



PRELIMINARY PLAT APPLICATION

SUBMIT COMPLETED FORM TO: Kendall County Engineer's Office
(830) 331-8253

Project Number: _____

Development@co.kendall.tx.us

COUNTY USE ONLY		
Date Application Received:	Date of Completeness Review:	Date of Completeness Notification:
Reviewed for Completeness By:	Status: _____ Complete _____ Incomplete	

****Incomplete application packages may be destroyed if not picked up within fourteen (14) days of notice that plat is incomplete.****

GENERAL PROJECT INFORMATION *(to be completed by the applicant)*

Project Identification

Development Name: _____ Phase (if applicable): _____

Project Location: _____

Contact Information

Property Owner:

Name: _____ Phone: _____ Email: _____

Physical Address: _____

Agent/Representative:

Name: _____ Phone: _____ Email: _____

Physical Address: _____

Project Engineer/Surveyor:

Name: _____ Phone: _____ Email: _____

Physical Address: _____



PRELIMINARY PLAT APPLICATION CHECKLIST

This checklist shall be submitted with the plat application and shall serve as documentation of the completeness of the plat application. Furthermore, the content of the plat application shall be organized in accordance with this checklist.

		X = required	I = missing/incomplete N/A = not applicable
	Item	Preliminary Plat	Comment (County Use Only)
1	Attended Preliminary Conference with County	X	
2	Payment of fees	X	
3	Plat Application Form	X	
4	This Plat Application Checklist indicating contents of the application	X	
5	8 hard copies of plat, conforming to plat mapping requirements	X	
6	Digital submittal, in accordance with the Development Rules	X	
7	Required Map Contents	X	
8	Subdivision Name and Street Name Authorization	X	
9	Proof of Ownership	X	
10	Proof of Signatory Authority	X	
11	Authorization of Developer's Representative	X	
12	Letter from Developer's Engineer	X	
13	Deed Restrictions	X	
14	Tax Affidavit and Tax Certificates	X	
15	Verification of Interlocal Agreements	X	
16	Authorization from Hwy Official	X	
17	TxDOT Permits	X	
18	General Drainage Plan	X	
19	Traffic Impact Analysis	X	
20	Floodplain Study	X	
21	LOC Water/Wastewater Providers	X	
22	GAR	X	
23	Approved Requests for Relief (Variances)	X	
24	Development Permit	X	