

City of Kingsville

Subdivision Plat Submittal Packet



Plans and specifications for the plat review should be complete at the time of submittal. Use this guide as a check-list when submitting your plans for review. Please submit ten (10) full size and ten (10) reduced (11x17) signed and sealed sets of plans.

CODE INFORMATION

Chapter 15
Article III
Subdivisions

For more information please contact Department of Planning & Development Services
at (361) 595-8055, or visit our website www.cityofkingsville.com

City of Kingsville Contact Information

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City of Kingsville

Planning & Zoning Board

Public Notices must be in the newspaper **15 DAYS** prior to the meeting. The Kingsville Record publishes every Thursday. Please contact Herlinda Solis for a definite date at 361-595-8055.

Meetings are the First & Third Wednesday of every month.

@ 6:00 PM

Helen Kleberg Groves Community Room,
1st Floor – City Hall, 400 W. King Ave., Kingsville, TX 78363

*Meeting dates and times may be subject to change



CITY OF KINGSVILLE
PLANNING AND ZONING DIVISION
MASTER APPLICATION

PROPERTY INFORMATION: (Please PRINT or TYPE)

Project Address _____ Nearest Intersection _____

(Proposed) Subdivision Name _____ Lot _____ Block _____

Legal Description: _____

Existing Zoning Designation _____ Future Land Use Plan Designation _____

OWNER/APPLICANT INFORMATION: (Please PRINT or TYPE)

Applicant/Authorized Agent _____ Phone _____ FAX _____

Email Address (for project correspondence only): _____

Mailing Address _____ City _____ State _____ Zip _____

Property Owner _____ Phone _____ FAX _____

Email Address (for project correspondence only): _____

Mailing Address _____ City _____ State _____ Zip _____

Select appropriate process for which approval is sought. Attach completed checklists with this application.

<u>Annexation Request</u>	<u>No Fee</u>	<u>Preliminary Plat</u>	<u>Fee Varies</u>
<u>Administrative Appeal (ZBA)</u>	<u>\$250.00</u>	<u>Final Plat</u>	<u>Fee Varies</u>
<u>Comp. Plan Amendment Request</u>	<u>\$250.00</u>	<u>Minor Plat</u>	<u>\$100.00</u>
<u>Re-zoning Request</u>	<u>\$250.00</u>	<u>Re-plat</u>	<u>\$250.00</u>
<u>SUP Request/Renewal</u>	<u>\$250.00</u>	<u>Vacating Plat</u>	<u>\$50.00</u>
<u>Zoning Variance Request (ZBA)</u>	<u>\$250.00</u>	<u>Development Plat</u>	<u>\$100.00</u>
<u>PUD Request</u>	<u>\$250.00</u>	<u>Subdivision Variance Request</u>	<u>\$25.00 ea</u>

Please provide a basic description of the proposed project:

I hereby certify that I am the owner and /or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect the permit or approval may be revoked.

Applicant's Signature _____ Date: _____

Property Owner's Signature _____ Date: _____

Accepted by: _____ Date: _____



Department of Development Services

City of Kingsville, PO Box 1458, Kingsville, TX 78364

Office 361-595-8055

PROPOSED SUBDIVISION PRELIMINARY PLAT REVIEW COMMENTS

(water and sanitary sewer layout, paving and drainage plan, street lighting plan)

Date of Review _____

Project Name _____

Project Location _____

Lot _____ Block _____ Subdivision _____

[] Developer [] Agent Name _____

Mailing Address _____

FEMA flood zone _____ MIA zone _____ Proposed Use _____

INFORMATION ACCEPTABLE OR APPROVED

	N/A	YES	NO	MISSING
1. Proposed Subdivision name unique [15-3-16(D)(2)]	☐	☐	☐	☐
2. Property boundary and acreage indicated [15-3-16(D)(4)]	☐	☐	☐	☐
3. Copy of Warranty Deed submitted [15-3-17(A)(2)]	☐	☐	☐	☐
4. Elevation Benchmark indicated	☐	☐	☐	☐
5. Lot grading plan provided	☐	☐	☐	☐
6. Storm runoff calculations submitted and approved	☐	☐	☐	☐
7. Storm Runoff detention provided	☐	☐	☐	☐
8. Storm runoff discharge outfall adequate	☐	☐	☐	☐
9. Contours lines shown on plat	☐	☐	☐	☐
10. FIRM flood zone designation boundary shown on plat where applicable	☐	☐	☐	☐
11. TxDOT permits required and submitted ¹	☐	☐	☐	☐
12. Number and width of entrances adequate	☐	☐	☐	☐
13. All street stub outs provided with turn arounds	☐	☐	☐	☐
14. Street offsets greater than 125 ft. CL to CL	☐	☐	☐	☐
15. Length of cul-de-sac less than 500'	☐	☐	☐	☐
16. Proposed streets grades min of 0.25%	☐	☐	☐	☐

