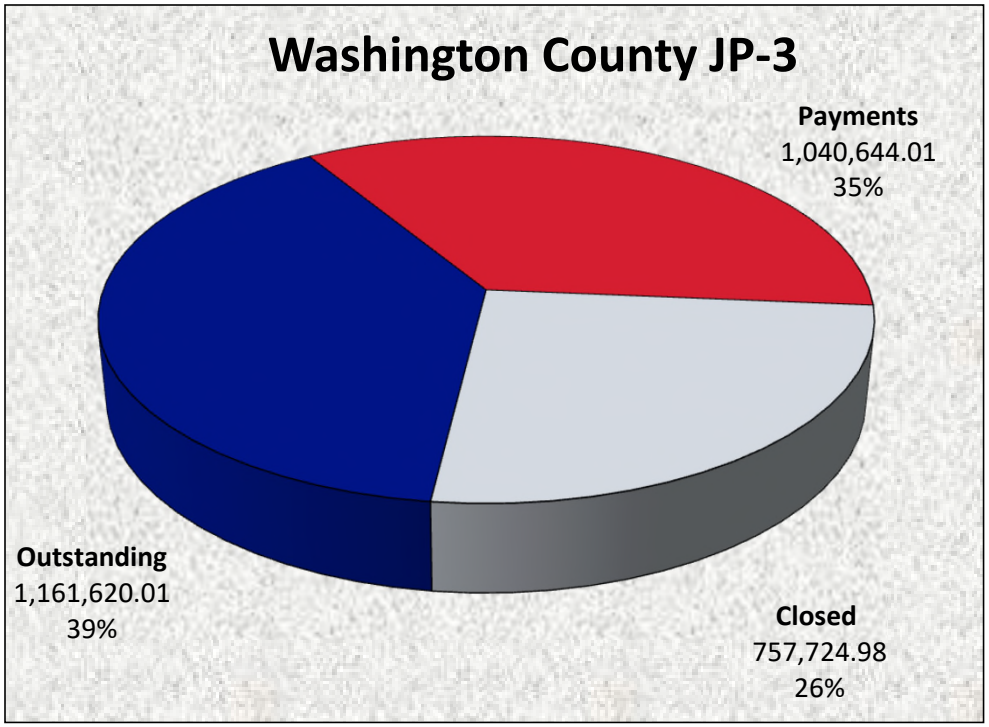


FINE & FEE COLLECTION REPORT AS OF MARCH 23, 2026

FOR WASHINGTON COUNTY

Court	Total Turnover		Payments and/or Partial Payments				Dismissed/Cleared				Total $ % cleared	Total # % cleared	Letters Mailed	Address Corrections	Phone # Changes	Phone Contacts	Text Contacts
	$	#	$	#	% of $	% of #	$	#	% of $	% of #							
Washington JP-1	2,452,296.00	5,696	874,096.80	2,446	35.64%	42.94%	773,690.34	1,951	31.55%	34.25%	67.19%	77.19%	30,645	3,935	2,262	13,590	6,549
Washington JP-3	2,959,989.00	7,142	1,040,644.01	2,783	35.16%	38.97%	757,724.98	1,970	25.60%	27.58%	60.76%	66.55%	40,345	5772	2071	23834	10191





TOP 10 ACCOUNTS BY ZIP CODE
FOR WASHINGTON COUNTY JP-3

1

77833 - $63155.24(103)

2

77879 - $16669.24(31)

3

77803 - $11336.47(22)

4

77836 - $11914.50(19)

5

76549 - $10463.00(17)

6

77449 - $8834.61(16)

7

77835 - $8873.27(15)

8

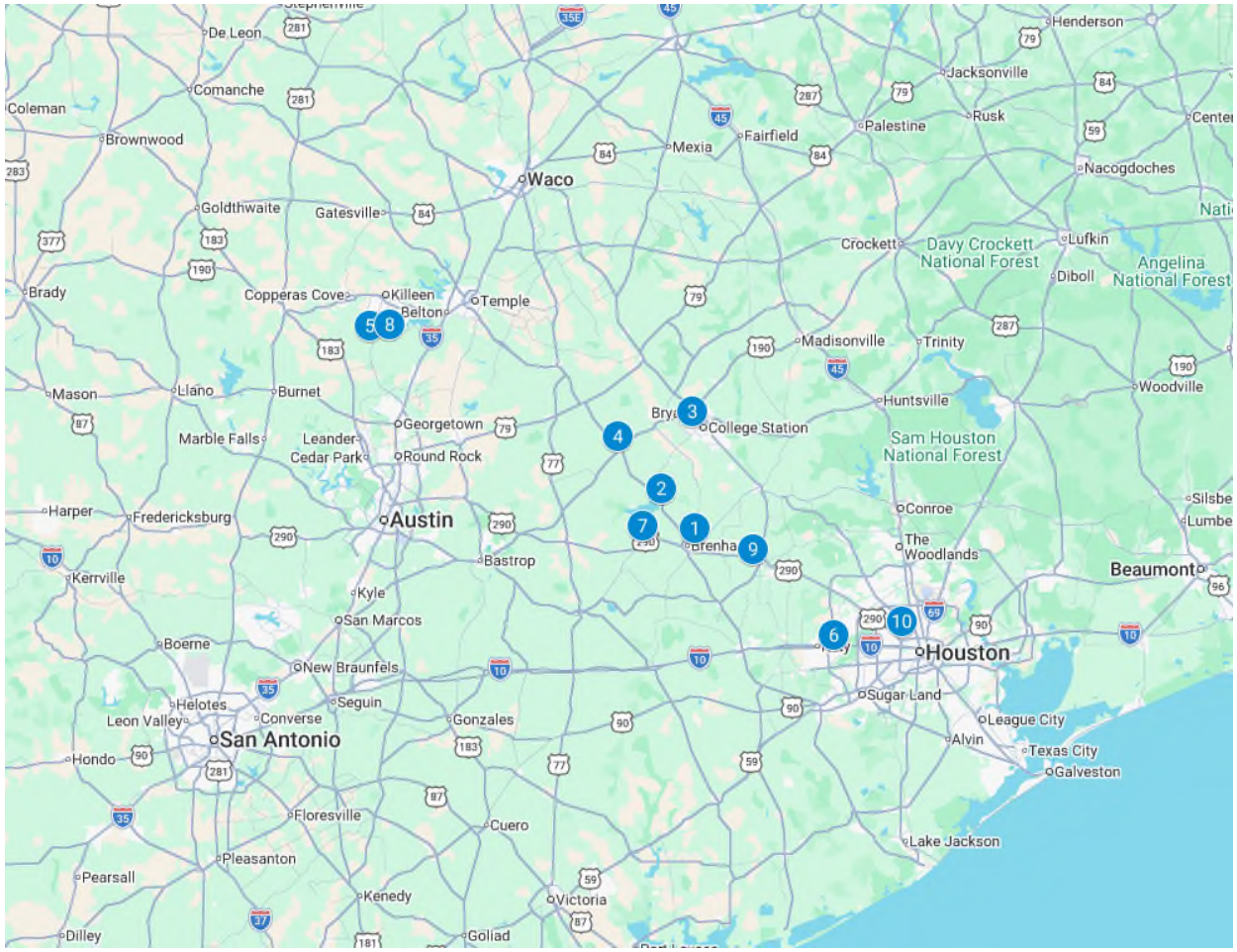
76542 - $9284.50(14)

9

77445 - $12547.30(14)

10

77088 - $7102.50(13)



TOP 10 BAD ADDRESS ACCOUNTS BY ZIP CODE

FOR WASHINGTON COUNTY JP-3

1

77833 - $21782.62(29)

2

78741 - $8075.00(12)

3

77840 - $4687.80(11)

4

77445 - $5402.80(8)

5

78758 - $4622.80(7)

6

77036 - $3954.47(6)

7

78753 - $3170.70(6)

