



Case # _____



Planning & Zoning Department
415 W. University Drive
Edinburg, Texas 78539

(956) 388-8202

Subdivision Application

Date: _____ Request Type: _____

1. Developer: _____ 2. Owner/Contact Name: _____

3. Owner/Contact Phone: _____ 4. Owner/Contact Email: _____

5. Owner Address: _____

6. Exact Name of Subdivision: _____ 7. Property ID: _____

8. Current Zoning: _____ Required Zoning: _____

10. Legal Description: _____

11. Inside City Limits? _____ If "No," is in the _____ Comprehensive Development Area _____ Rural Development Area

12. Primary Consulting Firm: _____ 13. Phone: _____

14. Consulting Firm Address: _____

15. Consulting Firm Email(s): _____

16. Desired Land Use Option: _____

17. Number of Lots: Single Family _____ Multi-Family _____ Commercial _____ Industrial _____

18. Proposed Wastewater Treatment: _____ Sanitary Sewer _____ OSSF (On-Site Sewage Facility)

19. Electric Power and Light Company to Serve the Proposed Subdivision: _____

20. Irrigation District: _____ Potable-water Retailer: _____

Owner of record, holding title to real estate within the proposed subdivision. Ownership instrument (i.e. Title Policy, Warranty Deed and Deed of Trust) shall be submitted with application. All such owners are listed immediately below.

Owner Name(s) (Print or Type)	Owner Mailing Address & Zip Code
Owner Phone Number	Owner Email

Have any of said owners designated agents to submit and revise this plat application on their behalf?

_____ Yes _____ No (If "Yes" attached duly notarized documentation to that effect, signed by each such owner.)

The undersigned owner(s) of record (or their authorized agents) hereby agree to make all improvements and meet all requirements and standards as specified in the City of Edinburg Unified Development Code and Ordinances. The undersigned hereby request that the Edinburg Planning & Zoning Commission and the City Commission approve the attached subdivision plat. I certify that all items contained in this application and attachments (including all construction plans) are true and correct to the best of my knowledge and not in conflict with any deed restrictions or restrictive covenants. Furthermore, I understand that any omission or incorrect information may result in approval or permit being denied or revoked. Developer's requirement sheet must be completed, signed, and submitted with the application form.

Signature

Date

ACKNOWLEDGEMENTS

OWNER

I acknowledge that the subdivision application is a process. During this process, my application is reviewed by multiple City departments and requires separate and distinct approval by each. I understand that approval by one department does NOT constitute approval by all departments and should not be construed as final approval, clearance, or notice to proceed. Furthermore, review of this application by City staff is dependent upon the accuracy of the information provided. Any information found to be lacking or incorrect may result in my application being delayed or denied. If any portion of my plan changes or must be modified, it is my responsibility to notify City staff as soon as is practicable, and I accept that these changes may result in reassessment, denial, or revocation of any approvals or permits received prior to that time.

Owner/Agent _____

ENGINEER

I have read the information contained on the following Subdivision Plat Fees and Submission Requirements forms and hereby agree to comply with requirements noted herein.

Project Engineer _____

G Vxivision Plat Fees

SUBDIVISION NAME: _____

Administrative Fees (select all that apply)

Office Use Only

- | | | |
|---|-------|-------|
| 1. Preliminary Plat, \$ 250 | _____ | _____ |
| 2. Final Plat, \$ 200 | _____ | _____ |
| 3. Minor Plat, \$ 250 | _____ | _____ |
| 4. Amended Plat, \$ 250 | _____ | _____ |
| 5. Re-Plat, \$ 250 | _____ | _____ |
| 6. Vacating Plat, \$ 250 | _____ | _____ |
| 7. Plat Review Fee (2 -5 Mile E.T.J.), \$ 250 | _____ | _____ |
| 8. Site Plan Review, \$ 250 | _____ | _____ |
| 9. Appeals or Variances, \$ 450 | _____ | _____ |
| 10. Voluntary Annexation, \$ 100 | _____ | _____ |
| Plus Publication Cost: _____ | | |
| 11. Land-Clearing Permit, \$ 150 | _____ | _____ |
| 12. Street Sign Installation, \$ 200 | _____ | _____ |
| 13. Park Land Fees (Per Unit) | | |
| Developer, \$ 300 # of Units: | _____ | _____ |
| Builder, \$ 300 # of Units: | _____ | _____ |
| E.T.J. Single Family, \$ 300 | _____ | _____ |
| E.T.J. Multifamily, \$ 300 | _____ | _____ |

Variable (fill as appropriate)

- | | | |
|---|-------|-------|
| 14. Administration and Inspection Fee, 2.0% | _____ | _____ |
| 15. Construction Materials Testing Fee, 3.0% | _____ | _____ |
| 16. Water Right Fees Per Acre, TBD | _____ | _____ |

TOTAL _____

*** Make all checks payable to the City of Edinburg**

Submission Requirements Checklist

Preliminary Plat Requirements

Copies

Office Use Only

- 1. Subdivision Plat, Utility (Layout Folded)8 _____
- 2. Digital File(s) (emailed, USB, CD, etc.).....1 _____
 24x36" Plat w/notes, drainage, utilities, etc. (as applicable);
 8.5x11" Reduced Plat; Map with name & north arrow
- 3. Preliminary Drainage Report2 _____
- 4. 8 ½" X 11" Copies of Subdivision Plat & Utility Layout.....1 _____
- 5. Warranty Deed1 _____
- 6. Signed Application.....1 _____
 (or application with a notarized Letter of Authorization)

Pre-Construction

- 1. Subdivision Plat and Construction Plans (utilities).....8 _____
- 2. Engineer Cost Estimate1 _____
- 3. Digital Construction Plans (emailed, USB, CD, etc.).....1 _____
- 4. SWPPP/CNOI (Required)2 _____

Final Plat Requirements

- 1. Mylar of Subdivision Plat.....1 _____
- 2. Mylar As-Builts Construction Plans.....2 _____
- 3. Digital Copy of As-Builts (emailed, USB, CD, etc.).....1 _____
- 4. Letter of Credit (If Applicable).....1 _____