



“The City Built for Family Living”

Development Services Department

Notice to Contractors, Engineers, Surveyors, Architects and Related Professionals

To whom it may concern:

We have updated our Development Application for making project submittals along with the Planning and Zoning Commission Calendars for 2020 and 2021. Please save these attached files for future reference, which can also be downloaded from the City’s webpage at: <https://www.copperascovetx.gov/planning/>.

Please visit the City’s Engineering webpage at https://www.copperascovetx.gov/city_engineer/. There applicants will find reference to Ordinance No. 2020-35, Amending Chapter 17.5 – Subdivisions and the new Infrastructure Design & Construction Manual (IDCM).

Applicants are encouraged to review all of Sec. 17.5-41 - Requirements and Approval Process for Subdivision Plats and Plans. Staff recommends thorough review of Sec. 17.5-41(b) - Submittal and Review Process and Sec. 17.5-41(c) - Approval Process, which does comply to State House Bill 3167.

Plat and Plan Review meetings will continue to be on Tuesdays for application submittals going before the Planning and Zoning Commission. Minor Plats, Site Plan Reviews and Construction Plans shall be submitted on Fridays for development review. Please refer to the 2020 and 2021 meeting calendars to find the appropriate dates and meeting times. **Development Review meetings are held on Fridays.**

Please submit applications using the MyGovernmentOnline portal at www.mygovernmentonline.org. For any technical assistance using the portal, please call 1-866-957-3764.

Please feel free to reach out for any questions you may have. We look forward to serving you on current and future development projects.

Best,

Robert (Bobby) A. Lewis, Development Services Director
City Planner/ Zoning Administrator

Encl: Attachments

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