8

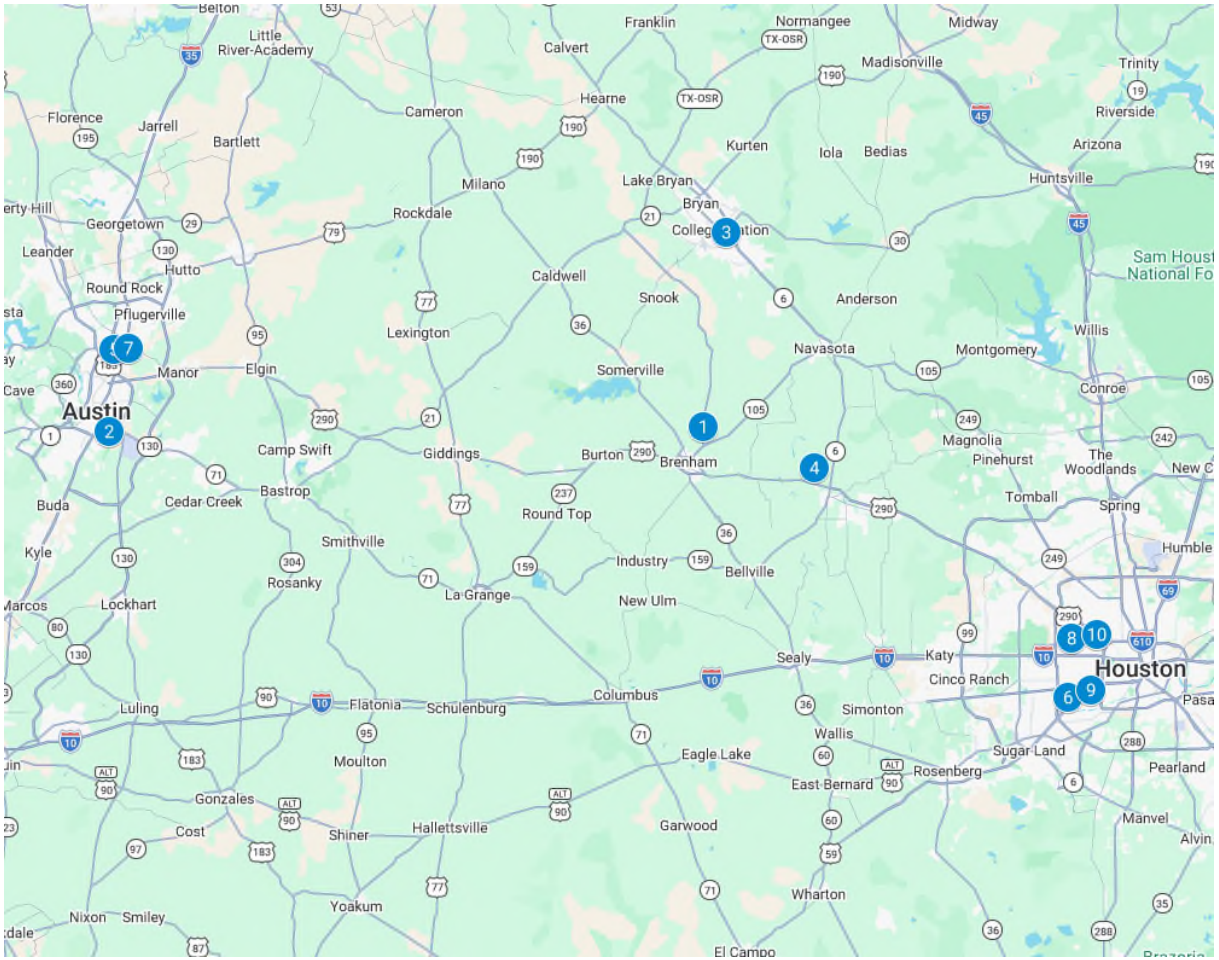
77080 - $3008.20(5)

9

77081 - $3272.00(5)

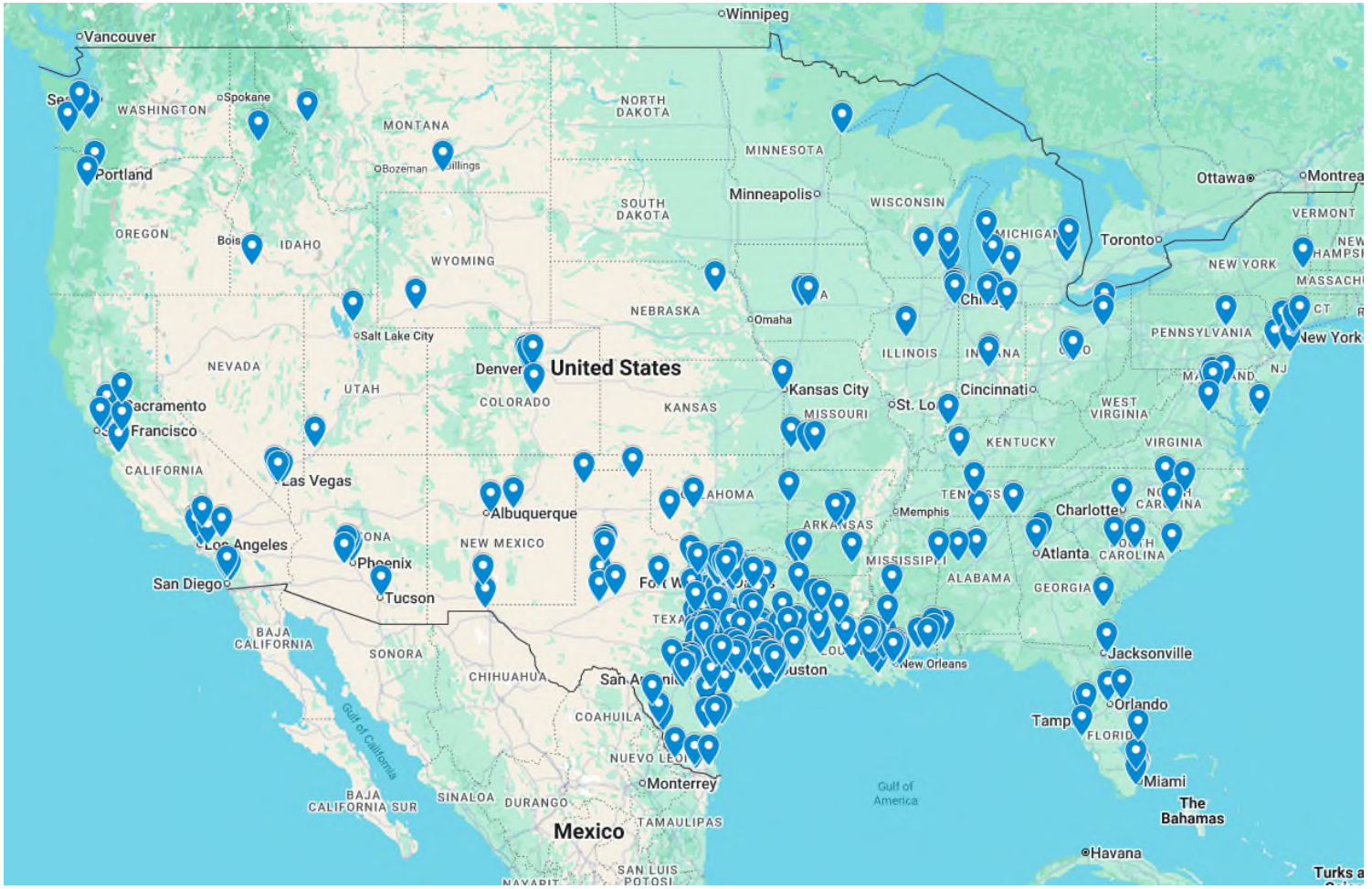
10

77092 - $3851.90(5)



ALL ACCOUNTS
FOR WASHINGTON COUNTY JP-3

All items



AGENDA ITEM #10

Discussion and possible action on the acceptance of a donation, pursuant to Texas Government Code § 81.032, from the Washington County Democratic Club in the amount of $400 to Washington County 911 – Communications. (Raleigh Wellmann, Interim 911 Director)

Washington County Donation Acceptance Form

Department Information

Department: WC911 - Communications

Contact Name: Raleigh Wellmann

Phone/Email: x7379 / raleigh.wellmann@washingtoncountytx.gov

Donor Information

Donor Name: Washington County Democratic Club

Contact Info: Ruby May "Gail" Smith & Sammie Hodde

Donation Details

Type: Cash ☑ Check ☑ Equipment ☐ Supplies ☐ Other ☐

Description: $200 cash & $200 check

Estimated Value: $400 total

Date Received: 3/18/26 - emailed donation info & took to WC Treasurer's Office

Intended Use: NPSTW

Restrictions (if any):

Details: _____

Certification

Department Head Signature: 

Date: 03/23/26

Internal Use Only

Agenda Date: 03/31/26

Approval Date: _____

All donations must be accepted by Commissioners Court per Texas Local Government Code §81.032.

