



Development Services  
601 N. Avenue A Aransas  
Pass, TX 78336  
Office # (361) 758-3111

# APPLICATION FOR LAND SUBDIVISION

OFFICE USE ONLY

Plat No: \_\_\_\_\_ Grid/Map No: \_\_\_\_\_

Planning Commission Hearing Date: \_\_\_\_\_

1. Applicant: \_\_\_\_\_  
Telephone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
Status of Applicant: Owner: \_\_\_\_\_ Other: (specify) \_\_\_\_\_

2. Engineer/Surveyor: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

3. Owner: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_  
Address: \_\_\_\_\_

4. Preliminary Plat: \_\_\_\_\_ Final Plat: \_\_\_\_\_ Amending/Vacating Plat: \_\_\_\_\_ Replat: \_\_\_\_\_  
Proposed Subdivision Name: \_\_\_\_\_  
Location: \_\_\_\_\_ Acreage: \_\_\_\_\_  
Legal Description: \_\_\_\_\_  
Land Use: (Existing) \_\_\_\_\_ (Proposed) \_\_\_\_\_  
Zoning: (Existing) \_\_\_\_\_ (Proposed) \_\_\_\_\_  
Tax I.D. No: \_\_\_\_\_  
Proposed No. of Lots: \_\_\_\_\_ City Limits: In \_\_\_\_\_ Out: \_\_\_\_\_  
Reason for plat/replat: \_\_\_\_\_

**APPLICATION IS NOT VALID WITHOUT COMPLETION OF ALL PAGES AND SIGNATURES**

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Date Revd: \_\_\_\_\_  
Received By: \_\_\_\_\_  
Filing Fee: \_\_\_\_\_  
Recording Fee: \_\_\_\_\_  
Type Plat: \_\_\_\_\_  
Comments: \_\_\_\_\_

PRELIMINARY:  
Denied: \_\_\_\_\_  
Approve: \_\_\_\_\_

Final:  
Denied: \_\_\_\_\_  
Approve: \_\_\_\_\_

RECORDED:  
Date: \_\_\_\_\_  
Volume: \_\_\_\_\_  
Page: \_\_\_\_\_

#### 5. PLAT CHECKLIST FOR PRELIMINARY PLATS:

- 1. Outline of boundary denoted by bold line with principle dimensions.
- 2. Proposed plan of subdivision, showing streets, blocks, lots, alleys, easements, building lines, yard requirements, parks, etc., with principle dimensions.
- 3. Location, width and name of existing streets, blocks, lots, alleys, easements, building lines and water courses with principal dimensions, or other significant features within 200 feet of plat.
- 4. Names of proposed streets.
- 5. Location and size of existing and proposed water, sewer and gas mains.
- 6. Proposed general plan of storm water drainage indicating location, direction of flow, and receiving waters.
- 7. Any zoning affecting platted area or proposed changes in zoning.
- 8. Proposed subdivision name, north point, scale, date and direction of prevailing breeze.
- 9. Name of property owner and engineer or surveyor, and proof of registration.
- 10. Vicinity sketch or location map. Not more than 800 feet to the inch with street names.
- 11. Typical cross section of proposed streets.
- 12. Contours at 5-foot intervals "or" less in identified FEMA Flood Zones.
- 13. Identify any Air Installation Compatible Use Zones (AICUZ)
- 14. Identify future Park dedication, greenbelts, or other open spaces.
- 15. Identify any existing or previous sanitary landfill, shooting range, or other environmental concern.
- 16. Show all contiguous land under one ownership.
- 17. Identify the location width and name of existing streets and any blocks, lots, alley easements, building lines and water courses or other natural features in the area affected, with principal dimensions and any other significant information on all sites for a distance of not less than 200 f.f.
- 18. Identify Receiving Waters.
- 19. Identify location of body of water including an intermittent or perennial stream.
- 20. Identify preliminary description of Endangered/Protected Species Habitat.
- 21. Identify preliminary description of any area of the site that may be jurisdictional wetland.
- 22. Identify preliminary boundary line of any submerged lands belonging to the State of Texas.
- 23. Identify preliminary determination of the location of any critical Dune Areas.

#### Mandatory Quantity Required

- Three (3) blue line prints.
- One (1) Original Copy of plat.
- An Electronic set in PDF and in GIS compatible format is required.
- Two (2) copies of Storm Water Quality Management Plan if platted area is 1 acre or more.

