

# PRELIMINARY SUBDIVISION PLAT, REPLAT OR CONCEPT PLAT APPLICATION

Updated: September, 2019

Case # PC-\_\_\_\_-\_\_\_\_-\_\_\_\_



## CONTACT INFORMATION

Applicant's Name	Steve Crauford, P.E.	Property Owner	Chad Matheson, C.F.O.
Company	PAPE-DAWSON ENGINEERS, INC.	Company	CARMA PASO ROBLES, LLC
Applicant's Mailing Address	10801 N Mopac Expy Bldg 3, Suite 200 AUSTIN, TX 78759	Owner's Mailing Address	11501 ALTERRA PKWY STE 100 AUSTIN, TX 78758
Applicant's Phone #	(512) 454-8711	Owner's Phone #	(512) 391-1330
Applicant's Email	SCRAUFORD@PAPE-DAWSON.COM	Owner's Email	JESSICA.KING@BROOKFIELDROP.COM

## PROPERTY INFORMATION

Proposed Subdivision Name: PASO ROBLES (KISSING TREE) - PHASE 4D, 4E and 4F

Subject Property Address or General Location: NORTHWEST OF THE INTERSECTION OF DANCING OAK LANE AND SKIPPING CEDAR STREET

Acres: 34.94 Tax ID #: R10444, R18824

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

## DESCRIPTION OF REQUEST

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

Proposed Number of Lots: 165 Proposed Land Use: SINGLE FAMILY RESIDENTIAL

## 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\*

*\*Replats that are not Administratively approved – Maximum Cost \$3,012*

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

**APPLY ONLINE – [WWW.MYGOVERNMENTONLINE.ORG/](http://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 / Preliminary Plat Application does not require a Subdivision Improvement Agreement

Signature of Applicant:  Date: 9/18/19

## NOTICE OF COMPLETENESS DETERMINATION & STATUTORY REVIEW TIMEFRAMES

I understand that the City of San Marcos requires online submittal of all applications through the Customer Portal at [www.mygovernmentonline.org](http://www.mygovernmentonline.org) and that the Responsible Official will review this application for completeness within 10 business days of online submittal. I understand that this application is not considered "filed" until all required documentation is received and reviewed for completeness. *Upon determination of completeness the City will send written correspondence stating that the application has been filed and will provide a date, in accordance with the Texas Local Government Code, when the Planning and Zoning Commission will meet to hear the request.*

- ☒ By checking this box I am requesting cursory review of this application prior to determination that the application is complete and filed. Cursory review comments shall not constitute a determination of completeness.

I also understand that as the applicant I may request, in writing, an extension to the statutory review timeframes.

Signature of Applicant:  Date: 9/18/19

## 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 31<sup>st</sup> 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.



## PROPERTY OWNER AUTHORIZATION

I, Jessica King (owner) acknowledge that I am the rightful owner of the property located at NORTHWEST OF THE INTERSECTION OF DANCING OAK LANE AND SKIPPING CEDAR STREET (address).

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

Signature of Property Owner: 

Date: 8/16/19

Printed Name: Jessica King

Signature of Agent: 

Date: 9/18/19

Printed Name: Steve Crauford, P.E.

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

The City of San Marcos 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 shall be the responsibility of the applicant to periodically check sign locations to verify that the signs remain in place had have not been vandalized or removed. The applicant shall immediately notify the responsible official of any missing or defective signs. It is unlawful for a person to alter any notification sign, or to remove it while the case is pending; however, any removal or alteration that is beyond the control of the applicant shall not constitute a failure to meet notification requirements.***
- 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 \$88 plus an \$12 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 \$88 plus a \$12 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: \_\_\_\_\_

**Steve Crauford, P.E.**