AGENDA ITEM #11

Discussion and possible action on the acceptance of a donation, pursuant to Texas Government Code § 81.032, from Franke Automotive in the amount of $650 to Washington County 911 – Communications. (Raleigh Wellmann, Interim 911 Director)

Washington County Donation Acceptance Form

Department Information

Department: WC911 - Communications

Contact Name: Raleigh Wellmann

Phone/Email: x7379 / raleigh.wellmann@washingtoncountytx.gov

Donor Information

Donor Name: Franke Automotive

Contact Info: James Franke / frankeautomotive@gmail.com / 979-251-0736

Donation Details

Type: Cash ☐ Check ☑ Equipment ☐ Supplies ☐ Other ☐

Description: $650 check

Estimated Value: $650 total

Date Received: 3/23/26 - emailed donation info & took to WC Treasurer's Office

Intended Use: NPSTW

Restrictions (if any):

Details: _____

Certification

Department Head Signature: Raleigh Wellmann

Date: 03/23/26

Internal Use Only

Agenda Date: 03/31/26

Approval Date: _____

All donations must be accepted by Commissioners Court per Texas Local Government Code §81.032.

AGENDA ITEM #12

Discussion and possible action on establishing a Special Donation Fund to receive and administer donations for the benefit of the Washington County 911 Department. (Raleigh Wellmann, Interim 911 Director)

AGENDA ITEM #13

Discussion and possible action on the approval of accounts payable. (Peggy Kramer, Treasurer)

Washington County, TX

Expense Approval Register

Packet: APPKT05657 - 3/31/26 AP & PO Packet

Account Number	Vendor DBA	Description (Item)	(None)	(None)	Amount
Department: 0015 - EDS					
015-0015-55620	SHAWN MCCORD LOGISTICS,...	LIMESTONE BASE			16,552.49
015-0015-55620	ROCK RIDGE TRANSPORT, LLC	LIMESTONE BASE			15,938.39
015-0015-56345	STRAND ASSOCIATES, INC.	ENGINEERING FOR MEYERSV...			2,875.53
015-0015-56345	STRAND ASSOCIATES, INC.	ENGINEERING FOR MEYERSV...			693.00
015-0015-53500	EDWARDS CANVAS INC.	OIL DRUM			725.00
015-0015-54520	APPEL FORD, INC.	TRUCK 102 REPAIRS			36.22
015-0015-54520	APPEL FORD, INC.	TRUCK 102 REPAIRS			105.20
015-0015-55620	TEXAS MATERIAL GROUP, INC.	LIMESTONE BASE			12,186.08
015-0015-55620	TEXAS MATERIAL GROUP, INC.	LIMESTONE BASE			1,521.32
015-0015-55620	TEXAS MATERIAL GROUP, INC.	LIMESTONE BASE			16,829.77
015-0015-55620	TEXAS MATERIAL GROUP, INC.	LIMESTONE BASE			13,233.04
015-0015-53410	LEROY SCHROEDER INC.	CULVERT BANDS			70.98
015-0015-53410	LEROY SCHROEDER INC.	CULVERT BANDS			236.96
015-0015-54520	CY-FAIR TIRE	tire sensor			83.95
015-0015-54520	CY-FAIR TIRE	tire sensor			108.95
015-0015-53370	PATHMARK TRAFFIC PRODU...	ADOPT A ROAD SIGNS			573.40
015-0015-55620	PREMIER METAL BUYERS	LIMESTONE BASE			2,098.32
015-0015-53400	BRENHAM-DDM LLC	WELDING RODS FOR BRIDGE...			26.25
015-0015-53400	BRENHAM-DDM LLC	WELDING RODS FOR BRIDGE...			358.75
015-0015-53400	WOODSON LUMBER	BRIDGE REPAIRS			83.85
015-0015-53300	FASTSERV SUPPLY INC	SHOP SUPPLIES			36.78
015-0015-53300	FASTSERV SUPPLY INC	SHOP SUPPLIES			599.05
015-0015-53300	LINDE GAS & EQUIPMENT, I...	Oxygen Cylinder Rental			289.98
015-0015-54520	INTERSTATE BATTERY SYSTEM	BATTERIES			442.41
015-0015-54520	INTERSTATE BATTERY SYSTEM	BATTERIES			-20.00
015-0015-54520	INTERSTATE BATTERY SYSTEM	BATTERIES			294.94
015-0015-53500	CORPORATE PAYMENT SYST...	W. Stolz - HEB			7.50
015-0015-54520	CORPORATE PAYMENT SYST...	W. Stolz - Texas Dept. of Mot...			353.02
015-0015-54520	CORPORATE PAYMENT SYST...	W. Stolz - Texas Dept. of Mot...			353.02
015-0015-54520	CORPORATE PAYMENT SYST...	W. Stolz - Tractor Supply Fuel...			399.99
015-0015-54520	TEAMWORKS PARTS SERVICE...	BELLY DUMP REPAIRS			152.88
015-0015-53500	TEAMWORKS PARTS SERVICE...	GRADALL REPAIRS			113.99
015-0015-53500	WASHINGTON COUNTY TRA...	EQUIPMENT REPAIRS			112.97
015-0015-53500	WASHINGTON COUNTY TRA...	EQUIPMENT REPAIRS			54.70
015-0015-55630	MEC LOGISTICS, LLC	GRADE 3 PAVING ROCK			11,982.90
015-0015-55630	MEC LOGISTICS, LLC	GRADE 4 PB			19,724.37
015-0015-53500	RDO EQUIPMENT COMPANY	CAP FOR EQUIPMENT			287.95
015-0015-53500	LOW COUNTRY JCB	EQUIPMENT REPAIRS			269.76
015-0015-53500	ASCO EQUIPMENT	EQUIPMENT REPAIRS			37.72
015-0015-54520	INTERSTATE BILLING SERVICE ..	OIL FILTERS& FUEL FILTERS			217.95
015-0015-54520	INTERSTATE BILLING SERVICE ..	OIL FILTERS& FUEL FILTERS			574.54
015-0015-54520	HERRMANN INTERNATIONAL	BELLY DUMP REPAIRS			256.94
015-0015-54520	INTERSTATE BILLING SERVICE ..	LONESTAR TRUCKING - FILTE...			738.18
				Department 0015 - EDS Total:	**121,618.99**
Department: 0035 - EMS DONATION					
035-0035-53300	CORPORATE PAYMENT SYST...	Crown Awards Inc.			-17.94
035-0035-53300	CORPORATE PAYMENT SYST...	Crown Awards Inc. - Wood Pl...			167.49
035-0035-53300	CORPORATE PAYMENT SYST...	Crown Awards Inc.			-9.46
035-0035-53100	CORPORATE PAYMENT SYST...	EMS Donations - Office Suppl...			177.80
035-0035-53300	CORPORATE PAYMENT SYST...	EMS Donations - Operating S...			671.40
				Department 0035 - EMS DONATION Total:	**989.29**
Department: 0042 - CHILD FOSTER CARE					
042-0042-53300	CORPORATE PAYMENT SYST...	Walmart - lice kits, fans			135.59

