

THE CITY OF

BALCH SPRINGS
GROWING COMMUNITY

Case No. _____

APPLICATION FOR RE-PLAT

- 1.) Applicant – if owner(s), so state, if agent, tenant or other type of relationship, a letter of authorization must be furnished from the owner(s) with the application.

NAME: _____

MAILING ADDRESS: _____

TELEPHONE: _____

OWNER: (CHECK ONE) _____ YES _____ NO

- 2.) Property Location: _____

- 3.) Legal Description: Lot(s) _____ Block(s) _____
Subdivision _____

*Please provide a separate metes and bounds description on a separate sheet.

- 4.) Existing Use of Property: _____

- 5.) Zoning: _____

- 6.) Give a brief explanation of reason for request:

- 7.) The undersigned hereby requests replating of the above-described property as indicated.

Applicant/Agent

Date

- 8.) Owner: _____
Name: _____
Mailing address: _____ Telephone: _____

Signature _____
Owner

Date

Fee Received by: _____ Date Received _____
Amount: _____ Cash/Check Number: _____ Rec.# _____

9.) Please attach to this "Application for a Re-plat" the following items:

- A. A survey for the ORIGINAL lot or tract
- B. A metes and bounds description for the Original lot or tract
- C. A survey for each of the new lot(s) or tract(s) to be created
- D. A metes and bounds description for each of the new lot(s) or tract(s) to be created
- E. A "Signature Block" that is to be used is shown below:
- F. Drainage Plan or Impact Study (refer to Construction/Civil Plan/Final Plat if applicable)
- G. In accordance with Chapter 70-Subdivisions, Article III Plats

APPROVED this the _____ day of _____, 20____ by the
Planning and Zoning Commission of the City of Balch Springs, Texas.

BY:

CHAIRMAN

PLANNING AND ZONING SECRETARY

APPROVED this the _____ day of _____, 20____ by City of Balch
Springs

BY:

CITY MANAGER

CITY SECRETARY

MAYOR

REPLAT APPLICATION CHECKLIST

- o Application form, completed.
- o Signature of applicant and property owner
- o Application Fee, \$500 plus \$50 for each additional acre/plus \$10.00 a unit (Business or Industrial)
- o Application Fee \$500.00 (Single Family or Duplex)
- o Application Fee \$500.00 (Subdivisions plus \$10.00 per lot of all subdivisions)
- o Application Fee \$500.00 (Multifamily plus \$50.00 per acre/plus \$10.00 a unit)

o Estimated City Engineer Fees: Minor Plat and Replat will follow Final Plat Fees:

The following fee schedule is based upon ALL documents as identified below to be submitted concurrently.

# of Lots	1 – 5 Lots	6 – 50 Lots	51 – 75 Lots	76-100 Lots	101 – 200 Lots	200+ Lots
# of Acres	< 5 Ac.	> 5 to 10 Ac.	> 10 to 20 Ac.	>20 to 30 Ac.	>30 to 80 Ac.	> 80 Ac.
Preliminary Plat ¹	\$ 720	\$ 1,040	\$ 1,250	\$ 1,640	\$ 2,070	\$ 2,070 + \$5/Lot
Final Plat (Each Phase) ²	\$ 870	\$ 1,230	\$ 1,540	\$ 1,950	\$ 2,660	\$ 2,660 + \$5/Lot

FINAL PLAT REVIEW Includes One (1) review of Final Plat and Final Construction Plans (Final Site Plan, Drainage Plan, Paving Plan, Storm Sewer Plan, Water Plan, Sanitary Sewer Plan, Erosion Control Plan, Details, etc.); preparation of one (1) review letter; one (1) review of corrected Final Plat & Construction Plan; preparation of one (1) review letter. Additional reviews may incur additional charges.

-For documents that are submitted as separate documents from the Preliminary and/or Final Plat

“Package” as described above, each document shall be reviewed separately, and compensation shall be in accordance with the fee schedule below.

