



TOWN OF HORIZON CITY
 14999 Darrington Road
 Horizon City, Texas 79928
 Phone 915-852-1046 Fax 915-852-1005

RECORDING PLAT APPLICATION

SUBDIVISION NAME: _____ DATE: _____

1. LEGAL DESCRIPTION FOR THE AREA INCLUDED ON THIS PLAT (TRACT, BLOCK, GRANT, etc.) _____

2. PROPERTY LAND USES:

	ACRES	SITES		ACRES	SITES
SINGLE-FAMILY	_____	_____	OFFICE	_____	_____
DUPLEX	_____	_____	STREET & ALLEY	_____	_____
APARTMENT	_____	_____	PONDING & DRAINAGE	_____	_____
MOBILE HOME	_____	_____	INSTITUTIONAL	_____	_____
P.U.D.	_____	_____	OTHER	_____	_____
PARK	_____	_____	_____	_____	_____
SCHOOL	_____	_____	_____	_____	_____
COMMERCIAL	_____	_____	TOTAL NO. SITES	_____	_____
INDUSTRIAL	_____	_____	TOTAL (GROSS) ACREAGE	_____	_____

3. WHAT IS THE EXISTING ZONING OF THE ABOVE DESCRIBED PROPERTY? _____ PROPOSED ZONING _____

4. WILL THE RESIDENTIAL SITES, AS PROPOSED, PERMIT DEVELOPMENT IN FULL COMPLIANCE WITH ALL ZONING REQUIREMENTS OF THE EXISTING RESIDENTIAL ZONE(S)? YES NO

5. WHAT TYPE OF UTILITY EASEMENTS ARE PROPOSED? UNDERGROUND OVERHEAD COMBINATION

6. WHAT TYPE OF DRAINAGE IS PROPOSED? (IF APPLICABLE LIST MORE THAN ONE) _____

7. If SINGLE-FAMILY OR DUPLEX DEVELOPMENT IS PROPOSED: AVERAGE FLOOR AREA OF HOUSES _____

8. PRICE RANGE: _____ TO _____, FINANCED UNDER FHA VA CONVENTIONAL

9. ARE SPECIAL IMPROVEMENTS PROPOSED IN CONNECTION WITH THE DEVELOPMENT? YES _____ NO _____

10. IS A MODIFICATION OF ANY PORTION OF THE SUBDIVISION ORDINANCE PROPOSED? YES NO
 IF ANSWER IS "YES", PLEASE EXPLAIN THE NATURE OF THE MODIFICATION _____

11. WHAT TYPE OF LANDSCAPING IS PROPOSED? PARKWAY MEDIANS OTHER _____

12. REMARKS AND/OR EXPLANATION OF SPECIAL CIRCUMSTANCES: _____

13. WILL PLAT BE RECORDED PRIOR TO SUBDIVISION IMPROVEMENTS BEING COMPLETED & APPROVED? YES NO INITIALS _____
 IF YES, PROVIDE THE REQUIRED GUARANTEE PER SECTION 4.10.3 & 8.1.7, ORD. #35 (PLEASE ATTACH DOCUMENTS)

14. WILL ANY RESTRICTIONS AND COVENANTS BE RECORDED WITH PLAT? YES NO INITIALS _____ IF YES, PLEASE ATTACH COPY.

15. OWNER OF RECORD _____
 (NAME & ADDRESS) (ZIP) (PHONE)

16. OPTIONEE _____
 (NAME & ADDRESS) (ZIP) (PHONE)

17. DEVELOPER _____
 (NAME & ADDRESS) (ZIP) (PHONE)

18. ENGINEER _____
 (NAME & ADDRESS) (ZIP) (PHONE)

19. APPLICANT _____
 (NAME & ADDRESS) (ZIP) (PHONE)

NOTE: Applicant is responsible for all expenses incurred by the City in connection with the Recording plat approval request, including but not limited to attorneys, engineering, County Clerk & publication fees. Charges will be invoiced separately. Initials _____.

Applicant Signature _____ **EMAIL** _____

APPLICATION MUST BE COMPLETE & VALIDATED PRIOR TO SUBDIVISION PROCESSING

TOWN OF HORIZON – Recording Plat Submittals Required

Submittals with the Recording Application:

- 1. Application & fee of \$80.
- 2. Seven (7) Mylars for Town signatures (add additional if needed)
- 3. Mylar Certification by surveyor that Mylar contain no revisions from most recent submittal of the final subdivision plat (“pre-mylar”) to the Engineering. Pre-Mylar approval date: _____
- 4. Original Tax Certificate that indicates zero dollars are owed.

IF APPLICABLE:

- 5. Construction & Maintenance Bond or Letter of Credit (Sec 8.1.7, Ord. #35)
- 6. Subdivision Construction Agreement
- 7. Covenants, Conditions and Restrictions

Submittals required after recording plat:

- 1. Two (2) digital copies of the signed and recorded Mylar, in file formats:
 - ☞ .pdf file name extension (Acrobat), and
 - ☞ .dwg file name extension (AutoCAD)
- 2. Seven (7) Mylars (as recorded)
- 3. Twenty three (23) Paper Copies of Signed & Recorded Mylar
- 4. One (1) copy of any other documents recorded with Mylar
- 5. County Clerk’s Receipt of Recording