Account Number	Vendor DBA	Description (Item)	(None)	(None)	Amount
042-0042-53300	CORPORATE PAYMENT SYST...	Walmart- Humidifier. Pak-n-p..			127.94
				Department 0042 - CHILD FOSTER CARE Total:	**263.53**
Department: 0060 - PERSONNEL / EMPLOYEE TESTING					
060-0060-56110	CORPORATE PAYMENT SYST...	JP2 H. Johnson - IdentoGO Vi...			37.78
				Department 0060 - PERSONNEL / EMPLOYEE TESTING Total:	**37.78**
Department: 0066 - PECAN GLEN ROAD DISTRICT DEBT SERVICE					
066-0066-54620	BRENHAM I.S.D.	Collection Fee for 2025 Tax Y...			227.00
				Department 0066 - PECAN GLEN ROAD DISTRICT DEBT SERVICE Total:	**227.00**
Department: 0070 - COURTHOUSE SECURITY					
070-0070-53300	CORPORATE PAYMENT SYST...	T. Harris WALMART- TVS AND..			1,049.92
				Department 0070 - COURTHOUSE SECURITY Total:	**1,049.92**
Department: 0089 - CONST. 3 K-9 EXPENSE					
089-0089-54808	RUDAWG LLC	K-9- Constable 4			15,000.00
				Department 0089 - CONST. 3 K-9 EXPENSE Total:	**15,000.00**
Department: 0092 - SO DONATION FUND					
092-0092-53100	CORPORATE PAYMENT SYST...	S/O - Donations			157.05
				Department 0092 - SO DONATION FUND Total:	**157.05**
Department: 0093 - HOTEL MOTEL TAX					
093-0093-54504	CORPORATE PAYMENT SYST...	South Tx News Inc			445.00
093-0093-54504	CORPORATE PAYMENT SYST...	Google			147.53
093-0093-54504	CORPORATE PAYMENT SYST...	FacebookMarketing			152.63
				Department 0093 - HOTEL MOTEL TAX Total:	**745.16**
Department: 0100 - COUNTY JUDGE					
010-0100-53100	CORPORATE PAYMENT SYST...	Chat GPT Subcription			21.28
				Department 0100 - COUNTY JUDGE Total:	**21.28**
Department: 0102 - COUNTY COMMUNICATIONS					
010-0102-54400	CITY OF BRENHAM	Utilities - 301 N Baylor St			1,350.59
010-0102-54500	CORPORATE PAYMENT SYST...	Lowes			161.67
010-0102-53100	CORPORATE PAYMENT SYST...	R. Wellmann Notary Educati...			20.71
010-0102-53100	CORPORATE PAYMENT SYST...	R. Wellmann - American Asso..			145.63
010-0102-54350	CORPORATE PAYMENT SYST...	R. Wellmann - Tru by Hilton			353.45
010-0102-54350	CORPORATE PAYMENT SYST...	R. Wellmann - TEEX class			287.00
010-0102-54550	CORPORATE PAYMENT SYST...	R. Wellmann - APCO Internat...			495.00
010-0102-54550	CORPORATE PAYMENT SYST...	R. Wellmann - APCO Internat...			495.00
				Department 0102 - COUNTY COMMUNICATIONS Total:	**3,309.05**
Department: 0105 - INFORMATION TECHNOLOGY					
010-0105-53100	CORPORATE PAYMENT SYST...	T. Harris - Aqua Beverage			25.36
010-0105-54200	CORPORATE PAYMENT SYST...	S. Stevens - Double A Operat...			2,690.04
010-0105-54520	CORPORATE PAYMENT SYST...	D. Schwartz			1,305.50
010-0105-54520	CORPORATE PAYMENT SYST...	T. Harris Double A Operations			2,690.04
				Department 0105 - INFORMATION TECHNOLOGY Total:	**6,710.94**
Department: 0200 - COMMISSIONERS' COURT					
010-0200-54350	SOUTH TEXAS CO.JUDGES & ...	2026 ANNUAL MEMBERSHIP...			300.00
				Department 0200 - COMMISSIONERS' COURT Total:	**300.00**
Department: 0500 - COUNTY AUDITOR					
010-0500-53100	CORPORATE PAYMENT SYST...	Chat GPT business subscripti...			63.84
010-0500-54350	CORPORATE PAYMENT SYST...	Tyler University			275.00
010-0500-54350	CORPORATE PAYMENT SYST...	GFOA Learning Management...			275.00
010-0500-54350	NELDA ENGLAND	Mileage Reimbursement			87.15
010-0500-54350	KYNDAL HADASH	Mileage Reimbursement			87.58
				Department 0500 - COUNTY AUDITOR Total:	**788.57**
Department: 0600 - NON-DEPARTMENT					
010-0600-54100	ARCHITEXAS	Architectural services			40,706.69
010-0600-54100	PLAN NORTH, LLC	Reimbursable Consultant Inv...			78,350.00
010-0600-54400	CITY OF BRENHAM	Utilities - 110 S Park St			54.10
010-0600-54400	CITY OF BRENHAM	Utilities - 100 E Main St			3,290.39

Account Number	Vendor DBA	Description (Item)	(None)	(None)	Amount
010-0600-54400	CITY OF BRENHAM	Utilities - 1425 Old Independ…			52.09
010-0600-54400	CITY OF BRENHAM	Utilities - 1405 E Blue Bell Rd			630.98
010-0600-54400	CITY OF BRENHAM	Utilities - 1405 E Blue Bell Rd			133.03
010-0600-54400	CITY OF BRENHAM	Utilities - 100 S Park St			1,266.26
010-0600-54830	CORPORATE PAYMENT SYST…	Kwik Copy Business Center			21.87
010-0600-54830	CORPORATE PAYMENT SYST…	R. Wellmann -USPS			13.54
010-0600-54830	CORPORATE PAYMENT SYST…	JP2 H. Johnson - USPS			12.42
010-0600-54850	CORPORATE PAYMENT SYST…	HEB Jury Snacks			70.95
010-0600-54830	PITNEY BOWES	POSTAGE REFILL			600.00
010-0600-54300	CORPORATE PAYMENT SYST…	INDEED			210.00
010-0600-54830	CORPORATE PAYMENT SYST…	EMS - Non department posta…			312.00
010-0600-54830	CORPORATE PAYMENT SYST…	Postage			79.45
010-0600-54357	BRENHAM MEMORIAL CHAP…	Travel and Removal - J. Blank…			950.00
				Department 0600 - NON-DEPARTMENT Total:	**126,753.77**
Department: 0700 - DISTRICT COURT					
010-0700-54100	NOEMI OEVERMANN	Interpreting Services			195.00
010-0700-53100	CORPORATE PAYMENT SYST…	WEBB PRINTING- Red Ink			74.00
010-0700-54350	CORPORATE PAYMENT SYST…	2026 Court Professionals Con…			85.00
010-0700-54142	HON. TOWSLEE CORBETT	Traveling Judge Expense			107.30
				Department 0700 - DISTRICT COURT Total:	**461.30**
Department: 0750 - DISTRICT ATTORNEY					
010-0750-53100	CORPORATE PAYMENT SYST…	C. Davis - Walmart- Office Su…			77.94
010-0750-54200	CORPORATE PAYMENT SYST…	C. Davis - AT&T			191.84
010-0750-54350	CORPORATE PAYMENT SYST…	C. Davis - State bar of TX- M…			1,315.00
010-0750-54350	CORPORATE PAYMENT SYST…	C. Davis - TCCDA			500.00
010-0750-54375	CORPORATE PAYMENT SYST…	B. Taylor - Thomson West Su…			876.19
010-0750-54375	CORPORATE PAYMENT SYST…	C. Davis - Thomas Reuters- So..			222.22
010-0750-54375	CORPORATE PAYMENT SYST…	C. Davis - State Bar TX books			71.41
				Department 0750 - DISTRICT ATTORNEY Total:	**3,254.60**
Department: 0800 - DISTRICT CLERK					
010-0800-53100	SCOTT-MERRIMAN, INC.	Office Supplies			1,098.30
010-0800-53100	CORPORATE PAYMENT SYST…	Walmart			79.97
010-0800-54350	CORPORATE PAYMENT SYST…	Texas Association of Counties..			275.00
				Department 0800 - DISTRICT CLERK Total:	**1,453.27**
Department: 0910 - COUNTY COURT AT LAW					
010-0910-54150	BUNGER LAW FIRM	T. Elliott			400.00
010-0910-54150	ERIK BERGLUND	STATE OF TX VS M. GARRETT			400.00
010-0910-54150	BUNGER LAW FIRM	State of TX vs. A. Guerrero			400.00
010-0910-54150	THE LAW OFFICE OF ALISA H…	State of TX vs. L. Moore			400.00
010-0910-54150	BUNGER LAW FIRM	T. Elliott			200.00
010-0910-54150	BUNGER LAW FIRM	State of TX vs. L. Palacios Pri…			400.00
010-0910-54150	BUNGER LAW FIRM	State of TX vs. J. Cook			400.00
010-0910-54150	BUNGER LAW FIRM	State of TX vs. M. Goode			400.00
010-0910-54150	BUNGER LAW FIRM	State of TX vs. D. Navarro			400.00
010-0910-54150	BUNGER LAW FIRM	M. Goode			200.00
010-0910-54150	ERIK BERGLUND	STATE OF TX. VS T. NILEYIS T…			800.00
010-0910-54149	BARLETTA LAW PLLC	ITIO Children			495.00
010-0910-54149	LAW OFFICE OF STEFANIE M …	ITIO CHILDREN			2,730.00
010-0910-54150	BUNGER LAW FIRM	State of TX vs. W. Brown			400.00
010-0910-54150	BUNGER LAW FIRM	State of TX vs. W. Powell			400.00
010-0910-54150	BUNGER LAW FIRM	State of TX vs. R. Wallace			400.00
010-0910-54350	CORPORATE PAYMENT SYST…	TX Center for the Judiciary - …			85.00
				Department 0910 - COUNTY COURT AT LAW Total:	**8,910.00**
Department: 1000 - JUSTICE OF THE PEACE NO. 1					
010-1000-54350	CORPORATE PAYMENT SYST…	JP1 D. Zwiener- TJCTC Confer…			450.00
				Department 1000 - JUSTICE OF THE PEACE NO. 1 Total:	**450.00**
Department: 1002 - JUSTICE OF THE PEACE NO. 2					
010-1002-53100	CORPORATE PAYMENT SYST…	JP2- H. Johnson - Judge Robes			97.90

