



Development Application Single-Family Development (Except Patio Home & SF-A)

Subject Property Information *(complete the following)*

Parcel Description <i>(existing platted subdivision name, if unplatted, propose)</i> _____ _____ General Location <i>(street frontage and distance to cross street)</i> _____ _____	Number of Residential Lots _____ Number of Open Space Lots _____ Existing Zoning _____ Gross Area of Parcel _____ <i>(to the nearest tenth of acres)</i>
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Items Required with Submittal *(check the appropriate boxes to indicate items submitted with application)*

The general requirements and appropriate development step items must accompany this application unless noted otherwise on the pre-application conference form. Additional options may be required as determined in pre-application conference.

General Requirements *(Required for ALL development applications)*

- Development Application *(1 signed and notarized)*
- Plan and Plat Checklists *(1 completed for each plan or plat prepared)*
- Current Tax Certificate *(1 ORIGINAL tax certificate from all taxing agencies)*
- Pre-application Conference Form
- All Documents and Plans/Plats on a CD/flash drive in PDF format

Concept Plan Step *(See Fee Schedule for all Amounts)*

- Concept Plan/Revised Concept Plan **(3 copies - 24" x 36")** Amount \$ _____
- General Tree Survey **(1 copy - 24" x 36")**
- Conveyance Plat/Revised Conveyance Plat **(3 copies - 24" x 36")** Amount \$ _____

Preliminary Plat Step

- Preliminary Plat/Preliminary Replat **(3 copies - 24" x 36")** Amount \$ _____
- Proposed Street Names *(Attach separate document)*
- Landscape Plan/Revised Landscape Plan **(1 copy - 24" x 36")** Amount \$ _____
- Tree Preservation Plan **(1 copy - 24" x 36")**
- Civil Engineering Plans **(4 bound sets w/plat, site plan, and landscape plan included - 24" x 36" and a PDF copy)**

Final Plat Step

- Final Plat/Replat **(3 copies - 24" x 36")** Amount \$ _____

Additional Options

- Amending Plat/Minor Plat **(3 copies - 24" x 36")** Amount \$ _____
- Vacation of Plat **(3 copies - 24" x 36")** Amount \$ _____

Development Application

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Property Owner and Authorization *(sign and notarize)*

Name *(signature required below)* _____
Company Name _____
Address _____
City _____ State _____ Zip Code _____
Phone _____ Fax _____ Email **(REQUIRED)** _____

Property Owner, check ONE of the following:

- I will represent the application myself; OR
- I hereby designate _____ *(name of project representative)* to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.

I hereby certify that I am the property owner of the property and further certify that the information provided on this development application is true and correct.

Property Owner's Signature _____ Date _____

STATE OF: _____

COUNTY OF: _____

BEFORE ME, a Notary Public, on this day personally appeared _____ *(printed property owner's name)* the above signed, who, under oath, stated the following: "I hereby certify that I am the property owner for the purposes of this application; that all information submitted herein is true and correct."

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

Notary Public in and for the State of Texas

Project Representative *(complete if designated by owner)*

<input type="checkbox"/> Purchaser	<input type="checkbox"/> Tenant	Engineer
<input type="checkbox"/> Preparer	<input type="checkbox"/> Other <i>(specify)</i> _____	Name _____
Name _____		Company Name _____
Company Name _____		Address _____
Address _____		City _____ State _____ Zip Code _____
City _____ State _____ Zip Code _____		Phone _____
Phone _____		Email _____
Email _____		