

City of Red Oak
DEVELOPMENT APPLICATION

Planning and Zoning

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City of Red Oak
101 S. Live Oak St. Red
Oak, Texas 75154

ACTION REQUESTED			
☐ ABANDONMENT (ALLY/STREET)	☐ SHORT FORM PLAT	☐ FINAL PLAT	☐ PRELIMINARY PLAT
☐ AMENDING PLAT	☐ SITE/DEVELOPMENT PLAN	☐ REPLAT	☐ OTHER
☐ DEVELOPMENT PLAT	☐ ZONING	☐ VARIANCE	

Request Information
SUBMISSION DATE: _____ P & Z MEETING DATE: _____
Submit a signed Letter of Intent which describes the project in detail.
Property Address _____
Proposed Project Name: _____
Legal Description _____
Acreage or number of lots involved: _____
Present use of property: _____
Existing zoning: _____ Requested zoning: _____

Applicant/Owner Information
(FOR ZONING, ALL OWNERS' SIGNATURES ARE REQUIRED)
Key Contact Name: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____
Email Address: _____
<i>Contact's Status (check one):</i> ☐ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer
Owners Name: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Email Address: _____ Phone: _____
Applicant Signature: _____ Owner Signature: _____

I understand that it is necessary for me, or my authorized agent, to be present at the Planning and Zoning Commission Meeting or ZBA Public Hearing on the above-mentioned date. I also understand that failure to appear at the meeting will result in the case being tabled until a later date. I also understand that fees paid are not refundable. In addition, I also understand that by my signature above, I have made a declaration that the owner/s of the property under consideration is owned by the persons as listed and the City of Red Oak has no responsibility to verify said ownership information.

The basic plat application fee is \$200.00 per plat/application and an additional \$10.00 per lot; for zoning, the fee is \$200.00 per exhibit and \$10.00 per acre. The Zoning Board of Adjustment fee is \$1,000 per parcel + \$250 per each additional variance/appeal request. These are administrative fees only. The actual costs (at reasonable rates) of any legal, engineering review and other professional review fees must be paid before the Planning and Zoning Commission will consider the request of the agenda item.

New Impact Fee Assessment Applies Effective 8.12.2024; Impact Fee Collected at Time of Issuance of Building Permit, per Ordinance 24-034