

FINAL SUBDIVISION / DEVELOPMENT PLAT APPLICATION FORM

Updated: March, 2018

Case # PC-____-____-____



CONTACT INFORMATION

Applicant's Name	Steve Crauford, P.E.	Property Owner	Carma Paso Robles, LLC
Applicant's Mailing Address	10801 N Mopac EXPY, Bldg 3, Ste 200, Austin, TX 78759	Owner's Mailing Address	11501 Alterra Parkway, Suite 100, Austin, TX 78758
Applicant's Phone #	(512) 454-8711	Owner's Phone #	(512) 391-1342
Applicant's Email	scrauford@pape-dawson.com	Owner's Email	jessica.king@brookfieldrp.com

PROPERTY INFORMATION

Proposed Subdivision Name: Kissing Tree Phase 3B

Subject Property Address or General Location: NE of the Centerpoint Road and Hunter Road intersection

Acres: 51.5 Tax ID #: R 10444, R18824

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

DESCRIPTION OF REQUEST

Type of Plat: ☒ Final Subdivision Plat ☐ Final Development Plat

Current Number of Lots: N/A Current Land Use: Mixed Use

Proposed Number of Lots: 153 Proposed Land Use: Single Family 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: Steve Crauford, 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: _____

Date: _____

Printed Name: Steve Crauford, 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

I, Jessica King (owner) acknowledge that I am the rightful owner of the property located at Northeast of the Centerpoint Road and Hunter Road intersection (address).

I hereby authorize Steve Crauford, P.E. (agent name) to serve as my agent to file this application for Final Subdivision Plat (application type), and to work with the Responsible Official / Department on my behalf throughout the process.

Signature of Property Owner: _____

Date: 6/7/18

Printed Name: Jessica King

Signature of Agent: _____

Date: 6/7/18

Printed Name: Steve Crauford, P.E.

To be completed by Staff: Case # _____ - _____ - _____