

# City of Copperas Cove Development Application

Est. 10-01-2018

***(Incomplete applications cannot be accepted)***

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Plat – Dedication               | <input type="checkbox"/> Plat - Vacation          | <input type="checkbox"/> Basic Zoning Verification      |
| <input type="checkbox"/> Plat – Minor Preliminary        | <input type="checkbox"/> Land Use Amendment       | <input type="checkbox"/> Custom Zoning Verification     |
| <input type="checkbox"/> Plat – Minor Final              | <input type="checkbox"/> Rezoning                 | <input type="checkbox"/> Street Map AutoCAD File        |
| <input type="checkbox"/> Plat – Minor Replat Preliminary | <input type="checkbox"/> Variance                 | <input type="checkbox"/> Conditional Use Permit (CUP)   |
| <input type="checkbox"/> Plat – Minor Replat Final       | <input type="checkbox"/> Land Disturbance Permit  | <input type="checkbox"/> Site Plan Review               |
| <input type="checkbox"/> Plat – Amended                  | <input type="checkbox"/> Flood Development Permit | <input type="checkbox"/> Expedited Review               |
| <input type="checkbox"/> Plat – Major Preliminary        | <input type="checkbox"/> CLOMR/FEMA               | <input type="checkbox"/> Voluntary Annexation           |
| <input type="checkbox"/> Plat – Major Final              | <input type="checkbox"/> Deed Approval            | <input type="checkbox"/> Request for Development Review |

## PROJECT INFORMATION:

- Residential       Commercial       Property Platted       Property Not Platted       ETJ

Project Name: \_\_\_\_\_ Parcel(s) Tax ID# (Required): \_\_\_\_\_

Project Address (Location): \_\_\_\_\_ Total Acres: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Cabinet #: \_\_\_\_\_ Slide #: \_\_\_\_\_

Outblock (if not platted): \_\_\_\_\_

Brief Description of Project: \_\_\_\_\_

Current Zoning \_\_\_\_\_ # of Existing Lots \_\_\_\_\_ # of Existing Units \_\_\_\_\_

Proposed Zoning \_\_\_\_\_ # of Proposed Lots \_\_\_\_\_ # of Proposed Units \_\_\_\_\_

## APPLICANT / CONTACT INFORMATION: ***(This will be the primary contact; please ensure email address is legible)***

Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell #: \_\_\_\_\_ Fax #: \_\_\_\_\_

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

## PROPERTY OWNER INFORMATION:

Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell #: \_\_\_\_\_ Fax #: \_\_\_\_\_

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

## DEVELOPER    ENGINEER    SURVEYOR INFORMATION: ***(Please ensure email address is legible)***

Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell #: \_\_\_\_\_ Fax #: \_\_\_\_\_

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

## PROJECT DESCRIPTION: ***(Attach additional page if additional space is required)***

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**City of Copperas Cove Development Application**  
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Submittal Requirements	* All - Plats	Land Use Amendment	Rezoning	Sign Variance	ZBA Variance	Conditional Use Permit	Development Site Plan	Voluntary Annexation
<b>MEET WITH STAFF PRIOR TO SUBMITTAL</b>	✓	✓	✓	✓	✓	✓		✓
Complete Development Application	✓	✓	✓	✓	✓	✓	✓	✓
Electronic Copy (PDF). DWG File for Plats	✓	✓	✓	✓	✓	✓	✓	✓
Hard Copies (when applicable)	<b>*3</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
Property Deed/ Corporate Resolution (if needed)	✓	✓	✓	✓	✓	✓	✓	✓
Plat Recording Guide & Original Field Notes	✓							
Site Plan (drawn to scale)		✓	✓	✓	✓	✓	✓	
Elevations				✓	✓	✓	✓	
Fee	✓	✓	✓	✓	✓	✓	✓	
Boundary Survey/ Metes & Bounds Description	✓							✓
Petition for Annexation per Sec. 43.028 of Texas Local Government Code								✓

*\*Refer to Copperas Cove Code of Ordinances Article III. - General Regulations, Sec.17.5-41 – Subdivision Approval thru Sec. 17.5-70.*

**DEVELOPMENT FEE SCHEDULE**

**PLEASE MAKE CHECKS PAYABLE TO: CITY OF COPPERAS COVE**

Dedication Plat	\$300.00 +\$10/lot+\$10 Tech.
Minor Plats – Preliminary	\$300.00 +\$10/lot+\$10 Tech.
Minor Plats – Final	\$300.00 +\$10/lot+\$10 Tech.
Minor Replats – Preliminary	\$300.00 +\$10/lot+\$10 Tech.
Minor Replats – Final	\$300.00 +\$10/lot+\$10 Tech.
Amended Plats	\$200.00 +\$3/lot+\$10 Tech.
Vacated Plats	\$150.00+\$10 Tech.
Major Plat – Preliminary	\$400.00 +\$10/lot+\$10 Tech.
Major Plat – Final	\$400.00 +\$10/lot+\$10 Tech.
Land Use Plan Amendment	\$200.00+\$10 Tech.
Rezoning	\$220.00+\$10 Tech.
Variance	\$200.00+\$10 Tech.
Land Disturbance Permit	\$35.00
Floodplain Development Permit	\$35.00
Conditional Letter of Map Revision (CLOMR)/FEMA	\$6,750.00
Deed Approval	\$35.00
Basic Zoning Verification	\$20.00
Custom Zoning Verification*	\$100 + print & mailing
<i>*Information requested in a custom format or involves research beyond the verification of zoning or verification of a certificate of occupancy.</i>	
Electronic File: Street Map AutoCAD File	\$60.00
Conditional Use Permit	\$220.00+\$10 Tech.
Site Plan Review	\$100.00+\$10 Tech.
Technology Fee	\$10.00 (As noted)
Expedited Review**	Double Fees

*\*\*Initial review and comments complete within 5 business days, except for required public agenda notification requirements.*

**BY SIGNING THIS APPLICATION, CITY STAFF IS GRANTED ACCESS TO YOUR PROPERTY FOR DEVELOPMENT ANALYSIS AND REVIEW PURPOSES.**

**APPLICANT SIGNATURE:** \_\_\_\_\_

Print or Type Name: \_\_\_\_\_

*(property owner authorization required below if applicant is someone other than property owner)*

I (property owner) hereby authorize \_\_\_\_\_ of \_\_\_\_\_  
 (printed name) (company (if applicable))

to represent me in matters pertaining to this case.

**PROPERTY OWNER'S SIGNATURE:** \_\_\_\_\_

Property owner's name (print): \_\_\_\_\_

Property owner's address: \_\_\_\_\_

Property owner's phone#: \_\_\_\_\_

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