



City of Leander Planning Department
104 North Brushy Street
PO Box 319
Leander, Texas 78646-0319
Fax (512) 528-2729
www.leandertx.org

Subdivision: GRAND MESA, SECTION 6
AMENDING LOTS 65-68
Submittal Date: 7-29-09
File #: _____
(City will assign File #)

AMENDED PLAT

APPLICATION & CHECKLIST

This application and checklist is provided as a service of the City of Leander. Its purpose is to assist the applicant in preparing a proposal that meets City standards so it can be expedited through the review process.

Prior to submission of an Amended Plat, we recommend that the applicant meet with a representative of the Planning Department to determine if the application is complete prior to printing the required number of plat copies:

Ellen Pizalate (528-2750), Robin Griffin (528-2763), or David Hutton (528-2732)

AN AMENDED PLAT DOES NOT REQUIRE A CONCEPT PLAN, PRELIMINARY PLAT OR CONSTRUCTION PLANS. AS PRESCRIBED BY STATE STATUTE, IT MAY BE UTILIZED TO AMEND EXISTING PLATTED LOTS WITHOUT VACATION OF THE PRECEDING PLAT, WITHOUT A PUBLIC HEARING AND WITHOUT APPROVAL OF OTHER LOT OWNERS WITHIN THE PLATTED SUBDIVISION IF IT IS UTILIZED SOLELY FOR ONE OR MORE OF THE FOLLOWING PURPOSES (CHECK ONE OR MORE AS APPLICABLE):

- ☐ To correct an error in a course or distance shown on the preceding plat.
 - ☐ To add a course or distance that was omitted on the preceding plat.
 - ☐ To correct an error in a real property description shown on the preceding plat.
 - ☐ To indicate monuments set after the death, disability, or retirement from practice of the engineer or surveyor responsible for setting monuments.
 - ☐ To show the location or character of a monument that has been changed in location or character or that is shown incorrectly as to location or character on the preceding plat.
 - ☒ To correct any other type of scrivener or clerical error or omission previously approved by the City, including lot numbers, acreage, street names, and identification of adjacent recorded plats.
 - ☐ To correct an error in courses and distances of lot lines between two adjacent lots if:
 1. Both lot owners join in the application for amending the plat,
 2. Neither lot is abolished,
 3. The amendment does not attempt to remove recorded covenants or restrictions, and
- material adverse effect on the property rights of the other owners in the plat.
- _____ lot line or easement.

**LOST COVE CORPORATION
DBA CRYSTAL FALLS REALTY
CONSTRUCTION ACCOUNT
1001 CRYSTAL FALLS PARKWAY
LEANDER, TX 78641**

FIRST TEXAS BANK
ROUND ROCK, TX 78664

1646

88-474/1149
04

7/29/2009

PAY TO THE
ORDER OF City of Leander

Seven Hundred and 00/100***** \$ **700.00

City of Leander

DOLLARS

MEMO GM 6 correction

⑈001646⑈ ⑆114904746⑆

⑈251423⑈ 2⑈

MP

INSTRUCTIONS:

- Fill out the following application and checklist completely prior to submission.
- Use the most current application from the City's website (www.leandertx.org) or from the Planning Department.
- Place a check mark on each line if you have complied with that item. Indicate with N/A if the item does not apply to your plat. ***This checklist is only a guide. All state and local subdivision requirements cannot be reflected on this checklist.*** If there are any questions regarding subdivision regulations, the applicant should consult the source law. City ordinances can be obtained from the City of Leander at our website or at city hall.

REQUIRED ITEMS FOR SUBMITTAL PACKAGE:

Submit the following items to the Planning Department or include on the Amended Plat:

- ☒ 1. Completed and signed application/checklist.
- ☒ 2. Seven (7) sets of the amended plat – 18" X 24" in size and collated and folded into fourths (9" x 12") with the name of the subdivision showing. (The original mylar is not submitted until all comments have been addressed. If located within the ETJ, one additional set of the plat is required if in Williamson County and two additional sets of the plat are required if in Travis County.)
- ☒ 3. Copy of deed showing current ownership.
- ☒ 4. Copy of existing deed restrictions or covenants.
- ☒ 5. Filing Fee: \$500.00 + \$200 Professional Recovery Fee = \$700 Total Fee