	N/A	YES	NO	MISSING
17. Proposed streets names and width shown [15-3-16(D)(2)]	☐	☐	☐	☐
18. Proposed streets width adequate	☐	☐	☐	☐
19. If not is additional street dedications being provided	☐	☐	☐	☐
20. Block lengths max 800', min 250'	☐	☐	☐	☐
21. Streets corner clips adequate	☐	☐	☐	☐
22. Reverse curves must be separate by a straight section min 100'	☐	☐	☐	☐
23. Streets intersect at right angles	☐	☐	☐	☐
24. Plat layout consistent with city's thoroughfare plan	☐	☐	☐	☐
25. No residential lots fronting arterial or highways	☐	☐	☐	☐
26. Commercial lots fronting Expwy 77 (bypass) min 100'	☐	☐	☐	☐
27. All lots with direct access onto Expwy 77 (bypass) min 1 acre	☐	☐	☐	☐
28. Sidewalk plan adequate and shown on preliminary plat	☐	☐	☐	☐
29. Alleys discourage on Residential developments Alleys or loading zone required on commercial developments	☐	☐	☐	☐
30. Street lighting plan adequate and shown on preliminary plat	☐	☐	☐	☐
31. Fire Hydrant spacing adequate and shown on preliminary plat	☐	☐	☐	☐
32. Street signage plan provided and deposit made to city ²	☐	☐	☐	☐
33. Storm inlet spacing adequate (300' max street flow)	☐	☐	☐	☐
34. SWPPP required and submitted ¹	☐	☐	☐	☐
35. NOI required and submitted ¹	☐	☐	☐	☐
36. Adjoining properties shown [15-3-16(D)(5)(b)]	☐	☐	☐	☐
37. Adjoining owner's name shown [15-3-16(D)(5)(b)]	☐	☐	☐	☐
38. If part of a larger tract, master plan submitted	☐	☐	☐	☐
39. Adjacent street right of ways width shown [15-3-16(D)(5)(a)]	☐	☐	☐	☐
40. Adjacent waterways or streams shown [15-3-16(D)(5)(c)]	☐	☐	☐	☐
41. Existing or Adjacent easement shown with Doc # [15-3-16(D)(5)(b)]	☐	☐	☐	☐
42. All proposed easements properly indicated 10' if along street, 15' if on side or rear of lot, 20' if straddled along common lot lines	☐	☐	☐	☐
43. Lot bearing and dimensions shown	☐	☐	☐	☐
44. Lot square footage shown as needed	☐	☐	☐	☐
45. Interior Lot frontage min of 50 ft	☐	☐	☐	☐
46. Corner Lot frontage min of 70 ft	☐	☐	☐	☐
47. Lot depth min of 110 ft	☐	☐	☐	☐
48. Lots for Single family dwellings in R3 & R4 zones min 6000 sf	☐	☐	☐	☐
49. Lots for two-family dwellings or more in R3 & R4 zones min 6000 sf Plus 1000 ft for each additional unit	☐	☐	☐	☐

	N/A	YES	NO	MISSING
50. Lots for group dwellings in R3 & R4 zones min 6000 sf Plus 1000 sf for each additional unit of first structure plus 2000 sf for each Separate structure and 1000 sf for each unit in each additional structure	☐	☐	☐	☐
51. Lots for single-family attached dwellings (townhouses) in R3 & R4 zones min 2500 sf, min 25' width & min 80' depth	☐	☐	☐	☐
52. Lot corner pins shown and conc. Monuments provided	☐	☐	☐	☐
53. Property in a Military Influence Area	☐	☐	☐	☐
54. Building setback lines shown on plan	☐	☐	☐	☐
55. Is re-zoning required	☐	☐	☐	☐
56. Sheets bear Engineer's seal and signature [15-3-16(D)(1)]	☐	☐	☐	☐
57. Proposed waterlines indicate size, material and lengths	☐	☐	☐	☐
58. Proposed waterlines systems must be looped	☐	☐	☐	☐
59. Proposed waterlines systems min 8", 6" allow for FHs	☐	☐	☐	☐
60. Separate water service lines where not part of main loop min 4"	☐	☐	☐	☐
61. Proposed sanitary sewer lines indicate size, material and lengths	☐	☐	☐	☐
62. Proposed storm drainage lines indicate size, material and lengths	☐	☐	☐	☐
63. Proposed streets plan include construction details	☐	☐	☐	☐
64. Proposed local residential streets min 6" stabilized sub-base, 6" base, 1-1/2" HMA All other streets Min 6" stabilized sub-base, 9" base, 2" HMA or greater as needed	☐	☐	☐	☐
65. Proposed standard 6" streets curb & gutter 24" wide	☐	☐	☐	☐

Notes: 1. this information is required prior to commence of construction
2. this deposit together with inspection fees is required prior to recording of final plan

Comments _____

Reviewed by _____ Date _____

City of Kingsville



Subdivision Ordinances

For additional information-
www.cityofkingsville.com

ARTICLE 3: SUBDIVISIONS

Section

General Provisions

- 15-3-1 Subdivision of land in city's jurisdiction; approval and plat requirements
- 15-3-2 Definitions
- 15-3-3 Gas Utilities

Platting Procedures

- 15-3-15 Preliminary Conference
- 15-3-16 Preliminary plat and accompanying data fees, processing procedures
- 15-3-17 Final Plat; decision of commission; fees
- 15-3-18 Disapproval restricted
- 15-3-19 Platted lots

Design Standards

- 15-3-30 Streets
- 15-3-31 Alleys
- 15-3-32 Easements
- 15-3-33 Blocks
- 15-3-34 Lots

Required Improvements

- 15-3-45 Submission of plans and specifications; approval or disapproval procedure
- 15-3-46 Improvements required to conform
- 15-3-47 Minimum standards; generally
- 15-3-48 Roadway pavement
- 15-3-49 Lot grading
- 15-3-50 Curb and gutter
- 15-3-51 Sidewalks
- 15-3-52 Street signs
- 15-3-53 Water and sewer utilities
- 15-3-54 Street lights
- 15-3-55 Off-site improvements

Sec. 15-3-1. - Subdivision of land in city's jurisdiction; approval and plat requirements.

(A) Before any plan, plat or replat of a lot, subdivision or addition of land inside the city or within its extra-territorial jurisdiction thereof shall be recorded with the County Clerk, it shall first be approved by the Planning and Zoning Commission of the city, as well as the City Commission, in conformity with Tex. Loc. Gov't Code, §§ 212.001 et seq., and the provisions of this article. Hereafter, every owner of any tract of land situated within the corporate limits or within the extra-territorial jurisdiction of the corporate limits of the city who may hereafter divide the same into two or more parts for the purpose of laying out any subdivision of any tract of land, or for laying out suburban lots or building lots, or any lots and streets, alleys or parks or other portions intended for public use, or the use of purchasers or owners of lots fronting thereon or adjacent thereto, shall cause a plat to be made thereof which shall accurately describe all of the subdivision or addition by metes and bounds and locate the same with respect to an original corner of the original survey of which it is a part, giving the dimensions thereof of the subdivision or addition, and dimensions of all streets, alleys, squares, parks or other portions of same intended to be dedicated to public use, or for the use of purchasers or owners of lots fronting thereon or adjacent thereto.

(B) *Exceptions by reference.* See definition of "subdivision" in [§ 15-3-2](#) and "platted lots" in [§ 15-3-19\(A\)](#).

