
3.7. Submission materials.

3.7.1.The submission shall include the following:

- (a) A complete application form that bears the original notarized signature(s) of the property owner(s) of the subject property;
- (b) The prescribed submission fee;
- (c) One half-sized 11-inch by 17-inch black-and-white reductions of the plat;
- (d) One copy of any applicable development agreement pertaining to the subject property (if any);
- (e) Copy of soil test turned into county;
- (f) Digital copies of all submittal items including GIS data;
- (g) A certificate or other satisfactory evidence from the Hays County Central Appraisal District showing that all taxes have been paid on the subject property, and that no delinquent taxes exist against the property. Documentation shall also be included that shows no delinquent assessments, fees, or other debts or obligations to the city and which are directly attributable to the subject property. One copy of the tax status certificate shall be submitted to the city in order for the application to be deemed complete;
- (h) A preliminary drainage study;
- (i) If any amount of surface water is to be used by the subject property, for final plat approval the applicant must certify to the city that the applicant has obtained all necessary authorizations from the Lower Colorado River Authority (LCRA) and the United States Fish and Wildlife Service (USFWS). The applicant must also provide proof of compliance with the memorandum of understanding (MOU) between LCRA and USFWS, or the regional water quality protection plan, as may be applicable;
- (j) Record of approved variance needed for the project;
- (k) Any waivers needed for the project;
- (l) Any approved permits that are applicable to the plat application (i.e. driveway permit, TCEQ permit, utility provider permit, etc.);
- (m) A written narrative describing how all portions of the site development application meets all requirements of this code and other codes including landscaping, lighting, parkland dedication, site development, water quality protection and zoning, as may be relevant;
- (n) All documents in the correct form listed in section 4.8 of this ordinance; and
- (o) Any other reasonable and applicable information and materials deemed appropriate by the city engineer or city administrator.

3.7.2.An engineer's summary report electronically and on paper that describes, in as much detail as necessary, the following:

- (a) The overall nature and scope of the proposed development, including zoning (if applicable);
- (b) The proposed use(s) and acreage of each proposed use (if applicable);
- (c) Minimum lot or unit sizes, widths and depths, number of lots or units to be created;
- (d) Special amenities or facilities that will be included in the development;
- (e) How the property will be served with required utilities and services reflective of all letters of service availability;

(f) How stormwater drainage will be handled; and

(g) An itemization and description of any waivers from provisions of this chapter that will be sought.

3.7.3. If the proposed development will have access points onto a major thoroughfare, the application shall also include a letter from the appropriate entity, such as TxDOT or Hays County, acknowledging and approving proposed driveway locations and corresponding median openings and left turn lanes, if applicable.

3.7.4. Letters shall also be provided from each of the applicable utility service providers, including the city if applicable, including water, wastewater, gas, electricity, telephone, cable TV and solid waste, verifying their ability and willingness to provide an adequate level of service for the proposed development.

3.7.5. The Dripping Springs Independent School District shall be notified (in writing, copy to city) so that the district has the opportunity to document any concerns regarding transportation issues or raise matters regarding efforts to obtain a future school site within any portion of the subject property.

3.7.6. All plat drawings and other corresponding plans and drawings, including construction plans and landscape and screening plans, shall be on sheets equal to 24 inches by 36 inches in size, and shall be drawn to a known engineering scale of not smaller than 100 feet to the inch or a larger scale. In cases of large developments which would exceed the dimensions of the sheet at 100 foot scale, plats may be on multiple sheets or to another known engineering scale, as approved by the city administrator, and in a format that will be acceptable for eventual filing at Hays County.