

PRELIMINARY SUBDIVISION PLAT, REPLAT OR CONCEPT PLAT APPLICATION



Updated: March, 2018

Case # PC- _____

CONTACT INFORMATION

Applicant's Name	CSF CIVIL GROUP	Property Owner	BROOKFIELD RESIDENTIAL
Applicant's Mailing Address	3636 EXECUTIVE CENTER SUITE 209, AUSTIN 78731	Owner's Mailing Address	11501 ALVARADO PKWY SUITE 100 AUSTIN 78758
Applicant's Phone #	512 917 1122	Owner's Phone #	512 791 0523
Applicant's Email	CHARLIE@CSFCIVILGROUP.COM	Owner's Email	ALEX.PAPAVASILIOU@BROOKFIELDART.COM

PROPERTY INFORMATION

Proposed Subdivision Name: BLANCO VISTA TRACT M

Subject Property Address or General Location: TRAIL RIDGE PASS

Acres: 36.6 19.1 Tax ID #: R 18736

Located in: ☒ City Limits ☐ Extraterritorial Jurisdiction (County) _____

DESCRIPTION OF REQUEST

Type of Plat: ☒ Preliminary Subdivision Plat ☐ Replat ☐ Concept Plat

Proposed Number of Lots: 120⁹⁵ S.F. LOTS Proposed Land Use: SINGLE-FAMILY

AUTHORIZATION

All required application documents are attached. I understand the fees for and the process of subdivision and understand my responsibility to be present at meetings regarding this application.

Filing Fee \$1,000 plus \$50 per acre Technology Fee \$11 **MAXIMUM COST \$2,511***

Maximum Cost does not reflect specific / additional fees, as may be required for other plan review

Submission of this digital Application shall constitute as acknowledgement and authorization to process this request.

To be completed by Staff: Date Submitted: _____ 5 Business Days from Submittal: _____
Completeness Review By: _____ Date: _____ Contact Date for Supplemental Info: _____
Supplemental Info Received (required w/in 5 days of contact): _____
Application Returned to Applicant: _____ Application Accepted for Review: _____
Comments Due to Applicant: _____ Resubmittal Date: _____ P&Z Meeting: _____

APPLY ONLINE - WWW.MYGOVERNMENTONLINE.ORG/

CHECKLIST FOR PRELIMINARY SUBDIVISION / DEVELOPMENT PLAT, REPLAT OR CONCEPT PLAT

Items Required for Complete Submittal	Staff Verification & Comments
<input checked="" type="checkbox"/> Pre-application conference with staff is recommended Please call 512-393-8230 to schedule	<input type="checkbox"/>
<input checked="" type="checkbox"/> Completed Application for Preliminary Subdivision or Concept Plat	<input type="checkbox"/>
<input checked="" type="checkbox"/> Legislative Requirements Complete (i.e. zoning, land use, etc.)	<input type="checkbox"/>
<input checked="" type="checkbox"/> Proof of record of ownership	<input type="checkbox"/> Recorded deed
<input checked="" type="checkbox"/> Current Tax Certificate	<input type="checkbox"/> Showing no taxes owed
<input checked="" type="checkbox"/> Names and addresses of property lien-holders (if applicable) <i>None</i>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Watershed Protection Plan (must be approved prior to plat approval)	<input type="checkbox"/> may be submitted concurrently
<input checked="" type="checkbox"/> Traffic Impact Analysis Worksheet	<input type="checkbox"/> for Commercial or 100+ Residential
<input checked="" type="checkbox"/> Public Improvement Construction Plan (must be approved prior to plat approval)	<input type="checkbox"/> may be submitted concurrently
<input checked="" type="checkbox"/> Additional Acknowledgements (pgs 5-7 of application)	<input type="checkbox"/>
<input checked="" type="checkbox"/> Notification Authorization	<input type="checkbox"/>
<input checked="" type="checkbox"/> Agent's authorization to represent the property owner	<input type="checkbox"/>
Application Filing Fee \$1,000 + \$50 per acre (\$2,500 max)	<input type="checkbox"/>
<input type="checkbox"/> Technology Fee \$11	<input type="checkbox"/>
Specific & Additional Fees as noted below	
<input checked="" type="checkbox"/> 1 digital and 5 18x24 hard copies of plat	<input type="checkbox"/>
For Concept Plats:	
<input checked="" type="checkbox"/> Residential compatibility site plan, where applicable with an additional fee of \$85	<input type="checkbox"/>
<input checked="" type="checkbox"/> Cluster development plan, where applicable with additional fee of \$29 per acre (\$100 min / \$1,500 max)	<input type="checkbox"/>
For Replats with or without Vacation of Previously Recorded Plat:	
<input checked="" type="checkbox"/> Detailed description of the purposes and circumstances that warrant change of the recorded plat identifying all lots, easements or improvements affected by the proposed change	<input type="checkbox"/>
<input checked="" type="checkbox"/> With Vacation of Previously Recorded Plat fee of \$168	
<input checked="" type="checkbox"/> Replats which are not approved administratively have a maximum fee of \$3,000	