Account Number	Vendor DBA	Description (Item)	(None)	(None)	Amount
010-1002-53100	CORPORATE PAYMENT SYST...	JP2 H. Johnson - Walmart			54.37
010-1002-54200	CORPORATE PAYMENT SYST...	JP2 H. Johnson - Ring Central			89.61
				Department 1002 - JUSTICE OF THE PEACE NO. 2 Total:	**241.88**
Department: 1003 - JUSTICE OF THE PEACE COURT NO. 3					
010-1003-53100	CORPORATE PAYMENT SYST...	JP3 C. Fritz - Walmart			39.44
				Department 1003 - JUSTICE OF THE PEACE COURT NO. 3 Total:	**39.44**
Department: 1100 - COUNTY ATTORNEY					
010-1100-54350	CORPORATE PAYMENT SYST...	R. Mueller - TCDAA Registrat...			250.00
010-1100-54350	CORPORATE PAYMENT SYST...	S. Wagner - TDCAA Registrati...			250.00
010-1100-53100	AMERICAN SOLUTIONS FOR ...	Envelopes			70.87
				Department 1100 - COUNTY ATTORNEY Total:	**570.87**
Department: 1200 - ELECTIONS					
010-1200-53100	CORPORATE PAYMENT SYST...	Walmart			48.08
				Department 1200 - ELECTIONS Total:	**48.08**
Department: 1450 - HUMAN RESOURCES					
010-1450-53100	CORPORATE PAYMENT SYST...	Chat GPT plus sub			21.28
				Department 1450 - HUMAN RESOURCES Total:	**21.28**
Department: 1600 - COUNTY COURTHOUSE					
010-1600-54500	BLUEBONNET ALARM	Security System			456.00
010-1600-54500	ULINE	Operating Supplies			455.09
010-1600-54500	OUR INTEGRITY WORKS LLC	LABOR AND MATERIALS			3,500.00
010-1600-54500	TRIPLE T REFRIGERATION, IN...	CONSTABLE OFFICE A/C REPA..			100.00
010-1600-53300	CORPORATE PAYMENT SYST...	Home Depot			70.75
010-1600-53300	CORPORATE PAYMENT SYST...	Flag Store ETC.			225.00
010-1600-53300	CORPORATE PAYMENT SYST...	AAA Self Storage			152.91
010-1600-54500	CORPORATE PAYMENT SYST...	Lowes			168.96
010-1600-54520	CORPORATE PAYMENT SYST...	IQ car wash			14.00
				Department 1600 - COUNTY COURTHOUSE Total:	**5,142.71**
Department: 1702 - CONSTABLE NO. 2					
010-1702-54520	CORPORATE PAYMENT SYST...	Constable 2 K. Khlehm - Jarvis..			194.77
				Department 1702 - CONSTABLE NO. 2 Total:	**194.77**
Department: 1703 - CONSTABLE NO. 3					
010-1703-52100	CORPORATE PAYMENT SYST...	Constable 3 B. Kuecker - Sou...			79.98
010-1703-54520	CORPORATE PAYMENT SYST...	Constable 1 W. Shepard - Sq...			101.80
				Department 1703 - CONSTABLE NO. 3 Total:	**181.78**
Department: 1800 - SHERIFF					
010-1800-52100	TEXAS TOP COP SHOP	UNIFORM PATCHES			22.92
010-1800-52100	WEBB'S UNIFORMS LLC	500 UNIFORM PATCHES			875.00
010-1800-52100	WEBB'S UNIFORMS LLC	SHERIFF SHIRTS			212.00
010-1800-52100	CORPORATE PAYMENT SYST...	Sheriff Uniforms			1,290.68
010-1800-53100	CORPORATE PAYMENT SYST...	Sheriff - Office Supplies			286.43
010-1800-53100	CORPORATE PAYMENT SYST...	Walgreens cash			19.98
010-1800-54350	CORPORATE PAYMENT SYST...	Sheriff - Seminars/Dues/Mile...			2,235.00
010-1800-53350	PLINKERS AMMO	6 SIG SAUER OFF DUTY FIRE...			7,194.00
				Department 1800 - SHERIFF Total:	**12,136.01**
Department: 1900 - COUNTY JAIL					
010-1900-52100	SEW STITCHES BOUTIQUE	3 POLO SHIRTS- CC			120.00
010-1900-54500	CHAPPELL HILL CONSTRUCTI...	LAMINATE DOOR IN SHERIFF...			4,314.00
010-1900-53500	SCHUBERT SHEET METAL	6- 20 GALLON PLATES FOR AC..			140.00
010-1900-53320	TRINITY SERVICES GROUP, IN...	INMATE MEALS- 03.19.2026			6,418.40
010-1900-53500	TRIPLE T REFRIGERATION, IN...	ICE MACHINE REPAIR			150.00
010-1900-53500	TRIPLE T REFRIGERATION, IN...	WALK IN COOLER REPAIR			150.00
010-1900-53500	TRIPLE T REFRIGERATION, IN...	WALK IN COOLER REPAIR- T...			100.00
010-1900-52100	WEBB'S UNIFORMS LLC	BLACK JAILER SHIRTS AND BL...			896.91
010-1900-53500	MOELLER PLUMBING & ELEC...	FLAGPOLE LIGHTS REPAIR			1,347.15
010-1900-53300	AUTO-CHLOR SERVICES, LLC	LAUNDRY PRODUCTS			318.90
010-1900-53500	AUTO-CHLOR SERVICES, LLC	LAUNDRY MACHINE			290.00

