



Minor/Final Subdivision Application

City of Huntsville | 448 State Highway 75 North | Huntsville, TX 77320 | 936-294-5782

Subdivision Name

Type of Subdivision

☐ Minor *4 or fewer lots and no extension of public infrastructure ☐ Final ☐ Modification(s) & Waiver(s) of Subdivision Standards Needed

Subject Property Information – [This is for information pertaining to the exact site the development is to take place]

Located in (Choose One) ☐ City Limits ☐ Extra-Territorial Jurisdiction (ETJ)

Address or General Location _____

Current Water Service ☐ None ☐ City ☐ Private Well ☐ Utility District

Current Sewer Service ☐ None ☐ City ☐ Septic ☐ Aerobic

Proposed Use of Land _____

Property Owner Information [If more than one property owner, check ☐ & attach a separate page listing all owners]

By signing below, I acknowledge that I am the rightful owner of the property proposed for development; and, if different, I authorize the "Applicant" to serve as my agent for matters pertaining to the subdivision process (with the exception of the signature on the plat).

Name _____

_____ Mailing Address _____ City _____ State _____ Zip Code

Phone Number _____ Alternate Phone Number _____

E-mail: _____

_____ Owner's Signature Required _____ Date

Applicant Information [As authorized by the property owner(s)]

Name _____

_____ Mailing Address _____ City _____ State _____ Zip Code

Phone Number _____ Alternate Phone Number _____

E-mail: _____

_____ Applicant's Signature _____ Date

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Surveyor Information

Name _____ Company _____

_____ Mailing Address _____ City _____ State _____ Zip Code _____

Phone Number _____ Alternate Phone Number _____

E-mail: _____

Engineer Information (if applicable)

Name _____ Company _____

_____ Mailing Address _____ City _____ State _____ Zip Code _____

Phone Number _____ Alternate Phone Number _____

E-mail: _____

Approved Public Improvement Plans or Permits (if applicable)

☐	Utility Layout Plans	☐	Flood Plain Permit
☐	Water/Sewer Plans	☐	Sanitary Sewer Report
☐	Street Plans	☐	TxDOT
☐	Grading/Drainage Plans	☐	

Choose One Option:

☐	Public Improvements will be constructed prior to filing the plat		
☐	- Agreement to Construct Public Improvements Submitted	Received	Complete
☐	A Letter of Credit/Bond will be issued in order for the plat to be filed		
☐	- Letter/Bond Submitted	Received	

Items to Submit With this Application

☐	4 paper copies of the Plat (18" x 24")	
☐	Plat Fee (Total Amount \$ _____)	
☐	Release of Easements (if applicable)	

Items to be Submitted When Requested

☐	10 paper copies of Plat (11"x17" <u>or</u> 18" x 24")	
☐	Tax Certificates(s) with ZERO balance	
☐	2 copies of the Plat on Mylar (18" x 24")	
☐	Filing Fee (Total Amount - \$ _____)	
☐	Deed or Title to Property being Platted	

Subdivision Platting and Filing Fees (payable to the "City of Huntsville")

Final Plat	\$350.00		
Minor Plat	\$250.00		
		Filing Fee	This fee will be collected prior to filing the document. The fee will be the actual cost at the time of filing with the Walker County Clerk's Office.

Modifications & Waivers of Subdivision Standards for Preliminary Plans & Final Plats

[If applicable, please check ☐ & fill out next page of application.] **Additional Fee Required**

For Staff Use Only

Received/By:	Staff or Planning Commission Approval:	Filed:
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Modifications & Waivers of Subdivision Standards Information

Applicant Name

Please provide a description of your request.

Questions

Please answer the following questions. Attach a separate sheet if additional space is needed.

1. Are there special circumstances or conditions affecting the property?

2. Is the waiver or modification necessary for the reasonable and appropriate development of the property and it is not a greater modification or waiver than is required to allow reasonable and appropriate development of the subject property?

3. Will the granting of the waiver or modification be detrimental to the public welfare or be injurious to other property in the vicinity in which the subject property is situated?

Application Fee \$350

For Staff Use Only

Received/By:

Fee Paid:

Planning Commission Date:

Outcome: