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September 27, 2022  
AVO 37449.004

Ms. Ramie Hammonds  
Development Services Director/Building Official  
City of Sanger  
201 Bolivar Street  
P.O. Box 1729  
Sanger, Texas 76266

Re: **Glenn Polk Addition – Minor Plat**  
First Review

Dear Ms. Hammonds,

Halff Associates, Inc. was requested by the City of Sanger to provide a first review of the Minor Plat for the Glenn Polk Addition located at 1405 N. Stemmons Street. The property is located within the City of Sanger limits. The letter of intent states this is a submittal of a minor plat and building plans will follow as soon as practical. The minor plat was prepared by All American Surveying and is dated September 6, 2022.

The City of Sanger does not have an ordinance for “Minor Plat”. The nature of the proposed improvements will require this to be reviewed as a Preliminary Plat.

A preliminary review of the document was performed and the following general comments apply:

1. Change Plat from “Minor Plat” to “Preliminary Plat”.
2. Coordinate with TxDOT proposed improvements. (CSJ:0195-02-074)
3. General requirements of Section 10.104 (c) Preliminary Plat shall be followed.
4. Ordinance requires “Bearings are based on the State Plane Coordinate System, Texas North Central Zone (4202), North American Datum of 1983 (NAD'83)”
5. Provide 25’ Building Line along I-35.
6. Provide preliminary plans providing the following information at a minimum:
  - a. Preliminary Plat
  - b. Demolition Plan
  - c. Grading Plan
  - d. Existing and Proposed Drainage Area Map
  - e. Existing and Proposed drainage calculations
  - f. Downstream assessment
  - g. Existing utilities
  - h. Proposed Utility improvements

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- i. Fire protection and fire lanes
- j. Site Layout with geometrics and parking shown.
- k. Erosion control
- l. Landscaping Plan

The Engineer/Owner shall revise the plans to address the above-stated comments. If you have any questions or need additional information, please do not hesitate to call me at (817) 764-7480.

Sincerely,

**HALFF ASSOCIATES, INC.**  
TBPELS Firm No. 312



Steven D. Templer, P.E.

Attachments: markups