Account Number	Vendor DBA	Description (Item)	(None)	(None)	Amount
010-1900-53300	AUTO-CHLOR SERVICES, LLC	LAUNDRY PRODUCTS			110.00
010-1900-54400	CITY OF BRENHAM	Utilities - 1206 Old Independ…			9,100.41
010-1900-54400	CITY OF BRENHAM	Utilities - 1206 Old Independ…			485.59
010-1900-52100	CORPORATE PAYMENT SYST…	Jail Uniforms			600.43
010-1900-53300	CORPORATE PAYMENT SYST…	Jail - Comm			405.00
010-1900-53300	CORPORATE PAYMENT SYST…	Jail - Operating Supplies			1,463.62
010-1900-53330	CORPORATE PAYMENT SYST…	Jail - Coffee/Water			280.00
010-1900-54350	CORPORATE PAYMENT SYST…	Jail - Seminars/dues/mileage			692.71
010-1900-54500	CORPORATE PAYMENT SYST…	Jail - Repairs & Mtn - Building			746.48
010-1900-54350	XAVIER PEREZ	Mileage Reimbursement			292.75
010-1900-54350	BRITTNEY BOOKER	Mileage Reimbursement			292.75
010-1900-54350	JONATHAN BATTLES	Mileage Reimbursement			292.75
				Department 1900 - COUNTY JAIL Total:	**29,007.85**
Department: 2200 - EMS					
010-2200-54520	AUTO ZONE INC	Headlamp Bulb			11.99
010-2200-53950	ULINE	Shelving Unit			267.00
010-2200-53950	ULINE	Shipping			98.17
010-2200-53300	HENRY SCHEIN, INC.	IV Flush			450.64
010-2200-53300	HENRY SCHEIN, INC.	Ipratropium			28.53
010-2200-53300	HENRY SCHEIN, INC.	Norepinephrine			68.68
010-2200-53300	HENRY SCHEIN, INC.	Asprin			19.80
010-2200-54520	PRO AUTO SUPPLY	Windshield wiper blade			20.98
010-2200-53300	BOUND TREE MEDICAL,LLC	Elastic Bandage			52.10
010-2200-53300	BOUND TREE MEDICAL,LLC	BGL Test Strips			85.00
010-2200-53300	BOUND TREE MEDICAL,LLC	50-60cc syringes			28.48
010-2200-53300	BOUND TREE MEDICAL,LLC	Nasal Cannula			58.50
010-2200-53300	BOUND TREE MEDICAL,LLC	Alcohol Prep Pads			9.45
010-2200-53300	BOUND TREE MEDICAL,LLC	Lancet			82.75
010-2200-53300	BOUND TREE MEDICAL,LLC	Non Rebreather Mask			96.84
010-2200-53300	BOUND TREE MEDICAL,LLC	Naloxone			103.20
010-2200-53300	BOUND TREE MEDICAL,LLC	CO2 Nasal Cannula			838.00
010-2200-53300	BOUND TREE MEDICAL,LLC	Latex Tourniquet			39.96
010-2200-53300	BOUND TREE MEDICAL,LLC	15 Drop Blood Set			230.30
010-2200-53300	BOUND TREE MEDICAL,LLC	Albuterol			29.34
010-2200-53300	BOUND TREE MEDICAL,LLC	Electrodes			453.20
010-2200-53300	BOUND TREE MEDICAL,LLC	Nebulizer Mask			92.70
010-2200-53300	AIRGAS USA, LLC	Airgas Hazmat Charge			6.60
010-2200-53300	AIRGAS USA, LLC	Delivery Flatt Fee			61.00
010-2200-53300	AIRGAS USA, LLC	Oxygen			56.42
010-2200-53300	AIRGAS USA, LLC	Oxygen			203.72
010-2200-53300	AIRGAS USA, LLC	Energy Charge			13.18
010-2200-54400	BLUEBONNET ELECTRIC	Utilities - 1875 Highway 290…			2,245.54
010-2200-54400	CITY OF BRENHAM	Utilities - 1100 Blue Bell Rd			601.51
010-2200-54500	CORPORATE PAYMENT SYST…	Turner Pierce and Fult Navas…			2,199.95
010-2200-54350	CORPORATE PAYMENT SYST…	Zippy J's 22			26.11
010-2200-54350	CORPORATE PAYMENT SYST…	Shell Oil			34.69
010-2200-53300	CORPORATE PAYMENT SYST…	EMS - Lowes refund credit			-10.98
010-2200-53300	CORPORATE PAYMENT SYST…	EMS - Operating Supplies			952.96
010-2200-53500	CORPORATE PAYMENT SYST…	EMS - Repairs & Mtn Equip…			310.00
010-2200-53550	CORPORATE PAYMENT SYST…	EMS Uniforms Credit			-119.08
010-2200-53550	CORPORATE PAYMENT SYST…	EMS - Uniforms			583.20
010-2200-54180	CORPORATE PAYMENT SYST…	EMS - Certification			705.00
010-2200-54350	CORPORATE PAYMENT SYST…	EMS - Seminars/dues			1,249.00
010-2200-54520	CORPORATE PAYMENT SYST…	EMS - Vehicle Repairs & Mtn.			35.75
010-2200-54540	CORPORATE PAYMENT SYST…	EMS - Vehicle Fuel			94.97
010-2200-54555	CORPORATE PAYMENT SYST…	EMS - Service Contracts			46.08
010-2200-55720	CORPORATE PAYMENT SYST…	EMS - Software and Training			57.52
010-2200-54500	BLUEBONNET ELECTRIC	Electricity Upgrade for Cargo…			2,647.57
010-2200-53550	GOT YOU COVERED WORK …	Patch			3.61
010-2200-53550	GOT YOU COVERED WORK …	Blauer Poly Super Shirt			97.74

Account Number	Vendor DBA	Description (Item)	(None)	(None)	Amount
010-2200-53550	GOT YOU COVERED WORK …	Blauer Poly Super Shirt			92.64
010-2200-53300	TAYLOR HEALTHCARE PROD…	Intubation Roll			108.00
010-2200-53300	TAYLOR HEALTHCARE PROD…	Polar Fleece Blanket			186.00
				Department 2200 - EMS Total:	**15,654.31**
Department: 2500 - SOCIAL SERVICES					
010-2500-54705	WASHINGTON COUNTY HEA…	Van transportation for Jan 2…			500.00
010-2500-54160	LEWIS FUNERAL HOME AND …	Funeral Purchase agreement …			1,800.00
				Department 2500 - SOCIAL SERVICES Total:	**2,300.00**
Department: 2600 - INDIGENT HEALTH CARE					
010-2600-54205	DARRELL W. MAYS	Health center cleaning			700.00
010-2600-53104	CORPORATE PAYMENT SYST…	Sheriff - Medical Supplies			184.00
010-2600-53104	BOOSTLINGO, LLC	LANGUAGE LINE- MARCH			198.40
010-2600-54100	MEDTRUST, LLC	MEDICAL SERVIES - MARCH			26,321.07
				Department 2600 - INDIGENT HEALTH CARE Total:	**27,403.47**
Department: 2900 - ENVIRONMENTAL					
010-2900-54350	CORPORATE PAYMENT SYST…	M. Marzahn - Hilton Waco, TX			355.10
010-2900-54350	CORPORATE PAYMENT SYST…	M. Marzahn - Hilton Waco, TX			355.10
				Department 2900 - ENVIRONMENTAL Total:	**710.20**
Department: 3100 - EXPO					
010-3100-54400	CITY OF BRENHAM	Utilities - 1305 E Blue Bell Rd			4,714.94
010-3100-54400	CITY OF BRENHAM	Utilities - 1305 E Blue Bell Rd			36.21
010-3100-52100	CORPORATE PAYMENT SYST…	Sherri- Accademy Sports, Shir…			313.82
010-3100-53300	CORPORATE PAYMENT SYST…	Harrison- SQ Washington Co…			1.00
010-3100-53300	CORPORATE PAYMENT SYST…	Harrison- SP Tablecloths Fact…			1,208.74
010-3100-53300	CORPORATE PAYMENT SYST…	Sherri- Brand It Graphix			48.00
010-3100-53300	CORPORATE PAYMENT SYST…	Sherri- Brand It Graphix, Busi…			91.50
010-3100-54350	CORPORATE PAYMENT SYST…	Harrison- In Southern Econo…			1,100.00
010-3100-54500	CORPORATE PAYMENT SYST…	Travis- LOWES			10.52
010-3100-54500	CORPORATE PAYMENT SYST…	Harrison- Hobby Lobby, Cust…			484.64
010-3100-54500	CORPORATE PAYMENT SYST…	Travis- Home Depot			126.41
010-3100-54500	CORPORATE PAYMENT SYST…	Travis- Home Depot			95.55
010-3100-54500	CORPORATE PAYMENT SYST…	Harrison- Home Dept			81.88
010-3100-54500	CORPORATE PAYMENT SYST…	Travis -Tractor Supply- Float …			89.98
010-3100-54520	CORPORATE PAYMENT SYST…	Harrison- Squeaky Clean			29.95
010-3100-54520	CORPORATE PAYMENT SYST…	Harrison- HCTRA EZ Tag			40.00
010-3100-54520	CORPORATE PAYMENT SYST…	Harrison- Squeaky Clean			19.00
				Department 3100 - EXPO Total:	**8,492.14**
Department: 3300 - EXTENSION SERVICE					
010-3300-52250	TIFFANY THIBODEAUX	Mileage Reimbursement - La…			77.58
010-3300-52250	MICHELLE JANNER	Mileage Reimbursement - La…			77.58
010-3300-52250	STEPHANIE RUDOLPH	Mileage Reimbursement - La…			77.58
010-3300-52250	CORPORATE PAYMENT SYST…	Mcdonalds			9.72
010-3300-52250	CORPORATE PAYMENT SYST…	San Antonio Stock Show			25.00
010-3300-52250	CORPORATE PAYMENT SYST…	Hoops 3 Barn			24.00
010-3300-52250	CORPORATE PAYMENT SYST…	Whataburger			12.76
010-3300-52250	CORPORATE PAYMENT SYST…	Panda Express			17.86
010-3300-52250	CORPORATE PAYMENT SYST…	Comfort Inn			-10.16
010-3300-52250	CORPORATE PAYMENT SYST…	26 TB Pizza Co			17.00
010-3300-52250	CORPORATE PAYMENT SYST…	Buc-cee's Waller - Fuel			74.93
010-3300-52250	CORPORATE PAYMENT SYST…	Circle K Brenham - Fuel			42.76
010-3300-52250	CORPORATE PAYMENT SYST…	Squeaky Clean 2			9.00
010-3300-52250	CORPORATE PAYMENT SYST…	Zippy J's - Fuel			64.59
010-3300-52250	CORPORATE PAYMENT SYST…	7- Eleven - Fuel			52.63
010-3300-52250	CORPORATE PAYMENT SYST…	Wurst House Edelweiss 1			20.00
010-3300-54270	CORPORATE PAYMENT SYST…	Olive Garden			34.50
010-3300-54270	CORPORATE PAYMENT SYST…	EKKO Fuels			5.41
010-3300-54270	CORPORATE PAYMENT SYST…	EKKO Fuels			109.14
010-3300-54270	CORPORATE PAYMENT SYST…	Luby's			15.67
010-3300-54270	CORPORATE PAYMENT SYST…	Sonesta Es Suites			874.77