#### 6. PLAT CHECKLIST FOR FINAL PLATS:

- 1. Outline of boundary denoted by bold line with principle dimensions.
- 2. Proposed plan of subdivision, showing streets, blocks, lots, alleys, easements, building lines, yard requirements, parks, etc., with principle dimensions.
- 3. Location, width and name of existing streets, blocks, lots, alleys, easements, building lines and water courses with principal dimensions, or other significant features within 200 feet of plat.
- 4. Names of proposed streets.
- 5. Location and size of existing and proposed water, sewer and gas mains.
- 6. Proposed general plan of storm water drainage indicating location, direction of flow, and receiving waters.
- 7. Any zoning affecting platted area or proposed changes in zoning.
- 8. Proposed subdivision name, north point, scale, date and direction of prevailing breeze.
- 9. Name of property owner and engineer or surveyor, and proof of registration.
- 10. Vicinity sketch or location map. Not more than 800 feet to the inch with street names.
- 11. Typical cross section of proposed streets.
- 12. Contours at 5-foot intervals "or" less in identified FEMA Flood Zones.
- 13. Location of FEMA Floodway Boundaries and FEMA Velocity Zone Boundaries that encroach on the site.
- 14. Any area identified as providing Endangered/Protected Species Habitat.
- 15. Limits of any current jurisdictional wetland, as defined by 33 CFR 328.3(b).
- 16. Boundary line of any submerged lands belonging to the State of Texas that adjoins the tract, based on a State-owned determination of the boundary between the State-owned lands and privately-owned property.
- 17. Location of any Critical Dune Areas, as determined by the Land Commissioner under Texas Natural Resources Code 63.121.
- 18. Identify the location width and name of existing streets and any blocks, lots, alley easements, building lines and water courses or other natural features in the area affected, with principal dimensions and any other significant information on all sites for a distance of not less than 200 f.f.

#### Mandatory Quantity Required

- Three (3) blue line prints.
- Two (2) copies of Storm Water Quality Management Plan if platted area is 1 acre or more.

## 7. CHECKLIST FOR STORMWATER QUALITY MANAGEMENT PLAN

- 1. Brief description of the project
- 2. Maps showing the area covered by the plan or the preliminary plat
- 3. Land use assumptions used
- 4. Drainage plan elements:
  - A. Hydrology parameters, 5, 25, and 100 year;
  - B. Hydraulic calculations and identify parameters used for the 5, 25, and 100 year;
  - C. Define Drainage Area Boundary. Acreage, including sub basins;
  - D. Identify existing outfall;
  - E. Ditch cross sections, existing and proposed;
  - F. Verification of adequate inlet capacity;
  - G. Flow line elevations;
  - H. Establish hydraulic gradient line elevations (5-100 year);
  - I. Elevations/Contours;
  - J. Detention design if applicable (100 year);
- 5. Confirm compliance with Drainage Master Plan and/or the need for a Master Plan Amendment
- 6. Submit copy of SWQMP to TXDOT if adjacent to state designated ROW.
- 7. Route to runoff to ultimate outfall.
- 8. Include permanent measures to reduce pollution from runoff:
  - A. Vegetated buffer strips along boundaries of environmentally sensitive areas
  - B. Drainage outfalls that discharge directly to environmentally sensitive areas shall be located with:
    - 1. Velocity control at outfall openings to eliminate erosion
    - 2. Rock rubble at outfall opening for velocity reductions and trapping of floatables.
  - C. Delineate wetlands
  - D. Identify submerged lands belonging to the State of Texas.
  - E. Identify location if within 1000 feet of the mean high tide limit of the Gulf of Mexico and show compliance with the City of Corpus Christi Dune Protection and Beach Access Plan.
  - F. Identify if location upstream of the City's raw water supply intake and include measures to reduce runoff of contaminated storm water.
  - G. Include and identify greenbelts, grassy drainage swales, to encourage percolation of drainage waters and reduce erosion from unlined drainage channels.

## 8. CERTIFICATION

I hereby certify that the above information and the attached plat are true and correct to the best of my knowledge, and that the proposed plat is not in conflict with any deed restrictions or restrictive covenants

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner's Printed Name: \_\_\_\_\_

Engineer/Surveyor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Engineer/Surveyor's Printed Name: \_\_\_\_\_

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