

ORDINANCE NUMBER 2103-5

AN ORDINANCE AMENDING ORDINANCE NUMBERS 2103, 2103-1, 2103-2, 2103-3, 2103-4, AND ANY OTHER AMENDING ORDINANCES CODIFIED IN THE CODE OF ORDINANCES IN CHAPTER 10, SECTION 10.02.009, PERTAINING TO “PROCESSING OF FINAL PLAT” AND REPEALING ANY OTHER ORDINANCES IN CONFLICT THEREWITH, AS PROVIDED BY THE CITY OF SAN BENITO AND PROVIDING FOR AN EFFECTIVE DATE.

This ordinance is for the purpose of amending sections of the Code of Ordinances that pertain to Development Standards.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SAN BENITO:

Section I. Amending Ordinance Number 2103 as codified in the City’s Code of Ordinances in Chapter 10, Section 10.02.009 Final Plat, (b)(4)(iii);

Repealing the following; verbiage located under (b) Processing of Final Plat

- (iii) Storm drainage. All street widths and grades with elevations shall be indicated on the plat. Runoff figures shall be indicated on the outlet and inlet side of all drainage ditches and storm sewers, and at all points in the street at changes of grade or where the water enters another street or storm sewer or drainage ditch. Drainage easements shall be indicated.
 - a. A general location of the subdivision showing the drainage area of any existing or proposed drainage facilities.
 - b. Calculations showing the anticipated stormwater flow, utilizing a rainfall frequency of not less than ten (10) years including watershed area, percent runoff, and time of concentration. When a drainage ditch or storm sewer is proposed, calculations shall be submitted showing basis for design.
 - c. When a drainage channel or storm sewer is proposed, complete plans, profiles, and specifications shall be submitted, showing complete construction details.

And replacing with the following;

- (iii) Storm Water Management (*See Attached Exhibit*).

Section II. Amending Ordinance No. 2103 as codified in the City’s Code of Ordinances in Chapter 10, Section 10.02.009 Final Plat, (b)(4)(iv);

Repealing the following; verbiage located under (b) Processing of Final Plat

- (iv) Final engineering report. The final plat shall be accompanied by an engineering report bearing the signed and dated seal of a professional engineer registered in the state. The engineering report shall discuss the availability and methodology of providing water facilities and wastewater treatment in individual lots within the subdivision. A detailed cost estimate per lot acceptable to the planning and zoning commission and the city commission shall be provided for those unconstructed water supply and distribution facilities and wastewater collection and treatment facilities which are necessary to serve the subdivision. The plan shall include a construction schedule for each significant element needed to provide adequate water or wastewater facilities. If financial guarantees are to be provided, the schedule shall include the start dates and completion dates.

And replacing with the following;

(iv) Traffic Impact Analysis (TIA) Report:

- I. Purpose. The purpose of a traffic impact analysis (TIA) is to identify the relationship between land use and transportation system. The TIA is intended to ensure adequate review and consideration of potential impacts of proposed development on the surrounding thoroughfare and local street system. The city requires that TIAs be performed for zoning and re-zoning requests and site plan processes. A TIA will be required unless determined otherwise by the Planning Manager. An appeal on a decision by the Planning Manger made be submitted in writing to the City Manager's Office.
- II. Traffic Impact Analysis.
 - A. Acceptable level of service. A level of service "C" is the design objective for the city. A TIA must attempt to identify sufficient transportation improvements to achieve or maintain a level of service "C" or better.
 - B. Study area. The minimum transportation impact study area shall include the entire neighborhood plus any neighborhood that abuts or is adjacent to the proposed development.
 - C. Contents. Specific report requirements may vary depending on the site location and characteristics, geographic area, and size and type of development. However, each TIA must clearly state all assumptions and methodologies, and contain at a minimum, the following:
 - I. Transportation System.
 - a. Vicinity map that relates the site location to the thoroughfare and local street system.
 - b. Thoroughfare designation according to the city thoroughfare plan.

- c. Number of roadway lanes, lane widths, and right-of-way widths.
- d. Traffic signal locations.

2. Land Uses.

- a. Existing and proposed (if applicable) land use characteristics for the subject site.
- b. Number of acres (gross and net) classified by zoning and density.
- c. Approximate gross square footage of existing and proposed structures.