THE FOLLOWING INFORMATION IS REQUIRED TO BE SHOWN ON THE PLAT AND/OR SUBMITTED WITH THE PLAT:

General Information:

- ☒ 1. The proposed name of the subdivision. The name should be the subdivision, lot(s) and block being replatted and followed by the word:
Amended
- ☒ 2. The date, scale, north point, names and addresses of the owner of record, developer, registered public surveyor, and licensed professional engineer (if applicable).
- ☒ 3. A location map. (Recommend USGS 7.5 minute quadrangle map.)
- ☒ 4. Identification and location of proposed uses and reservations for all lots within the subdivision.
- ☒ 5. The following note is shown: ~~# 9~~
This amended plat does not remove any restrictions.
- ☒ 6. Plat or deed references for adjacent property as determined by the most recent tax rolls for all properties located within two hundred (200) feet of the subdivision boundary.
- ☒ 7. Plat note stating as follows: ~~# 17~~
Building setbacks not shown hereon shall comply with the most current zoning ordinance of the City of Leander.
- ☒ 8. Plat note for single family plats as follows: ~~# 34~~
No driveway shall be constructed closer than 50' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting local or collector street. No driveway shall be constructed closer than 100 feet or 60% of parcel frontage, whichever is less, to the ROW of an intersecting arterial street.
- ☒ 9. Certification, signature and revision blocks as required by the City and County, including the following:
 - a) A certified statement by the surveyor is provided indicating that all easements of record are shown or noted on the plat (as found on the title policy or discovered with a title search prepared in conjunction with the most recent purchase) and the plat is in conformance with the Leander Subdivision Ordinance.
 - b) Owner's dedication statement signed and acknowledged by owners dedicating all additional ROW, streets, alleys, easements, parks, and other open spaces to public use, or, when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision. All signatures are with permanent/waterproof ink and notary seals are legible.
 - c) If subdivision is not to be served by the City water system, provide a certification from a licensed professional engineer and approval by the Texas Commission on Environmental Quality (if applicable) that water satisfactory for human consumption is available in adequate supply at the time of submission.

- d) If the subdivision is not to be served by an organized wastewater collection system, provide this note with the engineer's seal stating whether the tract is or is not located in the Edwards Aquifer Recharge Zone and a signature block certified by Paulo Pinto, Williamson Co. Director of Environmental Services:

Based upon the above representations of the engineer or surveyor whose seal is affixed hereto, and after a review of the survey as represented by the said engineer or surveyor, I find that this plat complies with the requirements of the Edwards Aquifer Regulations for Williamson County, Williamson County Flood Plain Regulations, and the Williamson County On-Site Sewerage Facility Regulations. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. The Williamson County & Cities Health District and Williamson County disclaims any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in the plat and the documents associated with it.

Paulo Pinto

Date

Director of Environmental Services

- e) Lot area, width and depth, public utility and drainage easements, and setbacks conform to the requirements as established for the designated land use as set forth in the Zoning Ordinance.
- f) The County recording statement is located in the lower right hand corner of the signature page.

STATE OF TEXAS
COUNTY OF WILLIAMSON

I, NANCY E., RISTER, CLERK OF COUNTY COURT, WITH AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING, AND ITS CERTIFICATE OF AUTHENTICATION, WAS FILED FOR RECORD IN MY OFFICE ON THE ___ DAY OF ___, 20___, A.D. AT ___ O'CLOCK __.M., AND WAS DULY RECORDED ON THIS THE ___ DAY OF ___, 20___, A.D. AT ___ O'CLOCK __.M., PLAT RECORDS OF SAID COUNTY AND STATE IN CABINET ___, SLIDES ___ WITNESS MY HAND AND SEAL OF THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS THE LAST DATE WRITTEN ABOVE.

