



DEVELOPMENT APPLICATION

SINGLE-FAMILY APPLICATION

A, SF-E, SF-84, SF-72, SF-1, SF-60, SF-2, SF-Z, SF-TH, MH-1, MF-1 OTRD, PD

For Office Use Only
Project # _____

Revision Date: 11/2014

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Subject Property Information *(complete the following)*

Parcel Description *(existing platted subdivision name; if unplatted, purpose)* _____

Existing Zoning:

- | | | | | | | | |
|--------------------------------|-------------------------------|--------------------------------|--------------------------------|-------------------------------|--------------------------------|-------------------------------|-------------------------------|
| <input type="checkbox"/> A | <input type="checkbox"/> SF-E | <input type="checkbox"/> SF-84 | <input type="checkbox"/> SF-72 | <input type="checkbox"/> SF-1 | <input type="checkbox"/> SF-60 | <input type="checkbox"/> SF-2 | <input type="checkbox"/> SF-Z |
| <input type="checkbox"/> SF-TH | <input type="checkbox"/> MH-1 | <input type="checkbox"/> MF-1 | <input type="checkbox"/> OTRD | <input type="checkbox"/> PD | | | |

Number of Residential Lots *(if applicable)* _____

General Location *(street frontage and distance to cross street)* _____

Gross Area to Parcel (to the nearest tenth of acre) _____

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 status.

General Requirements *(Required for ALL development applications)*

- Plan and Plat Checklists *(1 completed original for each plan or plat prepared)*
- Current Tax Certificate *(1 original tax certificate from all taxing agencies)*

Preliminary Plat Step

- Preliminary Plat/Preliminary Replat *(checklist, 10 copies - 24"x36")* Fee Amount \$ _____
- Civil Engineering Plans *(2 bound sets - 24"x36")*

Final Plat Step

- Final Plat/Replat *(checklist, 10 copies, 1 mylar - 24"x36")* Fee Amount \$ _____
- Letter of Transmittal *(10 copies)*
- Civil Engineering Plans *(3 copies - 24"x36")*
- Dedication Deed *(see checklist for requirements, 1 original, 2 true copies)*
- Current Tax Receipts and Assessment Releases *(3 copies)*

Additional Options

- Conveyance Plat *(checklist, 4 copies - 24"x36")* Fee Amount \$ _____
- Amended Plat / Minor Plat *(checklist, 4 copies - 24"x36")* Fee Amount \$ _____
- Vacation of Plat *(4 copies - 24"x36")* Fee Amount \$ _____

DEVELOPMENT APPLICATION

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|--|
| For Office Use Only Project # _____ |
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Owner and Authorization *(sign and notarize)*

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

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

Owner's Signature _____ Date _____

**STATE OF TEXAS:
COUNTY OF:**

BEFORE ME, a Notary Public, on this day appeared _____ *(printed owner's name)* the above signed, who, under oath, stated the following: "I hereby certify that I am the 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)*

- Purchaser Tenant Preparer of Application
- Other *(specify)* _____

Name _____
 Company Name _____
 Address _____
 City _____ State _____ Zip Code _____
 Telephone _____ Fax _____ Email _____