



DEVELOPMENT APPLICATION

City of Seagoville, Texas

ANTICIPATED MEETING DATES: P&Z: _____ City Council: _____

DATE OF PRE-APPLICATION CONFERENCE WITH CITY REPS & PLANNER (required): _____

Subdivision/Plat:

- Preliminary Plat
- Final Plat
- Plat Vacation
- Revised Plat (check type above)
- Preliminary Replat
- Replat (final)
- Amended Plat

Site Plan:

- Concept Plan
- Site Plan
- Revised Site Plan

Other:

- Landscape Plan
- Irrigation Plan
- Elevation/Façade Plan
- Screening Wall/Fence Plan
- Engineering Plans

Name of Subdivision or Project: _____

Physical Location of Property: _____
[General Location -- approximate distance to nearest existing street corner]

Brief Legal Description of Property (must also attach accurate Surveyor's metes and bounds description): _____
[Survey/Abstract No. and Tracts; or platted Subdivision Name with Lots/Block]

Acreage: _____ Existing # of Lots/Tracts: _____ Existing Zoning: _____
[If zoned PD, attach a copy of the PD ordinance to this application]

Applicant / Owner's Name: _____ Applicant or Owner? (circle one)

Contact Person: _____ Title: _____

Company Name: _____

Street/Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: (____) _____ Fax: (____) _____ Email Address: _____

Engineer / Representative's Name: _____

Contact Person: _____ Title: _____

Company Name: _____

Street/Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: (____) _____ Fax: (____) _____ Email Address: _____

SUBMITTAL DEADLINE: 28 DAYS PRIOR TO P&Z MEETING DATE. (Residential replats must be submitted at least 30 days prior to meeting to allow time for public hearing notification – application must include letter waiving 30-day review time. Please contact City staff for all submittal deadlines.)

All applications must be COMPLETE before they will be scheduled for P&Z agenda. It is the applicant's responsibility to be familiar with, and to comply with, all City submittal requirements (in the Zoning & Subdivision Ordinances, and any separate submittal policies, requirements and/or checklists that may be obtained from City staff), including the number of plans to be submitted, application fees, etc. Please contact City staff in advance for submittal requirements.

All application materials (one copy) must be delivered directly to the City's Planner (in addition to the required submittal materials delivered to the City – check with City staff and with the City's Planner in advance for submittal requirements for each type of development application). The name, address, phone number, etc. of the City's Planner can be obtained from City staff. Failure to submit all materials (including full engineering plans, if applicable) to the City's Planner may result in delays scheduling the application for a P&Z agenda.

Notice of Public Records. The submission of plans/drawings/etc. with this application makes such items public record, and the applicant understands that these items may be viewed by the general public. Unless the applicant expressly states otherwise in writing, submission of this application (with associated plans/drawings/etc.) will be considered consent by the applicant that the general public may view and/or reproduce (i.e., copy) such documents.

I hereby certify that I am the Owner, or the duly authorized agent of the Owner (proof of authorization attached), for the purposes of this application, and that all information submitted herein is complete, true and correct to the best of my knowledge. I understand that submitting this application does not constitute approval, and incomplete applications will result in delays and possible denial.

Signed: _____ Title: _____ Date: _____

SUBSCRIBED AND SWORN TO before me, this the _____ day of _____, _____
[Month] [Year]

Notary Public in and for the State of Texas: _____

[seal] My Commission Expires On: _____

Office Use Only: Date Rec'd: _____ Fees Paid:\$ _____ Check #: _____ Receipt #: _____
Development Case # _____ Accepted By: _____ Official Submittal Date: _____