D. Background Traffic.

1. Existing conditions.

- a. Current traffic counts (both average daily traffic and morning and afternoon peak hours) on thoroughfares and collectors around the site shall be collected for the TIA and the counts shall be not more than one-year old. The city's most current annual traffic counts may be used for the TIA if available.
- b. Turning movements at critical intersections should be collected for the intersection's analysis.
- c. For proposed new developments, if the site will be built in the future year, projected growing traffic volume, calculated by using a growth factor, between the current year and a tentative built year should be added to the current traffic counts. The growth factor will be determined by the city based on historical data from the city's annual counts.

2. Projected build-out assumptions.

E. Site Traffic; Trip Generation.

1. Assume full development and occupancy.
2. Show in tabular form the land use components, the trip generation rates (daily and peak hour), and total trips generated by land use types.
3. Use the latest Trip Generation Manual published by Institute of Transportation Engineers.
4. No passerby trip reductions allowed.

F. Capacity Analysis.

1. Separate maps illustrating traffic volumes for different scenarios:
 - a. Non-site traffic projections for design year (ADT and AM/PM peak hour turning movements);

- b. Development traffic (ADT and AM/PM peak hour turning movements); and
 - c. Non-site traffic plus development traffic for design year (ADT and AM/PM peak hour turning movements).
2. Capacity analysis of roadway links shall be performed for the ultimate design. Identify level of service with and without development site traffic. If the roadway links exhibit a LOS D, E, or F, then intersection analyses will need to be performed for those facilities.

G. Mitigation of Impacts.

- 1. Identification of actions or alternatives required to maintain an acceptable level of service on the street system. Candidate actions include:
 - a. Roadway link and intersection improvements.
 - b. New or modified traffic signals.
 - c. Access locations and driveway design.
 - d. Transportation system management programs.
 - e. Neighborhood traffic deviators/controls.
- 3. Site plans or preliminary engineering plans for all thoroughfares, local streets, and intersection improvements must as a minimum conform to the requirements of the City's Land Development Code.

H. Revised Traffic Figures.

If the proposal is significantly revised by the Planning and Zoning Commission and/or City Commission, then revised traffic figures must be generated in order to comply with the final recommendation.

I. Waiver of Requirement.

If the proposed development or zoning change generates less than 1,000 average daily trips, the City's Director of Public Works or City Engineer may waive the requirement.

J. Completion by Registered Professional Engineer.

The traffic impact analysis shall be completed by a registered professional engineer with a background in traffic engineering.

Section III. Amending Ordinance No. 2103 as codified in the City's Code of Ordinances in Chapter 10, Section 10.02.009 Final Plat, and adding (b)(4)(v);

- (v) Final engineering report. The final plat shall be accompanied by an engineering report bearing the signed and dated seal of a professional engineer registered in the state. The engineering report shall discuss the availability and methodology of providing water facilities and wastewater treatment in individual lots within the subdivision. A detailed cost estimate per lot acceptable to the planning and zoning commission and the city commission shall be provided for those unconstructed water supply and distribution

facilities and wastewater collection and treatment facilities which are necessary to serve the subdivision. The plan shall include a construction schedule for each significant element needed to provide adequate water or wastewater facilities. If financial guarantees are to be provided, the schedule shall include the start dates and completion dates.

Section IV. Determination

The City Commission finds that the amendments are reasonable after having published in a local newspaper notice of public hearings and held public hearings were held by the Planning and Zoning Commission and by the City Commission.

Section V. Severance

All ordinance or parts of ordinances in conflict herewith shall be, and the same are hereby, repealed to the extent of such conflict.

If for any reason any section, paragraph, subdivision, clause, phrase, work or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Commission that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

Section VI. Effective Date

This ordinance shall be effective March 15, 2022

FIRST READING before the City Commission of the City of San Benito, Texas, at a Regular City Commission Meeting on the 1st day of March, 2022.

PASSED, APPROVED AND ADOPTED on the Second and Final reading at a Regular City Commission Meeting of the City of San Benito, Texas on this, 15th day of March, 2022.