(1962 Code, § 12-1-1; Ord. 95018, passed 8-28-95)

Sec. 15-3-2. - Definitions.

For the purpose of this article, the following definitions shall apply unless the context clearly indicates or requires a different meaning. Any office referred to in this article by title means the person employed or appointed by the city in that position, or his duly authorized representative. Definitions not expressly described herein are to be construed in accordance with customary usage in municipal planning and engineering practices.

Air installation compatible use zone (AICUZ). The area of the Naval Air Station, Kingsville, and adjacent areas subject to the impacts of noise or accident hazards created by current aircraft operations as depicted in the "Air Installation Compatible Use Zone Study," dated 1994 that establishes recommended compatible uses of land as adopted by Ordinance No. 94024 by the City Commission on October 12, 1994.

Alley. A minor public right-of-way not intended to provide the primary means of access to abutting lots, but which is used primarily for location of utilities and vehicular service access for solid waste collection to the back or sides of properties (otherwise abutting on a street).

Building setback line. The line within a property defining the minimum horizontal distance between a building and the adjacent street line.

City. The City of Kingsville, Texas.

City commission. The City Commission of the city.

City's authorized agent. City Manager or his designated representative.

Crosswalk way. A public right-of-way, three feet or more in width between property lines, which provides pedestrian circulation.

Cul-de-sac. A street having but one outlet to another street and terminated on the opposite end by a vehicular turn-around.

Dead-end street. A street, other than a cul-de-sac, with only one outlet.

Engineer. A person duly authorized under the provisions of the Texas Engineering Registration Act, as heretofore or hereafter amended, to practice the profession of engineering.

Extraterritorial jurisdiction (ETJ). Two miles beyond the existing city limits.

Flood. A temporary rise in stream level that results in inundation of areas not ordinarily covered by water.

Floodway. The channel of a watercourse and portions of the adjoining floodplain which are reasonably required to carry and discharge the regulatory flood.

Lot. An undivided tract or parcel of land having frontage on a public street and which is or in the future may be offered for sale, conveyance, transfer or improvement; which is designated as a distinct and separate tract, and is identified by a tract or lot number or symbol in a duly approved subdivision plat which has been properly filed of record.

Pavement width. The portion of a street available for vehicular traffic where curbs are laid. *Pavement width* is the portion between the outside of curbs.

Person. Any individual, association, firm, corporation, governmental agency or political subdivision.

Planning commission. The Planning and Zoning Commission of the city.

Regulatory flood. A flood which is representative of large floods known to have occurred generally in the area and reasonably characteristic of what can be expected to occur on a particular stream. The *regulatory flood* generally has a flood frequency of approximately 100 years as determined from an analysis of floods on a particular stream and other streams in the same general region.

Regulatory flood protection elevation. The elevation of a habitable area at or above the regulatory flood level.

Should. This word is recommended.

Street. A way for vehicular traffic, whether designated as a street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, lane, place or however otherwise designated.

(1) *Major thoroughfares or arterial streets.* Principal traffic arteries more or less continuous across the city which are intended to connect various neighborhoods of the city and which are used primarily for fast or heavy volume traffic and shall include, but not be limited to, each street designated as a major street on the major street plan.

(2) *Collector streets.* Those which carry traffic from minor streets to the major system of arterial streets and highways, including the principal entrance streets of residential development and streets for circulation within such a development.

(3) *Minor streets.* Those which are used primarily for access to the abutting properties and which are intended to serve traffic within a limited residential district.

(4) *Marginal access streets.* Minor streets which are parallel to and adjacent to arterial streets and highways; and which provide access to abutting properties and protection from through traffic.

(5) *Alleys.* Minor ways which are used primarily for vehicular service access to the back or the side of properties otherwise abutting on a street.

Subdivider. Any person or any agent thereof dividing or proposing to divide land so as to constitute a subdivision as that term is defined herein. In any event, the term *subdivider* shall be restricted to include only the owner, equitable owner or authorized agent of such owner or equitable owner of land sought to be subdivided.

Subdivision. A division of any tract of land situated within the corporate limits or within its extra-territorial jurisdiction, in two or more parts for the purpose of laying out any subdivision of any tract of land or any addition of any town or city, or for laying out suburban lots or building lots or any lots and streets, alleys or parts or other portions intended for public use or the use of purchasers or owners of lots fronting thereon or adjacent thereto. *Subdivision* includes re-subdivision and single lot development, but it does not include the division of land for agricultural purposes in parcels or tracts of five acres or more and not involving any new street, alley or easement of access.

Surveyor. A licensed surveyor or a registered public surveyor as authorized by state statute to practice the profession of surveying.

Utility easement. An interest in land granted to the city, to the public generally, and/or to a private utility corporation, for installing or maintaining utilities across, over or under private land, together with the right to enter thereon with machinery and vehicles necessary for the maintenance of the utilities.

U.S.G.S. United States Geological Survey.

(1962 Code, § 12-1-2; Ord. 95018, passed 8-28-95)

Sec. 15-3-3. - Gas utilities.

The installation and dedication of gas distribution mains within the subdivision may be required.

(1962 Code, § 12-6-2; Ord. 95018, passed 8-28-95)

Sec. 15-3-15. - Preliminary conference.

Prior to the official filing of a preliminary plat, the subdivider shall consult with and present a proposed plan of subdivision to the Department of Planning and Community Development for comments and advice on the procedures, specifications and standards required by the city for the subdivision of land.

(1962 Code, § 12-2-1)

Sec. 15-3-16. - Preliminary plat and accompanying data; fees; processing procedures.

(A) *General.* Preliminary plat shall be required when substantial water, wastewater, earthwork, roadway improvements or if unusual property circumstance require further review by city staff.

When minor improvements are required a letter of explanation and detailed sketch will suffice.

Waiving the preliminary plat requirement will be left to the discretion of the city's authorized agent.

(B) *Time for filing and copies required.* The subdivider shall present 15 blue or black line copies of the plat to the Director of Planning no less than ten working days prior to the date at which formal application for the preliminary plat approval is made to the Planning and Zoning Commission.

