



Please provide the following information & return your submittal to the Bellville Courthouse, 1 East Main Street Bellville, TX 77418. Attention: Planning & Development Department.

Subdivision Name: _____ **Development:** _____

Submittal Type:	Land Plan	Final Plat	<input type="checkbox"/> Amending Plat	Reason for Submission if a Replat or
	Preliminary Plat	Final Replat		
	Preliminary Replat	Street Dedication		

Amending Plat: _____

Type of Plat: ☐ Single-Family Residential ☒ Duplexes-Residential ☐ Commercial/Industrial/Institutional
☐ Multi-Family Residential ☐ Planned Development ☐ Business/Office

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:

Survey/Abstract No. _____

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

Jurisdictions:

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

Plat Data:

Total Acreage: _____ **Typical Lot Size:** _____

Number of _____ **Number & Types of Streets** _____ **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	See Fee Schedule
Preliminary Plat/Residential	See Fee Schedule
Final Plat/ Residential	See Fee Schedule
Variance Request	See Fee Schedule
Filing Fee	See Fee Schedule
Inspection Fee	See Fee Schedule

An email or hard copy 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 & Development Department** via email to planning3@austincounty.com. That notice will enable staff to mobilize the beginning steps of the platting process.