CITY OF SAN BENITO



Ricardo Guerra
Mayor



ATTEST:



Ruth A. McGinnis
City Secretary

EXHIBIT

Storm Water Management

1.01 General

The purpose of this section is to outline the general requirements for the design of storm water improvements and provide typical details for construction. The City of San Benito's City Engineer should be consulted if any deviations from these standards are anticipated before and during construction. In cases where design limitations or physical barriers restrict compliance with the provisions of this section, alternatives are to be considered by the City Engineer prior to construction and final acceptance of improvements.

1.02 Drainage Improvements

All storm sewer mains extended or proposed to the City of San Benito's storm water collection systems and watercourses shall be designed and constructed in accordance with the following requirements.

A. General Policy:

1. All Development within the City of San Benito or its Extraterritorial Jurisdiction (ETJ) shall include planning, design and construction of storm drainage systems in accordance with this manual.
2. Drainage reports and drainage improvements shall be performed and designed by a Professional Engineer licensed to practice in the State of Texas and are subject to approval by the City Engineer.
3. All drainage studies and design plans shall be formulated and based upon ultimate, fully developed watershed or drainage area runoff conditions. In certain circumstances where regional detention is in place or a master plan has been adopted, a development may plan to receive less than ultimate developed flow from upstream with the approval of the City Engineer.
4. Storm water must be carried to an adequate or acceptable outfall. An adequate outfall is one that does not create or increase flooding or erosion conditions downstream and is approved by the City Engineer.
5. Proposed storm water discharge rates and velocities from a development shall not exceed the runoff from existing, pre-development conditions, unless a detailed study is prepared that demonstrates that no unacceptable adverse impacts will be created. Adverse impacts include new or increased flooding of existing insurable (FEMA) structures, significant increases in flood elevations over existing roadways, unacceptable rises in FEMA base flood elevations, and new or increased stream bank erosion.

6. If a development drains into an improved channel or storm water drainage system designed under a previous drainage policy, then the hydraulic capacities of downstream facilities must be checked to verify that increased flows, caused by the new development, will not exceed the capacity of the existing system or cause increased downstream structure flooding. If there is not sufficient capacity to prevent increased downstream flooding, then detention or other acceptable measures must be adopted to accommodate the increase in runoff due to the proposed development.
7. Storm water runoff may be stored in detention and retention basins to mitigate potential downstream problems caused by a proposed development. Proposed detention or retention basins shall be analyzed both individually and as a part of the watershed system, to assure compatibility with one another and with the City's overall Storm Water Management Master Plan for that watershed (if available). Storage of storm water runoff, near to the points of rainfall occurrence, such as the use of parking lots, ball fields, property line swales, parks, road embankments, borrow pits and on-site ponds is desirable and encouraged.
8. Alternatives to detention or retention, for mitigation of potential downstream problems caused by proposed development, include: acquisition of expanded drainage easements, ROW, or property owner agreements; downstream channel and/or roadway bridge/culvert improvements or stream bank erosion protection; and financial contributions to the City of San Benito's Storm Water Utility Program for future improvements. These alternatives will be considered, as presented by the developer, on a case-by-case basis.
9. Stream bank stabilization and protection shall be required to prevent erosion and sedimentation from creeks, streams, and channels.
10. Required Easements:
 - a. Drainage easements shall be required for both on-site and off-site public storm water drainage improvements, including standard engineered channels, storm drain systems, public detention/retention facilities and other storm water controls.
 - b. Temporary drainage easements may be allowed off-site for temporary channels when future off-site development is anticipated to enclose the channel in conduit or follow an altered alignment. Temporary drainage easements will not be maintained by the City and will not terminate until permanent drainage improvements meeting City standards are installed and accepted. Temporary drainage easements will require written approval from the City Engineer and the City Attorney.
 - c. Private drainage easements, not dedicated to the city, may be required for private storm water drainage improvements serving multiple lots or for storm water controls on a property.

- d. Access easements shall be provided for access to public storm water drainage improvements where necessary for maintenance.

