PC-_____-_____

CITY OF TAYLOR
PLATTING APPLICATION

Date:

Plat Type and Application Fees:

Preliminary Plat ($550 plus $35/lot) ☐

Final Plat ($300 plus $30/lot) Admin. ☐

Resubdivision Plat ($330 plus $25/lot) ☐

Amended Plat ($350) ☐

Filing Fee ($140) ☐

Amended Plat ($350) ☐

Approval Plat ($350 + $25 per lot) ☐

Applicant/Property Owner Information:

Name: _____
Address: _____
Phone Number: _____
Fax Number: _____
Email address: _____

Signature: _____

Property Owners Certification:

Before me, the undersigned authority, on this day personally appeared _____ (owner or agent name) known to me to be the person whose name is subscribed to the above and forgoing instrument, and acknowledged to me that he or she executed the same for the purposes and consideration expressed and in the capacity herein stated.

Given under my hand and seal of office on this _____ day of _____ 20_____

Notary Public in and for the State of Texas

My Commission Expires: _____ SEAL

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Surveyor Information:

Name: _____
Company Name: _____
Address: _____
Telephone Number: _____
Fax Number: _____
Email Address: _____

Legal Description of the Property:

Legal Description: _____
Address or General Location: _____
Zoning: _____
Proposed Number of Lots: _____ Acres: _____
Appraisal District Tax I.D. Number ("R Number"): _____
Located in the ETJ? _____
Proposed Use of the Land? _____

Submittal Requirements:

Completed signed and notarized application
16 - 18" X 24" FOLDED copies of the plat(s)
16 FOLDED copies of supporting engineering data sheets
Payment of the appropriate fee(s)
A minimum of 21 days prior to the next Planning and Zoning Commission meeting
Owner's affidavit
Tax Payment Statement from all of the taxing entities

Applicant's Affirmation Statement:

I hereby affirm that I am the property owner of record, or if the applicant is an organization or business entity, I have been authorized the represent the owner, organization, or business in this application. I certify that the preceding information is complete and accurate, and it is understood that I or another representative should be present at all meetings concerning this application.

Printed Name: _____ Date: _____

Signature: _____

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To Be Completed By Staff:

Accepted By: _____ Date: _____

Fee Paid: _____ Date Paid: _____

Cash/Check/Other_____ Receipt Number: _____

Platting Checklist:

(These are the minimum requirements for all plats. Following staff review additional requirements may apply)

The applicant is strongly encouraged to become familiar with the City's Zoning Ordinance and Subdivision Ordinance for specific detailed requirements for platting property.

The City's thoroughfare plan applies to plat review also. This plan may require that you dedicate right of way for the provision of future roads.

The Planning and Zoning Commission has final authority over platting in the city of Taylor. For plats in the City's ETJ, the plat must also be submitted to Williamson County for review and approval prior to filing for record. The Planning and Zoning Commission meets on the first Tuesday of each month at 5:45 p.m. in the City's auditorium.

1. Title of the plat/name of Subdivision
2. Scale of 1" to 100' or better
3. 18" by 24" sheet size
4. Surveyor's statement, signature, and seal
5. Written legal description
6. Graphic description of the property showing metes and bounds and the "point of beginning" corresponding to the written legal description
7. Owner's dedication statement
8. North arrow
9. Vicinity map
10. Signature block for the city's approval
11. County filing information (signature block for county officials and an area documenting filing information)
12. Any existing and proposed easements
13. Existing one foot contours
14. Floodplain certification statement Building lines
15. Curve data and dimensions of lots
16. Surrounding property owners' property boundaries and their names (within 200' of the subject property)
17. All lots and blocks existing and proposed
18. All proposed and existing streets, parks, drainage facilities, dedication for future right-of-way requirements, etc.
19. Traffic study (not required in all cases – please consult with the Public Works Department prior to making application)
20. Performance bond for the installation of public roads, water, and wastewater, and drainage facilities that will be dedicated to the City.
21. All utilities on tract, specifying line size.
22. Documentation and location of monuments to support the exact location and dimensions of the existing and proposed rights-of-way including field ties across from subject plat or along the right-of-way for a sufficient distance beyond the boundary; or field ties to centerline of existing paving.
23. Drainage studies may be required pending site conditions. *Note: Engineering Division may waive drainage studies and traffic studies.
24. Finished Floor Elevations required on all lots adjacent to drainage ways or floodplains.
25. Perimeter Street Improvements are required unless specifically waived in the subdivision ordinance.
26. If the topographic, utility, or other supporting information is not going to be provided on the sealed plat, a separate sealed copy of this information must be submitted