

Plat / Replat Application
Land Use Code Appendix B, Section 821

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 Plat/Replat 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: | \$200.00 | \$200.00 |
| | # lots x \$45.00 each | | _____ |
| | GIS: | \$15.00 | \$ 15.00 |
| <i>(All checks payable to City of Marble Falls)</i> | | | 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 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:

Plat / Replat Application Materials

<u>Required*</u>	<u>Complete</u>	<u>NA</u>
<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/replat area, 18"x24", One (1) copy at 11"x17, and One (1) copy at 8 ½" x 11" sealed by a licensed surveyor A copy of all application materials for a minor plat shall be submitted to the City Planner for review in the same manner as for a final plat, or the application shall be deemed incomplete. (Section 2.11.a)
<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 "plat" or "replat"
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Applicant's presentation to Planning and Zoning Commission and City Council

See Section 821, Appendix B Land Use Regulations, Marble Falls Code of Ordinances for more information regarding plats and required documentation on plans.

Staff's Signature

Date

*Required items to be determined at Pre-Application meeting