



Construction Plat Application
Land Use Code Appendix B, Section 2.4

Step 1: Pre-Application meeting with City Staff Meeting Date: _____

Office Use Only
Staff Initials _____

Step 2: Complete the application below Application Date: _____
Please print the following information:

Applicant's Name: _____ Telephone: _____
Applicant's Fax: _____ E-mail: _____
Mailing Address: _____

Owner's Name: _____ Telephone: _____
Owner's Fax: _____ E-mail: _____
Mailing Address: _____

Engineer/Surveyors Name: _____ Telephone: _____
Engineer/Surveyors Fax: _____ E-mail: _____
Mailing Address: _____

Legal Description of Property: Lots: _____ Block: _____ Subdivision: _____
Zoning on Property: _____
Purpose of Construction Plat Application: _____

Office Use Only

The applicant will submit the following information with this application:

- A. All required documents on the reverse side of this application
B. Application Fee: Base: \$425.00 \$425.00
lots x \$45.00 each
GIS: \$15.00 \$ 15.00
Total: _____

Owner Statement (if applicant is not owner):

I HEREBY CERTIFY THAT THE APPLICANT LISTED ABOVE IS AN AUTHORIZED AGENT FOR ME IN MATTERS PERTAINING TO FILING OF THIS CONSTRUCTION PLAT APPLICATION. I waive the statutory time limits in accordance with Section 212.009 of the Texas Local Government Code and as specified in the Code of Ordinances, Appendix B Land Use Regulations Sections 1100-1299 Administration and Procedures.

Applicant's Signature Owner's Signature (notarized) Date

STATE OF TEXAS:
COUNTY OF BURNET:
Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared _____, Owner, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed.
Given under my hand and seal of office, this _____ day of _____, 20_____.

Notary Public in and for the State of Texas
My Commission Expires On: _____

Construction Plat Application Materials

A complete list of all required documents and certificates can be found in the City of Marble Falls Code of Ordinances, Appendix B Land Use Regulations, Section 801 – 899 Subdivision Design Standards. A copy of the regulations is available online at www.ci.marble-falls.tx.us or by request from the Development Services Department.

Required*	Complete	NA
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Tax certificate showing legal owner (with no taxes due)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Survey: Ten (10) copies of construction plat area, 18"x24", One (1) copy at 11"x17, and One (1) copy at 8 ½" x 11" sealed by a licensed surveyor, with ownership names, locations, and recording information for all adjacent properties and right-of-ways
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Digital copy of survey on CD or flash drive
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Letters from applicable local utility companies stating that each utility company has reviewed the construction plat and stating any requirements, including easements, they have
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Title and Label: the plat shall be entitled and clearly state that it is a "construction plat," title block will also include ownership information, scale, north arrow, date the plat was prepared, name of plat preparer, proposed subdivision name, and other pertinent information as dictated in the construction plat regulations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> A vicinity or location map that shows the proposed development location in the city and proximity to roads
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Location, width, and names of all existing or proposed streets, alleys, and easements, including a list of proposed street names for any new streets in the construction plat
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Location of existing property lines, structures, easements of record (with recording information), sewer and water mains, gas mains, and any other existing infrastructure or structures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Proposed arrangement of lots, including lot size and lot and block numbers, that conform to zoning regulations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Sites to be dedicated to public facilities (parks, schools, etc)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Contours with intervals of two (2) feet or less, with all elevations referenced to sea level datum, indication of any portion of the plat that may be within the floodway or 100-year or 500-year floodplains, and all other physical features of the site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> All necessary drainage plans and plans showing compliance with the City of Marble Falls Drainage Criteria Manual
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Engineering plans for the plat of water and sewer lines and other infrastructure (including sizes) to be constructed in the subdivision
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Complete set of engineering plans including all requirements as listed in the City of Marble Falls Land Use Regulations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Transportation Impact Analysis if the proposed uses on the plat will contribute more than 2000 one-way trips per day
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Proposed phasing of the development of the subject area; if development is to be phased, a schedule of phasing shall be provided by the applicant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> All required certificates and language as dictated by the City of Marble Falls Land Use Regulations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Applicant's presentation to Planning and Zoning Commission and City Council

Staff's Signature

Date

*Required items to be determined at Pre-Application meeting