BY: _____
NANCY E. RISTER
CLERK, COUNTY COURT
WILLIAMSON COUNTY, TEXAS

Or

STATE OF TEXAS
COUNTY OF TRAVIS

I, DANA DEBEAUBVOIR, CLERK OF COUNTY COURT, WITH AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING, AND ITS CERTIFICATE OF AUTHENTICATION, WAS FILED FOR RECORD IN MY OFFICE ON THE ___ DAY OF ___, 20___, A.D. AT ___ O'CLOCK __.M., AND WAS DULY RECORDED ON THIS THE ___ DAY OF ___, 20___, A.D. AT ___ O'CLOCK __.M., PLAT RECORDS OF SAID COUNTY AND STATE IN CABINET ___, SLIDES ___ WITNESS MY HAND AND SEAL OF THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN AUSTIN, TEXAS THE LAST DATE WRITTEN ABOVE.

BY: _____
DANA DEBEAUBVOIR
CLERK, COUNTY COURT
TRAVIS COUNTY, TEXAS

- g) If the property is in Travis County and within the City ETJ, provide a Travis County Commissioner's Court approval note.
- h) City approval statement as follows:

Approved this the ___ day of ___, 20___ A.D. and authorized to be filed for record by the County Clerk of _____ County.

Wayne S. Watts, PE, City Engineer
City of Leander, Texas

ATTEST: _____
Debbie Haile, City Secretary
City of Leander, Texas

Existing Conditions:

- ✓ 1. The existing property lines of the land being subdivided, including bearings and distances, of the land being subdivided. Property lines shall be drawn sufficiently wide to provide easy identification.
- ✓ 2. Areas delineating the regulatory one hundred (100) year floodplain, if applicable. This information must be certified by a licensed professional engineer.
- ✓ 3. Location, dimensions, names and descriptions of all existing or recorded streets, alleys, reservations, railroads, easements or other public rights-of-way within the subdivision, intersecting or contiguous with its boundaries or forming such boundaries, as determined from existing deed and plat records.
- ✓ 4. Survey ties locating adjacent intersecting streets/driveways and median breaks to determine compliance with alignment or off-set requirements on a boundary street within a distance of 1,000 feet of the subdivision boundary.
- ✓ 5. Survey ties at no less than three hundred (300) foot intervals across boundary streets indicating existing ROW width/location (unless such ROW was dedicated by plat).
- ✓ 6. The location of City limit lines and/or extra-territorial jurisdiction, as depicted on the City's most recent base map, if either traverses the subdivision or is contiguous to the subdivision boundary.
- ✓ 7. The location of the County line if it traverses the subdivision or is contiguous to the subdivision boundary.

Survey Control Information:

- ✓ 1. True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner, accurately described and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.
- ✓ 2. The description and location of all permanent monuments or benchmarks, standard monuments, survey control points and lot pins.
- ✓ 3. Sufficient data for each lot to prove mathematical closure.
- ✓ 4. AutoCAD or GIS digital file on a CD as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included.

Datum: North American Datum 1983 (NAD 83)
Units: US Survey Feet

Projection: Texas State Plane – Central Zone (4203)

Improvements:

- ✓ 1. The location, bearings, distances, and widths of proposed easements to be dedicated to public use.
- ✓ 2. A ten foot wide public utility, landscape and pedestrian access easement is dedicated and shown graphically adjacent to all street ROW. (Note: if use is single family or duplex, only dedicate a ten foot public utility easement).
- ✓ 3. Water Courses and Easements: Distances along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.
- ✓ 4. The property lines and number designations of all proposed lots and blocks, with complete bearings, distances and dimensions for front, rear and side lot lines. If inside the City, lots are in conformance with the Leander Composite Zoning Ordinance. If outside the City, lots served by a central sewage system have a minimum area as provided in the Composite Zoning Ordinance in the zoning district appropriate for the proposed land use. Lots to be served by septic systems shall be a minimum of 20,000 square feet in area and conform to the County regulations based on percolation tests.
- ✓ 5. The use, property dimensions, names and boundary lines of all reservations to be dedicated for public use, including schools, churches, parks and open spaces; common ownership; or subsequent development.

