

# Atascosa County Master Development Plan

## STATEMENT OF PURPOSE

*The purpose of this division is to enable Atascosa County and the developer to collaborate in the processing of large-scale, master-planned developments in order to enhance the planning and timeliness of plat processing and review. The master development plan is intended to be a flexible plan which is an overview of the applicant's projected land development. In this context, the master development will be used to determine if the proposed development is in compliance with current County regulations and to ensure adequate traffic circulation within the property to be developed as well as to and from adjoining properties. The master development plan will also serve as a source of information for the County to be used in its planning activities.*

### I. **Applicability.**

- a. **Mandatory Master Development Plan.** A master development plan shall be required in all instances when a tract of land within rural areas of Atascosa County requests subdivision plat approval in which the entire property will be subdivided into two (2) or more plan phrases or units.
- b. **Optional Master Development Plan.** Sites that meet the following requirements may, but are not required to, submit a master development plan.
  - i. The application proposes more than fifty (50) residential dwellings.
  - ii. The application contains more than five (5) acres designated for nonresidential use in a mixed-use development.

### II. **Initiation.** The following information is required to be submitted for a master development plan to be filed with the Office of Rural Development:

- a. Master Development Plan application
- b. Master Development Plan Fee - \$700/plan
- c. Two (2) 24"x36" master development plan
- d. One (1) 11"x17" legible copy
- e. Must include:
  - i. Proposed name of subdivision
  - ii. Ownership information, including certificate of agency
  - iii. Names of adjacent property owners
  - iv. Signature blocks for Commissioners Court approval
  - v. Date of Preparation
  - vi. Scale and north arrow
  - vii. Location map
  - viii. Total area
  - ix. Existing easements/street names

- x. Location of all entrances on existing or proposed roadways
- xi. Development phasing schedule
- xii. Total number of dwelling units/lots by development phase
- xiii. Stormwater management plan

III. **Application Completeness Review.** Completeness review shall be governed by this section and at the discretion of the Office of Rural Development. The Director of Rural Development shall provide a written response indicating whether or not the master development plan is complete within ten (10) business days after submittal. The application shall file a written response to any staff comments or resolve outstanding issues prior to final approval for completeness.

IV. **Decision**

- i. **Type of Decision.** Within thirty (30) days after certification that the application is complete, the Director of Rural Development shall render his/her decision approving, denying, or considering the conditions. The decision of the Director of Rural Development shall be considered a ministerial process. Once approved, it will be brought before Commissioners Court for final approval and signatures.

V. **Approval Criteria.** No master development plan shall be approved unless it conforms to all applicable requirements. Each tract must identify acreage and land use.

VI. **Amendments.**

- a. **Classification.** Amendments to a previously approved plan shall be classified as a minor or major revision. Minor amendments may be administratively accepted and will not be subject to review by Commissioners Court. Within twenty (20) working days after filing of the proposed amendments, required items, and information, the Director of Rural Development shall provide a written response indicating whether or not the revised master development plan has been accepted as a minor or major adjustment.
- b. **Applicability.** Minor amendments include the following:
  - i. Changes to the timing or phasing of the proposed development provided the use and overall geographic land area remains the same.
  - ii. Adjustments of unit boundaries within tracts or parcels adjoining the outer boundaries of the master development plan provided the use and overall geographic land area remains the same.
  - iii. A reduction in the number of proposed platted lots provided the overall geographic land area remains the same.
  - iv. Updating of ownership or consultant information.
  - v. A decrease in the overall land area, provided the initial design is maintained.

- vi. Master development plan or subdivision name change.

All other revisions shall be classified as major amendments and shall be processed in the same manner as the initial master development plan submittal.

VII. **Scope of Approval.**

- a. An approved master development plan shall remain valid in accordance with the following time frame:
  - i. **Initial Validation.** A master development plan shall expire unless a plat within the master development plan boundary is approved and recorded within five (5) years of the acceptance date, or unless there is at least five hundred thousand dollars (\$500,000.00) in project expenses. Project expenses shall be spent during the first five (5) years from the master development plan approval date.
  - ii. **Maintaining Validity.** A master development plan shall expire following the initial validation unless at least one plat within the master development plan boundary is recorded every five (5) years from the last recorded plat. Project expenses may be used in lieu of recording a plat every five (5) years and may be used every five (5) years from the last validated expenditure; however the expenses for a recorded validated plat may not be in subsequent validations. The expenses must be for a tract of land within the master development plan boundary that has not been platted and recorded.
- b. Development Activities subject to the requirements of this section may be carried out only in substantial conformance with the approved master development plan and any conditions or restrictions attached thereto. No plat shall be considered for approval until the master development plan is accepted for subdivision of two (2) or more phases. Any deviation from the approved master development plan unless approved in advance and in writing by the Director of Rural Development, shall be deemed a violation of this chapter.

VIII. **Recording Procedures.** The master development plan shall be maintained in the permanent files of the office of Rural Development and shall be conformed to in processing any application for subdivision plats (minor and major), PUD/MUD plans, etc.