Subdivision plat with the following: (not required for Concept Plat)

- Minimum scale 1" = 200'
- Final layout prepared by a registered engineer or surveyor
- Vicinity map
- Scale and north arrow for plat and location map.
- Boundary lines, abstract/survey lines, corporate/ jurisdiction boundaries
- Location, dimension, name and description of all existing/recorded streets, alleys, reservations, easements, railroad rights of way, etc. within, intersecting or contiguous with subdivision.
- Location, dimension, name and description of all proposed streets, alleys, reservations, easements, proposed ROW's within subdivision, intersecting or contiguous with boundaries for forming boundaries.
- List of proposed street names for all new streets, with County approval.
- Bearings and distances sufficient to locate the exact area proposed.
- All survey monuments including any required concrete monuments.
- The length and bearing of all straight lines, radii, arc lengths, tangent lengths and central angles of all curves (may be placed in a table).
- Accurate reference ties via courses and distances to at least one recognized abstract or survey corner, or existing subdivision corner.
- Accurate reference tie to City of San Marcos Benchmark. Control point data is located at the following link: <http://www.ci.san-marcos.tx.us/modules/showdocument.aspx?documentid=4784>
- Name, location & recording info of all adjacent subdivisions or owners.
- Location of all existing property lines, lot/block numbers & date recorded parks, public areas, and easements of record with recording information.
- Proposed arrangement and square footage of lots and proposed use.
- Sites to be reserved or dedicated for parks, schools, playgrounds, other public uses or for private facilities and amenities if applicable.
- Copies of proposed deed restrictions or covenants for any proposed access, maintenance or private easements.
- A note declaring sidewalks are required.
- A note stating whether or not the subdivision falls within the 100-year floodplain and if so, the engineer's statement of the minimum permissible floor elevation.
- Notes declaring whether the land falls within designated watersheds, Edward's Aquifer Zones and/or San Marcos River Corridor.
- Standard legend for interpretation of points and lines.
- Title block: name of subdivision; contact information for owner/s and land planner, licensed engineer, or RPLS; scale; date of preparation; north arrow; & location of property according to abstract/survey records
- Preamble (aka Owner's Acknowledgement and Dedication) with owner(s) name(s) and title(s), acreage of area to be platted as described in Public Records, and proposed subdivision name.
- Owner(s) signature block with notary block.
- Certificate of approval by the Planning and Zoning Commission with signature lines for the Chair, Director of Development Services, Director of CIP and Engineering, and Recording Secretary.
- Surveyor statement and signature block with seal.
- Engineer statement and signature block. Required for all plats where new streets are being proposed or there is floodplain as per FEMA or other drainage easements required on or off site of the property.
- Certificate of recording block for County Clerk.

Additional information may be required at the request of the Department

SUBDIVISION IMPROVEMENT AGREEMENT ACKNOWLEDGEMENT

I understand, whenever public improvements to serve the development are deferred until after Final Subdivision or Development Plat approval, the property owner shall enter into a Subdivision Improvement Agreement by which the owner covenants to complete all required public improvements no later than two (2) years following the date upon which the Final Plat is approved.

- ☒ All required public improvements will be completed prior to approval of the Final Subdivision or Development Plat
- ☐ I wish to defer installation of public improvements until after approval of the Final Subdivision or Development Plat and have attached a Subdivision Improvement Agreement to be considered along with this Plat application
- ☐ The attached Minor / Amending Plat Application does not require a Subdivision Improvement Agreement

Signature of Applicant: Charles E. Steinman

Date: 3-7-18

Printed Name: Charles E. Steinman, P.E.

WAIVER TO 30-DAY STATUTORY REQUIREMENT

I agree to comply with all platting requirements of the City of San Marcos and understand that the plat will not be administratively approved or forwarded to the Planning and Zoning Commission for consideration unless and until all plat comments are satisfactorily addressed. I understand that the review and approval of a Watershed Protection Plan, Public Improvement Construction Plans and / or other additional documentation may be required to fully address plat comments. I understand that staff will not unreasonably or arbitrarily postpone approval of my plat and voluntarily waive my right to the 30-day statutory requirement that plat applications be acted upon within 30 days of the official filing date.

Signature of Applicant: Charles E. Steinman

Date: 3-7-18

Printed Name: Charles E. Steinman, P.E.

