



## Planning & Development Department

119 Palo Pinto St. Weatherford, TX 76086 Phone: 817-598-4284 Fax: 817-598-4487

# SITE DEVELOPMENT PERMIT APPLICATION

### Application:

A site development permit is required from the city prior to beginning any site development-related work in the city or its extraterritorial jurisdiction that affects erosion control, storm drainage, vegetation or tree removal, or a flood plain.

### Conditions prior to authorization:

Prior to authorizing release of a site development permit, the city engineer shall be satisfied that the following conditions have been met:

- (1) The preliminary plat has been approved by the city council (and any conditions of such approval have been satisfied);
- (2) All required engineering documents are completed and approved by the city engineer;
- (3) All necessary offsite easements and dedications required for city-maintained facilities and not shown on the plat must be conveyed solely to the city, such as by filing of a separate instrument, with the proper signatures affixed. The original of the documents and the appropriate fees for filing the documents at the county (per Parker County requirements and the city's submission guidelines, as may be amended from time to time) shall be returned to the city secretary prior to approval and release of the engineering plans by the city engineer;
- (4) All contractors participating in the construction shall be presented with a set of approved plans bearing the stamp of release of the city engineer and utility director, as appropriate, and at least one set of these plans shall remain on the job site at all times;
- (5) A complete list of the contractors, their representatives on the site, and telephone numbers where a responsible party may be reached at all times must be submitted to the city; and
- (6) All applicable fees must be paid to the city.

### Checklist:

- Questionnaire .....  Yes
- Application .....  Yes
- Fees .....  Yes
- Deed(s) .....  Yes
- One (1) 11" x 17" copy of the engineering/civil plans for the subject property .....  Yes
- Four (4) 18" x 24" or 24" x 36" copies of the engineering/civil plans for the subject property .....  Yes

