



City of Sealy, Texas
 Planning & Community Development Department
 405 Main Street ♦ PO BOX 517
 Sealy, TX 77474
 Phone: (979) 885-1669 ♦ Fax: (979) 885-6253

Plat/Land Plat Submittal Application

Please provide the following information & return your submittal to the City of Sealy, 405 Main Street, Attention: Planning Department, per the attached "Plat Submittal Timeline" schedule.

Subdivision Name: _____ **Development:** _____

- Submittal Type:**
- | | | |
|---|--|---|
| <input type="checkbox"/> Land Plan | <input type="checkbox"/> Final Plat | <input type="checkbox"/> Minor Final Plat |
| <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Final Replat | <input type="checkbox"/> Vacating Plat |
| <input type="checkbox"/> Preliminary Replat | <input type="checkbox"/> Street Dedication | <input type="checkbox"/> Amending Plat |
| <input type="checkbox"/> Abbreviated Final Plat | | |

Reason for Submission of a Replat, Vacating Plat or Amending Plat:

- Type of Plat:**
- | | | |
|--|---|--|
| <input type="checkbox"/> Single-Family Residential | <input type="checkbox"/> Duplexes-Residential | <input type="checkbox"/> Commercial/Industrial/Institutional |
| <input type="checkbox"/> Multi-Family Residential | <input type="checkbox"/> Town Homes | <input type="checkbox"/> Business/Office |
| <input type="checkbox"/> Patio Homes | <input type="checkbox"/> Planned Development | |

Owner: _____ **Contact Person Name:** _____

Address: _____

Phone #: _____ **Fax Number:** _____

Email: _____

Professional Engineer/Registered Land Surveyor or Authorized Agent

Company: _____ **Contact Person Name:** _____

Address: _____

Phone #: _____ **Fax Number:** _____

Email: _____

Plat Location: City Extraterritorial Jurisdiction

Survey/Abstract No. _____

Geographic Location (List major streets, bayous, creeks & adjacent subdivisions) _____

Jurisdictions:

Utility District: _____ **School District:** _____ **County Precinct:** _____

Plat Data:

Total Acreage: _____

Number of Streets _____

Typical Lot Size: _____

Number & Types of Reserves: _____

Number of Lots: _____ **Total Acres In Reserve:** _____

Variance Request: None Yes (Attached Form) Previously Approved

Improvement Provisions: _____

Utilities Constructed By: _____ **Maintained By:** _____
(upon acceptance)

Pavement Constructed By: _____ **Maintained By:** _____
(upon acceptance)

This is to certify that the information on this form is COMPLETE, TRUE, and CORRECT and that the undersigned is authorized to create & submit this application. Incomplete applications shall not be considered by the City.

Signature of Applicant

Date

CHECKLIST FOR ALL SUBMITTALS:

- Three (3) copies of the completed application form
- Copy of driver's license
- Final tax certificate
- Final title report
- Required number & size of copies of plat/land plan (4 – 24"x36", 2 – 11"x17" paper prints)
- Submittal fees for:

Land Study/Master Conceptual Plan	\$400
Preliminary Plat/Residential	Base \$400.00 plus \$10.00 per lot
Preliminary Plat/Commercial-Industrial	Base \$400.00 plus \$20.00 per acre
Final Plat/Residential	Base \$400.00 plus \$10.00 per lot
Final Plat/Commercial-Industrial	Base \$400.00 plus \$10.00 per acre
Plat Amendment	\$300.00
Variance Request	\$75.00
Park Land Dedication Fee	Fee in lieu of land dedication \$1200.00 per residential lot/\$1200.00 per acre before final plat may be recorded.
Combined Preliminary/Final Plat	Preliminary & Final Plat – Both Due
Filing Fee	\$121.00 (payable to Austin County Clerk)

- A CD/DVD containing the complete submittal, including, but not limited to, plat pages, reports, studies, calculations, TIA studies, environmental reports, plans, utility plans and other supporting information shall be submitted in PDF format, and any format necessary to facilitate the review of the application. When public improvements are proposed, Preliminary and/or Final sets of Construction Plans can be submitted with the Preliminary Plat and/or Final Plat. When the plat review is completed and the plat docketed for Commission & Council agendas, a CD/DVD of the final form information to be considered by the City shall be submitted.
- Notice of the proposed plat, with a PDF copy of the application and plat, shall be submitted by email to the **Planning & Community Development Department** via email to wescovy@ci.sealy.tx.us. That notice will enable staff to mobilize the beginning steps of the platting process.

☐ Notice provided to: (Provide one copy of each letter.)

- County Judge (if located in ETJ)
1 E Main Street
Bellville, TX 77418

- Municipal Utility
City of Sealy
PO Box 517
Sealy, TX 77474

- Post Office
222 Moody Street
Sealy, TX 77474

- Sealy I.S.D.
939 Tiger Lane
Sealy, TX 77474

- CenterPoint Energy
18018 Huffmeister Road
Cypress, TX 77429

- CMA Cablevision
840 E. Travis Street
LaGrange, TX 78945

- SBC Communications
175 East Houston Street
San Antonio, TX 78205