11. Required Right of Way:

- a. All drainage improvements in residential developments shall be located within rights of way.
- b. Floodplain right of way shall be provided on sites along natural or improved earthen drainage ways (other than standard engineered channels). Floodplain rights of way shall encompass all areas below a ground elevation one foot above the water surface elevation of the base flood. The right-of-way shall also include at least a 15-foot wide maintenance strip along both sides of the channel or, if the City Engineer so allows, at least a 20-foot wide maintenance strip along one side of the channel to provide ingress and egress for maintenance of the banks, as determined and required by the City Engineer. The access shall be part of the floodplain right of way itself and not a separate easement. Floodplain rights of way are not routinely maintained by the City.
- c. All proposed developments within the City of San Benito and its (ETJ) shall comply with all local, county, state and federal regulations and all required permits or approvals shall be obtained by the developer.
- d. The policy of the City San Benito is to avoid substantial or significant transfer of storm water drainage runoff from one basin to another and to maintain historical drainage paths whenever possible. However, the transfer of storm water drainage from basin to basin may be necessary in certain instances and will be reviewed by the City Engineer on a case-by-case basis.

1.03 Design Storm Requirements

- A. Rainfall and Intensity: the table below shows the Intensity-Duration-Frequency coefficients for Cameron County that are to be used for Intensity Calculations:

Table 3-1 Intensity-Design-Duration Coefficients for Cameron County, Texas

Recurrence Interval (years)	IDF Coefficients		
	c	b	d
2	0.8299	65.5690	12.6865
5	0.8114	82.9421	12.6302

10	0.8004	95.4717	12.6506
25	0.7870	110.9163	12.7470
50	0.7762	102.7404	12.7443
100	0.7667	131.4408	13.0203

- The rainfall intensity can be calculated by the formula shown below:

$$i = \frac{b}{(t_c + d)^e}$$

Nomenclature:

i = intensity (inches/hour)

t_c = time of concentration (minutes)

e, B, d = IDF Coefficients (reference Table 3-1)

- Time of Concentration:** The time of concentration can be estimated by associating velocity and three typical flow regimes; pipe or channel flow, shallow concentrated flow, and overland/sheet flow. Each system should be calculated accordingly.

- The time of concentration for shallow concentrated flow can be calculated by the formula shown below:

$$t_c = \frac{L}{60V}$$

Nomenclature:

t_c = travel time (minutes)

L = watercourse length (feet)

V = average flow velocity (feet/second)

- The shallow concentrated flow velocity can be calculated by the formula shown below:

$$V = K_u k S_p^{0.5}$$

Nomenclature:

$K_u = 3.28$

V = velocity (feet/second)

k = intercept coefficient (reference Table 3-2)

S_p = slope (%)

Table 3-2 Intercept Coefficients

Land Cover / Flow System	k
Forest with heavy ground litter; hay meadow (overland flow)	0.076
Trash fallow or minimum tillage cultivation; contour or strip cropped; woodland (overland flow)	0.152
Short grass pasture (overland flow)	0.213
Cultivated straight row (overland flow)	0.274
Nearly bare and untilled (overland flow); alluvial fans in western mountainous regions	0.305
Grassed waterway (shallow concentrated flow)	0.457
Unpaved (shallow concentrated flow)	0.491
Paved area (shallow concentrated flow); small upland gullies	0.619
Reference: <i>FHWA Urban Drainage Design Manual, 3rd Edition (2013)</i>	

- b. Manning's Equation shall be used to estimate average flow velocities in channels and conduits. Storm water runoff shall be calculated for fully developed conditions. The minimum inlet time of concentration is 10 minutes.

$$V = \left(\frac{1.49}{n} \right) R^{2/3} S^{1/2}$$

Nomenclature:

V = velocity (feet/second)

n = Manning's roughness coefficient

R = Hydraulic radius (feet)

S = slope

C. Runoff Coefficients

1. Runoff Coefficients shall be determined for each drainage area. Weighted coefficients shall be determined with application of the Weighted Runoff Coefficient formula when multiple surfaces exist.

$$C_w = \frac{(C_1 A_1 + C_2 A_2 + C_3 A_3 + \dots + C_n A_n)}{A_{total}}$$

Nomenclature:

C_w = Weighted Runoff Coefficient

C_n = Runoff Coefficient n-th term

A_n = Area of n-th term (acres)

A_{total} = Total Area (acres)