# of Lots	1 – 5 Lots	6 – 50 Lots	51 – 75 Lots	76-100 Lots	101 – 200 Lots	200+ Lots
# of Acres	< 5 Ac.	> 5 to 10 Ac.	> 10 to 20 Ac.	>20 to 30 Ac.	>30 to 80 Ac.	> 80 Ac.
Preliminary Plat ³	\$ 420	\$ 635	\$ 820	\$ 1,050	\$ 1,250	\$ 1,250 + \$1/Lot
Final Plat (Each Phase) ⁴	\$ 515	\$ 725	\$ 820	\$ 1,140	\$ 1,230	\$ 1,230 + \$1/Lot
Preliminary Site Plan ⁵	\$ 645	\$ 825	\$ 925	\$ 1,240	\$ 1,640	\$ 1,640 + \$2/Lot
Final Site Plan ⁶	\$ 920	\$ 1,025	\$ 1,230	\$ 1,650	\$ 2,255	\$ 2,255 + \$2/Lot
Construction Plan Set ⁷ (Per Set)	\$ 1,260	\$ 1,640	\$ 1,950	\$ 2,460	\$ 3,075	\$ 3,075 + \$4/Lot
Construction Plan Sheets ⁸ (Per Sheet)	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520

- o Fire Consultant Review Fee: \$500.00
- o A survey/plat for the original lot or tract and for each of the new lot(s) or tract(s) to be created and electronic copy (PDF or CD disc) of the subject replat.
- o Two (2) paper copies of replat drawn to scale on 24X36 paper.
- o A title, including the name of the subdivision, owner and licensed land surveyor or registered civil engineer responsible for the replat; the scale and location of the subdivision with reference to original land grants or surveys; and the date and north point.
- o A mete and bounds description for the original lot or tract and for each of the new lot(s) or tract(s) to be created
- o A “Signature Block” to be shown on plat as depicted on the Replat Application
- o Boundary lines, existing building lines and width and location of platted streets and alleys within and adjacent to the property.
- o Width and depth of proposed lots. Location of all existing and proposed easements.
- o Contours sufficient to accurately show the topography, but not less than at two-foot intervals. Contours and all grades in the addition shall refer to a U.S. Coastal and Geodetic Survey (USCGS), state highway or city benchmark. (Contours at one-foot intervals are preferred.)
- o Identify FEMA Flood Insurance Study 100-year flood plain.

delineations, reclamation areas, ditches, creeks, ponds, inventoried and / or delineated wetlands, and mitigation areas within 100 feet of the development.

- o Physical features of the property, including location of watercourses, culverts, bridges, railroads, and existing structures.
- o Designation of the proposed uses of land within the subdivision which shall meet the city zoning requirements set forth in [Chapter 90](#) of this Code
- o Adequate off-street parking shall be provided for lots set aside or planned for business use as required by the zoning requirements set forth in [Chapter 90](#) including required and actual space count.
- o If there is no adjacent subdivision, then a map on a smaller scale shall be presented to show the nearest subdivision and how the streets, alleys or highways in the subdivision submitted may connect with the streets, alleys or highways in the nearest subdivision.
- o Drainage Plan and Impact Study prepared and sealed by a professional engineer, P.E., licensed in the state in accordance with Chapter 70-Subdivisions, Article III Plats to include the following: (See attached Sample for guideline)
 - o Analysis of the impact of the replat on the affected independent school district
 - o Drainage Impact Study, to include a drainage plan, drainage area map and calculations for existing and proposed drainage.
 - o Sewer and Water Impact Study to include location and size of connections to the city system. The general layout and size of pipelines for extensions beyond the property line. If City maintained lines within the property (easement), the general layout and size of the pipelines.
 - o Transportation Impact Study to include a daily trip generation summary, and the expected impact on adjacent streets, intersections, and signalization requirements.

Engineer Review

The purposes of the Preliminary Civil Plans are to allow the Engineer to provide the basic design parameters for comment and allow for modifications prior to completing detailed design. The information provided should be sufficient for the City to understand the scope of

improvements on the property and its impact on the City systems. If there are potential issues, it is easier to resolve in a Preliminary stage instead of the final stage. To be submitted as part of the Preliminary Plat or Replat (if for new construction and non-residential use) review process:

1. Preliminary Site Plan
 - a. Building location/Lot Layout
 - b. Identify setbacks
 - c. Basic dimensions
 - d. Perimeter Street information (ROW width, median access, etc.)
 - e. Identify Fire Lanes
 - f. Screening wall locations (call them out)
 - g. Flood zone
 - h. Existing & Proposed Easements
 - i. Phases of development
3. Paving Plan
 - a. Typical Street/pavement sections