(C) *Filing fees.*

(1) Such plat shall be accompanied by a filing fee as noted below. An additional fee of \$200.00 shall be collected for any replat or amending plat to defray the expense of publication and notice required by local ordinance or state statute. No action by the Planning and Zoning Commission shall be valid until the filing fee has been paid. This fee shall not be refunded should the subdivider fail to make formal application for preliminary plat approval or should the plat be disapproved.

Preliminary Plat Filing Fees	
(Payable Upon Submittal)	
Up to 0.99 acres	\$115.00
One acre to 4.99 acres	230.00
Five acres or more	46.00 per acre

(2) The filing fee shall be waived when a preliminary plat is not required.

(D) *Form and content.* The preliminary plat shall be drawn at a scale of one inch to 100 feet on sheets 24 inches wide and 36 inches long, with a binding margin of not less than one and one-half inches on the left side of the sheet and margins on the other three sides of not less than one-half inch. When more than one sheet is necessary to accommodate the entire area, an index sheet showing the entire subdivision at an appropriate scale shall be attached to the plat. The plat shall show the following:

- (1) Names and addresses of the subdivider, record owner, engineer and/or surveyor.
- (2) Proposed name of the subdivision, which shall not have the same spelling as or be pronounced similarly to the name of any other subdivision located within the city limits or the extra-territorial jurisdiction of the city. Proposed names of streets, which shall not be the same or similar to those already assigned to other streets in other parts of the city unless there is a street continuation.
- (3) Names of contiguous subdivisions.
- (4) Subdivision boundary lines, indicated by heavy lines, and the computed acreage of the subdivision.
- (5) Existing sites as follows:
 - (a) The general location, dimensions, names and description of all existing or recorded streets, alleys, reservations, easements or other public rights-of-way within the subdivision, intersecting or contiguous with its boundaries or forming such boundaries.
 - (b) The general location, dimensions, description and name of all existing or recorded residential lots, parks, public areas and other sites within or contiguous with the subdivision.
 - (c) The general location, dimensions, description and flow line of the existing watercourses, associated floodplains and drainage structures within the subdivision or on contiguous tracts.
- (6) The general location, dimensions, description and names of all proposed streets, alleys, parks, other public areas, reservations, easements or other rights-of-way, blocks, lots and other sites within the subdivision. Exception: Specific lot dimensions do not have to be shown.
- (7) The location of sanitary sewer lines.
- (8) The location of water lines.
- (9) The location of watercourses, drainage and flood prevention structures.
- (10) Date of preparation, scale of plat and north arrow.
- (11) A copy of the U.S.G.S. topographical map.
- (12) Vicinity sketch or map at a scale of not more than 1,000 feet to an inch which shall show existing subdivisions, streets, easements, rights-of-way, parks and public facilities in the vicinity.
- (13) AICUZ boundaries where applicable and identified by the Department of Planning and Community Development.

(14) Staff reserves the right to request additional information to adequately enforce the intent of the preliminary plat requirements.

(15) A final plan for the proposed fills or other structure-elevating techniques, levees, channel modifications, retaining walls and other methods to overcome flood or erosion-related hazards (see [§ 15-3-65](#)(B)(3) of this article).

(16) Notice: This property is located within an area that is one-quarter mile outside of the Naval Air Station (NAS) Kingsville 65 dB DNL noise contours and may be impacted by noise, odors, flight safety hazards, and other potential compatibility issues relating to installation operations. This property may also be subject to additional development regulations relative to the property's proximity to the installation.

(E) Processing the preliminary plat.

(1) On receipt of the preliminary plat and other required information, the Planning and Zoning Commission shall render a decision thereon within 30 days. Such decision may consist of approval, disapproval or conditional approval. Conditional approval shall be considered to be the approval of a plat or replat subject to conformity with prescribed conditions, but shall be deemed to be a disapproval of such plat or replat until such conditions are complied with. All objections made to the preliminary plat, or conditions imposed, shall be furnished to the subdivider in writing.

(2) When a preliminary plat and other required information has been approved, the subdivider may thereafter file a final plat or plats of sections of the subdivision upon which approval of the preliminary plat has been obtained, and upon the filing of the final plat or plats, preliminary plat shall be considered approved or conditionally approved as in subdivision (1) above; provided, however, that such approval or conditional approval of the remainder of the preliminary plat shall be limited to a one year period; provided further, however, that the Planning and Zoning Commission may, at its discretion, extend such period of validity. When a preliminary plat has been approved and thereafter the subdivider fails to file with the Planning and Zoning Commission a final plat of the subdivision or a section thereof within a period of six months, the approval of the preliminary plat shall be void except, however, the Planning and Zoning Commission may, in its discretion, extend such period of validity.

(3) The Director of Planning shall approve a Plat:

(a) If the plat consists of four or fewer lots fronting on an existing street and not creating a new street;

(b) If the plat is an amending plat as described in Section 212.016 of the Texas Local Government Code as of the date of the adoption of this subsection unless otherwise required by law.

(c) If water and sewer service for development on the proposed lots is immediately available without a service extension, and no extension of municipal facilities is required to serve the proposed lots;

(d) No variance is required for the plat to meet the requirements of subsection (e); and

(e) The plat complies with the subdivision ordinance applicable at the time the application for final plat approval was filed.

If the plat consists of more than four lots but is not an amending plat, or if a variance is required, the Planning and Zoning Commission shall approve the plat if the plat complies with the subdivision ordinance and, after action on the requested variance, with all requirements of this Code applicable at the time the application for final plat approval was filed. For the purposes of this subsection, "amending plat" has the same meaning as contained in Section 212.016 of the Texas Local Government Code as of the date of the adoption of this subsection unless otherwise required by law.

(1962 Code, § 12-2-2; Ord. 81058, passed 12-14-81; Ord. 85046, passed 10-21-85; Ord. 95018, passed 8-28-95; Ord. 98025, passed 11-9-98; Ord. 200022, passed 11-20-00; Ord. 2010-10, passed 5-17-2010)

Sec. 15-3-17. - Final plat; decision of commission; fees.

The final plat and accompanying data shall conform to the preliminary plat as conditionally approved by the Planning Commission, incorporating any and all changes, modifications, alterations, corrections and conditions required by the Planning Commission.