Table 3-3 Runoff Coefficients

Type of Drainage Area	Runoff Coefficient, C
Business	
Downtown areas	0.70 – 0.95
Neighborhood areas	0.50 – 0.70
Residential	
Single-family	0.30 – 0.50
Multi-units, attached	0.40 – 0.60
Multi-units, detached	0.60 – 0.75
Suburban	0.25 – 0.40
Apartment dwelling areas	0.50 – 0.70
Industrial	
Light areas	0.50 – 0.80
Heavy areas	0.60 – 0.90
Lawns	
Sandy soil, flat, 2%	0.05 – 0.10
Sandy soil, average, 2 – 7%	0.10 – 0.15
Sandy soil, steep, 7%	0.15 – 0.20
Heavy soil, flat, 2%	0.13 – 0.17
Heavy soil, average, 2 – 7%	0.18 – 0.22
Heavy soil, steep, 7%	0.25 – 0.35

Streets	
Asphaltic	0.70 – 0.95
Concrete	0.80 – 0.95
Brick	0.70 – 0.85
Miscellaneous	
Parks, cemeteries	0.10 – 0.25
Playgrounds	0.20 – 0.40
Railroad yard areas	0.20 – 0.40
Unimproved areas	0.10 – 0.30
Drives and walks	0.75 – 0.85
Roofs	0.75 – 0.95
Reference: <i>FHWA Urban Drainage Design Manual, 3rd Edition (2013)</i>	

1.04 Drainage Report Requirements

A. Requirements: the following information shall be required as part of the drainage report for new developments:

1. Summary of Project
 - a. Existing and Proposed conditions.
2. Vicinity map showing location of project
3. Location of proposed site with respect to the latest FEMA Floodplain map
4. Summary of Soil Conditions and Soil Classifications
5. Summary of Existing Drainage Conditions
6. Summary of Proposed Drainage Conditions
7. Summary of detention requirements based on the 2, 10 and 25 year storm events.
8. Attachments
 - a. Exhibit A – Drainage Area Map
 - i. All contributing areas

- ii. Contours and spot elevations
 - iii. Direction of flow
 - iv. Existing and Proposed storm sewer systems and outfalls
 - v. Design assumptions
- b. Exhibit B – FEMA Floodplain Map with respect to project location
 - c. Exhibit C – Soils Survey Map
 - d. Exhibit D – Drainage Calculations
 - i. Runoff, detention and hydraulic summary
 - ii. Time of concentration (Tc) estimates
 - iii. Runoff coefficient (c) assumptions
 - iv. Storage volume calculations (Modified Rational Method)
 - v. Pipe and inlet capacities
 - vi. Detention pond dimensions
 - vii. Hydraulic Grade Line (HGL)

1.05 Storm Water Detention Design:

A. General Policy:

- 1. Storm water runoff increases resulting from development shall be mitigated on-site for the 2, 10, 25-year meteorological events. The Modified Rational Method is to be used for determination of storm water storage requirements for developments less than 10 acres. Reference Table 3-4 for the Modified Rational Method calculation example. Developments less than 0.5 acre will not be required to detain on site.

Table 3-4 Modified Rational Method

(A)	(B)	(C)	(D)	(E)	(F)	(G)
Duration	Intensity	Q _{in}	V _{in}	Q _{out}	V _{out}	Storage
(min)	(in/hr)	(cfs)	(cf)	(cfs)	(cf)	(cf)

- (A) – Duration in minutes
- (B) – Intensity for respective duration
- (C) – Developed conditions peak discharge
- (D) – Developed conditions runoff volume
- (E) – Pre-developed peak discharge
- (F) – Pre-developed conditions runoff volume
- (G) – Storage required (V_{in} – V_{out})

2. Storm water runoff shall be released from detention area into a receiving system at the pre-developed rate for the 2, 10, 25-year frequency storm events.
3. On-site detention facilities shall be placed in dedicated areas unless otherwise approved by the City Manager, or designee.

