



City of Double Horn
 103 Vista View Trail, Ste. 100
 Double Horn, TX 78669
 830-201-4042 office

PLAT/REPLAT APPLICATION

Date: _____

Please print all the following information and complete the **entire** application.

Applicant's Name: _____ Phone: _____

Email: _____

Mailing Address: _____ State: _____ ZIP: _____

Property Owner's Name: _____ Phone _____

Email: _____

Mailing Address: _____ State: _____ ZIP: _____

Replat Situs Address: _____

Surveyors' Name: _____ Phone _____

Email: _____

Mailing Address: _____ State: _____ ZIP: _____

Legal Description of Property: Lots: _____ Block: _____ Subdivision: _____

Property Zoning: _____ Purpose of Plat/Replat: _____

Applicant/representative (surveyor) **must** attend the scheduled City Council meetings to present all Standard Replats of 5 or more lots

Replat Fee Schedule: 1-4 lot(s) \$200.00, 5 or more lots contact City Hall for current fee

The following must be submitted with this application:

1. Appropriate fee for replat
2. Tax certificate showing legal ownership
3. PEC release of easement(s) when multiple lots (1 or more) are combined.
4. Appropriate Water Provider Letter of Service Availability
5. Property ingress and egress location
6. Title and label; the plat shall be labeled clearly and state that it is a "plat" or "replat"
7. (1) 18" x 24" reproducible transparency for execution purposes, (2) paper prints of required transparency and (7) 8-1/2" X 11" copies of plat or replat for review, (2) 18" X 24" copies signed and notarized for city officials' signatures upon approval. Completed paperwork sent via parcel carrier must be received 2 weeks prior to scheduled City Council Meeting. If hand delivered to City Offices, office hours are Tuesday, Wednesday & Thursday 12:00 pm – 2:00 pm or by appointment. The copies for review must show building setbacks (street to street or waterfront), public utility easements, structures including overhangs, retaining wall(s), flat work, any improvements.
8. Additional Plat Notes must acknowledge City of Double Horn Subdivision Ordinance, Double Horn Creek POA covenants conditions and restrictions, notes aligning with original plat notes as applies.
9. Replat shall have **Signature** lines for the Mayor and City Secretary to Attest.

Owner statement (if the applicant is not the owner) I HEREBY CERTIFY THAT THE APPLICANT LISTED ABOVE IS AN AGENT FOR ME IN THE MATTERS PERTAINING TO THIS PLAT/REPLAT APPLICATION.

 Owner's Signature

 Applicant's Signature

 Date