(A) *The original and ten copies of the final plat.* This plat shall be drawn on mylar, a minimum scale of one inch to 100 feet or larger in ink with all figures and letters legible, and the whole proper for filing for record in the office of the County Clerk with the following information given:

- (1) The title or name by which the subdivision is to be identified, north point, the scale of the map and the name of the state-registered professional engineer and/or state-licensed or registered land surveyor responsible.
- (2) A definite legal description and identification of the tract being subdivided. This description shall be sufficient for the requirements of title examination. The plat shall be a descriptive diagram drawn to scale. The plat shall show by reference that the subdivision is a particular portion or part of the previously filed plat; recognized grant or partition.
- (3) The boundaries of the subdivided property, the location or designation of all streets, alleys, parks and other areas intended to be dedicated or deeded to the public use, with proper dimensions. The boundaries of the subdivisions shall be indicated by a heavy line and shall be tied by dimensions to the parent subdivision.
- (4) The location of all adjacent streets and alleys, with their names, and the names of adjoining subdivisions with exact location and designation by number of lots and blocks.
- (5) All lot, block and street boundary lines, with blocks and lots numbered or lettered consecutively. Building lines and easements shall be shown and shall be defined by dimension. The actual width of all streets shall be shown, measured at right angles or radially, where curved. All principal lines shall have the bearing and any deviations from the norm shall be indicated.

(6) Accurate dimensions, both linear and angular, of all items on the plat; the boundary survey on the site shall close within one in 10,000. Linear dimensions shall be expressed in feet and decimals of a foot; angular dimensions may be shown by bearings. Curved boundaries shall be fully described and all essential information given (radius, delta, arc), circular curves shall be defined by actual length of radius and not by degree of curve. Complete dimensional data shall be given on fractional lots.

(7) The location and description of all lot, block and subdivision corners.

(a) Lot corners shall be three-fourths inch iron pipe or five-eighths iron rod 24 inches to 30 inches long with the top set flush with the ground.

(b) Block corners shall be three-fourths inch iron pipe or five-eighths inch iron rod 24 inches to 30 inches long. They shall be double pinned with the top rod being set flush with ground and shall include the beginning and end of all curves within each block.

(c) Subdivision corners will be marked by a concrete monument that meets or exceeds the following standard. A five-eighths inch iron rod shall be set in a concrete block measuring six inches in diameter and 24 inches long.

(8) The flood hazard areas shall be delineated on the final plat, and reserved by deed restrictions as areas not suitable for development.

(9) A certificate of ownership in fee of all land embraced in the subdivision, and of the authenticity of the plat and dedication, shall be signed and acknowledged by all owners of any interest in the land. The acknowledgment shall be in the form required in the conveyance of real estate. Approval and acceptance of all lien holders shall be included.

(10) A certificate by the responsible surveyor in charge, duly authenticated, that the plat is true and correct and in accordance with the determination of surveys as staked on the ground.

(11) A disclosure statement that all or a portion of the subdivision falls within the AICUZ; the disclosure statement to be displayed prominently with other required certificates.

(12) In addition to other required certificates, the forms set out in the appendix shall be entered on the plat following the certificates of owner, engineer, and the like, and preceding the certificate of the County Clerk.

(13) The final plat submitted to the Planning and Zoning Commission, as well as the City Commission, and to be filed for record with the County Clerk, shall not show construction features such as curb lines or public utility lines or other structures not involved in the title covenant.

(14) The area of each lot shall be clearly indicated by writing the number of square feet in each lot on the final plat.

(B) *Final restrictive covenants.* A copy of the final restrictive covenants to govern the nature of the use of the property in the subdivision shall be submitted if the subdivision is planned for the use of individual septic tanks in lieu of a sanitary sewer system. The

Planning and Zoning Commission may, in the public interest, require that these be filed simultaneously with the plat.

(C) *Planning and Zoning Commission to render decision within 30 days.* Upon filing of the final plat along with other required information, the Planning and Zoning Commission, as well as the City Commission, shall both render a decision thereon within 30 days after their respective regular meetings. The decision may consist of approval, disapproval or conditional approval. Reasons for disapproval or conditional approval shall be stated in writing. When a plat is conditionally approved, the subdivider may subsequently refile the final plat meeting the objections or required conditions, and the Planning and Zoning Commission shall, at the next regular meeting thereafter, sign the final plat, provided it meets the objections or imposed conditions.

(D) *When final plat approved.* Upon approval of the final plat, the plat being otherwise fully endorsed and all provisions of the Subdivision Ordinance complied with shall be filed by the city with the County Clerk of Kleberg County, Texas.

(E) *Guarantee of performance.* In order to ensure the provision of improvements in the development of subdivisions, the city requires the subdivider to provide a performance bond or allow the Department of Planning and Community Development to hold the final plat in escrow. The subdivider may choose which method he prefers.

(1) *Performance bond to be required.* The subdivider shall provide a one and one-half year performance bond. The performance bond shall be in the amount of 100% of the costs of construction.

(2) *Final plat to be held in escrow.* The final plat shall not be signed by the Mayor and allowed to be filed for record until all improvements within the subdivision have been constructed, inspected and approved by the City Engineer.

(F) *Maintenance bond to be required.* The subdivider's contractor shall provide a two-year maintenance bond for faulty workmanship and/or materials utilized in the improvements of the subdivision. The maintenance bond shall be in the amount of 100% of the cost of the construction. Should the total cost of the construction be less than \$25,000.00, the developer or contractor may elect to post a cash deposit, or other negotiable security acceptable to the city, equivalent to 25% of the cost of the improvements.

(G) *Approval to be valid for 12 months.* Approval of a final plat shall be valid for a period of 12 months; provided, however, that this period may be extended by the Planning and Zoning Commission upon written request by the subdivider.

(H) *Filing fees.* Upon the submission of each final plat for approval, a filing fee shall be paid to the city as noted below.

Plat Filing Fees (Payable Upon Submittal)	
Up to 0.99 acres	\$100.00
One acre to 4.99 acres	200.00
Five acres or more	40.00 per acre

- (I) *Recording fees.* Subdivider shall be responsible for all recording fees, which shall consist of \$50.00 for the first page and \$40.00 for each additional page, plus \$10 for certification of the first page and \$5.00 for each additional page.

