



Final Plat Application

City of Borger Department of Planning & Development
 600 N. Main Street, Borger, TX 79007
 Phone: (806) 273-0908 · Fax: (806) 273-0911
 www.borgertx.gov

PLAT

Minimum Requirements

- | | |
|---|--|
| <input type="checkbox"/> Final Plat Application Fee | <input type="checkbox"/> A "CADD Line File" of the plat (DXF, DWG, DGN, etc.) |
| <input type="checkbox"/> Completed & Signed Application | <input type="checkbox"/> Original tax certificate for each parcel indicating no taxes are due (February 1 st - August 31 st) or a \$0.00 balance (September 1 st - January 31 st). TAX RECEIPTS ARE NOT ACCEPTABLE. |
| <input type="checkbox"/> Two (2) fold copies (36 x 24, 1" = 100' scale) | |
| <input type="checkbox"/> Digital copy of plat document in PDF | |

IF A PRELIMINARY PLAN HAS NOT BEEN APPROVED, THE PLAT SUBMITTED WITH THIS APPLICATION SHALL BE CONSIDERED A SUBMITTAL FOR THE PRELIMINARY PLAN AND REVIEWED AS SUCH. UNTIL THE PRELIMINARY PLAN HAS BEEN APPROVED, THE FINAL PLAT APPLICATION WILL BE CONSIDERED INCOMPLETE.

Project Details

Plat Type	
<input type="checkbox"/> Final Plat <input type="checkbox"/> Replat <input type="checkbox"/> Minor Plat* <input type="checkbox"/> Amending Plat* <input type="checkbox"/> Vacating Plat*	
*Does not require approval of a Preliminary Plan prior to Final Plat Consideration	

Subdivision Information				
Subdivision Name:				Unit #:
Jurisdiction: <input type="checkbox"/> City Limits <input type="checkbox"/> ETJ	Annexation Requested: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	County:	Total Acreage:	# of Lots:
Legal Description:				
Ownership (Deed Vol./Page, etc.):				
Land Use:	Existing:	Proposed:	Existing Zoning:	
Property Tax I.D. #:				

Property Owner(s)			
Business Name (if applicable):			
Name:		Cell Phone:	
Mailing Address:	City:	State:	Zip:
Email Address:			

Owner's Surveyor <small>(Main contact person responsible for this application)</small>			
Business Name (if applicable):			
Name:		Cell Phone:	
Mailing Address:	City:	State:	Zip:
Email Address:			

Agent/Representative <small>(If Applicable)</small>			
Business Name (if applicable):			
Name:		Cell Phone:	
Mailing Address:	City:	State:	Zip:
Email Address:			

Code Vesting

The following information will be used to determine if this application vests to a previous ordinance and apply appropriate codes and standards. Vesting is limited as provided in Chapter 245 of the Texas Local Government Code or other applicable law.

Is this application a continuation of a project with a plat previously approved by the City and are you requesting that this application be reviewed under previous ordinance(s) as applicable?

Yes No

If yes, please provide the following information:

Project/Subdivision Name:	Date/Timeframe when submitted:
---------------------------	--------------------------------

Subdivision Variance Request

Article 10.04 of the Borger Code of Ordinances allows the City Council to grant variances, under certain circumstances, to subdivision regulations. No variance will be considered approved until official action by the City Council.

Are you requesting a variance to any of the subdivision requirements?

Yes No

If yes, please provide the following information:

Requested Variances <i>List the regulations requested for variance.</i>

<i>Explain the special circumstances or conditions affecting the land involved that strict application of the subdivision regulations would deprive the property owner of the reasonable use of his land.</i>

<i>Describe how the variance is necessary for the preservation and enjoyment of a substantial property right of the property owner.</i>

<i>Describe how the granting of this variance will not be detrimental to the public health, safety or welfare or injurious to other property in the area, or to the City in administering subdivision regulations.</i>

Owner Signature

<input type="checkbox"/> I will represent myself; or	
<input type="checkbox"/> I hereby designated the person listed in the Agent/Representative section of this application to act in the capacity as my agent for filing, processing, representation and/or presentation of this application. The agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.	
<i>I HEREBY CERTIFY THAT I am the owner of the property and further certify that the information provided on this application is true and correct. By signing below, I agree that the City of Borger (the "City") is authorized and permitted to provide information contained within this application, including the email address, to the public. The City is also authorized and permitted to reproduce any copyrighted information filed in connection with the application, if such reproduction is associated with the application in response to a Public Information Request.</i>	
Owner Signature:	Date

Local Government Code Waiver

<i>The Texas Local Government Code, Section 212.009 requires that the municipal authority responsible for approving plats must take action on a plat within thirty (30) days of the plat application being submitted. If, for any reason, the plat is not ready for approval, the plat will be forwarded to the Planning and Zoning Commission with a staff recommendation of denial. By signing this waiver, I hereby waive the right for action within thirty (30) days of the submittal day of _____ (plat name) and allow all parties time to make revisions and prepare the documents necessary for approval by the Planning and Zoning Commission.</i>	
Owner Signature:	Date



Final Plat Application

Checklist of Minimum Requirements

PLAT

City of Borger Department of Planning & Development
 600 N. Main Street, Borger, TX 79007
 Phone: (806) 273-0908 · Fax: (806) 273-0911
 www.borgertx.gov

Minimum Requirements

Final Plats must comply with all City Ordinances and shall include, but not be limited to, the following:

Title Block

- Plat Title (Final Plat of, Amending Plat of, etc.)
- Proposed Name of Subdivision
- Subdivision unit or addition if applicable
- Legal description and/or ACREAGE of the parent tract
- Total Acreage to be developed
- Borger/Hutchinson County/Texas
- Number of Lots, Blocks, Reserves in Plat Statement
- Owner and Surveyor Name and Address
- Scale (1" per 100') and date of preparation

Drawing

- Vicinity Map, if required by City Staff
- North Arrow
- Engineer's scale in fee (Graphical representation)
- Subdivision boundary identified by heavy solid lines
- Description by meets and bounds of the subdivision which shall close within accepted land survey standards
- Lot corner markers and survey monuments (by symbol) are clearly tied to basic survey data
 - POB/POC labeled if corner markers are not used
- Bearings & distance from corners or from POC to POB
- The location and description of adjacent property is identified within a thin solid line. Include all existing platting information, such as deed records, location of existing streets, blocks, lots, alleys, easements or other significant features.
- Contour Lines for final buildout (City Ordinance requires 5' interval dashed lines)
- Location of the 100-year Floodplain and floodway, if applicable, according to the most recent available FEMA data or best information available (*May be waived by City Staff*)
- FEMA Flood Insurance Rate Map Number according to the most recent available data (*May be waived by City Staff*)
- Offsite easements must be shown on the final plat with a volume and page listed to indicate where separate instrument easements were filed
- Matches the approved preliminary plan or qualifies as a minor amendment
- Proposed lot dimensions and land uses meet existing zoning regulations
- Name of proposed streets and Right of Way width

Additional Information

The location and description, with accurate dimensions (bearing, length, curve data, etc.) will be provided for the following:

Existing	Proposed	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Streets, Continuous or ends in a cul-de-sac
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Public Right of Way locations and widths
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Private Right of Way locations and widths
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street offsets and/or intersection angles meet ordinance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Alleys
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Easements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Well site locations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A number or letter identifying each lot or track and each block (labeled sequentially)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Public areas, parks, school sites, etc.

Public Utilities

If new and/or extended public utilities will be needed, then approved public improvement construction plans must be included for utilities that have been constructed or acquired.