- N/A 6. The proposed location of sidewalks for each street shown as a dotted line inside the proposed right-of-way and the following sidewalk note:
Sidewalks shall be installed on the subdivision side of [insert street name(s)]. Those sidewalks not abutting a residential, commercial or industrial lot (including sidewalks along street frontages of lots proposed for schools, churches, park lots, detention lots, drainage lots, landscape lots, or similar lots), sidewalks on arterial streets to which access is prohibited, sidewalks on double frontage lots on the side to which access is prohibited, and all sidewalks on safe school routes shall be installed when the adjoining street is constructed.
- ☒ 7. If inside the City limits, subdivision complies with the Composite Zoning Ordinance. If plat does not comply with existing zoning, a re-zoning application is enclosed.
 Current zoning (if inside Leander) _____ (Do not show on plat)
- ☒ 8. No lot has a lot line intersection of less than forty-five (45) degrees.
- ☒ 9. All lots front on a public roadway.
- ☒ 10. Wherever feasible, single family and two family residential lots are oriented so that the rear line of a lot is not the side lot line of another lot.
- ☒ 11. There are no single family or two family double frontage lots except where one of the frontages is to an arterial street.
- ☒ 12. Single family and two family residential lots adjacent to an arterial street have access on a residential street only and a note is shown on the plat prohibiting access to the other street.
- ☒ 13. Single family and two family residential corner lots on unequal class streets have access only to the street with the lower classification and a note is shown on the plat prohibiting access to the other street.
- ☒ 14. "Flag" lots are not proposed unless there are no other reasonable alternatives and they meet the following conditions:
 _____ Driveways would be located no closer than permitted by the Transportation Criteria Manual.
 _____ The minimum width of the flag lot is no less than twenty five (25) feet.
 _____ The narrow portion of the lot is dedicated as a common driveway access easement.
 _____ No more than two "flag" lots are located side by side.
 _____ The Fire Chief has no objection to the lot layout.
 _____ The narrow "flag pole" portion of the lot is not considered when calculating lot width, depth or area requirements, or in establishing setback requirements.
- ☒ 15. For residential plats, the following note is provided if applicable:
For lots less than sixty feet wide and zoned SFC, SFL or SFT, residential street facing garages shall be located no closer to the street than five feet in front of the dwelling or roof covered porch, with such dwelling or porch structure being not less than seven feet wide for all portions of the structure adjacent to the garage. For all other lots, residential street facing garages shall be located no closer to the street than the dwelling.
- ☒ 16. A note is provided limiting access to a specified roadway if required.
- ☒ 17. Is this plat subject to an approved PUD, PDD or developer agreement? (Y/N) If yes, provide a copy.
- ☒ 18. Is applicant proposing a development agreement? (Y/N) If yes, provide a letter explaining proposal.
- N/A 19. For multi-lot non-residential plats, the following note is provided:
All lots contained in this subdivision and users thereof shall have reciprocal access for ingress and egress through all drive lanes, fire lanes and driveways.
- ☒ 20. Certification from a licensed professional engineer and approval by the Texas Commission on Environmental Quality (TCEQ) (when community well serving more than 25 people for over 60 days a year or when connecting a private well to a public city system) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.

Support Documents:

- N/A 1. Copy of approved application for flood plain map amendment or revision by FEMA (if applicable).
- ☒ 2. Note: Original tax certificates from the Williamson County tax office (includes County, City, and ACC) and LISD tax office are required prior to recording.
- N/A 3. If the plat is in Williamson County, provide the owner's affidavit for recording.

Applicant Information:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with.

The agent is the official contact person for this project and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent.

(Check One):

☐ I, the owner, will represent this application with the City of Leander.

☒ I, the owner, hereby authorize the person named below to act as my agent in processing this application with the City of Leander.

Property Owner: LOOKOUT DEVELOPMENT Phone: 260-2066 Fax: 260-9043

Address: 1001 Crystal Falls Pkwy City: Leander State: TX Zip: 78641 Mobile: _____

Signature: [Signature] Email: _____
WILLIAM R. HINCKLEY
PRESIDENT

Project Agent: BARBARA SMITH Phone: 260-2066 Fax: 260-9043

Address: 1001 Crystal Falls Pkwy City: Leander State: TX Zip: 78641

Email: barbara@crystalfalls.net Mobile: _____ Pager: _____

I hereby attest that I prepared this application / checklist and that all information shown hereon is correct and complete to the best of my knowledge.

[Signature] WILLIAM R. HINCKLEY 7-29-09
Signature Name (printed) Date