(1962 Code, § 12-2-3; Ord. 81058, passed 12-14-81; Ord. 86013, passed 8-4-86; Ord. 88014, passed 7-11-88; Ord. 95018, passed 8-28-95; Ord. 200022, passed 11-20-00; Ord. 2005-14, passed 4-11-05; Ord. No. 2010-05, § I, passed 3-22-1010)

Sec. 15-3-18. - Disapproval restricted.

No plat shall be disapproved nor the processing thereof delayed for noncompliance with any requirement or condition not set forth in this article or otherwise required by law.

(1962 Code, § 12-2-4; Ord. 81058, passed 12-14-81; Ord. 95018, passed 8-28-95)

Sec. 15-3-19. - Platted lots.

(A) *When replat is not required.* When any lot and a portion of a lot or portions of lots aggregating a larger tract in width and/or size than the average lot in the block in which same is situated are conveyed as a single unit for a single use purpose from a previously legally platted subdivision, no replat thereof shall be required.

(B) *Exceptions:*

- (1) This exception shall not apply to any extension across an easement or public way, nor permit changing the facing of the original lots.
- (2) This exception is not to be construed as a waiver of any requirement of the zoning ordinance, as amended, or other applicable ordinance or recorded restriction, and for such interpretations, the integrated tract shall thereafter be considered as a single lot.

(1962 Code, § 12-6-3; Ord. 81058, passed 12-14-81; Ord. 95018, passed 8-28-95)

Sec. 15-3-30. - Streets.

- (A) *Streets to conform to comprehensive plan.* The arrangement, character, extent, width, grade and location of all streets shall conform to the general plan for the city and shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and in their appropriate relation to the proposed uses of the land to be served by such streets.
- (B) *Arrangement of streets.* Where such is not shown in the general plan for the city, the arrangement of streets in a subdivision shall either:
- (1) Provide for the continuation or appropriate projection of existing principal streets in surrounding areas; or
 - (2) Conform to a plan for the neighborhood, approved or adopted by the Planning and Zoning Commission to meet a particular situation where topographical or other conditions make continuance or conformance to existing street impracticable.
- (C) *Minor streets.* Minor streets shall be so laid out that their use by through traffic be discouraged.
- (D) *Existing or proposed arterial streets or highways.* Where a subdivision abuts or contains an existing or proposed main arterial street or highway, the Planning and Zoning Commission may require marginal access streets, reverse frontage with screen planting contained in a nonaccess reservation along the rear property line, deep lots with rear service alleys, or such other treatment as may be necessary for adequate protection of residential property and to afford separation of through and local traffic.
- (E) *Reserve strips prohibited.* Reserve strips controlling access to streets shall be prohibited, except where their control is definitely placed in the city under conditions approved by the Planning and Zoning Commission.
- (F) *Street jogs to be avoided.* Street jogs with centerline offsets of less than 125 feet shall be avoided.
- (G) *Tangents.* Reverse curves to be discouraged.
- (H) *Streets to intersect at right angles.* Streets shall be laid out so as to intersect as nearly as possible at right angles.
- (I) *Property lines to be rounded.* Property lines at street intersections shall be rounded with a radius of 10 feet for 60 foot right-of-ways and a 20 foot radius for right-of-ways greater than 60 feet.

(J) *Right-of-way widths.* Street right-of-way widths shall be as shown in the general plan for the city, and where not shown therein shall be not less than as follows:

Street Type	Right-of-Way Width
Major thoroughfares	100 feet
Collector	60 feet
Minor for apartments	60 feet
Minor for other residences	60 feet
Marginal access	60 feet

(K) *Half streets.* Half streets shall be prohibited.

(L) *Dead-end streets and cul-de-sacs.* Dead-end streets (designed to be so permanently) longer than 500 feet are to be discouraged and shall be provided at the closed end with a turn-around having an outside roadway diameter of at least 80 feet, and a street property line diameter of at least 100 feet.

(M) *Street grades.* Street grades shall be established with due regard being had for topography, contemplated land use and the existing city drainage plan and facilities in the area surrounding the land to be subdivided; provided that the minimum street grade shall be two-tenths of one percent.

(1962 Code, § 12-3-1; Ord. 95018, passed 8-28-95; Ord. 207-30, passed 11-19-07)

Sec. 15-3-31. - Alleys.

(A) *To be provided in commercial and industrial districts.* Alleys shall be located in industrial and commercial districts only; there shall be no alleys located in residential subdivisions platted after the passage of this section. Alleys of not less than 30 feet pavement width shall be provided in commercial and industrial districts, except that the Planning and Zoning Commission may waive this requirement where other definite and assured provision is made for service access, such as off-street loading, unloading and parking consistent with and adequate for the uses proposed.

(B) *Minimum width.* The minimum width of an alley shall be 20 feet.

(C) *Intersections and sharp changes to be avoided.* Alley intersections and sharp changes in alignment shall be avoided, but where necessary, corners shall be cut off sufficiently to permit safe vehicular movement.

(D) *Dead-end alleys to be avoided.* Dead-end alleys shall be avoided where possible, but if unavoidable, shall be provided with adequate turn-around facilities with a minimum 80 foot radius at the dead end.

(1962 Code, § 12-3-2; Ord. 95018, passed 8-28-95; Ord. 2006-09, passed 4-10-06)

Sec. 15-3-32. - Easements.

(A) *Utility easements.* Easements across lots or centered on rear or side lot lines shall be provided for utilities where necessary and shall be at least 10 feet wide to each side.

(B) *Drainage easements.* Where a subdivision is traversed by a watercourse, drainageway, channel or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of such watercourse, and such further width or construction, or both, as will be adequate for the purpose. Parallel streets or parkways may be required in connection therewith.

(1962 Code, § 12-3-3; Ord. 95018, passed 8-28-95)

Sec. 15-3-33. - Blocks.

Block lengths should be limited to a maximum length of 800 feet, and a minimum length of 250 feet wherever possible.

(1962 Code, § 12-3-4; Ord. 95018, passed 8-28-95)

Sec. 15-3-34. - Lots.

