



Preliminary Plat Application

*** Requirements - APPLICATION MUST BE FULLY COMPLETED OR WILL NOT BE ACCEPTED***

This application must be completed returned to the Planning Development Department of the City of Harker Heights, Texas along with the following:

- 1. Pre-Application Meeting with Staff to ensure applicability**
- 2. Payment of \$500.00 + \$25/per lot**
- 3. Signed Original Field Notes and Dedication Pages**
- 4. Paper Plan Submissions: Ten (10) Copies of the Plat and Seven (7) Copies of Preliminary Engineering Drawings**
- 5. Electronic Submission of all documents for review delivered to Planning Administrative Assistant**

City of Harker Heights
 Planning & Development
 305 Millers Crossing
 Harker Heights, TX 76548
 Phone: (254) 953-5647
 Fax: (254) 953-5666

Property Information:

Plat Name: _____ **Date Submitted:** _____

Existing Lot Count: _____ **Proposed Lot Count:** _____ **Proposed Units:** _____ **Acreage:** _____

Existing Land Use: _____ **Proposed Land Use:** _____

Site Address or General Location: _____

Public Infrastructure Proposed with Subdivision: Water Wastewater Streets (including Private) Stormwater

Owner Information & Authorization:

Property Owner: _____

Address: _____

Phone: _____ E-Mail: _____

Developer: _____

Address: _____

Phone: _____ E-Mail: _____

Engineer/Surveyor: _____

Address: _____

Phone: _____ E-Mail: _____

CHECK ONE OF THE FOLLOWING:

I will represent the application myself.

I hereby designate _____ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application.

The property owner and/or their authorized representative must be present at all Planning and Zoning Commission Meetings and City Council Meetings at which their plan or plat is on the agenda for discussion or action. Failure of the developer or their authorized representative to appear during a meeting may be deemed a withdrawal of the plat or plan.

Printed Name of Owner

SWORN AND SUBSCRIBED BEFORE ME ON THIS _____
DAY OF _____, 20_____.

Signature of Owner

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS
MY COMMISSION EXPIRES: _____

STAFF ONLY -- DO NOT FILL OUT

Date Submitted: _____ Received By: _____ Receipt #: _____