



# 2017 PLAT APPLICATION SCHEDULE

*(Dates are subject to change without notice)*

Application Deadline by <b>12:00 Noon</b> See notes 1 & 2	P&Z Meeting
12/05/16	01/03/17 Tues.
12/19/16	01/17/17 Tues.
01/03/17 Tues.	02/06/17
01/17/17 Tues.	02/21/17 Tues.
02/06/17	03/06/17
02/21/17 Tues.	03/20/17
03/06/17	04/03/17
03/20/17	04/17/17
04/03/17	05/01/17
04/17/17	05/15/17
05/01/17	06/05/17
05/15/17	06/19/17
06/05/17	07/03/17
06/19/17	07/17/17
07/03/17	08/07/17
07/17/17	08/21/17
08/07/17	09/05/17 Tues.
08/21/17	09/18/17
09/05/17 Tues.	10/02/17
09/18/17	10/16/17
10/02/17	11/06/17
10/16/17	11/20/17
11/06/17	12/04/17
11/20/17	12/18/17
12/04/17	01/02/18 Tues.
12/18/17	01/15/18 Tues.

1. An incomplete application will not be processed until a complete application has been received, and will expire 45 days after the submission date unless the applicant provides documents or other information necessary to comply with the City's application requirements. **The City is not responsible for any construction delays caused by an incomplete application.**
2. Prior to submitting a plat application to the City, copies of the plat must be provided to the franchise utility companies.
3. A complete application must include the appropriate fee, application with all necessary signatures, 15 folded paper copies of the plat and 3 sets of engineering plans for utility, drainage and access improvements. Include a digital (DWG or SHP) file of the plat using the North American Datum 1983 (NAD 83), Texas State Plane - North Central Zone (4202), GRID Coordinates. Also provide a digital copy of the plat in PDF format
4. Additionally, the Natural Resources Management Ordinance requires a tree survey to be submitted with preliminary and final plat applications for residential developments. An application is considered incomplete without this survey.
5. A complete resubmittal must address the review comments and requirements noted in the review and cover letter.