APPLICATION FOR FINAL PLAT
Planning & Development Department
30360 Cougar Bend, Bulverde, TX 78163
Telephone: 830-438-3612 - Fax. 830-438-4339
www.bulverdetx.gov

ALL APPLICATIONS SHALL BE ACCEPTED BY APPOINTMENT ONLY DURING A PRE-APPLICATION
CONFERENCE ON THE DATES SPECIFIED IN PAGE 2 OF THIS APPLICATION. TO SCHEDULE AN
APPOINTMENT PLEASE CONTACT THE BULVERDE PLANNING & DEVELOPMENT DEPARTMENT.

1. Name of Subdivision: ____________________________________________________ Unit No ________________
   Location Description/Nearest Intersection: __________________________________________________________
   _____________________________________________________________________________________________

2. Owner/Applicant: _________________________________________________________ _____________________
   Address: ________________________________________________________Email: ________________________
   Telephone: ________________________ Fax: ________________________ Mobile: ________________________
   Note: If applicant is person other than owner, a letter of authorization must be provided from owner.

3. Licensed Engineer/Surveyor (technical contact): _____________________________________________________
   Address: ________________________________________________________Email: ________________________
   Telephone: ________________________ Fax: ________________________ Mobile: ________________________

4. Property Details:
   City Limits: __ In __ Out (ETJ) Water Source: __________________________
   Commercial: __ Yes __ No Sewage Treatment: __________________________
   Residential: __ Yes __ No TxDOT Frontage: __Yes __ No
   No. of Lots: __________________________ 100-Year Floodplain: __Yes __ No
   Total Acreage without floodplain: __________________________ Edwards Aquifer Zone: __Recharge
   Density Class: __________________________ Edwards Aquifer Zone: __Contributing
   Zoning Class: __________________________

The undersigned agrees to comply with all platting and subdivision requirements of the City of Bulverde, and hereby
authorizes the surveyor/engineer to record the approved final plat. The undersigned agrees to pay the appropriate fees as
outlined in the Planning and Development Fee Schedule and agrees to pay fees for any additional review requiring consultation
with City Consultants, including involvement of a contract engineer in a predevelopment conference. To the extent possible,
City Staff will provide the Owner/Applicant with an estimate of fees should outside consultation be required.

___________________________________________________________________ ______________________________
Signature of Owner/Applicant       Date

Fees and Submittal Dates on Page 2

Form Date: 08.27.2019

Submittal Format:

**Plat submittals must follow format outlined in Pages 3 and 4 of this application.
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Fees:

- **Final Plats**
  - $1250.00 + $15.00 per lot single family; $30.00 per acre for non-single family.

- **Traffic Impact Analysis (TIA) Review**
  - $1250.00 - Minor TIA
  - $2500.00 - Major TIA

- **Drainage Analysis Review Tier 1**
  - $750

- **Drainage Analysis Review Tier 2 single family residential**
  - $1500 – (0-5 acres)
  - $2500 + $10/lot – (5+ acres)

- **Drainage Analysis Review Tier 2 Commercial/Industrial/Multi-Family**
  - $1750 - (0-5 acres)
  - $2500 + $10/acre (5+ acres)

- **Subdivision Improvement Construction Plan Review**
  - $2500

- **Subdivision Improvement Construction Inspection**
  - $50 + $2.00/LF of each infrastructure improvement to be inspected

- **Subdivision Improvement Construction Deposit for Multiple Inspections**
  - $50 + $2.00/LF of each infrastructure improvement to be inspected

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### SUBMITTAL DATES: OCTOBER 2019 – DECEMBER 2020

<table>
<thead>
<tr>
<th>Planning &amp; Zoning Meeting</th>
<th>City Council Meeting</th>
<th>Submittal Date</th>
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<tbody>
<tr>
<td>OCTOBER 10, 2019</td>
<td>NOVEMBER 12, 2019</td>
<td>SEPTEMBER 12, 2019</td>
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<td>NOVEMBER 14, 2019</td>
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<td>OCTOBER 15, 2019</td>
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<td>JANUARY 14, 2020</td>
<td>NOVEMBER 13, 2019</td>
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<td>FEBRUARY 11, 2020</td>
<td>DECEMBER 17, 2019</td>
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<td>FEBRUARY 13, 2020</td>
<td>MARCH 10, 2020</td>
<td>JANUARY 15, 2020</td>
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<td>APRIL 14, 2020</td>
<td>FEBRUARY 11, 2020</td>
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<td>APRIL 16, 2020</td>
<td>MAY 12, 2020</td>
<td>MARCH 17, 2020</td>
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<td>JUNE 9, 2020</td>
<td>APRIL 14, 2020</td>
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<td>MAY 12, 2020</td>
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<td>AUGUST 11, 2020</td>
<td>JUNE 16, 2020</td>
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<td>SEPTEMBER 8, 2020</td>
<td>JULY 14, 2020</td>
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ALL SUBMITTALS MUST FOLLOW THE FOLLOWING REQUIREMENTS TO BE ACCEPTED BY THE CITY OF BULVERDE FOR INITIAL REVIEW

☐ 2 Copies of the Final Plat
☐ One electronic copy of each document required below and plat drawing(s) in PDF format.
☐ A check or money order for the platting fee, review fee and other required fees.
   o Plat Application & Review Fee
   o SWMP Review Fee
   o TIA Fee
   o SICP Fee
☐ 2 copies of the Final Utility Layout showing all proposed utilities and easements
☐ 2 copies of the Final Traffic Impact Analysis
☐ 2 copies of construction cost projections for improvements required herein. Cost projections prepared without complete and approved construction plans shall include at a minimum a 10% design phase contingency and a 15% construction contingency.
☐ 1 copy of the approved Floodplain Development Permit from Comal County if subdivision includes property within the ETJ.
☐ 2 copies of the Final Drainage Study
☐ 1 copy of the recorded deed
☐ 1 copy of each letter approving the Final Plat reviewed by all utilities that will provide service to the proposed subdivision and all entities with regulatory authority pertaining to the proposed subdivision including but not limited to the following.
   o Electric Utility
   o Gas Utility
   o Public Water System
   o Telephone Utility
   o Cable TV Utility
   o TxDOT
   o TCEQ
   o Other agencies or entities having jurisdiction
☐ Variance Requests (if any)
☐ Original Tax Certificates
   o City
   o County
   o School
☐ Letter of Agent or other power of attorney authorizing signature of Owner on plat
☐ Other applicable legal documents including deed restrictions, homeowner’s association documents, etc.
☐ Verification of closure of the outer boundary of the plat
☐ For plats in the ETJ, provide a copy of an approved PIPROW permit from Comal County for any utilities, landscaping, street lighting, or other private features located in the public right-of-way
☐ If utility services must be extended beyond the outer boundary of the proposed subdivision across privately owned land to provide service to the lots in the proposed subdivision, then those utility service extensions must be contained in easements. Copies of the recorded easements for said utility extensions must be provided along with a map view showing the extensions from the outer boundary of the proposed subdivision to their ultimate connection points to be able to provide service.
☐ Lienholder’s acknowledgement (if applicable)
☐ Utility certification required under Section 3.303(a) pertaining to the area within the Final Plat.

ADDITIONAL COMMENTS

FOR OFFICE USE ONLY:
☐ Approved (Assign Case Number)
☐ Returned (Provide Comments)
Plat submittals must follow format outlined in Pages 3 and 4 of this application.