



Plat Application

Application must be accurately completed, and accompanied by all required materials at the time of submittal. Incomplete submittals will be returned to the applicant. Development Services cannot guarantee a deadline extension for omitted information or materials.

The following items shall accompany the Application:

- 2 prints each of preliminary plat and final plat
- 2 sets of Construction Plans, if applicable
- Application Review Fee(s)

Please check the appropriate box(es) below to indicate the type of reviews requested.

Minor Plat: Single Lot Multi-Lot
Major Plat: Preliminary Plat Final Plat Construction Plans

PROJECT INFORMATION

Project Name: _____

Project Address or Location: _____

Legal Description: _____

Parcel(s) Tax ID#: _____

Acreage: _____ Land Use: _____

Number of Lots: _____ Number of Blocks: _____

Any Variance Requests? Yes No Pre-Application Conference Date: _____

OWNER INFORMATION

Owner Name: _____

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

The Texas Local Government Code, Section 212.009 requires the municipal authority responsible for approving plats to take action on a plat within 30 days of the plat application being submitted. If, for any reason, the plat is not ready for approval, the plat will be forwarded to the Planning Commission with a staff recommendation of denial. I hereby waive the 30 day time limit and allow all parties time to make revisions and prepare the documents for approval and filing. I hereby certify that I am the owner of the property and further certify that the information provided on the application is true and correct. Furthermore, I designate the below-mentioned person as my designated agent to act on my behalf in matters related to this request(s).

Owners Signature

Date

State of Texas:

County of _____:

SUBSCRIBED AND SWORN TO before me on this _____ day of _____, 20____.

Notary Public

Owners Signature

Date

State of Texas:

County of _____:

SUBSCRIBED AND SWORN TO before me on this _____ day of _____, 20____.

Notary Public

PROJECT REPRESENTATIVE

Agent Name: _____

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

I, the undersigned agent, understand and accept by authority and responsibility to act as the legally authorized agent on behalf of the owner(s) of property described on this application, in matters relating to this request(s).

Agent's Signature

Date