RECORDATION REQUIREMENTS*** (To be completed by staff)

The following are required for recordation, following approval of a Plat application:

- ☐ Two (2) mylars of the subdivision plat (*Comal Co. requires White 20# Bond Paper*)
- ☐ Recording Fee: \$ _____
- ☐ Reprinted Tax Receipt
- ☐ Tax Certificate (paid prior to January 31st of current year)

Other possible recording requirements:

- ☐ If public improvements were deferred, Subdivision Improvement Agreement
- ☐ Subdivision Improvement Agreement recording fee: \$ _____
- ☐ Other legal documents referenced on the plat (i.e. easement dedication by separate instrument, HOA documents)
- ☐ Other recording fee: \$ _____

***Recordation fees, mylars, and other requirements are not due at the time of submittal. Fees will depend on the number of pages needed for recordation and the County in which they are recorded. The total will be calculated upon approval.

AGENT AUTHORIZATION TO REPRESENT PROPERTY OWNER

Alex Papavasiliou
FOR

I, Carma Blanco Vista LLC (owner) acknowledge that I am the rightful owner of the property located at TRAIL RIDGE PASS (BLANCO VISTA TRACT M) (address).

I hereby authorize CSF Civil Group (agent name) to serve as my agent to file this application for PRELIMINARY FINAL PAT (application type), and to work with the Responsible Official / Department on my behalf throughout the process.

Signature of Property Owner: *Alex Papavasiliou* Date: 3.7.18

Printed Name: Alex Papavasiliou / Carma Paso Robles LLC

Signature of Agent: *Charles E. Steinman* Date: 3-7-18

Printed Name: CHARLES E. STEINMAN, P.E.

To be completed by Staff: Case # _____

**AGREEMENT TO THE PLACEMENT OF NOTIFICATION SIGNS
AND ACKNOWLEDGEMENT OF NOTIFICATION REQUIREMENTS**

The City of San Marcos Land Development Code requires public notification in the form of notification signs on the subject property, published notice, and / or personal notice based on the type of application presented to the Planning Commission and / or City Council.

- Notification Signs: if required by code, staff shall place notification signs on each street adjacent to the subject property and must be placed in a visible, unobstructed location near the property line. It is unlawful for a person to alter any notification sign, or to remove it while the request is pending. However, any removal or alteration that is beyond the control of the applicant shall not constitute a failure to meet notification requirements. ***It is the responsibility of the applicant to periodically check the sign locations to verify that the signs remain in place until final action is taken on the application and have not been vandalized or removed until after such final decision or when such application is withdrawn by the applicant. It is the responsibility of the applicant to immediately notify the Planning and Development Services Department of missing or defective signs.***
- Published Notice: if required by code, staff shall publish a notice in a newspaper of general circulation in accordance with City Codes and the Texas Local Government Code. ***If, for any reason, more than one notice is required to be published it may be at the expense of the applicant. The renotification fee shall be \$85 plus an \$11 technology fee.***
- Personal Notice: if required by code, staff shall mail personal notice in accordance with City Codes and the Texas Local Government Code. ***If, for any reason, more than one notice is required to be mailed it may be at the expense of the applicant. The renotification fee shall be \$85 plus an \$11 technology fee.***

I have read the above statements and agree to the required public notification, as required, based on the attached application. The City's Planning and Development Services Department staff has my permission to place signs, as required, on the property and I will notify City staff if the sign(s) is/are damaged, moved or removed. I understand the process of notification and public hearing and hereby submit the attached application for review by the City.

Signature: _____

Date: _____

Print Name: _____

To be completed by Staff: _____

Case # _____

BLANCO VISTA TRACT M

GAS UTILITY SERVICE ACKNOWLEDGEMENT

Utility service codes are to be indicated as applicable in the space provided in each acknowledgement listed below according to the following designations:

- A. Adequate service is currently available to the subject property
- B. Adequate service is not currently available, but arrangements have been made to provide it
- C. Adequate service is not currently available, and arrangements have not been made to provide it
- D. Easement(s) are needed within the subject property

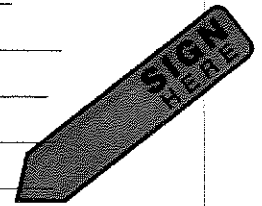
Name of Gas Service Provider: Center Point Energy

Applicable Utility Service Code(s): A

Comments / Conditions: _____

Signature of Gas Company Official: Devin Kleinfelder

Title: Marketing Consultant Date: 3/7/2018



BLANCO VISTA TRACT M

TELEPHONE UTILITY SERVICE ACKNOWLEDGEMENT

Utility service codes are to be indicated as applicable in the space provided in each acknowledgement listed below according to the following designations:

