



# MASTER PLAN REVIEW APPLICATION

In addition to this form, a complete application packet for all plans (excluding proposals to amend an already accepted plan) must include: Master Development Plan fee, Two (2) 24"x36" copies of the master development plan, One (1) 11"x17" legible copy. **Incomplete proposals will not be considered for review.**

*Master Plan Application Type (check one):*

- Master Development Plan (MDP)     Master Development Plan Amendment     Manufactured Home Community Plan  
 Major     Minor

**Project Name:** \_\_\_\_\_

**PROPERTY OWNER INFORMATION:**

Business/Company Name: \_\_\_\_\_  
Point of Contact: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
Contact Information:    Primary Phone: \_\_\_\_\_    Secondary Phone: \_\_\_\_\_  
   E-mail: \_\_\_\_\_    Fax: \_\_\_\_\_

**AGENT/REPRESENTATIVE INFORMATION:**

Business/Company Name: \_\_\_\_\_  
Point of Contact: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
Contact Information:    Primary Phone: \_\_\_\_\_    Secondary Phone: \_\_\_\_\_  
   E-mail: \_\_\_\_\_    Fax: \_\_\_\_\_

**ENGINEER/ SURVEYOR INFORMATION:**

Engineer/Surveyor Name: \_\_\_\_\_  
Point of Contact: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
Contact Information:    Primary Phone: \_\_\_\_\_    Secondary Phone: \_\_\_\_\_  
   E-mail: \_\_\_\_\_    Fax: \_\_\_\_\_

***Plan Proposal:***

Total number of lots: \_\_\_\_\_  
Total area (in square feet): \_\_\_\_\_  
Typical residential lot size: \_\_\_\_\_  
Phase: \_\_\_\_\_ Dwelling units: \_\_\_\_\_  
Phase: \_\_\_\_\_ Dwelling units: \_\_\_\_\_  
Phase: \_\_\_\_\_ Dwelling units: \_\_\_\_\_  
Phase: \_\_\_\_\_ Dwelling units: \_\_\_\_\_

Total acreage: \_\_\_\_\_  
Density (dwellings per acre): \_\_\_\_\_  
Number of dwelling units: \_\_\_\_\_  
Phase: \_\_\_\_\_ Dwelling units: \_\_\_\_\_  
Phase: \_\_\_\_\_ Dwelling units: \_\_\_\_\_  
Phase: \_\_\_\_\_ Dwelling units: \_\_\_\_\_  
Phase: \_\_\_\_\_ Dwelling units: \_\_\_\_\_

**Site Description:**

County Precinct: \_\_\_\_\_  
ACAD Property ID No.: \_\_\_\_\_

School District: \_\_\_\_\_  
City ETJ? If so, which?: \_\_\_\_\_

Existing legal description:

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**Related applications:**

Is there a previous MDP for this site?     YES     NO  
Name: \_\_\_\_\_ File# \_\_\_\_\_ Date Accepted: \_\_\_\_\_

Is there a corresponding PUD for this site?     YES     NO  
Name: \_\_\_\_\_ File# \_\_\_\_\_ Date Accepted: \_\_\_\_\_

Is there another name for this project or another name commonly used to describe this site?  
Name: \_\_\_\_\_

List all associated Plats for this site whether approved or pending approval?

Name: \_\_\_\_\_ Plat#: \_\_\_\_\_

Name: \_\_\_\_\_ Plat#: \_\_\_\_\_

Name: \_\_\_\_\_ Plat#: \_\_\_\_\_

Name: \_\_\_\_\_ Plat#: \_\_\_\_\_

**Owner or Authorized Representative:**

I, the undersigned, hereby certify that this application, all sketches, data, and matter attached to and made a part of said application are honest and true to the best of my knowledge and belief. Further, I understand my continuing obligation to notify the Director of Rural Development in writing of the inaccuracy of any statement or representation which was incorrect when made or becomes incorrect by virtue of changed circumstances. Finally, I understand that by signing this application I am giving Atascosa County or agent thereof the authority to duplicate, disseminate, and reproduce any and all items submitted as part of this request, whether copyrighted or not.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**APPENDIX A: APPLICATION CHECKLIST**  
**Submittal Requirements:**

**GENERAL:**

- Name of the Master Development Plan and the Subdivision;
- Name and address of owner of record, developer, and engineer;
- The name(s) of all adjacent property owner(s) as shown on current tax records;
- Certificate of agency /Authorization document if owner is an entity.
- Signature Blocks for Commissioners Court and Rural Development Director
- Topographic contour lines no greater than ten (10) feet;
- Location of property lines, existing easements, cemeteries and/or historic graves, railroad/TXDOT rights-of-way, watercourses; location, width, and names of all existing or platted streets or other public ways within or immediately adjacent to the tract;

**LOCATION:**

- Two points identified by GPS coordinates
- Scale and north arrow
- Date of preparation
- A location map showing surrounding area
- The location and dimensions of all existing streets and access points provided to the site from adjacent roadways. Locations and dimensions of all proposed public and private streets.

**LOTS, PHASING, AND USES:**

- The location and dimensions of all proposed or existing lots;
- A development phasing schedule including the sequence for each phase; approximate size in area of each phase; and proposed phasing construction of public improvements, recreation, and common open space areas;
- A delineation of the floodplains;
- The location, dimensions, and area of all parcels of land proposed to be set aside for park or playground use or other public uses, or for the use of property owners in the proposed subdivision, where applicable;
- The location, acreage, category and type of improvements, if any, for active and passive open space, including greenbelt and active recreation space areas and private recreational areas;
- A final statement in tabular form which sets forth the following data, which such data is applicable to a given development plan:
  - (a) Total number of lots;
  - (b) Total area of open space;
  - (c) Total number of dwelling units, by development phase;
  - (d) Residential density and units per acre;
  - (e) Total area of property

**STORM WATER MANAGEMENT:**

- Storm water management plan