(A) *Size.* The lot size, width, depth, shape and orientation and the minimum building setback lines shall be appropriate for the location of the subdivision and for the type of development and use contemplated.

(B) *Dimensions.* Lot dimensions shall be as follows:

- (1) Residential lots, where served by public sewer, shall be not less than 50 feet wide at the front property line; shall be at least 110 feet deep, with not less than 5,500 square feet in area.
- (2) Residential lots, where not served by public sewer, shall contain a minimum area of one-half acre (0.5 acre = 21,780 sf) when public water supply is provided and one acre (one acre = 43,560 sf) when private water supply is utilized. In all cases, lot areas shall contain sufficient area to comply with the private sewer system standards of the Texas Natural Resource Conservation Commission.
- (3) In case of irregularly shaped lots, the minimum width shall be measured at the front building line.
- (4) Depth and width of properties served or laid out for church, club or other semi-public use or for business or industrial purposes shall be adequate to provide for the off-street service and parking facilities required by the type of use and development contemplated.
- (C) *Corner lots shall be at least 70 feet wide.* Lots abutting on crosswalk ways shall be treated as corner lots. When such lots side upon a major thoroughfare or collector street, driveways or garage entrances that would enter on the thoroughfare or collector street are to be discouraged.
- (D) *Access to be provided.* The subdividing of the land shall be such as to provide, by means of a public street, each lot with access to an existing public street.
- (E) *Side lot lines.* Side lot lines shall be substantially at right angles or radial to street lines.
- (F) *Extra depth and width in certain cases:*
- (1) Where a lot in a residential area backs up to a railroad right-of-way, a high-pressure petroleum, petro-chemical or gas line, an arterial street or industrial area, additional depth may be required.
- (2) In no case shall a depth in excess of 200 feet be required. Where a lot sides to any of the foregoing, additional width shall be required by the Planning Commission, but in no event shall a width in excess of 100 feet be required.

(1962 Code, § 12-3-5; Ord. 81058, passed 12-14-81; Ord. 95018, passed 8-28-95)

Sec. 15-3-45. - Submission of plans and specifications; approval or disapproval procedure.

- (A) *Plans and specifications.* When a preliminary plat of a subdivision has been approved by the Planning and Zoning Commission, the developer may submit plans and specifications to the City Engineer. The City Engineer shall, within 30 days of submission of the plans and specifications, approve same if they conform to the requirements of this article, or disapprove same giving his reasons therefore, in writing, to the subdivider. Thereafter, when the subdivider has met the objections, if any, the City Engineer shall sign the plans and specifications and forthwith deliver same to the subdivider, his agent or his engineer, any plans and specifications submitted in connection with a preliminary plat, which may be conditionally approved, as provided in § 15-3-16(F), subject to the final determination of the conditions of such approval.
- (B) *Five sets of plans to be submitted.* Before beginning any construction of the improvements outlined in this section on proposed roadways or public utilities pertaining to any subdivision

coming under the provisions of this article, five complete sets of plans and specifications of such construction, in the form of plats, sketches or other satisfactory written descriptions, shall be filed with the City Engineer. These shall show such features as roadways, cross sections and longitudinal slope for drainage, full description of proposed pavement or street improvements, its grade and slope, dimensions and specifications concerning public utilities to be installed showing proposed position on the ground, specifications of materials and construction, and profile maps of all sanitary and storm sewers showing both ground surface and flow line, and any other pertinent information of similar nature.

(C) All areas disturbed during construction shall be revegetated to a minimum of 75% coverage. All construction debris shall be removed from the subdivision prior to final acceptance.

(1962 Code, § 12-4-1; Ord. 95018, passed 8-28-95; Ord. 98025, passed 11-9-98)

Sec. 15-3-46. - Improvements required to conform.

All improvements shall be designed by a registered professional engineer of the state, and the construction of all improvements shall be under his or her direct supervision. All improvements shall be designed and constructed to conform with the provisions of this article, and no construction shall be commenced until this article is so complied with.

(1962 Code, § 12-4-1; Ord. 95018, passed 8-28-95)

Sec. 15-3-47. - Minimum standards; generally.

The following minimum standards for improvements shall be agreed to and complied with in each subdivision or addition before final approval of a plat by the Planning and Zoning Commission.

(1962 Code, § 12-4-2; Ord. 95018, passed 8-28-95)

Sec. 15-3-48. - Roadway pavement.

(A) All roadway pavement for minor and marginal access type streets shall be paved with a base of compacted caliche having a minimum thickness of six inches. All other type street pavement shall have paving with a base of compacted caliche having a minimum thickness of nine inches.

(B) The base shall be surfaced as follows or approved equal:

(1) Prime coat.

(2) One and one-half inches of hot mix, hot laid asphaltic concrete pavement, Type D or C for minor and marginal access streets. Two inches of hot mix, hot laid asphaltic concrete pavement, Type D or C for all other type streets.

(3) Width of paving for various types of streets, including standard two foot curb and gutter shall not be less than the following:

Street Type	Pavement Width (Min.)
Marginal access	36 ft. recommended or 30 ft. minimum required
Minor, for residences	36 ft. recommended or 30 ft. minimum required
Minor, for apartments	36 ft. recommended or 30 ft. minimum required
Collector	40 ft. minimum required
Major thoroughfares	64 ft. minimum required

(D) Pavement and right-of-way widths for business or industrial developments shall be established by the city's authorized agent on the basis of the extent and character of the proposed development.

(E) Specifications, design criteria and testing shall meet the latest requirements established by the City Engineering Department.

(1962 Code, § 12-4-2; Ord. 95018, passed 8-28-95)

Sec. 15-3-49. - Lot grading.

A lot grading plan will be submitted for approval by the City's Engineering Department. Lot grading on subdivisions will be such that lots drain toward the street. Accordingly, all lots graded within subdivisions will be sloped at a minimum grade of one percent.

(1962 Code, § 12-4-2; Ord. 95018, passed 8-28-95)

Sec. 15-3-50. - Curb and gutter.

Combined curb and gutter shall be constructed on each side of each street within the boundaries of each subdivision within the city limits and within the area that the city extraterritorial jurisdiction control exists.