B. Drainage Detention Calculation Requirements:

1. Calculate runoff from site for existing conditions:
 - a. Calculate runoff coefficient (C) based on ground cover, slope, soil type, etc.
 - b. Calculate time of concentration (T_c), or time for runoff to flow from furthest hydraulic point of property to the collection point.
 - c. From curve, select intensity (I) corresponding to time of concentration (T_c).
 - d. Calculate runoff (Q).
2. Calculate runoff conditions from site for improved conditions:
 - a. Calculate runoff coefficient (c) based on improvements; i.e., paving, buildings, green areas.
 - b. Calculate revised time of concentration (T_c).
 - c. Determination of intensity and runoff not required at this stage.
3. Calculate on-site storage required:
 - a. Storage required equals the difference between the volume of runoff generated in the improved condition and the volume of runoff that can be discharged based on the pre-developed conditions.
 - b. The volume in and the volume out is calculated for storms of varying durations.
 - c. Select maximum storage indicated for compliance with the City of San Benito drainage policy.
 - d. Time of concentration beginning with calculated (t) for future conditions.
 - e. Intensity for corresponding time of concentration. These values are from the rainfall intensity graph or from Cameron County statistical data.

- f. Q is the runoff rate in cubic feet per second. It is calculated from the rational formulate being $Q = CIA$.
- g. Volume of runoff in cubic feet for developed property. This is determined by multiplying the time of concentration (Tc) and the runoff amount (Q).
- h. Determine the maximum runoff rate from the existing conditions.
- i. The volume of runoff that can be discharged during the time of concentration (Tc). This is determined by multiplying the time of concentration (Tc) and the Q out.

1.06 Storm Sewer Design:

A. General Policy

1. Storm sewer systems are to be designed to convey the runoff resulting from a 25-year frequency storm event and checked for the 50-year storm event. Calculations are to be submitted to City Engineer for approval.
2. Plan and profile of proposed storm water infrastructure shall be required.
3. Storm water infrastructure shall be designed such that the hydraulic grade line (HGL) is at least 12 inches below the adjacent top of curb.
4. Rubber-gasket, Class III, reinforced concrete pipe (RCP) shall be used for storm water systems. Any other type of pipe is to be submitted to the City Engineer for approval.
5. Manholes or junction boxes shall be used at all changes in pipe size and direction. Reference Table 3-4 for suggested manhole spacing of storm water systems.

Table 3-4 Suggested Storm Sewer Manhole Spacing

Pipe Size (inches)	Maximum Spacing (feet)
12 to 24	300
27 to 36	375
39 to 54	450
60 and greater	900
Reference: <i>TxDOT Hydraulic Design Manual (2014)</i>	

6. Pipe slopes shall be designed to provide a minimum velocity of 3 feet per second (ft/s) and a maximum velocity of 12 feet per second (ft/s). Reference Table 3-5 for minimum pipe slopes of storm water systems.

Table 3-5 Minimum Storm Sewer Pipe Slopes

Diameter (inches)	Slope (foot/foot)	Slope (%)
8	0.0075	0.75
10	0.0056	0.56
12	0.0044	0.44
15	0.0032	0.32
18	0.0026	0.26
21	0.0021	0.21
24	0.0017	0.17
27	0.0015	0.15
30	0.0013	0.13
33	0.0011	0.11
36	0.0010	0.10
42	0.0008	0.08
48	0.0007	0.07
54	0.0006	0.06
60	0.0005	0.05
66	0.0005	0.05
72	0.0004	0.04
Reference: <i>FHWA, Urban Drainage Design Manual, 3rd Edition (2013)</i>		

7. All proposed outfalls shall provide a concrete sloped-end treatment approved by the City Engineer according to the City of San Benito standard drainage detail. Velocity dissipations shall be used when outlet velocities exceed the suggested maximum.
8. The minimum cover for all storm sewer pipe systems is 3 feet below finished grade. Depth of cover not meeting the 3-foot requirement shall be submitted to the City Engineer for approval.
9. Trench protection is to be used on all storm sewer systems given a depth of 5 feet or greater according to the latest OSHA regulations.

1.07 Storm Water Detention Maintenance:

A. General Policy:

1. On-site detention ponds shall be private and the property owner(s) shall be responsible for the proper maintenance and operation.
2. If multiple lots or tracts are utilizing a common on-site detention pond, the proper maintenance and operation will be the property owners through a legally formed entity like a property owners' association, or equivalent, and subject to the approval by the City Commission during the final plat process.
3. A perimeter fence may be required, if determined by the City.
4. Access to a detention pond must be available and the access driveway must be paved with either asphalt or driveway as approved by the City.
5. A legal instrument creating a property owners' association, or equivalent, must be filed with the Cameron County Clerk's Office after approval of the instrument by the City's legal counsel and prior to the approval of the final plat by the City Commission.