



APPLICATION FOR AMENDING PLAT

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

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:	<input type="checkbox"/> In <input type="checkbox"/> Out (ETJ)	Water Source:	_____
Commercial:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Sewage Treatment:	_____
Residential:	<input type="checkbox"/> Yes <input type="checkbox"/> No	TxDOT Frontage:	<input type="checkbox"/> Yes <input type="checkbox"/> No
No. of Lots:	_____	100-Year Floodplain:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Total Acreage without floodplain:	_____	Edwards Aquifer Zone:	<input type="checkbox"/> Recharge
Density Class:	_____		<input type="checkbox"/> 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.

PROPERTY OWNER'S ACKNOWLEDGEMENT

Signature of Owner/Applicant _____
Date

State of Texas
County of _____

This instrument was acknowledged before me on the _____ day of _____, 20____, by
 _____ (name of property owner).

Notary Public's Signature

(Notarial Seal)



LETTER OF AUTHORIZATION FOR APPLICATION

Planning & Development Department
30360 Cougar Bend, Bulverde, TX 78163
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***This form is only required for property owners allowing another person or entity to submit and amend documentation required by the City on the property owner's behalf.*

I, _____, owner of the property, described in this application, authorize _____ (name) to apply for an Amending Plat on my/our behalf of the property.

The Additional Applicant's information is:

Company: _____

Contact Name: _____

Address: _____

Signature of Owner/Applicant

Date

STATE OF TEXAS
COUNTY OF _____

This instrument was acknowledged before me on the _____ day of _____, 20____, by
_____ (name of property owner).

Notary Public's Signature

(Notarial Seal)

Submittal Format:

****Plat submittals must follow format outlined in Page 3 of this application.**



Planning and Development Amending Plat Application Checklist

**ALL SUBMITTALS MUST FOLLOW THE FOLLOWING REQUIREMENTS TO BE
ACCEPTED BY THE CITY OF BULVERDE FOR INITIAL REVIEW**

- Plat Fee:**
 - \$750.00 + \$15.00 per lot single family; \$30.00 per acre for non-single family.
- In lieu of providing a physical copy, a digital copy on 18” by 24” sheets with a minimum of a 1/2-inch margin of Plat may be submitted.
- 1 Physical copy of Amending Plat Application.
- 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.
 - Plat Application & Review Fee
- A digital copy of the Recorded Deed.
- A digital copy of Lienholder’s Acknowledgement (if applicable)