(A) All combined curb and gutter for all subdivisions and for all street improvements shall be of the standard type with a minimum height of six inches. All driveways shall be a straight driveway section.

(B) The combined curb and gutter shall be reinforced concrete having a minimum section of 12 inches at the back of the curb, six inches at the flow line of the gutter and seven inches in depth in the outer edge of the gutter and shall be 24 inches in width and may be varied in section to fit particular conditions involved. Curbs for individual driveways shall be seven inches in depth in front, seven inches in depth in back, six inches in depth at the flow line, and shall be 24 inches in width.

(C) The design and specifications for combined curb and gutters shall meet the latest requirements established by the City Engineering Department.

(1962 Code, § 12-4-2; Ord. 95018, passed 8-28-95; Ord. 2009-10, § I, passed 5-11-09)

Sec. 15-3-51. - Sidewalks.

Concrete sidewalks having a width of not less than four feet and thickness of not less than four inches shall be constructed on each side of each street within the subdivision. The sidewalk shall be located along the back of the curb and shall extend along all street frontage, including the side of corner lots and block ends; provided however, that where it is impractical to provide such sidewalks on the side lot lines abutting major thoroughfares or drainage ditches, then in those instances sidewalks are not required. The builder will put in sidewalks at the time of building construction.

(1962 Code, § 12-4-2; Ord. 95018, passed 8-28-95; Ord. 98025, passed 11-9-98)

Sec. 15-3-52. - Street signs.

Street name signs and traffic-control signs that meet the latest requirements of the *Manual for Uniform Traffic Control Devices (MUTCD)* for the state shall be erected at all street intersections. Street signs shall be provided by the city at the developer's expense.

(1962 Code, § 12-4-2; Ord. 95018, passed 8-28-95)

Sec. 15-3-53. - Water and sewer utilities.

(A) *Water lines.*

(1) Where an approved public water supply is available, each lot within the subdivision area shall be provided with access to such water supply. The layout shall be designed to form a loop system. No main shall be smaller than six inches and the minimum size for service lines shall be four inches, except that two inch stubs may be extended to serve a maximum of three lots.

(2) In areas where a public water supply is not available, the subdivider shall construct wells in such manner that an adequate supply of potable water shall be available to every lot in the subdivision. Such water supply system shall be constructed under the supervision of the City-County Health Unit of Kleberg County, and shall comply with all regulations of the State Board of Health in regard to such systems.

(B) *Fire hydrants.* Standard fire hydrants shall be installed by the subdivider as part of the water distribution system. The fire hydrants and their installation shall meet the latest standards of the State Board of Insurance and the Fire Marshal of the city.

(C) *Sanitary sewers.*

(1) All subdivisions coming under the provisions of this article and which are accessible to a public sanitary sewer shall provide each lot within the subdivision with access to such sanitary sewer. The design of such sanitary sewer layouts shall be coordinated with the city's sanitary sewers. The minimum pipe size for sewer mains shall be six inches.

(2) When any subdivision is planned that is not reasonably accessible to a public sanitary sewer, it shall provide either for the use of septic tanks or an individual sewage treatment plant as follows:

(a) *Septic tanks.* In all subdivisions planned for septic tank use, the minimum lot area shall be one-half acre (0.5 = 21,780 sf) per single-family dwelling with public water facilities and one acre (1 = 43,560 sf) for lots with a private water facilities. Within the city limits, septic tanks shall be installed on each lot concurrent with any development thereon, and the design of such system and the method of installation shall conform in all respects to the requirements of the City-County Health Unit of Kleberg County. The City-County Health Unit shall have the authority to vary the lot area requirements where satisfactory evidence is presented to indicate that soil conditions are such as to warrant a modification.

(b) *Individual sewage treatment plant.* In all subdivisions planned to be serviced by an individual sewage treatment plant, lots may be of standard area. The plant providing such sewage disposal facilities shall be constructed in accordance with the regulations and requirements of the Texas Natural Resource Conservation Commission and with the approval and under the supervision of the city's authorized agent. No multi-lot systems will be allowed.

(D) *Supervised installations required.* In order to properly protect the health, safety and general welfare of the citizens of the city, all taps, meter services and meter sets on existing public utility water lines of the city must be made and installed under the supervision and direction of the Superintendent of the Water Division for the city.

(E) *Oversized mains.* Where it shall be determined by the City Commission that larger or deeper mains or lines are required in order to provide for the future extension of the sewer and/or water utility system beyond the limits of the subdivision in question, the city shall assume the responsibility for any additional costs involved. In the event city funds are not currently available to pay for such larger or deeper mains or lines as may be required, arrangements for reimbursement shall be made by the city.

(F) *Subdivider to extend utilities.*

(1) Whenever a final plat of a subdivision within the city limits is approved for which no water or sewer facilities are available at the boundary of such subdivision, the subdivider shall extend the utilities to his or her property at no cost to the city, unless a Residential Development Agreement with the city has been executed by all necessary parties.

(2) No utilities will be extended to any development within the AICUZ boundary which has been determined incompatible with the Navy's recommended land use.

(1962 Code, § 12-4-2; Ord. 95018, passed 8-28-95; Ord. 2003-04, passed 2-24-03)

Sec. 15-3-54. - Street lights.

Street lights shall be installed in all new subdivisions or replats in accordance with Article 9 (Street Lights) of Chapter 15 (Land Usage). Street lights shall also be installed at all intersections and other locations deemed necessary by the city. The developer shall pay for any additional cost, if any, above the credit allowance that the city receives from the utility company. The city will energize and pay all monthly charges as soon as power is available.

(1962 Code, § 12-4-2; Ord. 81058, passed 12-1-81; Ord. 95018, passed 8-28-95; Ord. 2008-25, passed 9-15-08)

Sec. 15-3-55. - Off-site improvements.

Where any street forms any part of the boundary of a subdivision and some part of the width of the street has been dedicated or committed to dedication and improved or committed to improvement, the subdivider shall be required to dedicate and/or improve the balance of the width of any such street; otherwise, no improvements shall be required as a prerequisite to the approval of the plat for any existing dedicated street forming a boundary of a subdivision.

(1962 Code, § 12-6-1; Ord. 95018, passed 8-28-95)