Account Number	Vendor DBA	Description (Item)	(None)	(None)	Amount
010-3300-54270	CORPORATE PAYMENT SYST…	Squeaky Clean			19.00
010-3300-54270	CORPORATE PAYMENT SYST…	Chick-Fil-A			12.42
010-3300-54270	CORPORATE PAYMENT SYST…	Cracker Barrel			15.43
010-3300-54270	CORPORATE PAYMENT SYST…	Cobbler Cafe HLSR			16.24
010-3300-54270	CORPORATE PAYMENT SYST…	Buc-EEs			65.20
010-3300-54270	CORPORATE PAYMENT SYST…	Shell Oil			9.56
010-3300-54270	CORPORATE PAYMENT SYST…	Subway			15.46
010-3300-54270	CORPORATE PAYMENT SYST…	Whataburger			12.71
010-3300-54270	CORPORATE PAYMENT SYST…	Kettle Kings			10.35
010-3300-54270	CORPORATE PAYMENT SYST…	Bubbas			26.61
010-3300-54270	CORPORATE PAYMENT SYST…	Luby's			15.67
010-3300-54270	CORPORATE PAYMENT SYST…	Buc-EEs			53.18
010-3300-54270	CORPORATE PAYMENT SYST…	Buc-EEs			23.72
010-3300-54270	CORPORATE PAYMENT SYST…	Chipotle			16.89
010-3300-52251	CORPORATE PAYMENT SYST…	Holiday Inn Express			178.31
010-3300-52251	CORPORATE PAYMENT SYST…	Extenstion S. Rudolph - US B…			47.74
010-3300-52251	CORPORATE PAYMENT SYST…	Ere's Italian Restaurant			21.60
010-3300-52251	CORPORATE PAYMENT SYST…	Blake's food			22.12
010-3300-53100	CORPORATE PAYMENT SYST…	South Texas News			89.00
010-3300-54281	CORPORATE PAYMENT SYST…	Canva			213.20
010-3300-52250	KYLE DESPAIN	Mileage Reimbursement			77.58
				Department 3300 - EXTENSION SERVICE Total:	**2,594.31**
Department: 4000 - TECHNOLOGY SERVICES					
010-4000-54630	RICOH USA, INC	COPIER RENTAL			168.00
010-4000-54630	XEROX FINANCIAL SERVICES	Copier Rental EDS			494.00
010-4000-53200	SERVER SUPPLY	Conference Phones			513.00
010-4000-54555	CENTRAL SQUARE TECHNOL…	Field ops subscription			2,777.53
010-4000-54555	CENTRAL SQUARE TECHNOL…	Paging system service contra…			185,482.38
010-4000-54200	AT&T MOBILITY	Communications			4.00
010-4000-54200	AT&T MOBILITY	COMMUNICATIONS			204.30
010-4000-55720	CORPORATE PAYMENT SYST…	Harrison- EventPro			702.85
010-4000-55720	CORPORATE PAYMENT SYST…	Harrison- Otter. ai Team			251.87
010-4000-55720	CORPORATE PAYMENT SYST…	Harrison- Sensi Comfort			191.88
010-4000-55720	CORPORATE PAYMENT SYST…	Harrison- Apple			2.14
010-4000-53200	CORPORATE PAYMENT SYST…	T. Harris - Pro AV Warehouse			750.30
010-4000-53200	CORPORATE PAYMENT SYST…	S. Stevens - Ubiquiti Store			704.90
010-4000-53300	CORPORATE PAYMENT SYST…	S. Stevens - Ubiquiti Store			94.90
010-4000-53300	CORPORATE PAYMENT SYST…	S. Stevens - Ubiquiti Store			175.90
010-4000-54200	CORPORATE PAYMENT SYST…	T. Harris - HUMBLE FAX SUB…			120.00
010-4000-54200	CORPORATE PAYMENT SYST…	S. Stevens - Reolink			7.45
010-4000-54200	CORPORATE PAYMENT SYST…	S. Stevens - Reolink			9.19
010-4000-54257	CORPORATE PAYMENT SYST…	T. Harris - Next Link Internet …			430.22
010-4000-54420	CORPORATE PAYMENT SYST…	T. Harris - Go Daddy- Premi…			75.76
010-4000-55720	CORPORATE PAYMENT SYST…	T. Harris - Indigo Software			799.96
010-4000-55720	CORPORATE PAYMENT SYST…	T. Harris YOUTUBE TV			89.84
010-4000-55720	CORPORATE PAYMENT SYST…	T. Harris - 4K PLUS - YOUTUB…			10.81
010-4000-55720	CORPORATE PAYMENT SYST…	Jamf Subcription			336.00
010-4000-55720	CORPORATE PAYMENT SYST…	T. Harris PDQ DEPLOY & INV…			2,805.00
010-4000-55720	CORPORATE PAYMENT SYST…	S. Stevens - Apple Business			9.98
010-4000-55720	CORPORATE PAYMENT SYST…	L. Moseley- Dropbox			21.31
010-4000-54200	AT&T MOBILITY	Communications			72.06
010-4000-55720	TIME CLOCK PLUS, LLC	TCP Humanity Classic Emplo…			6,000.00
010-4000-54610	LOWER COLORADO RIVER A…	COMMUMICATION TOWERS -..			1,213.83
				Department 4000 - TECHNOLOGY SERVICES Total:	**204,519.36**
				Grand Total:	**601,759.96**

