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## Technical Completeness Check



**Subdivision Name** \_\_\_\_\_

Yes	Regulation	No	Waiver Request Submitted	Code Section
	Current Application form used.			118-21(c)
	Application is completed with all blanks filled out correctly.			118-21(c)
	All required attachments are attached.			118-21(c)
	All submittal documents are correct quantity, correctly labeled, and correctly folded.			118-21(c)
	All submittal documents are electronically provided as specified in Plat Application Instructions.			118-21(c)
	All property identified in the deed is included on the plat.			118-9
	Proper signatures and authorization provided by property owner. Proof of ownership.			118-21(e)
	Authorized agent signature.			118-21(c)
	Copies of all identified separate instruments have been provided.			118-21(c)
	Confirm separately recorded documents do not create conflicts.			118-21(c)
	Proposed use is consistent with current zoning district.			118-5
	LOC from Engineering - Traffic Impact Analysis.			118-21(c), 118-51
	LOC from Engineering - drainage report.			118-21(c), 118-51
	LOC from Engineering - construction drawing approval. <b>(final plat)</b>			118-21(c), 118-51
	LOC from Engineering - street and utility schematic.			118-21(c), 118-51
	LOC from Utility Provider - water availability, capacity. (distance to existing line from project (water well))			118-21(c), 118-51
	LOC from Utility Provider regarding wastewater availability, capacity. (distance to existing line from project (OSSF))			118-21(c), 118-51
	LOC from TxDOT - access and right-of-way.			118-21(c), 118-51
	LOC from Engineering - appeal of apportionment of public infrastructure.			118-21(c), 118-51
	LOC from County - water well authorization (ETJ).			118-21(c), 118-51
	LOC from County - OSSF authorization (ETJ).			118-21(c), 118-51
	LOC from NB Environmental Services - OSSF authorization (city limits).			118-21(c), 118-51
	Compliance with accepted/approved LOCs.			118-21(c), 118-51
	Compliance with previous approvals on the subject property (PD, SUP, variance, development agreement).			118-21(c)
	If property is part of a larger tract, master plan required			118-22(a)

Yes	Regulation	No	Waiver Request Submitted	Code Section
	Existing adjacent public improvements are included and properly labeled (streets and driveways adjacent or across perimeter right-of-way).			114-98
	Streets/alleys meet adopted cross sections.			118-46(s)
	Block length compliance.			118-44
	Thoroughfare Plan compliance.			118-46(b)
	Hike and Bike Trail Plan compliance.			118-50
	Street layout: Through traffic not promoted (local streets within residential subdivisions).			118-46(a)
	Street layout: Relation to existing and proposed streets.			118-46(a)
	Street layout: Curve radii and tangents standards.			118-46(a)
	Street intersection angles comply with technical standards.			118-46(h)
	Street projections into unplatted property are provided.			118-46(d)
	Existing stub streets continue into proposed project.			118-46(c)
	Street jog compliance.			118-46(j)
	Adjacent street and driveway relationship compliance.			118-46/114-98
	Cul-de-sac/dead-end/temporary turn around compliance.			118-46(l, j, k)
	Marginal access street compliance.			118-46(m)
	Existing right-of-way is properly documented. <b>(preliminary plat and final plat)</b>			118-24(7)a PP 118-29(b)(2) FP
	Additional right-of-way dedication.			118-46(b, g, r, s)
	Private street regulations (when applicable). Waiver materials required.			118-46(x)
	Gated street regulations (when applicable). Waiver materials required.			118-46(x)
	Floodplain regulation compliance (floodplain and floodway illustrated; floodway encumbered with drainage easement; no "island" subdivisions, streets or lots).			118-51
	Lot dimensional standards compliance.			118-45
	Confirm Parkland proposal compliance.			Article V
	Proper seals are on appropriate plans.			118-21(c)
	Waivers – written request with justification as outlined in the code and appropriate fee.			118-11
	Conforms to the approved PD detail plan.			118-42(c)(3)

The application for the proposed subdivision is incomplete based upon failure to include materials in compliance with the code sections identified above.

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Reviewer

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Date