

CITY OF HURST, TEXAS
PRELIMINARY PLAT APPLICATION



GENERAL INFORMATION

Property's Existing Legal Description: _____

Proposed Addition Name: _____

Name of Record Owners: _____

Address of Record Owners: _____

Name of Developer: _____ Phone: _____

Address of Developer: _____

Name of Engineer/Planner/Surveyor: _____ Phone: _____

Address of Engineer/Planner/Surveyor: _____

General Location of Property: _____

Present Zoning District: _____ Zoning Change? **Y** **N** Requested Change: _____

Proposed Land Use:

<u>Land Use</u>	<u>No. of Lots or Units</u>	<u>Acres</u>	<u>Building Space (ft²)</u>
Single Family	_____	_____	_____
Garden/Patio/Zero-lot Line	_____	_____	_____
Duplex	_____	_____	_____
Townhouses	_____	_____	_____
Triplex/Quadruplex	_____	_____	_____
Multi-Family Condos/Apartments	_____	_____	_____
Office	_____	_____	_____
Retail/Restaurant	_____	_____	_____
Commercial	_____	_____	_____
Warehouse/Showroom	_____	_____	_____
Industrial	_____	_____	_____
Public Street R.O.W	_____	_____	_____
Parks, Public Facilities	_____	_____	_____
Other Land Uses	_____	_____	_____
Total	_____	_____	_____

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PRELIMINARY PLAT CHECKLIST:

The Subdivision Ordinance of the City of Hurst contains instructions to guide the preparation and submittal of preliminary plats.

Submit twelve (12) prints of the Preliminary Plat folded to 8 1/2" x 11" size. The preliminary plat should be drawn to an engineering scale of 1" = 100' or larger on a sheet 24" x 36", borders not to exceed 22"x34".

Submit one (1) legible 11" x 17" print of the preliminary plat.

The following items are required to be shown on the preliminary plat or submitted with the preliminary plat for consideration. Please use the boxes at the left to verify the completeness of the information submitted. "N/A" is the abbreviation for "Not Applicable" on this checklist.

INDICATE IF DATA IS:

<u>ON PLAT</u>	<u>N/A</u>	
_____	_____	I. BASIC INFORMATION
_____	_____	A. Subdivision Name
_____	_____	B. City
_____	_____	C. County
_____	_____	D. State
_____	_____	E. Name, address, and phone number of Owner and/or lien holders
_____	_____	F. "Preliminary Plat" Title
_____	_____	G. Name, address, and phone number of Engineer/Planner/Surveyor responsible for design
<u>ON PLAT</u>	<u>N/A</u>	II. IDENTIFICATION
_____	_____	A. Name(s) of adjacent subdivisions
_____	_____	B. Names of streets (existing and proposed)
_____	_____	C. Lot and Block Numbers
<u>ON PLAT</u>	<u>N/A</u>	III. SURVEYING
_____	_____	A. Boundary survey of plat (bearings and distances)
_____	_____	B. Reference to original survey or previous subdivision
_____	_____	C. Locations, names, and widths of adjacent and/or intersecting streets, alleys, and easements
_____	_____	D. Label all easements and note if dedicated to the City or private.
_____	_____	E. Reference and location of all surrounding subdivisions, tracts, etc.
_____	_____	F. Field notes and metes and bounds description

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PRELIMINARY PLAT CHECKLIST: (cont.)

<u>ON PLAT</u>	<u>N/A</u>		IV. INTERIOR DETAILS
_____	_____	A.	Acreage of site
_____	_____	B.	Dimension and location of all lots, streets, easements, parks, etc.
_____	_____	C.	Existing Natural and artificial physical features or property (ditches, creeks, woods, bridges, culverts, etc.)
<u>ON PLAT</u>	<u>N/A</u>		V. LEGAL STIPULATIONS
_____	_____	A.	Copy of all deed restrictions pertaining to the subject property
<u>ON PLAT</u>	<u>N/A</u>		VI. CERTIFICATION
_____	_____	A.	Survey is performed by surveyor licensed in the State of Texas
<u>ON PLAT</u>	<u>N/A</u>		VII. DRAFTING DETAILS
_____	_____	A.	Date
_____	_____	B.	Scale
_____	_____	C.	North Arrow (shown pointing up or to the right)
_____	_____	D.	Small scale location map

PRELIMINARY ENGINEERING PLANS CHECKLIST:

Submit two (2) prints of the Preliminary Engineering Plans. The preliminary engineering plans should be drawn to an engineering scale of 1" = 100' or larger on a sheet 24" x 36" with borders not exceeding 22"x34". Profiles shall have an engineering scale of 1" = 40' horizontal and 1" = 4' vertical.

