

SUBDIVISION MINOR / AMENDING PLAT, APPLICATION

Updated: March, 2018

Case # PC-____-____-____



CONTACT INFORMATION

Applicant's Name		Property Owner	
Applicant's Mailing Address		Owner's Mailing Address	
Applicant's Phone #		Owner's Phone #	
Applicant's Email		Owner's Email	

PROPERTY INFORMATION

Proposed/Current Subdivision Name: _____

Subject Property Address or General Location: _____

Acres: _____ Tax ID #: R_____

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

DESCRIPTION OF REQUEST

Type of Plat: ☐ Minor Subdivision Plat ☐ Amending Plat

Current Number of Lots: _____ Current Land Use: _____

Proposed Number of Lots: _____ Proposed Land Use: _____

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 \$500 plus \$100 per acre Technology Fee \$11 MAXIMUM COST \$1,011

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: _____ Approval: _____

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: Mario S. Castillo

Date: 6/28/18

Printed Name: MARIO S. CASTILLO

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: Mario S. Castillo

Date: 6/28/18

Printed Name: MARIO S. CASTILLO

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: \$ _____

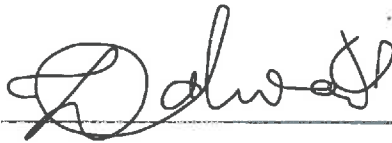
***Recordation fees, mylars, and other requirements are not due at the time of submittal. Fees will depend on the number of pages needed for recordation and the County in which they are recorded. The total will be calculated upon approval.

AGENT AUTHORIZATION TO REPRESENT PROPERTY OWNER

I, Jay Dalwadi (owner) acknowledge that I am the rightful owner of the property located at 1433 IH 35 North, San Marcos, TX 78666 (address).

I hereby authorize MARIO CASTILLO WITH CEC, INC. (agent name) to serve as my agent to file this application for MINOR PLAT (application type), and to work with the Responsible Official / Department on my behalf throughout the process.

Signature of Property Owner: _____



Date: 6/23/2018

Printed Name: Jay Dalwadi

Signature of Agent: _____



Date: 6/27/18

Printed Name: Mario S. Castillo

To be completed by Staff:

Case # _____ - _____ - _____

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: San Marcos Electric Utilities

Applicable Utility Service Code(s): A, D

Comments / Conditions: NEED to Submit plats w/ the Existing EASEMENTS
Shown on them.

Signature of Electric Company Official: R. L. Alarico

Title: Electrical Engineering Techn Date: 6/26/18

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: _____

Applicable Utility Service Code(s): _____

Comments / Conditions: _____

Signature of Gas Company Official: Devin Kleinfelder

Title: _____ Date: _____

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: _____

Applicable Utility Service Code(s): _____

Comments / Conditions: _____

Signature of Telephone Company Official: _____

Title: _____ Date: _____

1433 I#35 N

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): A

Comments / Conditions: _____

Signature of Water Official: Tony Selva

Title: Water Dist. Manager

Date: 6-26-18

1433 IH35 N

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): A

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: _____

Signature of Wastewater Official: Tony John

Title: Water Dist Manager Date: 6-26-18