



# APPLICATION FOR MASTER DEVELOPMENT PLAN (MDP)

Planning & Development Department  
30360 Cougar Bend, Bulverde, TX 78163  
Telephone: 830-438-3612 - Fax: 830-438-4339  
[www.bulverdetx.gov](http://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).

**(Notarial Seal)**

\_\_\_\_\_  
**Notary Public's Signature**

Submittal Format:

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



**LETTER OF AUTHORIZATION FOR APPLICATION**

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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 a Master Development Plan (MDP) 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 \_\_\_\_\_

by \_\_\_\_\_.

\_\_\_\_\_  
**Notary Public's Signature**

**(Notarial Seal)**

Submittal Format:

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



# Planning and Development Master Development Plan (MDP) Application Checklist

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

- Master Development Plan Fees**
  - \$1250.00 + \$5.00 per acre
- Traffic Impact Analysis (TIA) Review**
  - \$1250.00 - Minor TIA
  - \$2500.00 - Major TIA
- Drainage Analysis Review Tier 1**
  - \$750.00
- Drainage Analysis Review Tier 2 single family residential**
  - \$1500.00 – (0-5 acres)
  - \$2500.00 + \$10/lot – (5+ acres)
- Drainage Analysis Review Tier 2 Commercial/Industrial/Multi-Family**
  - \$1750.00 - (0-5 acres)
  - \$2500.00 + \$10/acre (5+ acres)
  
- 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 MDP Application
- One electronic copy of each document required below and plan drawing(s) in PDF format.
- A digital copy of Drainage Analysis
- A digital copy of Slope Map
- A digital copy of Tree Survey
- A digital copy of Traffic Impact Analysis
- A digital copy of Certification 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.
  - Electric Utility
  - Gas Utility
  - Public Water System
  - Telephone Utility
  - Cable TV Utility

Submittal Format:

3

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

- TxDOT
  - TCEQ
  - Other agencies or entities having jurisdiction
- A digital copy of application for Variance (if any)
- A check or money order for the application fee, review fee and other required fees
  - Plan Application & Review Fee
  - SWMP Review Fee
  - TIA Review Fee
- A digital copy of the Water Study and Water Supply Certification as applicable
- A digital copy of the Sewer Study as applicable
- A digital copy of the Environmental Assessment

Submittal Format:

4

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