

Development Plat Application
Land Use Code Appendix B, Section 818

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 Development Plat Application: _____

Office Use Only
<input type="checkbox"/>
<input type="checkbox"/>

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:	\$250.00	_____	\$250.00
# lots x \$45.00 each OR \$35.00/acre		_____	
GIS:	\$15.00	_____	\$ 15.00
Total:			_____

(All checks payable to City of Marble Falls)

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 DEVELOPMENT PLAT APPLICATION. I waive the statutory time limits in accordance with Section 212.009 of the Texas Local Government Code.

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

Development 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 820 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 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 may 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 "development 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 final 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"/>	Applicant's presentation to Planning and Zoning Commission and City Council

Staff's Signature

Date

*Required items to be determined at Pre-Application meeting

Sec. 820. Development plats.

a. *Authority.* This section is adopted pursuant to the Texas Local Government Code, Chapter 212, Subchapter B, and Sections 212.041 through 212.050, as amended.

b. *Applicability.* For purposes of this section, the term "development" means the construction of any building, structure or improvement of any nature (residential or nonresidential), or the enlargement of any external dimension thereof. This section shall apply to any land lying within the city or within its extraterritorial jurisdiction in the following circumstances:

1. The development of any tract of land which has not been platted or replatted prior to the effective date of this ordinance, unless expressly exempted herein; or
2. The development of any tract of land for which the property owner claims an exemption from the city's subdivision ordinance, including requirements to replat, which exemption is not expressly provided for in such regulations; or
3. The development of any tract of land for which the only access is a private easement or street; or
4. The division of any tract of land resulting in parcels or lots each of which is greater than five (5) acres in size, and where no public improvement is proposed to be dedicated or constructed.

c. *Exceptions.* No development plat shall be required, where the land to be developed has received final plat or replat approval prior to the effective date of this ordinance. The city council may, from time to time, exempt other development or land divisions from the requirements of this section.

d. *Prohibition on development.* No development shall commence, nor shall any building permit, utility connection permit, electrical connection permit or similar permit be issued, for any development or land division subject to this section, until a development plat has been reviewed by the commission, approved by the city council, and submitted to the city for filing at the county. Notwithstanding the provisions of this section, the city shall not require building permits or otherwise enforce the city's building code in the city's extraterritorial jurisdiction in relation to any development plat required by this subdivision ordinance.

e. *Standards of approval.* The development plat shall not be approved until the following standards have been satisfied:

1. The proposed development conforms to all city plans, including but not limited to, the comprehensive plan, utility plans and applicable capital improvements plans;
2. The proposed development conforms to the requirements of the zoning ordinance (if located within the city's corporate limits) and the subdivision ordinance;
3. The proposed development is adequately served by public facilities and services, parks and open space in conformance with city regulations;
4. The proposed development will not create a safety hazard on a public roadway (such as by not providing adequate on-site parking or vehicle maneuvering space for a restricted-access/gated entrance);

5. Appropriate agreements for acceptance and use of public dedications to serve the development have been tendered; and
6. The proposed development conforms to the design and improvement standards contained in this ordinance and in the city's TCSS, and to any other applicable codes or ordinances of the city that are related to development of a land parcel.
- f. *Conditions.* The city council may impose such conditions on the approval of the development plat as are necessary to assure compliance with the standards in subsection (e) above.
- g. *Approval procedure.* The application for a development plat shall be submitted to the city in the same manner as a final plat (see sections 817 and 818), and shall be approved, conditionally approved, or denied by the city council following review and recommendation by the planning and zoning commission in a similar manner as a final plat. Upon approval, the development plat shall be filed at the county by the city planner in the same manner as prescribed for a final plat (see section 818), and approval of a development plat shall expire if all filing materials are not submitted to the city manager (or designee) and if the plat is not filed at the county within the time periods specified for a final plat.
- h. *Submittal requirements.* In addition to all information that is required to be shown on a final plat (see section 817), a development plat shall:
 1. Be prepared by a registered professional land surveyor;
 2. Clearly show the boundary of the development plat;
 3. Be accompanied by a site plan showing each existing or proposed building, structure or improvement or proposed modification of the external configuration of the building, structure or improvement involving a change therein (the site plan shall also show all other site plan items listed in the city's zoning ordinance for informational purposes);
 4. Show all easements and rights-of-way within or adjacent to the development plat; and
 5. Be accompanied by the required number of copies of the plat, a completed application form, the required submission fee (per the city's current fee schedule), and a certificate or some other form of verification from the Burnet County Appraisal District showing that all taxes have been paid on the subject property and that no delinquent taxes exist against the property in accordance with section 810.

A copy of all application materials for a development plat shall be simultaneously submitted to the city planner for review in the same manner as for a final plat, or the application shall be deemed incomplete.

(Ord. No. 2005-O-6A, §II(2.7), 6-27-2005)