The following items shall be required, when applicable, for completion of the construction plans. Please use the column on the left to verify the completeness of information submitted. "N/A" is the abbreviation for "Not Applicable" on this checklist.

INDICATE IF DATA IS:

<u>ON PLANS</u>	<u>N/A</u>		I. STREETS
_____	_____	A.	ROW dimension shown for all existing streets
_____	_____	B.	ROW dimension shown for all proposed streets
		i.	Residential (2-lane undivided, 50 feet)
		ii.	Secondary Collector (2-lane undivided, 50 feet**)
		iii.	Primary Collector (4-lane undivided, 70 feet**)
		iv.	Minor Arterial (4-lane divided, 100 feet)
		v.	Major Arterial (6-lane divided, 120 feet*)
			** 10 ft. additional at intersections with collectors
			* 10 ft. additional per turn lane where more than one turn lane is required
_____	_____	C.	Additional street ROW, if required
			If required, street: _____
			Dedication: _____

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PRELIMINARY PLAT ENGINEERING PLANS CHECKLIST: (cont.)

INDICATE IF DATA IS:

ON PLANS

N/A

- D. Alignment of proposed street with existing streets (minimum 125 foot offset)
- E. Extension of collectors and arterials (Thoroughfare Plan)
- F. Preliminary street plans
 - i. Minimum pavement thickness for various street widths is in accordance with the most current revision of the City’s Standard Details for Paving
 - ii. Minimum centerline radius
Residential – 200 feet, Collectors – 400 feet, Arterials – 800 feet
 - iii. No street with one point of access should be longer than 500 feet
 - iv. Block length: >290 feet and < 1,200 feet measured centerline to centerline

ON PLANS

N/A

II. WATER AND SANITARY SEWER AVAILABILITY

- A. Existing water lines shown (location, material type, and size)
- B. Existing sanitary sewer lines shown (location, material type, and size)
- C. Preliminary plans of proposed water distribution mains and services
 - i. Fire hydrants shown
Residential – 500 foot radius coverage
Commercial and Industrial – 300 foot radius coverage
- D. Preliminary plans of proposed sewer collection mains

ON PLANS

N/A

III. ON SITE AND OFF SITE DRAINAGE

- A. Drainage area map
 - i. Existing topography
 - ii. Existing on-site drainage facilities
 - iii. Existing off-site drainage facilities
- B. Proposed lot and block grading plan
- C. Plan view of proposed drainage facilities (location, material type, and preliminary size)
- D. Preliminary plans for meeting water quality requirements (City of Hurst iSWM Criteria Manual, Section 3.2)
 - i. Option 1: Provide draft scoresheet and show locations of practices in the plans.
 - ii. Option 2: Show the types and locations of BMPs proposed with water quality volume calculations.
 - iii. Option 3: Discuss the requirements for approval with the Public Works Director or designee
- E. Show and label all existing and proposed easements.
- F. Draft of downstream assessment report showing no adverse impacts (City of Hurst iSWM Criteria Manual, Section 3.3)
- G. Determination of public or private maintenance for drainage control facilities

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PRELIMINARY PLAT ENGINEERING PLANS CHECKLIST: (cont.)

INDICATE IF DATA IS:

ON PLANS

N/A

IV. MISCELLANEOUS

- | | | | |
|-------|-------|----|---|
| _____ | _____ | A. | Indicate other utilities (i.e. gas, electric, cable, telephone) |
| _____ | _____ | B. | Indicate existing and proposed street light locations |

Owner/Developer Signature _____

Consulting Engineer Signature _____

FOR CITY USE

Received By: _____ Date: _____ Time: _____

Fees Paid: _____

Reviewed By: _____ Date: _____