PRELIMINARY PLAT APPLICATION

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

Project Number: _____

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.

	Item	X = required — Preliminary Plat	I = missing/incomplete N/A = not applicable — 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	