

FINAL SUBDIVISION / DEVELOPMENT PLAT APPLICATION FORM

Updated: March, 2018

Case # PC-____-____-____



CONTACT INFORMATION

Applicant's Name	Caren L. Williams-Murch	Property Owner	Highpointe Trace, LLC.
Applicant's Mailing Address	2 Venture Suite 350 Irvine CA 92618	Owner's Mailing Address	2 Venture Suite 350 Irvine CA 92618
Applicant's Phone #	(512) 757-7006	Owner's Phone #	(949) 472-0174
Applicant's Email	caren.williams@highpointeinc.com	Owner's Email	tim.England@highpointeinc.com

PROPERTY INFORMATION

Proposed Subdivision Name: Trace Subdivision

Subject Property Address or General Location: 5818 S. Old Bastrop Hwy.

Acres: 3.348 acres

Tax ID #: R 18657

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

DESCRIPTION OF REQUEST

Type of Plat: ☒ **Final Subdivision Plat**

☐ **Final Development Plat**

Current Number of Lots: 0

Current Land Use: Undeveloped

Proposed Number of Lots: 3

Proposed Land Use: Residential

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 \$1,250 plus \$100 per acre

Technology Fee \$11

MAXIMUM COST \$2,511

Submittal 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/

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: _____ Date: _____

Printed Name: _____

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: _____ Date: _____

Printed Name: _____

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

Highpointe Trace, LLC (owner) acknowledges that it is the rightful owner of the property located at
5818 S. Old Bastrop Hwy, San Marcos, TX 78666. (address).

I hereby authorize Bowman Consulting Group (agent name) to serve as my
agent to file this application for W.P.P. - Phase 2 and P.I.C.P. (permit type), and
to work with the Responsible Official / Department on my behalf throughout the process.

HIGHPOINTE TRACE, LLC,
a California limited liability company

By: Highpointe Posey, L.P., a California
limited partnership, Its Managing Member

By: Highpointe Investments, Inc.,
a California corporation, Its
General Partner

By: 
Timothy D. England, SVP

Date: 12.5.17

Signature of Agent: 

Date: 5-23-18

Printed Name: Nicholas G. Kehl, P.E.

To be completed by Staff: Permit # _____

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: Pedernales Electric Cooperative

Applicable Utility Service Code(s): _____

Comments / Conditions: _____

Signature of Electric Company Official: _____

STEPHEN BOOKOUT

Title: ELEC. DISTRIBUTION DESIGNER

Date: 5/9/2018

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:

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- ☒ 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: CenterPoint Energy

Applicable Utility Service Code(s): B

Comments / Conditions: _____

Signature of Gas Company Official: Devin Kleinfelder

Title: Senior Marketing Consultant Date: 5/8/2018

TRA-5

TELEPHONE UTILITY SERVICE ACKNOWLEDGEMENT

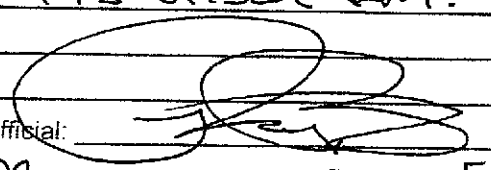
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- D. Easement(s) are needed within the subject property

Name of Telephone Service Provider: Century Link

Applicable Utility Service Code(s): _____

Comments / Conditions: Project is under way.

Signature of Telephone Company Official: 

Title: E/C MANAGER Date: 5/8/18

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:

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- 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: line extensions required

Signature of Water Official: [Signature]

Title: Water Dist. Manager Date: 5-8-18

Trace - Phasing Plan 67

WASTEWATER UTILITY SERVICE ACKNOWLEDGEMENT

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- 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: Wastewater infrastructure to be constructed by developer.

Signature of Wastewater Official: Delany J. J. J.

Title: Wastewater Coll. Mgr. Date: 5-8-18