

Planning & Zoning
City of Palmview
400 West Veterans Blvd.
Palmview, TX 78572
(956) 432-0300



Subdivision Application

INCODE PERMIT # _____

Date: _____ Request Type (circle one): Preliminary Final Amended Re-plat

Name of Subdivision including any official section number(s): _____

Property Owner: _____ Developer: _____

Owner Address: _____

Owner Phone Number: _____ Owner Email: _____

Location: _____

Present Land Use: _____ Desired Land Use: _____

Current Zoning: _____ Required Zoning: _____

Legal Description: _____

Total area of proposed subdivision to be developed: _____ acres.

Inside City Limits? Yes _____ No _____ If "No", is in the _____ comprehensive development area
_____ rural development area

Consulting Firm: _____ Phone Number: _____

Mailing Address: _____

E-mail address: _____

Number of Lots: Single Family _____ Multi-Family _____ Commercial _____ Industrial _____

Area of smallest proposed lot: _____ square feet (Lot # _____)

Width of narrowest proposed lot: _____ feet (Lot # _____)

Restrictive Covenants proposed (circle one) Yes No If "Yes", attach copy of restrictions

Proposed Wastewater Treatment: Sanitary Sewer _____ OSSF (On-Site Septic Facility) _____

Electric Power and Light Company to Serve the Proposed Subdivision: _____

Irrigation District: _____ Potable Water Retailer: _____

Owner of record, holding title to real estate within the proposed subdivision. Ownership instrument (i.e., Title Policy, Warranty Deed and Deed of Trust) shall be submitted with application. All such owners are listed immediately below.

Name(s): _____

Mailing Address & Zip Code: _____

Phone Number: _____ Email: _____

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Have any of said owners designated agents to submit and revise this plat application on their behalf?

Yes _____ No _____ (If "Yes" attached duly notarized documentation to that effect, signed by each such owner.)

The undersigned owners of record (or their authorized agents) hereby agree to make all the improvements, and to meet all the requirements and standards as specified in the City of Palmview Code of Ordinances. The undersigned hereby request that the Palmview Planning & Zoning Commission and the City Council approve the attached subdivision plat. The undersigned hereby declared that we have made a diligent effort to ensure that all items contained in this application (including all construction plans) are true and complete. Developer's requirement sheet must be completed, signed, and submitted with the application form.

Signature: _____

Date: _____

ACKNOWLEDGEMENTS

Owner

I acknowledge that the subdivision application is a process. During this process, my application is reviewed by multiple departments and requires separate and distinct approval by each. I understand that approval by one department does NOT constitute approval by all departments and should not be construed as final approval, clearance, or notice to proceed. Furthermore, review of this application by staff is dependent upon accuracy of the information provided. Any information found to be lacking or incorrect may result in my application being delayed or denied. If any portion of my plan changes or must be modified, it is my responsibility to notify staff as soon as practicable, and I accept that these changes may result in reassessment, denial, or revocation of any approvals or permits received prior to that time.

Owner/Agent Signature: _____

Date: _____

Engineer

I have read the information contained on the following Subdivision Plat fees and Submission requirements forms and hereby agree to comply with requirements noted herein.

Project Engineer: _____

Date: _____

Office Use:

Subdivision Review Meeting Date: _____

Planning and Zoning Commission Meeting Date: _____

City Council Meeting Date: _____



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Subdivision Plat Fees

Subdivision Name: _____

Administrative Fees (select all that apply)

- 1. Preliminary Plat, \$500 _____
- 2. Final Plat, \$500 _____
- 3. Amended Plat, \$500 _____
- 4. Re-Plat, \$500 _____
- 5. Park Fees (Per Unit), \$500 # of units _____
- 6. Inspection Fee, 4% _____
- 7. Construction Materials Testing Fee, 4% _____
- 8. Plat recording fee, \$106 _____

Subdivision Requirements Checklist

Preliminary Plat

Copies

- 1. Subdivision Plat, Utility Layout, Construction Plans (Folded) 4
- 2. Digital File(s) (emailed, USB) 1
 - 24"x36" Plat w/notes, drainage, utilities, etc. (as applicable)
 - 8.5"x11" reduced plat, map with name and north arrow
- 3. Preliminary Drainage Report 2
- 4. 8.5"x11" copies of subdivision plat and utility layout 1
- 5. Warranty Deed 1
- 6. Signed Application (with letter of authorization if applicable) 1



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Pre-construction

Copies

A meeting and written notice to proceed will be required before beginning improvements.

- | | |
|---|---|
| <input type="checkbox"/> 1. Subdivision Plat and Construction Plans | 4 |
| <input type="checkbox"/> 2. Digital Construction Plans (emailed, USB) | 1 |
| <input type="checkbox"/> 3. Engineer Cost Estimate | 1 |
| <input type="checkbox"/> 4. Approved Drainage Report | 1 |
| <input type="checkbox"/> 5. SWPPP/CNOI (Required) | 2 |

Final Plat Requirements

- | | |
|--|---|
| <input type="checkbox"/> 1. Mylar of Subdivision Plat | 1 |
| <input type="checkbox"/> 2. Mylar of As-Built Construction Plans | 1 |
| <input type="checkbox"/> 3. Digital Copy of As Built Construction Plans (emailed, USB) | 1 |
| <input type="checkbox"/> 4. Letter of Credit (if applicable) | 1 |