



## **Development Services**

**This list of applications/services are only those for which fees are not currently assessed.**

- Sidewalk Waiver Request:** A subdivision plat waiver when a developer requests permission from the Planning Commission to not construct a code required sidewalk or to provide a cash escrow for the City to construct the sidewalk in the future. If the Planning Commission approves the waiver, the request is forwarded to City Council for consideration.
- Legal Lot Determination:** The administrative review of provided deed records to determine if the subject tract of land was created in its present configuration/shape in compliance with the City's subdivision regulations.
- Plat Waiver/Variance:** The Planning Commission may approve a request from a developer to not comply with certain provisions of the subdivision ordinance when strict compliance would create an undue hardship or when the purpose of the regulation would be better served by an alternative proposal.
- Vacate Plat:** A plat that voids a previous recorded subdivision plat. A plat is vacated in the same manner as the previously recorded plat.
- Plat Extension:** Administrative review and authorization of requests to extend the time allowed to record a plat at the County Courthouse.
- Plat Appeal:** The appeal of any administrative decision to the Planning Commission regarding the interpretation of the Platting Ordinance. This does not include appeals for relief from a dedication, reservation, construction, payment of fees or payment of construction cost requirement to assure uniform apportionment of municipal infrastructure costs that are proportionate to the proposed development's demand on municipal infrastructure.
- Plat Revision:** Administrative review of revisions made to an approved plat beyond those required of the approval prior to recordation.
- Voluntary Annexation Request:** A petition submitted to City Council from more than 50% of the property owners of the area requesting to be annexed into the city limits.



<b>License Agreements:</b>	A request submitted to City Council to authorize the encroachment of private improvements on public property or within a public right-of-way or easement including the legal terms of the encroachment.
<b>Residential Buffer Wall Exemption Request:</b>	A request from a commercial property owner for staff review of letters from abutting residential property owners for relief from the residential protection fence/wall requirement.
<b>Street Name Change:</b>	A petition submitted to City Council from property owners requesting a change in a street name their property abuts.
<b>Tree Removal Permit:</b>	Administrative review of a request from a property owner to remove trees subject to the City's tree preservation regulations.
<b>Future Land Use Plan Amendment:</b>	Request submitted to City Council from a property owner to change the Future Land Use designation on their property. Most commonly submitted in conjunction with a zoning change request and is considered an amendment to the Comprehensive Plan.
<b>Regional Thoroughfare Plan Amendment:</b>	Request submitted to City Council from a property owner to change the Regional Thoroughfare Plan designation, or a thoroughfare route. This is considered an amendment to the Comprehensive Plan
<b>Right-of-way Determination:</b>	Request submitted to City Council from affected property owner/developer to establish the effective right-of-way width for a major roadway or portion of major roadway identified on the City's Regional Transportation Plan to a width less than the "up to" right-of-way width identified on the Regional Transportation Plan for the associated street type.
<b>Nonconforming Use Certification/Registration:</b>	Administrative review of submitted material and research of records to determine and certify if the use of a property was existing at the time of the effective date of the regulation and if the use had not been abandoned pursuant to local ordinance and/or state statute.



## **Vested Rights**

<b>Determination:</b>	Administrative and legal review of submitted material to determine applicable development regulations associated with a proposed development as stipulated in Chapter 245 of the Texas Local Government Code.
<b>Newspaper Notification:</b>	Publication of a notice of public hearing in a local newspaper for certain requests as required by local ordinance and/or state statute.
<b>Mail Notification:</b>	Notice of public hearing and information related to the request mailed by regular US Mail to affected property owners and other agencies as specified in local ordinance and/or state statute.
<b>Health Permit Expired:</b>	A late fee for annual restaurant or kitchen health inspections.