

City of Temple Universal Application

Rev. 10-20-16

(Incomplete applications will not be accepted)

- | | | |
|---|---|---|
| <input type="checkbox"/> Sketch Plan | <input type="checkbox"/> Rezoning | <input type="checkbox"/> Appeal of Administrative Decision |
| <input type="checkbox"/> Plat Vacation | <input type="checkbox"/> Conditional Use Permit (CUP) | <input type="checkbox"/> Residential Masonry Exception |
| <input type="checkbox"/> Minor or Amending Plat | <input type="checkbox"/> Planned Development (PD) | <input type="checkbox"/> Nonresidential Masonry Exception |
| <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> PD Site Plan | <input type="checkbox"/> Park, Facility or Street Renaming |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> I-35 Appeal | <input type="checkbox"/> Cost Sharing Offsite Participation |
| <input type="checkbox"/> Variance (Board of Adjustment) | <input type="checkbox"/> I-35 Site Plan Review | <input type="checkbox"/> Exception |
| <input type="checkbox"/> Abandonment | <input type="checkbox"/> TMED Site Plan Review | <input type="checkbox"/> Street Use License (SUL) |
| | <input type="checkbox"/> TMED Variances/Warrants | <input type="checkbox"/> 1 st and 3 rd Overlay Appeal |

PROJECT INFORMATION:

- Residential Commercial Property Platted Property Not Platted ETJ

Project Name: _____ Parcel(s) Tax ID# (Required): _____

Project Address (Location): _____ Total Acres: _____

Lot: _____ Block: _____ Subdivision: _____

Cabinet #: _____ Slide #: _____

Outblock (if not platted): _____

Brief Description of Project: _____

Current Zoning _____ # of Existing Lots _____ # of Existing Units _____

Proposed Zoning _____ # of Proposed Lots _____ # of Proposed Units _____

APPLICANT / CONTACT INFORMATION: *(This will be the primary contact; please ensure email address is legible)*

Name: _____ Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Cell #: _____ Fax #: _____

Email Address: _____

PROPERTY OWNER INFORMATION:

Name: _____ Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Cell #: _____ Fax #: _____

Email Address: _____

DEVELOPER ENGINEER SURVEYOR INFORMATION: *(Please ensure email address is legible)*

Name: _____ Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Cell #: _____ Fax #: _____

Email Address: _____

VARIANCE / EXCEPTION / APPEAL DESCRIPTION: *(Attach additional page if additional space is required)*

CHECKLIST--PER SUBMITTAL

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Submittal Requirements <i>All Checklists are available on Planning Applications webpage</i>	All Plats	CUP & PD	Rezoning	Sketch Plan	I-35 Appeal	TMED	TMED Variance/	ZBA Variance	Masonry Exception	Appeal of Administrative	Abandonment	Street Use License (SUL)
MEET WITH A PLANNER PRIOR TO A SUBMITTAL REQUEST		✓			✓	✓	✓	✓				✓
Complete Universal Application	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Utility Providers-see attached link http://www.templetx.gov/DocumentCenter/View/2920	✓											
Electronic copy (PDF) of all required materials submitted as hard copies (must be legible)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hard Copies for all submittals	5	2	1	5	2	2	2	1	1	1	1	1
Field Notes (signed and stamped) or Lot and Block Description	✓	✓	✓		✓	✓	✓	✓			✓	✓
Site Plan Checklist		✓			✓	✓	✓	*				
Plat Checklist	✓			✓								
I-35 Checklist					✓							
TMED Checklist						✓	✓					
Abandonment Checklist											✓	
SUL Checklist												✓
Scaled Site Plan		✓			✓	✓	✓	✓	✓	*	✓	✓
Drainage Letter or Drainage Report (for residential subdivisions)	✓											
Elevations		✓			*	✓	*		✓			
Landscape Plan					*	*	*					
Lighting Plan					*	*	*					
Fee	✓	✓	✓	NA	NA	NA	NA	✓	NA	NA	✓	✓
Survey											✓	✓
Broker's Opinion of Value or Appraisal R-O-W abandonment ONLY											✓	

***May be required depending on nature of Appeal/Variance**

Total valuation of proposed improvements for project in 1st & 3rd/TMED/I-35: \$ _____

FEE SCHEDULE

PLEASE MAKE CHECKS PAYABLE TO: CITY OF TEMPLE

- Abandonment: \$100.00 for filing fee **only**;
(3rd Party Broker's Opinion or Appraisal) (3rd Party Broker's Opinion or Appraisal fee will be Applicant's responsibility)
- Board of Adjustment (ZBA Variance): \$ 75.00 (**MUST meet with a planner prior to submittal of request**)
- *Preliminary/Final/or other Plat: \$150.00 + \$3.00/lot (residential) **OR** \$10.00/acre (non-residential)
- Street Use License (SUL) \$150.00 (renewed every 15 years)
- *Rezoning/CUP/PD Site Plan \$150.00 + \$3.00/acre (to match Ordinance No. 1948)

The filing fee for a piece of property that is 3.125 acres in size would be a total of \$159.36 (\$150 + [\$3 x 3.12]). City staff uses the second decimal place when calculating a filing fee and **does not round up or down.*

BY SIGNING THIS APPLICATION, STAFF IS GRANTED ACCESS TO YOUR PROPERTY FOR SIGN POSTING AND PROPERTY ANALYSIS PURPOSES.

APPLICANT SIGNATURE: _____

Print or Type Name: _____

(property owner authorization required below if applicant is someone other than property owner)

I (property owner) hereby authorize _____ of _____
 (printed name) (company (if applicable))

to represent me in matters pertaining to this case.

PROPERTY OWNER'S SIGNATURE: _____

Property owner's name (print): _____

Property owner's address: _____

Property owner's phone#: _____

Email address: _____

For Department Use Only

Project #: _____

Project Manager: _____

Total Fee(s): _____

Fee Credit: _____

Payment Method: _____

Submittal Date: _____

Accepted By: _____

Accepted Date: _____