Fund Summary

Fund	Expense Amount
010 - GENERAL FUND	461,671.24
015 - ENGINEERING & DEVELOPMENT SERVICES	121,618.99
035 - EMS DONATION	989.29
042 - CHILD FOSTER CARE	263.53
060 - PERSONNEL / EMPLOYEE TESTING	37.78
066 - PECAN GLEN ROAD DISTRICT DEBT SERVICE	227.00
070 - COURTHOUSE SECURITY	1,049.92
089 - K-9 FUND CONSTABLES	15,000.00
092 - SO DONATION FUND	157.05
093 - HOTEL / MOTEL TAX	745.16
Grand Total:	**601,759.96**

Account Summary

Account Number	Account Name	Expense Amount
010-0100-53100	OFFICE SUPPLIES	21.28
010-0102-53100	OFFICE SUPPLIES	166.34
010-0102-54350	SEMINARS/DUES/MILEA…	640.45
010-0102-54400	UTILITIES	1,350.59
010-0102-54500	REPAIRS & MAINTENAN…	161.67
010-0102-54550	TRAINING	990.00
010-0105-53100	OFFICE SUPPLIES	25.36
010-0105-54200	COMMUNICATION/VOIP	2,690.04
010-0105-54520	VEHICLE REPAIRS/MAIN…	3,995.54
010-0200-54350	SEMINARS/DUES/MILEA…	300.00
010-0500-53100	OFFICE SUPPLIES	63.84
010-0500-54350	SEMINARS/DUES/MILEA…	724.73
010-0600-54100	PROFESSIONAL SVCS	119,056.69
010-0600-54300	ADVERTISING & LEGAL …	210.00
010-0600-54357	TRAVEL, AUTOPSIES	950.00
010-0600-54400	UTILITIES	5,426.85
010-0600-54830	POSTAGE	1,039.28
010-0600-54850	JURORS	70.95
010-0700-53100	OFFICE SUPPLIES	74.00
010-0700-54100	PROFESSIONAL SERVICES	195.00
010-0700-54142	VISITING JUDGE EXPENSE	107.30
010-0700-54350	SEMINARS/DUES/MILEA…	85.00
010-0750-53100	OFFICE SUPPLIES	77.94
010-0750-54200	COMMUNICATION	191.84
010-0750-54350	SEMINARS/DUES	1,815.00
010-0750-54375	LAW LIBRARY	1,169.82
010-0800-53100	OFFICE SUPPLIES	1,178.27
010-0800-54350	SEMINARS/DUES/MILEA…	275.00
010-0910-54149	APPOINTED ATTORNEYS …	3,225.00
010-0910-54150	APPOINTED ATTORNEYS…	5,600.00
010-0910-54350	SEMINARS/DUES/MILEA…	85.00
010-1000-54350	SEMINARS/DUES/MILEA…	450.00
010-1002-53100	OFFICE SUPPLIES	152.27
010-1002-54200	COMMUNICATION	89.61
010-1003-53100	OFFICE SUPPLIES	39.44
010-1100-53100	OFFICE SUPPLIES	70.87
010-1100-54350	SEMINARS/DUES/MILEA…	500.00
010-1200-53100	OFFICE SUPPLIES	48.08
010-1450-53100	OFFICE SUPPLIES	21.28
010-1600-53300	OPERATING SUPPLIES	448.66
010-1600-54500	REPAIRS & MAINTENAN…	4,680.05
010-1600-54520	VEHICLE REPAIRS/MAIN…	14.00
010-1702-54520	VEHICLE REPAIRS/MAIN…	194.77
010-1703-52100	UNIFORMS	79.98
010-1703-54520	VEHICLE REPAIRS/MAIN…	101.80

Account Summary

Account Number	Account Name	Expense Amount
010-1800-52100	UNIFORMS	2,400.60
010-1800-53100	OFFICE SUPPLIES	306.41
010-1800-53350	FIREARMS,AMMUNITION..	7,194.00
010-1800-54350	SEMINARS/DUES/MILEA...	2,235.00
010-1900-52100	UNIFORMS	1,617.34
010-1900-53300	OPERATING SUPPLIES	2,297.52
010-1900-53320	FOOD SERVICES	6,418.40
010-1900-53330	COFFEE & WATER	280.00
010-1900-53500	REPAIRS & MAINTENAN...	2,177.15
010-1900-54350	SEMINARS/DUES/MILEA...	1,570.96
010-1900-54400	UTILITIES	9,586.00
010-1900-54500	REPAIRS & MAINTENAN...	5,060.48
010-2200-53300	OPERATING SUPPLIES	4,344.37
010-2200-53500	REPAIRS & MAINTENAN...	310.00
010-2200-53550	UNIFORMS	658.11
010-2200-53950	SPECIAL PROJECTS	365.17
010-2200-54180	CERTIFICATION	705.00
010-2200-54350	SEMINARS/DUES	1,309.80
010-2200-54400	UTILITIES	2,847.05
010-2200-54500	REPAIRS & MAINTENAN...	4,847.52
010-2200-54520	VEHICLE REPAIRS/MAIN...	68.72
010-2200-54540	VEHICLE FUEL	94.97
010-2200-54555	SERVICE CONTRACTS	46.08
010-2200-55720	SOFTWARE & TRAINING	57.52
010-2500-54160	INDIGENT BURIAL	1,800.00
010-2500-54705	VAN	500.00
010-2600-53104	MEDICAL SUPPLIES	382.40
010-2600-54100	PROFESSIONAL SERVICES...	26,321.07
010-2600-54205	HEALTH CENTER	700.00
010-2900-54350	SEMINARS/DUES/MILEA...	710.20
010-3100-52100	UNIFORMS	313.82
010-3100-53300	OPERATING SUPPLIES	1,349.24
010-3100-54350	SEMINARS/DUES/MILEA...	1,100.00
010-3100-54400	UTILITIES	4,751.15
010-3100-54500	REPAIRS & MAINTENAN...	888.98
010-3100-54520	VEHICLE REPAIRS/MAIN...	88.95
010-3300-52250	AG TRAVEL	670.41
010-3300-52251	FCH TRAVEL	269.77
010-3300-53100	OFFICE SUPPLIES	89.00
010-3300-54270	4-H TRAVEL	1,351.93
010-3300-54281	FCH EXTENSION DEMO	213.20
010-4000-53200	SMALL CAPITAL ITEMS	1,968.20
010-4000-53300	OPERATING SUPPLIES	270.80
010-4000-54200	COMMUNICATION	417.00
010-4000-54257	CIRCUITS	430.22
010-4000-54420	GENERAL TECHNOLOGY	75.76
010-4000-54555	SERVICE CONTRACTS	188,259.91
010-4000-54610	COMMUNICATION - TO...	1,213.83
010-4000-54630	COPIER RENTAL	662.00
010-4000-55720	SOFTWARE & SUBSCRIPT...	11,221.64
015-0015-53300	OPERATING SUPPLIES	925.81
015-0015-53370	SIGNS	573.40
015-0015-53400	BRIDGE MATERIAL	468.85
015-0015-53410	CULVERTS	307.94
015-0015-53500	REPAIRS & MAINTENAN...	1,609.59
015-0015-54520	VEHICLE REPAIRS/MAIN...	4,098.19
015-0015-55620	ROCK BASE MATERIAL	78,359.41
015-0015-55630	PAVING MATERIALS	31,707.27

Account Summary

Account Number	Account Name	Expense Amount
015-0015-56345	GRANT, CBDG MATCH	3,568.53
035-0035-53100	OFFICE SUPPLIES	177.80
035-0035-53300	OPERATING SUPPLIES	811.49
042-0042-53300	OPERATING SUPPLIES	263.53
060-0060-56110	EMPLOYEE TESTING	37.78
066-0066-54620	TAX COLLECTION CONT…	227.00
070-0070-53300	OPERATING SUPPLIES	1,049.92
089-0089-54808	K-9 EXPENSE CONST. 4	15,000.00
092-0092-53100	OFFICE SUPPLIES	157.05
093-0093-54504	EXPO ALLOCATIONS	745.16
	Grand Total:	**601,759.96**

Project Account Summary

Project Account Key		Expense Amount
None		598,191.43
015001556345		3,568.53
	Grand Total:	**601,759.96**