



DEVELOPMENT PLAT APPLICATION

DATE: _____

SUBDIVISION NAME: _____

1. Legal description for the area included on this plat (Tract, Block, Grant, etc.)

2. Property Land Uses:

	<u>ACRES</u>	<u>SITES</u>		<u>ACRES</u>	<u>SITES</u>
Accessory Dwelling Unit	_____	_____	Mobile Home	_____	_____
Apartment, 8+ dwelling units	_____	_____	Townhome, < 8 dwelling units	_____	_____
Single-Family Attached	_____	_____	Commercial/Industrial	_____	_____
Single-Family Detached	_____	_____	Institutional	_____	_____
Dwelling, Two-Family (Duplex)	_____	_____	Other (specify below)	_____	_____
Dwelling, Multiplex, 3-5 dwelling units	_____	_____	_____	_____	_____
Industrialized Home	_____	_____	_____	_____	_____
Manufactured Home	_____	_____	Total No. Sites	_____	_____
Mixed Use, Residential	_____	_____	Total (Gross) Acreage	_____	_____

3. What is existing zoning of the above-described property? _____ Proposed zoning? _____

4. Will the residential sites, as proposed, permit development in full compliance with all zoning requirements of the existing residential zone(s)? Yes ☐ No ☐

5. What type of utility easements are proposed: Underground ☐ Overhead ☐ Combination of Both ☐

6. What type of drainage is proposed? (If applicable, list more than one)

7. Are special public improvements proposed in connection with development? Yes _____ No _____

8. Is a modification or exception of any portion of the Subdivision Ordinance proposed? Yes _____ No ☐
If answer is "Yes", please explain the nature of the modification or exception _____

9. Remarks and/or explanation of special circumstances: _____

10. **Improvement Plans submitted?** Yes ☐ No ☐

11. Will the proposed subdivision require the city to review and decide whether this application is subject to the standards in effect prior to the effective date of the current applicable standards? Yes ☐ No ☐

12. Owner of record _____.
(Name & Address) (Email) (Phone)

13. Developer _____.
(Name & Address) (Email) (Phone)

14. Engineer _____.
(Name & Address) (Email) (Phone)

OWNER SIGNATURE: _____
(Email) (Phone)

REPRESENTATIVE SIGNATURE: _____

REPRESENTATIVE CONTACT (PHONE): _____

REPRESENTATIVE CONTACT (E-MAIL): _____

NOTE: SUBMITTAL OF AN APPLICATION DOES NOT CONSTITUTE ACCEPTANCE FOR PROCESSING
UNTIL THE DEVELOPMENT SERVICES DEPARTMENT REVIEWS THE APPLICATION FOR ACCURACY
AND COMPLETENESS.

REQUIRED DOCUMENTATION FOR DEVELOPMENT PLAT APPLICATION

A development plat may be filed in conjunction with a site plan to ensure that adequate easements and rights-of-way will be provided with respect to land that is not subject to the Land Subdivision requirements of this UDC.

APPLICABILITY:

A development plat may allow:

- a. New construction of any building or structure, or an addition to an existing building or structure, excluding agricultural buildings, on property which has not been platted or replatted prior to the effective date of the UDC;
- b. The development of any tract of land for which the only access is a private easement or street; and
- c. The division of any property where the resulting parcels or lots will each be equal to, or greater than, five acres in area, where no public improvements are proposed or necessary.

EXEPTIONS:

A development plat may not be filed when:

- a. The tract to be developed has received final plat or replat approval or was lawfully created prior to the effective date of this UDC, or
- b. A subdivision plat is required by this UDC.

Issuance of Permits and Utility Service. No development may commence and no permits or utility connections issued until the Development Plat and associated site plan have been approved by the Village of Vinton and the Development Plat recorded.

REQUIREMENTS:

- ☐ **Completed Application** - Each item on this application shall be completed and all documentation required on this form shall be submitted before this application is accepted for processing, to include all signatures. Submittal of an application does not constitute acceptance for processing until the Department reviews the application for accuracy and completeness.
- ☐ **Development Plat** – Prepared in accordance with Sec. A.01.01 Administrative Plats electronically with nine (9) hard-copy mylars once approved.
- ☐ **Proof of Ownership** – Upload one (1) digital copy.
- ☐ **Certified Tax Certificate** - One (1) is required for each parcel included within the proposed subdivision. Certified city tax certificates may be obtained at the City Tax Office, Wells Fargo Plaza, 221 N. Kansas, 3rd Floor, Suite 300. Certificate shall have a zero balance and must be updated within the year.

Submittal Options – Email: permits@vintontx.us In-Person: 436 E. Vinton Rd., Vinton, TX 79821-8802