

PRELIMINARY SUBDIVISION PLAT, REPLAT OR CONCEPT PLAT APPLICATION

Updated: October, 2018

Case # PC -----



CONTACT INFORMATION

Applicant's Name	Ramsey Engineering, LLC	Property Owner	Cottonwood Creek JDR, LTD.
Applicant's Mailing Address	3206 Yellowpine Terrace, Austin, Texas 78757	Owner's Mailing Address	333 Cheatham Street, San Marcos, Texas 78666
Applicant's Phone #	512-650-6800	Owner's Phone #	512-353-1776
Applicant's Email	sramseyeng@gmail.com	Owner's Email	jenny@randallmorris.com

PROPERTY INFORMATION

Proposed Subdivision Name: Cottonwood Creek

Subject Property Address or General Location: SH 123 at Rattler Road

Acres: 471.97 Tax ID #: R14310;R70227;R135068;67408(Guadalupe County)

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

DESCRIPTION OF REQUEST

Type of Plat: ☐ Preliminary Subdivision Plat ☐ Replat

☒ *Master Plan*
~~Concept Plat~~

Proposed Number of Lots: 2,852 Proposed Land Use: Residential; Commercial; Public & Institutional; Parkland; Open Space

AUTHORIZATION

I certify that the information on this application is complete and accurate. I understand the fees and the process for this application. I understand my responsibility, as the applicant, to be present at meetings regarding this request.

Filing Fee \$1,030 plus \$50 per acre Technology Fee \$12 MAXIMUM COST \$2,512*

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

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

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: N/A 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: Stephen Ramsey, P.E. Date: 6/18/19

Printed Name: Stephen Ramsey, P.E.

RECORDATION REQUIREMENTS***

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: \$ _____
- ☐ Tax Certificate, printed within 30 days of recordation date (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.



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

The following items are requested for consideration of this application. These and additional items may be required at the request of the Department		Comments
<input checked="" type="checkbox"/>	Pre-application conference with staff is recommended Please call 512-393-8230 to schedule	
<input checked="" type="checkbox"/>	Completed Application for Preliminary Subdivision, Replat or Concept Plat	
<input checked="" type="checkbox"/>	Proof of record of ownership	Recorded deed
<input checked="" type="checkbox"/>	Tax Receipt indicating that taxes were paid prior to January 31 st of the current year. (Tax Certificates required prior to recordation)	Showing no taxes owed
<input type="checkbox"/>	Names and addresses of property lien-holders (if applicable)	Not Applicable.
<input checked="" type="checkbox"/>	Watershed Protection Plan (must be approved prior to plat approval)	WPP2s Approved.
<input type="checkbox"/>	Traffic Impact Analysis Worksheet	Detailed TIA Approved by City in 2003.
<input type="checkbox"/>	Public Improvement Construction Plan (must be approved prior to plat approval)	Not Applicable.
<input checked="" type="checkbox"/>	Utility Service Acknowledgements (see following pages)	
<input type="checkbox"/>	Notification Authorization	Not Applicable.
<input checked="" type="checkbox"/>	Property Owner Authorization	
<input checked="" type="checkbox"/>	Application Filing Fee \$1,030 + \$50 per acre (\$2,500 max) Technology Fee \$12 Specific & Additional Fees as noted below	
<input checked="" type="checkbox"/>	CAD file in grid for GIS integration. Projection: NAD 1983 StatePlane Texas South Central FIPS 4204 Feet	
<input type="checkbox"/>	For Concept Plats: <ul style="list-style-type: none"> Residential compatibility site plan, where applicable with an additional fee of \$85 Cluster development plan, where applicable with additional fee of \$29 per acre (\$100 min / \$1,500 max) 	Not Applicable.
<input type="checkbox"/>	For Replats with or without Vacation of Previously Recorded Plat: <ul style="list-style-type: none"> 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 With Vacation of Previously Recorded Plat fee of \$173 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, for City 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.

****San Marcos Development Code Section 2.3.1.1(C): "Every application accepted by the responsible official for filing shall be subject to a determination of completeness...the responsible official is not required to review an application unless it is complete..."**

PROPERTY OWNER AUTHORIZATION

I, Randall Morris, President (owner) acknowledge that I am the rightful owner of the property located at SH 123 at Rattler Road
(address).

I hereby authorize Ramsey Engineering, LLC (agent name) to file this application for Subdivision Master Plan Annual Renewal (application type), and, if necessary, to work with the Responsible Official / Department on my behalf throughout the process.

Signature of Property Owner:



Date:

6/24/19

Printed Name: Randall Morris, President

Signature of Agent:



Date:

6/18/19

Printed Name: Stephen Ramsey, P.E.