- A. Adequate service is currently available to the subject property
- B. Adequate service is not currently available, but arrangements have been made to provide it
- C. Adequate service is not currently available, and arrangements have not been made to provide it
- D. Easement(s) are needed within the subject property

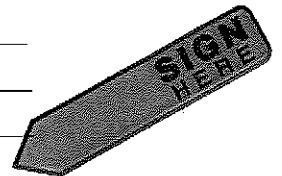
Name of Telephone Service Provider: CHARTER COMMUNICATIONS

Applicable Utility Service Code(s): _____

Comments / Conditions: _____

Signature of Telephone Company Official: Suton Robert

Title: Construction Supervisor Date: 3/2/2018



BLANCO VISTA TRACT M

WATER UTILITY SERVICE ACKNOWLEDGEMENT

Utility service codes are to be indicated as applicable in the space provided in each acknowledgement listed below according to the following designations:

- A. Adequate service is currently available to the subject property
- B. Adequate service is not currently available, but arrangements have been made to provide it
- C. Adequate service is not currently available, and arrangements have not been made to provide it
- D. Easement(s) are needed within the subject property

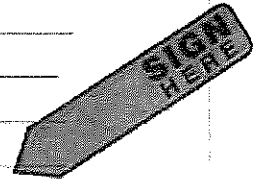
Name of Water Service Provider: CITY OF SAN MARCOS

Applicable Utility Service Code(s): B

Comments / Conditions: _____

Signature of Water Official: [Signature]

Title: Water Dist Manager Date: 9-30-18



Blanco Vista Tract M

WASTEWATER UTILITY SERVICE ACKNOWLEDGEMENT

Utility service codes are to be indicated as applicable in the space provided in each acknowledgement listed below according to the following designations:

- A. Adequate service is currently available to the subject property
- B. Adequate service is not currently available, but arrangements have been made to provide it
- C. Adequate service is not currently available, and arrangements have not been made to provide it
- D. Easement(s) are needed within the subject property

Name of Wastewater Service Provider: CITY OF SAN MARCOS

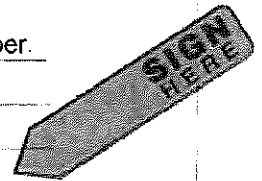
Applicable Utility Service Code(s): B

OR, the use of either 1) _____ a private wastewater treatment system, or 2) _____ septic tanks, is approved for all lots in the proposed subdivision which are not required to connect to the City of San Marcos wastewater system.

Comments / Conditions: Required wastewater infrastructure to be installed by the developer.

Signature of Wastewater Official: Alayla J. J. J.

Title: Wastewater Collections Manager Date: March 29, 2018



Blanco Vista Tract M

ELECTRIC UTILITY SERVICE ACKNOWLEDGEMENT

Utility service codes are to be indicated as applicable in the space provided in each acknowledgement listed below according to the following designations:

- A. Adequate service is currently available to the subject property
- B. Adequate service is not currently available, but arrangements have been made to provide it
- C. Adequate service is not currently available, and arrangements have not been made to provide it
- D. Easement(s) are needed within the subject property

Name of Electric Service Provider:

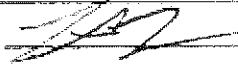
PEC

Applicable Utility Service Code(s):

A

Comments / Conditions: ALL EASEMENTS, CONSTRUCTION & REMOVAL QUESTIONS WILL BE DISCUSSED & HANDLED DURING APPLICATION PROCESS.

Signature of Electric Company Official:



Title: DESIGNER

Date: 3/20/18



Subdivision Review Fees

Effective March 1, 2018 (Ord. 2018-05)

For Plats Located Inside/Outside of the City Limits

Subdivision Minor Plat / Amending Plat	\$500.00 plus \$100 /acre (\$1,000 max)
Concept Plan	\$1,000.00 plus \$50 /acre (\$2,500 max)
Preliminary Plat	\$1,000.00 plus \$50 /acre (\$2,500 max) →
Final Plat	\$1,250.00 plus \$100 /acre (\$2,500 max)
Replat, not administrative	\$1,000.00 plus \$50 /acre (\$3,000 max)
Vacation of Previously Recorded Plat	\$168.00
Subdivision Variance Request	\$700.00
Cluster Development Plan	\$29.00 per acre (\$100 min / \$1,500 max)

Other Subdivision Fees

My Permit Now Technology Fee (applied to all permits)	\$11.00
Park Fee decision	\$153.00
Resubmittal Fee (All Permit Types)	\$280.00 each resubmittal after the second

19.1×50
 $= 955$
 $+ 1000$
 $= 1955$
 $+ 11$
 $= 1966$

* All multipliers should be rounded to the nearest whole number