



Mayor: Mario Garza
Mayor Pro-Tem: Marco "Markie" Villegas
Commissioner: Ernesto "Neto" Guajardo
Commissioner: Adina "Dina" Santillan
Commissioner: Jesus "Jesse" Ramirez
 "The Friendly City"

APPLICATION FOR SUBDIVISION PLAT REVIEW

Project Description	Subdivision Name _____ Location _____ City Address _____ Number of Lots _____ Gross acres _____ Net acres _____ Existing Zoning _____ Existing Land Use _____ Proposed Land Use _____ Residential Re-plat <input type="checkbox"/> Yes <input type="checkbox"/> No Commercial Re-plat <input type="checkbox"/> Yes <input type="checkbox"/> No ETJ <input type="checkbox"/> Yes <input type="checkbox"/> No <i>*Plats in the ETJ require a letter from the owner requesting annexation to the City of San Juan</i> Legal Description _____ _____ _____
Developer	Name _____ Phone _____ Address _____ City _____ State _____ Zip _____ E-mail _____
Engineer	Name _____ Phone _____ Address _____ City _____ State _____ Zip _____ E-mail _____
Surveyor	Name _____ Phone _____ Address _____ City _____ State _____ Zip _____ E-mail _____
For Residential Subdivisions with Proposed Internal Streets, will the proposed street(s) be <input type="checkbox"/> Public or <input type="checkbox"/> Private?	

Minimum Requirements Submitted with Application	<p style="text-align: center;">Proposed Plat Submittal</p> <p>_____ \$300 Plus \$50 per acre Preliminary and Final Plat Processing Fee</p> <p>_____ Drainage Report <u>approved</u> by the Hidalgo County Drainage District #1</p> <p>_____ Sealed Survey showing existing structures/easements</p> <p>_____ Location Map</p> <p>_____ 5 <i>folded</i> set of plans of the proposed plat and utility layout (24" X 36") if it is <u>not</u> in the City of San Juan CCN for water or 6 <i>folded</i> set of plans of the proposed plat and utility layout (24" X 36") if the proposed subdivision <u>is</u> in the City of San Juan CCN for water. If the Subdivision is along a State Highway one (1) additional set will be needed to give to TxDOT.</p> <p>_____ Warranty Deed (Identifying owner on application)</p> <p>_____ Letter of Authorization from the owner (if agent signs below)</p> <p>_____ Proof of authority of person signing application or letter on behalf of partnership/corporation, if applicable.</p> <p style="text-align: center;">PLAT TO SHOW:</p> <ul style="list-style-type: none"> ✓ Metes and bounds description ✓ Lots numbered with dimensions and area of irregular lots noted ✓ Surrounding platted lots and/or lot lines for unplatted tracts ✓ Name and address of owner, lien holder, developer, engineer and surveyor shown along with signatures lines ✓ North arrow, scale and vicinity map ✓ Name and dimensions of adjoining street ROW (total width & width from centerline)
Signature	<p>I certify that I am the actual owner of the property described above and this application is being submitted with my consent (include corporate name if applicable) or I am authorized by the actual owner to submit this application and have attached written evidence of such authorization.</p> <p>Signature _____ Date _____</p> <p>Print Name _____</p> <p style="text-align: center;">Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/></p>