



PRELIMINARY PLAT APPLICATION

Procedures required by Texas Local Government Code, Chapter 212 and the City of Heath Code of Ordinances, Chapter 158, Subdivision Regulations

☐ **INITIAL SUBMITTAL** must include:

- ☐ Complete application including all checklist items
- ☐ Application Fees, make checks payable to: City of Heath. Call the office to pay by credit card.

☐ **RESUBMITTAL** must include:

- ☐ Complete application including all checklist items **and responses to all City comments.**

	<u>APPLICANT:</u>	<u>OWNER (IF DIFFERENT):</u>
Name (printed):	_____	_____
Mailing Address:	_____ _____ _____	_____ _____ _____
Telephone Number:	_____	_____
Email Address:	_____	_____

SUBDIVISION NAME: _____

LEGAL DESCRIPTION (Lot, Block, Subdivision, or CAD Tract No, Survey, Abstract, Address):

CURRENT ZONING OF THE PROPERTY: _____

Note: If a request to change the zoning for the land to be platted to allow the development proposed in the plat is pending, the zoning application shall be decided before a determination is made whether the plat application is complete.

CONCEPT PLAN TITLE: _____ **APPROVED (date):** _____

CITY OFFICE USE ONLY:

Fees paid \$ _____ Check # _____ CC _____ Cash _____
DRC comments to applicant: _____
Comments addressed by applicant: _____
Publication/notification (if needed): _____
Planning & Zoning action: _____
City Council action: _____

APPLICANT STATEMENT:

Select ONLY ONE of the following options.

I understand that the Preliminary Plat for _____ will not be scheduled for consideration by the Planning & Zoning Commission until such time as all staff comments have been addressed. I hereby waive the requirement that the plat be acted on by the Planning and Zoning Commission and/or the City Council within 30 days under the provisions of the Texas Local Government Code, Chapter 212, and understand and agree that the plat will be considered when it is administratively complete which may be longer than 30 days after the plat is filed.

_____ (Initial here)

OR

I hereby request that the Preliminary Plat for _____ be scheduled for consideration at the next Planning and Zoning Commission meeting, regardless of the review process and staff determination that the application is administratively complete. **I understand that a staff recommendation for approval of an application is generally forthcoming only for submissions deemed administratively complete and for which all staff comments have been addressed. I further understand that new application fees will be required for reconsideration if my application is not approved.**

_____ (Initial here)

I certify I am the owner or agent authorized to make the above statements and representations herein on behalf of the owner. I certify that the developer will comply with all City of Heath requirements in the proposed subdivision and all the proposals shall conform to or exceed the standards for the improvements prescribed by the City. I acknowledge that a final plat must be filed within one year of preliminary plat approval unless the Planning and Zoning Commission grants extension.

Signature _____ Date: _____

Printed Name _____

Company: _____

Title: _____

SUBDIVISION NAME: _____

PRELIMINARY PLAT CHECKLIST:

- ☐ Complete application form ☐ Preliminary Plat application fee from the current fee schedule
☐ Plat drawings; Provide 8 copies on 11x17 paper and one .PDF file

If any portion of the property in Heath's ETJ, the application must be accompanied by verification that a copy of this preliminary plat has been delivered **by the applicant** to the County in which the land is located.

The preliminary plat was delivered to the County on (date) _____.

All Preliminary Plat drawings must contain the following:

- ☐ Location map
- ☐ Names of owners and party responsible for preparing the plat
- ☐ Identification (proposed name of subdivision)
- ☐ Legal description
- ☐ Names of adjacent subdivisions and/or property owners
- ☐ Boundary lines, width, and location of existing streets within or adjacent to site
- ☐ Outline of wooded areas o location of important individual trees
- ☐ Physical features of the property, including location and size of water and sewer mains
- ☐ Contours shown at 2-foot intervals
- ☐ Acreage of the property
- ☐ Boundary and acreage of the floodplain
- ☐ Location and width of proposed streets, lots, right-of-way, easements and other features
- ☐ North point
- ☐ Scale of not less than 100 feet to the inch
- ☐ Date
- ☐ Boundary line of tract(s) included in the plat
- ☐ Names of proposed streets
- ☐ Layout, number, and dimensions of proposed lots or tracts and square feet of each
- ☐ All parcels intended to be dedicated to public use and the acreage
- ☐ All parcels intended to be reserved for common use of owners and acreage
- ☐ Arrangement of all lots, all building lines, and all streets proposed
- ☐ Profiles and cross sections MAY be required.
- ☐ Designation of all proposed land uses AND zoning districts within subdivision including acreage
- ☐ Dedication of all park land or cash in lieu of land per Park Land Dedication Ordinance, § 158.55-158.63
- ☐ Certificates required:

Reviewed for preliminary approval on (date) _____.

Planning and Zoning Commission Chairperson, City of Heath

Approved for Preparation of Final Plat on (date) _____.

Mayor, City of Heath

A Treescape Plan must accompany all preliminary plats as required by § 158.38-158.39 to include:

- ☐ Location of all existing and/or proposed structures as shown on the grading plan.
- ☐ All improvements properly dimensioned and referenced to property lines.
- ☐ Setback and yard requirements.
- ☐ Existing and proposed site elevations and grades.
- ☐ Location of existing or proposed utilities and easements.
- ☐ Title block with subdivision name, date and name, address, & phone number of the person preparing the plan.
- ☐ Exact location, trunk diameter, height, and species of all protected trees to be removed, in map & table form.
- ☐ Exact location, trunk diameter, height, and species of all replacement trees to be planted, in map & table form.

A master plan may be required to show the proposed development and densities.